

CITY OF HILLSBORO  
CITY COUNCIL MEETING

Agenda – Regular Meeting - Tuesday, May 7, 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 \$363,093.14
  - 2. Minutes from the April 16, 2024 meeting
  - 3. CDBG & HEAL Vouchers totaling \$163,870.39
  - 4. Parts from Core & Main for daycare center fire line for \$11,025
  - 5. HVAC replacement at the reservoir pump station \$11,555
- C. Crystal Hinen- Ranson Financial
  - 1. Public Hearing for revised CDBG for 126 N Main
  - 2. Consideration of bids for the community daycare center project
- D. Public Comment
- E. Business Items
  - 1. Consideration of Ordinance 1391 designating main trafficways
  - 2. Consideration of Ordinance 1392 authorizing the sale of bonds for road improvements
  - 3. Consideration of a Municipal Advisor Agreement with Raymond James & Associates
  - 4. Consideration of Resolution 2024-02 providing for the underwriting and sale of \$1.5 million GO Bonds for road projects
  - 5. Consideration of Ordinance 1393 creating the H-S Hospital Zoning District
  - 6. Setting a special meeting for Monday, May 13, 7:00 PM at the Bluejay Lanes for the purpose of receiving community feedback on the city's potential ownership of the bowling alley
  - 7. **Consideration of Resolution 2024-03 authorizing an application to the KDOT TA grant program**
- F. Discussion Items
  - 1. Food Truck Regulations
- G. Land Bank Meeting
  - 1. Approval of the April 2, 2024 Land Bank Minutes
  - 2. Vouchers totaling \$1,540.54
- H. Executive Session pursuant to KSA 75-4319 (b)(1) for discussion of non-elected personnel
- I. City Administrator's Report
- J. Public Comments
- K. Council Comments
- L. Adjournment

**ACCOUNTS PAYABLE CHECK REGISTER**

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
4 CENTRAL NATIONAL BANK										
		35226	4/19/2024	3295	AG SPRAY EQUIPMENT	205.27				
		35227	4/19/2024	3613	AG360 INSURANCE	13,444.00				
		35228	4/19/2024	2715	BRIGHTSPEED	1,597.65				
		35229	4/19/2024	1157	DALKE CONSTRUCTION CO., INC.	1,779.80				
		35230	4/19/2024	3023	FAMILY HEALTH AMERICA, L.C.	120.25				
		35231	4/19/2024	1807	HOUSE OF GLASS, INC.	8,555.00				
		35232	4/19/2024	2839	JOHN DEERE FINANCIAL	2,221.68				
		35233	4/19/2024	1069	TODD D. JOST	845.56				
		35234	4/19/2024	3587	KMEA MID STATES	2,081.03				
		35235	4/19/2024	1325	MIDWEST RADAR & EQUIPMENT	280.00				
		35236	4/19/2024	1585	NETWORKS PLUS	135.00				
		35237	4/19/2024	3518	KALEB SPENCER	306.94				
		35238	4/19/2024	3675	SYNERGY MAINT & CONST	60,200.00				
		35239	4/19/2024	3562	THIS N THAT FARM	2,345.29				
*		5349								
		5350	4/19/2024	2320	AIRGAS USA, LLC	56.30			ACH	
		5351	4/19/2024	1044	FOLEY INDUSTRIES	1,005.87			ACH	
		5352	4/19/2024	1216	KANSAS POWER POOL	131,065.94			ACH	
		5353	4/19/2024	3683	PVS DX, INC	1,957.80			ACH	

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

BANK TOTALS:	
OUTSTANDING	228,203.38
CLEARED	.00
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BANK 4 TOTAL	228,203.38
**VOIDED**	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
101 GENERAL	27,000.73	27,000.73	.00	.00
218 FAMILY AQUATIC CENTER	52,400.00	52,400.00	.00	.00
618 WATER	5,080.75	5,080.75	.00	.00
619 ELECTRIC	136,894.15	136,894.15	.00	.00
620 REFUSE	2,552.40	2,552.40	.00	.00
621 SEWER	4,275.35	4,275.35	.00	.00

**CHECKS, E-PAYMENTS & ACH -- \$228,203.38 (04/19/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
802851	1	4/19/24	4/10/24	CENTRAL NATIONAL BANK 3295 AG SPRAY EQUIPMENT MASSEY TRACTOR SPRAYER	205.27	101	101-410-5210 STREET EQUIPMENT MAINTENAN	1
				INVOICE TOTAL	205.27			
				VENDOR TOTAL	205.27			
041624	1	4/19/24	4/16/24	3613 AG360 INSURANCE LINEBACKER INS POLICY	421.00	101	101-110-5220 LEGISLATIVE INS PREMIUMS	1
	2			LAW ENF INS POLICY	306.00	101	101-210-5220 POLICE INSURANCE PREMIUMS	1
	3			INSURANCE PREMIUM	2,543.40	101	101-110-5220 LEGISLATIVE INS PREMIUMS	1
	4			INSURANCE PREMIUM	2,543.40	618	618-812-5220 WATER PROD INSURANCE PREMI	1
	5			INSURANCE PREMIUM	2,543.40	619	619-830-5220 ELEC DISTB INSURANCE PREMI	1
	6			INSURANCE PREMIUM	2,543.40	620	620-850-5220 REFUSE DISTB INS PREMIUM	1
	7			INSURANCE PREMIUM	2,543.40	621	621-870-5220 SEWER DISTB INS PREMIUMS	1
				INVOICE TOTAL	13,444.00			
				VENDOR TOTAL	13,444.00			
9148622943	1	4/19/24	4/05/24	2320 AIRGAS USA, LLC SAFETY GLASSES	56.30	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	56.30			
				VENDOR TOTAL	56.30			
040724	1	4/19/24	4/07/24	2715 BRIGHTSPEED LOCAL PHONE SERVICE	56.10	101	101-120-5280 ADMIN UTILITIES	1
	2			LOCAL PHONE SERVICE	1,194.78	619	619-830-5280 ELEC DIST UTILITIES	1
	3			LOCAL PHONE SERVICE	3.33	101	101-220-5280 FIRE UTILITIES	1
	4			LOCAL PHONE SERVICE	343.44	621	621-870-5280 SEWER DIST UTILITIES	1
				INVOICE TOTAL	1,597.65			
				VENDOR TOTAL	1,597.65			
6762-28	1	4/19/24	3/29/24	1157 DALKE CONSTRUCTION CO., INC. 10 TON SCREENING	120.00	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	120.00			
6762.13	1	4/19/24	3/29/24	REPLACE INVENTORY	216.00	618	618-810-5301 WTR DIST COMMODITIES	1

**CHECKS, E-PAYMENTS & ACH -- \$228,203.38 (04/19/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ	
				INVOICE TOTAL	216.00				
7899-14	1	4/19/24	4/05/24	REPLACE INVENTORY	277.50	618	618-810-5301 WTR DIST COMMODITIES	1	
				INVOICE TOTAL	277.50				
7899-21	1	4/19/24	4/05/24	SAND FOR AERIFYING	1,166.30	101	101-330-5301 GOLF COMMODITIES	1	
				INVOICE TOTAL	1,166.30				
				VENDOR TOTAL	1,779.80				
				3023 FAMILY HEALTH AMERICA, L.C.					
041524	1	4/19/24	4/15/24	ADMINISTRATIVE SERVICES	120.25	101	101-110-5201 LEGISLATIVE CONTRACTUAL SE	1	
				INVOICE TOTAL	120.25				
				VENDOR TOTAL	120.25				
				1044 FOLEY INDUSTRIES					
SS380031438	1	4/19/24	4/11/24	GENERATOR MAINTENANCE	1,005.87	621	621-870-5210 SEWER DIST EQUIP MAINTENAN	1	
				INVOICE TOTAL	1,005.87				
				VENDOR TOTAL	1,005.87				
				1807 HOUSE OF GLASS, INC.					
84619	1	4/19/24	4/11/24	CITY HALL VESTIBLE	8,555.00	101	101-120-5501 ADMIN CAPITAL OUTLAY	1	
				INVOICE TOTAL	8,555.00				
				VENDOR TOTAL	8,555.00				
				2839 JOHN DEERE FINANCIAL					
1001103374	1	4/19/24	3/29/24	REPAIR AIR COMPRESSOR	2,221.68	101	101-410-5210 STREET EQUIPMENT MAINTENAN	1	
				INVOICE TOTAL	2,221.68				
				VENDOR TOTAL	2,221.68				
				1069 TODD D. JOST					
24345	1	4/19/24	4/11/24	IRON & MISC REPAIR	845.56	101	101-410-5301 STREET COMMODITIES	1	
				INVOICE TOTAL	845.56				
				VENDOR TOTAL	845.56				
				1216 KANSAS POWER POOL					
041224	1	4/19/24	4/12/24	ELECTRIC PURCHASE	131,065.94	619	619-830-5328 ELEC DIST ELECTRIC PURCHAS	1	
				INVOICE TOTAL	131,065.94				
				VENDOR TOTAL	131,065.94				

**CHECKS, E-PAYMENTS & ACH -- \$228,203.38 (04/19/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
RS-HILLSBORO-3-24	1	4/19/24	4/12/24	3587 KMEA MID STATES SUB-STATION BATTERIES	2,081.03	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	2,081.03			
				VENDOR TOTAL	2,081.03			
174506	1	4/19/24	4/18/24	1325 MIDWEST RADAR & EQUIPMENT RADAR RECERTIFICATION 2024	280.00	101	101-210-5210 POLICE EQUIP MAINTENANCE	1
				INVOICE TOTAL	280.00			
				VENDOR TOTAL	280.00			
77821	1	4/19/24	4/11/24	1585 NETWORKS PLUS IT-REMOTE	9.00	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	2			IT-REMOTE	9.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	3			IT-REMOTE	9.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	4			IT-REMOTE	9.00	620	620-850-5201 REFUSE DISTB CONTRACTUAL S	1
	5			IT-REMOTE	9.00	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
	6			IT-REMOTE	90.00	101	101-510-5201 PLANNING & ZONING CONT SER	1
				INVOICE TOTAL	135.00			
				VENDOR TOTAL	135.00			
287000101-24	1	4/19/24	4/01/24	3683 PVS DX, INC CHLORINE RESTOCK	1,957.80	618	618-812-5308 WATER PROD CHEMICALS	1
				INVOICE TOTAL	1,957.80			
				VENDOR TOTAL	1,957.80			
041224	1	4/19/24	4/12/24	3518 KALEB SPENCER KRWA CONF - MILEAGE	77.05	618	618-810-5301 WTR DIST COMMODITIES	1
				INVOICE TOTAL	77.05			
041924	1	4/19/24	4/19/24	ELECTRICAL CRIMPER	229.89	621	621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	229.89			
				VENDOR TOTAL	306.94			
2024-2589	1	4/19/24	3/26/24	3675 SYNERGY MAINT & CONST FIX CLUBHOUSE DECK	52,400.00	218	218-710-5501 FAC CAPITAL OUTLAY	1
				INVOICE TOTAL	52,400.00			

**CHECKS, E-PAYMENTS & ACH -- \$228,203.38 (04/19/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
2024-2599	1	4/19/24	4/09/24	BATHROOM REMODEL	7,800.00	101	101-330-5501 GOLF CAPITAL OUTLAY	1
				INVOICE TOTAL	7,800.00			
				VENDOR TOTAL	60,200.00			
				3562 THIS N THAT FARM				
1028	1	4/19/24	3/06/24	REPAIR SAND PRO 3 WHEELER	1,159.79	101	101-340-5210 SPORTS COMPLEX EQUIP MAINT	1
				INVOICE TOTAL	1,159.79			
1040	1	4/19/24	3/14/24	SEWER VAC TRUCK SERVICE CALL	143.75	621	621-870-5210 SEWER DIST EQUIP MAINTENAN	1
				INVOICE TOTAL	143.75			
1056	1	4/19/24	4/10/24	FIX BROKEN EQUIPMENT	1,041.75	101	101-330-5210 GOLF EQUIPMENT MAINTENANCE	1
				INVOICE TOTAL	1,041.75			
				VENDOR TOTAL	2,345.29			
				CENTRAL NATIONAL BANK TOTAL	228,203.38			
				TOTAL MANUAL CHECKS	.00			
				TOTAL E-PAYMENTS	.00			
				TOTAL PURCH CARDS	.00			
				TOTAL ACH PAYMENTS	134,085.91			
				TOTAL OPEN PAYMENTS	94,117.47			
				GRAND TOTALS	228,203.38			

**CHECKS, E-PAYMENTS & ACH -- \$228,203.38 (04/19/2024)**

**ACCOUNTS PAYABLE CHECK REGISTER**

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
4 CENTRAL NATIONAL BANK										
5354		4/26/2024		3650	KRISTA RICHERT	394.30				ACH
5355		4/26/2024		1564	BEN STEKETEE	679.60				ACH
* 6101609										
6101610		4/26/2024		1599	ADVANCE INSURANCE COMPANY	294.70				E-PAY
6101611		4/26/2024		3242	CIT	138.09				E-PAY
6101612		4/26/2024		3444	CSG FORTE PAYMENTS, INC	3,241.12				E-PAY
6101613		4/26/2024		3530	HEARTLAND MERCHANT SERVICES	207.93				E-PAY
6101614		4/26/2024		3529	KS DEPARTMENT OF REVENUE	8,189.66				E-PAY
6101615		4/26/2024		3016	VISION CARE DIRECT	21.14				E-PAY
6101616		4/26/2024		1504	XEROX CORPORATION	316.31				E-PAY
6101617		4/26/2024		1504	XEROX CORPORATION	138.88				E-PAY

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

BANK TOTALS:	
OUTSTANDING	13,621.73
CLEARED	.00
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BANK 4 TOTAL	13,621.73
**VOIDED**	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
101 GENERAL	1,865.58	1,865.58	.00	.00
106 AIRPORT REVOLVING	207.93	207.93	.00	.00
311 UTILITY SALES TAX	8,189.66	8,189.66	.00	.00
618 WATER	853.08	853.08	.00	.00
619 ELECTRIC	842.38	842.38	.00	.00
620 REFUSE	831.68	831.68	.00	.00
621 SEWER	831.42	831.42	.00	.00

**CHECKS, E-PAYMENTS & ACH -- \$13,621.73 (04/26/2024)**

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
240990000273	1	4/26/24	4/08/24	CENTRAL NATIONAL BANK 1599 ADVANCE INSURANCE COMPANY LIFE INSURANCE	52.80	101	101-120-5102 ADMIN EMPLOYEE BENEFITS E-PAYMNT 6101610 4/26/24	1
	2			LIFE INSURANCE	10.70	101	101-510-5102 BLDG INSP-EMPLOYEE BENEFIT E-PAYMNT 6101610 4/26/24	1
	3			LIFE INSURANCE	32.10	619	619-830-5102 ELEC DISTB EMPLOYEE BENEFI E-PAYMNT 6101610 4/26/24	1
	4			LIFE INSURANCE	21.40	101	101-330-5102 GOLF EMPLOYEE BENEFITS E-PAYMNT 6101610 4/26/24	1
	5			LIFE INSURANCE	50.00	101	101-210-5102 POLICE EMPLOYEE BENEFITS E-PAYMNT 6101610 4/26/24	1
	6			LIFE INSURANCE	10.70	101	101-320-5102 POOL EMPLOYEE BENEFITS E-PAYMNT 6101610 4/26/24	1
	7			LIFE INSURANCE	21.40	620	620-850-5102 REFUSE DISTB EMPLOYEE BENE E-PAYMNT 6101610 4/26/24	1
	8			LIFE INSURANCE	10.70	101	101-340-5102 SPORTS COMPLEX EMP BENEFIT E-PAYMNT 6101610 4/26/24	1
	9			LIFE INSURANCE	42.10	101	101-410-5102 STREET EMPLOYEE BENEFITS E-PAYMNT 6101610 4/26/24	1
	10			LIFE INSURANCE	32.10	618	618-810-5102 WTR DISTB EMPLOYEE BENEFIT E-PAYMNT 6101610 4/26/24	1
	11			LIFE INSURANCE	10.70	618	618-812-5102 WATER PROD EMPLOYEE BENEFI E-PAYMNT 6101610 4/26/24	1
				INVOICE TOTAL	294.70			
				VENDOR TOTAL	294.70			
44563951	1	4/26/24	4/12/24	3242 CIT POLICE PRINTER LEASE	138.09	101	101-210-5301 POLICE COMMODITIES E-PAYMNT 6101611 4/26/24	1
				INVOICE TOTAL	138.09			
				VENDOR TOTAL	138.09			
042624	1	4/26/24	4/26/24	3444 CSG FORTE PAYMENTS, INC CSG FORTE CC FEES	810.28	618	618-812-5301 WATER PROD COMMODITIES E-PAYMNT 6101612 4/26/24	1
	2			CSG FORTE CC FEES	810.28	619	619-830-5301 ELEC DIST COMMODITIES E-PAYMNT 6101612 4/26/24	1

CHECKS, E-PAYMENTS & ACH -- \$13,621.73 (04/26/2024)



**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	3			CSG FORTE CC FEES	810.28	620	620-850-5301 REFUSE DISTB COMMODITIES E-PAYMNT 6101612 4/26/24	1
	4			CSG FORTE CC FEES	810.28	621	621-870-5301 SEWER DIST COMMODITIES E-PAYMNT 6101612 4/26/24	1
				INVOICE TOTAL	3,241.12			
				VENDOR TOTAL	3,241.12			
042624	1	4/26/24	4/26/24	3530 HEARTLAND MERCHANT SERVICES AIRPORT FUEL CC FEE	207.93	106	106-430-5301 AIRPORT REVOLVING COMMODIT E-PAYMNT 6101613 4/26/24	1
				INVOICE TOTAL	207.93			
				VENDOR TOTAL	207.93			
042624	1	4/26/24	4/26/24	3529 KS DEPARTMENT OF REVENUE STATE SALES TAX PAYMENT	6,262.68	311	311-880-5812 TRANSFER OF FUNDS-STATE E-PAYMNT 6101614 4/26/24	1
	2			STATE SALES TAX PAYMENT	963.49	311	311-880-5811 TRANSFER OF FUNDS-COUNTY E-PAYMNT 6101614 4/26/24	1
	3			STATE SALES TAX PAYMENT	963.49	311	311-880-5810 TRANSFER OF FUNDS-CITY E-PAYMNT 6101614 4/26/24	1
				INVOICE TOTAL	8,189.66			
				VENDOR TOTAL	8,189.66			
042524	1	4/26/24	4/26/24	3650 KRISTA RICHERT KU CPM - MILEAGE	192.96	101	101-120-5301 ADMIN COMMODITIES	1
	2			CYRUS HOTEL - LODGING	150.00	101	101-120-5301 ADMIN COMMODITIES	1
	3			PASSPORT PARKING - PARKING	8.31	101	101-120-5301 ADMIN COMMODITIES	1
	4			ARBY'S - LUNCH	10.92	101	101-120-5301 ADMIN COMMODITIES	1
	5			PANDA EXPRESS - DINNER	14.00	101	101-120-5301 ADMIN COMMODITIES	1
	6			TACO JOHN'S - LUNCH	10.78	101	101-120-5301 ADMIN COMMODITIES	1
	7			MCDONALD'S - DINNER	7.33	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	394.30			
				VENDOR TOTAL	394.30			
042224	1	4/26/24	4/22/24	1564 BEN STEKETEE HOA - CONFERENCE REGISTRATION	250.00	101	101-510-5301 BLDG INSP-COMMODITIES	1

**CHECKS, E-PAYMENTS & ACH -- \$13,621.73 (04/26/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	2			FOUR POINTS - LODGING	390.00	101 101-510-5301 BLDG INSP-COMMODITIES	1
	3			FIREHOUSE SUBS - MEAL	16.00	101 101-510-5301 BLDG INSP-COMMODITIES	1
	4			FIVE GUYS - MEAL	23.60	101 101-510-5301 BLDG INSP-COMMODITIES	1
				INVOICE TOTAL	679.60		
				VENDOR TOTAL	679.60		
422104012024	1	4/26/24	3/25/24	3016 VISION CARE DIRECT ALVAREZ VISION PREMIUM	21.14	621-2286 621-050-2286 VISION PAYABLE E-PAYMNT 6101615 4/26/24	1
				INVOICE TOTAL	21.14		
				VENDOR TOTAL	21.14		
5633462	1	4/26/24	4/11/24	1504 XEROX CORPORATION COPIER LEASE	316.31	101 101-120-5301 ADMIN COMMODITIES E-PAYMNT 6101616 4/26/24	1
				INVOICE TOTAL	316.31		
5635100	1	4/26/24	4/11/24	POLICE COPIER LEASE	138.88	101 101-210-5301 POLICE COMMODITIES E-PAYMNT 6101617 4/26/24	1
				INVOICE TOTAL	138.88		
				VENDOR TOTAL	455.19		
				CENTRAL NATIONAL BANK TOTAL	13,621.73		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	12,547.83		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	1,073.90		
				TOTAL OPEN PAYMENTS	.00		
				GRAND TOTALS	13,621.73		

**CHECKS, E-PAYMENTS & ACH -- \$13,621.73 (04/26/2024)**

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
4 CENTRAL NATIONAL BANK										
		35241	5/08/2024	3295	AG SPRAY EQUIPMENT	40.21				
		35242	5/08/2024	1287	ANCHOR INDUSTRIES, INC.	11,859.00				
		35243	5/08/2024	3585	ANTHONY B BEYE	50.68				
		35244	5/08/2024	3475	BOMGAARS	994.87				
		35245	5/08/2024	3596	CENTRAL LINKS GOLF	1,425.00				
		35246	5/08/2024	2231	DALE'S SUPERMARKET	485.38				
		35247	5/08/2024	1407	GALL'S, LLC	145.99				
		35248	5/08/2024	3326	GTG PETERBILT - WICHITA	153.98				
		35249	5/08/2024	1965	HASSMAN TERMITE, INC.	485.00				
		35250	5/08/2024	2847	HAYNES EQUIPMENT	355.60				
		35251	5/08/2024	2122	DAVID C HETT	29,480.16				
		35252	5/08/2024	1545	HILLSBORO HARDWARE	.00				VOID:
		35253	5/08/2024	1545	HILLSBORO HARDWARE	2,186.24				
		35254	5/08/2024	3012	KANSAS BACKFLOW SERVICE	200.00				
		35255	5/08/2024	1142	KS DEPARTMENT OF REVENUE	1,310.56				
		35256	5/08/2024	1027	LANG DIESEL, INC.	122.66				
		35257	5/08/2024	3345	CARLA HAMM	250.00				
		35258	5/08/2024	1295	MARION COUNTY TREASURER	13,798.83				
		35259	5/08/2024	3167	DIRECTOR OF ACCOUNTS & REPORTS	300.00				
		35260	5/08/2024	1585	NETWORKS PLUS	730.00				
		35261	5/08/2024	3422	PLENERT MOWING	5,000.00				
		35262	5/08/2024	3009	PROFESSIONAL CLEANING SYS, INC	258.00				
		35263	5/08/2024	3653	SCHULTZ'S GOLF CART S & S	134.74				
		35264	5/08/2024	3260	SITEONE LANDSCAPE SUPPLY, LLC	4,541.51				
		35265	5/08/2024	3384	TC WIRELESS, INC.	2,011.86				
		35266	5/08/2024	2406	TRIPLETT WOOLF GARRETSON LLC	2,641.36				
*		5400								
		5401	5/08/2024	3246	CORE & MAIN LP	16,410.88				ACH
		5402	5/08/2024	1565	HILLSBORO CONVENTION & VISITOR	1,000.00				ACH
		5403	5/08/2024	1184	HILLSBORO DEVELOPMENT CORP	100.00				ACH
		5404	5/08/2024	3695	EDWIN LEHMANN	75.00				ACH
		5405	5/08/2024	2351	MORGAN MARLER	363.14				ACH
		5406	5/08/2024	2483	MUNICIPAL EMERGENCY SERVICES	698.76				ACH
		5407	5/08/2024	2268	ROD'S TIRE & SERVICE, INC.	152.00				ACH
		5408	5/08/2024	2632	SERENITY GARDENS PLANT COMPANY	288.00				ACH
		5409	5/08/2024	3699	TRAFFIC CONTROL SERVICES INC	115.00				ACH
		5410	5/08/2024	1114	UNITED INDUSTRIES	3,529.96				ACH
*		6101624								
		6101625	5/08/2024	3277	CENTRAL NATIONAL BANK LOAN	3,884.75				E-PAY
		6101626	5/08/2024	3277	CENTRAL NATIONAL BANK LOAN	5,371.09				E-PAY
		6101627	5/08/2024	1122	CITY OF HILLSBORO	6,694.64				E-PAY
		6101628	5/08/2024	1124	FLINT HILLS ELECTRIC	2,201.77				E-PAY
		6101629	5/08/2024	3374	NEXTECH WIRELESS, LLC	326.79				E-PAY
		6101630	5/08/2024	1983	PURCHASE POWER	1,008.50				E-PAY
		6101631	5/08/2024	3080	SHRED-IT USA	86.12				E-PAY

CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
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\* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	121,268.03
CLEARED	.00
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BANK 4 TOTAL	121,268.03
**VOIDED**	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
101 GENERAL	30,335.81	30,335.81	.00	.00
105 INDUSTRIAL	15,983.48	15,983.48	.00	.00
106 AIRPORT REVOLVING	84.69	84.69	.00	.00
207 SPECIAL HIGHWAY	29,480.16	29,480.16	.00	.00
218 FAMILY AQUATIC CENTER	11,859.00	11,859.00	.00	.00
300 EQUIPMENT RESERVE	3,096.08	3,096.08	.00	.00
301 FIRE EQUIPMENT REPL FUND	2,275.01	2,275.01	.00	.00
400 CIP	11,579.92	11,579.92	.00	.00
618 WATER	6,765.83	6,765.83	.00	.00
619 ELECTRIC	924.69	924.69	.00	.00
620 REFUSE	4,738.65	4,738.65	.00	.00
621 SEWER	4,144.71	4,144.71	.00	.00

CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
816112	1	5/08/24	4/26/24	CENTRAL NATIONAL BANK 3295 AG SPRAY EQUIPMENT MASSEY SPRAYER TIPS	40.21	101	101-410-5210 STREET EQUIPMENT MAINTENAN	1
				INVOICE TOTAL	40.21			
				VENDOR TOTAL	40.21			
INV-123468	1	5/08/24	4/18/24	1287 ANCHOR INDUSTRIES, INC. FUNBRELLA X2	11,859.00	218	218-710-5501 FAC CAPITAL OUTLAY	1
				INVOICE TOTAL	11,859.00			
				VENDOR TOTAL	11,859.00			
042224	1	5/08/24	4/22/24	3585 ANTHONY B BEYE LKM - MILEAGE	42.21	101	101-110-5301 LEGISLATIVE COMMODITIES	1
	2			LKM - DINNER	8.47	101	101-110-5301 LEGISLATIVE COMMODITIES	1
				INVOICE TOTAL	50.68			
				VENDOR TOTAL	50.68			
041624	1	5/08/24	4/16/24	3475 BOMGAARS GLOVES, TOOLS	84.95	619	619-830-5301 ELEC DIST COMMODITIES	1
	2			WATER HEATER PART	7.99	620	620-850-5301 REFUSE DISTB COMMODITIES	1
	3			INVERTOR, GLOVES, CONCRETE	132.19	618	618-810-5301 WTR DIST COMMODITIES	1
	4			SPRAYER, TAPE, ADAPTOR, PIPE	201.02	618	618-812-5301 WATER PROD COMMODITIES	1
	5			TAPE, GLOVES, INDICATOR	65.96	621	621-870-5301 SEWER DIST COMMODITIES	1
	6			CABLE TIES	17.97	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
	7			FASTENERS	56.04	101	101-320-5301 POOL COMMODITIES	1
	8			TRAP, PAINT	59.75	101	101-210-5301 POLICE COMMODITIES	1
	9			WATER, JACKET, SOAP	56.06	101	101-330-5301 GOLF COMMODITIES	1
	10			BATHROOM ITEMS	16.49	101	101-120-5301 ADMIN COMMODITIES	1
	11			BATHROOM ITEMS	16.49	101	101-310-5301 PARK COMMODITIES	1
	12			PROPANE	279.96	101	101-330-5326 GOLF DIESEL	1
				INVOICE TOTAL	994.87			
				VENDOR TOTAL	994.87			

3596 CENTRAL LINKS GOLF

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
110080221	1	5/08/24	5/01/24	3596 CENTRAL LINKS GOLF JR GHIN HANDICAP FEES	15.00	101	101-330-5301 GOLF COMMODITIES	1
	2			REG GHIN HANDICAP FEES	1,410.00	101	101-330-5301 GOLF COMMODITIES	1
				INVOICE TOTAL	1,425.00			
				VENDOR TOTAL	1,425.00			
051524A	1	5/08/24	5/15/24	3277 CENTRAL NATIONAL BANK LOAN P TRASH TRUCK & MOWER	3,126.02	620	620-850-5534 REFUSE-LEASE PAYMENTS E-PAYMNT 6101625 5/08/24	1
	2			I TRASH TRUCK & MOWER	758.73	620	620-850-5534 REFUSE-LEASE PAYMENTS E-PAYMNT 6101625 5/08/24	1
				INVOICE TOTAL	3,884.75			
				VENDOR TOTAL	3,884.75			
051524B	1	5/08/24	5/15/24	P GOLF SPRAYER	951.20	300	300-420-5534 EQUIP RES-LEASE PAYMENT E-PAYMNT 6101626 5/08/24	1
	2			I GOLF SPRAYER	265.24	300	300-420-5534 EQUIP RES-LEASE PAYMENT E-PAYMNT 6101626 5/08/24	1
	3			P STREET DUMP TRUCK	1,469.79	300	300-420-5534 EQUIP RES-LEASE PAYMENT E-PAYMNT 6101626 5/08/24	1
	4			I STREET DUMP TRUCK	409.85	300	300-420-5534 EQUIP RES-LEASE PAYMENT E-PAYMNT 6101626 5/08/24	1
	5			P FIRE BRUSH TRUCK	1,778.95	301	301-420-5534 FIRE EQUIP RPL-LEASE PMT E-PAYMNT 6101626 5/08/24	1
	6			I FIRE BRUSH TRUCK	496.06	301	301-420-5534 FIRE EQUIP RPL-LEASE PMT E-PAYMNT 6101626 5/08/24	1
				INVOICE TOTAL	5,371.09			
			VENDOR TOTAL	9,255.84				
050124	1	5/08/24	5/01/24	1122 CITY OF HILLSBORO UTILITIES	471.32	101	101-120-5280 ADMIN UTILITIES E-PAYMNT 6101627 5/08/24	1
	2			UTILITIES	2.73	400	400-610-6503 CIP-AMPI PROPERTY E-PAYMNT 6101627 5/08/24	1
	3			UTILITIES	360.84	619	619-830-5280 ELEC DIST UTILITIES E-PAYMNT 6101627 5/08/24	1
	4			UTILITIES	449.83	101	101-330-5280 GOLF UTILITIES E-PAYMNT 6101627 5/08/24	1
	5			UTILITIES	1.50	101	101-110-5280	1

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
							LEGISLATIVE UTILITIES	
	6			UTILITIES	255.08	101	E-PAYMNT 6101627 5/08/24 101-350-5280	1
							MUSEUM UTILITIES	
	7			UTILITIES	209.29	101	E-PAYMNT 6101627 5/08/24 101-310-5280	1
							PARK UTILITIES	
	8			UTILITIES	241.80	101	E-PAYMNT 6101627 5/08/24 101-210-5280	1
							POLICE UTILITIES	
	9			UTILITIES	282.45	101	E-PAYMNT 6101627 5/08/24 101-320-5280	1
							POOL UTILITIES	
	10			UTILITIES	32.57	620	E-PAYMNT 6101627 5/08/24 620-850-5280	1
							REFUSE DIST UTILITIES	
	11			UTILITIES	3,150.35	621	E-PAYMNT 6101627 5/08/24 621-870-5280	1
							SEWER DIST UTILITIES	
	12			UTILITIES	.13	101	E-PAYMNT 6101627 5/08/24 101-340-5280	1
							SPORTS COMPLEX UTILITIES	
	13			UTILITIES	112.44	101	E-PAYMNT 6101627 5/08/24 101-410-5280	1
							STREET UTILITIES	
	14			UTILITIES	1,124.31	618	E-PAYMNT 6101627 5/08/24 618-812-5280	1
							WATER PRODUCTION UTILITIES	
							E-PAYMNT 6101627 5/08/24	
				INVOICE TOTAL	6,694.64			
				VENDOR TOTAL	6,694.64			
U642929	1	5/08/24	4/03/24	3246 CORE & MAIN LP COUPLING	103.86	621	621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	103.86			
U651473	1	5/08/24	4/16/24	THIRD STREET DEVELOPMENT	9,785.55	105	105-520-5301 INDUSTRIAL COMMODITIES	1
				INVOICE TOTAL	9,785.55			
U651560	1	5/08/24	4/16/24	THIRD STREET DEVELOPMENT	5,358.56	105	105-520-5301 INDUSTRIAL COMMODITIES	1
				INVOICE TOTAL	5,358.56			
U690538	1	5/08/24	4/16/24	RESTOCK	207.72	618	618-810-5301 WTR DIST COMMODITIES	1
				INVOICE TOTAL	207.72			
U711193	1	5/08/24	4/16/24	TAP	115.82	618	618-810-5301 WTR DIST COMMODITIES	1
				INVOICE TOTAL	115.82			

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
U729771	1	5/08/24	4/19/24	THIRD STREET DEVELOPMENT	839.37	105	105-520-5301 INDUSTRIAL COMMODITIES	1
				INVOICE TOTAL	839.37			
				VENDOR TOTAL	16,410.88			
050124	1	5/08/24	5/01/24	2231 DALE'S SUPERMARKET WATER	40.20	619	619-830-5301 ELEC DIST COMMODITIES	1
	2			GOLF COURSE CONCESSIONS	241.77	101	101-330-5301 GOLF COMMODITIES	1
	3			WATER	24.00	101	101-210-5301 POLICE COMMODITIES	1
	4			FOOD TRAILER CONCESSIONS	179.41	101	101-340-5351 SPORTS COMPLEX CONCESSIONS	1
				INVOICE TOTAL	485.38			
				VENDOR TOTAL	485.38			
050124	1	5/08/24	5/01/24	1124 FLINT HILLS ELECTRIC UTILITIES	2,143.13	618	618-812-5280 WATER PRODUCTION UTILITIES E-PAYMNT 6101628 5/08/24	1
	2			UTILITIES	58.64	619	619-830-5280 ELEC DIST UTILITIES E-PAYMNT 6101628 5/08/24	1
				INVOICE TOTAL	2,201.77			
				VENDOR TOTAL	2,201.77			
027557544	1	5/08/24	4/03/24	1407 GALL'S, LLC UNIFORMS - BRAZIL	145.99	101	101-210-5230 POLICE UNIFORM ALLOWANCE	1
				INVOICE TOTAL	145.99			
				VENDOR TOTAL	145.99			
06P632644	1	5/08/24	4/25/24	3326 GTG PETERBILT - WICHITA DOOR CHECK	76.99	620	620-850-5210 REFUSE DIST EQUIP MAINTENA	1
				INVOICE TOTAL	76.99			
06P632645	1	5/08/24	4/26/24	DOOR CHECK	76.99	620	620-850-5210 REFUSE DIST EQUIP MAINTENA	1
				INVOICE TOTAL	76.99			
				VENDOR TOTAL	153.98			
041924	1	5/08/24	4/19/24	1965 HASSMAN TERMITE, INC. FIRE DEPT PEST CONTROL	50.00	101	101-220-5201 FIRE CONTRACTUAL SERVICES	1
	2			SANITATION PEST CONTROL	105.00	620	620-850-5201 REFUSE DISTB CONTRACTUAL S	1
	3			GOLF COURSE PEST CONTROL	110.00	101	101-330-5201	1

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**



**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	4			LIBRARY PEST CONTROL	50.00	101	GOLF CONTRACTUAL SERVICES 101-120-5301	1
	5			WTR TREATMENT PLT PEST CONTROL	105.00	618	ADMIN COMMODITIES 618-812-5201	1
	6			SCOUT HOUSE PEST CONTROL	65.00	101	WATER PROD CONTRACTUAL SER 101-310-5201	1
				INVOICE TOTAL	485.00		PARK CONTRACTUAL SERVICES	
				VENDOR TOTAL	485.00			
28565H	1	5/08/24	4/30/24	2847 HAYNES EQUIPMENT CHEMICAL FEED PUMP PARTS	355.60	618	618-812-5301 WATER PROD COMMODITIES	1
				INVOICE TOTAL	355.60			
				VENDOR TOTAL	355.60			
042824	1	5/08/24	4/28/24	2122 DAVID C HETT ASH/GRAND STREET REPAIR	29,480.16	207	207-050-2271 ACCOUNTS PAYABLE	1
				INVOICE TOTAL	29,480.16			
				VENDOR TOTAL	29,480.16			
050124	1	5/08/24	5/01/24	1565 HILLSBORO CONVENTION & VISITOR MAY APPROPRIATIONS	1,000.00	101	101-550-5871 APPROPRIATIONS TO CVB	1
				INVOICE TOTAL	1,000.00			
				VENDOR TOTAL	1,000.00			
050124	1	5/08/24	5/01/24	1184 HILLSBORO DEVELOPMENT CORP MAY SIGN RENTAL	100.00	101	101-910-5350 SIGN RENTAL	1
				INVOICE TOTAL	100.00			
				VENDOR TOTAL	100.00			
042024	1	5/08/24	4/20/24	1545 HILLSBORO HARDWARE SUPPLIES, AUGAR RENTALKEYS, RR	84.23	101	101-120-5301 ADMIN COMMODITIES	1
	2			EQUIP TOOLS	19.49	619	619-830-5210 ELEC DIST EQUIP MAINTENANC	1
	3			SUPPLIES, TOOLS	80.97	101	101-220-5301 FIRE COMMODITIES	1
	4			FILTER	21.99	101	101-220-5210 FIRE EQUIPMENT MAINTENANCE	1
	5			CLUBHOUSE REMODEL	88.41	101	101-330-5501 GOLF CAPITAL OUTLAY	1
	6			FLAGS, FIELD PAINT	344.30	101	101-330-5301 GOLF COMMODITIES	1
	7			SP SUMP PUMP, SH DECK REPAIR	167.76	101	101-310-5301 PARK COMMODITIES	1

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
	8			CASTER	17.96	101	101-210-5301 POLICE COMMODITIES	1
	9			KEY, BACK WASH PIT, BOILER	279.74	101	101-320-5301 POOL COMMODITIES	1
	10			SUPPLIES, TOOLS	49.25	621	621-870-5301 SEWER DIST COMMODITIES	1
	11			FOOD TRAILER SUPPLIES, ITEMS	368.47	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
	12			HARDWARE	501.28	101	101-410-5301 STREET COMMODITIES	1
	13			SPRAYER PARTS	47.59	101	101-410-5210 STREET EQUIPMENT MAINTENAN	1
	14			SUPPLIES, TOOLS, PAINT	106.01	618	618-810-5301 WTR DIST COMMODITIES	1
	15			HOSE END	8.79	618	618-812-5301 WATER PROD COMMODITIES	1
				INVOICE TOTAL	2,186.24			
				VENDOR TOTAL	2,186.24			
				3012 KANSAS BACKFLOW SERVICE				
240003	1	5/08/24	4/29/24	IRRIGATION VALVE	200.00	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
				INVOICE TOTAL	200.00			
				VENDOR TOTAL	200.00			
				1142 KS DEPARTMENT OF REVENUE				
050124	1	5/08/24	5/01/24	1Q WP-1	676.42	618	618-812-5247 WATER PROD WTR PROTECTION	1
	2			1Q WP-1	634.14	618	618-812-5263 WATER PROD CLEAN DRINK WTR	1
				INVOICE TOTAL	1,310.56			
				VENDOR TOTAL	1,310.56			
				1027 LANG DIESEL, INC.				
P30856	1	5/08/24	4/09/24	BOLTS	23.60	620	620-850-5301 REFUSE DISTB COMMODITIES	1
				INVOICE TOTAL	23.60			
P30872	1	5/08/24	4/11/24	DUST PLUGS	19.68	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	19.68			
P30969	1	5/08/24	4/22/24	HYDRAULIC HOSE	79.38	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	79.38			
				VENDOR TOTAL	122.66			
				3695 EDWIN LEHMANN				
050224	1	5/08/24	5/02/24	ICE MACHINE	75.00	101	101-120-5301 ADMIN COMMODITIES	1

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				INVOICE TOTAL	75.00			
				VENDOR TOTAL	75.00			
000259	1	5/08/24	5/02/24	3345 CARLA HAMM FOOD TRAILER - FOOD WARMERS	250.00	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
				INVOICE TOTAL	250.00			
				VENDOR TOTAL	250.00			
050124	1	5/08/24	5/01/24	1295 MARION COUNTY TREASURER 2023 2ND HALF PROPERTY TAX	82.50	101	101-120-5301 ADMIN COMMODITIES	1
	2			2023 2ND HALF PROPERTY TAX	84.69	106	106-430-5301 AIRPORT REVOLVING COMMODIT	1
	3			2023 2ND HALF PROPERTY TAX	11,496.33	400	400-610-6503 CIP-AMPI PROPERTY	1
	4			2023 2ND HALF PROPERTY TAX	80.86	400	400-610-6506 CIP-HILLSBORO HEIGHTS	1
	5			2023 2ND HALF PROPERTY TAX	16.17	619	619-830-5301 ELEC DIST COMMODITIES	1
	6			2023 2ND HALF PROPERTY TAX	724.56	101	101-110-5301 LEGISLATIVE COMMODITIES	1
	7			2023 2ND HALF PROPERTY TAX	82.50	101	101-350-5301 MUSEUM COMMODITIES	1
	8			2023 2ND HALF PROPERTY TAX	82.50	620	620-850-5301 REFUSE DISTB COMMODITIES	1
	9			2023 2ND HALF PROPERTY TAX	588.23	621	621-870-5301 SEWER DIST COMMODITIES	1
	10			2023 2ND HALF PROPERTY TAX	82.50	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
	11			2023 2ND HALF PROPERTY TAX	395.49	101	101-110-5301 LEGISLATIVE COMMODITIES	1
	12			2023 2ND HALF PROPERTY TAX	82.50	618	618-812-5301 WATER PROD COMMODITIES	1
				INVOICE TOTAL	13,798.83			
				VENDOR TOTAL	13,798.83			
042624	1	5/08/24	4/26/24	2351 MORGAN MARLER KRWA CONFERENCE - MILEAGE	209.04	618	618-812-5301 WATER PROD COMMODITIES	1
	2			MUNICIPAL SUPPLY - MILEAGE	75.04	618	618-810-5301 WTR DIST COMMODITIES	1
	3			PACE - MILEAGE	79.06	621	621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	363.14			
				VENDOR TOTAL	363.14			
IN2041073	1	5/08/24	4/19/24	2483 MUNICIPAL EMERGENCY SERVICES PPE HOOD & GLOVES	698.76	101	101-220-5301 FIRE COMMODITIES	1

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				INVOICE TOTAL	698.76			
				VENDOR TOTAL	698.76			
041824	1	5/08/24	4/18/24	3167 DIRECTOR OF ACCOUNTS & REPORTS AUDIT FILING FEE	300.00	101	101-110-5301 LEGISLATIVE COMMODITIES	1
				INVOICE TOTAL	300.00			
				VENDOR TOTAL	300.00			
77844	1	5/08/24	4/19/24	1585 NETWORKS PLUS DEPT HEAD EMAIL LIST	9.00	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	2			DEPT HEAD EMAIL LIST	9.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	3			DEPT HEAD EMAIL LIST	9.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	4			DEPT HEAD EMAIL LIST	9.00	620	620-850-5201 REFUSE DISTB CONTRACTUAL S	1
	5			DEPT HEAD EMAIL LIST	9.00	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	45.00			
77907	1	5/08/24	4/30/24	M365 MIGRATION	99.00	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	2			M365 MIGRATION	99.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	3			M365 MIGRATION	99.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	4			M365 MIGRATION	99.00	620	620-850-5201 REFUSE DISTB CONTRACTUAL S	1
	5			M365 MIGRATION	99.00	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	495.00			
78144	1	5/08/24	5/01/24	FIREWALL / NETWORKING	190.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
				INVOICE TOTAL	190.00			
				VENDOR TOTAL	730.00			
10322956	1	5/08/24	4/20/24	3374 NEXTECH WIRELESS, LLC MONTHLY FEE FOR IPADS/PHONE	45.81	101	101-120-5280 ADMIN UTILITIES	1
	2			MONTHLY FEE FOR iPADS/PHONE	49.20	101	E-PAYMNT 6101629 5/08/24 101-510-5280 BLDG INSP UTILITIES	1
	3			MONTHLY FEE FOR iPADS/PHONE	45.49	101	E-PAYMNT 6101629 5/08/24 101-220-5280 FIRE UTILITIES	1
	4			MONTHLY FEE FOR iPADS/PHONE	82.26	620	E-PAYMNT 6101629 5/08/24 620-850-5280 REFUSE DIST UTILITIES	1

CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	5			MONTHLY FEE FOR iPADS/PHONE	104.03	618	E-PAYMNT 6101629 5/08/24 618-810-5280 WTR DIST UTILITIES E-PAYMNT 6101629 5/08/24	1
				INVOICE TOTAL	326.79			
				VENDOR TOTAL	326.79			
135	1	5/08/24	5/01/24	3422 PLENERT MOWING FAIRGROUNDS MOWING	1,960.00	101	101-310-5201 PARK CONTRACTUAL SERVICES	1
	2			MUSEUM MOWING	840.00	101	101-350-5201 MUSEUM CONTRACTUAL SERVICE	1
				INVOICE TOTAL	2,800.00			
136	1	5/08/24	5/01/24	POOL MOWING X4	340.00	101	101-320-5201 POOL CONTRACTUAL SERVICES	1
	2			PARK MOWING X4	960.00	101	101-310-5201 PARK CONTRACTUAL SERVICES	1
				INVOICE TOTAL	1,300.00			
137	1	5/08/24	5/01/24	DOWNTOWN MOWING	160.00	101	101-410-5201 STREET CONTRACTUAL SERVICE	1
				INVOICE TOTAL	160.00			
138	1	5/08/24	5/01/24	SPLASH PAD MOWING	340.00	101	101-310-5201 PARK CONTRACTUAL SERVICES	1
				INVOICE TOTAL	340.00			
139	1	5/08/24	5/01/24	SCHEFFLER HOUSE MOWING	400.00	101	101-350-5201 MUSEUM CONTRACTUAL SERVICE	1
				INVOICE TOTAL	400.00			
				VENDOR TOTAL	5,000.00			
147060	1	5/08/24	4/25/24	3009 PROFESSIONAL CLEANING SYS, INC CLEANING SUPPLIES	258.00	620	620-850-5301 REFUSE DISTB COMMODITIES	1
				INVOICE TOTAL	258.00			
				VENDOR TOTAL	258.00			
041824	1	5/08/24	4/18/24	1983 PURCHASE POWER POSTAGE FOR POSTAGE MACHINE	1,008.50	101	101-120-5301 ADMIN COMMODITIES E-PAYMNT 6101630 5/08/24	1
				INVOICE TOTAL	1,008.50			
				VENDOR TOTAL	1,008.50			
288363	1	5/08/24	4/10/24	2268 ROD'S TIRE & SERVICE, INC. UNIT 902 - TIRES	152.00	101	101-210-5215 POLICE VEHICLE MAINTENANCE	1
				INVOICE TOTAL	152.00			

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				VENDOR TOTAL	152.00			
461293	1	5/08/24	4/22/24	3653 SCHULTZ'S GOLF CART S & S CART REPAIR	134.74	101	101-330-5210 GOLF EQUIPMENT MAINTENANCE	1
				INVOICE TOTAL	134.74			
				VENDOR TOTAL	134.74			
2038	1	5/08/24	4/25/24	2632 SERENITY GARDENS PLANT COMPANY CITY HALL PLANTS	200.50	101	101-110-5301 LEGISLATIVE COMMODITIES	1
				INVOICE TOTAL	200.50			
2039	1	5/08/24	4/25/24	CITY HALL PLANTS	87.50	101	101-110-5301 LEGISLATIVE COMMODITIES	1
				INVOICE TOTAL	87.50			
				VENDOR TOTAL	288.00			
8006834271	1	5/08/24	4/18/24	3080 SHRED-IT USA SHRED SERVICES	86.12	101	101-120-5301 ADMIN COMMODITIES E-PAYMNT 6101631 5/08/24	1
				INVOICE TOTAL	86.12			
				VENDOR TOTAL	86.12			
139452783-001	1	5/08/24	4/10/24	3260 SITEONE LANDSCAPE SUPPLY, LLC REPLACE PLAYGROUND NETTING	1,691.67	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
				INVOICE TOTAL	1,691.67			
139453936-001	1	5/08/24	4/03/24	BALL FIELD FOUL POLES/INSTALL	2,849.84	101	101-340-5301 SPORTS COMPLEX COMMODITIES	1
				INVOICE TOTAL	2,849.84			
				VENDOR TOTAL	4,541.51			
10513825	1	5/08/24	5/01/24	3384 TC WIRELESS, INC. PHONE/INTERNET	339.85	101	101-120-5280 ADMIN UTILITIES	1
	2			PHONE/INTERNET	107.12	101	101-220-5280 FIRE UTILITIES	1
	3			PHONE/INTERNET	187.07	618	618-812-5280 WATER PRODUCTION UTILITIES	1
	4			PHONE/INTERNET	300.15	101	101-350-5280 MUSEUM UTILITIES	1
	5			PHONE/INTERNET	157.02	619	619-830-5280 ELEC DIST UTILITIES	1
	6			PHONE/INTERNET	290.63	101	101-210-5280 POLICE UTILITIES	1
	7			PHONE/INTERNET	236.97	101	101-310-5280 PARK UTILITIES	1

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	8			PHONE/INTERNET	93.51	101 101-410-5280 STREET UTILITIES	1
	9			PHONE/INTERNET	153.46	101 101-320-5280 POOL UTILITIES	1
	10			PHONE/INTERNET	146.08	101 101-330-5280 GOLF UTILITIES	1
				INVOICE TOTAL	2,011.86		
				VENDOR TOTAL	2,011.86		
10117	1	5/08/24	4/22/24	3699 TRAFFIC CONTROL SERVICES INC ALLEY SIGNS	115.00	101 101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	115.00		
				VENDOR TOTAL	115.00		
169830	1	5/08/24	4/18/24	2406 TRIPLETT WOOLF GARRETSON LLC CITY ATTORNEY FEES	2,641.36	101 101-110-5201 LEGISLATIVE CONTRACTUAL SE	1
				INVOICE TOTAL	2,641.36		
				VENDOR TOTAL	2,641.36		
0075482-IN	1	5/08/24	4/30/24	1114 UNITED INDUSTRIES POOL CHEMICALS	3,206.86	101 101-320-5308 POOL CHEMICALS	1
				INVOICE TOTAL	3,206.86		
0075537-IN	1	5/08/24	4/30/24	POOL CHEMICALS	323.10	101 101-320-5308 POOL CHEMICALS	1
				INVOICE TOTAL	323.10		
				VENDOR TOTAL	3,529.96		
				CENTRAL NATIONAL BANK TOTAL	121,268.03		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	19,573.66		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	22,732.74		
				TOTAL OPEN PAYMENTS	78,961.63		
				GRAND TOTALS	121,268.03		

**CHECKS, E-PAYMENTS & ACH -- \$121,268.03 (05/08/2024)**

Hillsboro, Kansas  
April 16, 2024

1. The City Council met in regular session via Zoom and in person on Tuesday, April 16, 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; Todd Helmer, Electric Superintendent; Mike King, Republican Candidate for the Kansas House District 74; Jane Brotemarkle of 103 N Cedar.

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 \$139,734.52.

**MINUTES** for the regular council meeting dated April 2, 2024.

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

#### 5. PUBLIC HEARING FOR ORDINANCE 1390 – ESTABLISH THE CITY OF HILLSBORO FLOOD PLAIN MANAGEMENT:

**PUBLIC HEARING & DISCUSSION:** Administrator Stiles provided an overview of the ordinance with reference to the new flood plain management map. Mayor Thurston opened the public hearing. There were no public comments. The public hearing was closed.

**CONSIDERATION OF ADOPTING ORDINANCE 1390:** Council member Wilkins motioned to adopt Ordinance 1390 establishing the City of Hillsboro Flood Plain Management and authorize the mayor to sign. Council member Beye seconded. Motion carried 4-0.

6. **REMARKS FROM MIKE KING, REPUBLICAN CANDIDATE FOR KANSAS HOUSE DISTRICT 74:** Mike King shared of his candidacy and provided background of his professional and political experiences. King highlighted his advocacy for local government among other priorities.

7. **ANNUAL DEPARTMENT HEAD REPORT – ELECTRIC DEPARTMENT:** Todd Helmer, Superintendent of the Electric Department shared several photos and provided an overview of the activity of the last year. He highlighted the new metering system, transformer and equipment purchases, and future projects.

Jane Brotemarkle of 103 N Cedar inquired about streetlights. Helmer provided an explanation of the LEDs.

8. **PUBLIC COMMENT:** None.

#### 9. BUSINESS ITEMS:

Administrator Stiles provided the background for three policies related to electrical infrastructure management. Each policy was recommended by the APPA Reliable Public Power Provider (RP3) designation that the city is pursuing with assistance from KPP Energy.

**MUNICIPAL POLICY 102: LIGHTNING ARRESTORS:** Administrator Stiles explained the purpose of lightning arrestors. He noted the policy is to mandate lightning arrestors in certain locations on new infrastructure and in existing areas as infrastructure is replaced.

**MUNICIPAL POLICY 103: VEGETATION MANAGEMENT:** Administrator Stiles noted this policy provides guidance on tree trimming procedures and provides customer service instruction.

**MUNICIPAL POLICY 104: WILDLIFE PROTECTION:** Administrator Stiles noted this policy addresses wildlife protection, specifically for birds, and provides instruction for future infrastructure's impact on the nesting of migratory birds.

Council discussion regarding lightning arrestors, tree trimming, and the importance of communication with homeowners.

Council member Beye motioned to approve Municipal Policy 102, 103, and 104 as presented. Council member Wilkins seconded. Motion carried.



**10. DISCUSSION ITEMS:**

**Q1 STRATEGIC PLAN UPDATE:** Administrator Stiles provided updates on several projects related to childcare and housing, both being priorities in the strategic plan. He also provided updates on workforce, community development, upcoming street projects and the fire station. Mayor Lou noted the need to schedule a time to update the strategic plan in the current year.

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

- Branding Proposal
- Casey's Conversation
- Grant Updates
- Request for AMI Proposition Study
- KPP Energy Bill
- Health Insurance Savings Report
- City Hall Vestibule
- Financials
- Ash & Grand Street Repair
- Food Trucks

**12. PUBLIC COMMENTS:** None.

**13. COUNCIL COMMENTS:** Council member Driggers noted the strategic plan has been successful and exceeded his expectations. Council member Beye shared his appreciation for the opportunity for Council member Wilkins and himself to attend the League of Kansas Municipalities conference and training. Council member Wilkins also shared his appreciation for the opportunity to learn as a new council member. He noted the importance of the League of Kansas Municipalities and his appreciation for what they do.

Mayor Thurston commented about the policy for calculating sewer rates and recommended staff provide a reminder of how those rates are calculated. Mayor Thurston shared his appreciation for Mike King's support for local government, noting that as mayor, he has written more letters to representatives in the last year than the previous six years, regarding local control.

**14. ADJOURNMENT:** Council meeting adjourned at 7:33pm.

ATTEST:

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LOUIS THURSTON, MAYOR

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DANIELLE BARTEL, CITY CLERK

**CITY OF HILLSBORO - CDBG**

MAY 7, 2024

**CDBG - VOUCHERS FOR APPROVAL**

<b>DATE</b>	<b>CHECK #</b>	<b>DESCRIPTION</b>		<b>AMOUNT</b>
5/7/2024	1013	GAME TIME - PLAYGROUND EQUIPMENT	211 S ELM - CDBG	52,673.54
5/7/2024	1014	KS PUBLISHING - CONTRACTING BID AD	211 S ELM - CDBG	145.80
5/7/2024	1015	KAYE ELECTRIC - BATHROOM	126 N MAIN - HEAL	1,400.00
5/7/2024	1016	MASTER PLUMBING - BATHROOM	126 N MAIN - HEAL	976.50
5/7/2024	1017	CUNNINGHAM RECREATION - PLAY EQUIPMENT	211 S ELM - CDBG	40,000.00
5/7/2024	1018	GAME TIME - PLAYGROUND SURFACE	211 S ELM - CDBG	68,674.55
<b>MAY 7, 2024</b>				<b>\$ 163,870.39</b>

an Date: 4/29/24

Quote



Customer #	214621
Order #	U805567
Date Ordered	04/29/24
Job #	
Job Name	
Customer Reference	TRINITY DAYCARE
Purchase Order #	TRENT-
Method of Shipment	OUR TRUCK
Contract Order #	0000000
Ordered By	TRINITY DAYCARE CENTER
Ship Via	CORE & MAIN LP

**Sold To:**  
HILLSBORO, CITY OF  
PO BOX 125  
HILLSBORO, KS 67063-0125

**Ship To:**  
HILLSBORO, CITY OF  
118 E GRAND AVE  
HILLSBORO, KS 67063

**Branch:**  
MCPHERSON KS  
Branch - 344  
600 Old 81 Highway  
McPherson, KS 67460

Phone: 620-241-3865

Bid Seq#	Product Code	Description	Qty Ordered	Qty Shipped	Qty B/O	Net Price	UOM	Ext Price
	020618W	6 PVC C900 DR18 PIPE (G) 20' PC235	220			14.89000	FT	3275.80
	21I06T060M	6 MJ TEE C153 IMP	1			237.69000	EA	237.69
	5106AVKMJGVLAOL	6 AVK #65 MJ RW GATE VLV OL 651500709614034	1			1146.67000	EA	1146.67
	21AMF706GRAPDI	6 RM GRIPRING GRAP-DI ACC FOR C900 AND DIP	6			91.75000	EA	550.50
	21I069M	6 MJ 90 C153 IMP	1			165.61000	EA	165.61
	71S900607	S90-607 6X2CC BRS SAD 6.90 OD	1			148.26000	EA	148.26
	3620FB1000GNL	FB1000-7GNL 2 BALLCORP CCXCTS GJ (NO LEAD)	1			403.09000	EA	403.09
	4620VBB7715B1177N	VBB77-15B-11-77-NL 2" SETTER W/BALL VALVES & BY/PASS (LOW LEAD)	1			1834.98000	EA	1834.98
	43C21XXXXG1DTXX	OMNI 2 C2 100G 17LL 6WHL TOTAL C21XXXXG1DTXX	1			1462.04000	EA	1462.04
	1336ADWFS20I	36 N12 F2648 STIB SOLID (IN) DUAL WALL 36850020DW	36			6.34000	IN	228.24
	45R184036PITHDCB	18X40 ADPT RING IMP HEAVY DUTY CLAY & BAILEY 2436-01-61840	1			217.92000	EA	217.92
	75SIP5233	SIP 5233 18" CI FLAT LID W/AMR MK: WATER METER IMP	1			65.43000	EA	65.43
	5864144UPS	POST INDICATOR	1			848.42000	EA	848.42
	5106251509X	F224C AVK 6 POST IND PLATE	1			440.95000	EA	440.95

un Date: 4/29/24

Quote



Customer #	214621
Order #	U805567
Date Ordered	04/29/24
Job #	
Job Name	
Customer Reference	TRINITY DAYCARE
Purchase Order #	TRENT-
Method of Shipment	OUR TRUCK
Contract Order #	0000000
Ordered By	TRINITY DAYCARE CENTER
Ship Via	CORE & MAIN LP

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 PO BOX 125  
 HILLSBORO, KS 67063-0125

**Ship To:**  
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 118 E GRAND AVE  
 HILLSBORO, KS 67063

**Branch:**  
 MCPHERSON KS  
 Branch - 344  
 600 Old 81 Highway  
 McPherson, KS 67460  
 Phone: 620-241-3865

Bid Seq#	Product Code	Description	Qty Ordered	Qty Shipped	Qty B/O	Net Price	UOM	Ext Price
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**Fire line installation to be paid by day care center**

Terms in accordance with shipping manifest.

**Special Instructions/Comments:**  
 WARNING-HEAVY ITEM-LIFT ASSISTANCE REQ'D

Total Ordered:	11025.60
Tax Amount:	.00
Other Charges:	.00
Total:	11025.60

Appliance Parts Specialist / AAA Appliance  
 306 Sycamore  
 Peabody, KS 66866 US  
 +1 3167727617  
 appliancespecialist64@gmail.com

**Estimate**

ADDRESS
Water Production at City of Hillsboro

SHIP TO
Water Production at City of Hillsboro Reservoir Pump House

ESTIMATE #	DATE
1156	09/27/2023

ACTIVITY	QTY	RATE	AMOUNT
<b>HVAC SYSTEM</b> W24ay-c00xxxxxe	1	11,555.00	11,555.00T
<b>Notes</b> This unit Has a 10 week Build time.	1	0.00	0.00T
<b>Notes</b> Equipment installed	1	0.00	0.00T

SUBTOTAL 11,555.00  
 TAX 982.18  
**TOTAL \$12,537.18**

**TOTAL \$11,555 Tax Exempt**

Accepted By

Accepted Date

**Previously approved by Council in October 2023.  
 Encumbrance was canceled at the end of 2023 to avoid  
 carrying it over the year.**

CITY OF Hillsboro, KANSAS  
RESOLUTION NO. 2024-05

A RESOLUTION DECLARING A BUILDING BLIGHTED WITH  
RESPECT TO THE KANSAS SMALL CITIES  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

WHEREAS, Congress recognized the prevention and elimination of slum and blight as a national objective under the Housing and Community Development Act of 1974; and

WHEREAS, The State of Kansas in its Urban Renewal Law of 1955 declared that the prevention and elimination of slums and blight is a matter of state policy and concern; and

WHEREAS, The City of Hillsboro wishes to stabilize and improve the economic viability of the downtown commercial district by encouraging private property owners to make improvements on existing blighted buildings; and

WHEREAS, The Kansas Department of Commerce has grant funds available through the CDBG Program to assist property owners in addressing deficiencies on blighted buildings in cooperation with the municipality; and

WHEREAS, Eric & Tami Driggers, the owner of the building located at 126 N Main in the City of Hillsboro wishes to participate in the program.

NOW, THEREFORE, BE IT RESOLVED THAT: The Governing Body of the City of Hillsboro, Kansas hereby declares that the above mentioned building is a blighted structure under the Kansas Urban Renewal Law and that it has the following conditions of blight, decay or environmental contamination:

HVAC, electrical, windows, doors, roof, repair/rehab, ADA restrooms, tuck pointing.

and, FURTHERMORE these conditions are detrimental to public health and safety.

ADOPTED BY THE GOVERNING BODY OF THE CITY OF Hillsbro, KANSAS THIS 7th \_  
DAY OF May, 2024

ATTEST:

\_\_\_\_\_  
Mayor Lou Thurston

\_\_\_\_\_  
City Clerk

(Seal)

THE CITY/COUNTY OF Hillsboro, KANSAS

RESOLUTION NO. 2024-04

RESOLUTION CERTIFYING LEGAL AUTHORITY  
TO APPLY FOR THE 2023 KANSAS  
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
FROM THE KANSAS DEPARTMENT OF COMMERCE  
AND AUTHORIZING THE MAYOR/COMMISSIONER  
TO SIGN AND SUBMIT SUCH AN APPLICATION

WHEREAS, The City/County of Hillsboro, Kansas, is a legal governmental entity as provided by the laws of the STATE OF KANSAS, and

WHEREAS, The City/County of Hillsboro, Kansas, intends to submit an application for assistance from the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby certifies that the City/County of Hillsboro, Kansas, is a legal governmental entity under the status of the laws of the STATE OF KANSAS and thereby has the authority to apply for assistance from the KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby authorizes the MAYOR/COMMISSIONER of Hillsboro, Kansas, to act as the applicant's official representative in signing and submitting an application for the assistance to the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby dedicates \$ 279,061 in cash funds toward this project and \$ 0 in force account labor for same.

APPROVED BY THE GOVERNING BODY OF THE CITY/COUNTY OF Hillsboro  
KANSAS, this 7<sup>th</sup> day of May, 2024.

APPROVED \_\_\_\_\_  
MAYOR/COMMISSIONER

ATTEST \_\_\_\_\_

(SEAL)

THE CITY/COUNTY OF Hillsboro, KANSAS

## **STATEMENT OF ASSURANCES AND CERTIFICATIONS**

The applicant hereby assures and certifies with respect to the grant that:

- (1) It possesses legal authority to make a grant submission and to execute a community development and housing program.
- (2) Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the grantee to submit the final statement, all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the final statement and to provide such additional information as may be required.
- (3) Prior to submission of its application to Commerce, the grantee has met the citizen participation requirements, prepared its application of community development objectives and projected use of funds, and made the application available to the public, as required by Section 104(a)(2) of the Housing and Community Development Act of 1974, as amended, and implemented at 24 CFR 570.486.
- (4) It has developed its final statement (application) of projected use of funds so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight; the final statement (application) of projected use of funds may also include activities that the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.
- (5) Its chief executive officer or other officer of the grantee approved by Commerce:
  - (a) Consents to assume the status of a responsible federal official under the National Environmental Policy Act of 1969 and other provisions of federal law as specified in 24 CFR 58.1(a);
  - (b) Is authorized and consents on behalf of the grantee and himself/herself to accept the jurisdiction of the federal courts for the purpose of enforcement of his/her responsibilities as such an official; and
- (6) The grant will be conducted and administered in compliance with the following federal and state regulations (see Appendix A: Applicable Laws and Regulations):



- (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), and implementing regulations issued at 24 CFR Part 1;
- (b) Fair Housing Amendments Act of 1988, as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing; and will take action to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services;
- (c) Section 109 of the Housing and Community Development Act of 1974, as amended; and the regulations issued pursuant thereto (24 CFR Section 570.602);
- (d) Section 3 of the Housing and Urban Development Act of 1968, as amended; and implementing regulations at 24 CFR Part 135;
- (e) Executive Order 11246, as amended by Executive Orders 11375 and 12086 and implementing regulations issued at 41 CFR Chapter 60;
- (f) Executive Order 11063, as amended by Executive Order 12259 and implementing regulations at 24 CFR Part 107;
- (g) Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended and implementing regulations when published for effect;
- (h) The Age Discrimination Act of 1975, as amended, (Pub. L. 94-135), and implementing regulations when published for effect;
- (i) The relocation requirements of Title II and the acquisition requirements of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the implementing regulations at 24 CFR 570.488;
- (j) Anti-displacement and relocation plan requirements of Section 104(d) of Title I, Housing and Community Development Act of 1974, as amended;
- (k) Relocation payment requirements of Section 105(a)(11) of Title I, Housing and Community Development Act of 1974, as amended.
- (l) The labor standards requirements as set forth in 24 CFR 570.603 and HUD regulations issued to implement such requirements;
- (m) Executive Order 11988 relating to the evaluation of flood hazards and Executive Order 11288 relating to the prevention, control, and abatement of water pollution;

- (n) The regulations, policies, guidelines and requirements of 2 CFR Part 200 and A-122 as they relate to the acceptance and use of federal funds under this federally assisted program;
  - (o) The American Disabilities Act (ADA) (P.L. 101-336: 42 U.S.C. 12101) provides disabled people access to employment, public accommodations, public services, transportation, and telecommunications;
- (7) The conflict of interest provisions of 24 CFR 570.489 apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or sub recipients which are receiving CDBG funds. None of these persons may obtain a financial interest or benefit from the activity, or have an interest or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter, and that it shall incorporate or cause to be incorporated, in all such contracts or subcontracts a provision prohibiting such interest pursuant to the purpose of this certification;
  - (8) It will comply with the provisions of the Hatch Act that limits the political activity of employee;
  - (9) It will comply with the provisions of 24-CFR-200.
  - (10) It will give the state, HUD, and the Comptroller General or any authorized representative access to and the right to examine all records, books, papers, or documents related to the grant;
  - (11) It will comply with the lead-based paint requirements of 24 CFR Part 35 Subpart B issued pursuant to the Lead-Based Paint Hazard Elimination Act (42 U.S.C. 4801 et seq.).
  - (12) The local government will not attempt to recover any capital costs of public improvements assisted in whole or in part with CDBG funds by assessing properties owned and occupied by low- and moderate-income persons unless: (a) CDBG funds are used to pay the proportion of such assessment that relates to non CDBG funding or; (b) the local government certifies to the state that, for the purposes of assessing properties owned and occupied by low- and moderate-income persons who are not very low-income, that the local government does not have sufficient CDBG funds to comply with the provision of (a) above.
  - (13) It accepts the terms, conditions, selection criteria, and procedures established by this program description and that it waives any right it may have to challenge the legitimacy and the propriety of these terms, conditions, criteria, and procedures in the event that its application is not selected for CDBG funding.

- (14) It will comply with the regulations, policies, guidelines, and requirements with respect to the acceptance and use of federal funds for this federally assisted program.
- (15) It will comply with all parts of Title I of the Housing and Community Development Act of 1974, as amended, which have not been cited previously as well as with other applicable laws.

The applicant hereby certifies that it will comply with the above stated assurances.

	Lou Thurston
Signature, Chief Elected Official	Name (typed or printed)
Mayor	
Title	Date

To Whom It May Concern:

As Chief Elected Official of the City/County of Hillsboro, KS, I hereby certify that I have knowledge of all activities in the above-referenced application. I also certify that I am aware that the regulations of the CDBG program prevent the use of any facility built or rehabilitated with CDBG funds, or any portion thereof, to be used for the conduct of official business. I therefore certify that no portion of the above application violates this regulation.

\_\_\_\_\_  
Mayor/County Commission

ATTEST:

\_\_\_\_\_  
City/County Clerk

# Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Approval No. 2510-0011 (exp. 11/30/2018)

**Instructions.** (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

## Applicant/Recipient Information

Indicate whether this is an Initial Report  or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code): City of Hillsboro, KS 118 E Grand, Hillsboro, KS 67063  620.947.3482	2. Social Security Number or Employer ID Number:  48-6036239
3. HUD Program Name  CDBG Small Cities	4. Amount of HUD Assistance Requested/Received  \$300,000
5. State the name and location (street address, City and State) of the project or activity: 126 N Main Street, Hillsboro, KS	

## Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3). <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No.
--	---

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

## Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds
HEAL grant	grant	45,569	Construction/testing
Cash and/or Letter of Credit		300,000	Arch/Inspect/Admin/Const

(Note: Use Additional pages if necessary.)

## Part III Interested Parties. You must disclose:

- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)
BG Consultants, 4806 Vue Du Lac Place, Manhattan KS, 66503	48-0853534	Architect/Inspection	77,273
Ranson Financial Group LLC, 200 W Douglas, Wichita KS 67202	82-0711301	CDBG Administration	20,000

(Note: Use Additional pages if necessary.)

## Certification

**Warning:** If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature:  X	Date: (mm/dd/yyyy)  5.7.2024
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**(Minimum required by all applicants for funding – must be submitted with application)**

**Residential Anti-displacement and Relocation Assistance Plan  
under Section 104(d) of the  
Housing and Community Development Act of 1974, as Amended**

The jurisdiction will replace all occupied and vacant occupiable low- and moderate-income dwelling units demolished or converted to a use other than as low- moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR Part 570.488.

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the [jurisdiction] will make public and submit to the Kansas Department of Commerce the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as Section 104(d) replacement dwelling units;
5. The source of funding and a time schedule for the provision of Section 104(d) replacement dwelling units; and
6. The basis for concluding that each Section 104 (d) replacement dwelling unit will remain a low- and moderate-income dwelling unit for at least ten years from the date of initial occupancy.

The jurisdiction will provide relocation assistance, as described in Section 570.488 to each low- and moderate-income household displaced by the demolition of housing or by the conversion of a low- and moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the act, the jurisdiction will take the following steps to minimize the displacement of persons from their homes:

Based on initial review of project, the following occupied dwellings (by address) will be demolished with grant funds (should contain proposed demolitions):

No Persons will be displaced or relocated due to this project.

As chief official of the jurisdiction, I hereby certify that the above plan was officially adopted by the jurisdiction of Hillsboro on the 7th day of May, 2024.

_____	Hillsboro, KS	5.7.2024
Signature – Chief Elected Official	Jurisdiction	Date

## **City/County Attestation**

To Whom It May Concern:

As a Chief Elected Official of the City/County of Hillsboro, I hereby certify that I have knowledge of all activities in the above- referenced application. I also certify that I am aware that the regulation of the CDBG program prevent the use of any facility built or rehabilitated with CDBG funds, or any portion thereof, to be used for the conduct of official business. I therefore certify that no portion of the above application violates this regulation.

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Mayor/County Commission

ATTEST:

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City/County Clerk

# Staff Report

**To:** Honorable Mayor and City Council

**From:** Matt Stiles, City Administrator

**Date:** May 7, 2024

**Re:** Road Improvement Actions

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**Background:** There are a series of actions necessary to move forward with the financing of the road projects on Adams, south Wilson, and south Lincoln. The estimated cost of the General Obligation (GO) Debt for this project is \$1.56 million. In total there are four separate actions that the council would need to consider to move the financing forward.

- **Ordinance 1391:** Amends the city designated main trafficways to include Adams, Wilson, and Lincoln streets. Additionally, the ordinance adds Cedar and West 1<sup>st</sup> Street to the main trafficways. Cedar and West 1<sup>st</sup> Street are part of the next roads on the Capital Improvement Plan (CIP) for repair/replacement. If there are sufficient funds left from the projects on Adams, Wilson, and Lincoln streets, then we would be able to do some additional work Cedar and West 1<sup>st</sup> Street, specifically north of Grand Avenue.
- **Ordinance 1392:** Authorizes the sale of general obligation bonds for approximately \$1.56 million for the Adams, Wilson, and Lincoln streets. This is per the city's Charter Ordinance that allows the issuance of bonds for public infrastructure without requiring a public vote.
- **Municipal Advisor Agreement:** Authorizes Raymond James (Greg Vahrenberg) to act as our municipal advisor for this sale. The initial plan is to offer the proposed bonds as a private placement with a financial institution. Private placement reduces the costs of issuance and given the relatively small size could potentially yield a better interest rate. If that private placement comes back at a higher interest rate than anticipated, then we would pivot and offer the bonds on the market. Greg would handle the entire process and assist the city with preparation for either sale option.
- **Resolution 2024-02:** Provides for the underwriting and sale of the debt. It names TWG as the bond counsel and Raymond James as the Municipal Advisors.

Each action will need to be approved separately. Ordinances require a roll call vote.

**Financial Impact:** Greg Vahrenberg has prepared a draft financial analysis for the proposed debt. At my request, I had Greg include continued transfers of \$200,000 from the local option sales tax to assist in debt service payments. That amount could change each year to manage the required mill levy. The proposed GO bonds are on a 10-year repayment schedule with the first two years having slightly lower payments to manage the mill levy and provide room in case of project overruns.

**Recommendation:** Staff recommends moving forward with each of the proposed actions.



(Ordinance published at [www.cityofhillsboro.net](http://www.cityofhillsboro.net) on May 10, 2024)

ORDINANCE NO. 1391

AN ORDINANCE OF THE CITY OF HILLSBORO, KANSAS AMENDING ORDINANCE NOS. 1207, 1282, 1298 AND 1310; DESIGNATING CERTAIN ADDITIONAL MAIN TRAFFICWAYS AND MAIN TRAFFICWAY CONNECTIONS; AND FURTHER AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE, DELIVER AND ATTEST TO THE EXECUTION OF SUCH DOCUMENTS AS ARE NECESSARY IN CONNECTION WITH SUCH DESIGNATION AND DECLARATION.

WHEREAS, K.S.A. 12-685 *et seq.* (the “Main Trafficway Act”) authorizes the governing body of the City of Hillsboro, Kansas (the “City”) to designate by ordinance any existing or proposed street or part thereof within the City as a main trafficway. The primary function of a main trafficway is, or will be, the movement of traffic (i) between areas of concentrated activity, or (ii) between such areas within the City and traffic facilities outside the City; and

WHEREAS, K.S.A. 12-686 authorizes the governing body of the City to designate by ordinance certain portions of existing streets as trafficway connections and to connect any street with any of the main trafficways and/or connect any two (2) main trafficways and designate and establish the same as trafficway connections. The primary function of a trafficway connection is, or will be to: (i) provide adequate connections with or between main trafficways or (ii) relieving traffic congestion at certain points on said main trafficways; and

WHEREAS, the City has previously designated Main Street within the corporate limits of the City as a main trafficway, pursuant to Ordinance No. 1066 adopted on April 1, 2003 and published April 10, 2003; and

WHEREAS, the City has previously designated Ash Street within the corporate limits of the City as a main trafficway, pursuant to Ordinance No. 1195 adopted on October 5, 2010 and published April 10, 2010; and

WHEREAS, the City has previously designated (i) Adams Street from Highway 56 to First Street, (ii) First Street from Ash Street to Adams Street, (iii) Industrial Road from Highway 56 to the railroad right-of-way, (iv) “A” Street from Main Street to Washington Street, (v) Eisenhower Street from “C” Street to “A” Street, (vi) “A” Street from Eisenhower Street to Jefferson Street, (vii) Third Street from Ash Street to Adams St., (viii) Commerce Street from Industrial Road to Santa Fe Street, and (viii) “D” Street within the corporate limits of the City, as main trafficways, pursuant to Ordinance No. 1207 adopted on April 5, 2011 and published April 13, 2011; and

WHEREAS, the City has previously designated (i) Wilson Street (from 1<sup>st</sup> Street to C Street), (ii) First Street (from Adams St. to Wilson St.), (iii) “B” Street (from Lincoln St. to Adams St.), (iv) Grand Avenue within the corporate limits of the City, (v) Adams Street (from B Street to 1<sup>st</sup> Street), (vi) Washington St. (from 1<sup>st</sup> Street to 2<sup>nd</sup> Street), (vii) Lincoln St. (from 1<sup>st</sup> Street to 3<sup>rd</sup> Street), (viii) Jefferson Street (from 1<sup>st</sup> Street to 3<sup>rd</sup> Street), and (ix) 2<sup>nd</sup> Street (from Lincoln to Main Street),

as main trafficways, pursuant to Ordinance No. 1282 adopted on September 19, 2017 and the summary of which was published September 27, 2017; and

WHEREAS, the City has previously designated (i) Kennedy St. (from A Street to C Street), (ii) “C” Street (from Adams St. to Kennedy St.), and (iii) 1<sup>st</sup> Avenue (from Adams St. east to the corporate limits of the City), as main trafficways pursuant to Ordinance No. 1298 adopted on June 18, 2019 and the summary of which was published June 26, 2019; and

WHEREAS, the City has previously designated (i) the railroad right-of-way within the City limits and (ii) the intersection of Highway 56 and Industrial Road (including additionally necessary turn lanes), as main trafficways pursuant to Ordinance No. 1310 adopted on July 21, 2020 and the summary of which was published July 29, 2020; and

WHEREAS, the governing body of the City has determined it necessary to additionally (a) designate, identify, confirm and change the designations of Adams Street, Wilson Street, Lincoln Street and 1<sup>st</sup> Street, as follows: (i) Adams Street within the corporate limits of the City (ii) Wilson Street within the corporate limits of the City, (iii) Lincoln Street within the corporate limits of the City, and (iv) 1<sup>st</sup> Street within the corporate limits of the City, all as main trafficways or essential trafficway connections as defined by the Main Trafficway Act; and (b) designate Cedar Street within the corporate limits of the City as a main trafficway or essential trafficway connections as defined by the Main Trafficway Act; and

WHEREAS, in connection with the foregoing, the governing body of the City finds and determines it advisable to supplement and amend its ordinance(s) establishing Main Trafficways and Main Trafficway connections within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HILLSBORO, KANSAS:

Section 1. Amendment to Section 1 of Ordinance No. 1207 (as previously amended by Ordinance Nos. 1282, 1298 and 1310). Section 1 of Ordinance No. 1207 is hereby amended by deleting Section 1 and replacing it with the following:

Section 1. Designation of Main Trafficways. It has been found and determined that the main function of the following trafficways within the corporate limits of Hillsboro, Kansas is the movement of through traffic within the City and/or (1) to provide adequate connections with or between main trafficways or (2) relieve traffic congestion at certain points on said main trafficways; and therefore, it is hereby authorized, ordered and directed that:

- (i) Main Street within the corporate limits of the City
- (ii) Ash Street within the corporate limits of the City
- (iii) Wilson Street within the corporate limits of the City
- (iv) 1<sup>st</sup> Street within the corporate limits of the City
- (v) “B” Street (from Lincoln St. to Adams St.)
- (vi) Grand Avenue within the corporate limits of the City

- (vii) “D” Street within the corporate limits of the City
- (viii) Adams Street within the corporate limits of the City
- (ix) Washington St. (from 1<sup>st</sup> Street to 2<sup>nd</sup> Street)
- (x) Lincoln St. within the corporate limits of the City
- (xi) Jefferson Street (from 1<sup>st</sup> Street to 3<sup>rd</sup> Street)
- (xii) 2<sup>nd</sup> Street (from Lincoln Street Main Street)
- (xiii) Kennedy St. (from A Street to C Street)
- (xiv) “C” Street (from Adams St. to Kennedy St.)
- (xv) “A” Street (from Main Street to Washington Street); and  
(from Eisenhower Street to Jefferson Street)
- (xvi) Eisenhower Street (from C Street to A Street)
- (xvii) 3<sup>rd</sup> Street (from Ash Street to Adams Street)
- (xviii) Commerce Street (from Industrial Road to Santa Fe Street)
- (xix) Industrial Road (from Highway 56 to Railroad Right-of-Way)  
(including the Highway 56 intersection and turning lanes)
- (xx) The Railroad Right-of-Way (connecting Industrial Road to Main Street); and
- (xxi) Cedar Street within the corporate limits of the City

shall be and hereby are designated and established as main trafficways, as provided by K.S.A. 12-685. The above and foregoing main trafficways are intended as a comprehensive list of Main Trafficways within the City and are not intended to repeal or replace main trafficways previously designated by Ordinance Nos. 1066, 1195, 1207, 1282, 1298 and/or 1310.

Section 2. Amending Ordinance. This ordinance supplements and amends Ordinance Nos. 1066, 1195, 1207, 1282, 1298 and 1310 to the extent necessary to designate the additional main trafficways or trafficway connections. Except to the extent specifically amended hereby, Ordinance Nos. 1066, 1195, 1207, 1282, 1298, and 1310 shall remain in full force and effect.

Section 3. Other Actions. That the City shall, and the officers, agents and employees thereof, are authorized and directed to, take such actions and execute such other documents, certificates and instruments as may be necessary or desirable in connection with the above and forgoing designations, declarations and amendments.

Section 4. Effective Date. This Ordinance shall take effect and be in full force from and after its adoption by the governing body of the City, approval by the Mayor and publication once in the official newspaper of the City.

*[Remainder of Page Intentionally Left Blank]*

PASSED, ADOPTED AND APPROVED by the governing body of the City of Hillsboro, Kansas on the 7th day of May, 2024.

CITY OF HILLSBORO, KANSAS

[seal]

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Louis Thurston, Mayor

ATTEST:

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Danielle Bartel, City Clerk

EXCERPT OF MINUTES

The governing body of the City of Hillsboro, Kansas met in regular session, at the usual meeting place in said City on May 7, 2024, at 6:30 p.m., with Mayor Louis Thurston presiding, and the following members governing body present:

and the following members absent:

Among other business, there came on for consideration and discussion the following:

AN ORDINANCE OF THE CITY OF HILLSBORO, KANSAS AMENDING ORDINANCE NOS. 1207, 1282, 1298 AND 1310; DESIGNATING CERTAIN ADDITIONAL MAIN TRAFFICWAYS AND MAIN TRAFFICWAY CONNECTIONS; AND FURTHER AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE, DELIVER AND ATTEST TO THE EXECUTION OF SUCH DOCUMENTS AS ARE NECESSARY IN CONNECTION WITH SUCH DESIGNATION AND DECLARATION.

After discussion, upon motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the Ordinance was passed by a majority of the members elect.

A majority of the members elect having voted in favor of the passage of said Ordinance, it was designated Ordinance No. \_\_\_\_\_ and was ordered to be executed by the Mayor and by the City Clerk.

\*\*\*\*

CITY CLERK'S  
CERTIFICATION OF EXCERPT OF MINUTES

I hereby certify that the foregoing is a true and correct Excerpt of Minutes of the May 7, 2024 regular meeting of the governing body of the City of Hillsboro, Kansas.

[seal]

\_\_\_\_\_  
Danielle Bartel, City Clerk

(Ordinance published at [www.cityofhillsboro.net](http://www.cityofhillsboro.net) on May 10, 2024)

ORDINANCE NO. 1392

AN ORDINANCE OF THE CITY OF HILLSBORO, KANSAS AUTHORIZING THE CITY TO MAKE MAIN TRAFFICWAY IMPROVEMENTS; AND AUTHORIZING THE CITY TO ISSUE GENERAL OBLIGATION BONDS IN AN APPROXIMATE PRINCIPAL AMOUNT OF \$1,560,000 TO PAY THE COSTS OF THE MAIN TRAFFICWAY IMPROVEMENTS.

WHEREAS, K.S.A. 12-685 *et seq.* (the “Main Trafficway Act”) authorizes the governing body of the City of Hillsboro, Kansas (the “City”) to designate by ordinance, any existing or proposed street or part thereof within the City as a main trafficway. The primary function of a main trafficway is, or will be, the movement of traffic (i) between areas of concentrated activity, or (ii) between such areas within the City and traffic facilities outside the City; and

WHEREAS, the Main Trafficway Act provides that the City has the power to improve or reimprove any main trafficway, and provides that all costs authorized shall be paid by the City-at-Large from the general improvement fund, the general revenue fund, an internal improvement fund, or any other fund or funds available for such purpose, or by the issuance of general obligation bonds; and

WHEREAS, the governing body of the City has previously designated (i) Adams Street (within the corporate limits of the City), (ii) Wilson Street (within the corporate limits of the City), (iii) Lincoln Street (within the corporate limits of the City), (iv) 1<sup>st</sup> Street (within the corporate limits of the City), and (v) Cedar Street (within the corporate limits of the City) as main trafficways, pursuant to Ordinance No. 1391 adopted May 7, 2024 and to be published May 10, 2024; and

WHEREAS, the City has found it necessary to authorize the reconstruction of certain streets consisting of (i) Adams Street (from East 1<sup>st</sup> Street west to East B Street), (ii) Wilson Street (from D Street to the south end of Wilson Street), and (iii) Lincoln Street (from D Street to the south end of Lincoln Street); and further authorizes, if bond funds remain available after the completion of the street improvements described in (i), (ii), and (iii) above, the reconstruction of (iv) North Cedar Street (from West Grand Avenue to West 3<sup>rd</sup> Street), and (v) West 1<sup>st</sup> Street (from North Cedar Street west to the end of the 1<sup>st</sup> Street); including, but not limited to curb and gutter, storm sewer, signage, pavement marking, sidewalk, relocation of utilities and drainage improvements (collectively, the “Project”); and to provide for payment of a portion of the cost thereof; and

WHEREAS, it is necessary pay the City’s share of the costs of the Project by issuing general obligation bonds of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HILLSBORO, KANSAS:

Section 1. Authorization of Project. The Project (as defined above) is authorized and directed to be completed pursuant to the Main Trafficway Act in accordance with certain estimates, plans and specifications before the governing body on this date.

Section 2. Payment of Project Costs. It is hereby further found and determined that the estimated cost of construction of the Project is \$2,082,007.50 (excluding the costs of issuing the Bonds) of which approximately \$585,675 shall be paid from the proceeds of a grant from the Kansas Department of Transportation and the remaining cost which shall be payable by the city-at-large and paid through the issuance of general obligation bonds of the City.

Section 3. Authorization of the Bonds. It is hereby further found and determined to be necessary, and it is hereby authorized, ordered and directed that in order to provide the necessary funds to pay the cost of the Project, there shall be issued general obligation bonds in the estimated total aggregate principal amount of \$1,560,000.

Section 4. Temporary Notes. It is hereby further authorized, ordered and directed that in the absence of otherwise available funds, in order to temporarily finance the estimated costs of the Project until the levying and collection of the special assessments and the issuance of the general obligation bonds as hereinbefore provided, there may be issued temporary improvement notes (the "Notes"), such notes to be issued from time to time upon subsequent resolution or resolutions of the City which shall provide and set forth the details of the Notes, including the fixing of the dates, terms, denominations, interest rates and maturity dates (not exceeding four years from the date of the notes and redeemable at any time prior to the stated maturity thereof). Such Notes shall be issued and provision shall be made therefor as funds are needed and required for the orderly construction of the Project; and the Mayor and City Clerk are hereby authorized, ordered and directed to prepare and execute each of such Notes in accordance with the terms of this Ordinance and the terms of the subsequent resolution or resolutions providing for same; and shall deliver the Notes to persons having claims against the City in connection with the Project, or may sell the Notes at private or public sale and apply the proceeds therefrom to the payment of the actual costs and expenses of the Project. Any Notes issued under the authority of this Section shall be issued under and will contain a recital that they are issued under the authority of K.S.A. 10-123 and K.S.A. 12-685 *et seq.*, inclusive, as amended and supplemented, and shall contain all other usual and required recitals and covenants and be in the form required therefor by said K.S.A. 10-123; and said Notes may be issued in combinations with any other temporary notes being issued by the City as shall be determined by the governing body at the time of such issuance to be in the City's best interest.

Section 5. Reimbursement. The obligations authorized by this Ordinance are authorized to reimburse expenditures made by the City 60 days before the date of this Ordinance and thereafter, as provided in United States Treasury Regulation § 1.150-2.

Section 6. Effective Date. This Ordinance shall be in force and take effect from and after its adoption and approval and publication hereof one time in the City's official newspaper.

*[Remainder of Page Intentionally Left Blank]*



PASSED, ADOPTED AND APPROVED by the governing body of the City of Hillsboro, Kansas on the 7th day of May, 2024.

CITY OF HILLSBORO, KANSAS

[seal]

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Louis Thurston, Mayor

ATTEST:

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Danielle Bartel, City Clerk

EXCERPT OF MINUTES

The governing body of the City of Hillsboro, Kansas met in regular session, at the usual meeting place in said City on May 7, 2024, at 6:30 p.m., with Mayor Louis Thurston presiding, and the following members governing body present:

and the following members absent:

Thereupon, there was presented to the governing body an Ordinance entitled:

AN ORDINANCE OF THE CITY OF HILLSBORO, KANSAS AUTHORIZING THE CITY TO MAKE MAIN TRAFFICWAY IMPROVEMENTS; AND AUTHORIZING THE CITY TO ISSUE GENERAL OBLIGATION BONDS IN AN APPROXIMATE PRINCIPAL AMOUNT OF \$1,560,000 TO PAY THE COSTS OF THE MAIN TRAFFICWAY IMPROVEMENTS.

Thereupon, the Ordinance was considered and discussed; and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Ordinance was passed by a majority vote of the members elect, it was given No. \_\_\_\_\_, and directed to be signed by the Mayor and attested by the City Clerk. The City Clerk was directed to cause the publication of the Ordinance one time in the City's official newspaper.

\*\*\*\*

CITY CLERK'S  
CERTIFICATION OF EXCERPT OF MINUTES

I hereby certify that the foregoing is a true and correct Excerpt of Minutes of the May 7, 2024 regular meeting of the governing body of the City of Hillsboro, Kansas.

[seal]

\_\_\_\_\_  
Danielle Bartel, City Clerk

# MUNICIPAL ADVISOR AGREEMENT

BY and BETWEEN THE

CITY OF HILLSBORO, KANSAS AND  
RAYMOND JAMES & ASSOCIATES, INC.

THIS AGREEMENT is by and between City of Hillsboro, Kansas (the “Issuer”), and Raymond James & Associates, Inc. (the “Municipal Advisor”).

WHEREAS, the Issuer wishes to hire the Municipal Advisor to serve as its municipal advisor and financial advisor in accordance with the provisions of this Agreement and the Municipal Advisor, through its Public Finance/Debt Investment Banking Department, is engaged in the business of providing, and is authorized under applicable Federal and State statutes and applicable regulatory rules to provide advisory services to the Issuer as provided herein, and

WHEREAS, the City desires to issue a series of general obligation bonds (as hereinafter defined) to fund certain road improvement projects within the City; and

NOW THEREFORE, it is agreed by all parties signing this Municipal Advisor Agreement (the “Agreement”) that:

## I. SCOPE OF SERVICES

1. The Municipal Advisor will consult with and advise the Issuer with respect to refinancing opportunities related to its outstanding debt and any forms of credit enhancement. This advice will generally include the following:
  - a. Evaluating opportunities to current or advance refund outstanding debt obligations and/or bonds of the Issuer;
  - b. Assisting in managing relationships and interaction with rating agencies, bond insurers, bidders and bond investors;
  - c. Assist with the preparation of the preliminary and final official statement;
  - d. Assisting the Issuer with a competitive sale or placement of the Bonds; and
  - e. Assisting the Issuer, at your request, in evaluating certain investment banking ideas that may be presented to the Issuer from time to time.
  
2. When the Issuer deems it necessary to issue bonds, notes, or other debt instruments (collectively, the “Bonds” or “Obligations”) in the capital markets, the Municipal Advisor will consult with and advise the Issuer with respect to the various structures, provisions and covenants appropriate or advisable to consider as part of the new financing, generally including, but not necessarily limited to, the following:
  - a. Obligation amounts;
  - b. Principal, interest, and final maturity dates;
  - c. average life tests;
  - d. maturity amortization schedules;
  - e. interest rates;
  - f. redemption provisions;
  - g. debt service;
  - h. coverage requirements;
  - i. flow of funds;
  - j. reserve funds;
  - k. sinking funds; and
  - l. security pledges.

3. The Municipal Advisor will, upon request, work with staff and attorneys of the Issuer, including bond counsel, in the development of the financial and security provisions to be contained in the instruments authorizing and securing the Obligations undertaken by the Issuer.
4. The Municipal Advisor will, as requested, assist Issuer staff in the development of Issuer information to be used by the Issuer for presentation to investors, underwriters and others.
5. The Municipal Advisor will coordinate and attend the sale or direct placement of the Bonds and advise and assist the Issuer in the analysis of the bids received for the sale of the Bonds.
6. The scope of services set forth in (1) through (5) above (the “Scope of Services”) is subject to the following limitations:
  - a. The Scope of Services is limited solely to the services described above and is subject to any limitations set forth within the description of the Scope of Services.
  - b. The Municipal Advisor will be responsible for coordinating the preparation of the preliminary or final official statement, but will not be responsible for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about Municipal Advisor provided by Municipal Advisor for inclusion in such documents.
  - c. The Scope of Services does not include tax, legal, accounting or engineering advice with respect to the Bonds or any Obligations or in connection with any opinion or certificate rendered by counsel or any other person at closing, and does not include review or advice on any feasibility study.

If Issuer has designated Municipal Advisor as its independent registered municipal advisor (“IRMA”) for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the “IRMA exemption”) with respect to the activities and aspects described in the Scope of Services, the Scope of Services as they relate to such designation as IRMA shall be subject to any limitations with respect to Municipal Advisor’s activities as IRMA as may be provided in the Scope of Services described herein. Municipal Advisor is not responsible for verifying that it is independent (within the meaning of the IRMA exemption as interpreted by the SEC) from another party wishing to rely on the exemption from the definition of municipal advisor afforded under the IRMA exemption. Any reference to Municipal Advisor, its personnel and its role as IRMA in the written representation of Issuer contemplated under SEC Rule 15Ba1-1(d)(3)(vi)(B) is subject to prior approval by Municipal Advisor, and Issuer agrees not to represent, publicly or to any specific person, that Municipal Advisor is Issuer’s IRMA with respect to any aspect of municipal financial products or the issuance of municipal securities, or with respect to any specific municipal financial product or any specific issuance of municipal securities, outside the Scope of Services without Municipal Advisor’s prior written consent.

7. The Scope of Services may be changed only by written amendment or supplement to the Scope of Services described herein. The parties agree to amend or supplement the Scope of Services described herein promptly to reflect any material changes or additions to the Scope of Services.
8. MSRB Rule G-42 requires that Municipal Advisor make a reasonable inquiry as to the facts that are relevant to the Issuer’s determination whether to precede with a course of action or that form the basis for any advice provided by Municipal Advisor to the Issuer. The rule also requires that Municipal Advisor undertake a reasonable investigation to determine that it is not basing any recommendation on materially inaccurate or incomplete information. Municipal Advisor is also required under the rule to use reasonable diligence to know the essential facts about Issuer and the authority of each person acting on the Issuer’s behalf. Issuer agrees to cooperate, and to cause its agents to cooperate, with Municipal Advisor in carrying out these regulatory duties, including providing to Municipal Advisor accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties. In addition, the Issuer agrees that, to the extent the Issuer seeks to have Municipal Advisor provide advice with

regard to any recommendation made by a third party, the Issuer will provide to Municipal Advisor written direction to do so as well as any information it has received from such third party relating to its recommendation.

## II. UNDERTAKINGS BY THE ISSUER

1. The Issuer will make available to the Municipal Advisor financial data and information concerning the Issuer's fiscal operation.
2. The Issuer will work with bond counsel who will issue an approving legal opinion to accompany the issuance of the Bonds, and also with appropriate Issuer's local legal counsel with respect thereto. Additionally, the Issuer will either retain or work with counsel to advise it as to the adequacy of disclosure of the Offering Documents or other official documents relating to the Bonds.

## III. PAYMENT TO THE MUNICIPAL ADVISOR

1. For performance of the services set forth herein, the Issuer will compensate the Municipal Advisor a fee of \$20,000 payable upon the issuance of the Bonds.
2. The Issuer agrees to promptly pay the Municipal Advisor fee described herein upon closing of the Bonds and upon receiving an invoice from the Municipal Advisor.

## IV. PAYMENT OF COSTS OF ISSUANCE

The Issuer shall be responsible for payment of all the costs of issuing the Bonds and completing a refinancing of certain outstanding bonds, including, but not necessarily limited to, the following:

- a. Printing, posting, and any other means of distribution or dissemination of the Preliminary and Final Official Statement;
- b. Fees of the Ratings Agency for assignment of a bond rating;
- c. Paying Agent fees and expenses;
- d. Attorney General review fee;
- e. CUSIP fee;
- f. Bond Counsel and Local Counsel Fees;
- g. Underwriting Discount, if any; and
- h. Bond Insurance Premiums, if any.

## V. GENERAL PROVISIONS

1. The Issuer understands and acknowledges that the Municipal Advisor or its affiliates may have trading and other business relationships with bidders for the sale of the Bonds or other participants in the proposed transaction. Additionally, the Municipal Advisor or its affiliates may have trading and other business relationships with potential purchasers of the Obligations. These relationships include, but may not be limited to, trading lines, frequent purchases and sales of securities and other engagements through which Municipal Advisor may have, among other things, an economic interest. Notwithstanding the foregoing, Municipal Advisor will not receive any compensation with respect to the issuance of the Obligations other than as disclosed above. Municipal Advisor is involved in a wide range of activities from which conflicting interests or duties may arise. Information which is held elsewhere within Raymond James, but of which none of the Municipal Advisor's personnel involved in the proposed transaction actually has knowledge, will not for any purpose be taken into account in determining Municipal Advisor's responsibilities to the Issuer.
2. Both parties acknowledge and agree that the Municipal Advisor is acting solely as a financial advisor to the Issuer with respect to the Bonds identified above; Municipal Advisor's engagement by the Issuer is limited to providing financial advisory services to the Issuer with respect to the

Bonds and the Municipal Advisor is not a fiduciary of any other party to the transaction. The Municipal Advisor will not (1) provide any assurances that any investment made in connection with the Bonds or otherwise during its engagement is the best possible investment available for the Issuer's situation or that every possible alternative or provider has been considered and/or solicited, (ii) investigate the veracity of any certifications provided by any party, (iii) provide legal or accounting assurance that any matter or procedure complies with any applicable law, or (iv) be liable to any party if any of the Bonds or an investment fails to close or for default of same. Municipal Advisor's limited engagement terminates upon the settlement date of the Bonds and Municipal Advisor shall have no further duties or obligations thereafter.

3. MSRB Rule G-42 requires that Municipal Advisor provide you with disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history. Such disclosures are provided in Municipal Advisor's Disclosure Statement delivered to the Issuer as Exhibit A to this Agreement.
4. The Municipal Advisor agrees to assist the Issuer as provided only on the basis that it is expressly understood and agreed that the Municipal Advisor assumes no responsibility to the Issuer or any person for the accuracy or completeness of any information contained in any Preliminary Official Statement or Final Official Statement issued in connection with the Obligations.
5. Unless terminated earlier as provided below, the term of this Agreement shall end upon the close of business on the date of issuance of the Bonds. This Agreement may be terminated by either party hereto with ten (10) business days prior written notice to the other. In the event of such termination, whether by either party hereto, the Municipal Advisor shall promptly submit for payment, and Issuer shall promptly pay, a final bill for the payment of all unpaid fees, if any, then due and owing. Furthermore, it is understood by all parties hereto, that if the Bonds are not issued and closed, the Issuer is under no obligation to pay the Municipal Advisor fee set forth herein. Other than the foregoing, neither party shall incur any liability to the other arising out of the termination of this Agreement. However, this Article 5 shall survive any such termination.
6. In the absence of willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties hereunder on the part of Municipal Advisor or any of its associated persons, Municipal Advisor and its associated persons shall have no liability to the Issuer for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, any municipal financial product or any other investment, or for any financial or other damages resulting from Issuer's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by Municipal Advisor to Issuer. No recourse shall be had against Municipal Advisor for loss, damage, liability, cost or expense (whether direct, indirect or consequential) of Client arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with any Obligation or municipal financial product (hereinafter, "Product") or otherwise relating to the tax treatment of any Obligation or Product, or in connection with any opinion or certificate rendered by counsel or any other party. Notwithstanding the foregoing, nothing contained in this paragraph or elsewhere in this Agreement shall constitute a waiver by Issuer of any of its legal rights under applicable U.S. federal securities laws or any other laws whose applicability is not permitted to be contractually waived, nor shall it constitute a waiver or diminution of Municipal Advisor's fiduciary duty to Client under Section 15B(c) (1) of the Securities Exchange Act of 1934, as amended, and the rules thereunder. The Issuer hereby covenants and agrees that it will indemnify and hold harmless the Municipal Advisor, its parent and affiliates, and each of the foregoing entities' officers, directors, employees and agents (the "Municipal Advisor Indemnitees") against any and all losses, claims, demands, damages or liabilities of any kind whatsoever, arising from or out of the acts, omissions or doings of the Issuer, its representatives, employees or agents, or in any way relating to the financings or other matter within the purview of this Agreement, whether pursuant to statute or at common law or otherwise (hereinafter, "Claims"), and will reimburse each of the Municipal Advisor Indemnitees for any legal or other expense reasonably incurred by it in

connection with investigating or defending any such Claims or actions or proceedings arising from such Claims, whether or not resulting in any liability.

7. This Agreement embodies all the terms, agreements, conditions and rights contemplated and negotiated by the Issuer and the Municipal Advisor, and supersedes any and all discussions and understandings, written or oral, between Issuer and Municipal Advisor regarding the subject matter hereof. Any modifications and/or amendments must be made in writing and signed by both parties.
8. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas, without reference to its conflicts of law principles.
9. Any dispute arising out of this Agreement or the performance hereof shall be resolved in binding arbitration before the American Arbitration Association, pursuant to its commercial arbitration rules. Each party, to the fullest extent permitted by law, knowingly, voluntarily and intentionally waives its right to a jury trial in any action or other legal proceeding arising out of or relating to this Agreement or the performance hereof.
10. This Agreement shall be binding upon and inure to the benefit of the Issuer and Municipal Advisor, their respective successors and permitted assigns; provided however, neither party may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party.
11. This Agreement is made solely for the benefit of the parties and their respective successors and permitted assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and permitted assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE DULY CAUSED THIS AGREEMENT to be signed and sealed by their respective authorized officers.

**CITY OF HILLSBORO, KANSAS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: April \_\_, 2024

**RAYMOND JAMES & ASSOCIATES, INC.**



Gregory M. Vahrenberg  
Managing Director



**Exhibit A**  
**Disclosure Letter for Municipal Advisor Agreement**

City of Hillsboro, Kansas

This letter is provided under new Municipal Securities Rulemaking Board (MSRB) Rule G-42 in connection with our engagement as financial advisor and municipal advisor under the Municipal Advisor Agreement to which this letter is attached (the "Agreement") between **Raymond James & Associates, Inc.** ("Raymond James") and the City of Hillsboro, Kansas (the "Client"). This letter will serve as written documentation required under MSRB Rule G-42 of certain specific terms, disclosures and other items of information relating to our municipal advisory relationship.

**1. Scope of Services.** (a) ***Services to be provided.*** The scope of services with respect to Raymond James's engagement with the Client is as provided in the Agreement (the "Scope of Services").

(b) ***Limitations on Scope of Services.*** The Scope of Services is subject to such limitations as may be provided in the Agreement.

(c) ***IRMA status.*** If the Client has designated Raymond James as its independent registered municipal advisor ("IRMA") for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the "IRMA exemption"), the Scope of Services is not deemed to be expanded to include all actual or potential issuances of municipal securities or municipal financial products merely because Raymond James, as IRMA, reviews a third-party recommendation relating to a particular actual or potential issuance of municipal securities or municipal financial product not otherwise considered within the Scope of Services. Raymond James is not responsible for verifying that it is independent (within the meaning of the IRMA exemption as interpreted by the SEC) from another party wishing to rely on the exemption from the definition of municipal advisor afforded under the IRMA exemption. Raymond James requests that the Client provide to it, for review, any written representation of the Client contemplated under SEC Rule 15Ba1-1(d)(3)(vi)(B) that references Raymond James, its personnel and its role as IRMA. In addition, Raymond James requests that the Client not represent, publicly or to any specific person, that Raymond James is Client's IRMA with respect to any aspect of municipal financial products or the issuance of municipal securities, or with respect to any specific municipal financial product or any specific issuance of municipal securities, not within the Scope of Services without first discussing such representation with Raymond James.

**2. Raymond James's Regulatory Duties When Servicing the Client.** MSRB Rule G-42 requires that Raymond James make a reasonable inquiry as to the facts that are relevant to the Client's determination whether to proceed with a course of action with a course of action or that form the basis for and advice provided by Raymond James to the Client. The rule also requires that Raymond James undertake a reasonable investigation to determine that it is not basing any recommendation on materially inaccurate or incomplete information. Raymond James is also required under the rule to use reasonable diligence to know the essential facts about the Client and the authority of each person acting on the Client's behalf.

Accordingly, Raymond James will seek the Client's assistance and cooperation, and the assistance and cooperation of Client's agents, with the carrying out by Raymond James of these regulatory duties, including providing to Raymond James accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties. In addition, to the extent the Client seeks to have Raymond James provide advice with regard to any recommendation made by a third party, Raymond James requests that the Client provide to Raymond James written direction to do so as well as any information it has received from such third party relating to its recommendation.

**3. Term.** The term of Raymond James's engagement as municipal advisor and the terms on which the engagement may be terminated are as provided in the Agreement. In addition, we understand that our

engagement may be terminated with or without cause by either party. In case of any termination, we believe that the terminating party should endeavor to provide reasonable notice of such termination to the other party so as to permit an orderly transition.

4. **Compensation.** The form and basis of compensation for Raymond James's services as municipal advisor are as provided in the Agreement.

5. **Required Disclosures.** MSRB Rule G-42 requires that Raymond James provide you with the following disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history.

(a) ***Disclosures of Conflicts of Interest.*** MSRB Rule G-42 requires that municipal advisors provide to their clients disclosures relating to any actual or potential material conflicts of interest, including certain categories of potential conflicts of interest identified in Rule G-42, if applicable. If no such material conflicts of interest are known to exist based on the exercise of reasonable diligence by the municipal advisor, municipal advisors are required to provide a written statement to that effect.

Accordingly, Raymond James makes the following disclosures with respect to material conflicts of interest in connection with the Scope of Services under this Agreement, together with explanations of how Raymond James addresses or intends to manage or mitigate each conflict. To that end, with respect to all of the conflicts disclosed below, Raymond James mitigates such conflicts through its adherence to its fiduciary duty to the Client, which includes a duty of loyalty to the Client in performing all municipal advisory activities for the Client. This duty of loyalty obligates Raymond James to deal honestly and with the utmost good faith with the Client and to act in the Client's best interests without regard to Raymond James's financial or other interests. In addition, because Raymond James is a broker-dealer with significant capital due to the nature of its overall business, the success and profitability of Raymond James is not dependent on maximizing short-term revenue generated from individualized recommendations to its clients but instead is dependent on long-term profitability built on a foundation of integrity and quality of service. Furthermore, Raymond James's municipal advisory supervisory structure, leveraging our long-standing and comprehensive broker-dealer supervisory processes and practices, provides strong safeguards against individual representatives of Raymond James potentially departing from their regulatory duties due to personal interests. The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.

I. **Compensation-Based Conflicts.** The fees due under this Agreement are in a fixed amount established at the outset of the Agreement. The amount is usually based upon an analysis by the Client and Raymond James of, among other things, the expected duration and complexity of the transaction and the Scope of Services to be performed by Raymond James. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, Raymond James may suffer a loss. Thus, Raymond James may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives. This conflict of interest is mitigated by the general mitigations described above.

II. **Other Municipal Advisor or Underwriting Relationships.** Raymond James serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of the Client. For example, Raymond James serves as municipal advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to the Client under this Agreement. These other clients may, from time to time and depending on the specific circumstances, have competing interests, such as accessing the new issue market with the most advantageous timing and with limited competition at the time of the offering. In acting in the interests of its various clients, Raymond James could potentially face a conflict of interest arising from these competing client interests. In other cases, as a broker-dealer that engages in underwritings of new issuances of

municipal securities by other municipal entities, the interests of Raymond James to achieve a successful and profitable underwriting for its municipal entity underwriting clients could potentially constitute a conflict of interest if, as in the example above, the municipal entities that Raymond James serves as underwriter or municipal advisor have competing interests in seeking to access the new issue market with the most advantageous timing and with limited competition at the time of the offering. None of these other engagements or relationships would impair Raymond James's ability to fulfill its regulatory duties to the Client.

III. Broker-Dealer and Investment Advisory Business. Raymond James is a broker-dealer and investment advisory firm that engages in a broad range of securities-related activities to service its clients, in addition to serving as a municipal advisor or underwriter. Such securities-related activities, which may include but are not limited to the buying and selling of new issue and outstanding securities and investment advice in connection with such securities, including securities of the Client, may be undertaken on behalf of, or as counterparty to, the Client, personnel of the Client, and current or potential investors in the securities of the Client. These other clients may, from time to time and depending on the specific circumstances, have interests in conflict with those of the Client, such as when their buying or selling of the Client's securities may have an adverse effect on the market for the Client's securities, and the interests of such other clients could create the incentive for Raymond James to make recommendations to the Client that could result in more advantageous pricing for the other clients. Furthermore, any potential conflict arising from Raymond James effecting or otherwise assisting such other clients in connection with such transactions is mitigated by means of such activities being engaged in on customary terms through units of Raymond James that operate independently from Raymond James's municipal advisory business, thereby reducing the likelihood that the interests of such other clients would have an impact on the services provided by Raymond James to the Client under this Agreement.

IV. Secondary Market Transactions in Client's Securities. Raymond James, in connection with its sales and trading activities, may take a principal position in securities, including securities of the Client, and therefore Raymond James could have interests in conflict with those of the Client with respect to the value of the Client's securities while held in inventory and the levels of mark-up or mark-down that may be available in connection with purchases and sales thereof. In particular, Raymond James or its affiliates may submit orders for and acquire the Client's securities issued in an issue under the Agreement from members of the underwriting syndicate, either for its own account or for the accounts of its customers. This activity may result in a conflict of interest with the Client in that it could create the incentive for Raymond James to make recommendations to the Client that could result in more advantageous pricing of the Client's bond in the marketplace. Any such conflict is mitigated by means of such activities being engaged in on customary terms through units of the Raymond James that operate independently from Raymond James's municipal advisory business, thereby reducing the likelihood that such investment activities would have an impact on the services provided by Raymond James to the Client under this Agreement.

(b) ***Disclosures of Information Regarding Legal Events and Disciplinary History.*** MSRB Rule G-42 requires that municipal advisors provide to their clients certain disclosures of legal or disciplinary events material to its client's evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel.

Accordingly, Raymond James sets out below required disclosures and related information in connection with such disclosures.

I. Material Legal or Disciplinary Event

Raymond James discloses the following legal or disciplinary events that may be material to the Client's evaluation of Raymond James or the integrity of Raymond James's management or advisory personnel: We are not aware of any such events.

The SEC permits certain items of information required on Form MA or MA-I to be provided by reference to such required information already filed by Raymond James in its capacity as a broker-dealer on Form BD or Form U4 or as an investment adviser on Form ADV, as applicable. If any of the above DRPs provides that a DRP has been filed on Form ADV, BD, or U4 for the applicable event, information provided by Raymond James on Form BD or Form U4 is publicly accessible through reports generated by BrokerCheck at <http://brokercheck.finra.org>, and Raymond James's most recent Form ADV is publicly accessible at the Investment Adviser Public Disclosure website at <http://www.adviserinfo.sec.gov>. For purposes of accessing such BrokerCheck reports or Form ADV, Raymond James's CRD number is 705.

II. How to Access Form MA and Form MA-I Filings. Raymond James's most recent Form MA and each most recent Form MA-I filed with the SEC are available on the SEC's EDGAR system at [http://www.sec.gov/cgi-bin/browse-edgar?action=getcompany&CIK=000 072 4743](http://www.sec.gov/cgi-bin/browse-edgar?action=getcompany&CIK=000%20072%204743). The SEC permits certain items of information required on Form MA or MA-I to be provided by reference to such required information already filed by Raymond James in its capacity as a broker-dealer on Form BD or Form U4 or as an investment adviser on Form ADV, as applicable. Information provided by Raymond James on Form BD or Form U4 is publicly accessible through reports generated by BrokerCheck at <http://brokercheck.finra.org>, and Raymond James's most recent Form ADV is publicly accessible at the Investment Adviser Public Disclosure website at <http://www.adviserinfo.sec.gov>. For purposes of accessing such BrokerCheck reports or Form ADV, Raymond James's CRD number is 705.

III. Most Recent Change in Legal or Disciplinary Event Disclosure. Raymond James has not made any material legal or disciplinary event disclosures on Form MA or any Form MA-I filed with the SEC.

(c) ***Future Supplemental Disclosures.*** As required by MSRB Rule G-42, this Section 5 may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest or changes in the conflicts of interest described above, or to provide updated information with regard to any legal or disciplinary events of Raymond James. Raymond James will provide the Client with any such supplement or amendment as it becomes available throughout the term of the Agreement.

(d) ***MSRB Rule G-10 Required Disclosures.*** Raymond James & Associates, Inc. is registered with and subject to the rules and regulations of the U.S. Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB). Both the SEC and the MSRB publish websites containing information and resources designed to educate investors. In addition to educational materials about the municipal securities market and municipal securities market data, the MSRB website includes an investor brochure describing protections that may be provided by MSRB rules, including how to file a complaint with the appropriate regulatory authority. For more information, visit [www.sec.gov](http://www.sec.gov) and [www.msrb.org](http://www.msrb.org).

**Raymond James & Associates, Inc.**

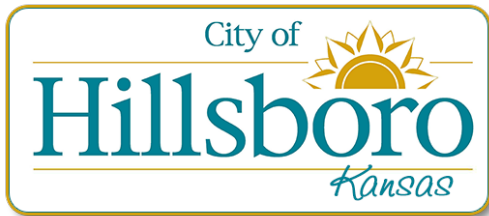


Gregory M. Vahrenberg  
Managing Director

Date: April 18, 2024



# Draft Financing Analysis



Raymond James Public Finance

April 27, 2024

**Gregory M. Vahrenberg**  
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# MILL LEVY ANALYSIS

# Mill levy analysis

City of Hillsboro, Kansas Calculation of Mill Levy - Bond & Interest Fund Mill Levy to Maintain Current Fund Balance - \$1.5MM Street Project, 10 Year Repayment																								
Year	Total Assessed Valuation	Annual Growth Rate	Existing Debt Service								Aggregate Existing Debt Service	Proposed: 2024 Debt Service	Total Debt Service	Less: Special Assessments	Less: Utility Transfers	Less: Sales Tax Revenues	Less: FAC Sales Tax	Less: Water Fund Payments SRF	Less: Transfer W&S Ref Savings	Debt Net of Offsets	Less: Portion Paid From Motor Vehicle	Net Debt Service Paid From Local Property Tax	Cash Basis Reserve Unencumbered Fund Balance	Bond & Interest Fund Mill Levy
			Series GO, 2018	Series GO, 2018A	Series GO, 2018B	Series GO, 2018A	Series GO, 2018B	Series GO, 2018C	Series GO, 2018D	Series GO, 2018E														
2021	\$19,002,097	4.21%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4.344
2022	19,847,518	4.45%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5.223
2023	21,703,483	9.35%	\$7,933	\$298,400	\$169,263	\$204,280	\$40,156	\$10,485	\$155,364	\$885,881	\$885,881	\$7,933	\$474,301	\$150,000	\$250,000	\$10,485	\$215,316	(\$222,155)	\$11,438	(\$233,593)	\$34,832	374,411	4.983	
2024	22,354,587	3.00%	7,760	292,000	319,263	206,015	40,156	10,485	155,364	1,031,043	1,031,043	7,760	474,301	150,000	200,000	10,485	65,316	123,180	11,553	111,627	371,949	371,949	4.983	
2025	23,025,225	3.00%	7,588	295,600	379,763	204,715	18,702	10,485	155,364	1,072,216	1,072,216	7,588	474,301	150,000	200,000	10,485	4,816	291,146	14,050	277,096	230,241	230,241	6.000	
2026	23,715,982	3.00%	7,415	298,800	378,313	173,484	-	5,243	155,364	1,018,618	1,018,618	7,415	474,301	150,000	200,000	5,243	6,266	233,168	21,285	211,883	227,533	227,533	9.000	
2027	24,427,461	3.00%	7,243	291,600	376,713	-	-	-	155,364	830,919	830,919	7,243	474,301	150,000	200,000	-	7,866	219,284	19,109	200,175	218,869	218,869	8.000	
2028	25,160,285	3.00%	7,070	294,400	374,963	-	-	-	155,364	831,797	831,797	7,070	474,301	150,000	200,000	-	9,616	222,634	19,301	203,334	212,792	212,792	8.000	
2029	25,915,094	3.00%	6,898	293,700	378,063	-	-	-	155,364	834,024	834,024	6,898	474,301	150,000	200,000	-	6,516	226,834	19,494	207,341	208,626	208,626	8.000	
2030	26,692,547	3.00%	6,725	297,850	375,863	-	-	-	155,364	835,802	835,802	6,725	474,301	150,000	200,000	-	8,716	225,109	19,688	205,421	212,474	212,474	8.000	
2031	27,493,323	3.00%	6,553	295,675	378,206	-	-	-	155,364	835,798	835,798	6,553	474,301	150,000	200,000	-	9,341	230,972	19,885	211,087	216,935	216,935	8.000	
2032	28,318,323	3.00%	6,380	293,325	375,238	-	-	-	155,364	830,307	830,307	6,380	474,301	150,000	200,000	-	9,341	220,684	17,574	203,111	208,087	208,087	7.000	
2033	29,167,666	3.00%	6,208	295,800	377,113	-	-	-	155,364	834,484	834,484	6,208	474,301	150,000	200,000	-	7,466	223,709	17,749	205,960	202,217	202,217	7.000	
2034	30,042,696	3.00%	6,035	296,800	378,338	-	-	-	155,364	836,537	836,537	6,035	474,301	150,000	200,000	-	6,241	228,759	17,927	210,832	197,478	197,478	7.000	
2035	30,943,977	3.00%	5,863	297,400	379,238	-	-	-	155,364	837,864	837,864	5,863	474,301	150,000	-	-	5,341	202,359	15,520	186,840	192,588	192,588	6.000	
2036	31,872,296	3.00%	5,690	292,600	379,450	-	-	-	155,364	833,104	833,104	5,690	474,301	150,000	-	-	5,129	197,984	15,675	182,310	197,688	197,688	6.000	
2037	32,828,465	3.00%	5,518	292,600	379,325	-	-	-	155,364	832,807	832,807	5,518	474,301	150,000	-	-	5,254	197,734	15,832	181,903	208,816	208,816	6.000	
2038	33,813,319	3.00%	10,345	292,200	378,863	-	-	-	155,364	836,772	836,772	10,345	474,301	150,000	-	-	5,716	196,409	13,325	183,085	191,417	191,417	5.000	
2039	34,827,719	3.00%	-	296,400	378,063	-	-	-	155,703	830,166	830,166	-	474,640	150,000	-	-	6,516	199,009	13,458	185,551	176,522	176,522	5.000	
2040	35,872,550	3.00%	-	-	376,925	-	-	-	-	376,925	376,925	-	318,937	150,000	-	-	7,654	(99,666)	2,719	(102,384)	314,061	314,061	1.000	
2041	36,948,727	3.00%	-	-	375,025	-	-	-	-	375,025	375,025	-	318,937	150,000	-	-	9,554	(103,466)	2,746	(106,211)	456,482	456,482	1.000	
2042	38,057,189	3.00%	-	-	377,775	-	-	-	-	377,775	377,775	-	318,937	150,000	-	-	6,804	(97,566)	2,773	(100,739)	594,517	594,517	1.000	
<b>Total</b>			\$111,220	\$5,015,150	\$7,285,756	\$788,493	\$99,013	\$36,699	\$2,641,534	\$15,977,865	\$15,961,070	\$111,220	\$9,020,274	\$3,000,000	\$2,450,000	\$36,699	\$405,816	\$2,915,727	\$291,100	\$2,624,627				

**Assessed Valuation Growth Rate Assumptions:**  
 Assessed Value Grows at 3.00% Per Year  
 Total Assessed Valuation Excludes Motor Vehicle Valuation  
**Mill Levy Collections**  
 Tax collection rate is assumed to be 98%

# DRAFT FINANCING ANALYSIS



# Sources and uses of funds

City of Hillsboro, Kansas  
 General Obligation Bonds, Series 2024  
 Estimated Market Rates as of April 24, 2024, Assumes 'A-' Rating  
 (10 Year Term)

Dated Date            07/09/2024  
 Delivery Date        07/09/2024

Sources:

Bond Proceeds:	
Par Amount	1,560,000.00
Net Premium	16,284.40
	1,576,284.40
Other Sources of Funds:	
KDOT Grant	585,675.00
	2,161,959.40

Uses:

Project Fund Deposits:	
Project Fund	2,082,007.50
Cost of Issuance:	
Municipal Advisor	20,000.00
Bond Counsel Fee	25,000.00
Rating Agency Fee (S&P)	12,500.00
State Treasurer - Paying Agent	1,950.00
State Treasurer - Setup Fee	300.00
State Treasurer - Registration Fee	30.00
Attorney General Transcript Review	250.00
CUSIP	500.00
	60,530.00
Delivery Date Expenses:	
Underwriter's Discount	16,284.40
Other Uses of Funds:	
Additional Proceeds	3,137.50
	2,161,959.40

# Bond debt service

City of Hillsboro, Kansas  
 General Obligation Bonds, Series 2024  
 Estimated Market Rates as of April 24, 2024, Assumes 'A-' Rating  
 (10 Year Term)

Dated Date           07/09/2024  
 Delivery Date       07/09/2024

Period Ending	Principal	Coupon	Interest	Debt Service	Bond Balance	Total Bond Value
09/01/2024					1,560,000	1,560,000
09/01/2025			66,120.28	66,120.28	1,560,000	1,560,000
09/01/2026			57,775.00	57,775.00	1,560,000	1,560,000
09/01/2027	170,000	3.500%	57,775.00	227,775.00	1,390,000	1,390,000
09/01/2028	180,000	3.500%	51,825.00	231,825.00	1,210,000	1,210,000
09/01/2029	185,000	3.500%	45,525.00	230,525.00	1,025,000	1,025,000
09/01/2030	190,000	3.500%	39,050.00	229,050.00	835,000	835,000
09/01/2031	200,000	3.500%	32,400.00	232,400.00	635,000	635,000
09/01/2032	205,000	4.000%	25,400.00	230,400.00	430,000	430,000
09/01/2033	210,000	4.000%	17,200.00	227,200.00	220,000	220,000
09/01/2034	220,000	4.000%	8,800.00	228,800.00		
	1,560,000		401,870.28	1,961,870.28		

# Bond pricing

City of Hillsboro, Kansas  
 General Obligation Bonds, Series 2024  
 Estimated Market Rates as of April 24, 2024, Assumes 'A-' Rating  
 (10 Year Term)

Bond Component	Maturity Date	Amount	Rate	Yield	Price	Premium (-Discount)
Serial Bonds:						
	09/01/2027	170,000	3.500%	3.590%	99.731	-457.30
	09/01/2028	180,000	3.500%	3.530%	99.882	-212.40
	09/01/2029	185,000	3.500%	3.530%	99.856	-266.40
	09/01/2030	190,000	3.500%	3.540%	99.777	-423.70
	09/01/2031	200,000	3.500%	3.550%	99.683	-634.00
	09/01/2032	205,000	4.000%	3.580%	102.940	6,027.00
	09/01/2033	210,000	4.000%	3.620%	102.932	6,157.20
	09/01/2034	220,000	4.000%	3.670%	102.770	6,094.00
		1,560,000				16,284.40

Dated Date	07/09/2024	
Delivery Date	07/09/2024	
First Coupon	03/01/2025	
Par Amount	1,560,000.00	
Premium	16,284.40	
Production	1,576,284.40	101.043872%
Underwriter's Discount	-16,284.40	-1.043872%
Purchase Price	1,560,000.00	100.000000%
Accrued Interest		
Net Proceeds	1,560,000.00	

# Bond summary statistics

City of Hillsboro, Kansas  
 General Obligation Bonds, Series 2024  
 Estimated Market Rates as of April 24, 2024, Assumes 'A-' Rating  
 (10 Year Term)

Dated Date	07/09/2024
Delivery Date	07/09/2024
Last Maturity	09/01/2034
Arbitrage Yield	3.588706%
True Interest Cost (TIC)	3.764168%
Net Interest Cost (NIC)	3.773312%
All-In TIC	4.437344%
Average Coupon	3.773312%
Average Life (years)	6.827
Duration of Issue (years)	6.021
Par Amount	1,560,000.00
Bond Proceeds	1,576,284.40
Total Interest	401,870.28
Net Interest	401,870.28
Total Debt Service	1,961,870.28
Maximum Annual Debt Service	232,400.00
Average Annual Debt Service	193,393.57
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	10.438718
Total Underwriter's Discount	10.438718
Bid Price	100.000000

Bond Component	Par Value	Price	Average Coupon	Average Life
Serial Bonds	1,560,000.00	101.044	3.77331174%	6.827
	1,560,000.00			6.827

	TIC	All-In TIC	Arbitrage Yield
Par Value	1,560,000.00	1,560,000.00	1,560,000.00
+ Accrued Interest			
+ Premium (Discount)	16,284.40	16,284.40	16,284.40
- Underwriter's Discount	-16,284.40	-16,284.40	
- Cost of Issuance Expense		-60,530.00	
- Other Amounts			
Target Value	1,560,000.00	1,499,470.00	1,576,284.40
Target Date	07/09/2024	07/09/2024	07/09/2024
Yield	3.764168%	4.437344%	3.588706%

# DEBT PROFILE

# Debt profile – summary of outstanding debt

## Outstanding:

**\$9,223,000** general  
obligation bonds

**\$2,115,000** loans

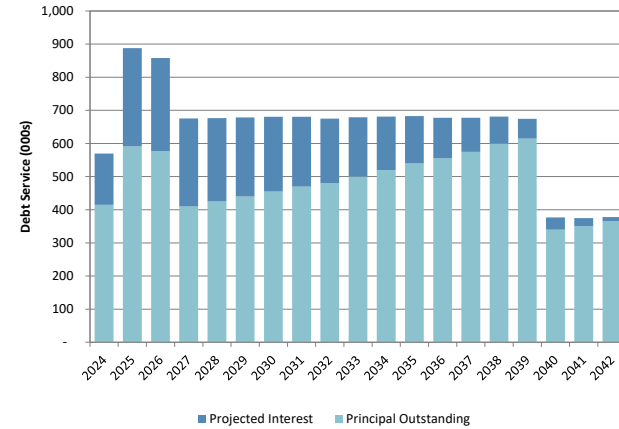
**\$985,000** PBC revenue  
bonds

City of Hillsboro, Kansas Summary of Outstanding Debt As of April 15, 2024						
Issue	Tax Status	Issuance Amount (\$000)	Amount Outstanding (\$000)	Final Maturity	Callable Debt (\$000)	Call Date
<b>General Obligation Bonds</b>						
2018	Bank-Qualified	105	80	10/1/2038	Unknown	Unknown
A, 2019	Bank-Qualified	4,055	3,475	9/1/2039	2,965	9/1/2026
B, 2019	Bank-Qualified	5,195	5,195	9/1/2042	4,610	9/1/2026
A, 2021	Bank-Qualified	957	473	10/1/2026	-	Non-callable
<b>Sub-Total</b>		<b>\$10,312</b>	<b>\$9,223</b>		<b>\$7,575</b>	
<b>Loans</b>						
KDOT Loan	Unknown	532	56	8/1/2025	Unknown	Unknown
KDHE SRF Loan	Unknown	146	20	2/1/2026	Unknown	Unknown
KDHE SRF Loan	Unknown	3,108	2,039	8/1/2032	Unknown	Unknown
<b>Sub-Total</b>		<b>\$3,786</b>	<b>\$2,115</b>		-	
<b>Public Building Commission Revenue Bonds</b>						
2015	Taxable	1,325	985	9/1/2038	885	9/1/2025
<b>Sub-Total</b>		<b>\$1,325</b>	<b>\$985</b>		<b>\$885</b>	
<b>Total</b>		<b>\$15,423</b>	<b>\$12,323</b>		<b>\$8,460</b>	

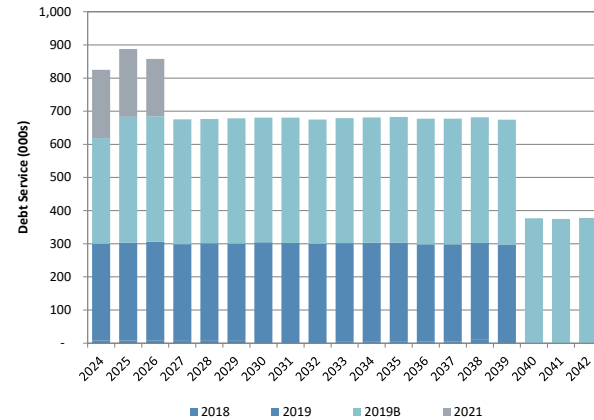
# Debt profile – summary of outstanding GO debt

City of Hillsboro, Kansas Summary of Outstanding General Obligation Debt				
FYE 31-Dec	Principal Outstanding	Projected Interest	Projected Debt Service	Principal Balance
2024	\$415,000	\$154,731	\$569,731	\$8,808,000
2025	591,000	296,665	887,665	8,217,000
2026	577,000	281,011	858,011	7,640,000
2027	410,000	265,555	675,555	7,230,000
2028	425,000	251,433	676,433	6,805,000
2029	440,000	238,660	678,660	6,365,000
2030	455,000	225,438	680,438	5,910,000
2031	470,000	210,434	680,434	5,440,000
2032	480,000	194,943	674,943	4,960,000
2033	500,000	179,120	679,120	4,460,000
2034	520,000	161,173	681,173	3,940,000
2035	540,000	142,500	682,500	3,400,000
2036	555,000	122,740	677,740	2,845,000
2037	575,000	102,443	677,443	2,270,000
2038	600,000	81,408	681,408	1,670,000
2039	615,000	59,463	674,463	1,055,000
2040	340,000	36,925	376,925	715,000
2041	350,000	25,025	375,025	365,000
2042	365,000	12,775	377,775	0
<b>Total</b>	<b>\$9,223,000</b>	<b>\$3,042,438</b>	<b>\$12,265,438</b>	

Total Aggregate Debt Service



Total Debt Service Breakdown



# Debt profile – summary of outstanding GOB debt

Issue Name Series Dated	General Obligation Bonds 2018 9/12/2018			General Obligation Bonds A, 2019 8/1/2019			General Obligation Refunding Bonds B, 2019 10/10/2019			General Obligation Refunding Bonds A, 2021 10/10/2021			Aggregate Debt Service Payments				
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Fiscal Year Payment	Fiscal Year
09/01/24	0	0	0	160,000	66,000	226,000	150,000	84,631	234,631	0	0	0	310,000	150,631	460,631		
10/01/24	5,000	1,380	6,380	0	0	0	0	0	100,000	2,720	102,720	105,000	4,100	109,100	569,731	2024	
03/01/25	0	0	0	0	62,800	62,800	0	82,381	82,381	0	0	0	0	145,181	145,181	0	
04/01/25	0	1,294	1,294	0	0	0	0	0	100,000	2,145	102,145	100,000	3,439	103,439	0		
09/01/25	0	0	0	170,000	62,800	232,800	215,000	82,381	297,381	0	0	0	385,000	145,381	530,381	0	
10/01/25	5,000	1,294	6,294	0	0	0	0	0	101,000	0	101,000	106,000	2,864	108,864	887,665	2025	
03/01/26	0	0	0	0	59,400	59,400	0	79,156	79,156	0	0	0	0	138,556	138,556	0	
04/01/26	0	1,208	1,208	0	0	0	0	0	86,000	989	86,989	86,000	2,197	88,197	0		
09/01/26	0	0	0	180,000	59,400	239,400	220,000	79,156	299,156	0	0	0	400,000	138,556	538,556	0	
10/01/26	5,000	1,208	6,208	0	0	0	0	0	86,000	495	86,495	91,000	1,702	92,702	858,011	2026	
03/01/27	0	0	0	0	55,800	55,800	0	75,856	75,856	0	0	0	0	131,656	131,656	0	
04/01/27	0	1,121	1,121	0	0	0	0	0	0	0	0	0	1,121	1,121	0		
09/01/27	0	0	0	180,000	55,800	235,800	225,000	75,856	300,856	0	0	0	405,000	131,656	536,656	0	
10/01/27	5,000	1,121	6,121	0	0	0	0	0	0	0	0	5,000	1,121	6,121	675,555	2027	
03/01/28	0	0	0	0	52,200	52,200	0	72,481	72,481	0	0	0	0	124,681	124,681	0	
04/01/28	0	1,035	1,035	0	0	0	0	0	1,035	0	0	0	1,035	1,035	0		
09/01/28	0	0	0	190,000	52,200	242,200	230,000	72,481	302,481	0	0	0	420,000	124,681	544,681	0	
10/01/28	5,000	1,035	6,035	0	0	0	0	0	0	0	0	5,000	1,035	6,035	676,433	2028	
03/01/29	0	0	0	0	49,350	49,350	0	69,031	69,031	0	0	0	0	118,381	118,381	0	
04/01/29	0	949	949	0	0	0	0	0	0	0	0	0	949	949	0		
09/01/29	0	0	0	195,000	49,350	244,350	240,000	69,031	309,031	0	0	0	435,000	118,381	553,381	0	
10/01/29	5,000	949	5,949	0	0	0	0	0	5,949	0	0	5,000	949	5,949	678,660	2029	
03/01/30	0	0	0	0	46,425	46,425	0	65,431	65,431	0	0	0	0	111,856	111,856	0	
04/01/30	0	863	863	0	0	0	0	0	0	0	0	0	863	863	0		
09/01/30	0	0	0	205,000	46,425	251,425	245,000	65,431	310,431	0	0	0	450,000	111,856	561,856	0	
10/01/30	5,000	863	5,863	0	0	0	0	0	0	0	0	5,000	863	5,863	680,438	2030	
03/01/31	0	0	0	0	42,838	42,838	0	61,603	61,603	0	0	0	0	104,441	104,441	0	
04/01/31	0	776	776	0	0	0	0	0	0	0	0	0	776	776	0		
09/01/31	0	0	0	210,000	42,838	252,838	255,000	61,603	316,603	0	0	0	465,000	104,441	569,441	0	
10/01/31	5,000	776	5,776	0	0	0	0	0	0	0	0	5,000	776	5,776	680,434	2031	
03/01/32	0	0	0	0	39,163	39,163	0	57,619	57,619	0	0	0	0	96,781	96,781	0	
04/01/32	0	690	690	0	0	0	0	0	0	0	0	0	690	690	0		
09/01/32	0	0	0	215,000	39,163	254,163	260,000	57,619	317,619	0	0	0	475,000	96,781	571,781	0	
10/01/32	5,000	690	5,690	0	0	0	0	0	0	0	0	5,000	690	5,690	674,943	2032	
03/01/33	0	0	0	0	35,400	35,400	0	53,556	53,556	0	0	0	0	88,956	88,956	0	
04/01/33	0	604	604	0	0	0	0	0	0	0	0	0	604	604	0		
09/01/33	0	0	0	225,000	35,400	260,400	270,000	53,556	323,556	0	0	0	495,000	88,956	583,956	0	
10/01/33	5,000	604	5,604	0	0	0	0	0	0	0	0	5,000	604	5,604	679,120	2033	
03/01/34	0	0	0	0	30,900	30,900	0	49,169	49,169	0	0	0	0	80,069	80,069	0	
04/01/34	0	518	518	0	0	0	0	0	0	0	0	0	518	518	0		
09/01/34	0	0	0	235,000	30,900	265,900	280,000	49,169	329,169	0	0	0	515,000	80,069	595,069	0	
10/01/34	5,000	518	5,518	0	0	0	0	0	0	0	0	5,000	518	5,518	681,173	2034	
03/01/35	0	0	0	0	26,200	26,200	0	44,619	44,619	0	0	0	0	70,819	70,819	0	
04/01/35	0	431	431	0	0	0	0	0	0	0	0	0	431	431	0		
09/01/35	0	0	0	245,000	26,200	271,200	290,000	44,619	334,619	0	0	0	535,000	70,819	605,819	0	
10/01/35	5,000	431	5,431	0	0	0	0	0	0	0	0	5,000	431	5,431	682,500	2035	
03/01/36	0	0	0	0	21,300	21,300	0	39,725	39,725	0	0	0	0	61,025	61,025	0	
04/01/36	0	345	345	0	0	0	0	0	0	0	0	0	345	345	0		
09/01/36	0	0	0	250,000	21,300	271,300	300,000	39,725	339,725	0	0	0	550,000	61,025	611,025	0	
10/01/36	5,000	345	5,345	0	0	0	0	0	0	0	0	5,000	345	5,345	677,740	2036	
03/01/37	0	0	0	0	16,300	16,300	0	34,663	34,663	0	0	0	0	50,963	50,963	0	
04/01/37	0	259	259	0	0	0	0	0	0	0	0	0	259	259	0		
09/01/37	0	0	0	260,000	16,300	276,300	310,000	34,663	344,663	0	0	0	570,000	50,963	620,963	0	
10/01/37	5,000	259	5,259	0	0	0	0	0	0	0	0	5,000	259	5,259	677,443	2037	
03/01/38	0	0	0	0	11,100	11,100	0	29,431	29,431	0	0	0	0	40,531	40,531	0	
04/01/38	0	173	173	0	0	0	0	0	0	0	0	0	173	173	0		
09/01/38	0	0	0	270,000	11,100	281,100	320,000	29,431	349,431	0	0	0	590,000	40,531	630,531	0	
10/01/38	10,000	173	10,173	0	0	0	0	0	0	0	0	10,000	173	10,173	681,408	2038	
03/01/39	0	0	0	0	5,700	5,700	0	24,031	24,031	0	0	0	0	29,731	29,731	0	
09/01/39	0	0	0	285,000	5,700	290,700	330,000	24,031	354,031	0	0	0	615,000	29,731	644,731	674,463	2039
03/01/40	0	0	0	0	0	0	0	18,463	18,463	0	0	0	0	18,463	18,463	0	
09/01/40	0	0	0	0	0	0	0	340,000	358,463	0	0	0	340,000	18,463	358,463	376,925	2040
03/01/41	0	0	0	0	0	0	0	12,513	12,513	0	0	0	0	12,513	12,513	0	
09/01/41	0	0	0	0	0	0	0	350,000	12,513	362,513	0	0	350,000	12,513	362,513	375,025	2041
03/01/42	0	0	0	0	0	0	0	6,388	6,388	0	0	0	0	6,388	6,388	0	
09/01/42	0	0	0	0	0	0	0	365,000	6,388	371,388	0	0	365,000	6,388	371,388	377,775	2042
<b>Total</b>	<b>\$80,000</b>	<b>\$21,908</b>	<b>\$101,908</b>	<b>\$3,475,000</b>	<b>\$1,175,750</b>	<b>\$4,650,750</b>	<b>\$5,195,000</b>	<b>\$1,836,863</b>	<b>\$7,031,863</b>	<b>\$473,000</b>	<b>\$7,918</b>	<b>\$480,918</b>	<b>\$9,223,000</b>	<b>\$3,042,438</b>	<b>\$12,265,438</b>		



# Debt profile – summary of outstanding callable GOB debt

By the numbers:

\$9,323,000 total  
par amount

\$7,575,000  
callable

Original Par Issue Name Series Dated Callable Principal	\$105,000 General Obligation Bonds 2018 9/12/2018 Unknown 1-Oct	\$4,055,000 General Obligation Bonds A, 2019 8/1/2019 9/1/2026 1-Sep	\$5,195,000 General Obligation Refunding Bonds B, 2019 10/10/2019 9/1/2026 1-Sep	\$957,000 General Obligation Refunding Bonds 10/28/2021 Non-callable 1-Oct				
Year	Principal	Coupon	Principal	Coupon	Principal	Coupon	Principal	Coupon
2024	5,000	3.450%	160,000	4.000%	150,000	3.000%	200,000	1.150%
2025	5,000	3.450%	170,000	4.000%	215,000	3.000%	201,000	1.150%
2026	5,000	3.450%	180,000	4.000%	220,000	3.000%	172,000	1.150%
2027	5,000	3.450%	180,000	4.000%	225,000	3.000%		
2028	5,000	3.450%	190,000	3.000%	230,000	3.000%		
2029	5,000	3.450%	195,000	3.000%	240,000	3.000%		
2030	5,000	3.450%	205,000	3.500%	245,000	3.125%		
2031	5,000	3.450%	210,000	3.500%	255,000	3.125%		
2032	5,000	3.450%	215,000	3.500%	260,000	3.125%		
2033	5,000	3.450%	225,000	4.000%	270,000	3.250%		
2034	5,000	3.450%	235,000	4.000%	280,000	3.250%		
2035	5,000	3.450%	245,000	4.000%	290,000	3.375%		
2036	5,000	3.450%	250,000	4.000%	300,000	3.375%		
2037	5,000	3.450%	260,000	4.000%	310,000	3.375%		
2038	10,000	3.450%	270,000	4.000%	320,000	3.375%		
2039			285,000	4.000%	330,000	3.375%		
2040					340,000	3.500%		
2041					350,000	3.500%		
2042					365,000	3.500%		
Use of Proceeds	Unknown		Refund 2018 Temporary Notes and New Money.		Refund of Series 2006 and 2009 (USDA)		Refund of Series 2007A, 2011A and 2011B	
<b>Total Par</b>	<b>80,000</b>		<b>3,475,000</b>		<b>5,195,000</b>		<b>573,000</b>	
<b>Callable</b>	<b>0</b>		<b>2,965,000</b>		<b>4,610,000</b>		<b>0</b>	

# Debt profile – summary of outstanding loan debt

Issue Name Series Dated	KDOT Loan Series 2006 10/17/2006			KDHE SRF Loan Series 2006 7/11/2006			KDHE SRF Loan Series 2017 12/13/2017			Aggregate Debt Service Payments					
	Payment Date	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Fiscal Year Payment	Fiscal Year
08/01/24	38,032	1,062	39,094	4,865	377	5,243	55,467	21,917	77,384	98,364	23,356	121,720	121,720	2024	
02/01/25	0	341	341	4,957	286	5,243	56,666	21,320	77,987	61,623	21,948	83,571	0		
08/01/25	18,019	341	18,360	5,051	192	5,243	56,666	20,711	77,378	79,736	21,245	100,981	184,552	2025	
02/01/26	0	0	0	5,146	97	5,243	57,891	20,102	77,993	63,037	20,199	83,236	0		
08/01/26							57,891	19,480	77,371	57,891	19,480	77,371	160,607	2026	
02/01/27							59,143	18,857	78,000	59,143	18,857	78,000	0		
08/01/27							59,143	18,222	77,364	59,143	18,222	77,364	155,364	2027	
02/01/28							60,421	17,586	78,007	60,421	17,586	78,007	0		
08/01/28							60,421	16,936	77,357	60,421	16,936	77,357	155,364	2028	
02/01/29							61,727	16,287	78,014	61,727	16,287	78,014	0		
08/01/29							61,727	15,623	77,350	61,727	15,623	77,350	155,364	2029	
02/01/30							63,062	14,960	78,021	63,062	14,960	78,021	0		
08/01/30							63,061	14,282	77,343	63,061	14,282	77,343	155,364	2030	
02/01/31							64,425	13,604	78,029	64,425	13,604	78,029	0		
08/01/31							64,425	12,911	77,336	64,425	12,911	77,336	155,364	2031	
02/01/32							65,817	12,219	78,036	65,817	12,219	78,036	0		
08/01/32							65,817	11,511	77,328	65,817	11,511	77,328	155,364	2032	
02/01/33							67,240	10,804	78,044	67,240	10,804	78,044	0		
08/01/33							67,240	10,081	77,321	67,240	10,081	77,321	155,364	2033	
02/01/34							68,693	9,358	78,051	68,693	9,358	78,051	0		
08/01/34							68,693	8,620	77,313	68,693	8,620	77,313	155,364	2034	
02/01/35							70,178	7,881	78,059	70,178	7,881	78,059	0		
08/01/35							70,178	7,127	77,305	70,178	7,127	77,305	155,364	2035	
02/01/36							71,695	6,372	78,068	71,695	6,372	78,068	0		
08/01/36							71,695	5,602	77,297	71,695	5,602	77,297	155,364	2036	
02/01/37							73,245	4,831	78,076	73,245	4,831	78,076	0		
08/01/37							73,245	4,043	77,289	73,245	4,043	77,289	155,364	2037	
02/01/38							74,828	3,256	78,084	74,828	3,256	78,084	0		
08/01/38							74,828	2,452	77,280	74,828	2,452	77,280	155,364	2038	
02/01/39							76,446	1,647	78,093	76,446	1,647	78,093	0		
08/01/39							76,784	825	77,610	76,784	825	77,610	155,703	2039	
<b>Total</b>	<b>\$56,050</b>	<b>\$1,745</b>	<b>\$57,796</b>	<b>\$20,019</b>	<b>\$952</b>	<b>\$20,971</b>	<b>\$2,038,763</b>	<b>\$369,426</b>	<b>\$2,408,189</b>	<b>\$2,114,832</b>	<b>\$372,124</b>	<b>\$2,486,956</b>	<b>\$2,486,956</b>		

# Debt profile – summary of callable outstanding loan debt

By the numbers:

**\$2,114,832** total par  
amount

**\$0** callable

Original Par	\$531,535		\$146,352		\$3,107,750	
Issue Name	KDOT Loan		KDHE SRF Loan		KDHE SRF Loan	
Series	Series 2006		Series 2006		Series 2017	
Dated	10/17/2006		7/11/2006		12/13/2017	
Callable	Unknown		Unknown		Unknown	
Principal	1-Aug		1-Feb and 1-Aug		1-Feb and 1-Aug	
Year	Principal	Coupon	Principal	Coupon	Principal	Coupon
2024	38,032	3.790%	4,865	3.770%	55,467	2.150%
2025	18,019	3.790%	10,008	3.770%	113,333	2.150%
2026			5,146	3.770%	115,783	2.150%
2027					118,285	2.150%
2028					120,842	2.150%
2029					123,454	2.150%
2030					126,123	2.150%
2031					128,849	2.150%
2032					131,635	2.150%
2033					134,480	2.150%
2034					137,387	2.150%
2035					140,357	2.150%
2036					143,391	2.150%
2037					146,490	2.150%
2038					149,657	2.150%
2039					153,230	2.150%
2040						
2041						
2042						
Use of Proceeds	Streets Projects		Water Projects		Waterlines	
<b>Total Par</b>	<b>56,050</b>		<b>20,019</b>		<b>2,038,763</b>	
<b>Callable</b>	<b>0</b>		<b>0</b>		<b>0</b>	

# Debt profile – summary of outstanding PBC revenue debt

Issue Name Series Dated	Taxable Revenue Bonds Series 2015 12/30/2015			Aggregate Debt Service Payments					
	Payment Date	Principal	Interest	Total	Principal	Interest	Total	Fiscal Year Payment	Fiscal Year
09/01/24	50,000	20,950	70,950	50,000	20,950	70,950	70,950	2024	
03/01/25	0	20,075	20,075	0	20,075	20,075	0		
09/01/25	50,000	20,075	70,075	50,000	20,075	70,075	90,150	2025	
03/01/26	0	19,200	19,200	0	19,200	19,200	0		
09/01/26	55,000	19,200	74,200	55,000	19,200	74,200	93,400	2026	
03/01/27	0	18,100	18,100	0	18,100	18,100	0		
09/01/27	55,000	18,100	73,100	55,000	18,100	73,100	91,200	2027	
03/01/28	0	17,000	17,000	0	17,000	17,000	0		
09/01/28	55,000	17,000	72,000	55,000	17,000	72,000	89,000	2028	
03/01/29	0	15,900	15,900	0	15,900	15,900	0		
09/01/29	60,000	15,900	75,900	60,000	15,900	75,900	91,800	2029	
03/01/30	0	14,700	14,700	0	14,700	14,700	0		
09/01/30	60,000	14,700	74,700	60,000	14,700	74,700	89,400	2030	
03/01/31	0	13,500	13,500	0	13,500	13,500	0		
09/01/31	65,000	13,500	78,500	65,000	13,500	78,500	92,000	2031	
03/01/32	0	12,038	12,038	0	12,038	12,038	0		
09/01/32	65,000	12,038	77,038	65,000	12,038	77,038	89,075	2032	
03/01/33	0	10,575	10,575	0	10,575	10,575	0		
09/01/33	70,000	10,575	80,575	70,000	10,575	80,575	91,150	2033	
03/01/34	0	9,000	9,000	0	9,000	9,000	0		
09/01/34	75,000	9,000	84,000	75,000	9,000	84,000	93,000	2034	
03/01/35	0	7,313	7,313	0	7,313	7,313	0		
09/01/35	75,000	7,313	82,313	75,000	7,313	82,313	89,625	2035	
03/01/36	0	5,625	5,625	0	5,625	5,625	0		
09/01/36	80,000	5,625	85,625	80,000	5,625	85,625	91,250	2036	
03/01/37	0	3,825	3,825	0	3,825	3,825	0		
09/01/37	85,000	3,825	88,825	85,000	3,825	88,825	92,650	2037	
03/01/38	0	1,913	1,913	0	1,913	1,913	0		
09/01/38	85,000	1,913	86,913	85,000	1,913	86,913	88,825	2038	
<b>Total</b>	<b>\$985,000</b>	<b>\$358,475</b>	<b>\$1,343,475</b>	<b>\$985,000</b>	<b>\$358,475</b>	<b>\$1,343,475</b>	<b>\$1,343,475</b>		

# Debt profile – summary of callable outstanding PBC revenue debt

By the numbers:

\$985,000 total par  
amount

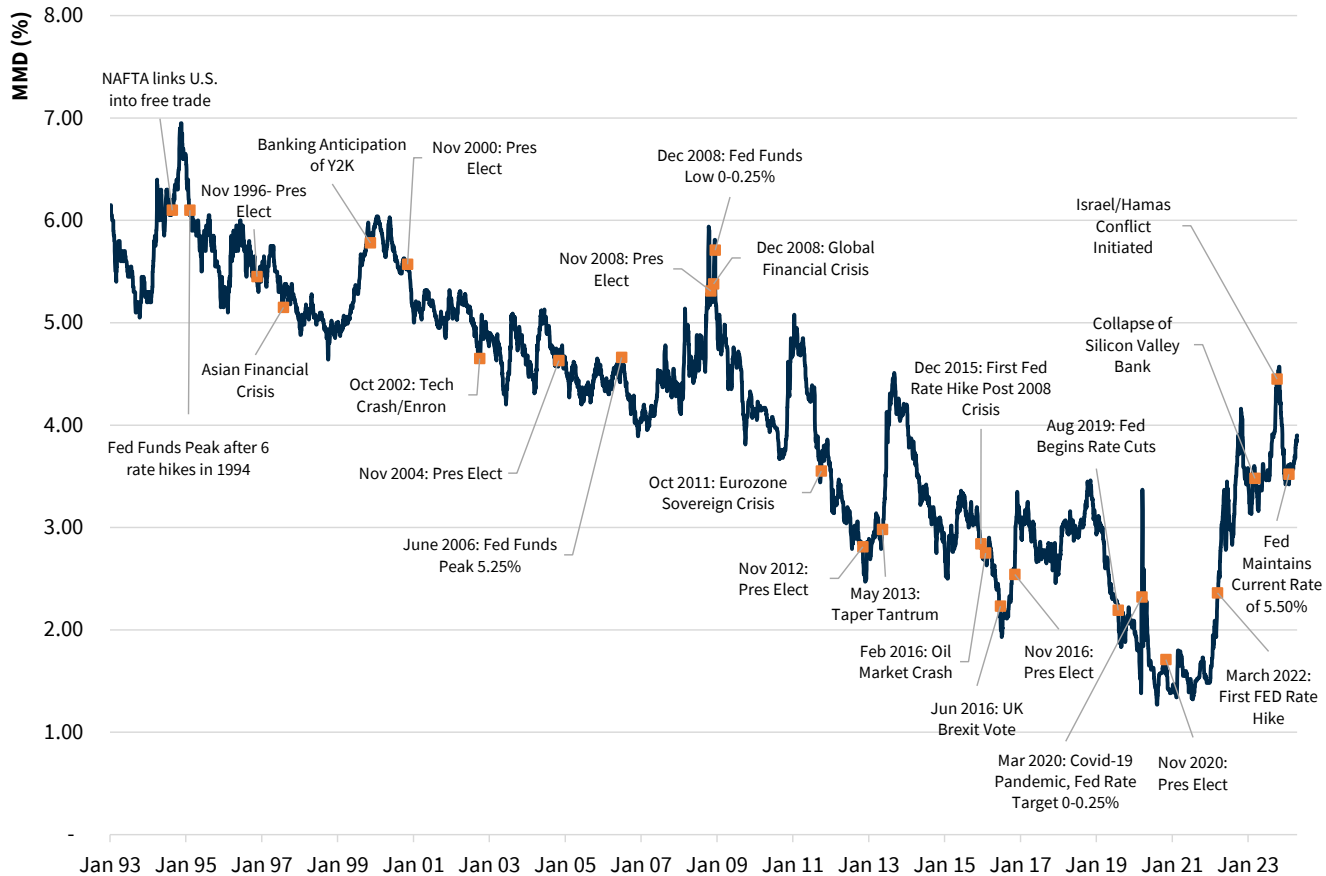
\$885,000 callable

Original Par	\$1,325,000	
Issue Name	Taxable Revenue Bonds	
Series	Series 2015	
Dated	12/30/2015	
Callable	9/1/2025	
Principal	1-Sep	
Year	Principal	Coupon
2024	50,000	3.500%
2025	50,000	3.500%
2026	55,000	4.000%
2027	55,000	4.000%
2028	55,000	4.000%
2029	60,000	4.000%
2030	60,000	4.000%
2031	65,000	4.500%
2032	65,000	4.500%
2033	70,000	4.500%
2034	75,000	4.500%
2035	75,000	4.500%
2036	80,000	4.500%
2037	85,000	4.500%
2038	85,000	4.500%
2039		
2040		
2041		
2042		
Use of Proceeds	New Money.	
<b>Total Par</b>	<b>985,000</b>	
<b>Callable</b>	<b>885,000</b>	

# BOND MARKET INFORMATION

# 30YR AAA MMD rate history

## 30YR MMD since 1993



# Historical AAA-rated general obligation tax-exempt rates

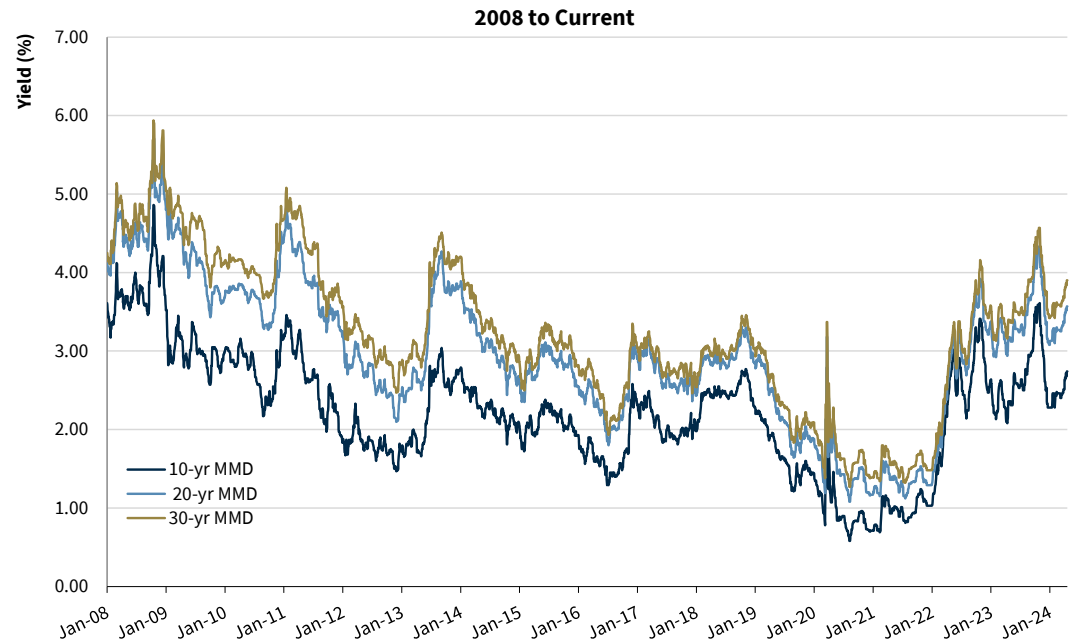
In August 2020, the municipal market hit all-time record lows throughout the curve in the wake of the pandemic.

2022 saw MMD steadily increase due to a series of Fed Rate hikes starting in March that finally began to reverse course due to the softening of inflation levels in late 2022 and early 2023.

The market in 2023 was volatile between the banking and debt ceiling crises as well as conflicts in the Middle East. MMD had increased during 2023 with Fed rate hikes in May and July.

In 2024, MMD has increased slightly as the markets are now expecting the Fed rate cuts to begin in April or June.

## 10YR, 20YR & 30YR AAA MMD





# Current market update

## This week's calendar:

**\$12.0B** negotiated

**\$1.3B** competitive

**\$9.7B** 30-Day Visible Supply

## Key interest rates and prices

	This Week 4/19/2024	Last Week 4/12/2024	Last Month 3/20/2024	Last Year 4/19/2023
Federal Funds Rate	5.50	5.50	5.50	5.00
Prime Rate	8.50	8.50	8.50	8.00
Treasury - 2 yr	4.99	4.90	4.60	4.24
Treasury - 10 yr	4.62	4.52	4.27	3.59
LIBOR (1 month)	5.43	5.43	5.44	4.98
LIBOR (3 month)	5.59	5.59	5.59	5.26
SIFMA	4.35	3.67	3.45	2.81
SIFMA/1 M LIBOR %	80.1	67.5	63.4	56.4
B.B. 20 Bond Index <sup>1</sup>	3.79	3.76	3.52	3.32
B.B. Rev. Index <sup>2</sup>	4.08	4.04	3.80	3.60
30-Day Visible Supply <sup>3</sup>	9.7 B	10.6 B	7.1 B	15.4 B
10-Year AAA MMD <sup>4</sup>	2.74	2.67	2.47	2.36
10-Year AAA MMD Ratio to Treasury %	59.3	59.0	57.8	65.7
30-Year Treasury	4.71	4.63	4.45	3.79
30-Year AAA MMD <sup>4</sup>	3.90	3.83	3.65	3.40

<sup>1</sup> Represents an estimation of the yield on a portfolio of 20 general obligation bonds that matures in 20 years with a composite AA rating.

<sup>2</sup> Represents an estimation of the yield that would be offered on 30-yr revenue bonds. The index is comprised of 25 issuers that cover a broad range of type of issues and vary in ratings.

<sup>3</sup> The total dollar volume of municipal securities expected to be offered over the next 30 days.

<sup>4</sup> Represents the benchmark yield for high grade municipal issues, based on a natural "AAA" rated general obligation bond issue. "AAA" MMD is the benchmark for pricing of all tax-exempt municipal issues.

# Municipal long-term issuance

2024 YTD issuance volume is \$99.1B and redemption volume is \$72.8B

Long-term municipal new issue volume was down 3% in 2023 vs. 2022

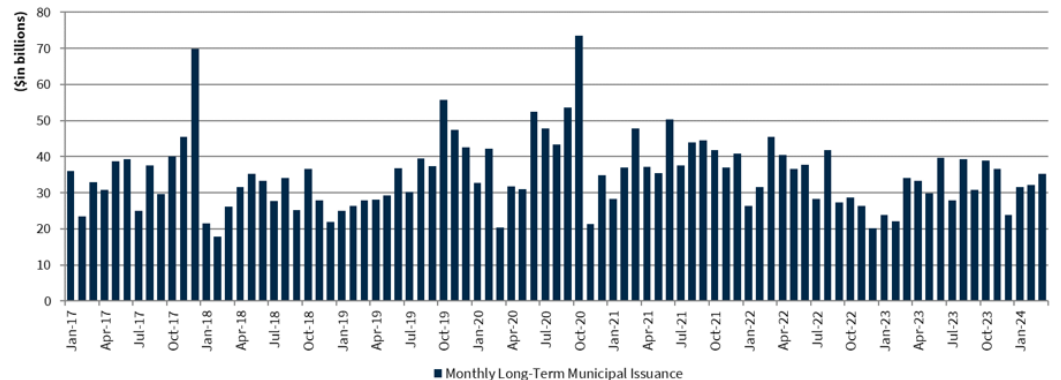
Long-term municipal new issue volume was down 19% in 2022 vs. 2021

Long-term municipal new issuance was down 0.6% in 2021 vs. 2020

Long-term municipal new issuance was up 14% in 2020 vs. 2019

## Monthly issuance

Municipal Long-Term Issuance									
\$ in billions	2017	2018	2019	2020	2021	2022	2023	2024	YoY %
January	\$36.048	\$21.506	\$24.968	\$32.793	\$28.182	\$26.293	\$23.733	\$31.636	33%
February	23.385	17.895	26.375	42.229	37.052	31.602	22.011	32.176	46%
March	32.894	26.084	27.949	20.262	47.763	45.555	34.008	35.311	4%
April	30.711	31.516	28.154	31.650	37.105	40.423	33.377		
May	38.710	35.147	29.212	30.991	35.342	36.583	29.889		
June	39.301	33.388	36.747	52.390	50.364	37.775	39.601		
July	24.973	27.740	30.158	47.782	37.601	28.258	27.843		
August	37.541	34.042	39.522	43.362	43.885	41.716	39.369		
September	29.696	25.220	37.435	53.513	44.563	27.251	30.822		
October	40.099	36.585	55.775	73.448	41.811	28.724	38.923		
November	45.430	27.846	47.312	21.359	37.000	26.415	36.574		
December	69.827	21.965	42.517	34.822	40.840	20.121	23.842		
<b>Total</b>	<b>\$448.614</b>	<b>\$338.933</b>	<b>\$426.123</b>	<b>\$484.601</b>	<b>\$481.508</b>	<b>\$390.715</b>	<b>\$379.992</b>	<b>\$99.123</b>	<b>24%</b>



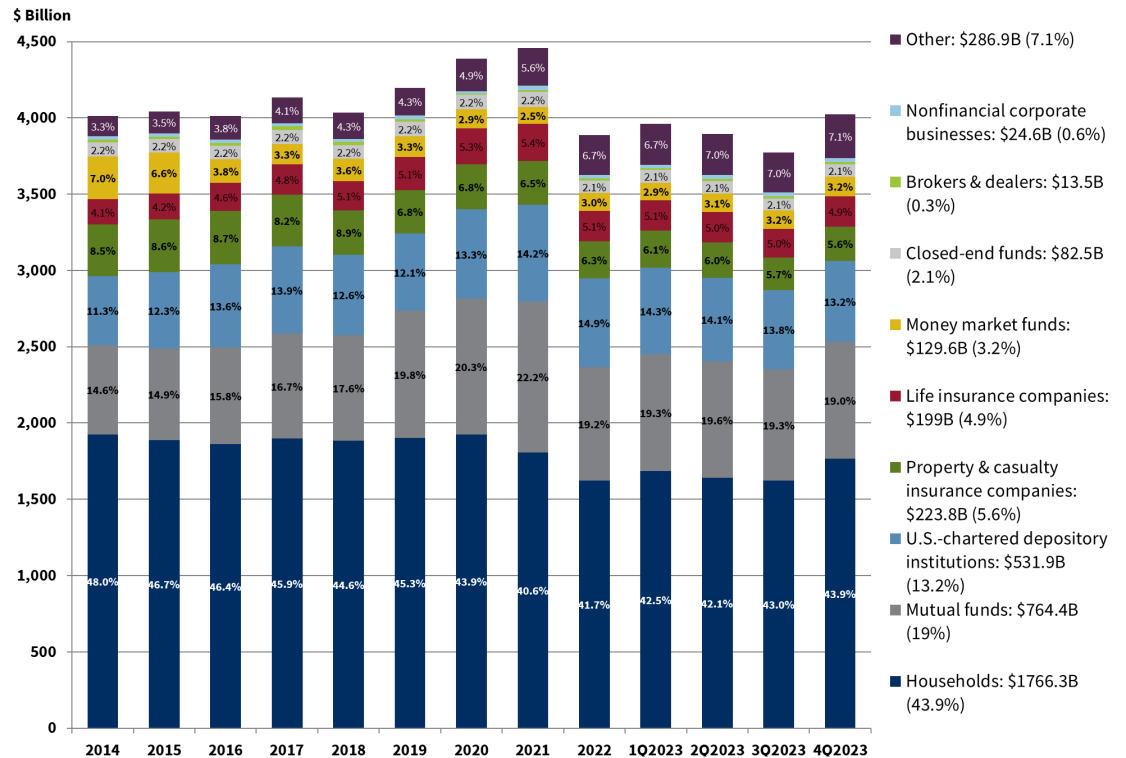
# Municipal long-term issuance

Households have remained at the top as the largest holders of municipal bonds, although their share had been decreasing slightly over the past several years before reversing slightly in 2019. For 2020, households held 43.9% of municipal debt. In 2021, that decreased to slightly to 40.7% before increasing back up to 41.0% in 2022.

Mutual funds remained the second largest holder of municipal bonds in 2022. Since 2009, mutual funds have increased their share of municipal debt in most years.

The third largest holders of municipal bonds are U.S Chartered Depository Institutions. Rounding out the top 5 municipal bond holders are Property & Casualty Insurance Companies (4th largest holder) and Life Insurance Companies (5th largest holder).

## Holders of municipal debt



Source: The Federal Reserve, Financial Accounts of the United States, 4<sup>th</sup> Quarter 2023

# Rate forecast

The Bloomberg consensus of economists predicts that rates will begin to steadily fall towards the end of Q2 this year.

## Economist Consensus

US Treasury	Current Rate	2024			2025				2026		Change from Current Rate to 2026 Q2
		Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	
2 Year	4.97%	4.62%	4.35%	4.06%	3.88%	3.73%	3.56%	3.45%	3.42%	3.42%	-1.55%
Economists Surveyed		42	42	43	41	38	35	36	23	21	
10 Year	4.63%	4.35%	4.18%	4.03%	3.98%	3.92%	3.81%	3.78%	3.76%	3.76%	-0.87%
Economists Surveyed		47	47	50	46	42	39	42	27	25	
30 Year	4.74%	4.55%	4.40%	4.27%	4.21%	4.15%	4.07%	4.06%	3.98%	3.99%	-0.75%
Economists Surveyed		35	35	35	35	32	31	32	23	21	

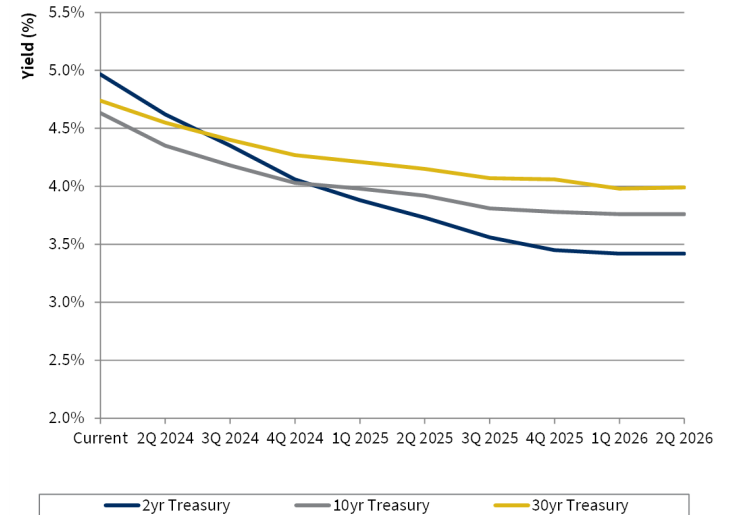
\*Source: Bloomberg as of April 22, 2024.

## Bloomberg Consensus

	Current Rate	2024			2025			Change from Current Rate to 2025 Q3
		Q2	Q3	Q4	Q1	Q2	Q3	
Real GDP	3.40%	1.50%	1.30%	1.50%	1.80%	1.90%	2.00%	-1.40%
Consumer Price Index	3.50%	3.30%	3.00%	2.90%	2.60%	2.40%	2.30%	-1.20%
Unemployment	3.80%	3.90%	4.00%	4.10%	4.10%	4.10%	4.10%	0.30%
Fed Funds Target	5.50%	5.45%	5.20%	4.90%	4.55%	4.30%	4.05%	-1.45%
3-month SOFR	5.32%	5.24%	5.02%	4.68%	4.38%	4.09%	3.87%	-1.45%

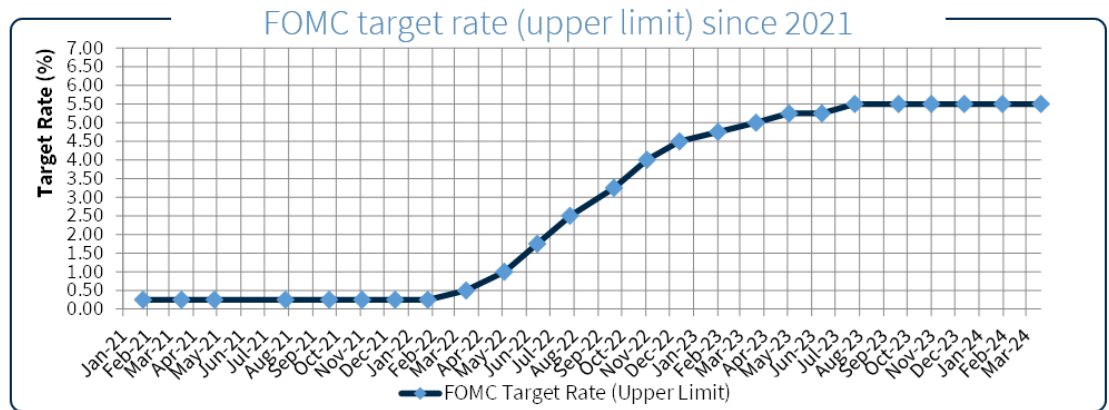
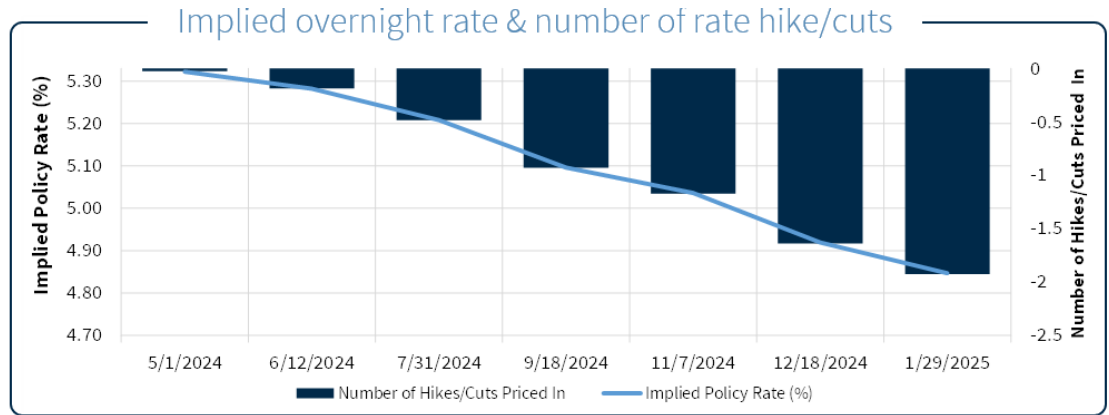
\*Source: Bloomberg as of April 22, 2024.

## Treasury Rate Forecasts



# Municipal long-term issuance

The June 2023 FOMC meeting halted 10 consecutive rate hikes since the beginning of 2022. However, in July 2023 the Fed increased Fed Funds rate by 25 basis points. The September 2023 FOMC meeting paused rate hikes and continued this trend through the November, December, January, and March meetings.



Source: Bloomberg as of April 22, 2024

# RAYMOND JAMES

PUBLIC FINANCE / DEBT INVESTMENT BANKING  
11551 ASH STREET, SUITE 250// LEAWOOD, KS 66211  
[RJPUBLICFINANCE.COM](https://www.rjpublicfinance.com)

(Resolution published at [www.cityofhillsboro.net](http://www.cityofhillsboro.net) on May 10, 2024)

RESOLUTION NO. 2024-02

A RESOLUTION OF THE CITY OF HILLSBORO, KANSAS AUTHORIZING AND PROVIDING FOR THE UNDERWRITING AND OFFERING FOR SALE OF THE CITY'S GENERAL OBLIGATION BONDS, SERIES A, 2024 IN A TOTAL PRINCIPAL AMOUNT OF APPROXIMATELY \$1,560,000.

WHEREAS, the governing body of the City of Hillsboro, Kansas (the "City") has heretofore by various proceedings lawfully held and taken, authorized the making of certain capital improvements in the City under the authority of K.S.A. 12-685 *et seq.*, as amended and supplemented, and provided for the payment of all or a portion of the costs thereof by the issuance of general obligation bonds of the City; and

WHEREAS, the governing body of the City finds it necessary and desirable to issue in a total principal amount of approximately \$1,560,000 of its general obligation bonds (the "Bonds") for the purpose of paying the costs of certain main trafficway improvements (the "Project") authorized by Ordinance No. 1392 of the City and the cost of issuing the Bonds; and

WHEREAS, the City desires to authorize the offering of the Bonds for sale and take such other actions as are necessary to offer the Bonds.

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

SECTION 1. Authorization of Bond Offering. The City is authorized to proceed with offering for sale approximately \$1,560,000 of the City's General Obligation Bonds, Series A, 2024, for the purpose paying the costs of the Project (as defined above) and paying the costs of issuing the Bonds.

SECTION 2. Authorization of Notice of Bond Sale and Bid Form. It is hereby further found and determined that, if necessary, a Notice of Bond Sale and Bid Form for the bonds may be prepared for the City by Triplett Woolf Garretson, LLC, as Bond Counsel to the City ("Bond Counsel"); and that an Official Statement or other informational material may be prepared by or at the direction of Raymond James & Associates, Inc., Leawood, Kansas, the City's Municipal Advisor ("Municipal Advisor").

SECTION 3. Authorization for Distribution of Notice of Bond Sale, Bid Form and Official Statement. It is hereby further authorized, ordered and directed, that copies of the aforesaid Notice of Bond Sale and Bid Form and the City's Official Statement, if needed, shall be distributed by the Municipal Advisor to prospective bidders for the Bonds.

SECTION 4. Authorization of Additional Actions as Required. The Mayor, President of Council, City Clerk, Bond Counsel, and Municipal Advisor are each authorized and directed to

take all such other actions as are necessary to complete the offering of the Bonds, including, but not limited to, publication of any necessary notice of intent to seek private placement of the Bonds or a Notice of Bond Sale, to the extent the same may be required by K.S.A. 10-106.

SECTION 5. Effective Date. This Resolution shall be in force and take effect from and after its adoption and approval.

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ADOPTED AND APPROVED by the governing body of the City of Hillsboro, Kansas  
this 7th day of May, 2024.

CITY OF HILLSBORO, KANSAS

[seal]

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Louis Thurston, Mayor

ATTEST:

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Danielle Bartel, City Clerk

EXCERPT OF MINUTES

The governing body of the City of Hillsboro, Kansas met in regular session, at the usual meeting place in the City, on May 7, 2024, at 6:30 p.m., with Mayor Louis Thurston presiding, and the following members of the governing body present:

and the following members absent:

Thereupon, there was presented to the governing body a Resolution entitled:

A RESOLUTION OF THE CITY OF HILLSBORO, KANSAS AUTHORIZING  
AND PROVIDING FOR THE UNDERWRITING AND OFFERING FOR SALE  
OF THE CITY'S GENERAL OBLIGATION BONDS, SERIES A, 2024 IN A  
TOTAL PRINCIPAL AMOUNT OF APPROXIMATELY \$1,560,000.

Thereupon, the Resolution was considered and discussed; and on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Resolution was adopted by a majority vote of the members present, it was given No. 2024-\_\_\_, and directed to be signed by the Mayor and attested by the City Clerk.

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CITY CLERK'S  
CERTIFICATION OF EXCERPT OF MINUTES

I hereby certify that the foregoing is a true and correct Excerpt of Minutes of the May 7, 2024 meeting of the governing body of the City of Hillsboro, Kansas.

[seal]

\_\_\_\_\_  
Danielle Bartel, City Clerk

# Staff Report

**To:** Honorable Mayor and City Council

**From:** Matt Stiles, City Administrator

**Date:** May 7, 2024

**Re:** Ordinance 1393 H-S Hospital District Addition

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**Background:** The Planning Commission held a public hearing on April 25 at 5:30 PM to consider proposed changes to the code that would create a new “H-S” Hospital District zoning classification. At the meeting there were no negative comments regarding the proposal. Mark Rooker, the CEO of Hillsboro Community Hospital, spoke at the meeting in favor of the proposed changes. The Planning Commission voted unanimously to recommend the proposed changes to the City Council for consideration.

Ordinance 1393 creates the proposed district and outlines the requirements and allowed uses. The ordinance also eliminates the defined hospital use from the other districts where it is currently allowed. The requirements in the new H-S district are modeled after commercial or industrial zoning requirements as far as minimum lot size, parking, signage, and other restrictions. The Hillsboro Community Hospital would need to seek this zoning but can still technically operate in its current zoning as it was pre-existing to the regulation change. The technical owner of the hospital property is the Public Building Commission, who would then need to make the zoning request on behalf of the hospital.

It’s important to note that the new district does not prevent future hospitals from entering the community. What it does is create a requirement that a hospital seek that zoning and provide ample opportunity for public input on such a proposal.

**Impact:** The immediate financial impact of the proposed change is minimal. However, the ability to create a public dialogue for any future hospital projects is a vital opportunity to preserve the financial viability of the Hillsboro Community Hospital by making the community aware of potential competition.

**Recommendation:** The Planning Commission has performed its duty to weigh and consider the issues with the proposed zoning district. The commission has found that it is in the best interest of the community and recommended adoption by the City Council. Staff sees no reason to act in opposition to the recommendation of the Planning Commission and therefore recommends adoption of Ordinance 1393.

(Ordinance published at [www.cityofhillsboro.net](http://www.cityofhillsboro.net) on May 10<sup>th</sup>, 2024)

## **ORDINANCE NO. 1393**

### **AN ORDINANCE APPROVING THE RECOMMENDATION OF THE HILLSBORO PLANNING COMMISSION TO AMEND THE ZONING ORDINANCE AND ADOPT ARTICLE XXVIII-HS ESTABLISHING THE “H – S” HOSPITAL DISTRICT AND AMEND ARTICLES X, XI, XII, XIV, XVII, XXV, AND XXVII OF THE ZONING ORDINANCE TO REFLECT ADOPTION OF ARTICLE XXVIII-HS.**

WHEREAS, Chapter XVI, Article 4, Section 16-401 of the Code of the City of Hillsboro, Kansas (the “Code”) incorporates by reference the zoning regulations adopted by the governing body of the City of Hillsboro, Kansas (the “City”), as set out in Ordinance No. 1208, and subsequently amended, and entitled “Revised Zoning Ordinance for the City of Hillsboro, Kansas” (the “Zoning Ordinance”); and

WHEREAS, the City has received a recommendation from the City of Hillsboro, Kansas Planning Commission (the “Planning Commission”) to adopt Article XXVIII-HS to the Zoning Ordinance, establishing the “H – S” Hospital District, to permit operation of a hospital facility, and to amend Articles X, XI, XII, XIV, XVII, XXV, and XXVII to reflect the adoption of Article XXVIII-HS; and

WHEREAS, the governing body finds proper notice was given and a public hearing was held regarding amending the Zoning Ordinance on April 25, 2024, all as provided by law and under authority and subject to the provisions of the Code and Zoning Ordinance; and

WHEREAS, the Planning Commission has proper jurisdiction and the authority to recommend such a change in the Zoning Ordinance to the governing body.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HILLSBORO, KANSAS:**

Section 1. The recommendation of the Planning Commission is hereby approved and Article XXVIII-HS of the Revised Zoning Ordinance for the City of Hillsboro, Kansas is hereby adopted and reads as follows:

### **ARTICLE XXVIII-HS “H – S” HOSPITAL DISTRICT**

#### **SECTION 1. INTENT AND PURPOSE OF DISTRICT.**

The “H – S” Hospital District is established to permit operation of a hospital facility that provides medical primarily for inpatient care and to provide health, medical, mental, and surgical care of the sick or injured. This district also provides for the establishment of medical laboratories which provide bacteriological, biological, medical, X-ray, pathological, and other similar analytical or diagnostic services in a medical context.

## **SECTION 2. DISTRICT REGULATIONS.**

In the “H – S” Hospital District, no building shall be used and no building or structure shall be erected, altered, or enlarged which is arranged, intended, or designed for other than of the uses in SECTION 3 below.

## **SECTION 3. USE REGULATIONS.**

1. Hospital as defined in Article V, Section 1, number 98.
2. Laboratory, Medical as defined in Article V, Section 1, number 103.
3. Accessory uses and structures customarily incidental to the principal permitted use and located on the same lot with the principal use.
4. Temporary structures incidental to construction work, but only for the period of such work.

## **SECTION 4. INTENSITY OF USE REGULATIONS.**

Where the lot will be served by public water and sewer, the minimum lot size shall be two (2) acres with a 100 feet minimum width.

## **SECTION 5. LOT COVERAGE.**

The principal and accessory buildings shall not cover more than fifty (50) percent of the lot area.

## **SECTION 6. HEIGHT REGULATIONS.**

No building or structure shall exceed forty-five (45) feet in height.

## **SECTION 7. YARD REGULATIONS.**

1. Front Yard. There shall be a front yard having a depth of not less than twenty-five (25) feet, except as required for arterial streets and collector streets in ARTICLE XXX.
  - a. Where a lot or group of lots have a double frontage, the required front yard shall be provided on both streets.
  - b. Where a lot is located at the intersection of two or more streets or roads, there shall be a front yard on each street side of a corner lot.
2. Side Yard. Where the “H – S” District abuts a residential district there shall be a side yard of not less than twenty-five (25) feet.

3. Rear Yard. There shall be a rear yard of not less than twenty-five (25) feet, or twenty (20) percent of the depth of the lot, whichever amount is smaller.

**SECTION 8. SIGN REGULATIONS.**

See ARTICLE XXV.

**SECTION 9. PARKING AND LOADING REGULATIONS.**

See ARTICLE XXVI.

**SECTION 10. LANDSCAPING REGULATIONS.**

See ARTICLE XXVII.

**SECTION 11. TRAFFIC REGULATIONS.**

See ARTICLE XXVIII.

Section 2. Article X “R-S” Residential Suburban District, Section 3 of the Zoning Ordinance is hereby amended to read as follows:

**SECTION 3. USE REGULATIONS:**

1. General farm operations. This shall not include or permit:
  - a. Any activity within three hundred (300) feet of another residential district which activity is noxious or offensive by reason of dust, odor, or noise.
  - b. Feedlots
2. Single-family non-farm dwellings.
3. Residential design manufactured homes.
4. Group homes, foster homes and boarding homes for children.
5. Temporary structures incidental to construction work but only for the period of work. Basements and cellars may not be occupied for residential purposes until the building is completed.
6. Golf courses, except commercial miniature golf courses or driving tees.
7. Public parks, playgrounds, and recreational areas owned and operated by a public agency.

8. Customary accessory uses and structures located on the same lot with the principal use including tennis courts, swimming pools, private garages, garden houses, barbecue ovens, and fireplaces.
9. Raising of trees, shrubs and grasses not sold on the premises.
10. The following uses may be allowed by Conditional Use Permit when submitted, reviewed, and approved by the Planning Commission and Governing Body, and under such conditions as the Governing Body may impose:
  - a. Raising and care of livestock for show and pleasure, provided:
    - 1) When an “R – S” District or a portion thereof is reclassified to another more restrictive residential zone, those uses granted by special use permit for animal shelters or similar related uses in “a” above shall be completely discontinued within a period of six (6) months from the date of reclassification.
    - 2) Uses permitted in “a” above shall not be kept for commercial purposes.
    - 3) Livestock permitted in “a” above shall be properly sheltered and proper sanitation shall be maintained at all times.
    - 4) Livestock cages or pens permitted in “a” above shall not be closer than fifty (50) feet to any residence.
  - b. Churches and similar places of worship.
  - c. Home occupations. *Also see* ARTICLE XXX.
  - d. Medical clinics, not including Hospitals, for people on a lot, plot, or tract of land five (5) acres or larger.
  - e. Licensed child care center.
  - f. Licensed nursing home, sanitarium, rest home, homes for the aged, or convalescent home on a lot, plot, or tract of land five acres or larger, subject to operational and licensure requirements of the State.
  - g. Preschools.
  - h. Schools – public or parochial, elementary, junior high, high schools, and private schools with equivalent curriculum.



- i. Cemetery, crematory, or mausoleum when used in conjunction with a cemetery.
- j. Any public building erected or land used by any department of the City, County, State, or Federal Government.
- k. Telephone exchange, electric substations, regulator stations, and other public utilities.
- l. Bed and breakfast establishments.
- m. Oil and gas exploration, extraction, and/or production.
- n. Extraction and/or mining of minerals.
- o. Wireless communications towers. *See* ARTICLE XXX.

Section 3. Article XI “R-1” Single-Family Dwelling District, Section 3 of the Zoning Ordinance is hereby amended to read as follows:

**SECTION 3. USE REGULATIONS:**

- 1. Single-family dwellings.
- 2. Residential design manufactured homes.
- 3. Group homes, foster homes and boarding homes for children.
- 4. Churches and similar places of worship.
- 5. Golf courses, except commercial miniature golf courses or driving tees.
- 6. Nursing or convalescent homes on a lot, plot, or tract of land five (5) acres or larger.
- 7. Public parks, playgrounds, and recreational areas.
- 8. Schools – public or parochial, elementary, junior high, high schools, and private schools with equivalent curriculum.
- 9. Customary accessory uses and structures located on the same lot with the principal use including tennis courts, swimming pools, private garages, garden houses, barbecue ovens, and fireplaces, but which do not include uses unrelated to the principal use or any activity commonly conducted for gain.

10. Temporary structures incidental to construction work, but only for the period of such work. Basements and cellars may not be occupied for residential purposes until the building is completed.
11. The following uses may be allowed by Conditional Use Permit when submitted, reviewed, and approved by the Planning Commission and Governing Body, and under such conditions as the Governing Body may impose:
  - a. Any public building erected or land used by any department of the City, County, State, or Federal Government.
  - b. Home occupations.
  - c. Bed and breakfast establishments.
  - d. Telephone exchange, electric substations and regulatory stations, or other public utilities.
  - e. Raising of crops, trees and shrubs not sold on the premises.
  - f. Licensed child care center.
  - g. Water Retention Areas.
  - h. Preschools.

Section 4. Article XII “R-2” Two-Family Dwelling District, Section 3 of the Zoning Ordinance is hereby amended to read as follows:

**SECTION 3. USE REGULATIONS:**

1. Single-family dwellings.
2. Residential design manufactured homes.
3. Group homes, foster homes and boarding homes for children.
4. Two-family dwellings.
5. Community recreation buildings owned and operated by a public agency.
6. Churches and similar places of worship.
7. Golf courses, except miniature golf courses and driving tees operated for commercial purposes.

8. Medical clinics, not including Hospitals, on a parcel of land not less than two (2) acres in size (but not animal clinic or mental clinic).
9. Institutions of higher learning, including dormitory accommodations.
10. Public parks, playgrounds, and recreational areas.
11. Schools – public or parochial, elementary, junior high, high schools, and private schools with equivalent curriculum.
12. Nonprofit institutions of an education, philanthropic, or eleemosynary nature, but not penal institutions.
13. Nursing and convalescent homes on a tract of land not less than two (2) acres in size.
14. Customary accessory uses and structures located on the same lot or group of lots with the principal use including tennis courts, swimming pools, private garages, garden houses, barbecue ovens, and fireplaces, but which do not include uses unrelated to the principal use or any activity commonly conducted for gain.
15. Temporary structures incidental to construction work, but only for the period of such work. Basements and cellars may not be occupied for residential purposes until the building is completed.
16. The following uses may be allowed by Conditional Use Permit when submitted, reviewed, and approved by the Planning Commission and Governing Body, and under such conditions as the Governing Body may impose:
  - a. Any conditional use permitted in the “R-1” District.

Section 5. Article XIV “S-I” College and Institutional District, Section 3 of the Zoning Ordinance is hereby amended to read as follows:

**SECTION 3. USE REGULATIONS:**

1. Single-family dwellings.
2. Residential design manufactured homes.
3. Colleges and universities of higher learning, including dormitory accommodations.
4. Vocational-technical schools.
5. Public and private elementary and secondary schools.
6. Libraries

7. Nursing homes.
8. Churches and similar places of worship.
9. Child Care, Adult Care.
10. Museums.
11. Home Occupations.
12. Group Homes.
13. Uses and structures incidental to the principal use including parking lots, dormitories, dining halls and kitchens, supply stores operated by the principal use, fraternities and sororities, activities and structures maintained for educational or research purposes, and other similar uses customarily incidental to the operation of the principal permitted use. Mobile structures may be utilized as accessory buildings in the “S-I” District, however, such mobile structures shall not be arranged, designed, intended or used as a dwelling unit, and shall not be utilized on a lot which contains a structure to be used as a residence. Mobile structures shall be on a permanent foundation unless otherwise permitted by the City Governing Body.
14. The following uses may be allowed by Conditional Use Permit when submitted, reviewed, and approved by the Planning Commission and Governing Body, and under such conditions as the Governing Body may impose:
  - a. Any public building erected or land used by a department of the City, County, State, or Federal government.
  - b. Telephone exchange, electric substations and regulator stations, or other public utilities.
  - c. Commercial radio, television, navigation, or military control stations, transmitters, or towers.

Section 6. Article XVII “C-S” Highway Service District, Section 3 of the Zoning Ordinance is hereby amended to read as follows:

**SECTION 3. USE REGULATIONS:**

1. Ambulance services.
2. Animal hospitals or clinics.
3. Apartments on floors other than the ground floor.

4. Automobile, truck and other motor vehicle sales, service, repair and rental.
5. Bakery and pastry shops, retail.
6. Bed and breakfast establishments.
7. Boat sales and rental.
8. Building materials, retail sales.
9. Commercial recreation facilities.
10. Car wash.
11. Electrical and telephone substations.
12. Farm and construction equipment sales; outdoor display shall be permitted provided that no machinery shall be displayed, parked, or stored in any required yard.
13. Feed and seed stores, including garden and lawn supplies.
14. Florist shops.
15. Funeral homes.
16. Garden supplies and landscape nursery.
17. Grocery stores.
18. Medical Clinics.
19. Liquor Stores.
20. Lumber yards.
21. Motels or motor hotels.
22. Newsstands.
23. Nursing Homes.
24. Parking lots, customer and private.
25. Parks, playgrounds, and community buildings.

26. Private clubs, fraternities, sororities and lodges.
27. Restaurants and drive-ins.
28. Self-service laundries and dry-cleaning stores.
29. Service stations.
30. Sporting Goods and Gun Sales.
31. Taverns and drinking establishments.
32. Truck sales, service, and repair, provided there is no outside repair or repair storage.
33. Truck terminals.
34. Theaters, indoor.
35. The following uses may be allowed by Conditional Use Permit when submitted, reviewed, and approved by the Planning Commission and Governing Body, and under such conditions as the Governing Body may impose:
  - a. Amusement parks.
  - b. Child care centers.
  - c. Collection and distribution of recyclable items.
  - d. Drive-in theaters.
  - e. Manufactured home sales, subject to the following regulations:
    - (1) Sales Activities: In the “C – S” Highway Service District, manufactured home sales activities shall be limited to the display, storage, and sale of completed, undamaged manufactured home units, including all activities necessary to prepare said units for display on the property and transport off the property. Said activities shall include the placement or removal of towing equipment, tires and axles, blocks, skids, jacks, skirting and steps, and the connection and disconnection of utilities. Said activities shall not include construction on or in the manufactured home.
    - (2) Density: No more than eight (8) manufactured homes may exist on each acre of property used for manufactured home sales at any given time.
  - f. Miniature golf courses.

- g. Racetrack, animal or vehicular.
- h. Wireless communication towers subject to the provisions of ARTICLE XXX.
- i. Recreational vehicle (RV) parks subject to the following condition:
  - (1) Recreational vehicle (RV) parks shall be utilized for the accommodation of travel trailers and other recreational vehicles only, and under no circumstances shall the park be utilized for occupancy by manufactured homes.
  - (2) The tract to be used for a RV park shall not be less than two (2) acres in area.
  - (3) The applicant for an RV park shall prepare or cause to be prepared a preliminary plan, drawn to a scale of not less than 1" = 100', and ten (10) copies of said plan shall be submitted to the Planning Commission for their review and recommendation. Such plans shall comply with the following minimum requirements:
    - (a) Contours at intervals of one foot shall be indicated on the plan.
    - (b) The RV park shall be located on a well-drained site, properly graded to insure rapid drainage and freedom from stagnant pools of water.
    - (c) RV parks shall have a maximum density of 20 RV units per gross acre and a minimum area of 1,250 square feet shall be provided for each RV space.
    - (d) Each RV space shall be at least 25 feet wide and a minimum of 50 feet in depth.
    - (e) Recreation vehicles shall be located on each space so as to maintain a setback of no less than 20 feet from any public street or highway right-of-way, and as to maintain a setback of no less than 5 feet from any boundary line of an adjoining RV space when such boundary line is not common to any public street or highway right-of-way.
    - (f) All RV Spaces shall front on a private road way of not less than 24 feet in width and all roadways shall have unobstructed access to a public street.
    - (g) A solid or semi-solid fence or wall at least six feet high, but not more than eight feet high, shall be provided between the RV park

and any adjoining property which is zoned for residential purposes. Said fence shall be so located as to not be in violation of the intersection site triangle as defined by this regulation. In lieu of said fence or wall, a landscape buffer may be provided not less than fifteen (15) feet in width and said landscape buffer shall be planted with coniferous and deciduous plant material so as to provide proper screening for the park. When the landscape buffer is used in lieu of the fence or wall, the landscape buffer shall not be included as any part of a required rear yard for an RV space. The fence, wall or landscape buffer shall be properly police and maintained by the owner.

- (4) Upon approval of the preliminary RV park plan by the Planning Commission, the applicant shall prepare and submit a final plan, which shall incorporate any changes or alterations requested. The final plan and the planning Commission recommendation shall be forwarded to the Governing Body for their review and final action.
- (5) Any substantial deviation, as determined by the Zoning Administration, from the Administration, from the approved plan, shall constitute a violation of the building or zoning permit authorizing construction of the project. Changes in plans shall be re-submitted for reconsideration and approval by the Planning Commission and Governing Body prior to the issuance of a building or zoning permit.

Section 7. Article XXV Sign Regulations, Section 2 of the Zoning Ordinance is hereby amended to read as follows:

**SECTION 2. SPECIFIC REQUIREMENTS:** Requirements for signs erected in the Hillsboro Zoning Jurisdiction are as follows:

1. Advertising signs, other than billboards, which call attention to an activity or product located on a different tract from the sign. Advertising signs are permitted in the “A – L”, “H – S”, “C – 1”, “C – 2”, “I – 1”, and “I – 2” Districts only.

In the “A – L” District, an advertising sign shall be allowed by special use permit only when submitted, reviewed, and approved by the Board of Zoning Appeals and under such conditions as the Board may impose:

- a. The advertising sign shall not exceed fifty (50) square feet in area for a single- or double-faced sign; the bottom edge of the sign shall be at least three (3) feet above the average ground level; and the top edge not higher than ten (10) feet above the average ground level.



- b. The advertising sign shall not be located closer than 500 feet from two or more intersecting roads. Not more than one (1) such sign shall be permitted on one road side within any one mile.
  - c. An applicant for a Special Use Permit to erect an advertising sign shall submit to the Board of Zoning Appeals a plot plan showing the location, size, and construction details of the proposed sign installation; a letter from the property owner indicating intent to lease said property together with a copy of terms of said lease. Such permit shall be issued for a period of five (5) years, and its renewal shall be subject to a review of the site and changed conditions within the surrounding area.
2. Business signs which call attention to an activity or product located on the tract upon which the sign is located are permitted in the “A – L”, “H – S”, “C – S”, “C – 1”, “C – 2”, “C – 3”, “I – 1”, and “I – 2” Districts only, except as may be expressly permitted below.
  3. The gross surface area on one side of an advertising or business sign shall not exceed the following limitations:

District	Formula (square feet)	Maximum Area Possible
“A-L”, “H-S”, “C-1”, “C-2”	No greater than three (3) times the lineal feet of frontage of the lot occupied by the building. Each side of the lot which abuts upon a street shall be considered a separate frontage, and the gross surface area of all signs located on each side of a building shall not exceed three (3) times the lineal feet of the adjacent frontage	300 square feet per sign
“I-1”, “I-2”	(same as above)	Not Applicable

In all districts, individual letters with no background shall be measured by the minimum rectangular area necessary to encompass such letter or by a combination of rectangles as are necessary to encompass letters of irregular dimensions.

4. Advertising or business signs in the “C – 3” district shall conform to the following:
  - a. Advertising signs shall have no more than two (2) display surfaces. Each such display surface shall:
    - (1) Not contain any flashing lights.
    - (2) Be a flat plane, rectangular shape.

(3) Not exceed forty-nine (49) square feet in sign area if a wall sign, nor twenty-five (25) square feet if other than a wall sign.

(4) Not exceed seven (7) feet in height or seven (7) feet in length.

b. Advertising signs shall contain no photographs, silhouettes, drawings or pictorial representations of any kind.

c. Each letter forming a word on an advertising sign shall be of a solid color, and each such letter shall be the same print-type, size and color. The background behind such lettering on the display surface of an advertising sign shall be of a uniform and solid color.

5. Building signs are permitted in the “A – L”, “H – S”, “C – S”, “C – 1”, “C – 2”, “C – 3”, “I – 1”, and “I – 2” Districts only, subject to the following:

a. The building sign shall be affixed flat against the face of the building as opposed to perpendicular and/or double faced.

b. Building signs in the “C – 3” District shall conform to the following special requirements:

(1) Building signs shall have only one (1) display surface. Such display surface shall:

(a) Be a flat plane, rectangular in shape.

(b) Not exceed nine (9) square feet in sign area.

(c) Not exceed three (3) feet in height or three (3) feet in length.

(d) Be affixed or attached to any wall or door of the establishment.

(e) The provisions of SECTION 4, Subsections b. and c. above shall also apply to building signs in the “C – 3” District.

6. Marquee and canopy signs are permitted in the “C – 1” and “C – 2” Districts only. The sign must be mounted either on the front edge of the marquee or canopy, or suspended beneath (see “10” below). Signs suspended beneath a marquee or canopy shall not exceed eight (8) square feet in surface area and shall contain an announcement of the business name only. The lowest elevation shall always be no less than eight (8) feet above the sidewalk surface. The canopy or marquee shall be constructed and maintained in accordance with the Building Code of the City.

7. A maximum of two (2) business signs [only one (1) on a facade] shall be allowed for a business or profession conducted on the premises in the “I – 1”, and “I – 2” Districts. In the “C – 1” District, a maximum of four (4) business signs shall be allowed, except that an additional number of signs may be allowed in the “C – 1”

District by special use permit when submitted, reviewed, and approved by the Board of Zoning Appeals and under such conditions as the Board may impose.

8. All signs in the “C – S”, “H – S”, “I – 1”, and “I – 2” Districts shall be affixed to or be a part of the building if within fifty (50) feet of a residential district.
9. Except as provided in “6” above, no sign shall be permitted to overhang a road, street, or alley right-of-way, and no sign shall be located in a manner as to constitute a traffic hazard.
10. Any sign, other than one affixed flat against the face of a building, which is located within three (3) feet of a driveway or parking area or within fifty (50) feet of the intersection of the centerlines of two (2) or more streets, measured along the adjacent curb lines, shall have its lowest elevation at least ten (10) feet above curb level to avoid creation of line-of-sight or other traffic-related obstructions.
11. All lighted signs in direct vision of a traffic signal shall not be in red, green, or amber illumination.
12. Non-flashing, illuminated signs shall be permitted providing said sign shall not beam upon any street or any residential district, except as provided in “20” and “21” below. Clocks and/or thermometers installed for public convenience and information are exempt from this requirement.
13. Where a sign is illuminated by light directed upon it, the direct ray of light shall not beam upon any existing residential district, except as provided in “20” and “21” below, or into any street.
14. Flashing, moving, or animated signs in the “C – S” and “H – S” Districts are not permitted within five hundred (500) feet of a residential district or where the rays of light from the sign beam upon any part of any residential district. In the “C – S” and “H – S” Districts, no high intensity strobe or flashing lights shall be permitted to be used with any sign or separately.
15. In the “C – 1”, “C – 2”, “I – 1”, and “I – 2” Districts only, flashing, moving, or animated signs shall be permitted only upon approval of the City Building Inspector providing it is first determined that the location and colors will in no way create a traffic hazard or confusion with traffic lights and with lights on emergency vehicles and that direct rays of the sign will not be directed into any residential district.
16. Sandwich board signs are permitted in the “C – S”, “H – S”, C - 1, “I – 1”, and “I – 2” Districts only, providing said sign is permanently affixed to the surface on which it rests.
17. Non-illuminated nameplates in the “A – L”, “R – S”, “R – 1”, “R – 2”, “R – 3” and “M – H” Districts shall conform to the following restrictions:
  - a. The nameplate shall not exceed three (3) square feet in area.

- b. The nameplate shall show only the name and/or address of the occupant.
18. Non-illuminated single- or double-faced “For Sale” and “For Rent” signs in the “R – S”, “R – 1”, “R – 2”, “R – 3” and “M – H” Districts are subject to the following regulations (except as provided in “20” and “21” below):
- a. Only one (1) sign shall be permitted per lot.
  - b. No sign shall exceed four (4) square feet in area.
  - c. Signs shall be located no closer than five (5) feet from any property line and shall not obstruct the view of traffic approaching a street intersection.
  - d. When said sign is affixed to a building, it shall not project higher than ten (10) feet above the ground level.
  - e. Ground signs shall not project higher than four (4) feet above ground grade.
19. In the “A – L” District, only one (1) non-illuminated “For Sale”, “For Rent”, or single- or double-faced business sign shall be permitted per residential building lot. Accessory business signs shall not exceed fifty (50) square feet.
20. Bulletin boards and signs for churches and other public institutions are subject to the following regulations:
- a. One (1) sign or bulletin board shall be permitted on each street side if located on the same site as the principal building.
  - b. If sign or bulletin board is illuminated, the lights shall be directed away from adjoining residential uses.
  - c. No sign or bulletin board shall exceed twenty-four (24) square feet in area.
  - d. No sign shall be located closer than eight (8) feet from any side or rear property line.
  - e. A sign or bulletin board located in the front yard shall be no closer to the street line than one-half (1/2) the required front yard.
  - f. A sign or bulletin board, affixed to a building, shall not project higher than ten (10) feet above the ground level.
  - g. Ground signs shall be permanently anchored to the ground and shall not exceed a height of six (6) feet above normal grade.
  - h. Buildings constructed on the property line prior to the adoption of this Ordinance shall be allowed one (1) identification sign providing said sign is a flat wall sign and permanently attached to the building.

21. Signage for manufactured home parks and multi-family developments must meet the following requirements:

- a. Only one (1) business sign per street frontage shall be permitted.
- b. No business sign shall exceed forty (40) square feet in area for each face.
- c. Any number of informational and directional signs shall be permitted and shall contain no advertising or solicitation.
- d. All signs may be illuminated, either directly, indirectly, or internally, providing direct beams of light do not shine off the site or into any building on the site.
- e. Ground signs shall not exceed ten (10) feet in height.

22. Temporary signs, whether illuminated or non-illuminated, are permitted in the “A – L”, “C – S”, “H – S”, “C – 1”, “C – 2”, “I – 1”, and “I – 2” Districts only (except as provided in “18” above).

- a. Only one (1) such sign shall be permitted per location.
- b. Temporary signs shall not exceed forty-five (45) square feet of surface area.
- c. No temporary sign, except on approval by the Governing Body, shall extend over or into any street, alley, sidewalk, or other public thoroughfare. It shall not obstruct any wall opening.
- d. Every temporary sign shall be secured to prevent movement or overturning, in a manner approved by the Zoning Administrator.
- e. All electrical cords to such signs shall be located so as not to expose them to physical damage. No such electrical cord shall be laid upon any sidewalk, driveway, or parking lot. All such wiring shall be subject to the electrical code of the City.
- f. Temporary signs shall not exceed six (6) feet in height and shall be so located so as to avoid creation of line-of-sight or other traffic-related obstructions.

23. Private informational and directional signs shall contain no advertising or solicitation and are subject to the following provisions (except as provided in “21” above).

- a. Where a sign is illuminated by light directed upon it, the direct rays of light shall not beam upon any part of any residential district or into any street.

- b. Lighted signs in direct vision of traffic shall not be in red, green, or amber illumination.
- c. Flashing signs shall not be allowed.
- d. Only one sign shall be permitted per location.
- e. Signs shall not exceed thirty-two (32) square feet of surface area for each face.
- f. No private informational or directional sign, except on approval by the Governing Body, shall extend over or into any street, alley, or sidewalk or other public thoroughfare. It shall not obstruct any wall opening.
- g. Any sign, other than one affixed flat against the face of the building and located within three (3) feet of a driveway or parking area or within fifty (50) feet of the intersection of two (2) or more streets, measured along the adjacent curb line, shall have the lowest elevation at least ten (10) feet above the curb level to avoid line-of-sight or other traffic-related obstructions.

Section 8. Article XXVII Landscaping Requirements, Section 1 of the Zoning Ordinance is hereby amended to read as follows:

**SECTION 1. MINIMUM LANDSCAPE REQUIEMENTS:** All property within the zoning jurisdiction of the City of Hillsboro shall hereinafter be subject to the following minimum requirements:

1. The open, unpaved areas of each property shall be graded to provide for the adequate drainage of all storm water and shall be free of hazards, nuisances, or unsanitary conditions.
2. Open, unpaved areas shall be appropriately landscaped to provide an attractive appearance to enhance the character of the neighborhood.
3. No vegetation shall overhang a public street or sidewalk below a height of ten (10) feet or obstruct views of pedestrian and vehicular movements.
4. Where districts “PUD”, “M – P”, “C – S”, “C – 2”, “H – S”, “I – 1”, and “I – 2” adjoin “R – S”, “R – 1”, “R – 2” and “R – 3” Districts, they shall be appropriately separated by a landscaped area of at least fifteen (15) feet wide or a decorative architectural screen of at least six (6) feet high. Additionally, these requirements shall apply where districts “C – S”, “H – S”, “C – 2”, “I – 1”, and “I – 2” Districts adjoin the “M – P” and “PUD” Districts. A landscaped area and decorative architectural screen shall not be required where these uses are separated by a public street or alley.

5. Parking areas abutting public walkways or streets shall be appropriately separated by a landscaped area or a decorative architectural screen. The landscaped area or architectural screen shall not exceed three (3) feet in height.

Section 9. This Ordinance shall take effect and be in full force from and after its adoption by the governing body of the City, approval by the Mayor and publication once in the official newspaper of the City.

*[Remainder of Page Intentionally Left Blank]*

PASSED, ADOPTED AND APPROVED by the governing body of the City of Hillsboro, Kansas this 7<sup>th</sup> day of May, 2024.

CITY OF HILLSBORO, KANSAS

[seal]

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Lou Thurston, Mayor

ATTEST:

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Danielle Bartel, City Clerk



**RESOLUTION NO. 2024-03**

**A RESOLUTION DECLARING THE ELIGIBILITY OF THE CITY OF HILLSBORO TO SUBMIT AN APPLICATION TO THE KANSAS DEPARTMENT OF TRANSPORTATION FOR USE OF TRANSPORTATION ALTERNATIVE FUNDS SET FORTH THE BY THE MOVING AHEAD FOR PROGRESS IN THE 21<sup>ST</sup> CENTURY ACT OF 2012 (MAP-21) AS CONTINUED BY THE BIPARTISAN INFRASTRUCTURE LAW (BIL) BEGINNING FEDERAL FISCAL YEAR 2022 WITH GREATER INVESTMENTS IN ACTIVE TRANSPORTATION INFRASTRUCTURE AND PLANNING FOR THE COUNTRY PARK RECREATIONAL ACCESS TRAIL PROJECT IN HILLSBORO AND AUTHORIZING THE MAYOR TO SIGN THE APPLICATION.**

**WHEREAS**, the City of Hillsboro, Kansas, has the legal authority to apply for, receive, and administer federal, state, and other monies through Home Rule Power under the Constitution of the State of Kansas and authorized by K.S.A. 12-1662, regarding the expenditure of federal aid to public agencies; and

**WHEREAS**, the City of Hillsboro, Kansas, desires to submit an application to the Kansas Department of Transportation for transportation alternative program funds set forth by the Federal Transportation Equity Act for the 21<sup>st</sup> Century of 2012 as continued by the Fixing America's Surface Transportation (FAST) Act of 2015; and

**WHEREAS**, the City of Hillsboro, Kansas, desires to submit an application to the Kansas Department of Transportation for Transportation Alternative Program Funds set forth by the Federal Transportation Equity Act for the 21<sup>st</sup> Century of 2012 as continued by the Bipartisan Infrastructure Law (Bil) beginning Federal Fiscal Year 2022 with greater investments in active transportation infrastructure; and

**WHEREAS**, Federal monies are available under a transportation alternative program set forth by the Federal Transportation Equity Act for the 21<sup>st</sup> Century of 2012 as continued by the Bipartisan Infrastructure Law (Bil) beginning Federal Fiscal Year 2022 with greater investments in active transportation infrastructure, administered by the State of Kansas, Department of Transportation, for the purpose of Historic, Scenic and Environmental, and Pedestrian and Bicycle projects; and

**WHEREAS**, After appropriate public input and due consideration, the Governing Body of City of Hillsboro, Kansas has recommended that an application be submitted to the State of Kansas for the 3rd Street and Orchard Drive Hike/Bike Trail project.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HILLSBORO, KANSAS:**

**SECTION 1.** That the City of Hillsboro, Kansas does hereby authorize the Mayor to submit an application to the Kansas Department of Transportation for transportation enhancement program funds set forth by the Federal Transportation Equity Act for the 21<sup>st</sup> Century of 2012 as continued by the Bipartisan Infrastructure Law (Bil) beginning Federal Fiscal Year 2022 with greater investments in active transportation infrastructure on behalf of the citizens of Hillsboro, Kansas.

**SECTION 2.** That the City of Hillsboro, Kansas hereby assures the Kansas Department of Transportation that sufficient funding for the construction of the 3rd Street and Orchard Drive Hike/Bike Trail project is available.

**SECTION 3.** That the City of Hillsboro, Kansas, hereby assures the Kansas Department of Transportation that sufficient funding for the operation and maintenance of the 3rd Street and Orchard Drive Hike/Bike Trail project will be available for the life of the project.

**SECTION 4.** That the City of Hillsboro, Kansas, hereby assures the Kansas Department of Transportation that the City of Hillsboro, Kansas, has title or permanent easement to the 3rd Street and Orchard Drive Hike/Bike Trail project.

**SECTION 5.** That the Mayor of the City of Hillsboro, Kansas, is authorized to sign the application to the Kansas Department of Transportation for transportation enhancement program funds set forth by the Federal Transportation Equity Act for the 21<sup>st</sup> Century of 2012 as continued by the Bipartisan Infrastructure Law (Bil) beginning Federal Fiscal Year 2022 with greater investments in active transportation infrastructure on behalf of the citizens of Hillsboro, Kansas. The Mayor is also authorized to submit additional information as may be required and act as the official representative of the City of Hillsboro in this and subsequent related activities.

**SECTION 6.** That the City of Hillsboro, Kansas, hereby assures the Kansas Department of Transportation that the City of Hillsboro, Kansas is willing and able to if the 3rd Street and Orchard Drive Hike/Bike Trail project is selected for funding, administer the designing, letting and construction of the 3rd Street and Orchard Drive Hike/Bike Trail project.

**ADOPTED AND PASSED by the Governing Body of the City of Hillsboro,  
Kansas, this 7<sup>th</sup> day of May 2024.**

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Lou Thurston, Mayor

**ATTEST:**

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Danielle Bartel, City Clerk

# Staff Report

**To:** Honorable Mayor and City Council

**From:** Matt Stiles, City Administrator

**Date:** May 7, 2024

**Re:** Food Truck Regulations

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**Background:** Food trucks are currently governed as transient vendors in our ordinances. Transient vendor requirements do not work well for food trucks; they are designed for door-to-door salespeople. I mentioned that we may need to look at those regulations and within a week we had two issues related to food trucks. Given those issues we've drafted the attached language for the regulation of food trucks in the city.

The draft language was modelled after several other communities who have already dealt with this issue. The proposal has key elements to consider and is geared to encouraging food trucks:

- There are two options for licensing: a daily license and yearly license. The fees are \$10 per day or \$50 for a yearly license. That allows a vendor to try the community at low cost.
- All the required information is there to protect the public interest and health. We don't want fly by night vendors that could get people sick. It also ensures that sales tax will be collected and remitted for sales in town.
- It prevents the use of public right-of-way unless it's a city sponsored event.
- Food trucks aren't allowed in the downtown zoning unless it's a city sponsored event. That is designed to provide some buffer to the locally owned restaurants.
- Trucks would be prevented from setting up for more than five consecutive days on a single property. Anything over five days is more permanent than temporary.
- There are exemptions in place for the city-owned food truck. Also exempt are vendors during the county fair, farmer's market, and arts and crafts fair. Those events have their own rules in place to govern mobile vendors and they work already without the city getting involved. Other communities have exemptions in place for school grounds, but they were not included here.
- There is a fine structure for violators and due process for revoking licenses.

**Impact:** Its pretty clear that the current regulations are inadequate. The proposed rules try to strike a good balance between protecting public safety and locally owned restaurants while still trying to encourage food truck vendors. Bringing food trucks to town is generally a positive and it's a growing business. With the city-owned truck we could see some other opportunities emerge especially in partnership with the CKEC.

**Recommendation:** Discuss the proposed rules and make changes as needed. Once everyone's comfortable we will revise the rules into an ordinance for future consideration.

## Article 2. Peddlers, Solicitors and Transient Merchants

### 5-301 Mobile Food Vendors.

(a) **Purpose.**

The Governing Body finds that, in order to advance the health, safety and welfare of the residents of the City of Hillsboro, Kansas, it is necessary to regulate various activities, including those of Mobile Food Vendors.

(b) **Definitions.**

The following words, terms and phrases, when used in this section, shall, except where the context clearly indicates otherwise, have the following meanings:

- (1) **“City Clerk,”** for the purpose of this section, shall mean the City Clerk, the Interim City Clerk, anyone fulfilling the duties of the City Clerk on either a temporary or a permanent basis, or any designee of the City Clerk.
- (2) **“Mobile Food Vendor”** shall mean any person, corporation, association, or other entity, however organized, that offers prepared food and/or beverage for retail sale from a Mobile Food Unit.
- (3) **“Mobile Food Unit”** shall mean any self-contained vehicle, trailer, cart, or other type of conveyance from which prepared food and/or beverage is offered for retail sale. Mobile Food Unit does not include individuals selling food items door-to-door or delivering directly to customers.

(c) **Mobile food vendor’s license required.**

No person, corporation, association, or other entity, however organized, shall operate within the corporate limits of the City as a Mobile Food Vendor without first obtaining a valid Mobile Food Vendor’s License.

(d) **Mobile food vendor’s license fee.**

The fee shall be set under the anticipated usage by the Mobile Food Vendor. The licensing fee will apply to each Mobile Food Unit operated by the Mobile Food Vendor. Licensing fees and duration of licenses are as follows:

- (1) **Daily License:** A license for one Mobile Food Unit to vend for one calendar day identified on the license. The fee for a daily license shall be \$10 per calendar day.
- (2) **Annual License:** A license for one Mobile Food Unit for one calendar year commencing on the date of issuance of the license. The fee for an annual license shall be \$50 for one calendar year.

**(e) Mobile food vendor's license application.**

Application for a Mobile Food Vendor's License shall be made to the City Clerk on a form provided by the City Clerk for that purpose. In addition to paying the Mobile Food Vendor's License Fee, the applicant shall attest to the truthfulness of the application and shall complete the application in full, providing the following information:

- (1) The applicant's full legal name, date of birth, and Social Security Number.
- (2) The applicant's permanent address, business mailing address, telephone number, and license plate number for Mobile Food Unit if licensed.
- (3) A copy of the applicant's government-issued photo identification.
- (4) The applicant's valid Kansas sales tax number
- (5) A brief description of the nature of the business and the food and/or beverage to be offered for sale.
- (6) A photograph of each Mobile Food Unit.
- (7) A copy of a valid State of Kansas license for food service establishments, if such is required.
- (8) Proof of general liability insurance in the amount of \$500,000.00 or more.
- (9) A statement indicating whether or not the applicant has had a Mobile Food Vendor's License, or any similar license, revoked in this jurisdiction within the preceding two (2) years.
- (10) The applicant's signature.

**(f) Mobile food vendor's license issuance; denial.**

(1) The City Clerk shall review each application for a Mobile Food Vendor's License. Within five (5) business days of the application, the City Clerk shall approve the application and shall issue to the applicant a Mobile Food Vendor's License together with an official copy for each Mobile Food Unit identified in the application unless:

- (a) The application is incomplete.

- (b) The application is determined to be fraudulent, to include a material misrepresentation, or to contain a false statement.
- (c) The applicant has had a Mobile Food Vendor's License revoked by the City for any reason within the preceding two (2) years.
- (d) The applicant background check results yield information about previous activity that would present a risk to public safety as determined by the City Clerk, City Administrator, or Chief of Police.

If the application is deficient for any of the reasons set forth in this subsection (f), then the City Clerk shall deny the application by giving a Notice of Denial to the applicant. The notice of Denial shall be in writing, shall be mailed to the applicant at his or her given address, shall inform the applicant of the reason for denial, and shall inform the applicant that he or she has fourteen (14) days from the date of the Notice of Denial in which to appeal the denial of the application to the Governing Body. The City Clerk shall maintain a copy of the Notice of Denial in his or her files.

**(g) Mobile food vendor's license appearance; duration.**

- (1) The Mobile Food Vendor's License shall contain the seal of the City, the name of the licensee, and the expiration date of the license.
- (2) The Mobile Food Vendor's License shall be valid for a period indicated on the license determined by the fee schedule in subsection (d).

**(h) Mobile food vendor's license subsequent mobile food unit.**

A licensed Mobile Food Vendor shall not use a Mobile Food Unit that was not identified in an application for the Mobile Food Vendor's License, unless the Mobile Food Vendor shall, before using said Mobile Food Unit, present to the City Clerk a photograph of the Mobile Food Unit, the license plate number, if licensed, and a copy of the original Mobile Food License. Upon receipt of that information, the City Clerk shall issue to the licensee an official copy of the Mobile Food License for the new Mobile Food Unit.

**(i) Mobile food vendor's license displayed.**

Mobile Food Vendors shall display the Mobile Food Vendor's License in a prominent place on a Mobile Food Unit at all times that the Mobile Food Unit is engaged in any of the activities licensed by this section.

**(j) Mobile food vendor's license non-transferable.**

No Mobile Food Vendor's License issued in accordance with the provisions of this section shall be used by any person other than the person, corporation, association, or other entity, however organized, to whom it was issued.

**(k) Mobile food vendor's license restrictions.**

- (1) Mobile Food Vendors shall obtain the permission of the property owner before engaging in any activities licensed by this section.
- (2) Mobile Food Vendors may only engage in activities licensed by this section on areas in commercial, industrial, and other nonresidential zoning districts that have adequate facilities to handle traffic generated by the vendor.
- (3) Mobile Food Vendors are prohibited from offering for sale any food and/or beverage from a public right of way or public property, except as part of a City-approved event.
- (4) Mobile Food Vendors are prohibited from offering for sale any food and/or beverage in the "C-1" Central Business District, except as part of a City-approved events.
- (5) Mobile Food Vendors are prohibited from offering for sale any food and/or beverage in a single approved location for more than five (5) consecutive days.
- (6) No more than three (3) Mobile Food Units may be operated at the same time on any single property, except as part of a City-approved event.

**(l) Mobile food unit standards.**

All Mobile Food Units shall comply with the following standards:

- (1) All Mobile Food Units shall be maintained in good, operable condition and shall, at all times, be capable of being moved.
- (2) The exterior of all Mobile Food Units shall be maintained in good repair, shall be sound, shall be free from peeling or flaking paint, and shall be clean and sanitary so as not to pose a threat to public health, safety and welfare.



- (3) All Mobile Food Units, unless completely self-contained, shall be located in close proximity to and shall be connected safely to electricity and other necessary utilities, such that they do not pose a threat to public health, safety, and welfare.
- (4) Signs shall be limited to those that may be mounted or incorporated on the Mobile Food Unit and one freestanding sign. Mounted or incorporated signs shall not exceed the dimensions of the Mobile Food Unit by more than one (1) foot in any direction. Freestanding signs shall not exceed an area of fifteen (15) square feet and shall not exceed a height of six (6) feet. Freestanding signs can be no more than twenty feet (20) from the Mobile Food Unit and must remain on the property. No flashing signs shall be permitted. Illuminated signs are permitted, provided that the signs are only illuminated when the Mobile Food Unit is stationary, that such signs are only illuminated during hours that the Mobile Food Unit is being operated, and that any such signs, within five hundred (500) feet of any traffic signal, are not green, amber, or red in color. When the sign is illuminated by a light or lights reflected upon it, direct rays of light shall not beam upon any residential building or into any residential neighborhood or street.

**(m) Mobile food vendor's license revocation.**

- (1) The City Clerk may revoke any Mobile Food Vendor's License issued under this section for one or more of the following reasons:
  - (a) Fraud, misrepresentation, or false statement contained in the application for the Mobile Food Vendor's License;
  - (b) Conducting a licensed activity in an unlawful manner, in a manner that disturbs the peace, or in a manner that is injurious to the health, safety, or welfare of the residents of the City;
  - (c) Unauthorized use of a public right of way;
  - (d) Violation of a site plan requirement for an existing land use or for any other violation of the zoning code; or
  - (e) Revocation or denial of any license issued by the State of Kansas for food service establishments.
- (2) Notice of Revocation shall be in writing, shall be mailed to the applicant at his or her given address, shall inform the licensee of the reason for revocation, and shall inform the licensee that he or she has fourteen (14) days from the date of the Notice of Revocation to appeal the revocation to the Governing Body. The City Clerk shall maintain a copy of the Notice of Revocation in his or her files.

**(n) Mobile food vendor's license appeal.**

Any person aggrieved by the action of the City Clerk in denying an application for a Mobile Food Vendor's License or in revoking a Mobile Food Vendor's License shall have the right to appeal that action to the Governing Body. Such appeal shall be taken by filing with the City Clerk a Notice of Appeal within fourteen (14) days of the date of the Notice of Denial or the Notice of Revocation. The Notice of Appeal must be in writing and must set forth why the applicant or the licensee believes that the denial or the revocation is erroneous. After the Notice of Appeal is filed, the Governing Body shall set a time and place for hearing the appeal. Notice of the hearing shall be given to the applicant or licensee in the same manner as the Notice of Denial or the Notice of Revocation. The Governing Body's decision and order on such appeal shall be the final order of the City.

**(o) Mobile food vendor's license municipal offense.**

Operating as a Mobile Food Vendor without a Mobile Food Vendor's License shall be a municipal offense. Any person, upon an adjudication of guilt or the entry of a plea of no contest, shall be subject to a fine of a minimum of \$500.00 and a maximum of \$1,000.00. The municipal court judge shall have no authority to suspend all or any portion of the minimum fine.

**(p) Mobile food vendor's license exemptions.**

The provisions of this Article shall not apply to the following vendors and activities:

- (1) City-owned Mobile Food Unit operated by city or recreation staff or volunteers.
- (2) Vendors selling at the Marion County Fairgrounds during the Marion County Fair.
- (3) Vendors selling at the Farmers' Market.
- (4) Vendors selling at the annual Arts and Crafts Fair.

**LAND BANK MEETING**

Hillsboro, Kansas

April 2, 2024

**1.** The City of Hillsboro Land Bank 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.

**3. CALL TO ORDER:** Mayor Lou Thurston called the meeting to order at 6:52pm.

**4. BUSINESS ITEMS**

**MINUTES FOR APPROVAL:** Administrator Stiles reviewed the minutes for the meeting dated February 6, 2024.

Blake Beye motioned to approve the minutes as presented. Byron McCarty seconded. Motion carried.

**VOUCHERS FOR APPROVAL:** Administrator Stiles reviewed vouchers in the amount of \$17,732.02.

Blake Beye motioned to approve the vouchers. Brent Driggers seconded. Motion carried.

**5. ADJOURNMENT:** Land Bank meeting adjourned at 6:54pm.

ATTEST:

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LOUIS THURSTON, MAYOR

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DANIELLE BARTEL, CITY CLERK

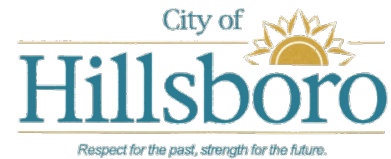
**CITY OF HILLSBORO - LAND BANK**

MAY 7, 2024

**LAND BANK - VOUCHERS FOR APPROVAL**

<b>DATE</b>	<b>CHECK #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
5/7/2024	1017	PLENERT MOWING - AREAS 1, 2, & 4 - INV #137	1,315.00
5/7/2024	1018	MARION CO TREASURER - 2ND HALF TAXES	225.54
<b>MAY 7, 2024</b>			<b>\$ 1,540.54</b>

# Staff Report



**To:** Honorable Mayor and City Council

**From:** Matt Stiles, City Administrator

**Date:** May 7, 2024

**Re:** Executive Session Personnel

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## Executive Session Motion

I move that the City Council recess into executive session for the purpose of discussing personnel matters of non-elected personnel pursuant to KSA 75-4319 (b)(1) for a period of 15 minutes. The meeting will include the City Administrator and City Attorney. The open meeting will resume at \_\_\_\_\_.

**City Administrator's Report**  
**May 7, 2024**

**Golf Superintendent:** After several interviews, I have conditionally hired Brandon Hagemann as our new Golf Superintendent. Brandon has six years of experience in landscaping, hardscaping and as an arborist for Ryan's Lawn and Tree. He has a ton energy, a desire to learn and great attitude. We're happy to welcome Brandon to our team.

**Recreation:** I am currently filling in as interim Rec Director as Jerry Mendoza resigned on Tuesday, April 30. Right now, the priority is to set the baseball/softball schedules, manage other summer programs, hire summer help, and make sure maintenance continues. It's a big job to be sure, so I've divided out some responsibilities and recruited help to make sure things keep moving. Everyone has been really helpful, and I think we'll be OK. I have been contacted by a few people interested in the permanent director position. Anytime there is turnover it's an opportunity to re-evaluate how things are structured and operated. I'm hoping to have long-term gameplan in place quickly.

**Mennonite Housing Meeting:** We had a second community meeting for the proposed Mennonite Housing project on Tuesday, April 30. Despite some sketchy weather we had a decent turnout, and all the people were different than the first meeting. Mennonite Housing has fine tuned the project and submitted its full application to the Kansas Housing Resource Corporation (KHRC). KHRC will make awards in June. Byron Adrian, the CEO of Mennonite Housing, is very optimistic about the competitiveness of the project. We should know more this summer and hopefully we can move full steam ahead this fall.

**Container Homes:** I have been working with the container home developers about getting infrastructure in place. An issue has been the unexpected upfront cost for needed infrastructure. I have proposed that we could potentially look at a developer agreement where the city put the infrastructure in and was paid back over time. The amount of cost, around \$30,000, is not high enough to be done cost effectively as a special assessment. It is high enough to be a barrier to starting. A development agreement would facilitate them starting and recover required costs for the city. As with any agreement it would require council approval.

**Enterprise Fleet Management:** We've been working with Enterprise on the replacement vehicles and needed equipment. The timing of builds from vendors and equipment have required us to split the orders into phases. The first phase has nine vehicles spread across departments. Police vehicles are in a separate phase due to the build schedule. The remaining five vehicles would be ordered in early 2025. The first vehicles could arrive late this summer, specifically those that don't require extensive upfitting.

**Pool and Splash Park:** The pool is filled and mostly operational now. We have some additional valves to replace. A new feature has been ordered to replace the temporary one we put in last year after removing the large climbing structure due to safety issues. The swimming team will start later this month and the pool will open to the public Memorial Day weekend, May 25-27. The splash pad should be ready to go shortly. Officially the splash pad is to open the same time as the pool, but if the weather allows, we'd consider opening it up ahead of the pool. I am still waiting on Jost Welding to finish our permanent signs.

**Vacation Days:** I will be out of the office on May 22-29 for vacation days.