

## **Agenda**

City Commission of the City of Neodesha, KS

July 9, 2025 4:00 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 June 25, 2025 Minutes
- Approval of June 30, 2025 Special Call Minutes
- Appropriation (2025) 12

### Item 4: Business Items to Consider

- A. Approve Notice to Exceed Revenue Neutral Rate
- B. Approve Publication of Notice of Combined Revenue Neutral Rate & Budget Hearing
- C. Financial Services Agreement: Stifel, Nicolaus & Co Inc
- D. Accept Resignation Modification of City Hall Employee
- E. Neodesha Lank Bank: Sale of 4303 U.S. 75 Hwy Property

### Item 5: Additional Public Comments

### Item 6: Date/Time of Next Regular Meeting

Wednesday, July 23, 2025 at **4:00** p.m. – Regular Meeting, City Hall

### Item 7: Executive Session

### Item 8: Adjournment

**AGENDA COMMENTS**  
**CITY COMMISSION MEETING**  
**July 9, 2025**

**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: Approve Notice to Exceed Revenue Neutral Rate**

Once final publication numbers are comprised and the date for the combined hearing is set, the Commission is asked to approve the Notice of Revenue Neutral Rate Intent. This document, signed by the City Clerk, is to be provided to the Wilson County Clerk on or before July 20, 2025.

**RECOMMENDED MOTION:** *I move to approve the Notice of Revenue Neutral Rate Intent as presented.*

**4.B: Approve Publication of Notice of Combined Revenue Neutral Rate & Budget Hearing**

Should the Commission approve the content of the proposed budget, Staff is asking to approve publication of the Combined Notice of Public Hearing to Exceed the Revenue Neutral Rate (RNR) and Budget Hearing in the Neodesha Derrick News. This combined notice calls for a budget hearing to be held on Wednesday, August 27, 2025, at 4:00 pm, during the Commission's regular meeting. Conducting an additional (or combined) hearing is a requirement when considering exceeding the RNR.

**RECOMMENDED MOTION:** *I move to approve publication of the Combined Notice of Public Hearing to Exceed RNR and Budget Hearing, setting the date for the hearing on Wednesday, August 27<sup>th</sup> 2025, at 4 pm.*

**4.C: Financial Services Agreement: Stifel, Nicolaus & Co Inc**

This agreement pertains to the water project in coordination with USDA. It authorizes their assistance in securing project financing and establishing the appropriate payment structure for the City.

**RECOMMENDED MOTION:** *I move to approve the Financial Services Agreement with Stifel, Nicolaus & Co as presented.*

#### **4.D: Accept Resignation Modification of City Hall Employee**

Anita Buchanan has submitted her letter of resignation as she plans to retire! We would like to thank Anita for her 35 years of dedicated service to the City of Neodesha.

**RECOMMENDED MOTION:** *I move to accept the Resignation Modification of Anita Buchanan with a retirement date of 10/1/2025.*

#### **4.E: Neodesha Land Bank: Sale of Land Bank Property**

This is the official purchase offer from Kally and Tyler Lewis with SizzBoom Fireworks for the property located on the south side of the Neodesha Airport entrance.

**RECOMMENDED MOTION:** *I move to convene as the Neodesha Land Bank to consider the sale of property.*

**RECOMMENDED MOTION:** *I move to accept the offer from Kally and Tyler Lewis of \$5,000.00 dollars for the property at 4303 U.S. 75 Hwy.*

**Legal Description:** *S15, T30, R16, ACRES 1.2, BEG 448.2' S & 165.7' E NW/C SW4 E 313' N 238.8' SWLY 342' SLY 90.1' TO POB*

**RECOMMENDED MOTION:** *I move to adjourn as the Neodesha Land Bank and reconvene as the City of Neodesha Governing Body.*

The Board of Commissioners met in regular session at 2:00 p.m., on Wednesday, June 25, 2025, in the Commission Room at City Hall conducting the meeting by live streaming with Zoom with Mayor Johnson presiding and Commissioner Banzet and Truelove present.

Commissioner Banzet moved to approve the agenda as presented. Seconded by Commissioner Truelove. 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 invited and heard.

Commissioner Truelove moved to approve the consent agenda as presented consisting of minutes from the June 11, 2025 Meeting; minutes from the June 20, 2025 Special Call Meeting; and Appropriation (2025) 11. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones along with Building Inspector Tommy John addressed the Commission regarding a Dangerous Structure Ordinance for demolition of the property located at 127 Mill. Discussion held.

#### **ORDINANCE NO. 1821**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE REMOVAL OF CERTAIN UNSAFE AND DANGEROUS STRUCTURES LOCATED AT: 127 Mill Street, Neodesha KS 66757 ON LEGAL DESCRIPTION 127 Mill Street, Neodesha KS 66757. Legal Description: *Beginning 250 feet East of the NW corner of that part of Block 75, City of Neodesha, that part of the block of South Mill Street, thence East 75 feet, thence South to the South side of the block, thence West 75 feet, thence North to point of beginning.* AUTHORIZING THE FINANCING OF THE COSTS OF SUCH REMOVAL BY THE SALE OF SALVAGE FROM SUCH STRUCTURES, IF ANY, AND/OR FROM THE GENERAL FUND OF THE CITY, AND THE LEVYING OF SPECIAL ASSESSMENTS AGAINST THE LOTS ON WHICH SUCH STRUCTURE IS LOCATED.**

**WHEREAS**, the governing body did after proper notice and hearing as provided by law make findings by Resolution 24-27 dated October 23, 2024, that the structure hereinafter described as unsafe and dangerous and did direct the owner of such structure to repair or remove the same and make the premises safe and secure, together with the statement that if the owner failed to commence the repair or removal within the time fixed by such resolution or failed to diligently prosecute the same until the work was completed, the city would cause the structure to be razed and removed, and

**WHEREAS**, such resolution was published in the official city newspaper and copies of such resolution were mailed to each owner, agent, lienholder of record and occupants of such structures and were otherwise served as required by law, and

**WHEREAS**, the owner has wholly failed to commence the repair or removal of such structures; now therefore

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF NEODESHA, KANSAS:**

**Section 1:** The enforcing officer is hereby authorized and directed to cause the dwelling located at *127 Mill Street, Neodesha KS 66757. Legal Description: 127 Mill Street, Neodesha KS 66757. Legal Description: Beginning 250 feet East of the NW corner of that part of Block 75, City of Neodesha, that part of the block of South Mill Street, thence East 75 feet, thence South to the South side of the block, thence West 75 feet, thence North to point of beginning.*, to be razed and removed and the premises be made safe and secure and for this purpose is authorized to invite bids, negotiate a contract, or cause the work to be done by city employees.

**Section 2:** The enforcing officer shall keep an account of the cost of the work and may sell the salvage from such structures and shall keep an account of the receipts therefrom as provided by law.

**Section 3:** All costs incurred by the city in the razing and removal of such structures and the making of the premises safe and secure shall be paid from moneys received from the sale of salvage therefrom and all moneys in excess of that necessary to pay such costs shall, after the payment of all costs, be paid to the owner of the premises upon which said structures were located: **PROVIDED**, that if there is no salvageable material or if moneys received from the sale of salvage is insufficient to pay the cost of such work, such costs or any portion thereof in excess of the amount received from the sale of salvage shall be assessed as a special assessment against the lots on which the structure was located and may be financed until the assessment is paid out of the general fund of the city.

**Section 4: EFFECTIVE DATE.** This ordinance shall be in full force and effect upon its publication in the official city newspaper.

Commissioner Banzet moved to approve Ordinance 1821 as presented. Seconded by Commissioner Truelove. Motion carried.

Administrator Jones along with Building Inspector Tommy John addressed the Commission regarding a resolution that addresses blight on the property located at 1305 N 8<sup>th</sup> Street. Discussion held.

#### **RESOLUTION NO. 25-07**

**A RESOLUTION FIXING A TIME AND PLACE AND PROVIDING FOR NOTICE OF A HEARING BEFORE THE GOVERNING BODY OF THE CITY OF NEODESHA, KANSAS AT WHICH TIME THE OWNER, HIS AGENT, LIENHOLDERS OF RECORD AND OCCUPANTS OF THE STRUCTURE LOCATED AT 1305 North 8<sup>th</sup> Street LEGAL DESCRIPTION: *The South Seventeen (17) feet of Lot 77, all Lots 78, 79, 80 and 81, and the North Six (6) feet of Lot 82, Block Two (2), Westlawn Addition to the City of Neodesha,* MAY APPEAR AND SHOW CAUSE WHY**

*(continued on next page)*

**SUCH PROPERTY SHOULD NOT BE CONSIDERED UNSAFE OR CAUSING A BLIGHTING INFLUENCE AND DIRECTING THE VIOLATION TO BE ABATED OR REMOVED AND THE PREMISES MADE SAFE AND SECURE.**

**WHEREAS**, the Enforcement Officer of the City of Neodesha, did on the 15<sup>th</sup> day of January, 2025, file with the Governing Body of said City a statement in writing that the property was found to be unsafe and/or causing a blighting influence;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing body of the City of Neodesha that a hearing will be held on the **23<sup>rd</sup> day of July, 2025**, before the Governing Body of the City at **4:00 p.m.** in the Commission Room of City Hall, 1407 N. 8<sup>th</sup>; at which time the owner, his agent, any lien holder of record and any occupant of the structure located at **1305 North 8<sup>th</sup> Street** may appear and show cause why such property should not be considered a blighting influence and/or an unsafe property and be ordered to abate the property and be made safe and secure.

**BE IT FURTHER RESOLVED** that the City Clerk shall cause this Resolution to be published two consecutive times and shall give notice of the aforesaid hearing in the manner provided by law.

Commissioner Banzet moved to approve Resolution 25-07 as presented, and to set a Public Hearing July 23, 2025 at 4:00 p.m. Seconded by Commissioner Truelove. Motion carried.

Administrator Jones addressed the Commission regarding a resolution that changes the City's depository information. This change reflects Chris Jabben resigning and being replaced by Commissioner Truelove. Discussion held.

#### **RESOLUTION NO. 25-08**

**NOW**, on this 25<sup>th</sup> day of June, 2025, at a regular meeting of the Governing Body of the City of Neodesha, Kansas, the following Resolution was adopted.

**WHEREAS**, the Bank of Commerce; the Equity Bank of Neodesha; and the Community National Bank of Neodesha, Kansas, have been designated as depositories for the funds of the City of Neodesha, Kansas; and

**WHEREAS**, certain officers and Commissioners of the City of Neodesha, Kansas, have been designated and authorized to deposit and withdraw said funds upon checks, drafts, notes, or orders of the City of Neodesha, Kansas.

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

**Section 1.** That the Bank of Commerce of Neodesha, Kansas, be and it is hereby designated a depository of the City of Neodesha, Kansas, for its General Account 010111; Petty Cash Account 104361; Flexi-Vest Account 751278; Fire Insurance Proceeds Fund Account 753564; Employee Benefits Account 116912; Raw Water Project Bond Account 3001673; Emergency Equipment Reserve Fund Account 3006011; and Norman No Oil Well and Museum Account 3004025; and that the funds in said accounts so deposited may be withdrawn upon a check, draft, note, or order of the City of Neodesha, Kansas.

**Section 2.** That all checks, drafts, notes or orders drawn against the General Account 010111 shall be signed by one of the following:

| <u>NAME</u>     | <u>TITLE</u>                                |
|-----------------|---|
| Devin Johnson   | Mayor                                       |
| Duane Banzet    | Vice Mayor                                  |
| Eddy R Truelove | Commissioner                                |
| Anita Buchanan  | City Treasurer / Utility Billing Supervisor |
| Brogan Jones    | City Administrator                          |

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas; whose signatures shall be duly certified to said Bank and that no checks, drafts, notes or order drawn against said Bank on said account shall be valid unless so signed.

**Section 3.** That all checks, drafts, notes or orders drawn against the Flexi-Vest Account 751278, and the Fire Insurance Proceeds Fund Account 753564 shall be signed by one of the following:

| <u>NAME</u>     | <u>TITLE</u>       |
|-----------------|--------------------|
| Devin Johnson   | Mayor              |
| Duane Banzet    | Vice Mayor         |
| Eddy R Truelove | Commissioner       |
| Brogan Jones    | City Administrator |

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas, whose signatures shall be duly certified to said Bank, and that no checks, drafts, notes or orders drawn against said Bank on said accounts shall be valid unless so signed.

**Section 4.** That all checks, drafts, notes or orders drawn against the Petty Cash Account 104361 shall be signed by one of the following:

| <u>NAME</u>    | <u>TITLE</u>                                |
|----------------|---|
| Rhonda Howell  | Assistant City Clerk                        |
| Anita Buchanan | City Treasurer / Utility Billing Supervisor |

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas; whose signatures shall be duly certified to said Bank

(continued on next page)

and that no checks, drafts, notes or order drawn against said Bank on said account shall be valid unless so signed.

**Section 5.** That all checks, drafts, notes or orders drawn against Raw Water Project Bond Account 3001673; and Norman No Oil Well and Museum Account 3004025 shall be signed by two of the following:

| <u>NAME</u>     | <u>TITLE</u>       |
|-----------------|--------------------|
| Stephanie Fyfe  | City Clerk         |
| Devin Johnson   | Mayor              |
| Duane Banzet    | Vice Mayor         |
| Eddy R Truelove | Commissioner       |
| Brogan Jones    | City Administrator |

**Section 6.** That all checks, drafts, notes or orders drawn against Employee Benefits Account 116912 shall be signed or requested by one of the following:

| <u>NAME</u>     | <u>TITLE</u>       |
|-----------------|--------------------|
| Devin Johnson   | Mayor              |
| Duane Banzet    | Vice Mayor         |
| Eddy R Truelove | Commissioner       |
| Brogan Jones    | City Administrator |

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas; whose signatures shall be duly certified to said Bank and that no checks, drafts, notes or order drawn against said Bank on said account shall be valid unless so signed.

**Section 7.** That all checks, drafts, notes or orders drawn against the Emergency Equipment Reserve Fund Account 3006011 shall be signed by one of the following:

| <u>NAME</u>     | <u>TITLE</u>                                |
|-----------------|---|
| Devin Johnson   | Mayor                                       |
| Duane Banzet    | Vice Mayor                                  |
| Eddy R Truelove | Commissioner                                |
| Anita Buchanan  | City Treasurer / Utility Billing Supervisor |
| Brogan Jones    | City Administrator                          |

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas; whose signatures shall be duly certified to said Bank and that no checks, drafts, notes or order drawn against said Bank on said account shall be valid unless so signed.

**Section 8.** That the signatures mentioned in Sections 2, 3, 4, 5, and 6 above shall be duly certified to said Bank of Commerce of Neodesha, Kansas; and that no checks, drafts, notes or orders drawn against said Bank shall be valid unless so signed. That said Bank is hereby authorized and directed to honor and pay any checks, drafts, notes or orders so drawn, whether such checks, drafts, notes or orders be payable to the order of any such person signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders are deposited to the individual credit of the person so signing and/or countersigning said checks, drafts, notes or orders, or to the individual credit of any of the other officers or not.

**Section 9.** That Equity Bank of Neodesha, Kansas, be and is hereby designated a depository of the City of Neodesha for the purpose of investing idle funds in time certificates of deposit and that all checks, drafts, notes or orders shall be signed or requested by one of the following:

| <u>NAME</u>     | <u>TITLE</u>       |
|-----------------|--------------------|
| Devin Johnson   | Mayor              |
| Duane Banzet    | Vice Mayor         |
| Eddy R Truelove | Commissioner       |
| Brogan Jones    | City Administrator |

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas, whose signatures shall be duly certified to said Bank, and that no checks, drafts, notes or orders drawn against said Bank on said accounts shall be valid unless so signed.

**Section 10.** That the Community National Bank of Neodesha, Kansas, be and is hereby designated a depository of the City of Neodesha for the purpose of investing idle funds in time certificates of deposit and that all checks, drafts, notes or orders shall be signed or requested by one of the following:

(continued on next page)

| <u>NAME</u>     | <u>TITLE</u>       |
|-----------------|--------------------|
| Devin Johnson   | Mayor              |
| Duane Banzet    | Vice Mayor         |
| Eddy R Truelove | Commissioner       |
| Brogan Jones    | City Administrator |

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas, whose signatures shall be duly certified to said Bank, and that no checks, drafts, notes or orders drawn against said Bank on said accounts shall be valid unless so signed.

**Section 11.** That this Resolution shall take effect upon its adoption by the Governing Body of the City of Neodesha, Kansas.

Commissioner Truelove moved to approve Resolution 25-08 as presented. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding the 2025 Audit Engagement Letter from Jarred, Gilmore & Phillips PA to conduct our 2025 Audit. Discussion held.

Commissioner Banzet moved to approve the audit engagement letter with Jarred, Gilmore & Phillips PA as presented. Seconded by Commissioner Truelove. Motion carried.

Commissioner Truelove moved to convene as the Neodesha Land Bank Board to discuss the potential sale of Land Bank property. Seconded by Commissioner Banzet. Motion carried.

Commissioner Truelove moved to approve the offer from Casey's General Stores to purchase 3.01 acres located at the southeast corner of Highway 400 and Highway 75 in the amount of \$235,000. Seconded by Commissioner Banzet. Motion carried.

Commissioner Banzet moved to adjourn as the Neodesha Land Bank Board and re-convene as the City of Neodesha Governing Body. Seconded by Commissioner Truelove. Motion carried.

The Governing Body welcomed Joe Cody, representative from the NHS Clay Target Team, to discuss renewing the agreement with the City to continue their clay target shooting team operations at the Neodesha Airport. The original agreement in place expires December 31, 2026. Discussion held. No action taken.

Administrator Jones addressed the Commission regarding an appointment to the Library Board. Discussion held.

Commissioner Truelove moved to appoint Carolyn Smalley to the Library Board to complete an unexpired four-year term, with a term ending date of December 31, 2028. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding setting a date and time for another 2026 Budget Workshop. Discussion held.

Commissioner Banzet moved to set a Special Call Budget Meeting for Monday, June 30, 2025 at 12:00 p.m. Seconded by Commissioner Truelove. Motion carried.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, July 9, 2025, at 4:00 p.m.

At 3:35 p.m. Commissioner Truelove moved to adjourn. Seconded by Commissioner Banzet. Motion carried.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

**SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS**

Neodesha, Kansas  
June 30, 2025

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Monday, June 30, 2025 at 12:00 p.m., at City Hall, 1407 N. 8th St, for the following purpose:

1. 2026 Budget Work Session

The Board of Commissioners met in a Special Call Session at 12:00 p.m. at City Hall, 1407 N 8<sup>th</sup> Street, on Monday, June 30, 2025, with Mayor Johnson presiding and Commissioners Banzet and Truelove present.

Administrator Jones addressed the Commission regarding the 2026 Budget that has been modified from the discussion that was held at the previous 2026 Budget Worksession. Department Heads and several members of the Neodesha Fire/EMS Department were also present for the discussion held. No action taken.

At 2:02 p.m. Commissioner Banzet moved to adjourn. Seconded by Commissioner Truelove. Motion carried.

ATTEST:

\_\_\_\_\_  
Devin Johnson, Mayor

\_\_\_\_\_  
Stephanie Fyfe, City Clerk



**APPROPRIATIONS REPORT****ORDINANCE NO 12****7/9/2025**

| <u>VENDOR</u>                 | <u>REFERENCE</u>                   | <u>AMOUNT</u> | <u>CHECK NO</u> | <u>CHECK DATE</u> |
|-------------------------------|------------------------------------|---------------|-----------------|-------------------|
| BORDER STATES INDUSTRIES INC  | TRANSFORMERS                       | 5,471.73      | 75843           | 7/9/2025          |
| CALLTOWER                     | PHONE CHARGES                      | 304.97        | 75845           | 7/9/2025          |
| CHASE PEST CONTROL LLC        | EXTERMINATOR SERVICE               | 420.00        | 75846           | 7/9/2025          |
| CLEAVER FARM & HOME           | SUPPLIES                           | 99.94         | 75847           | 7/9/2025          |
| CORE & MAIN                   | PARTS & SUPPLIES                   | 625.80        | 75848           | 7/9/2025          |
| CULLIGAN OF INDEPENDENCE      | JULY WATER SERVICE                 | 348.99        | 75849           | 7/9/2025          |
| EAGLE RESEARCH CORP           | DATA PUBLICATION FEE               | 45.00         | 75850           | 7/9/2025          |
| EAGLE'S EYE AERIAL IMAGING    | BROWN HOTEL/MCCARTNEY LN PHOTO     | 200.00        | 75851           | 7/9/2025          |
| EMC INSURANCE COMPANIES       | DEDUCTIBLE                         | 1,948.10      | 75852           | 7/9/2025          |
| ENVIROLINE CO INC             | FLOAT CLIP & SWITCH                | 338.10        | 75853           | 7/9/2025          |
| FASTENAL COMPANY              | PARTS                              | 46.78         | 75854           | 7/9/2025          |
| FED EX                        | SHIPPING CHARGES                   | 16.16         | 75855           | 7/9/2025          |
| FIREX-MARMIC FIRE & SAFETY CO | FIRE EXTINGUISHER INSPECTION       | 204.80        | 75856           | 7/9/2025          |
| FOUR STATE MAINT SUPPLY, INC  | SUPPLIES                           | 62.45         | 75857           | 7/9/2025          |
| G & W FOODS                   | PALLET OF WATER & POOL CONCESSIONS | 800.83        | 75858           | 7/9/2025          |
| HARMONY LODGE                 | 3RD QTR LEASE                      | 1,200.00      | 75859           | 7/9/2025          |
| HAWKINS INC                   | CHEMICALS                          | 2,794.53      | 75860           | 7/9/2025          |
| HUGO'S INDUSTRIAL SUPPLY, INC | SUPPLIES                           | 315.45        | 75861           | 7/9/2025          |
| INA ALERT.INC                 | TOWER CAMERA                       | 3,246.76      | 75862           | 7/9/2025          |
| TOMMY JOHN                    | CLEANING SERVICES                  | 200.00        | 75863           | 7/9/2025          |
| KANSAS ONE-CALL SYSTEM, INC   | JUNE LOCATES                       | 71.82         | 75864           | 7/9/2025          |
| JARED KITE                    | REFUND COURT FINES OVERPAYMENT     | 1,417.28      | 75865           | 7/9/2025          |
| KOONS GAS MEASUREMENT         | GAS SUPPLIES                       | 5,360.16      | 75866           | 7/9/2025          |
| LEASE FINANCE SERVICES        | COPIER LEASE                       | 435.21        | 75867           | 7/9/2025          |
| LANG DIESEL INC               | PARTS & SUPPLIES                   | 1,080.15      | 75868           | 7/9/2025          |
| LAWSON PRODUCTS               | SUPPLIES                           | 229.10        | 75869           | 7/9/2025          |
| LOCKE SUPPLY                  | SUPPLIES                           | 23.43         | 75870           | 7/9/2025          |
| MEDICCLAIMS INC               | AMBULANCE COLLECTION FEES          | 1,218.89      | 75871           | 7/9/2025          |

|                                 |                                 |            |       |           |
|---------------------------------|---------------------------------|------------|-------|-----------|
| MERIDIAN ANALYTICAL LABS LLC    | WASTEWATER ANALYSIS             | 61.00      | 75872 | 7/9/2025  |
| MIDWEST COMPUTER SALES          | IT SERVICES                     | 2,354.78   | 75873 | 7/9/2025  |
| BANK OF AMERICA                 | ROCK                            | 5,799.31   | 75877 | 7/9/2025  |
| NEODESHA AUTO SUPPLY            | AUTO PARTS & SUPPLIES           | 364.14     | 75878 | 7/9/2025  |
| NEODESHA DERRICK NEWS           | PUBLICATIONS                    | 779.00     | 75879 | 7/9/2025  |
| O'REILLY AUTOMOTIVE INC         | PARTS & SUPPLIES                | 277.43     | 75880 | 7/9/2025  |
| OPTIV SECURITY INC              | FOB TOKENS-KCJIS SYSTEM         | 65.94      | 75881 | 7/9/2025  |
| PRAIRIE FIRE COFFEE             | BEVERAGE SERVICE                | 539.67     | 75882 | 7/9/2025  |
| RAILROAD MANAGEMENT CO III,LLC  | SEWER/WASTEWATER PIPELINE LEASE | 1,189.26   | 75883 | 7/9/2025  |
| ROYAL T CONSTRUCTION            | CITY HALL GUTTERING             | 400.00     | 75884 | 7/9/2025  |
| STANION WHOLESALE ELECTRIC      | ELECTRIC SUPPLIES               | 1,209.27   | 75885 | 7/9/2025  |
| STARBUCK TRUCKING LLC           | SEWAGE PUMP OUT                 | 7,850.00   | 75886 | 7/9/2025  |
| STUDEBAKER REFRIGERATION INC    | ICE MACHINE RENTAL              | 95.00      | 75887 | 7/9/2025  |
| SUBSURFACE SOLUTIONS            | RECHARGEABLE BATTERY PACK       | 573.33     | 75888 | 7/9/2025  |
| SUNDOWNER TROPHIES              | GOLD PLASTIC SIGN               | 6.00       | 75889 | 7/9/2025  |
| THE RENTAL STATION              | MINI EXCAVATOR RENTAL           | 409.26     | 75890 | 7/9/2025  |
| TLC GROUNDSKEEPING INC          | MOWER BLADES                    | 159.58     | 75891 | 7/9/2025  |
| US CELLULAR                     | CELL PHONE/TABLET CHARGES       | 620.43     | 75892 | 7/9/2025  |
| WALMART COMMUNITY BRC           | POOL CONCESSIONS & SUPPLIES     | 519.51     | 75893 | 7/9/2025  |
| WESTERN AUTO                    | SUPPLIES                        | 682.47     | 75894 | 7/9/2025  |
| WILSON COUNTY COORDINATOR       | TIRE DISPOSAL                   | 147.00     | 75895 | 7/9/2025  |
| WILSON MEDICAL CENTER           | JUNE TAX DISTRIBUTION           | 27,697.50  | 75896 | 7/9/2025  |
| WOODS LUMBER COMPANY            | SUPPLIES & RENTALS              | 152.87     | 75897 | 7/9/2025  |
| WILSON COUNTY REGISTER OF DEEDS | DEED FILED                      | 21.00      | 75547 | 5/29/2025 |
| DETECTACHEM, INC                | MOBILE DETECT DRUG POUCHES      | 586.24     | 75548 | 5/29/2025 |
| SPARKLIGHT                      | INTERNET SERVICE                | 180.73     | 75549 | 5/29/2025 |
| EVERGY                          | STREETLIGHTS @ OTTAWA           | 110.42     | 75550 | 5/29/2025 |
| NHS WELDING                     | BLUE SR N WITH WHITE BOLT       | 445.74     | 75551 | 5/29/2025 |
| STREAK-N-SHOPPE                 | LIFEGUARD/STAFF TANKS           | 510.00     | 75552 | 5/29/2025 |
| CHARLES HILL                    | REIMBURSE FROM GARNISHMENT      | 230.30     | 75553 | 5/29/2025 |
| FLEET FUELS                     | DIESEL FUEL FOR GENERATORS      | 9,800.00   | 75554 | 5/29/2025 |
| KMEA-MID-STATES                 | KWIKOM PROJECT                  | 112,630.95 | 75555 | 5/29/2025 |
| ALLISON HARE                    | 2025 POOL START UP MONEY        | 200.00     | 75556 | 5/29/2025 |

|                                |                                 |            |       |           |
|--------------------------------|---------------------------------|------------|-------|-----------|
| KMEA                           | 2025 ANNUAL DUES                | 787.00     | 75557 | 5/29/2025 |
| ENCORE ENERGY SERVICES         | APRIL BILLING                   | 100,552.23 | 75558 | 5/29/2025 |
| CASH                           | EMPLOYEE BIRTHDAYS              | 70.00      | 75559 | 5/29/2025 |
| VISA                           | SUPPLIES, MEMBER DUES, TRAINING | 9,859.06   | 75694 | 5/29/2025 |
| JEFF HULL'S PAVING & SEAL COAT | DOWNPAYMENT FOR STREET REPAIR   | 32,857.50  | 75695 | 5/29/2025 |
| ****TOTAL****                  |                                 | 349,320.35 |       |           |

## Notice of Revenue Neutral Rate Intent

**THE GOVERNING BODY OF NEODESHA, HEREBY NOTIFIES THE WILSON  
COUNTY CLERK OF INTENT TO EXCEED THE REVENUE NEUTRAL RATE;**

Yes, we intend to exceed the Revenue Neutral Rate and our proposed mill levy rate is 65.640. The date of our hearing is AUGUST 27, 2025 at 4:00 PM and will be held at CITY HALL, 1407 N 8TH ST in NEODESHA, KANSAS.

No, we do not plan to exceed the Revenue Neutral Rate and will submit our budget to the County Clerk on or before October 1, 2025.

WITNESS my hand and official seal on JULY 9, 2025.

(Seal)

Stephanie Fyfe, City Clerk

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

2026

The governing body of

Neodesha

will meet on August 27, 2025 at 4:00 p.m. at City Hall, 1407 N 8th Street, Neodesha KS 66757 for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax. Detailed budget information is available at City Hall, 1407 N 8th Street, Neodesha KS 66757 and will be available at this hearing.

**BUDGET SUMMARY**

Proposed Budget 2026 Expenditures and Amount of 2025 Ad Valorem Tax establish the maximum limits of the 2026 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

| FUND                      | Prior Year Actual for 2024 |                   | Current Year Estimate for 2025 |                   | Proposed Budget Year for 2026     |                               |                               |
|---------------------------|----------------------------|-------------------|--------------------------------|-------------------|-----------------------------------|-------------------------------|-------------------------------|
|                           | Expenditures               | Actual Tax Rate * | Expenditures                   | Actual Tax Rate * | Budget Authority for Expenditures | Amount of 2025 Ad Valorem Tax | Proposed Estimated Tax Rate * |
| General                   | 4,039,044                  | 42.558            | 4,298,140                      | 50.696            | 4,152,120                         | 590,714                       | 52.007                        |
| Debt Service              |                            |                   |                                |                   |                                   |                               |                               |
| Library                   | 96,436                     | 8.770             | 121,723                        | 8.790             | 133,180                           | 115,725                       | 10.189                        |
| Economic Development      | 53,336                     | 5.718             | 66,500                         | 4.124             | 69,000                            | 39,120                        | 3.444                         |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
| Special Highway           |                            |                   | 100,000                        |                   | 100,000                           |                               |                               |
| 201 Special Parks         | 42,036                     |                   | 6,000                          |                   | 20,000                            |                               |                               |
| 204 Swim Pool Bond        | 59,099                     |                   | 46,362                         |                   |                                   |                               |                               |
| 206 WMC Bond Pmt          | 5,250                      |                   |                                |                   |                                   |                               |                               |
| 207 Tort Liability        |                            |                   |                                |                   |                                   |                               |                               |
| 700 Gas Fund              | 2,804,082                  |                   | 4,639,980                      |                   | 3,631,760                         |                               |                               |
| 701 Water Fund            | 789,002                    |                   | 960,000                        |                   | 1,105,180                         |                               |                               |
| 702 Electric Fund         | 4,203,299                  |                   | 4,254,840                      |                   | 5,554,020                         |                               |                               |
| 703 Sewer Fund            | 562,179                    |                   | 470,460                        |                   | 477,960                           |                               |                               |
| 704 Solid Waste Fund      | 199,106                    |                   | 231,760                        |                   | 239,860                           |                               |                               |
| 706 Storm Water Fund      | 31,940                     |                   | 13,500                         |                   | 56,000                            |                               |                               |
| 214 Infrastructure Fund   | 247,960                    |                   | 700,000                        |                   | 700,000                           |                               |                               |
| 216 EMS Sales Tax         |                            |                   | 85,000                         |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
|                           |                            |                   |                                |                   |                                   |                               |                               |
| Non-Budgeted Funds-A      | 717,687                    |                   |                                |                   |                                   |                               |                               |
| Non-Budgeted Funds-B      | 1,178,291                  |                   |                                |                   |                                   |                               |                               |
| Non-Budgeted Funds-C      |                            |                   |                                |                   |                                   |                               |                               |
| Non-Budgeted Funds-D      | 351,415                    |                   |                                |                   |                                   |                               |                               |
| Totals                    | 15,380,162                 | 57.046            | 15,994,265                     | 63.610            | 16,239,080                        | 745,559                       | 65.640                        |
| Revenue Neutral Rate**    |                            |                   |                                |                   |                                   |                               | 61.340                        |
| Less: Transfers           | 1,982,502                  |                   | 2,000,000                      |                   | 1,715,000                         |                               |                               |
| Net Expenditure           | 13,397,660                 |                   | 13,994,265                     |                   | 14,524,080                        |                               |                               |
| Total Tax Levied          | 584,111                    |                   | 618,900                        |                   | xxxxxxxxxxxxxxx                   |                               |                               |
| Assessed                  |                            |                   |                                |                   |                                   |                               |                               |
| Valuation                 | 10,035,986                 |                   | 10,933,401                     |                   | 11,358,291                        |                               |                               |
| Outstanding Indebtedness, |                            |                   |                                |                   |                                   |                               |                               |
| January 1,                | 2023                       |                   | 2024                           |                   | 2025                              |                               |                               |
| G.O. Bonds                | 9,346,252                  |                   | 9,889,593                      |                   | 9,680,516                         |                               |                               |
| Revenue Bonds             | 0                          |                   | 0                              |                   | 0                                 |                               |                               |
| Other                     | 1,411,058                  |                   | 1,772,000                      |                   | 1,772,000                         |                               |                               |
| Lease Purchase Principal  | 531,497                    |                   | 733,990                        |                   | 659,685                           |                               |                               |
| Total                     | 11,288,807                 |                   | 12,395,583                     |                   | 12,112,201                        |                               |                               |

\*Tax rates are expressed in mills

\*\*Revenue Neutral Rate as defined by KSA 79-2988

Devin Johnson  
City Official Title: Mayor

Stephanie Fyfe, City Clerk/Finance Director  
City Hall  
1407 North 8<sup>th</sup> Street  
Neodesha, Kansas 66757

RE: FINANCIAL ADVISORY SERVICES  
For General Obligation Bonds, Series 2025

Stifel, Nicolaus & Company, Incorporated ("Stifel") presents for your acceptance this agreement to retain Stifel as financial advisor to the City of Neodesha, Kansas ("Issuer") for the proposed General Obligation Bonds, Series 2025 (the "Bonds") estimated to be issued in the aggregate principal amount of approximately \$1,772,000. This agreement will be effective on the date signed by an authorized representative of Issuer and will authorize Stifel to act as financial advisor through the completed sale of the proposed Bonds, at which time this agreement will terminate. This agreement may also be terminated on thirty (30) days written notice by either party.

1. Scope of Work. Stifel agrees to perform the following services for Issuer with respect to the Bonds:
  - a. Assume overall responsibility for the financial analysis and structuring recommendations for the Bonds;
  - b. Assist counsel to the underwriter(s) and Issuer in preparation of the preliminary and final official statements, offering memoranda, or term sheets for the Bonds consistent with all federal and state requirements;
  - c. Assist Issuer, as requested, in the selection of an underwriter(s) or purchaser, including review of underwriter or purchaser recommendations to the extent requested in writing by Issuer, and coordinate all activities of the underwriter(s) or purchaser;
  - d. Coordinate with consultants, accountants, bond counsel, other attorneys and staff in connection with the sale of the Bonds;
  - e. Coordinate financing time schedule, distribution of documents, preliminary and final official statement printing, wire-transfer of funds, delivery of bonds and bond closing;
  - f. Assist Issuer on the matter of bond rating(s) for the proposed issue and coordinate the preparation of credit information for submission and presentation to the rating agency(ies);

- g. Coordinate pre-pricing discussions of bond pricing and structuring, supervise the sale process, and advise on acceptability of offer to purchase bonds by the underwriters or purchaser;
  - h. If requested, assist Issuer in procuring any appropriate ancillary financing-related products and services including, credit enhancement (e.g., bond insurance), paying agent/registrar/trustee, escrow agent (if applicable), escrow investments, and other such products and services as Issuer may deem necessary or desirable in connection with any financing.
  - i. Attend Issuer meetings as requested, with reasonable advance notice;
  - j. Provide such other services as are mutually agreed upon in writing by Issuer and Stifel.
2. Issuer's Obligations. Issuer agrees that, with respect to the Bonds, its staff and consultants will cooperate with Stifel and make available any data in the possession of Issuer necessary to perform Stifel's financial advisory services and regulatory obligations as described in Exhibit A to this agreement.
3. Regulatory Disclosures:
- a. Issuer is aware of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act and the Securities and Exchange Commission's adopted rule commonly known as the "Municipal Advisor Rule" (SEC Rule 15Ba1-1 to 15Ba1-8 -"the Rule"). Stifel will be serving as a municipal advisor to the Issuer under the Rule and this agreement documents the municipal advisory relationship between Stifel and the Issuer.
  - b. MSRB Rule G-42 requires that a municipal advisor provide its client with certain written disclosures. Please see Exhibit A to this agreement for those disclosures.

4. Compensation:

For Stifel's financial advisory services and expenses in processing this bond series to be sold in a single sale, Stifel shall be paid a fee equal to 1.00% of the principal amount of the bonds to be paid at the completion of the sale of the Bonds. This amount includes all out of pocket expenses.

5. Authority to Direct Financial Advisor:

The following individuals have the authority to direct Stifel's performance of its scope of work under this agreement: Brogan Jones, City Administrator; Stephanie Fyfe, City Clerk/Finance Director.

Respectfully submitted this \_\_\_\_ day of \_\_\_\_.

STIFEL, NICOLAUS & COMPANY, INCORPORATED

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

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

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

ACCEPTANCE

I, City Clerk, upon approval by the governing body of the City of Neodesha, Kansas, hereby accept the agreement as submitted by Stifel, Nicolaus & Company, Incorporated relative to the financial advisory services, as described herein.

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

Name: \_\_Devin Johnson\_\_\_\_\_

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

Date: \_\_\_\_July 9, 2025\_\_\_\_\_



## **EXHIBIT A**

### **City of Neodesha, Kansas Financial Advisory Services for General Obligation Bonds, Series 2025**

#### **MSRB Rule G-42 Disclosures**

As municipal advisor to the City of Neodesha, Kansas (“you”), Stifel Nicolaus (“Stifel” or “we”) is subject to the rules of the Municipal Securities Rulemaking Board (MSRB), including MSRB Rule G-42. The rule directs us to make certain disclosures to you. Please review the following disclosures and contact your Stifel municipal advisor if you have any questions.

#### **Our Duties as Your Municipal Advisor**

Rule G-42 describes our basic duties to you. Most importantly, we owe you a fiduciary duty, the principal element of which is a duty of loyalty. Under the duty of loyalty, we are required to deal honestly and in the utmost good faith with you and to act in your best interests without regard to our financial or other interests. We may not serve as your municipal advisor if we believe that we have any conflicts of interest that we cannot manage or mitigate so that we can act in your best interests.

Rule G-42 also provides that we owe you a duty of care. As part of that duty, we must possess the degree of knowledge and expertise needed to provide you with informed advice. Also, under that duty, when we make recommendations to you or help you to evaluate the recommendations of others, we may need to ask questions to make sure that we have all the relevant facts.

#### **Disclosure of Conflicts**

Rule G-42 requires us to disclose to you any known material, actual or potential conflicts of interest that could reasonably be expected to impair our ability to provide you with advice, including any conflicts associated with contingent fee arrangements. As described in our engagement letter, the payment of our fee will be contingent on the closing of the bond issue described in the engagement letter and the amount of compensation will be based on a percentage of the principal amount of the bond issue. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest since we may have an incentive to recommend a transaction to you that is unnecessary or to recommend that the size of the bond issue be larger than is necessary. We would, of course, be willing to discuss an alternative fee arrangement, if that is your preference.

Stifel has identified the following actual or potential material conflicts of interest:

Stifel and its affiliates comprise a full service financial institution engaged in activities which may include sales and trading, commercial and investment banking, advisory, investment management, investment research, principal investment, hedging, market making, brokerage and other financial and non-financial activities and services. Stifel and its affiliates may have provided, and may in the future provide, a variety of these services to the Issuer and to persons and entities with relationships with the Issuer, for which they received or will receive customary fees and expenses.

In the ordinary course of these business activities, Stifel and its affiliates may purchase, sell or hold a broad array of investments and actively trade securities, derivatives, loans and other financial instruments for their own account and for the accounts of their customers, and such investment and trading activities may involve or relate to assets, securities and/or instruments of the [Issuer/Obligor] (directly, as collateral securing other obligations or otherwise) and/or persons and entities with relationships with the Issuer.

Stifel and its affiliates may also communicate independent investment recommendations, market color or trading ideas and/or publish or express independent research views in respect of such assets, securities or instruments and may at any time hold, or recommend to clients that they should acquire such assets, securities and instruments. Such investment and securities activities may involve securities and instruments of the Issuer.

#### **Legal and Disciplinary Event Disclosures**

Each firm that is registered as a municipal advisor with the U.S. Securities and Exchange Commission (SEC) is required to file Form MA with the SEC and update that form periodically and as events change. The firm is also required to file a Form

MA-I for each of its employees who is engaged in municipal advisory activities. Stifel's most recent Form MA and the Form MA-I for each current Stifel municipal advisor employee may be found on the SEC's EDGAR website using the following hyperlink: <http://www.sec.gov/cgi-bin/browse-edgar?CIK=0000094403&owner=exclude&action=getcompany&Find=Search>.

Item 9 of Form MA requires each municipal advisor firm to disclose any criminal, regulatory violations, or self-regulatory violations and certain civil litigation. Because we are a broker-dealer firm, Form MA permits us to cross-reference to our Form BD, which is available on the website of the Financial Industry Regulatory Authority (FINRA), and our Form ADV, which is available on the SEC website. For your convenience, you may access our Form BD by using the following hyperlink: <http://brokercheck.finra.org/Firm/Summary/793>. You may access our Form ADV by using the following hyperlink: <https://adviserinfo.sec.gov/firm/summary/793>. Item 6 of each Form MA-I requires comparable disclosure about a municipal advisor individual, as well as customer complaint, arbitration, investigation, termination, financial, and judgment/lien disclosure. When an individual has a disciplinary history, Form MA-I permits us to cross-reference to that individual's Form U-4. The disciplinary history on an individual's Form U-4 is accessible entering the individual's name in FINRA's "Broker-Check" service, using the following hyperlink: <http://brokercheck.finra.org/>.

On September 24, 2024, the U.S. Securities and Exchange Commission ("SEC") issued a Cease-and-Desist Order (the "Order") against Stifel, Nicolaus & Company, Incorporated ("Stifel"). The Order was a part of a larger enforcement sweep brought against many brokerage firms for violations of the SEC's recordkeeping obligations that apply to broker-dealers and investment advisers. In the Order, the SEC stated that Stifel personnel sent and received off-channel communications in violation of certain recordkeeping provisions of the Securities Exchange Act and the Investment Advisers Act. In addition, the SEC charged that Stifel failed to reasonably supervise its personnel with a view to preventing and detecting these violations.

Stifel admitted the facts set forth in the Order, acknowledged its conduct violated recordkeeping provisions of the federal securities laws, and agreed to pay a monetary fine of \$35 million. In addition, Stifel agreed to retain an independent compliance consultant to conduct a comprehensive review of Stifel related to electronic communications, and to implement improvements to its compliance policies and procedures to address these violations. The SEC imposed similar requirements on the other firms included in the larger recordkeeping enforcement sweep.

Stifel is committed to conducting its business in full compliance with legal and regulatory requirements. The firm has policies and procedures in place designed to ensure compliance with Stifel's supervisory and books-and-records obligations relating to electronic communications. These policies prohibit the use of unapproved communications platforms and require all employees to communicate via their Stifel-issued e-mail address or recorded line when possible. Stifel permits text messaging only where employees follow the specific procedures set out in Stifel Nicolaus's Policies and Procedure Manual. While Stifel takes this matter very seriously, the firm does not consider this matter to be material to our ability to perform municipal advisory services for our clients.

### **Evaluation of Recommendations/Suitability**

As provided in our engagement letter, we will assist you in evaluating recommendations, whether made by Stifel or, upon your written request, by third-parties, such as underwriters. We will provide you with our evaluation of the material risks, potential benefits, structure, and other characteristics of the transaction or product. We will discuss with you why we think a recommendation we make is suitable for you. In the case of recommendations made by an underwriter or other third-party that you request in writing that we review, we will discuss with you why we think the recommended transaction or product is or is not suitable for you. We will also inform you of any other reasonably feasible alternatives considered.

In order for us to evaluate whether we think a recommendation is suitable for you, we are required to consider the following factors and we may need information from you about those factors, much as if you were opening a brokerage account:

- financial situation and needs,
- objectives,
- tax status,
- risk tolerance,

- liquidity needs,
- experience with municipal securities transactions or municipal financial products generally or of the type and complexity being recommended,
- financial capacity to withstand changes in market conditions during the term of the municipal financial product or the period that municipal securities to be issued in the municipal securities transaction were reasonably expected to be outstanding, and
- any other material information known by the municipal advisor about the client and the municipal securities transaction or municipal financial product, after reasonable inquiry.

#### **Additional Information**

We also wish to inform you that Stifel is registered as a municipal advisor with both the SEC and the MSRB. Information about the duties of a municipal advisor, as well as the procedures for filing a complaint, may be found on the MSRB's website by clicking on the following link: <http://www.msrb.org/~media/Files/Resources/MSRB-MA-Clients-Brochure.ashx?la=en>. The general website for the MSRB is [www.msrb.org](http://www.msrb.org). If you have any questions, please contact your municipal advisor.