

Agenda

City Commission of the City of Neodesha, KS

November 13, 2024 2:00 p.m.

ZOOM Online Access: <https://us02web.zoom.us/j/6203252828>

Item 1: Opening Session

- Call to Order
- Roll Call
- Invocation
- Pledge of Allegiance
- Additions/Deletions to the Agenda
- Civic Organization Reports
- Mayor's Report
- Commissioner's Reports
- City Administrator's Comments
- Community Development Director Report
- Financial Reports Distributed

Item 2: Public Comments

Item 3: Consent Agenda (Routine agenda items can be approved with unanimous consent of the City Commission. Any item can be removed and placed in items of business.)

- Approval of Minutes
- Appropriation (2024)
- Water System Improvements Bond Appropriation
- Reimburse Fire Insurance Proceeds – 922 N 8th

Item 4: Business Items to Consider

- A. Resolution: Declaring Blighted Building for Kansas Small Cities CDBG Program
- B. Resolution: Certifying Legal Authority to Apply for Kansas Small Cities CDBG Program
- C. Consider Agreement Western Consultants; CDBG Commercial Rehab Brown Hotel
- D. Consider Agreement Western Consultants; Granby Street Project
- E. Consider 2024 Budget Amendments
- F. Approve Publication of 2024 Budget Amendment Hearing
- G. 2025 BCBS Health & Dental Renewal
- H. Dangerous Structures: Review 127 Mill
- I. P&Z: Consider Variance; 552 S 5th
- J. P&Z: Consider Variance; 816 Iowa
- K. Consider Holiday Bonus
- L. Consider Splash Zone Pass Increase
- M. Consider Request for Extended Stay at Riverwalk Park RV Site
- N. Reschedule Date & Time for Thanksgiving Holiday Meeting
- O. Reschedule Date & Time for End of Year Commission Meeting
- P. Accept Resignation Fire/EMS Employee

Item 5: Date/Time of Next Regular Meeting

To be Determined – Regular Meeting, City Hall

Item 6: Executive Session: Non-elected Personnel

Item 7: Adjournment

AGENDA COMMENTS
CITY COMMISSION MEETING
November 13, 2024

Additions to the Agenda

RECOMMENDED MOTION: *I move to approve the agenda as presented.*

Consent Agenda

RECOMMENDED MOTION: *I move to approve the consent agenda as presented.*

Business Items to Consider

4.A: Resolution: Declaring Blighted Building for Kansas Small Cities CDBG Program

This is being done at the request of Griffith Developments for the purpose of the Kansas CDBG Small Cities program.

RECOMMENDED MOTION: *I move to approve Resolution 24-28 declaring the property located at 525 W Main Street as a blighted structure.*

4.B: Resolution: Certifying Legal Authority to Apply for Kansas Small Cities CDBG Program

This resolution allows Western Associates and Garrett Nordstrom to apply for the Kansas Small Cities CDBG program on our behalf.

RECOMMENDED MOTION: *I move to approve Resolution 24-29 allowing Garrett Nordstrom to apply for the Kansas Small Cities CDBG program on behalf of the City of Neodesha and Griffith Developments.*

4.C: Consider Agreement Western Consultants; CDBG Commercial Rehab Brown Hotel

This agreement allows Garrett to submit the grant and get this process moving for the Brown Hotel.

RECOMMENDED MOTION: *I move to approve the Agreement with Western Associates and Garrett Nordstrom for the CDBG Commercial Rehab: Brown Hotel as presented.*

4.D: Consider Agreement Western Consultants; Granby Street Project

This agreement is for a grant application that Garrett would submit on behalf of the City and Wilson County that would be to completely redo Granby St from 8th to US 400.

RECOMMENDED MOTION: *I move to approve the agreement with Western Associates and Garrett Nordstrom for the Granby St Project as presented.*

4.E: Consider 2024 Budget Amendments

These are two minor adjustments to the 2024 budget. The first being allowing the City to spend the funds in the special parks budget for park improvements. (Library Park equipment and all mulch). The second is correct the issue found when we purchased the ambulance this year as it wasn't accounted to be spent in 2024, we thus had to schedule a transfer from Electric to cover the funds that it added to the general fund.

RECOMMENDED MOTION: *I move to approve the 2024 budget amendments as presented.*

4.F: Approve Publication of 2024 Budget Amendment Hearing

RECOMMENDED MOTION: *I move to approve the publication of the 2024 Budget Amendment Hearing to be held 12/11/2024.*

4.G: 2025 BCBS Health & Dental Renewal

This is the annual renewal for the City's Health and Dental Insurance.

RECOMMENDED MOTION: *I move to approve the 2025 BCBS Health & Dental Renewal.*

4.H: Dangerous Structures: Review 127 Mill

This was tabled from the 10/23/2024 meeting. Given we have seen no progress on the property we recommend proceeding with the demolition resolution and moving the process along to getting it removed.

RECOMMENDED MOTION: *I move to declare the structure located at 127 Mill Street as an immediate hazard to the public and order the City Administrator to start proceedings for demolition.*

4.I: P&Z; Consider Variance; 552 S 5th

Planning and zoning as recommended approving a variance for Caleb Berger. Mr. Berger would like to use some nontraditional building materials to construct a portion of a fence on his property. He is asking for the variance to use cattle panels as part of the fence structure.

RECOMMENDED MOTION: *I move to approve the variance for Mr. Berger and the property located at 552 S 5th.*

4.J: P&Z; Consider Variance; 816 Iowa

Planning and Zoning also heard a variance request from Lighthouse Church to allow an auction house to be located in a residential area located at 816 Iowa Street. After hearing from both the property owner and multiple neighbors the Planning and Zoning commission recommended denying/ not granting the variance for the property.

RECOMMENDED MOTION: *No motion needed.*

4.K: Consider Holiday Bonus

Consider holiday bonuses for all full & part-time employees.

RECOMMENDED MOTION: *I move to approve Holiday bonuses for all full & part-time City employees in the amount of \$_____.*

4.L: Consider Increase; Neodesha Splash Zone Passes

Staff will present options for increases to the Neodesha Splash Zone passes for 2025 Season.

RECOMMENDED MOTION: *I move to approve option _____ reflecting an increase in Neodesha Splash Zone passes for the 2025 Season.*

4.M: Consider Request for Extended Stay at Riverwalk Park RV Site

Staff has received a request from Crystal Cefarelli for an extended stay at Riverwalk RV Park. Home repair issues have taken longer than originally planned.

RECOMMENDED MOTION: *I move to approve the request for an extended stay at Riverwalk Park for Crystal Cefarelli to 11/29/2024.*

4.N: Reschedule Date & Time for Thanksgiving Holiday Meeting

Consider changing the time of the next scheduled commission meeting. Current meeting set for 11/27/2024 at 2:00 p.m.

RECOMMENDED MOTION: I move to change the date and time of the next scheduled commission meeting to (date) & (time).

4.O: Reschedule Date & Time for End of Year Commission Meeting

Consider changing date for the end of year commission meeting. Current date of meeting is 12/25/2024.

RECOMMENDED MOTION: I move to change the date and time of second meeting in December to (date) & (time).

4.P: Accept Resignation Fire/EMS Employee

Paramedic Steven Fuller has given his resignation. We removed him from consideration last time at his request. He has since submitted his resignation again.

RECOMMENDED MOTION: I move to accept the resignation of Firefighter/Paramedic Steven Fuller from the Neodesha Fire & EMS Department effective 11/15/2024.

EXECUTIVE SESSION: Non-Elected Personnel

I move to recess to an Executive Session including the Governing Body, City Administrator, and City Clerk to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, KSA 75-4319(b)(1) because if this matter were discussed in open-session it might invade the privacy of those discussed. The open meeting will resume in the Commission Room at ____ p.m.

The Board of Commissioners met in regular session at 2:00 p.m., on Wednesday, October 23, 2024, in the Commission Room at City Hall conducting the meeting by live streaming with Zoom with Mayor Johnson presiding and Commissioner Banzet present. Commissioner Vail-Keller was absent from the meeting.

Commissioner Banzet moved to approve the agenda as presented. Seconded by Mayor Johnson. Motion carried.

Civic organization reports were invited and heard.

Commission reports were heard.

City Administrator Comments were heard.

Community Development Director reports were heard.

Financial reports were distributed.

Public Comments were heard.

Commissioner Banzet moved to approve the consent agenda as presented consisting of minutes from the October 9, 2024 meeting; and Appropriation (2024) 19. Seconded by Mayor Johnson. Motion carried.

The Governing Body welcomed Kenneth Olsen, Enterprise Fleet Management, for a presentation on the advantages of their Governmental Lease programs for City Vehicles. No action taken.

This being the time and date published in the official newspaper for a public hearing for the Dangerous Structure located at 127 Mill, the public hearing was opened by Mayor Johnson. Public comments were heard and considered; the hearing was then closed.

Commissioner Banzet moved to table this agenda item until the November 13, 2024 meeting. Seconded by Mayor Johnson. Motion carried.

This being the time and date published in the official newspaper for a public hearing for the Dangerous Structure located at 1010 Carolina, the public hearing was opened by Mayor Johnson. Public comments were heard and considered; the hearing was then closed.

Commissioner Banzet moved to allow the homeowner of 1010 Carolina 30 days to abate the yard blight located on, in, and around the outside of property. Seconded by Mayor Johnson. Motion carried.

Further discussion was held regarding the dangerous structures located at 1010 Carolina Street.

RESOLUTION NO. 24-27

A RESOLUTION FINDING THAT THE STRUCTURE LOCATED AT 1010 Carolina Street. LEGAL DESCRIPTION The East Seventy-five (75) feet of Lots Twenty-one (21), Twenty-two (22), Twenty-three (23) and Twenty-four (24), Block Three (3), Shutt's Second Addition to the City of Neodesha. IS UNSAFE OR DANGEROUS AND DIRECTING THE STRUCTURE TO BE REPAIRED OR REMOVED AND THE PREMISES MADE SAFE AND SECURE.

WHEREAS, the Enforcing Officer of the City of Neodesha, Kansas did on the 1st day of July, 2024 file with the governing body of said City a statement in writing that a certain structure, hereinafter described, was unsafe and dangerous; and

WHEREAS, the governing body did by Resolution dated the 9th day of September, 2024, fix the time and place of a hearing at which the owner, his or her agent, any lienholders of record and any occupant of such structure could appear and show cause why such structure should not be condemned and ordered repaired or demolished, and provided for giving notice thereof as provided by law; and

WHEREAS, such Resolution was published in the official city paper on the 31st day of October, 2024, and on the 7th day of November, 2024, and a copy of such Resolution was served on all persons entitled thereto in all respects as provided by law; and

WHEREAS, on this 23rd day of October, 2024, the governing body has heard all evidence submitted by the enforcing officer of the city, the owners, agents, lienholders, and occupants of such structure (having appeared or having failed to appear);

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF NEODESHA,

THAT said governing body hereby finds that the structure is unsafe and dangerous and hereby directs such structure **LOCATED AT 1010 Carolina Street. LEGAL DESCRIPTION The East Seventy-five (75) feet of Lots Twenty-one (21), Twenty-two (22), Twenty-three (23) and Twenty-four (24), Block Three (3), Shutt's Second Addition to the City of Neodesha.** to be repaired or removed and the premises made safe and secure. The owner of such structure is hereby given **120 days** from the date of publication of this Resolution within which to commence the repair or removal of such structure within the time stated or fails to diligently prosecute the same until the work is completed, said governing body will cause the structure to be repaired or razed and removed and the costs of such repair, razing and removing, less salvage if any, to be assessed as a special assessment against the lot or parcel of land upon which the structure is located as provided by law.

BE IT FURTHER RESOLVED, that the City Clerk shall cause this Resolution to be published once in the official city paper and a copy mailed to the owners, agents, lienholders and occupants as provided by law.

Commissioner Banzet moved to approve Resolution 24-27 declaring the property located at 1010 Carolina Street as unsafe or dangerous, and allow the property owner 120 days to repair or remove the structures and make the property safe and secure. Seconded by Mayor Johnson. Motion carried.

This being the time and date published in the official newspaper for a public hearing for the Dangerous Structure located at 315 S 7th Street, the public hearing was opened by Mayor Johnson. Public comments were heard and considered; the hearing was then closed.

(continued on next page)

Administrator Jones along with Building Inspector Tommy John addressed the Commission regarding continued successful progress being made on this property. Discussion held.

Commissioner Banzet moved to table this agenda item to the January 22, 2025 meeting, to allow extended time for the property owner to keep making needed repairs. Seconded by Mayor Johnson. Motion carried.

Administrator Jones along with Interim Fire Chief Ross Jamison addressed the Commission regarding the purchase of a Stryker Stair Chair and a Lucas device for the Neodesha EMS Department. Discussion held.

Commissioner Banzet moved to approve the purchase of the stair chair and Lucas device from Stryker in an amount not to exceed \$24,000. Seconded by Mayor Johnson. Motion carried.

Administrator Jones along with Building Inspector Tommy John addressed the Commission regarding a variance request from Griffith Development for the property located on 9th and Carolina, specifically the northeast lots. The Planning & Zoning Commission met in a previous meeting to discuss this request and is now being submitted to the Governing Body. Discussion held.

Commissioner Banzet moved to approve the variance for the property located at 9th and Carolina, repositioning the structures on the northeast lots. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding a letter of resignation from the Neodesha Fire Department. Discussion held.

Commissioner Banzet moved to accept the resignation of Captain John Boles effective November 5, 2024. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding a letter of resignation from the Neodesha Fire Department. Discussion held.

Commissioner Banzet moved to accept the resignation of Senior Firefighter/AEMT Lucas Wood effective November 9, 2024. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding a letter of resignation from the Neodesha Fire Department. Discussion held. This agenda item died due to a lack of a motion.

Commissioner Banzet moved to recess to an Executive Session to include the Governing Body, City Administrator, and City Clerk in the Commission Room to discuss an individual employee's performance pursuant to the non-elected personnel matter exception KSA 75-4319(b)(1) because if this matter were discussed in open session, it might invade the privacy of those discussed. The open meeting will resume in the Commission Room at 4:25 p.m. Seconded by Mayor Johnson. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 4:25 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. The live streamed Zoom meeting then resumed with audio, video and recording. No action taken.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, November 13, 2024 at 2:00 p.m.

At 4:25 p.m. Commissioner Banzet moved to adjourn. Seconded by Mayor Johnson. Motion carried.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

APPROPRIATIONS REPORT

ORDINANCE NO 20

11/13/2024

<u>VENDOR</u>	<u>REFERENCE</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>CHECK DATE</u>
ACRISURE MIDWEST TRUST	INSURANCE	2,346.00	74754	11/13/2024
BAILEY FARM INVESTMENT, LLC	LAND LEASE	1,600.00	74755	11/13/2024
BG CONSULTANTS	11TH ST RR GAS LINE BORE	4,105.00	74756	11/13/2024
BORDER STATES INDUSTRIES INC	ELECTRIC SUPPLIES	2,538.24	74757	11/13/2024
CALLTOWER	PHONE CHARGES	306.44	74759	11/13/2024
CANON FINANCIAL SERVICES	PRINTER LEASE	181.00	74760	11/13/2024
CHASE PEST CONTROL LLC	EXTERMINATOR SERVICE	300.00	74761	11/13/2024
CINTAS	FIRST AID SUPPLIES	174.06	74762	11/13/2024
CLEAVER FARM & HOME	LADDER & HEX DRIVERS	428.96	74763	11/13/2024
COFFEYVILLE COMMUNITY COLLEGE	FIREFIGHTER 2	465.00	74764	11/13/2024
CHRISTOPHER COOK	CHILI FEED REIMBURSEMENT	18.66	74765	11/13/2024
CORE & MAIN	PARTS & SUPPLIES	9,944.80	74766	11/13/2024
CULLIGAN OF INDEPENDENCE	OCTOBER WATER SERVICE	306.49	74767	11/13/2024
DYNAMIC RANGE X1	PD SUPPLIES	835.57	74768	11/13/2024
EAGLE RESEARCH CORP	DATA PUBLICATION FEE	45.00	74769	11/13/2024
FORSYTHE'S HEATING & ELECTRIC	SERVICE CALL	438.88	74770	11/13/2024
FREDONIA NAPA PARTS & SERVICE	CHAIN & SHARPENING	42.00	74771	11/13/2024
FREDONIA OUTDOOR EQUIPMENT	SUPPLIES	48.00	74772	11/13/2024
FREDONIA TRUE VALUE HARDWARE	SUPPLIES	131.65	74773	11/13/2024
G & W FOODS	CHILI FEED	178.43	74774	11/13/2024
GALLS LLC	UNIFORMS	84.54	74775	11/13/2024
HAWKINS INC	CHEMICALS	7,342.04	74776	11/13/2024
HEALY LAW OFFICES, LLC	POLE ATTACHMENTS	762.50	74777	11/13/2024
HUBER & ASSOCIATES INC	ENTERPOL LICENSE & OS MAINT	4,620.00	74778	11/13/2024
INDEPENDENCE READY-MIX INC	CEMENT	695.00	74779	11/13/2024
INDUSTRIAL SALES COMPANY INC	DRISCO 1' CAP	85.78	74780	11/13/2024
TOMMY JOHN	CLEANING SERVICES	300.00	74781	11/13/2024
JONATHON JOHNSON	BOOT REIMBURSEMENT	195.32	74782	11/13/2024
KANSAS DEPARTMENT OF REVENUE	2024 WTP FEES-JULY-AUG-SEPT	1,297.16	74783	11/13/2024
KANSAS ONE-CALL SYSTEM, INC	OCTOBER LOCATES	54.00	74784	11/13/2024

NKC Tire	TIRES	584.00	74785	11/13/2024
KEY EQUIPMENT & SUPPLY CO	MIRROR	388.06	74786	11/13/2024
KOONS GAS MEASUREMENT	GASKETS	139.11	74787	11/13/2024
LAKELAND OFFICE SYSTEMS	COPIER LEASE	435.21	74788	11/13/2024
LITTLE BEAR TIRE	TIRE REPAIR	25.00	74789	11/13/2024
MCCARTY'S OFFICE MACHINES INC	OFFICE SUPPLIES	1,288.95	74790	11/13/2024
MEDICLAIMS INC	AMBULANCE COLLECTION FEES	1,042.05	74791	11/13/2024
MERIDIAN ANALYTICAL LABS LLC	WASTEWATER ANALYSIS	61.00	74792	11/13/2024
MIDWEST COMPUTER SALES	IT SERVICES	1,781.90	74793	11/13/2024
BANK OF AMERICA	ROCK	324.15	74794	11/13/2024
MYTOWN MEDIA	NEODESHA SPORTS	175.00	74795	11/13/2024
NEODESHA AUTO SUPPLY	AUTO PARTS & SUPPLIES	329.73	74796	11/13/2024
NEODESHA DERRICK NEWS	PUBLICATIONS	1,229.00	74798	11/13/2024
NEWTON LUMBER CO INC	SUPPLIES	162.70	74799	11/13/2024
O'REILLY AUTOMOTIVE INC	AUTO PARTS & SUPPLIES	946.93	74800	11/13/2024
PEREGRINE CORPORATION	AP CHECKS	310.77	74801	11/13/2024
PORTER DRUGS	STOCK MEDS FOR AMBULANCE	256.00	74802	11/13/2024
PRAIRIE FIRE COFFEE	BEVERAGE SERVICE	173.80	74803	11/13/2024
PRIORITY POWER	NOVEMBER BILLING	1,000.00	74804	11/13/2024
QUILL LLC	OFFICE SUPPLIES	37.98	74805	11/13/2024
RANKIN MEMORIAL LIBRARY	TAX DISTRIBUTION	2,700.82	74806	11/13/2024
REYNOLDS PLUMBING & ELECTRIC	SERVICE CALL	4,763.00	74807	11/13/2024
SHERWIN WILLIAMS INDEPENDENCE	PAINT	383.14	74808	11/13/2024
SIGN DESIGN	EMBROIDERY	80.00	74809	11/13/2024
SPARKLIGHT	INTERNET SERVICE	195.06	74810	11/13/2024
SPARKLIGHT	INTERNET SERVICE	94.17	74811	11/13/2024
STANION WHOLESALE ELECTRIC	ELECTRIC SUPPLIES	1,212.41	74812	11/13/2024
STUDEBAKER REFRIGERATION INC	ICE MACHINE RENTAL	95.00	74813	11/13/2024
SUPERIOR E R VEHICLES	EMERGENCY EQUIP INSTALLATION	2,701.50	74814	11/13/2024
TBS ELECTRONICS INC	RADIOS	666.90	74815	11/13/2024
US CELLULAR	CELL PHONE/TABLET CHARGES	456.57	74816	11/13/2024
WEIS FIRE & SAFETY	FIRE SUPPLIES	284.99	74817	11/13/2024
WESTERN AUTO	PARTS & SUPPLIES	522.96	74818	11/13/2024
WILSON COUNTY COORDINATOR	LANDFILL CHARGES	26.00	74819	11/13/2024
WILSON MEDICAL CENTER	OCTOBER TAX DISTRIBUTION	35,024.20	74820	11/13/2024

WOODS LUMBER COMPANY	SUPPLIES & RENTAL	889.31	74821	11/13/2024
SPARKLIGHT	INTERNET SERVICE	229.52	74490	10/1/2024
SPARKLIGHT	INTERNET SERVICE	180.73	74491	10/1/2024
EVERGY	STREETLIGHTS @ OTTAWA	111.42	74492	10/1/2024
CONSTELLATION NEWENERGY	SEPTEMBER BILLING	5,387.15	74493	10/1/2024
A T & T	FIBER OPTIC SYSTEM	599.50	74494	10/1/2024
WEX BANK	FUEL	9,554.97	74495	10/1/2024
US TREASURY/DFAS CLEVELAND	NIGHT VISION POCKETSCOPE	600.00	74549	10/3/2024
SAM TOMLINSON	REIMBURSE FOR DOG KENNEL	400.00	74550	10/3/2024
OMEGA RAIL MANAGEMENT INC	BORE PERMIT	4,700.00	74551	10/3/2024
VISA	TRAINING,SUPPLIES, MEMBER DUES	8,817.77	74552	10/3/2024
CASH	EMPLOYEE BIRTHDAYS	60.00	74553	10/3/2024
RWD #4	AIRPORT RURAL WATER	30.73	74554	10/3/2024
SOUTHERN STAR CENTRAL GP INC	SEPTEMBER BILLING	10,223.05	74555	10/3/2024
PENMAC PERSONNEL SERVICES INC	TEMPORARY PERSONNEL SERVICE	1,181.48	74556	10/3/2024
A T & T	PHONE CHARGES	443.40	74557	10/3/2024
SPARKLIGHT	INTERNET SERVICE	195.06	74558	10/3/2024
WILSON COUNTY TREASURER	2024 SPRINTER AMBULANCE TAGS	28.75	74559	10/3/2024
SPARKLIGHT	INTERNET SERVICE	94.17	74664	10/30/2024
ICMA	MEMBERSHIP RENEWAL	468.00	74665	10/30/2024
BRADLEY DAHLER	EASEMENT REIMBURSEMENT	250.00	74666	10/30/2024
DWIGHT SATEREN	RV PARK REIMBURSEMENT	50.00	74667	10/30/2024
MOONSHOE PROPERTIES	UTILITY TRANSFER REIMBURSEMENT	46.85	74668	10/30/2024
A T & T	FIBER OPTIC SYSTEM	601.28	74669	10/30/2024
CONSTELLATION NEWENERGY	SEPTEMBER BILLING	10,750.93	74670	10/30/2024
SPARKLIGHT	INTERNET SERVICE	229.52	74671	10/30/2024
CASH	EMPLOYEE BIRTHDAYS	40.00	74672	10/30/2024
WILSON COUNTY REGISTER OF DEEDS	DEED FILING FOR EASEMENTS	185.00	74673	10/30/2024

*****TOTAL ***** 156,117.17

Water System Improvements Bond

APPROPRIATION 10

November 13, 2024

Vendor	Invoice No	Check No	Amount	Description
PEC Engineering	533360	1269	4,836.52	Engineering
PEC Engineering	533361	1269	67.50	Engineering
PEC Engineering	533362	1269	2,221.70	Engineering
GRAND TOTAL			<u>7,125.72</u>	

Approved the day above written.

Devin Johnson, Mayor

Attest

Stephanie Fyfe, City Clerk



Stephanie Fyfe
City Clerk
City of Neodesha
sfyfe@neodeshaks.org

October 25, 2024
Project No: 180004-002
Invoice No: 533360

Project 180004-002 Neodesha Fall River Dam Repairs
Neodesha, KS

Professional Services through September 28, 2024

Level 1 04 Construction Admin

Fee

Total Fee	10,316.00		
Percent Complete	100.00	Total Earned	10,316.00
		Previous Fee Billing	10,316.00
		Current Fee Billing	0.00
		Total Fee	0.00

Reimbursable Expenses

Travel & Subsistence - Reimbursable			
4/4/2024	Scheer, Gage	Rental Car gas	22.58
4/12/2024	EAN Services, LLC	Gage Scheer - Neodesha, KS	59.94
	Total Reimbursables		82.52
		Total this Level 1	\$82.52

Level 1 05 Post Construction Services

Fee

Total Fee	4,754.00		
Percent Complete	100.00	Total Earned	4,754.00
		Previous Fee Billing	0.00
		Current Fee Billing	4,754.00
		Total Fee	4,754.00
		Total this Level 1	\$4,754.00
		Total Current Invoice	\$4,836.52

Remit to PO Box 92 | Wichita, KS 67201

Office Locations in Kansas, Oklahoma, Colorado, Missouri

316.262.2691

www.pec1.com

Project	180004-002	Neodesha Fall River Dam Repairs	Invoice	533360
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*****PLEASE NOTE*****

Total Due includes Current and Outstanding invoices.

Payment Terms are Net 30 days

If you have questions regarding your outstanding invoices please call 316-206-1351.

Remit to PO Box 92 | Wichita, KS 67201

Office Locations in Kansas, Oklahoma, Colorado, Missouri

316.262.2691

www.pec1.com



Stephanie Fyfe
City Clerk
City of Neodesha
sfyfe@neodeshaks.org

October 25, 2024
Project No: 180004-007
Invoice No: 533361

Project 180004-007 Neodesha Additional Services
Neodesha, KS

Professional Services through September 28, 2024

Level 1 05 Design Revisions

Professional Personnel

	Hours	Rate	Amount
Project Assistant	.75	90.00	67.50
Totals	.75		67.50
Total Labor			67.50

Total this Level 1 \$67.50

Total Current Invoice \$67.50

*****PLEASE NOTE*****

Total due "may" include current and outstanding invoices.

Payment Terms are Net 30 days

If you have questions regarding your outstanding invoices please call 316-206-1351.

Remit to PO Box 92 | Wichita, KS 67201

Office Locations in Kansas, Oklahoma, Colorado, Missouri

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Stephanie Fyfe
City Clerk
City of Neodesha
sfyfe@neodeshaks.org

October 25, 2024
Project No: 180004-009
Invoice No: 533362

Project 180004-009 Neodesha Waterline Replacement
Neodesha, KS

Professional Services through September 28, 2024

Level 1	01	Preliminary Design
Fee		
Total Fee	693.00	
Percent Complete	100.00	Total Earned 693.00
		Previous Fee Billing 293.30
		Current Fee Billing 399.70
		Total Fee 399.70
		Total this Level 1 \$399.70

Level 1	03	Bidding
Fee		
Total Fee	844.00	
Percent Complete	100.00	Total Earned 844.00
		Previous Fee Billing 0.00
		Current Fee Billing 844.00
		Total Fee 844.00
		Total this Level 1 \$844.00

Level 1	05	Post Construction Services
Fee		
Total Fee	978.00	
Percent Complete	100.00	Total Earned 978.00
		Previous Fee Billing 0.00
		Current Fee Billing 978.00
		Total Fee 978.00
		Total this Level 1 \$978.00

Total Current Invoice \$2,221.70

Remit to PO Box 92 | Wichita, KS 67201

Office Locations in Kansas, Oklahoma, Colorado, Missouri

316.262.2691

www.pec1.com

Project	180004-009	Neodesha Waterline Replacement	Invoice	533362
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*****PLEASE NOTE*****

Total due "may" include current and outstanding invoices.

Payment Terms are Net 30 days

If you have questions regarding your outstanding invoices please call 316-206-1351.

Remit to PO Box 92 | Wichita, KS 67201

Office Locations in Kansas, Oklahoma, Colorado, Missouri

316.262.2691

www.pec1.com



Two Rivers. No Limits

P O Box 336
Neodesha KS 66757
Phone 620-325-2828

Credit
Memo

DATE: NOVEMBER 13, 2024
CREDIT MEMO NO. 20241113

TO:

Clayton Wheeler
6339 US Hwy 75
Neodesha, KS 66757

RE: Kansas Fair Plan - Claim No 2024K004507
922 N 8th Street

COMMENTS OR SPECIAL INSTRUCTIONS:

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	Original Issue Check Deposited 08/23/2024		\$ 3,864.00
	Interest accrued thru November 13, 2024		2.35
SUBTOTAL			\$ 3,866.35
AMINISTRATIVE FEES			0.00
TOTAL DISBURSED			\$ 3,866.35

Thank you!

CITY OF NEODESHA

RESOLUTION NO. 24-28

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 NEODESHA, KS, 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, GRIFFITH DEVELOPMENT, LLC, the owner of the building located at 519-525 MAIN ST, in the City of NEODESHA, KS wishes to participate in the program.

NOW, THEREFORE, BE IT RESOLVED THAT: the Governing Body of the City of NEODESHA, 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:

EXAMPLES INCLUDE: exterior siding damage, masonry damage, roof damage, window/door damage, inadequate structural support, and mechanical code violations and;

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

ADOPTED AND APPROVED by the governing body of the City of Neodesha, Kansas this 13th day of November, 2024.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

(Seal)

(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):

THE DEMOLITION OF OCCUPIED DWELLINGS WILL NOT BE ASSOCIATED WITH THIS PROJECT.

As chief official of the jurisdiction, I hereby certify that the above plan was officially adopted by the jurisdiction of Neodesha, KS on the 13th day of November, 2024.

Date: _____ Signature – Chief Elected Official: _____

Kansas Department of Commerce
Community Development Block Grant (CDBG) Program
1000 S.W. Jackson St., Suite 100
Topeka, KS 66612-1354

DETERMINATION OF LEVEL OF REVIEW

ENVIRONMENTAL REVIEW RECORD (ERR)

Grantee Name & Project Number: NEODESHA COMMERCIAL REHAB IMPROVEMENTS - BROWN HOTEL

Project Location: 519-525 MAIN ST NEODESHA, KS 66767

Project Description:

Project scope of work will consist of window repair/replacement, exterior masonry work, roof replacement and miscellaneous appurtenances related to construction activities. The estimated total project cost is \$634,000. The city is applying for \$300,000 in Commercial Rehabilitation CDBG funding. If awarded, CDBG funding will cover construction costs only. Local matching funds in the amount of \$334,000 provided by Griffith Development, LLC will cover construction, architectural design/inspection, and administration. Construction of the project is expected between June 2025 and May of 2026.

The subject project has been reviewed pursuant to HUD regulations 24 CFR Part 58, "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities," and the following determination with respect to the project is made:

- ☐ Exempt from NEPA review requirements per 24 CFR 58.34(a) ()
- ☐ Categorical Exclusion NOT Subject to §58.5 authorities per 24 CFR 58.35(b) ()
- ☒ Categorical Exclusion SUBJECT to §58.5 authorities per 24 CFR 58.35(a) ()
- ☐ An Environmental Assessment (EA) is required to be performed.
- ☐ An Environmental Impact Statement (EIS) is required to be performed.

The ERR (see §58.38) must contain all the environmental review documents, public notices and written determinations or environmental findings required by Part 58 as evidence of review, decision making and actions pertaining to a particular project. Include additional information including checklists, studies, analyses and documentation as appropriate.

Devin Johnson, Mayor

Chief Elected Official (print name/title)

Chief Elected Official's Signature

Date

CITY OF NEODESHA

RESOLUTION NO. 24-29

RESOLUTION CERTIFYING LEGAL AUTHORITY TO APPLY FOR THE 2024 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 of NEODESHA, KANSAS, is a legal governmental entity as provided by the laws of the STATE OF KANSAS, and

WHEREAS, the City of NEODESHA, KANSAS, intends to submit an application for assistance from the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby certifies that the City of NEODESHA, 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 NEODESHA, 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 \$334,000 in cash funds toward this project and \$0 in force account labor for same.

ADOPTED AND APPROVED by the governing body of the City of Neodesha, Kansas this 13th day of November, 2024.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

(Seal)

THE CITY OF NEODESHA, KANSAS

CONTRACT FOR ADMINISTRATION SERVICES
FOR THE CITY OF NEODESHA, KANSAS
CDBG COMMERCIAL REHAB PROJECT
BROWN HOTEL

THIS CONTRACT made this 13th day of November 2024, between WESTERN CONSULTANTS, PO Box 187, Lawrence, Kansas 66044 (THE CONSULTANT), and the CITY OF NEODESHA, KANSAS (THE CITY), **contingent upon grant award.**

WHEREAS, THE CITY is engaged in a CDBG Community Improvement project, and,

WHEREAS completion of this project requires the services of a qualified Administrator.

NOW, THEREFORE, THE CITY engages the services of THE CONSULTANT upon the following terms and conditions:

1. TERMINATION OF CONTRACT

A. FOR CAUSE

If, through any cause, either party shall fail to fulfill, in a timely and proper manner, their obligations under this Contract, or if either party shall violate any of the covenants, agreements, or stipulations of this Contract, the other party shall thereupon have the right to terminate this Contract by giving written notice to the breaching party of such termination and specifying the effective date thereof. This notice shall not be less than fifteen (15) days prior to the effective date.

B. FOR CONVENIENCE

The CITY may terminate this Contract, in whole or in part, at any time by written notice to THE CONSULTANT.

In event of termination, all finished or unfinished documents, studies and reports prepared by THE CONSULTANT, under this Contract, shall remain the property of THE CONSULTANT until THE CONSULTANT receives just and equitable compensation for any work satisfactorily completed hereunder, in accordance with this Contract, whereupon said documents, studies and reports shall become the property of THE CITY.

2. CHANGES

THE CITY may from time to time, request changes in the scope of services of THE CONSULTANT to be performed hereunder. Such changes, including any increase or decrease in the amount of THE CONSULTANTS' compensation, which are mutually agreed upon by both parties shall be incorporated in written amendments to this Contract.

3. PERSONNEL

- A. THE CONSULTANT represents that it has, or will secure at its own expense, all personnel required in performing the services under this Contract. Such personnel shall not be the employees of or have any contractual relationship with THE CITY.
- B. All of the services required hereunder will be performed by THE CONSULTANT or under its supervision and all personnel shall be fully qualified to perform such services.
- C. None of the work or services covered by this Contract shall be subcontracted without the prior approval of THE CITY. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Contract.

4. SERVICES OF THE CONSULTANT

Services outlined in this Contract are those necessary to effectively administer the project. The following summary of services is not intended to limit the scope of service but is intended to illustrate the work and services to be provided by THE CONSULTANT.

These services will include, but are not limited to the following:

- Preparation of reports and paperwork to be submitted to State agencies involved in the project.
- Perform necessary accounting procedures related to this project, until project is completed.
- Assist the City and contractors with adherence to Affirmative Action rules and regulations.
- Prepare documentation for procurement procedures.
- Review payment requests and check these against invoices.
- Process payment requests promptly.
- Prepare the Environmental Assessment Report.
- Prepare documentation relating to Release of Funds from State agencies involved.
- Prepare "No Significant Impact" certificate.
- Work closely with City staff throughout entire project.

- Attend Meetings that are project related.
- Report schedule changes to Governing Body.
- Assist City in project related public hearings required throughout the entire project.
- Work closely with all State agencies and furnish additional information they may request.
- Attend monitoring visits set up by State agencies.
- Perform additional duties as may be required.
- Assist City in securing qualified audit firm.
- Apply for any necessary time extensions.
- Provide proper close-out requested by State agencies involved in project.
- Operate within Federal and State guidelines, specifically:

**All Civil Rights Laws, Executive Orders and Regulations
as listed in the attached Appendix B.**

- Assist the City in developing a financial management system which will meet State and local standards.
- Comply with all applicable laws, ordinances, and codes for the State and Local governments.
- Will not discriminate against any employee or applicant for employment because of race, sex, creed, color, or national origin. THE CONSULTANT will take Affirmative Action to ensure that applicants are employed, and that employees are treated equally during employment, without regard to their race, creed, sex, color, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment, or recruitment advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

THE CONSULTANT agrees to post, in conspicuous places, available to employees and applicants for employment, notices to be provided by the CITY, setting forth the provisions of this non-discrimination clause.

5. AUDIT

THE CITY will be responsible for having the records relating to this project audited by a Certified Public Accountant at the completion of this project. The expense for this audit will be a responsibility of the City.

6. INTEREST OF THE CITY'S GOVERNING BODY

No member of the Governing Body of the CITY, and no other officer, employee or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of the program shall have any personal financial interest, direct or indirect, in this Contract, and THE CONSULTANT shall take appropriate steps to ensure compliance.

7. INTEREST OF THE CONSULTANT AND EMPLOYEES

THE CONSULTANT covenants that it presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest of its service hereunder. THE CONSULTANT further covenants that in the performance of this Contract no person having any such interest shall be employed.

8. FEES

GRIFFITH DEVELOPMENT LLC agrees to pay THE CONSULTANT a fee for the services outlined.

The fee, for these services, will be as follows:

Services will be billed at \$150.00 per hour not to exceed \$35,000.00 for the administration. If the project has an additional time extension past the projected 24-month completion date, and the \$35,000.00 has been expended for administration hours worked, all additional work hours will be billed at the current accepted rate of \$150.00.

In no way can the contract be changed without a written amendment approved by the CITY.

IN WITNESS WHEREOF, the parties have signed this Contract the day and year first mentioned above.

ATTEST: _____
City Clerk

(SEAL)

Mayor

d garrett nordstrom
Garrett Nordstrom – Western Consultants

Griffith Development LLC

Appendix B

SUMMARY OF CIVIL RIGHTS LAWS, EXECUTIVE ORDERS, AND REGULATIONS

CDBG grantees must ensure all project activities will be administered in compliance with all civil rights laws and regulations. The following are summaries of those parts of the civil rights laws and regulations applicable to CDBG activities.

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental and financing of dwellings based on race, color, religion, sex or national origin. Title VIII was amended in 1988 (effective March 12, 1989) by the Fair Housing Amendments Act, which: expanded the coverage of the Fair Housing Act to prohibit discrimination based on disability or on familial status (presence of child under age of 18, and pregnant women); established new administrative enforcement mechanisms with HUD attorneys bringing actions before administrative law judges on behalf of victims of housing discrimination; and revised and expanded Justice Department jurisdiction to bring suit on behalf of victims in Federal district courts.

Section 109, Housing and Community Development (HCD) Act of 1974, as amended, provides that no person in the United States shall, on the grounds of race, color, national origin, religion, or sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under Title I of the Housing and Community Development Act of 1974.

Section 504 of the Rehabilitation Act of 1973, as amended, provides for nondiscrimination of an otherwise qualified individual solely on the basis of his/her handicap in benefiting from any program or activity receiving federal financial assistance. All recipients must certify to compliance with all provisions of this Section.

Age Discrimination Act of 1975. No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of or subjected to discrimination under, any program or activity receiving federal financial assistance.

Executive Order 11063, as amended, directs all departments and agencies to take all action necessary and appropriate to prevent discrimination in housing and related facilities owned or operated by the federal government or provided with federal financial assistance and in the lending practices with respect to residential property and related facilities (including land to be developed for residential use) of lending institutions, insofar as such practices relate to loans insured or guaranteed by the federal government.

Kansas Act Against Discrimination. It is a policy of the State of Kansas that requires all employers, labor organizations, employment agencies, realtors, financial institutions, or other persons covered by this Act to assure equal opportunities and encourage every citizen regardless of race, religion, color, sex, age, physical disability, national origin, or ancestry, to secure and hold – without discrimination, segregation, or separation – employment in any field of work or labor for which they are properly qualified, the opportunity for full and equal public accommodations, and to assure full and equal opportunities in housing.

Section 3 of the Housing and Urban Development Act of 1968, as amended, provides that, to the greatest extent feasible, opportunities for training and employment shall be given to recipients of public housing and lower income residents of the unit of local government or the metropolitan area (or non-metropolitan county) in which the project is located, contract work in connection with such projects shall be awarded to business concerns which are owned in substantial part by persons residing in the same metropolitan area (or non-metropolitan county) as the project, employ Section 3 residents in full-time positions, or subcontract with businesses which provide economic opportunities to lower income persons.

Executive Order 11246, as amended, provides that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in any phase of employment during the performance of federal or federally assisted construction contracts in excess of \$10,000. The following civil rights requirements also apply to CDBG grantee performance: grantees shall comply with Executive Order 11246, as amended by Executive Order 12086, and the regulations issued pursuant thereto (41 CFR Chapter 60) which provide that no person shall be discriminated against on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin in all phases of employment during the performance of federal or federally-assisted construction contracts. As specified in Executive Order 11246 and the implementing regulations, contractors, and subcontractors on federal or federally assisted construction contracts shall take affirmative action to ensure fair treatment in employment, upgrading, demotion or transfer, recruitment or retirement advertising, layoff or termination, rates of pay or other forms of compensation and selection or training and apprenticeship.

Section 503 of the Rehabilitation Act of 1973, as amended, provides for the nondiscrimination in contractor employment. All recipients of federal funds must certify to the following through all contracts issued:

Affirmative Action for Handicapped Workers

1. The contractor will not discriminate against any employee in regard to any position for which the employee or applicant for employment is qualified. The contractor agrees to make affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: Employment upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeships.
2. The contractor agrees to comply with the rules, regulations and relevant orders of the Secretary of Labor issued pursuant to the Act.
3. In the event of the contractor's noncompliance with the requirements of this clause,

action for noncompliance may be taken in accordance with the rules, regulations and relevant orders of the Secretary of Labor issued pursuant to the Act.

4. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in the form to be prescribed by the Director, provided by or through the contracting officer. Such notices shall state the contractor's obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment and the rights of applicants and employees.
5. The contractor will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the contractor is bound by the terms of Section 503 of the Rehabilitation Act of 1973 and is committed to take affirmative action to employ and advance in employment physically and mentally handicapped individuals.
6. The contractor will include the provisions of this clause in every subcontract or purchase order of \$2,500 or more unless exempted by rules, regulations or orders of the Secretary issued pursuant to Section 503 of the Act, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontractor or purchase order as the Director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance.

Section 912 of the Cranston-Gonzales National Affordable Housing Act, as amended, Section 109 (a) of the HCD Act to prohibit discrimination on the basis of religion.

E-Verify - CFR 52.222-54 requires federal contracts committing government contractors (subcontractors) to use the USCIS E-Verify system to verify that all of the contractors employees, (existing and new), directly performing work under federal contracts, are authorized to work in the United States.

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.

_____ Signature, Chief Elected Official Mayor _____ Title	Devin Johnson _____ Name (typed or printed) _____ Date
---	--

To Whom It May Concern:

As Chief Elected Official of the City/County of NEODESHA, 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 Neodesha, KS 1407 N 8th Neodesha, KS 66757 620-325-2828	2. Social Security Number or Employer ID Number: LZVTNWGN7Q68
3. HUD Program Name Community Development Block Grant-CR	4. Amount of HUD Assistance Requested/Received \$300,000.00
5. State the name and location (street address, City and State) of the project or activity: 519-515 Main St Neodesha, KS 66757	

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 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 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
GRIFFITH DEVELOPMENT LLC	Cash	\$334,000	Const, Arch. design, admin,

(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 %)
Western Consultants	NGAGNZN924K5	Grant Admin.	\$35,000/5%
Echelon Arch + Design		Architectural	\$44,000/7%

(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) 11/13/24
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City Attestation Statement

To Whom It May Concern:

As Chief Elected Official of the City of Neodesha, 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

ATTEST:

City Clerk

CONTRACT FOR SERVICES

THIS AGREEMENT, MADE AND ENTERED INTO THIS 13TH DAY OF NOVEMEBR 2024, between THE CITY OF NEODESHA, KANSAS (THE CITY), and WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES (THE CONSULTANT), PO BOX 187, LAWRENCE, KANSAS 66044.

WHEREAS THE CITY hereby retains THE CONSULTANT for the preparation of a 2025 Community Development Block Grant application through the Kansas Department of Commerce.

WHEREAS the purpose of this contract is to provide THE CITY a 2025 Community Development Block Grant application for an ECONOMIC DEVELOPMENT Project for THE GRANBY AVE REHABILITATION.

THEREFORE, the parties agree as follows:

1. THE CONSULTANT agrees to perform the following services, to-wit:
 - (A) Submit Grant Application in accordance with the rules and regulations set forth by each State and Federal agency involved.
 - (B) If it should occur that the grant is not awarded for 2025, THE CONSULTANT will resubmit the grant application until awarded. No additional charges for grant writing will be incurred.
 - (C) THE CITY will be responsible for payment of public hearing costs.
2. In exchange for performance of above said services, related to the preparation and submission of said Grant Application, THE CITY shall authorize payment, as an allowable cost, to THE CONSULTANT, to-wit:
 - (A) Payment of \$13,500.00 due upon signing of this contract.

IN WITNESS WHEREOF, the parties hereto have signed their names the day, month and year mentioned above.

Mayor
City of Neodesha, Kansas

d garrett nordstrom
Garrett Nordstrom - Partner
Western Consultants dba GAS

2024

Notice of Budget Hearing for Amending the

2024 Budget

The governing body of

City of Neodesha

will meet on the day of December 11, 2024 at 2:00 p.m. at Commission Room for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at City Hall, 1407 N 8th Street, Neodesha, KS and will be available at this hearing.

Summary of Amendments

Fund	2024 Adopted Budget			2024 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
100 General	42.557	435,762	4,400,490	4,664,735
201 Special Parks			0	64,000
702 Electric			4,999,460	5,059,460
			0	0
			0	0
			0	0

Devin Johnson

Official Title: Mayor

2024

**Amended
Certificate
For Calendar Year 2024**

To the Clerk of Wilson, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
City of Neodesha
certify that: (1) the hearing mentioned in the attached publication was
held;(2) after the Budget Hearing this Budget was duly approved and
adopted as the maximum expenditure for the various funds for the year.

			2024 Amended Budget		
			Amount of 2023 Tax that was Levied	Adopted 2024 Expenditures	Proposed Amended 2024 Expenditures
Table of Contents:		Page No.			
Fund	K.S.A.				
100 General	79-2929a	2	435,762	4,400,490	4,664,735
201 Special Parks	79-2929a	3			64,000
702 Electric	79-2929a	4		4,999,460	5,059,460
Totals		xxxxxxxxx	435,762	9,399,950	9,788,195
Summary of Amendments		4			

Attested date: _____

County Clerk

Devin Johnson, Mayor

Assisted by:

Address:

Emily Vail-Keller, Commissioner

Email:

Duane Banzet, Commissioner

Governing Body

CPA Summary

City of Neodesha

2024

Adopted Budget

100 General	2024 Adopted Budget	2024 Proposed Budget
Unencumbered Cash Balance January 1	61,185	208,886
Receipts:		
Ad Valorem Tax	435,762	435,762
Delinquent Tax		
Motor Vehicle Tax	68,789	68,789
Recreational Vehicle Tax	1,357	1,357
16/20M Vehicle Tax	384	384
Receipts	1,833,013	1,893,013
Transfer from Gas	1,720,000	1,720,000
Transfer from Water	30,000	30,000
Transfer from Electric	200,000	260,000
Transfer from Sewer	50,000	50,000
Interest on Idle Funds		
Total Receipts	4,339,305	4,459,305
Resources Available:	4,400,490	4,668,191
Expenditures:		
Administration	186,000	186,000
Municipal Court	13,800	13,800
Police	1,105,400	1,105,400
Airport	32,500	32,500
Fire	628,600	628,600
EMS	1,071,850	1,336,095
Swimming Pool	97,400	97,400
Neodesha Historical Museum	14,700	14,700
Parks & Facilities	293,720	293,720
Streets	532,020	532,020
Service Improvements	69,500	69,500
WMC - Sales Tax Payment	355,000	355,000
Total Expenditures	4,400,490	4,664,735
Unencumbered Cash Balance December 31	0	3,456

CPA Summary

City of Neodesha

2024

Adopted Budget

702 Electric	2024 Adopted Budget	2024 Proposed Budget
Unencumbered Cash Balance January 1	501,571	353,002
Receipts:		
Ad Valorem Tax		
Delinquent Tax		
Motor Vehicle Tax		
Recreational Vehicle Tax		
16/20M Vehicle Tax		
Receipts	4,762,000	4,762,000
Interest on Idle Funds		
Total Receipts	4,762,000	4,762,000
Resources Available:	5,263,571	5,115,002
Expenditures:		
Electric Administration	422,660	422,660
Electric Distribution	980,800	980,800
Electric Production	3,016,000	3,016,000
Transfer to General Fund	200,000	260,000
Transfer to Electric Reserves	200,000	200,000
Capital Outlay	180,000	180,000
Total Expenditures	4,999,460	5,059,460
Unencumbered Cash Balance December 31	264,111	55,542

CPA Summary

11-7-24

To Whom It May Concern:

My husband and I are currently staying at the Riverwalk Park campground at site #4 in our fifth wheel camper. On November 15th, 2024 we will be there for two weeks. Since the normal stay is two weeks in one spot, we are asking for permission to have an extended stay. We are currently working with some water issues. We are getting towards the end of the project now. We are asking the city commission board to approve that as we finish up this project, we are allowed to stay in site #4 at Riverwalk Park campground. We appreciate your consideration in this matter.

Crystal Cefarelli

620-252-9333