

**NOTICE OF AND AGENDA FOR REGULAR**  
**MEETING OF FORT SCOTT CITY COMMISSION**

City Hall Commission Room - 123 S. Main Street, Fort Scott, KS 66701  
January 6, 2026 - 6:00 P.M.

**I. Call to Order/Official Roll Call of 2026 City Commission Meeting**

**II. Pledge of Allegiance**

**III. Invocation**

**IV. Appointments**

1. Oath of Office - Julie Buchta, Tim Van Hoecke and Kathryn Salsbury
2. Appointment of Mayor of Fort Scott
3. Appointment of President of the City Commission of Fort Scott
4. Appointment of Commission Representatives
  - a. Fort Scott Housing Authority
  - b. Fort Scott Public Library
  - c. Fort Scott Land Bank
  - d. Fort Scott Streets Advisory Board
  - e. Healthy in All Practices Commission (HBCAT)

**V. Approval of Agenda**

**VI. Consent Agenda**

- A. Approval of Appropriation Ordinance 1399-A - Expense Approval Report - Payment Dates of December 10, 2025 - December 31, 2025 - \$610,834.62

**VII. Public Comment**

**VIII. Appearances**

**IX. Unfinished Business**

- A. Consideration of Davis Lift Station Inspection Proposal - Earles Engineering & Inspection, LLC - J. Dickman

**X. New Business**

**Public Hearings:**

- A. Consideration of Resolution No. 2-2026 A RESOLUTION ADOPTING A CITYWIDE NEIGHBORHOOD REVITALIZATION PROGRAM FOR THE CITY OF FORT SCOTT, KANSAS, AND AUTHORIZING BOURBON COUNTY, KANSAS, TO ADMINISTER THE PROGRAM PURSUANT TO K.S.A. 12-17, 115 et seq.- L. Dillon

**B. Consideration of an Interlocal Agreement between the City of Fort and Bourbon County for the purpose of the Neighborhood Revitalization Program for the years of 2026-2030 – L. Dillon**

**Action Items:**

**A. Acceptance of Outdoor Fitness Campaign Grant and Consideration of Resolution No. 1-2026 A RESOLUTION TO ADOPT AND ALLOCATE FUNDS FOR AN OUTDOOR FITNESS COURT® AS PART OF THE 2026 NATIONAL FITNESS CAMPAIGN – R. Carpenter**

**B. Presentation of Railroad Crossing Elimination Program – L. Dillon**

**C. Consideration of Ordinance No. 3793 AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF FORT SCOTT, KANSAS; INCORPORATING BY REFERENCE THE UNIFORM PUBLIC OFFENSE CODE (UPOC) FOR KANSAS CITIES, 41<sup>ST</sup> EDITION PROVIDING CERTAIN PENALTIES AND REPEALING ORDINANCE NO. 3749**

**D. Consideration to Adopt 2026 Code of Procedure for the Commission of the City of Fort Scott, Kansas – *Last approved January 7, 2025***

**E. Consideration of Ordinance No. 3794 AN ORDINANCE FOR THE PURPOSE OF REPEALING ORDINANCE NO. 3780 A CODE OF ETHICS APPLICABLE TO CITY PERSONNEL, ELECTED OFFICIALS AND APPOINTED POSITIONS. If no changes, Ordinance No. 3780 will remain in effect.**

**F. Consideration of Resolution No. 3-2026 - A RESOLUTION DESIGNATING THE OFFICIAL CITY NEWSPAPER FOR THE ENSUING TERM OF THE GOVERNING BODY OF THE CITY OF FORT SCOTT, KANSAS.**

**G. Approval of Resolution No. 4-2026 – A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES FOR THE PUBLIC FUNDS OF THE CITY OF FORT SCOTT, KANSAS.**

**XI. Reports and Comments**

**XII. Adjourn**



Fort Scott, KS

## Expense Approval Report

By Vendor DBA

Payment Dates 12/10/2025 - 12/30/2025

Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
<b>Vendor DBA: 54731 - 4STATE MAINTENANCE SUPPLY CO</b>					
12/11/2025	694755	JANITORIAL SUPPLIES	100-430-745000	TOMCAT 34" SQUEEGEE FRO...	127.00
<b>Vendor DBA 54731 - 4STATE MAINTENANCE SUPPLY CO Total:</b>					
<b>Vendor DBA: 01026 - ADVANCE INSURANCE COMPANY</b>					
12/19/2025	INV0015846	PAYROLL LIABILITY CLEARING	100-000-202000	Life Insurance Employer Spon...	120.59
12/19/2025	INV0015846	PAYROLL LIABILITY CLEARING	203-000-202000	Life Insurance Employer Spon...	4.20
12/19/2025	INV0015846	PAYROLL LIABILITY CLEARING	204-000-202000	Life Insurance Employer Spon...	30.54
12/19/2025	INV0015846	PAYROLL LIABILITY CLEARING	219-000-202000	Life Insurance Employer Spon...	12.60
12/19/2025	INV0015846	PAYROLL LIABILITY CLEARING	711-000-202000	Life Insurance Employer Spon...	34.44
12/19/2025	INV0015846	PAYROLL LIABILITY CLEARING	712-000-202000	Life Insurance Employer Spon...	16.84
<b>Vendor DBA 01026 - ADVANCE INSURANCE COMPANY Total:</b>					
<b>Vendor DBA: 65955 - ADVANCED MICROBIAL SOLUTIONS LLC</b>					
12/16/2025	1554	WASTEWATER SLUDGE PROJE...	712-540-763005	(2) BIO TRAILER RENTALS - 12...	70,000.00
<b>Vendor DBA 65955 - ADVANCED MICROBIAL SOLUTIONS LLC Total:</b>					
<b>Vendor DBA: 01070 - ALIGNMENT SERVICES</b>					
11/17/2025	37278	EQUIPMENT / VEHICLE MAINT...	100-200-742000	245/55R18 TOYO EXTEZA H...	610.00
12/04/2025	37376	EQUIPMENT / VEHICLE MAINT...	100-200-742000	265/60T16 TOYO OPEN COUN...	818.00
12/22/2025	37472	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 220 - ALIGNMENT	89.95
<b>Vendor DBA 01070 - ALIGNMENT SERVICES Total:</b>					
<b>Vendor DBA: 65853 - AMAZON CAPITAL SERVICES</b>					
12/10/2025	1XDW-6C19-6QCJ	MACHINERY AND EQUIPMENT	100-180-764000	IT - BATTERY PACKS	161.42
12/30/2025	1X6G-3XRF-WQHC	OFFICE SUPPLIES	100-150-744000	OFFICE SUPPLIES - TONER	249.95
12/30/2025	1X6G-3XRF-WQHC	OFFICE SUPPLIES	100-190-744000	OFFICE SUPPLIES	8.62
12/30/2025	1X6G-3XRF-WQHC	MACHINERY AND EQUIPMENT	100-440-764000	MEM HALL - MIC HOLDERS	9.49
12/30/2025	1X6G-3XRF-WQHC	OFFICE SUPPLIES	203-160-744000	OFFICE SUPPLIES - BINDER CLI...	6.99
12/30/2025	1X6G-3XRF-WQHC	OFFICE SUPPLIES	711-520-744000	OFFICE SUPPLIES	8.62
12/30/2025	1X6G-3XRF-WQHC	OFFICE SUPPLIES	712-555-744000	OFFICE SUPPLIES	8.63
<b>Vendor DBA 65853 - AMAZON CAPITAL SERVICES Total:</b>					
<b>Vendor DBA: 01145 - AMERICAN ELECTRIC COMPANY</b>					
11/10/2025	5942-1028988	OPERATING SUPPLIES	204-300-743000	LED FIXTURE, GLOBE, RETROFI...	1,301.64
<b>Vendor DBA 01145 - AMERICAN ELECTRIC COMPANY Total:</b>					
<b>Vendor DBA: 01219 - AREA CHAMBER OF COMMERCE</b>					
07/15/2025	10311	ADVERTISING	219-425-727002	FS AREA DOWNTOWN MAP AD	100.00
12/23/2025	10831	PART-TIME SALARIES	208-165-702000	PART-TIME SALARIES	324.57
12/23/2025	10831	UTILITY - GAS	208-165-723001	UTILITY: GAS	37.87
12/23/2025	10831	UTILITY - ELECTRIC	208-165-723002	UTILITY: ELECTRICAL	307.60
12/23/2025	10831	UTILITY - TELEPHONE	208-165-723004	UTILITY: PHONE	108.54
12/23/2025	10831	TRASH / RECYCLING	208-165-727005	TRASH/RECYCLING	14.00
12/23/2025	10831	CONTRACTUAL SERVICES	208-165-727012	CONTRACTUAL SERVICE	7.98
12/23/2025	10832	PART-TIME SALARIES	208-165-702000	PART-TIME SALARIES	293.18
12/23/2025	10832	UTILITY - GAS	208-165-723001	UTILITY: GAS	38.96
12/23/2025	10832	UTILITY - ELECTRIC	208-165-723002	UTILITY: ELECTRICAL	291.29
12/23/2025	10832	UTILITY - TELEPHONE	208-165-723004	UTILITY: PHONE	108.23
12/23/2025	10832	TRASH / RECYCLING	208-165-727005	TRASH/RECYCLING	14.00
12/23/2025	10832	CONTRACTUAL SERVICES	208-165-727012	CONTRACTUAL SERVICE	140.94
12/23/2025	10833	PART-TIME SALARIES	208-165-702000	PART-TIME SALARIES	226.30
12/23/2025	10833	UTILITY - GAS	208-165-723001	UTILITY: GAS	38.96
12/23/2025	10833	UTILITY - ELECTRIC	208-165-723002	UTILITY: ELECTRICAL	335.48
12/23/2025	10833	UTILITY - TELEPHONE	208-165-723004	UTILITY: PHONE	108.86
12/23/2025	10833	TRASH / RECYCLING	208-165-727005	TRASH/RECYCLING	14.00
12/23/2025	10833	CONTRACTUAL SERVICES	208-165-727012	CONTRACTUAL SERVICE	142.12
12/23/2025	10834	PART-TIME SALARIES	208-165-702000	PART-TIME SALARIES	154.85

## Expense Approval Report

Payment Dates: 12/10/2025 - 12/30/2025

Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
12/23/2025	10834	UTILITY - GAS	208-165-723001	UTILITY: GAS	44.40
12/23/2025	10834	UTILITY - TELEPHONE	208-165-723004	UTILITY: PHONE	108.09
12/23/2025	10834	TRASH / RECYCLING	208-165-727005	TRASH/RECYCLING	14.00
12/23/2025	10834	CONTRACTUAL SERVICES	208-165-727012	CONTRACTUAL SERVICE	425.84
Vendor DBA 01219 - AREA CHAMBER OF COMMERCE Total:					3,400.06

## Vendor DBA: VEN01410 -

12/19/2025	INV0015817	PAYROLL LIABILITY CLEARING	100-000-202000	ASSURITY ACCIDENT	141.37
12/19/2025	INV0015817	PAYROLL LIABILITY CLEARING	203-000-202000	ASSURITY ACCIDENT	14.09
12/19/2025	INV0015817	PAYROLL LIABILITY CLEARING	204-000-202000	ASSURITY ACCIDENT	86.93
12/19/2025	INV0015817	PAYROLL LIABILITY CLEARING	219-000-202000	ASSURITY ACCIDENT	6.95
12/19/2025	INV0015817	PAYROLL LIABILITY CLEARING	711-000-202000	ASSURITY ACCIDENT	82.75
12/19/2025	INV0015817	PAYROLL LIABILITY CLEARING	712-000-202000	ASSURITY ACCIDENT	28.58
12/19/2025	INV0015818	PAYROLL LIABILITY CLEARING	100-000-202000	ASSURITY ACCIDENT SS	228.31
12/19/2025	INV0015819	PAYROLL LIABILITY CLEARING	100-000-202000	ASSURITY CRITICAL ILLNESS	176.74
12/19/2025	INV0015819	PAYROLL LIABILITY CLEARING	203-000-202000	ASSURITY CRITICAL ILLNESS	13.16
12/19/2025	INV0015819	PAYROLL LIABILITY CLEARING	204-000-202000	ASSURITY CRITICAL ILLNESS	19.02
12/19/2025	INV0015819	PAYROLL LIABILITY CLEARING	219-000-202000	ASSURITY CRITICAL ILLNESS	14.55
12/19/2025	INV0015819	PAYROLL LIABILITY CLEARING	711-000-202000	ASSURITY CRITICAL ILLNESS	88.91
12/19/2025	INV0015819	PAYROLL LIABILITY CLEARING	712-000-202000	ASSURITY CRITICAL ILLNESS	53.19
12/19/2025	INV0015820	PAYROLL LIABILITY CLEARING	100-000-202000	ASSURITY CRITICAL ILLNESS SS	69.01
12/19/2025	INV0015821	PAYROLL LIABILITY CLEARING	100-000-202000	ASSURITY HOSPITAL INDEMNI...	15.86
12/19/2025	INV0015821	PAYROLL LIABILITY CLEARING	203-000-202000	ASSURITY HOSPITAL INDEMNI...	12.36
12/19/2025	INV0015821	PAYROLL LIABILITY CLEARING	204-000-202000	ASSURITY HOSPITAL INDEMNI...	12.36
12/19/2025	INV0015821	PAYROLL LIABILITY CLEARING	711-000-202000	ASSURITY HOSPITAL INDEMNI...	103.64
12/19/2025	INV0015821	PAYROLL LIABILITY CLEARING	712-000-202000	ASSURITY HOSPITAL INDEMNI...	28.17
12/19/2025	INV0015822	PAYROLL LIABILITY CLEARING	100-000-202000	ASSURITY HOSPITAL INDEMNI...	60.45
12/19/2025	INV0015823	PAYROLL LIABILITY CLEARING	100-000-202000	ASSURITY SHORT TERM DISAB...	117.61
12/19/2025	INV0015823	PAYROLL LIABILITY CLEARING	203-000-202000	ASSURITY SHORT TERM DISAB...	11.86
12/19/2025	INV0015823	PAYROLL LIABILITY CLEARING	204-000-202000	ASSURITY SHORT TERM DISAB...	140.45
12/19/2025	INV0015823	PAYROLL LIABILITY CLEARING	219-000-202000	ASSURITY SHORT TERM DISAB...	21.24
12/19/2025	INV0015823	PAYROLL LIABILITY CLEARING	711-000-202000	ASSURITY SHORT TERM DISAB...	130.20
12/19/2025	INV0015823	PAYROLL LIABILITY CLEARING	712-000-202000	ASSURITY SHORT TERM DISAB...	82.16
12/19/2025	INV0015824	PAYROLL LIABILITY CLEARING	100-000-202000	ASSURITY TERM LIFE	340.74
12/19/2025	INV0015824	PAYROLL LIABILITY CLEARING	203-000-202000	ASSURITY TERM LIFE	49.22
12/19/2025	INV0015824	PAYROLL LIABILITY CLEARING	204-000-202000	ASSURITY TERM LIFE	84.21
12/19/2025	INV0015824	PAYROLL LIABILITY CLEARING	219-000-202000	ASSURITY TERM LIFE	19.21
12/19/2025	INV0015824	PAYROLL LIABILITY CLEARING	711-000-202000	ASSURITY TERM LIFE	217.18
12/19/2025	INV0015824	PAYROLL LIABILITY CLEARING	712-000-202000	ASSURITY TERM LIFE	93.27
Vendor DBA VEN01410 - ASSURITY Total:					2,563.75

## Vendor DBA: 57711 - AT&amp;T

12/11/2025	11125	UTILITY - TELEPHONE	207-220-723004	E911 ABANDONED CALL BACK...	285.38
12/11/2025	1153-112125	UTILITY - TELEPHONE	207-220-723004	E911	609.99
Vendor DBA 57711 - AT&T Total:					895.37

## Vendor DBA: 65953 - BAKER TILLY US LLP

12/05/2025	BT3420568	CONTRACTUAL SERVICES	100-130-727012	2025 OPEN PO FOR FINANCIAL..	5,500.00
Vendor DBA 65953 - BAKER TILLY US LLP Total:					5,500.00

## Vendor DBA: 02129 - BCBS OF KANSAS

12/19/2025	INV0015832	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance - 3200011	219.61
12/19/2025	INV0015832	PAYROLL LIABILITY CLEARING	203-000-202000	Health Insurance - 3200011	362.06
12/19/2025	INV0015832	PAYROLL LIABILITY CLEARING	711-000-202000	Health Insurance - 3200011	575.21
12/19/2025	INV0015832	PAYROLL LIABILITY CLEARING	712-000-202000	Health Insurance - 3200011	213.16
12/19/2025	INV0015833	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance - 3200011	3,091.98
12/19/2025	INV0015833	PAYROLL LIABILITY CLEARING	204-000-202000	Health Insurance - 3200011	2,340.36
12/19/2025	INV0015833	PAYROLL LIABILITY CLEARING	219-000-202000	Health Insurance - 3200011	703.84
12/19/2025	INV0015833	PAYROLL LIABILITY CLEARING	711-000-202000	Health Insurance - 3200011	1,708.97
12/19/2025	INV0015833	PAYROLL LIABILITY CLEARING	712-000-202000	Health Insurance - 3200011	1,973.89
12/19/2025	INV0015834	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance - 3200011	4,513.07
12/19/2025	INV0015835	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance - 3200011	6,363.19
12/19/2025	INV0015835	PAYROLL LIABILITY CLEARING	203-000-202000	Health Insurance - 3200011	552.50

## Expense Approval Report

Payment Dates: 12/10/2025 - 12/30/2025

Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
12/19/2025	INV0015835	PAYROLL LIABILITY CLEARING	204-000-202000	Health Insurance - 3200011	2,842.57
12/19/2025	INV0015835	PAYROLL LIABILITY CLEARING	219-000-202000	Health Insurance - 3200011	629.26
12/19/2025	INV0015835	PAYROLL LIABILITY CLEARING	711-000-202000	Health Insurance - 3200011	3,804.01
12/19/2025	INV0015835	PAYROLL LIABILITY CLEARING	712-000-202000	Health Insurance - 3200011	1,587.73
12/19/2025	INV0015836	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance - 3200011	10,072.85
12/19/2025	INV0015837	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance - 3200011	302.00
<b>Vendor DBA 02129 - BCBS OF KANSAS Total:</b>					<b>41,856.26</b>
<b>Vendor DBA: 02190 - BIG SUGAR LUMBER</b>					
11/10/2025	473580	MISCELLANEOUS COMMODITI...	939-240-750000	GNAT	15.18
12/08/2025	474202	OPERATING SUPPLIES	204-300-743000	CHISEL TOOTH BLADE (2)	52.00
12/17/2025	474407	OPERATING SUPPLIES	204-300-743000	2X6X12' #2 S&B	41.76
12/17/2025	474422	BUILDING MAINTENANCE	100-200-741000	3/X83" BIRCH SLAB	325.00
12/17/2025	474428	BUILDING MAINTENANCE	100-200-741000	3/4" 4X8 CDX PLYWOOD	35.99
<b>Vendor DBA 02190 - BIG SUGAR LUMBER Total:</b>					<b>469.93</b>
<b>Vendor DBA: 65740 - BILLIARD-HAMMER-HARTMAN INSURANCE INC</b>					
12/30/2025	2065-101025	CONTRACTUAL SERVICES	100-200-727012	ADDITIONAL ENDORSEMENT ...	630.00
<b>Vendor DBA 65740 - BILLIARD-HAMMER-HARTMAN INSURANCE INC Total:</b>					<b>630.00</b>
<b>Vendor DBA: 63735 - BOURBON COUNTY JAIL</b>					
10/31/2025	102025	CONTRACTUAL SERVICES	100-200-727012	(20) PRISONER HOUSING / AP...	390.00
11/30/2025	112025	CONTRACTUAL SERVICES	100-200-727012	(20) PRISONER HOUSING / AP...	1,235.00
<b>Vendor DBA 63735 - BOURBON COUNTY JAIL Total:</b>					<b>1,625.00</b>
<b>Vendor DBA: 65801 - BOURBON COUNTY PUBLIC WORKS</b>					
12/04/2025	144780	CONTRACTUAL SERVICES	204-300-727012	C&D	39.35
<b>Vendor DBA 65801 - BOURBON COUNTY PUBLIC WORKS Total:</b>					<b>39.35</b>
<b>Vendor DBA: 02340 - BOURBON COUNTY TREASURER</b>					
12/11/2025	112025	LAKE SEWER ASSESSMENT PA...	712-000-206000	LAKE SEWER ASSESSMENTS (...	2,298.81
<b>Vendor DBA 02340 - BOURBON COUNTY TREASURER Total:</b>					<b>2,298.81</b>
<b>Vendor DBA: 61758 - CDL ELECTRIC</b>					
12/01/2025	C069475	BOOKS AND SUBSCRIPTIONS	219-425-748000	MONTHLY SECURITY MONITO...	27.00
<b>Vendor DBA 61758 - CDL ELECTRIC Total:</b>					<b>27.00</b>
<b>Vendor DBA: 03318 - CINTAS CORPORATION</b>					
12/09/2025	4252349819	JANITORIAL SUPPLIES	100-190-745000	2025: CITY HALL BI-WEEKLY ...	16.53
12/09/2025	4252349819	JANITORIAL SUPPLIES	711-520-745000	2025: CITY HALL BI-WEEKLY ...	16.53
12/09/2025	4252349819	JANITORIAL SUPPLIES	712-555-745000	2025: CITY HALL BI-WEEKLY ...	16.54
12/16/2025	4253118742	JANITORIAL SUPPLIES	100-430-745000	2025: BRCC WEEKLY MAT REP...	57.86
12/22/2025	4253801890	JANITORIAL SUPPLIES	100-430-745000	2025: BRCC WEEKLY MAT REP...	57.86
12/22/2025	4253801969	JANITORIAL SUPPLIES	100-190-745000	2025: CITY HALL BI-WEEKLY ...	16.53
12/22/2025	4253801969	JANITORIAL SUPPLIES	711-520-745000	2025: CITY HALL BI-WEEKLY ...	16.53
12/22/2025	4253801969	JANITORIAL SUPPLIES	712-555-745000	2025: CITY HALL BI-WEEKLY ...	16.54
12/29/2025	4254474542	JANITORIAL SUPPLIES	100-430-745000	MAT REPLACEMENT / BRCC	57.86
<b>Vendor DBA 03318 - CINTAS CORPORATION Total:</b>					<b>272.78</b>
<b>Vendor DBA: 65419 - CITY OF FORT SCOTT - FSA</b>					
12/19/2025	INV0015829	PAYROLL LIABILITY CLEARING	711-000-202000	FSA Medical	155.08
12/19/2025	INV0015829	PAYROLL LIABILITY CLEARING	712-000-202000	FSA Medical	77.30
12/19/2025	INV0015830	PAYROLL LIABILITY CLEARING	100-000-202000	FSA Medical	100.00
<b>Vendor DBA 65419 - CITY OF FORT SCOTT - FSA Total:</b>					<b>332.38</b>
<b>Vendor DBA: 55571 - CNA SURETY DIRECT BILL</b>					
12/11/2025	020126-020127	CONTRACTUAL SERVICES	712-540-727012	PREMIUMS 2.1.26-2.1.27	355.00
<b>Vendor DBA 55571 - CNA SURETY DIRECT BILL Total:</b>					<b>355.00</b>
<b>Vendor DBA: 61676 - CONSTELLATION NEWENERGY - GAS DIVISION LLC</b>					
12/17/2025	4476171	UTILITY - GAS	100-310-723001	2025: AIRPORT GAS SUPPLY C...	154.01
<b>Vendor DBA 61676 - CONSTELLATION NEWENERGY - GAS DIVISION LLC Total:</b>					<b>154.01</b>
<b>Vendor DBA: 56133 - CORE &amp; MAIN</b>					
11/25/2025	Y171438	OPERATING SUPPLIES	711-510-743000	TAPTT REP CLP 3.73-4.00	156.93
12/16/2025	Y232957	OPERATING SUPPLIES	712-550-743000	STRONG-SEAL	256.60
<b>Vendor DBA 56133 - CORE &amp; MAIN Total:</b>					<b>413.53</b>

## Expense Approval Report

Payment Dates: 12/10/2025 - 12/30/2025

Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount	
<b>Vendor DBA: 64869 - CRAIG CAMPBELL</b>						
04/25/2025	260039	MISCELLANEOUS COMMODITI...939-240-7500000		TOTAL GAS REPIPE	1,506.88	
11/03/2025	1132025	MISCELLANEOUS COMMODITI...939-240-7500000		REINF	10.79	
				<b>Vendor DBA 64869 - CRAIG CAMPBELL Total:</b>	<b>1,517.67</b>	
<b>Vendor DBA: VEN01446 - D&amp;D PROVES IT</b>						
12/11/2025	81324	CONTRACTUAL SERVICES	100-310-727012	CALIBRATE METERS	700.00	
				<b>Vendor DBA VEN01446 - D&amp;D PROVES IT Total:</b>	<b>700.00</b>	
<b>Vendor DBA: 65358 - DAVES TOWING &amp; RECOVERY/DAVES DEMOLITION</b>						
12/17/2025	0002923	EQUIPMENT / VEHICLE MAINT...100-240-742000		1209 BURKE - CODES ENFORC...	85.00	
				<b>Vendor DBA 65358 - DAVES TOWING &amp; RECOVERY/DAVES DEMOLITION Total:</b>	<b>85.00</b>	
<b>Vendor DBA: 04105 - DELTA DENTAL PLAN OF KANSAS</b>						
06/06/2025	CM0000671	PAYROLL LIABILITY CLEARING	100-000-202000	Dental Insurance	ID 6002-2	-0.02
12/19/2025	INV0015827	PAYROLL LIABILITY CLEARING	100-000-202000	Dental Insurance	6002-2	473.62
12/19/2025	INV0015827	PAYROLL LIABILITY CLEARING	203-000-202000	Dental Insurance	6002-2	85.97
12/19/2025	INV0015827	PAYROLL LIABILITY CLEARING	204-000-202000	Dental Insurance	6002-2	199.89
12/19/2025	INV0015827	PAYROLL LIABILITY CLEARING	219-000-202000	Dental Insurance	6002-2	71.75
12/19/2025	INV0015827	PAYROLL LIABILITY CLEARING	711-000-202000	Dental Insurance	6002-2	279.59
12/19/2025	INV0015827	PAYROLL LIABILITY CLEARING	712-000-202000	Dental Insurance	6002-2	155.22
12/19/2025	INV0015828	PAYROLL LIABILITY CLEARING	100-000-202000	Dental Insurance	ID 6002-2	685.26
				<b>Vendor DBA 04105 - DELTA DENTAL PLAN OF KANSAS Total:</b>	<b>1,951.28</b>	
<b>Vendor DBA: 55463 - DESIGNING EDGE GRAPHICS</b>						
12/05/2025	12525	EQUIPMENT / VEHICLE MAINT...100-200-742000		INSTALL GRAPHICS ON F150	120.00	
				<b>Vendor DBA 55463 - DESIGNING EDGE GRAPHICS Total:</b>	<b>120.00</b>	
<b>Vendor DBA: 54398 - DPC INDUSTRIES INC</b>						
02/28/2025	DE81000043-25	CHEMICALS	711-500-752000	2025: CHEMICAL (NH3) AMM...	40.00	
				<b>Vendor DBA 54398 - DPC INDUSTRIES INC Total:</b>	<b>40.00</b>	
<b>Vendor DBA: 65779 - EARLES ENGINEERING AND INSPECTION LLC</b>						
10/16/2025	18256	ENGINEERING SERVICES	204-300-727006	LOAD RATING 20TH ST BRIDGE	1,152.00	
12/08/2025	18322	ENGINEERING SERVICES	204-300-727006	2025: CITY ENGINEER SVC'S	918.01	
12/08/2025	18322	ENGINEERING SERVICES	711-500-727006	2025: CITY ENGINEER SVC'S	918.00	
12/08/2025	18322	ENGINEERING SERVICES	711-510-727006	2025: CITY ENGINEER SVC'S	918.00	
12/08/2025	18322	ENGINEERING SERVICES	712-540-727006	2025: CITY ENGINEER SVC'S	918.00	
12/08/2025	18322	ENGINEERING SERVICES	712-550-727006	2025: CITY ENGINEER SVC'S	918.00	
				<b>Vendor DBA 65779 - EARLES ENGINEERING AND INSPECTION LLC Total:</b>	<b>5,742.01</b>	
<b>Vendor DBA: VEN01458 - ECOTURF</b>						
09/17/2025	25158	IMPROVEMENTS	209-000-763000	INSTALLATION OF POUR IN PL...	36,725.00	
				<b>Vendor DBA VEN01458 - ECOTURF Total:</b>	<b>36,725.00</b>	
<b>Vendor DBA: 60876 - EMD FORT SCOTT LLC</b>						
12/11/2025	112025	CID PAYMENT TO EMD	210-160-736000	11-2025 CID SALES TAX	1,629.07	
				<b>Vendor DBA 60876 - EMD FORT SCOTT LLC Total:</b>	<b>1,629.07</b>	
<b>Vendor DBA: 23160 - EVERGY KANSAS CENTRAL INC</b>						
12/01/2025	12125	UTILITY - ELECTRIC	204-300-723002	2104 S SIDNEY OIL TANK ELEC...	12.20	
				<b>Vendor DBA 23160 - EVERGY KANSAS CENTRAL INC Total:</b>	<b>12.20</b>	
<b>Vendor DBA: 65768 -</b>						
12/19/2025	INV0015857	PAYROLL LIABILITY CLEARING	204-000-202000	Case #91666531	173.08	
12/19/2025	INV0015858	PAYROLL LIABILITY CLEARING	100-000-202000	Case ID #31821865	326.08	
				<b>Vendor DBA 65768 - FAMILY SUPPORT PAYMENT CENTER Total:</b>	<b>499.16</b>	
<b>Vendor DBA: 59926 - FOLEY EQUIPMENT COMPANY</b>						
12/04/2025	21C261841A	EQUIPMENT / VEHICLE MAINT...204-300-742000		UNIT 235 - CYLINDER	100.67	
				<b>Vendor DBA 59926 - FOLEY EQUIPMENT COMPANY Total:</b>	<b>100.67</b>	
<b>Vendor DBA: 65136 - FORT SCOTT DQ GRILL &amp; CHILL</b>						
12/11/2025	112025	CID PAYMENT TO DQ	210-160-736500	11-2025 - CID SALES TAX	977.53	
				<b>Vendor DBA 65136 - FORT SCOTT DQ GRILL &amp; CHILL Total:</b>	<b>977.53</b>	
<b>Vendor DBA: 06261 - FORT SCOTT LIBRARY BOARD</b>						
12/11/2025	112025	PROPERTY TAX DISTRIBUTION	200-450-733000	PROPERTY TAX DISTRIBUTION...	8,597.05	
				<b>Vendor DBA 06261 - FORT SCOTT LIBRARY BOARD Total:</b>	<b>8,597.05</b>	

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Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
<b>Vendor DBA: 06265 - FORT SCOTT RECREATION COMMISSION</b>					
11/28/2025	112125-112725	CONTRACTUAL SERVICES	218-000-727012	RECREATION PAYMENT (11.21...	1,395.00
12/05/2025	112825-120425	CONTRACTUAL SERVICES	218-000-727012	RECREATION PAYMENT (11.28...	1,086.50
12/12/2025	120525-121125	CONTRACTUAL SERVICES	218-000-727012	RECREATION PAYMENT (12-05...	1,297.00
12/19/2025	121225-121825	CONTRACTUAL SERVICES	218-000-727012	RECREATION PAYMENT (12-12...	330.00
12/26/2025	121925-122525	CONTRACTUAL SERVICES	218-000-727012	RECREATION PAYMENT (12-19...	60.00
<b>Vendor DBA 06265 - FORT SCOTT RECREATION COMMISSION Total:</b>					<b>4,168.50</b>
<b>Vendor DBA: 65245 - FURTHER - HSA</b>					
12/19/2025	INV0015838	PAYROLL LIABILITY CLEARING	100-000-202000	HSA	371.71
12/19/2025	INV0015838	PAYROLL LIABILITY CLEARING	203-000-202000	HSA	50.00
12/19/2025	INV0015838	PAYROLL LIABILITY CLEARING	204-000-202000	HSA	266.54
12/19/2025	INV0015838	PAYROLL LIABILITY CLEARING	219-000-202000	HSA	59.00
12/19/2025	INV0015838	PAYROLL LIABILITY CLEARING	711-000-202000	HSA	399.38
12/19/2025	INV0015838	PAYROLL LIABILITY CLEARING	712-000-202000	HSA	102.87
12/19/2025	INV0015839	PAYROLL LIABILITY CLEARING	100-000-202000	HSA	667.50
<b>Vendor DBA 65245 - FURTHER - HSA Total:</b>					<b>1,917.00</b>
<b>Vendor DBA: 61696 - GEIGER PLUMBING INC</b>					
11/26/2025	9634	GAS AND OIL	711-510-746000	SVC CALL ON 10.20.25 UNCL...	100.00
<b>Vendor DBA 61696 - GEIGER PLUMBING INC Total:</b>					<b>100.00</b>
<b>Vendor DBA: 60396 - GENERAL MACHINERY &amp; SUPPLY CO</b>					
12/04/2025	PIT-528794	MISCELLANEOUS COMMODITI...	711-510-750000	NITRILE BLK GLVS MED 6MIL 1...	24.99
12/04/2025	PIT-528949	OPERATING SUPPLIES	712-550-743000	SS HHC NC 5/8X 1-1/2, LOCK ...	8.64
<b>Vendor DBA 60396 - GENERAL MACHINERY &amp; SUPPLY CO Total:</b>					<b>33.63</b>
<b>Vendor DBA: 61751 - GREENSPRO INC</b>					
11/21/2025	INV0064433	CHEMICALS	219-427-752000	HEADWAY 30LB, TOURNEY EZ...	958.30
<b>Vendor DBA 61751 - GREENSPRO INC Total:</b>					<b>958.30</b>
<b>Vendor DBA: 65745 - GUFFEY REAL ESTATE HOLDINGS LLC</b>					
12/11/2025	112025	DOLLAR TREE CID	210-160-736001	CID SALES TAX / NOVEMBER 2...	1,073.38
<b>Vendor DBA 65745 - GUFFEY REAL ESTATE HOLDINGS LLC Total:</b>					<b>1,073.38</b>
<b>Vendor DBA: 65501 - HAMMERSON CORPORATION</b>					
12/18/2025	5692	OPERATING SUPPLIES	204-300-743000	4000 PSI TICKET # 5692, 5697	1,001.50
12/23/2025	5714	OPERATING SUPPLIES	204-300-743000	4000 PSI TICKET # 5714,5715, ...	2,946.00
12/23/2025	5732	OPERATING SUPPLIES	204-300-743000	4000 PSI TICKET # 5732	1,068.00
<b>Vendor DBA 65501 - HAMMERSON CORPORATION Total:</b>					<b>5,015.50</b>
<b>Vendor DBA: 57823 - HAWKINS INC</b>					
10/08/2025	7222465	CHEMICALS	711-500-752000	OPEN PURCHASE ODER FOR A...	10,406.03
12/03/2025	7273211	CHEMICALS	711-500-752000	OPEN PURCHASE ODER FOR A...	10,511.00
12/19/2025	7290649	CHEMICALS	711-500-752000	OPEN PURCHASE ODER FOR A...	13,550.93
<b>Vendor DBA 57823 - HAWKINS INC Total:</b>					<b>34,467.96</b>
<b>Vendor DBA: 08190 - HEARTLAND RURAL ELECTRIC COOP</b>					
12/11/2025	INV0015806	UTILITY - ELECTRIC	100-310-723002	2025: ELECTRIC @ AIRPORT, L...	96.08
12/11/2025	INV0015806	UTILITY - ELECTRIC	711-530-723002	2025: ELECTRIC @ AIRPORT, L...	96.08
12/11/2025	INV0015806	UTILITY - ELECTRIC	712-540-723002	2025: ELECTRIC @ AIRPORT, L...	96.12
<b>Vendor DBA 08190 - HEARTLAND RURAL ELECTRIC COOP Total:</b>					<b>288.28</b>
<b>Vendor DBA: 08260 - HENRY KRAFT INC</b>					
12/03/2025	479772	JANITORIAL SUPPLIES	100-430-745000	MONTHLY SVC OXY, SCA TORK	158.10
12/10/2025	480137	JANITORIAL SUPPLIES	100-200-745000	JANITORIAL SUPPLIES	73.00
<b>Vendor DBA 08260 - HENRY KRAFT INC Total:</b>					<b>231.10</b>
<b>Vendor DBA: 63887 - IRS</b>					
11/21/2025	INV0015866	PAYROLL LIABILITY CLEARING	100-000-202000	Social Security Tax	1.50
12/05/2025	INV0015868	PAYROLL LIABILITY CLEARING	100-000-202000	Medicare Tax	12.52
12/05/2025	INV0015869	PAYROLL LIABILITY CLEARING	100-000-202000	Federal Tax	44.38
12/19/2025	INV0015859	PAYROLL LIABILITY CLEARING	100-000-202000	Social Security Tax	5,171.48
12/19/2025	INV0015859	PAYROLL LIABILITY CLEARING	203-000-202000	Social Security Tax	624.54
12/19/2025	INV0015859	PAYROLL LIABILITY CLEARING	204-000-202000	Social Security Tax	2,773.82
12/19/2025	INV0015859	PAYROLL LIABILITY CLEARING	208-000-202000	Social Security Tax	84.64
12/19/2025	INV0015859	PAYROLL LIABILITY CLEARING	219-000-202000	Social Security Tax	1,112.24

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12/19/2025	INV0015859	PAYROLL LIABILITY CLEARING	711-000-202000	Social Security Tax	3,778.90
12/19/2025	INV0015859	PAYROLL LIABILITY CLEARING	712-000-202000	Social Security Tax	2,143.24
12/19/2025	INV0015859	PAYROLL LIABILITY CLEARING	719-000-202000	Social Security Tax	203.42
12/19/2025	INV0015861	PAYROLL LIABILITY CLEARING	100-000-202000	Medicare Tax	3,251.00
12/19/2025	INV0015861	PAYROLL LIABILITY CLEARING	203-000-202000	Medicare Tax	146.08
12/19/2025	INV0015861	PAYROLL LIABILITY CLEARING	204-000-202000	Medicare Tax	648.76
12/19/2025	INV0015861	PAYROLL LIABILITY CLEARING	208-000-202000	Medicare Tax	19.80
12/19/2025	INV0015861	PAYROLL LIABILITY CLEARING	219-000-202000	Medicare Tax	260.10
12/19/2025	INV0015861	PAYROLL LIABILITY CLEARING	711-000-202000	Medicare Tax	883.78
12/19/2025	INV0015861	PAYROLL LIABILITY CLEARING	712-000-202000	Medicare Tax	501.20
12/19/2025	INV0015861	PAYROLL LIABILITY CLEARING	719-000-202000	Medicare Tax	47.58
12/19/2025	INV0015862	PAYROLL LIABILITY CLEARING	100-000-202000	Federal Tax	8,239.44
12/19/2025	INV0015862	PAYROLL LIABILITY CLEARING	203-000-202000	Federal Tax	372.14
12/19/2025	INV0015862	PAYROLL LIABILITY CLEARING	204-000-202000	Federal Tax	1,494.37
12/19/2025	INV0015862	PAYROLL LIABILITY CLEARING	208-000-202000	Federal Tax	10.56
12/19/2025	INV0015862	PAYROLL LIABILITY CLEARING	219-000-202000	Federal Tax	538.88
12/19/2025	INV0015862	PAYROLL LIABILITY CLEARING	711-000-202000	Federal Tax	2,456.77
12/19/2025	INV0015862	PAYROLL LIABILITY CLEARING	712-000-202000	Federal Tax	1,461.90
12/19/2025	INV0015862	PAYROLL LIABILITY CLEARING	719-000-202000	Federal Tax	146.34
12/29/2025	122925	PENALTIES	100-190-750001	FEDERAL TAX DEPOSITS	134.20
12/29/2025	CP1348	PENALTIES	100-190-750001	UNDERPAYMENT AMOUNT	180.79
Vendor DBA 63887 - IRS Total:					36,744.37

## Vendor DBA: VEN01106 - JANET HARPER

12/23/2025	INV0015872	JANITORIAL SUPPLIES	100-190-745000	2025: CLEANING SVCS \$300 BI...	50.00
12/23/2025	INV0015872	JANITORIAL SUPPLIES	100-200-745000	2025: CLEANING SVCS \$300 BI...	50.00
12/23/2025	INV0015872	JANITORIAL SUPPLIES	100-240-745000	2025: CLEANING SVCS \$300 BI...	50.00
12/23/2025	INV0015872	JANITORIAL SUPPLIES	100-440-745000	2025: CLEANING SVCS \$300 BI...	50.00
12/23/2025	INV0015872	JANITORIAL SUPPLIES	711-520-745000	2025: CLEANING SVCS \$300 BI...	50.00
12/23/2025	INV0015872	JANITORIAL SUPPLIES	712-555-745000	2025: CLEANING SVCS \$300 BI...	50.00
Vendor DBA VEN01106 - JANET HARPER Total:					300.00

## Vendor DBA: 53767 - JUDYS IRON &amp; METAL INC

09/18/2025	70856	OPERATING SUPPLIES	711-500-743000	3/8X5 GAL NIPPLE, 1/2 GAL C...	13.80
10/20/2025	71020	OPERATING SUPPLIES	711-510-743000	1/2 BRASS BALL VALVE	7.48
11/30/2025	70031	OPERATING SUPPLIES	204-300-743000	3/4 PVC 90 E11, 1/2OPT WEL...	11.53
12/11/2025	70028	OPERATING SUPPLIES	204-300-743000	1"SWT TEE, 1/3 SWT MPT AD...	22.65
Vendor DBA 53767 - JUDYS IRON & METAL INC Total:					55.46

## Vendor DBA: 11010 - K &amp; K AUTO PARTS INC

12/02/2025	51377	EQUIPMENT / VEHICLE MAINT...	712-550-742000	UNIT 938 - 5W20 MOTOR OIL,...	215.16
12/02/2025	51380	EQUIPMENT / VEHICLE MAINT...	100-400-742000	CASE - FORD FILTER	11.46
12/02/2025	51389	OPERATING SUPPLIES	204-300-743000	MISC TOOLS	11.90
12/03/2025	51420	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 220 - FORD 4WD UPPER ...	190.90
12/05/2025	51460	EQUIPMENT / VEHICLE MAINT...	711-500-742000	MARINE BATTERY, MARINE B...	279.99
12/05/2025	51462	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 220 - KCV, 3-0332	77.52
12/12/2025	51632	OPERATING SUPPLIES	100-430-743000	BATTERY (2)	241.47
12/17/2025	51733	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 294 - 5/8 HYD HOSE PER...	187.42
Vendor DBA 11010 - K & K AUTO PARTS INC Total:					1,215.82

## Vendor DBA: 11091 - KANSAS DEPARTMENT OF REVENUE

12/08/2025	12825	LICENSE / PERMIT	219-425-727016	GOLF COURSE LIQUOR LICENS...	25.00
Vendor DBA 11091 - KANSAS DEPARTMENT OF REVENUE Total:					25.00

## Vendor DBA: 46002 - KANSAS DEPARTMENT OF REVENUE

12/19/2025	INV0015860	PAYROLL LIABILITY CLEARING	100-000-202000	State Withholding Tax	5,376.40
12/19/2025	INV0015860	PAYROLL LIABILITY CLEARING	203-000-202000	State Withholding Tax	226.03
12/19/2025	INV0015860	PAYROLL LIABILITY CLEARING	204-000-202000	State Withholding Tax	991.98
12/19/2025	INV0015860	PAYROLL LIABILITY CLEARING	208-000-202000	State Withholding Tax	28.28
12/19/2025	INV0015860	PAYROLL LIABILITY CLEARING	219-000-202000	State Withholding Tax	378.71
12/19/2025	INV0015860	PAYROLL LIABILITY CLEARING	711-000-202000	State Withholding Tax	1,422.83
12/19/2025	INV0015860	PAYROLL LIABILITY CLEARING	712-000-202000	State Withholding Tax	850.52
12/19/2025	INV0015860	PAYROLL LIABILITY CLEARING	719-000-202000	State Withholding Tax	80.44

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Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
12/19/2025	INV0015867	PAYROLL LIABILITY CLEARING	100-000-202000	State Withholding Tax	24.11
		<b>Vendor DBA 46002 - KANSAS DEPARTMENT OF REVENUE Total:</b>			
<b>Vendor DBA: 11090 - KANSAS DEPT OF REVENUE</b>					
12/30/2025	112025	COUNTY SALES TAX	100-000-205200	GENERAL FUND - COUNTY SAL...	1,182.79
12/30/2025	112025	LOCAL SALES TAX	100-000-205300	GENERAL FUND - LOCAL SALES...	0.60
12/30/2025	112025	PENALTIES	100-190-750001	NOV 2025 SALES TAX COMPU...	426.49
12/30/2025	112025	LOCAL SALES TAX	711-000-205300	WATER UTILITY - STATE/LOCAL..	3,597.88
12/30/2025	112025	WATER CHARGES	711-000-461001	WATER UTILITY - WATER CHA...	38.84
12/30/2025	112025	LOCAL SALES TAX	712-000-205300	WASTEWATER UTILITY - LOCAL..	20,368.72
		<b>Vendor DBA 11090 - KANSAS DEPT OF REVENUE Total:</b>			
<b>Vendor DBA: 11110 - KANSAS EMPL SECURITY FUND</b>					
09/26/2025	INV0015870	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	1.24
10/10/2025	INV0015407	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	417.76
10/10/2025	INV0015407	PAYROLL LIABILITY CLEARING	203-000-202000	State Unemployment	14.60
10/10/2025	INV0015407	PAYROLL LIABILITY CLEARING	204-000-202000	State Unemployment	58.71
10/10/2025	INV0015407	PAYROLL LIABILITY CLEARING	208-000-202000	State Unemployment	1.74
10/10/2025	INV0015407	PAYROLL LIABILITY CLEARING	219-000-202000	State Unemployment	32.37
10/10/2025	INV0015407	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	87.22
10/10/2025	INV0015407	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	50.78
10/10/2025	INV0015407	PAYROLL LIABILITY CLEARING	719-000-202000	State Unemployment	3.64
10/10/2025	INV0015432	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	0.42
10/10/2025	INV0015432	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	0.41
10/10/2025	INV0015432	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	0.41
10/24/2025	INV0015498	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	355.90
10/24/2025	INV0015498	PAYROLL LIABILITY CLEARING	203-000-202000	State Unemployment	14.60
10/24/2025	INV0015498	PAYROLL LIABILITY CLEARING	204-000-202000	State Unemployment	68.15
10/24/2025	INV0015498	PAYROLL LIABILITY CLEARING	208-000-202000	State Unemployment	1.12
10/24/2025	INV0015498	PAYROLL LIABILITY CLEARING	219-000-202000	State Unemployment	31.62
10/24/2025	INV0015498	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	89.19
10/24/2025	INV0015498	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	51.79
10/24/2025	INV0015498	PAYROLL LIABILITY CLEARING	719-000-202000	State Unemployment	5.00
10/24/2025	INV0015521	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	1.36
10/24/2025	INV0015521	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	1.28
10/24/2025	INV0015521	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	1.34
11/07/2025	INV0015612	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	342.37
11/07/2025	INV0015612	PAYROLL LIABILITY CLEARING	203-000-202000	State Unemployment	14.60
11/07/2025	INV0015612	PAYROLL LIABILITY CLEARING	204-000-202000	State Unemployment	65.38
11/07/2025	INV0015612	PAYROLL LIABILITY CLEARING	208-000-202000	State Unemployment	1.27
11/07/2025	INV0015612	PAYROLL LIABILITY CLEARING	219-000-202000	State Unemployment	31.31
11/07/2025	INV0015612	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	89.58
11/07/2025	INV0015612	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	51.32
11/07/2025	INV0015612	PAYROLL LIABILITY CLEARING	719-000-202000	State Unemployment	4.59
11/21/2025	CM0000649	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	-0.70
11/21/2025	INV0015690	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	355.24
11/21/2025	INV0015690	PAYROLL LIABILITY CLEARING	203-000-202000	State Unemployment	14.60
11/21/2025	INV0015690	PAYROLL LIABILITY CLEARING	204-000-202000	State Unemployment	64.09
11/21/2025	INV0015690	PAYROLL LIABILITY CLEARING	208-000-202000	State Unemployment	1.00
11/21/2025	INV0015690	PAYROLL LIABILITY CLEARING	219-000-202000	State Unemployment	29.66
11/21/2025	INV0015690	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	92.42
11/21/2025	INV0015690	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	49.96
11/21/2025	INV0015690	PAYROLL LIABILITY CLEARING	719-000-202000	State Unemployment	4.26
11/25/2025	CM0000659	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	-1.00
11/25/2025	CM0000665	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	-0.09
11/25/2025	INV0015701	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	62.02
11/25/2025	INV0015701	PAYROLL LIABILITY CLEARING	203-000-202000	State Unemployment	2.06
11/25/2025	INV0015701	PAYROLL LIABILITY CLEARING	204-000-202000	State Unemployment	15.33
11/25/2025	INV0015701	PAYROLL LIABILITY CLEARING	208-000-202000	State Unemployment	0.34
11/25/2025	INV0015701	PAYROLL LIABILITY CLEARING	219-000-202000	State Unemployment	8.18
11/25/2025	INV0015701	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	18.85
11/25/2025	INV0015701	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	8.73

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Payment Dates: 12/10/2025 - 12/30/2025

Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
11/25/2025	INV0015701	PAYROLL LIABILITY CLEARING	719-000-202000	State Unemployment	1.09
11/25/2025	INV0015730	PAYROLL LIABILITY CLEARING	219-000-202000	State Unemployment	0.34
12/05/2025	INV0015789	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	358.17
12/05/2025	INV0015789	PAYROLL LIABILITY CLEARING	203-000-202000	State Unemployment	14.60
12/05/2025	INV0015789	PAYROLL LIABILITY CLEARING	204-000-202000	State Unemployment	63.84
12/05/2025	INV0015789	PAYROLL LIABILITY CLEARING	208-000-202000	State Unemployment	0.72
12/05/2025	INV0015789	PAYROLL LIABILITY CLEARING	219-000-202000	State Unemployment	28.33
12/05/2025	INV0015789	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	90.07
12/05/2025	INV0015789	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	49.90
12/05/2025	INV0015789	PAYROLL LIABILITY CLEARING	719-000-202000	State Unemployment	4.48
12/19/2025	INV0015863	PAYROLL LIABILITY CLEARING	100-000-202000	State Unemployment	323.69
12/19/2025	INV0015863	PAYROLL LIABILITY CLEARING	203-000-202000	State Unemployment	14.60
12/19/2025	INV0015863	PAYROLL LIABILITY CLEARING	204-000-202000	State Unemployment	65.04
12/19/2025	INV0015863	PAYROLL LIABILITY CLEARING	208-000-202000	State Unemployment	2.12
12/19/2025	INV0015863	PAYROLL LIABILITY CLEARING	219-000-202000	State Unemployment	26.28
12/19/2025	INV0015863	PAYROLL LIABILITY CLEARING	711-000-202000	State Unemployment	88.56
12/19/2025	INV0015863	PAYROLL LIABILITY CLEARING	712-000-202000	State Unemployment	50.21
12/19/2025	INV0015863	PAYROLL LIABILITY CLEARING	719-000-202000	State Unemployment	4.78

Vendor DBA 11110 - KANSAS EMPL SECURITY FUND Total: **3,802.84**

## Vendor DBA: 54385 - KANSAS GAS SERVICE

12/11/2025	122025	UTILITY - GAS	100-190-723001	GAS SERVICE (STMT DATE: 11....	17.65
12/11/2025	122025	UTILITY - GAS	100-210-723001	GAS SERVICE (STMT DATE: 11....	167.26
12/11/2025	122025	UTILITY - GAS	100-210-723001	GAS SERVICE (STMT DATE: 11....	228.81
12/11/2025	122025	UTILITY - GAS	100-230-723001	GAS SERVICE (STMT DATE: 11....	230.76
12/11/2025	122025	UTILITY - GAS	100-400-723001	GAS SERVICE (STMT DATE: 11....	127.82
12/11/2025	122025	UTILITY - GAS	100-405-723001	GAS SERVICE (STMT DATE: 11....	307.66
12/11/2025	122025	NEW GYMNASIUM - SPLIT EXP...	100-430-727019	GAS SERVICE (STMT DATE: 11....	465.32
12/11/2025	122025	UTILITY - GAS	219-425-723001	GAS SERVICE (STMT DATE: 11....	79.23
12/11/2025	122025	UTILITY - GAS	711-500-723001	GAS SERVICE (STMT DATE: 11....	81.43
12/11/2025	122025	UTILITY - GAS	711-520-723001	GAS SERVICE (STMT DATE: 11....	17.65
12/11/2025	122025	UTILITY - GAS	712-540-723001	GAS SERVICE (STMT DATE: 11....	673.69
12/11/2025	122025	UTILITY - GAS	712-555-723001	GAS SERVICE (STMT DATE: 11....	17.65

Vendor DBA 54385 - KANSAS GAS SERVICE Total: **2,414.93**

## Vendor DBA: 11149 - KANSAS PAYMENT CENTER

12/19/2025	INV0015855	PAYROLL LIABILITY CLEARING	711-000-202000	BB22DM000158	286.15
12/19/2025	INV0015856	PAYROLL LIABILITY CLEARING	204-000-202000	BB23DM000056	161.54
Vendor DBA 11149 - KANSAS PAYMENT CENTER Total:					<b>447.69</b>

## Vendor DBA: 11198 - KANSAS STATE TREASURER

12/11/2025	112025	MC REINSTATEMENT FEES	100-000-291002	REINSTATEMENT FEES	373.00
12/11/2025	112025	MC JUDICIAL BRANCH SURCH...	100-000-291003	JUDICIAL BRANCH DOCKET FEE	44.00
12/11/2025	112025	MC JUDICIAL BRANCH EDUCAT..	100-000-291004	JUDICIAL BRANCH EDUCATION..	52.42
12/11/2025	112025	MC LAW ENFORCE TRAINING ...	100-000-291005	LAW ENFORCEMENT TRNG C...	1,201.41
12/11/2025	112025	MC REINSTATEMENT FIXED FEE	100-000-291010	REINSTATEMENT FIXED FEE	15.00

Vendor DBA 11198 - KANSAS STATE TREASURER Total: **1,685.83**

## Vendor DBA: 62958 - KC BOBCAT

10/07/2025	73022958	OPERATING SUPPLIES	204-300-743000	24" PLANER, HIGH FLOW	3,086.90
Vendor DBA 62958 - KC BOBCAT Total:					<b>3,086.90</b>

## Vendor DBA: 11340 - KIRKLAND WELDING SUPPLIES INC

12/09/2025	997892	OPERATING SUPPLIES	204-300-743000	20 PROPANE	15.00
Vendor DBA 11340 - KIRKLAND WELDING SUPPLIES INC Total:					<b>15.00</b>

## Vendor DBA: 65127 - KIWANIS OF FORT SCOTT PIONEERS

11/06/2025	861	DUES AND MEMBERSHIPS	100-190-726000	2025 CHILI FEED SPONSOR	100.00
Vendor DBA 65127 - KIWANIS OF FORT SCOTT PIONEERS Total:					<b>100.00</b>

## Vendor DBA: 65375 - KOAM-TV

11/30/2025	11216-1	ADVERTISING	208-165-727002	NOVEMBER ADS	170.00
Vendor DBA 65375 - KOAM-TV Total:					<b>170.00</b>

## Vendor DBA: 45989 - KP&amp;F

12/19/2025	INV0015840	PAYROLL LIABILITY CLEARING	100-000-202000	KP&F	23,879.70
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## Expense Approval Report

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Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
12/19/2025	INV0015864	PAYROLL LIABILITY CLEARING	100-000-202000	KP&F	137.47
				Vendor DBA 45989 - KP&F Total:	24,017.17
<b>Vendor DBA: 45990 - KPERS</b>					
12/19/2025	CM0000679	PAYROLL LIABILITY CLEARING	100-000-202000	KPERS Insurance	-167.20
12/19/2025	INV0015841	PAYROLL LIABILITY CLEARING	100-000-202000	KPERS Insurance	410.76
12/19/2025	INV0015841	PAYROLL LIABILITY CLEARING	203-000-202000	KPERS Insurance	54.58
12/19/2025	INV0015841	PAYROLL LIABILITY CLEARING	204-000-202000	KPERS Insurance	232.03
12/19/2025	INV0015841	PAYROLL LIABILITY CLEARING	219-000-202000	KPERS Insurance	82.57
12/19/2025	INV0015841	PAYROLL LIABILITY CLEARING	711-000-202000	KPERS Insurance	320.31
12/19/2025	INV0015841	PAYROLL LIABILITY CLEARING	712-000-202000	KPERS Insurance	178.00
12/19/2025	INV0015841	PAYROLL LIABILITY CLEARING	719-000-202000	KPERS Insurance	16.41
12/19/2025	INV0015842	PAYROLL LIABILITY CLEARING	100-000-202000	KPERS	1,953.00
12/19/2025	INV0015842	PAYROLL LIABILITY CLEARING	203-000-202000	KPERS	857.52
12/19/2025	INV0015842	PAYROLL LIABILITY CLEARING	204-000-202000	KPERS	1,716.91
12/19/2025	INV0015842	PAYROLL LIABILITY CLEARING	219-000-202000	KPERS	835.60
12/19/2025	INV0015842	PAYROLL LIABILITY CLEARING	711-000-202000	KPERS	1,776.35
12/19/2025	INV0015842	PAYROLL LIABILITY CLEARING	712-000-202000	KPERS	1,654.86
12/19/2025	INV0015843	PAYROLL LIABILITY CLEARING	100-000-202000	KPERS	338.92
12/19/2025	INV0015843	PAYROLL LIABILITY CLEARING	219-000-202000	KPERS	290.86
12/19/2025	INV0015843	PAYROLL LIABILITY CLEARING	711-000-202000	KPERS	837.78
12/19/2025	INV0015844	PAYROLL LIABILITY CLEARING	100-000-202000	KPERS	3,824.78
12/19/2025	INV0015844	PAYROLL LIABILITY CLEARING	204-000-202000	KPERS	1,928.13
12/19/2025	INV0015844	PAYROLL LIABILITY CLEARING	219-000-202000	KPERS	170.69
12/19/2025	INV0015844	PAYROLL LIABILITY CLEARING	711-000-202000	KPERS	2,417.05
12/19/2025	INV0015844	PAYROLL LIABILITY CLEARING	712-000-202000	KPERS	1,141.94
12/19/2025	INV0015844	PAYROLL LIABILITY CLEARING	719-000-202000	KPERS	257.72
12/19/2025	INV0015845	PAYROLL LIABILITY CLEARING	219-000-202000	KPERS	5.17
				Vendor DBA 45990 - KPERS Total:	21,134.74
<b>Vendor DBA: 61960 - KTK ELECTRIC LLC</b>					
12/23/2025	9738	CONTRACTUAL SERVICES	711-500-727012	DX AND REPAIR OZONE DEST...	191.25
				Vendor DBA 61960 - KTK ELECTRIC LLC Total:	191.25
<b>Vendor DBA: 12130 - LEAGUE OF KS MUNICIPALITIES</b>					
12/01/2025	26-6	DUES AND MEMBERSHIPS	100-110-726000	2026 MEMBERSHIP DUES LK...	1,191.33
12/01/2025	26-6	DUES AND MEMBERSHIPS	711-520-726000	2026 MEMBERSHIP DUES LK...	1,191.33
12/01/2025	26-6	DUES AND MEMBERSHIPS	712-550-726000	2026 MEMBERSHIP DUES LK...	1,191.69
				Vendor DBA 12130 - LEAGUE OF KS MUNICIPALITIES Total:	3,574.35
<b>Vendor DBA: 65222 - LIFTED LOGIC</b>					
12/11/2025	133861	ADVERTISING	208-165-727002	WEBSITE HOSTING FEE VISIT...	190.00
				Vendor DBA 65222 - LIFTED LOGIC Total:	190.00
<b>Vendor DBA: 55116 - LINDE INC</b>					
12/26/2025	54022531	CHEMICALS	711-500-752000	2025 OPEN PO FOR CHEMICAL...	2,585.61
				Vendor DBA 55116 - LINDE INC Total:	2,585.61
<b>Vendor DBA: 12210 - LOCKWOOD MOTOR SUPPLY INC</b>					
11/25/2025	5201-441151	OPERATING SUPPLIES	712-550-743000	PLUG TAP	13.50
12/01/2025	5201-441302	EQUIPMENT / VEHICLE MAINT...	100-210-742000	DIESEL FUEL SUPLEMENT	85.87
12/01/2025	5201-441314	EQUIPMENT / VEHICLE MAINT...	100-400-742000	6 MILL BASTARD FIL, 10 MILL ...	22.83
12/02/2025	5201-441344	EQUIPMENT / VEHICLE MAINT...	711-500-742000	PISTOL GRIP GREASE	34.99
12/03/2025	5201-441393	EQUIPMENT / VEHICLE MAINT...	100-400-742000	OIL 5W30 FULL SYN, ENGINE O...	76.65
12/03/2025	5201-441397	OPERATING SUPPLIES	712-540-743000	BRAKE CLEAN NON-CHLR, BRU...	39.95
12/04/2025	5201-441442	OPERATING SUPPLIES	100-200-743000	UNIT 528 - MOTORCRAFT520,...	90.89
12/04/2025	5201-441445	EQUIPMENT / VEHICLE MAINT...	204-300-742000	BALL JOINT	26.10
12/04/2025	5201-441448	EQUIPMENT / VEHICLE MAINT...	204-300-742000	SLIM LED WORK LAMP, ROUN...	321.90
12/04/2025	5201-441459	EQUIPMENT / VEHICLE MAINT...	204-300-742000	COUPLING (2), DIFF PLUG	129.44
12/04/2025	5201-441474	EQUIPMENT / VEHICLE MAINT...	204-300-742000	SQUARE LED WORK LAMP	184.54
12/05/2025	5201-441496	EQUIPMENT / VEHICLE MAINT...	204-300-742000	OIL SEAL	57.70
12/08/2025	5201-441570	OPERATING SUPPLIES	204-300-743000	MIS MASK	5.00
12/09/2025	5201-441618	MISCELLANEOUS COMMODITI...	219-427-750000	PLUG TAP	13.71
12/10/2025	5201-441671	MISCELLANEOUS COMMODITI...	219-427-750000	STARTING FLUID, CARB/CHOK...	18.41

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Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
12/15/2025	5201-441878	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 266 - 12G-12FJX, HOSE	153.05
12/15/2025	5201-441879	EQUIPMENT / VEHICLE MAINT...	100-210-742000	E2 - HEATER HOSE, STRAIGHT ...	51.64
12/15/2025	5201-441882	EQUIPMENT / VEHICLE MAINT...	100-210-742000	HEATER HOSE	4.47
12/16/2025	5201-441928	OPERATING SUPPLIES	204-300-743000	WIRE CUP BRUSH	24.28
12/17/2025	5201-441954	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 290 - P&I GLOSS WHITE	17.88
12/17/2025	5201-441984	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 226 - BRAKE SHOE SET, ...	79.97
12/18/2025	5201-442001	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 226 - BRAKE SHOE SET	-3.35
12/18/2025	5201-442019	EQUIPMENT / VEHICLE MAINT...	100-240-742000	UNIT 140 - STARTER	226.41
12/18/2025	5201-442033	EQUIPMENT / VEHICLE MAINT...	100-240-742000	CQ DIATOMOIL ABSORB, STAR...	-40.00
12/18/2025	5201-442033	OPERATING SUPPLIES	204-300-743000	CQ DIATOMOIL ABSORB, STAR...	69.96
12/19/2025	5201-442054	EQUIPMENT / VEHICLE MAINT...	204-300-742000	CONV OIL	15.99
12/23/2025	5201-442174	EQUIPMENT / VEHICLE MAINT...	712-550-742000	AIR, SWITCHTOGGLE	61.58
12/23/2025	5201-442181	EQUIPMENT / VEHICLE MAINT...	712-550-742000	SWITCHTOGGLE(2)	12.83
12/29/2025	5201-442352	EQUIPMENT / VEHICLE MAINT...	712-550-742000	AIR	85.64
<b>Vendor DBA 12210 - LOCKWOOD MOTOR SUPPLY INC Total:</b>					<b>1,881.83</b>

## Vendor DBA: 64916 - LYNETTE S WESTHOFF

12/30/2025	INV0015889	CONTRACTUAL SERVICES	100-430-727012	SOULFUSION	312.00
<b>Vendor DBA 64916 - LYNETTE S WESTHOFF Total:</b>					<b>312.00</b>

## Vendor DBA: 62530 - M &amp; R DOOR INSTALLATION

12/24/2025	1458	CONTRACTUAL SERVICES	100-310-727012	HANGAR DOOR MAINTENANCE	572.29
<b>Vendor DBA 62530 - M &amp; R DOOR INSTALLATION Total:</b>					<b>572.29</b>

## Vendor DBA: VEN01409 -

11/21/2025	INV0015865	PAYROLL LIABILITY CLEARING	100-000-202000	MANHATTAN LIFE CANCER 1 SS	96.48
12/19/2025	CM0000674	PAYROLL LIABILITY CLEARING	100-000-202000	MANHATTAN LIFE CANCER 1	-96.48
12/19/2025	INV0015847	PAYROLL LIABILITY CLEARING	100-000-202000	MANHATTAN LIFE CANCER 1	57.18
12/19/2025	INV0015847	PAYROLL LIABILITY CLEARING	203-000-202000	MANHATTAN LIFE CANCER 1	12.06
12/19/2025	INV0015847	PAYROLL LIABILITY CLEARING	204-000-202000	MANHATTAN LIFE CANCER 1	18.52
12/19/2025	INV0015847	PAYROLL LIABILITY CLEARING	711-000-202000	MANHATTAN LIFE CANCER 1	59.99
12/19/2025	INV0015847	PAYROLL LIABILITY CLEARING	712-000-202000	MANHATTAN LIFE CANCER 1	35.73
12/19/2025	INV0015848	PAYROLL LIABILITY CLEARING	100-000-202000	MANHATTAN LIFE CANCER 1 SS	73.22
12/19/2025	INV0015849	PAYROLL LIABILITY CLEARING	100-000-202000	MANHATTAN LIFE CANCER 2	15.94
12/19/2025	INV0015849	PAYROLL LIABILITY CLEARING	711-000-202000	MANHATTAN LIFE CANCER 2	80.91
12/19/2025	INV0015849	PAYROLL LIABILITY CLEARING	712-000-202000	MANHATTAN LIFE CANCER 2	20.37
12/19/2025	INV0015850	PAYROLL LIABILITY CLEARING	100-000-202000	MANHATTAN LIFE CANCER 2 SS	15.94
12/19/2025	INV0015851	PAYROLL LIABILITY CLEARING	100-000-202000	MANHATTAN LIFE CANCER 4	31.08
12/19/2025	INV0015851	PAYROLL LIABILITY CLEARING	203-000-202000	MANHATTAN LIFE CANCER 4	29.45
12/19/2025	INV0015851	PAYROLL LIABILITY CLEARING	204-000-202000	MANHATTAN LIFE CANCER 4	23.37
12/19/2025	INV0015851	PAYROLL LIABILITY CLEARING	711-000-202000	MANHATTAN LIFE CANCER 4	32.01
12/19/2025	INV0015851	PAYROLL LIABILITY CLEARING	712-000-202000	MANHATTAN LIFE CANCER 4	32.24
<b>Vendor DBA VEN01409 - MANHATTAN LIFE Total:</b>					<b>538.01</b>

## Vendor DBA: 59545 - MARMIC FIRE &amp; SAFETY CO INC

03/07/2025	D223562	MAINTENANCE AGREEMENT	100-200-727004	ANNUAL INSPECTION	140.91
03/07/2025	D223578	MAINTENANCE AGREEMENT	711-500-727004	ANNUAL INSPECTION	448.05
03/07/2025	D223600	MAINTENANCE AGREEMENT	100-405-727004	ANNUAL INSPECTION	70.96
12/01/2025	D223552	MAINTENANCE AGREEMENT	100-310-727004	ANNUAL INSPECTION	235.37
12/01/2025	D223553	MAINTENANCE AGREEMENT	100-400-727004	ANNUAL INSPECTION	56.97
<b>Vendor DBA 59545 - MARMIC FIRE &amp; SAFETY CO INC Total:</b>					<b>952.26</b>

## Vendor DBA: 55496 - MAYCO ACE HARDWARE

11/18/2025	263614	OPERATING SUPPLIES	711-510-743000	BATTERY ALKALINE 9V 1PK, T...	77.54
11/19/2025	263661	OPERATING SUPPLIES	711-510-743000	FLAP DISC 1-1/2"	53.97
11/19/2025	263700	MISCELLANEOUS COMMODIT...	711-510-750000	STUMP OUT BONIDE 1LB, CRO...	44.98
11/21/2025	263841	OPERATING SUPPLIES	204-300-743000	CBL TIES 18", DIAGONAL PLI...	44.97
11/24/2025	264024	MISCELLANEOUS COMMODIT...	100-400-750000	SWIVL TAP 3P, CLB TIES 5.7", ...	17.57
11/30/2025	264554	MISCELLANEOUS COMMODIT...	100-190-750000	SVC CHRG	24.17
<b>Vendor DBA 55496 - MAYCO ACE HARDWARE Total:</b>					<b>263.20</b>

## Vendor DBA: VEN01024 -

12/10/2025	827570	OPERATING SUPPLIES	204-300-743000	SCA-4/SB1/SR1/GRADE D/PB2...	283.38
<b>Vendor DBA VEN01024 - MIDWEST MINERALS Total:</b>					<b>283.38</b>

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Payment Dates: 12/10/2025 - 12/30/2025

Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
<b>Vendor DBA: 13440 - MILLER FEED &amp; OIL INC</b>					
12/03/2025	190265	OPERATING SUPPLIES	711-510-743000	ROPER GLOVE ECO 12 PK	11.99
12/04/2025	190315	OPERATING SUPPLIES	204-300-743000	ROUGH RIDER FLANNEL LINE ...	39.98
12/08/2025	190475	OPERATING SUPPLIES	204-300-743000	ROUGH RIDER FLANNEL LINE ...	39.98
12/11/2025	190641	MISCELLANEOUS COMMODITI...	711-530-750000	(2) TORDON RTU	49.98
<b>Vendor DBA 13440 - MILLER FEED &amp; OIL INC Total:</b>					<b>141.93</b>
<b>Vendor DBA: 45981 - MODERN COPY SYSTEMS</b>					
10/09/2025	60574	CONTRACTUAL SERVICES	711-500-727012	WTR TRTMNT MONTHLY CON...	101.00
11/13/2025	60744	OFFICE SUPPLIES	219-425-744000	TK-5232K BLACK TONER FOR ...	210.53
<b>Vendor DBA 45981 - MODERN COPY SYSTEMS Total:</b>					<b>311.53</b>
<b>Vendor DBA: 14190 - NORRIS HEATING</b>					
10/22/2025	87787	BUILDING MAINTENANCE	100-440-741000	BOILER REPAIRS	500.00
<b>Vendor DBA 14190 - NORRIS HEATING Total:</b>					<b>500.00</b>
<b>Vendor DBA: 14200 - NUSS AND FARMER PA</b>					
10/31/2025	22457	LEGAL FEES	100-120-727001	OCT LEGAL EXPENSE (OUTSIDE..	5,720.00
11/30/2025	22477	LEGAL FEES	100-120-727001	NOV LEGAL EXPENSE (OUTSID...	3,080.00
<b>Vendor DBA 14200 - NUSS AND FARMER PA Total:</b>					<b>8,800.00</b>
<b>Vendor DBA: 15087 - O REILLY AUTO PARTS</b>					
11/04/2025	0198-378726	EQUIPMENT / VEHICLE MAINT...	712-550-742000	GL WIPER FLD, FUNNEL, VENT...	19.67
11/24/2025	0198-381362	EQUIPMENT / VEHICLE MAINT...	100-210-742000	HD AIR FLTR	167.54
12/01/2025	0198-382077	MISCELLANEOUS COMMODITI...	712-550-750000	VENT CLIP, LENS REPAIR, LENS...	9.47
12/02/2025	0198-382274	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 232 - PCV GROMMET	3.33
12/03/2025	0198-382375	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 220 - TIE ROD, TRACK B...	229.72
12/03/2025	0198-382390	OPERATING SUPPLIES	204-300-743000	SCOTCH MOLD, MOLDING TA...	14.31
12/05/2025	0198-382611	EQUIPMENT / VEHICLE MAINT...	100-200-742000	UNIT 150 SWAY LINK	208.94
12/08/2025	0198-382981	EQUIPMENT / VEHICLE MAINT...	100-200-742000	SWAY LINK (2)	-105.90
12/08/2025	0198-382982	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 271 - CONNECTOR	11.89
12/08/2025	0198-383031	EQUIPMENT / VEHICLE MAINT...	204-300-742000	ADAPTER (2)	37.38
12/09/2025	0198-383100	OPERATING SUPPLIES	712-550-743000	DRAIN PAN, FUNNEL TRIO	26.98
12/09/2025	0198-383107	EQUIPMENT / VEHICLE MAINT...	712-550-742000	5QTMOTOROIL, 1QTSYNTHOIL...	64.76
12/12/2025	0198-383541	EQUIPMENT / VEHICLE MAINT...	204-300-742000	STOPLIGHT	20.35
12/12/2025	0198-383546	EQUIPMENT / VEHICLE MAINT...	204-300-742000	NEW MISTR CYL	-121.88
12/15/2025	0198-383823	EQUIPMENT / VEHICLE MAINT...	204-300-742000	24OZ GOO GONE, SCRAPPBLA...	26.98
12/15/2025	0198-383837	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 283 - WORKLIGHT(2) EN...	86.04
12/17/2025	0198-384065	EQUIPMENT / VEHICLE MAINT...	100-200-742000	BATTERY, CORE CHRG	210.99
12/17/2025	0198-384100	EQUIPMENT / VEHICLE MAINT...	204-300-742000	CORE RETURN	-22.00
<b>Vendor DBA 15087 - O REILLY AUTO PARTS Total:</b>					<b>888.57</b>
<b>Vendor DBA: VEN01395 - OGLETREE, DEAKINS, NASH, SMOAK &amp; STEWART P.C.</b>					
12/11/2025	91787424	LEGAL FEES	100-230-727001	ATTORNEY FEES FOR ACO SUIT..	22,751.16
12/11/2025	INV0015812	LEGAL FEES	100-230-727001	ATTORNEY FEES FOR ACO SUI...	13,903.37
<b>Vendor DBA VEN01395 - OGLETREE, DEAKINS, NASH, SMOAK &amp; STEWART P.C. Total:</b>					<b>36,654.53</b>
<b>Vendor DBA: 64611 - OGLI</b>					
12/19/2025	INV0015852	PAYROLL LIABILITY CLEARING	100-000-202000	OGLI - Minnesota Life	173.92
12/19/2025	INV0015852	PAYROLL LIABILITY CLEARING	203-000-202000	OGLI - Minnesota Life	13.20
12/19/2025	INV0015852	PAYROLL LIABILITY CLEARING	204-000-202000	OGLI - Minnesota Life	2.16
12/19/2025	INV0015852	PAYROLL LIABILITY CLEARING	219-000-202000	OGLI - Minnesota Life	9.85
12/19/2025	INV0015852	PAYROLL LIABILITY CLEARING	711-000-202000	OGLI - Minnesota Life	51.50
12/19/2025	INV0015852	PAYROLL LIABILITY CLEARING	712-000-202000	OGLI - Minnesota Life	10.63
<b>Vendor DBA 64611 - OGLI Total:</b>					<b>261.26</b>
<b>Vendor DBA: 16008 - PACE ANALYTICAL SERVICES INC</b>					
11/19/2025	2560238119	LAB TESTING	712-540-727025	2025: OPEN PO WEEKLY/MON...	565.00
12/08/2025	2560239071	LAB TESTING	712-540-727025	2025: OPEN PO WEEKLY/MON...	724.00
12/09/2025	2560239149	LAB TESTING	712-540-727025	2025: OPEN PO WEEKLY/MON...	537.00
12/16/2025	2560239535	LAB TESTING	712-540-727025	2025: OPEN PO WEEKLY/MON...	537.00
12/16/2025	260239499	LAB TESTING	712-540-727025	2025: OPEN PO WEEKLY/MON...	678.00
12/24/2025	2560240050	LAB TESTING	712-540-727025	2025: OPEN PO WEEKLY/MON...	190.00
12/29/2025	2560240124	LAB TESTING	712-540-727025	2025: OPEN PO WEEKLY/MON...	317.00
<b>Vendor DBA 16008 - PACE ANALYTICAL SERVICES INC Total:</b>					<b>3,548.00</b>

## Expense Approval Report

Payment Dates: 12/10/2025 - 12/30/2025

Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
<b>Vendor DBA: 65884 - PAYCOR INC</b>					
12/18/2025	INV00074591	CONTRACTUAL SERVICES	100-140-727012	2025: RECRUITING & APPLICA...	399.00
				<b>Vendor DBA 65884 - PAYCOR INC Total:</b>	<b>399.00</b>
<b>Vendor DBA: 60044 - PEPSI-COLA BOTTLING COMPANY OF PITTSBURG INC</b>					
12/04/2025	1026722	CONCESSION SUPPLIES	100-430-749000	PRODUCT FOR VENDING MAC...	193.50
12/30/2025	1025336/1026846	CONCESSION SUPPLIES	100-430-749000	PRODUCT FOR VENDING MAC...	256.00
				<b>Vendor DBA 60044 - PEPSI-COLA BOTTLING COMPANY OF PITTSBURG INC Total:</b>	<b>449.50</b>
<b>Vendor DBA: 65948 - PLANET TECHNOLOGIES INC</b>					
11/30/2025	150289	CONTRACTUAL SERVICES	100-180-727012	2025: MICROSOFT 365 COMM...	400.16
11/30/2025	150289	CONTRACTUAL SERVICES	711-520-727012	2025: MICROSOFT 365 COMM...	400.16
11/30/2025	150289	CONTRACTUAL SERVICES	712-555-727012	2025: MICROSOFT 365 COMM...	400.29
				<b>Vendor DBA 65948 - PLANET TECHNOLOGIES INC Total:</b>	<b>1,200.61</b>
<b>Vendor DBA: 60607 - SCHULTE SUPPLY INC</b>					
07/03/2025	S1220861.005	OPERATING SUPPLIES	711-510-743000	5/8" COPPERSETTER BALL VAL...	1,354.11
07/08/2025	S1220861.007	OPERATING SUPPLIES	711-510-743000	5/8" LINESETTER BALL VALVE	825.18
07/30/2025	S1231894.001	OPERATING SUPPLIES	711-510-743000	4" X 5" CUSTOM BLUE MARKI...	568.00
12/10/2025	S1196754.012	OPERATING SUPPLIES	711-510-743000	4" FLANGED NEPTUNE MACH ...	173.81
				<b>Vendor DBA 60607 - SCHULTE SUPPLY INC Total:</b>	<b>2,921.10</b>
<b>Vendor DBA: 62464 - SECURITY 1ST TITLE</b>					
12/04/2025	3164936	CONTRACTUAL SERVICES	215-000-727012	INFORMATIONAL TITLE REPO...	250.00
				<b>Vendor DBA 62464 - SECURITY 1ST TITLE Total:</b>	<b>250.00</b>
<b>Vendor DBA: 61765 - SECURITY BENEFIT (wire)</b>					
12/19/2025	INV0015825	PAYROLL LIABILITY CLEARING	100-000-202000	Deferred Comp - 0613086	334.21
12/19/2025	INV0015825	PAYROLL LIABILITY CLEARING	711-000-202000	Deferred Comp - 0613086	83.89
12/19/2025	INV0015825	PAYROLL LIABILITY CLEARING	712-000-202000	Deferred Comp - 0613086	81.90
12/19/2025	INV0015826	PAYROLL LIABILITY CLEARING	100-000-202000	Deferred Comp - 0613086	25.00
				<b>Vendor DBA 61765 - SECURITY BENEFIT (wire) Total:</b>	<b>525.00</b>
<b>Vendor DBA: 19444 - SKITCHS HAULING &amp; EXCAVATING INC</b>					
11/30/2025	8700	CONTRACTUAL SERVICES	100-400-727012	OCT / CLEANING - PORTABLE ...	2,700.00
11/30/2025	8700	CONTRACTUAL SERVICES	711-530-727012	OCT / CLEANING - PORTABLE ...	2,700.00
				<b>Vendor DBA 19444 - SKITCHS HAULING &amp; EXCAVATING INC Total:</b>	<b>5,400.00</b>
<b>Vendor DBA: 55219 - STERICYCLE INC</b>					
11/25/2025	8012727224	CONTRACTUAL SERVICES	100-200-727012	STERI-SAFE OSHA COMPLIANCE...	60.08
				<b>Vendor DBA 55219 - STERICYCLE INC Total:</b>	<b>60.08</b>
<b>Vendor DBA: 65409 - SUPER MARKET DEVELOPERS INC</b>					
12/11/2025	112025	CID PAYMENT TO PRICE CHOP...	210-160-736600	CID SALES TAX-	47.68
				<b>Vendor DBA 65409 - SUPER MARKET DEVELOPERS INC Total:</b>	<b>47.68</b>
<b>Vendor DBA: 19781 - SUPERIOR SIGNALS INC</b>					
12/03/2025	24217513	EQUIPMENT / VEHICLE MAINT...	204-300-742000	UNIT 232 - MINI BAR 6IN	299.00
				<b>Vendor DBA 19781 - SUPERIOR SIGNALS INC Total:</b>	<b>299.00</b>
<b>Vendor DBA: 60338 - TCB PLUMBING</b>					
12/30/2025	055157	CONTRACTUAL SERVICES	100-430-727012	CLEANED MAIN TO CITY	350.00
				<b>Vendor DBA 60338 - TCB PLUMBING Total:</b>	<b>350.00</b>
<b>Vendor DBA: 57222 - TRI VALLEY DEVELOPMENTAL SERVICES</b>					
11/30/2025	40361	CONTRACTUAL SERVICES	100-190-727012	SHREDDED PAPER 43LBS	8.60
11/30/2025	40361	CONTRACTUAL SERVICES	711-520-727012	SHREDDED PAPER 43LBS	8.60
11/30/2025	40361	CONTRACTUAL SERVICES	712-555-727012	SHREDDED PAPER 43LBS	8.60
				<b>Vendor DBA 57222 - TRI VALLEY DEVELOPMENTAL SERVICES Total:</b>	<b>25.80</b>
<b>Vendor DBA: 64801 - TROPHY FISHERIES</b>					
09/15/2025	1	CFAP	100-400-750006	FISH FEDER MOTOR	139.00
				<b>Vendor DBA 64801 - TROPHY FISHERIES Total:</b>	<b>139.00</b>
<b>Vendor DBA: 21010 - US POSTMASTER</b>					
12/30/2025	INV0015891	POSTAGE AND SHIPPING	711-520-721000	UTILITY BILL POSTAGE	2,500.00
12/30/2025	INV0015891	POSTAGE AND SHIPPING	712-555-721000	UTILITY BILL POSTAGE	2,500.00
				<b>Vendor DBA 21010 - US POSTMASTER Total:</b>	<b>5,000.00</b>

## Expense Approval Report

Payment Dates: 12/10/2025 - 12/30/2025

Payable Date	Payable Number	Account Name	Account Number	Description (Item)	Amount
<b>Vendor DBA: 61779 - USGA</b>					
12/30/2025	43763523-2026	BOOKS AND SUBSCRIPTIONS	219-425-748000	2026 CLUB MEMBERSHIP	175.00
<b>Vendor DBA 61779 - USGA Total:</b>					
<b>Vendor DBA: 59332 - VERIZON</b>					
11/12/2025	6128248323	CELL PHONE / IPAD	100-310-730000	AIRPORT	77.04
11/12/2025	6128248326	CELL PHONE / IPAD	100-220-730000	DISPATCH	205.78
11/12/2025	6128248330	CELL PHONE / IPAD	711-500-730000	WTR TRTMNT	118.57
11/12/2025	6128248331	CELL PHONE / IPAD	712-540-730000	WWTP	40.01
11/12/2025	61282548329	CELL PHONE / IPAD	100-210-730000	FSFD	60.06
12/03/2025	6128248332	DONATIONS	100-200-521003	ARLO	40.01
12/03/2025	6128248332	CELL PHONE / IPAD	100-400-730000	ARLO	40.00
12/03/2025	6128248332	CELL PHONE / IPAD	219-427-730000	ARLO	40.02
12/12/2025	6130760648	CELL PHONE / IPAD	100-230-730000	ANIMAL CONTROL	38.52
12/12/2025	6130760652	CELL PHONE / IPAD	100-200-730000	FSPD	411.26
<b>Vendor DBA 59332 - VERIZON Total:</b>					
<b>Vendor DBA: 22082 - VISION SERVICE PLAN</b>					
06/06/2025	INV0015816	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance	0.02
12/19/2025	INV0015853	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance	107.50
12/19/2025	INV0015853	PAYROLL LIABILITY CLEARING	203-000-202000	Health Insurance	9.65
12/19/2025	INV0015853	PAYROLL LIABILITY CLEARING	204-000-202000	Health Insurance	38.64
12/19/2025	INV0015853	PAYROLL LIABILITY CLEARING	219-000-202000	Health Insurance	23.45
12/19/2025	INV0015853	PAYROLL LIABILITY CLEARING	711-000-202000	Health Insurance	51.74
12/19/2025	INV0015853	PAYROLL LIABILITY CLEARING	712-000-202000	Health Insurance	24.03
12/19/2025	INV0015854	PAYROLL LIABILITY CLEARING	100-000-202000	Health Insurance	126.88
<b>Vendor DBA 22082 - VISION SERVICE PLAN Total:</b>					
<b>Vendor DBA: VEN01428 -</b>					
12/19/2025	INV0015831	PAYROLL LIABILITY CLEARING	711-000-202000	Case No:25-21392-13	308.09
12/19/2025	INV0015831	PAYROLL LIABILITY CLEARING	712-000-202000	Case No:25-21392-13	308.07
<b>Vendor DBA VEN01428 - W.H. Griffin, Chapter 13 Trustee Total:</b>					
<b>Vendor DBA: 64482 - WHITAKER AGGREGATES INC</b>					
10/31/2025	66621	IMPROVEMENTS	210-000-763000	COMMERCIAL ASPHALT	79,349.90
11/30/2025	67023	IMPROVEMENTS	204-300-763000	COMMERCIAL ASPHALT	50,319.50
11/30/2025	67023	IMPROVEMENTS	210-000-763000	COMMERCIAL ASPHALT	27,790.70
<b>Vendor DBA 64482 - WHITAKER AGGREGATES INC Total:</b>					
<b>Grand Total:</b>					
<b>610,834.62</b>					

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	156,490.71
200 - PUBLIC LIBRARY	8,597.05
203 - ECONOMIC DEVELOPMENT	3,597.32
204 - SPECIAL STREETS AND HIGHWAYS	81,349.01
207 - E911 TELEPHONE TAX	895.37
208 - CONVENTION AND VISITORS BUREAU	3,811.65
209 - PARKS/COMMUNITY FACILITIES SALES TAX	36,725.00
210 - STREETS SALES TAX	110,868.26
215 - LAND BANK	250.00
218 - RECREATION	4,168.50
219 - GOLF COURSE	7,081.81
711 - WATER UTILITY	77,274.82
712 - WASTEWATER UTILITY	117,412.52
719 - STORMWATER UTILITY	779.75
939 - GNAT PROJECT	1,532.85
<b>Grand Total:</b>	<b>610,834.62</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-000-202000	PAYROLL LIABILITY CLEA...	84,133.06
100-000-205200	COUNTY SALES TAX	1,182.79
100-000-205300	LOCAL SALES TAX	0.60
100-000-291002	MC REINSTATEMENT FE...	373.00
100-000-291003	MC JUDICIAL BRANCH S...	44.00
100-000-291004	MC JUDICIAL BRANCH E...	52.42
100-000-291005	MC LAW ENFORCE TRAIN..	1,201.41
100-000-291010	MC REINSTATEMENT FIX...	15.00
100-110-726000	DUES AND MEMBERSHI...	1,191.33
100-120-727001	LEGAL FEES	8,800.00
100-130-727012	CONTRACTUAL SERVICES	5,500.00
100-140-727012	CONTRACTUAL SERVICES	399.00
100-150-744000	OFFICE SUPPLIES	249.95
100-180-727012	CONTRACTUAL SERVICES	400.16
100-180-764000	MACHINERY AND EQUI...	161.42
100-190-723001	UTILITY - GAS	17.65
100-190-726000	DUES AND MEMBERSHI...	100.00
100-190-727012	CONTRACTUAL SERVICES	8.60
100-190-744000	OFFICE SUPPLIES	8.62
100-190-745000	JANITORIAL SUPPLIES	83.06
100-190-750000	MISCELLANEOUS COM...	24.17
100-190-750001	PENALTIES	741.48
100-200-521003	DONATIONS	40.01
100-200-727004	MAINTENANCE AGREEM...	140.91
100-200-727012	CONTRACTUAL SERVICES	2,315.08
100-200-730000	CELL PHONE / IPAD	411.26
100-200-741000	BUILDING MAINTENANCE	360.99
100-200-742000	EQUIPMENT / VEHICLE ...	1,862.03
100-200-743000	OPERATING SUPPLIES	90.89
100-200-745000	JANITORIAL SUPPLIES	123.00
100-210-723001	UTILITY - GAS	396.07
100-210-730000	CELL PHONE / IPAD	60.06
100-210-742000	EQUIPMENT / VEHICLE ...	309.52
100-220-730000	CELL PHONE / IPAD	205.78
100-230-723001	UTILITY - GAS	230.76
100-230-727001	LEGAL FEES	36,654.53
100-230-730000	CELL PHONE / IPAD	38.52
100-240-742000	EQUIPMENT / VEHICLE ...	271.41

## Account Summary

Account Number	Account Name	Payment Amount
100-240-745000	JANITORIAL SUPPLIES	50.00
100-310-723001	UTILITY - GAS	154.01
100-310-723002	UTILITY - ELECTRIC	96.08
100-310-727004	MAINTENANCE AGREEM...	235.37
100-310-727012	CONTRACTUAL SERVICES	1,272.29
100-310-730000	CELL PHONE / IPAD	77.04
100-400-723001	UTILITY - GAS	127.82
100-400-727004	MAINTENANCE AGREEM...	56.97
100-400-727012	CONTRACTUAL SERVICES	2,700.00
100-400-730000	CELL PHONE / IPAD	40.00
100-400-742000	EQUIPMENT / VEHICLE ...	110.94
100-400-750000	MISCELLANEOUS COM...	17.57
100-400-750006	CFAP	139.00
100-405-723001	UTILITY - GAS	307.66
100-405-727004	MAINTENANCE AGREEM...	70.96
100-430-727012	CONTRACTUAL SERVICES	662.00
100-430-727019	NEW GYMNASIUM - SPLI...	465.32
100-430-743000	OPERATING SUPPLIES	241.47
100-430-745000	JANITORIAL SUPPLIES	458.68
100-430-749000	CONCESSION SUPPLIES	449.50
100-440-741000	BUILDING MAINTENANCE	500.00
100-440-745000	JANITORIAL SUPPLIES	50.00
100-440-764000	MACHINERY AND EQUI...	9.49
200-450-733000	PROPERTY TAX DISTRIB...	8,597.05
203-000-202000	PAYROLL LIABILITY CLEA...	3,590.33
203-160-744000	OFFICE SUPPLIES	6.99
204-000-202000	PAYROLL LIABILITY CLEA...	16,626.72
204-300-723002	UTILITY - ELECTRIC	12.20
204-300-727006	ENGINEERING SERVICES	2,070.01
204-300-727012	CONTRACTUAL SERVICES	39.35
204-300-742000	EQUIPMENT / VEHICLE ...	2,200.49
204-300-743000	OPERATING SUPPLIES	10,080.74
204-300-763000	IMPROVEMENTS	50,319.50
207-220-723004	UTILITY - TELEPHONE	895.37
208-000-202000	PAYROLL LIABILITY CLEA...	151.59
208-165-702000	PART-TIME SALARIES	998.90
208-165-723001	UTILITY - GAS	160.19
208-165-723002	UTILITY - ELECTRIC	934.37
208-165-723004	UTILITY - TELEPHONE	433.72
208-165-727002	ADVERTISING	360.00
208-165-727005	TRASH / RECYCLING	56.00
208-165-727012	CONTRACTUAL SERVICES	716.88
209-000-763000	IMPROVEMENTS	36,725.00
210-000-763000	IMPROVEMENTS	107,140.60
210-160-736000	CID PAYMENT TO EMD	1,629.07
210-160-736001	DOLLAR TREE CID	1,073.38
210-160-736500	CID PAYMENT TO DQ	977.53
210-160-736600	CID PAYMENT TO PRICE ...	47.68
215-000-727012	CONTRACTUAL SERVICES	250.00
218-000-727012	CONTRACTUAL SERVICES	4,168.50
219-000-202000	PAYROLL LIABILITY CLEA...	5,434.61
219-425-723001	UTILITY - GAS	79.23
219-425-727002	ADVERTISING	100.00
219-425-727016	LICENSE / PERMIT	25.00
219-425-744000	OFFICE SUPPLIES	210.53
219-425-748000	BOOKS AND SUBSCRIPTI...	202.00
219-427-730000	CELL PHONE / IPAD	40.02
219-427-750000	MISCELLANEOUS COM...	32.12

**Account Summary**

Account Number	Account Name	Payment Amount
219-427-752000	CHEMICALS	958.30
711-000-202000	PAYROLL LIABILITY CLEA...	22,984.99
711-000-205300	LOCAL SALES TAX	3,597.88
711-000-461001	WATER CHARGES	38.84
711-500-723001	UTILITY - GAS	81.43
711-500-727004	MAINTENANCE AGREEM...	448.05
711-500-727006	ENGINEERING SERVICES	918.00
711-500-727012	CONTRACTUAL SERVICES	292.25
711-500-730000	CELL PHONE / IPAD	118.57
711-500-742000	EQUIPMENT / VEHICLE ...	314.98
711-500-743000	OPERATING SUPPLIES	13.80
711-500-752000	CHEMICALS	37,093.57
711-510-727006	ENGINEERING SERVICES	918.00
711-510-743000	OPERATING SUPPLIES	3,229.01
711-510-746000	GAS AND OIL	100.00
711-510-750000	MISCELLANEOUS COM...	69.97
711-520-721000	POSTAGE AND SHIPPING	2,500.00
711-520-723001	UTILITY - GAS	17.65
711-520-726000	DUES AND MEMBERSHI...	1,191.33
711-520-727012	CONTRACTUAL SERVICES	408.76
711-520-744000	OFFICE SUPPLIES	8.62
711-520-745000	JANITORIAL SUPPLIES	83.06
711-530-723002	UTILITY - ELECTRIC	96.08
711-530-727012	CONTRACTUAL SERVICES	2,700.00
711-530-750000	MISCELLANEOUS COM...	49.98
712-000-202000	PAYROLL LIABILITY CLEA...	13,171.45
712-000-205300	LOCAL SALES TAX	20,368.72
712-000-206000	LAKE SEWER ASSESSME...	2,298.81
712-540-723001	UTILITY - GAS	673.69
712-540-723002	UTILITY - ELECTRIC	96.12
712-540-727006	ENGINEERING SERVICES	918.00
712-540-727012	CONTRACTUAL SERVICES	355.00
712-540-727025	LAB TESTING	3,548.00
712-540-730000	CELL PHONE / IPAD	40.01
712-540-743000	OPERATING SUPPLIES	39.95
712-540-763005	WASTEWATER SLUDGE ...	70,000.00
712-550-726000	DUES AND MEMBERSHI...	1,191.69
712-550-727006	ENGINEERING SERVICES	918.00
712-550-742000	EQUIPMENT / VEHICLE ...	459.64
712-550-743000	OPERATING SUPPLIES	305.72
712-550-750000	MISCELLANEOUS COM...	9.47
712-555-721000	POSTAGE AND SHIPPING	2,500.00
712-555-723001	UTILITY - GAS	17.65
712-555-727012	CONTRACTUAL SERVICES	408.89
712-555-744000	OFFICE SUPPLIES	8.63
712-555-745000	JANITORIAL SUPPLIES	83.08
719-000-202000	PAYROLL LIABILITY CLEA...	779.75
939-240-750000	MISCELLANEOUS COM...	1,532.85
<b>Grand Total:</b>		<b>610,834.62</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	610,834.62
<b>Grand Total:</b>	
<b>610,834.62</b>	

# **Earles Engineering & Inspection, Inc.**

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web: [earlesengineering.com](http://earlesengineering.com)

December 9, 2025

City of Fort Scott  
123 South Main Street  
Fort Scott, KS 66701

Attn.: Brad Matkin, City Manager

RE: Construction Observation for Davis Lift Station Extraneous Flow Pump Project

Mr. Matkin:

This letter is a written contract between the City of Fort Scott, hereinafter referred to as the “CLIENT”, and Earles Engineering & Inspection, LLC (EEI), hereinafter referred to as the “CONSULTANT”.

## **Scope of Work**

### **Construction Observation for:**

Installation of the Davis Lift Station Extraneous Flow Pump and Force Main. **This Proposal is based on a 360 calendar-day Contract.**

Provide full-time construction observation:

As construction observers, EEI will provide the following services:

- Guide the correct interpretation of the plans and specifications.
- Perform quantity determinations for pay quantities.
- Inspect all phases of construction operations to determine the Contractor's compliance with Contract Documents and to reject work and materials that do not comply with established standards.
- Require that test report records or certificates of compliance for materials tested off the project site, and required before incorporation in the work, are properly processed and documented.
- Maintain daily diaries, logs, and records as needed for a complete record of the Contractor's progress, including Inspector's diaries.
- Measure and compute all materials incorporated in the work and items of work completed, and provide a detailed item account record.
- Provide measurements, computation, and certification of pay requests.
- Provide final as-built drawings

Throughout the construction process, EEI will incorporate thoughtful public relations wherever possible. Property owners will be treated courteously, and the Consultant will attempt to answer

all questions and address any complaints that may arise. EEI will work with the contractor and the City to ensure minimum inconvenience and nuisance to the residents.

### **Fee Proposal**

Based on the scope of professional services described above, the project will be billed at an hourly rate for the hours charged to the project plus expenses, with a not-to-exceed upper limit:

- Construction Observation is estimated to be hourly (with testing and expenses) with an upper limit of **\$ 387,305.00**
- Additional Fees for BNSF Railroad permitting are currently estimated at **\$ 8,000.00**, which will be in addition to the hourly fees and paid directly by the CLIENT
- The upper limit is based on hourly rates and expenses

Fees to be billed monthly, based on work completed to date.

### **Other Considerations**

This agreement may be extended through fee negotiation to include any additional services performed for the following reasons at any time in the future:

- A. When directed by people from your organization to perform services either by verbal or by written instructions, which may or may not relate to the originally performed services, and for which no other specific contractual arrangements between our two organizations exist.
- B. When subpoenaed by a litigant to make depositions or testify in any matter in which we have performed services for you. These services include preparation and research, travel, court appearances, and waiting at or in court at the request of any party to the proceedings or intended proceedings.

The right is reserved by the “CLIENT” to terminate this Agreement at any time, upon written notice, in the event that the project is abandoned or indefinitely postponed, or because the services of the firm are unsatisfactory or the firm fails to prosecute work with due diligence; provided, however, that in any such case the firm shall be paid the reasonable value of the services rendered up to the time of termination as mutually agreed.

The firm reserves the right to terminate this agreement by written notice for any specific assignment whenever we believe that we cannot effectively serve you, when we have a conflict of interest, or when we cannot, for other ethical reasons, act on your behalf.

In recognition of the relative risks and benefits of the project to both the “CLIENT” and the “CONSULTANT”, the “CLIENT” agrees, to the fullest extent permitted by law, to limit the liability of the **CONSULTANT** to the **CLIENT** for any claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of the “CONSULTANT” shall not exceed the “CONSULTANT’S” total fee for services rendered on this project. Such claims and causes include, but are not limited to, negligence, professional errors or omissions, strict liability, breach of contract, or warranty.

If the terms herein are satisfactory to you, would you please so indicate with the appropriate signature in the space provided at the end of this letter. Please retain one copy for your files and return the other to us.

**EARLES ENGINEERING & INSPECTION, LLC**

Peter W. Earles

Peter W. Earles, PE, CEO

**CITY OF FORT SCOTT**

APPROVED BY: \_\_\_\_\_

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

Date: \_\_\_\_\_

## Fort Scott Neighborhood Revitalization Plan

### City of Fort Scott Neighborhood Revitalization Program

January 1, 2026 – December 31, 2030

#### Neighborhood Revitalization Program Plan

Public Hearing by Commission /Board: \_\_\_\_\_

Adopted by Commission/Board: \_\_\_\_\_

# Fort Scott Neighborhood Revitalization Plan

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# Fort Scott Neighborhood Revitalization Plan

## 1. PURPOSE STATEMENT

The purpose of the Neighborhood Revitalization Program is to promote the rehabilitation, reinvestment, and development of residential and commercial property throughout the City of Fort Scott, Kansas. The program is intended to encourage property owners to improve existing structures and to support developers in the construction of new residential and commercial projects that contribute to the long-term vitality of the community.

This program provides financial incentives in the form of property tax rebates that apply only to the increased assessed value resulting from qualifying improvements. As a result, participation in the program does not reduce current revenues for participating taxing entities and instead supports long-term growth in the City's tax base. By targeting resources and incentives in this manner, the program seeks to strengthen neighborhoods, stimulate private investment, and enhance overall property valuations within the City.

This Neighborhood Revitalization Program is established and administered pursuant to the authority granted under the Kansas Neighborhood Revitalization Act, K.S.A. 12-17,114 through K.S.A. 12-17,120, as amended. The program is adopted by the governing body and implemented in accordance with applicable state statutes, local ordinances, resolutions, and interlocal agreements.

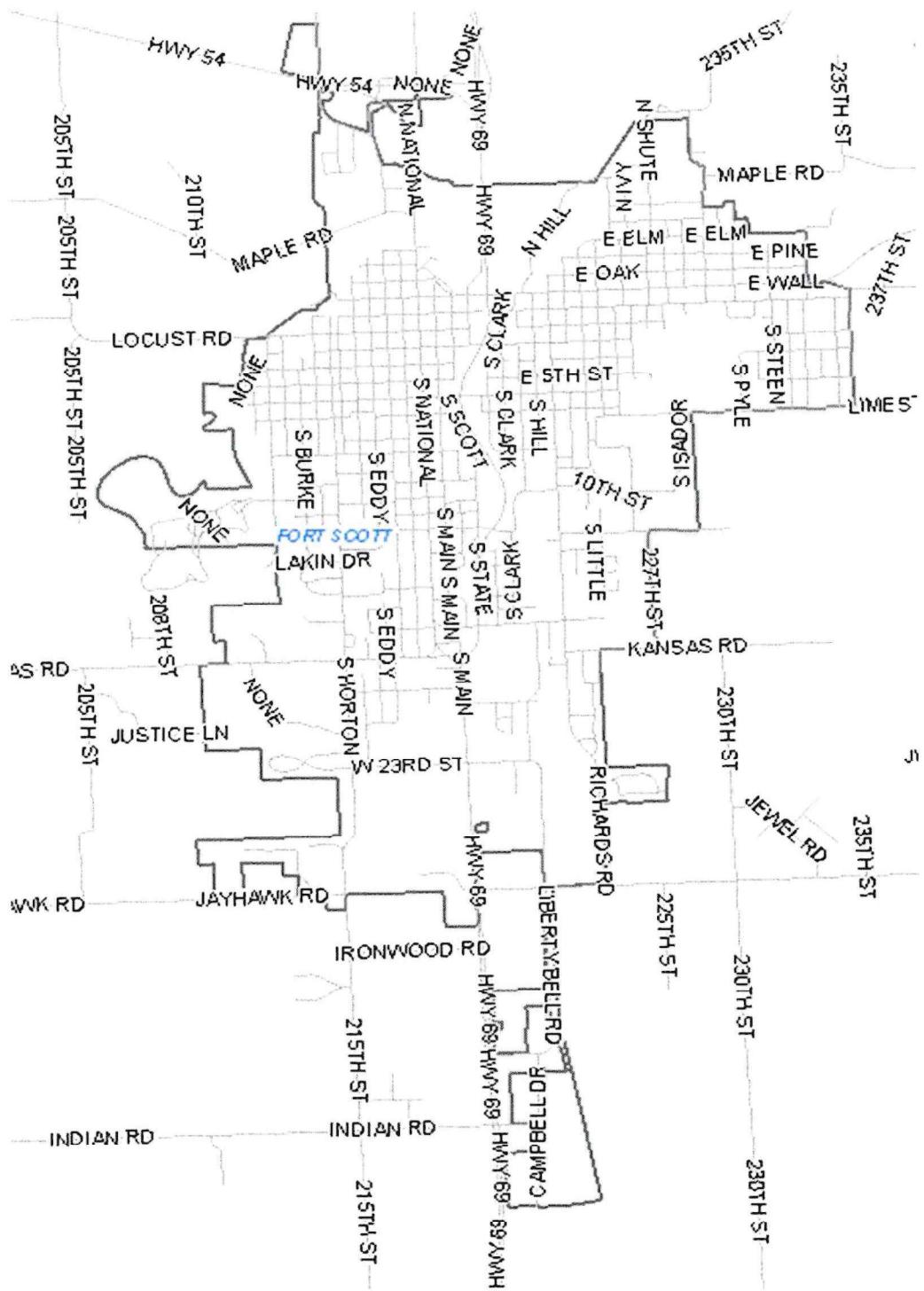
## 2. REQUIRED LEGAL DOCUMENTS

This section outlines the legal and statutory components required under the Kansas Neighborhood Revitalization Act to establish a Neighborhood Revitalization Program. The materials identified in Sections 2.1 through 2.11 satisfy the statutory plan requirements set forth in K.S.A. 12-17,114 through K.S.A. 12-17,120 and collectively define the scope, eligibility, and administration of the program.

## Fort Scott Neighborhood Revitalization Plan

## 2.1 : BOUNDARY MAP AND LEGAL DESCRIPTION

## City Boundaries Map



## Fort Scott Neighborhood Revitalization Plan

The Revitalization Area includes the contiguous City limits as described below:

Beginning at the Southeast corner of the Southwest Quarter of Section 6-Township 26 South-Range 25 East of the 6th Principal Meridian; thence South along the East line of the Northwest Quarter of Section 7-T26S-R2SE a distance of 330 feet; thence West parallel to the North line of said Section 7 a distance of 400 feet; thence North 5 feet, more or less, to the Southeast corner of Lot 12, Country View Estates II; thence West along the South line of said Lot 12 to the Southwest corner thereof; thence North along the West line of said Lot 12 to the Northwest corner thereof; thence East along the North line of said Lot 12 to the Northeast corner thereof; thence North 30 feet, more or less, to the South line of Section 6-T26S- R2SE; thence West along the South line of said Section 6 to the Southwest corner of the South Half of the Southeast Quarter of the Southeast Quarter of the Southwest Quarter of said Section 6; thence North a distance of 30 feet, more or less, to the intersection of the North right-of-way line of Jayhawk Road and the East right-of-way line of Golf View Drive; thence West along the North right-of-way line of Jayhawk Road to the Southwest corner of Lot 12, Golf View Addition; thence North along the West line of said Lot 12 to the Northwest corner thereof; thence West along the South line of Lot 14, Golf View Addition# 2 to the Southwest corner thereof; thence North along the West line of Lots 14 and 13, Golf View Addition #2 to the Northwest corner of said Lot 13; thence West along the South line of Lots 7 and 6, Golf View Addition to the Southwest corner of said Lot 6; thence North along the West line of said Lot 6 to the Southeast corner of Lot 5, Golf View Addition III; thence West along the South line of Golf View Addition III to the Southwest corner of Lot 3 said Addition; thence along an assumed bearing of SO!! 01' 01" E a distance of 792.08 feet to the South line of the Southwest Quarter of said Section 6, said point being a distance of 738.21feet N 88!! 42' 00" W of the Southwest corner of the Southeast Quarter of said Southwest Quarter; thence on an assumed bearing of N 88!! 42' 00" W along said South line a distance of 584.58 feet to the Southwest corner of the Southwest Quarter of said Section 6; thence on an assumed bearing of N 02 14' 57" E along the West line of said Southwest Quarter a distance of 792 feet; thence continuing N 88!! 40' 52" W a distance of 312.30 feet, more or less, to a point on an existing North-South fence line; thence N 0!! 31' 32" E along said fence line a distance of 532.08 feet, more or less, to the North line of the Southeast Quarter of the Southeast Quarter of Section 1-T26S-R25E; thence S 87!! 58' 25" E along said North line a distance of 301.93 feet, more or less, to the Northwest corner of the Southwest Quarter of the Southwest Quarter of said Section 6; thence S 88!! 42' 00" E along the North line of the South Half of the Southwest Quarter of said Section 6 a distance of 580.35 feet, more or less, to the Northwest corner of Lot 2, Golf View Addition III; thence East along the North line of said Addition to the Northwest corner of Lot 5, Golf View Addition; thence East along the North line of said Addition to the Northeast corner of Lot 1 said Addition; thence East along the North line of the Northeast Quarter of the Southeast Quarter of the Southwest Quarter of Section 6-T26S-R25E to the East line of the

## Fort Scott Neighborhood Revitalization Plan

Southwest Quarter of said Section 6; thence North along said East line to the Northeast corner of the Southwest Quarter of said Section 6; thence West along the South line of Country Club Hills Addition to the Southwest corner of Lot 16 said Addition; thence North along the West line of said Addition to the Northwest corner of Lot 20 said Addition; thence West along a line parallel with the South line of the Northwest Quarter of said Section 6 to West line of the Northwest Quarter of said Section 6; thence North along the West line of the Northwest Quarter of said Section 6 to the Northwest corner thereof; thence East to the Southwest corner of the Southeast Quarter of Section 36-T25S-R24E; thence East along the South line of the Southeast Quarter of said Section 36 a distance of 250.0 feet; thence North a distance of 523.0 feet; thence West a distance of 250.0 feet, more or less, to the West line of the Southeast Quarter of said Section 36; thence North along the West line of the Southeast Quarter of said Section 36 to the Northwest corner of the West Half of the Southwest Quarter of the Southeast Quarter of said Section 36; thence East along the North line of the Southwest Quarter of the Southeast Quarter of said Section 36 to its intersection with the centerline of a vacated right-of-way of the Missouri Pacific Railway; thence Southeasterly along said centerline to a point 536 feet North and 583.45 feet West of the Southeast corner of said Section 36; thence East 70 feet, more or less, to the East line of said vacated railway right-of-way; thence Northwesterly and North along said East line to the North line of the Southeast Quarter of said Section 36; thence West along said North line to the Northwest corner of the Southeast Quarter of said Section 36; thence West along the North line of the Southwest Quarter of said Section 36 to the West bank of the Marmaton River; thence in a Northerly (downstream) direction along said West bank of the Marmaton River to the North line of the South Half of the Northwest Quarter of said Section 36; thence East along the North line of the South Half of the Northwest Quarter of said Section 36 to the East line of the Northwest Quarter of said Section 36; thence East along the North line of the South Half of the Northeast Quarter of said Section 36 to the West line of a vacated right-of-way of the Missouri Pacific Railway; thence Northerly along said West line to the North line of the Northeast Quarter of said Section 36; thence West along the South line of the Southeast Quarter of Section 25-T25S-R24E to the Southwest corner thereof; thence West along the South line of the Southwest Quarter of said Section 25 to the West bank of the Marmaton River; thence Northerly (downstream) along said bank to the North line of Second Street (Locust Road); thence West along said North line of Second Street to the West line of the Southeast Quarter of said Section 25; thence North along the West line of the Southeast Quarter of said Section 25 to the Northwest corner of the Southeast Quarter of said Section 25; thence East along the North line of the Southeast Quarter of said Section 25 to the West bank of the Marmaton River; thence Southerly (up stream) along said West bank to the South line of Second Street; thence East along the South line of Second Street to the West line of a vacated right-of-way of the Missouri Pacific Railway; thence Northeasterly along said West right-of-way line to the North line of the Southeast Quarter of said Section 25; thence East along the North line of the Southeast Quarter of said Section 25 to a point 258 feet West of the Southeast corner of the Northeast Quarter of said Section 25; thence

## Fort Scott Neighborhood Revitalization Plan

North 50 feet; thence Northeasterly 315 feet, more or less, to the East line of the Northeast Quarter of said Section 25; thence North along the East line of the Northeast Quarter of said Section 25 to the South line of Mill Creek; thence Northerly along said South line of Mill Creek to the South line of the Southeast Quarter Section 24-T25S-R24E; thence East along the South line of the Southeast Quarter said Section 24 to a point South of the Southwest corner of Lot 28, Block 13, Walnut Hill Addition; thence North to the Southwest corner of said Lot 28; thence North along the West line of Blocks 13, 6 and 5 of said Addition to the Northwest corner of Lot 2, Block 5, said Addition; thence East along the North line of said Lot 2 and along said lot line projected to the East line of the Southeast Quarter of said Section 24; thence East along the North line of an unnamed City Street to the West line of a North-South alley, said alley being along the West line of Lot 4, Block 1, Walnut Hill Addition; thence North along the West line of said alley to the South line of Crawford Street; thence Southeasterly along the South line of Crawford Street to the Northeast corner of Lot 1, Block 2, Walnut Hill Addition; thence South along the East line of said Block 2 to the Northwest corner of Lot 32, of said Block 2; thence East along the North line of said Lot 32 and the extension thereof to the centerline of Mill Creek; thence Northeasterly and Southeasterly along the centerline of Mill Creek to the East line of the Southwest Quarter of Section 19-T25S-R25E; thence South along the East line of the Southwest Quarter of said Section 19 to the Southwest corner of the Southeast Quarter of said Section 19; thence East along the South line of the Southeast Quarter of said Section 19 to the Southeast corner thereof; thence East along the South line of the Southwest Quarter of Section 20-T25S-R25E to the West line of the St. Louis & San Francisco Railroad right-of-way; thence Northeasterly along said West line of the St. Louis & San Francisco Railroad right-of-way to a line which is 250 feet North of the South line of Block 7, Central Addition; thence East along a line which is 250 feet North of and parallel to the South line of Block 7, Central Addition to the Northwest corner of Lot 13, Block 1, Tallman's First Addition; thence East along the North line of Lots 13 and 14 of said Block 1 to the West line of Walburn Street; thence South along the West line of Walburn Street to the North line of the MK & T Railroad right-of-way; thence Southeasterly and South along the centerline of Franklin Street to the South line of the Southwest Quarter said Section 20; thence West to the West line of Franklin Street; thence South along the West line of Franklin Street to the North line of Walnut Street; thence South a distance of 155 feet; thence East to the West line of the Northeast Quarter of Section 29-T25S-R25E; thence East to the Southwest corner of Lot 4, Tallman's East Side Addition; thence North 110 feet, more or less, to the Northwest corner of said Lot 4; thence East 212.5 feet, more or less, to the East line of Cleveland Street; thence South along the East line of Cleveland Street to the South line of Mulberry Street; thence East along the South line of Mulberry Street to the East line of Eureka Street; thence South along said East line to the North line of lot 4, Block 2, Cameron's Addition; thence East along the North line of said Block 2 to a point 33.15 feet East of the Northwest corner of lot 14, said Block 2; thence North along a line perpendicular to the North line of said Block 2 a distance of 208.71 feet; thence East along a line parallel with said

## Fort Scott Neighborhood Revitalization Plan

North line a distance of 208.71 feet; thence South along a line perpendicular to said North line a distance of 208.71 feet to the North line of Block 3, Cameron's Addition; thence West along said North line to the East line of Brown Street; thence South along the East line of Brown Street to the South line of Wall Street; thence Southeasterly along the South line of Wall Street to the East line of Section 29-T25S-R25E; thence South along the East line of said Section 29 to the Northwest corner of Section 33-T25S-R25E; thence East 300 feet; thence South 200 feet; thence West 300 feet, more or less, to the West line of said Section 33; thence North along the West line of said Section 33 to the Northeast corner of the Northeast Quarter of Section 32-T25S-R25E; thence West along the North line of the Northeast Quarter of said Section 32 to the Northeast corner of the Northwest Quarter of said Section 32; thence West along the North line of the Northwest Quarter of said Section 32 to the Northeast corner of the West Half of the East Half of the Northwest Quarter of said Section 32; thence South along the East line of the West Half of the East Half of the Northwest Quarter of said Section 32 to the South line thereof; thence West along the South line of the Northwest Quarter of said Section 32 to the centerline of Williams Street; thence South along the centerline of Williams Street to the North line of the Northeast Quarter of Section 5-T26S-R25E; thence West along the North line of the Northeast Quarter of said Section 5 to the Northwest corner of the Northeast Quarter said Section 5; thence South along the West line of the Northeast Quarter of said Section 5 to the Southwest corner thereof; thence East along the South line of the Northeast Quarter of said Section 5 to the Northeast corner of lot 14, Hillview Addition; thence South along the East line of said Addition to the Southeast corner of Lot 19 of said Addition; thence South 225 feet; thence West 279 feet, more or less, to the Southeast corner of lot 6, Hillview Addition Part 2; thence West along the South line of said Addition to the Southeast corner of Lot 2, said Addition; thence North along the West line of said lot 2 to the Southeast corner of Lot 1, said Addition; thence West along the South line of said Lot 1 and the South line of said Lot 1 extended to the West line of the Southeast Quarter of said Section 5; thence South along the West line of the Southeast Quarter of said Section 5 to the Northeast corner of the Southeast Quarter of the Southwest Quarter of said Section 5; thence West to the West line of 225th Street; thence South along said West line to a point 650 feet North and 50 feet West of the Southeast corner of the Southwest Quarter of said Section 5; thence East 50 feet to the East line of the Southwest Quarter of said Section 5; thence South 650 feet, more or less, along said East line to the Southeast corner of the Southwest Quarter of said Section 5; thence West 650 feet along the South line of the Southwest Quarter of said Section 5; thence North 25 feet; thence West 77 feet; thence South 25 feet, more or less, to the South line of the Southwest Quarter of said Section 5; thence West along said South line to the East line of the St. Louis and San Francisco Railroad right-of-way; thence North along said East line to the North line of the Southwest Quarter of said Section 5; thence West along said North line to the East line of Liberty Bell Road; thence South along said East line to a point 1,533.52 feet East and 1,130.1 feet South of the Northwest corner of the Southwest Quarter of said Section 5; thence West 100 feet, more or less, to the West line of Liberty Bell Road; thence South 190 feet; thence

## Fort Scott Neighborhood Revitalization Plan

East 100 feet, more or less, to the West line of the St. Louis and San Francisco Railroad right-of-way; thence South along said right-of-way line a distance of 491.54 feet; thence on an assumed bearing of S 89!! 08' 39" W along a line 491.54 feet South of and parallel with the North line of the South Half of the Southwest Quarter of said Section 5 to its intersection with the East Right-of-way line of US-69 Highway; thence N 02 06' 35" E along said Right-of-way a distance of 63.65 feet; thence N 8!! 42' 52" E along said Right-of-way a distance of 127.06 feet; thence North along said Right-of-way along a curve to the right having a radius of 22,828.31 feet an arc distance of 270.92 feet, chord to said curve being 270.92 feet on a bearing of N 22 08' 12" W; thence N 12 47' 48" W along said Right-of-way a distance of 31.66 feet, more or less, to the North line of the South Half of the Southwest Quarter of said Section 5; thence N 89!! 08' 39" E along said North line a distance of 634.58 feet; thence North 190 feet; thence West to the East right-of-way line of US-69 Highway; thence North along said East right-of-way line to the North line of the Southwest Quarter of said Section 5; thence West along the North line of the Southwest Quarter of said Section 5 and along the North line of the Southeast Quarter of Section 6-T26S-R25E to the West right-of-way line of US-69 Highway; thence South along said West right-of-way line to a point 20 feet North of the South line of the Southeast Quarter of the Northeast Quarter of the Southeast Quarter of said Section 6; thence West along a line 20 feet North of and parallel with the South line of the Southeast Quarter of the Northeast Quarter of the Southeast Quarter of said Section 6 to the East line of the Southwest Quarter of the Northeast Quarter of the Southeast Quarter of said Section 6; thence South 20 feet, more or less, to the Southeast corner of the Southwest Quarter of the Northeast Quarter of the Southeast Quarter of said Section 6; thence West along the South line of the Southwest Quarter of the Northeast Quarter of the Southeast Quarter of said Section 6 to the Southwest corner thereof; thence South along the East line of the Southwest Quarter of the Southeast Quarter of said Section 6 to the Northwest corner of the South Half of the Southeast Quarter of the Southwest Quarter of said Section 6; thence East to a point 215 feet West of the Southwest corner of the North Half of the Southeast Quarter of the Southeast Quarter of said Section 6; thence North 75 feet; thence East to the West right-of-way line of US-69 Highway; thence South along said right-of-way to the Northeast Quarter of Section 7-T26S-R25E; thence South along said right-of-way line to a point 813.5 feet South of the North line of said Section 7; thence West parallel with the North line of said Section 7 a distance of 605.45 feet; thence North 813.5 feet, more or less, to the South line of Section 6-T26S-R25E; thence West along the South line of said Section 6 to the point of beginning, except a tract described as beginning at a point 40 feet West and 150 feet South of the Northeast corner of Section 7-T26S-R25E; thence South 20 feet; thence West 40 feet; thence North 20 feet; thence East 40 feet, less the highway Right-of-way contained therein.

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# Fort Scott Neighborhood Revitalization Plan

## 2.2: EXISTING ASSESSED VALUATION (LAND AND IMPROVEMENTS)

Class	Type	Parcels	Land Value	Improvement Value	Total Value	Assessment	Assessed Value	
R	RESIDENTIAL	2983	\$16,704,460	\$203,741,560	\$220,446,020	11.5	\$25,351,602	INCLUDES APARTMENTS
F	FARM HOMESITE	1	\$6,500	\$149,180	\$156,680	11.5	\$17,904	HOMES ON AG LAND
A	AGRICULTURE	23	\$13,360	\$22,460	\$35,820	25	\$9,624	AG USE LAND AND BUILDINGS
C	COMMERCIAL	321	\$10,562,390	\$81,560,430	\$92,122,820	25	\$23,030,851	
V	VACANT	646	\$2,543,590	\$0	\$2,543,590	12	\$305,232	
N	NOT FOR PROFIT	9	\$87,980	\$221,430	\$309,410	12	\$37,127	
O	ALL OTHER	1	\$0	\$0	\$0	30	\$0	RAILROAD LAND
U	UTILITY	10	\$0	\$0	\$0	0	\$0	STATE VALUES THESE
E	EXEMPT	269	\$5,727,350	\$114,037,630	\$119,764,980	0	\$0	
	TOTAL	4263	\$35,645,630	\$399,732,690	\$435,379,320		\$48,752,340	

## 2.3 PROPERTY OWNERS AND ADDRESSES

Up to date information on all owners within the program area can be found in the Bourbon County Appraiser's office at the Bourbon County Courthouse at 210 S National, Fort Scott KS

## 2.4: ZONING CLASSIFICATIONS AND LAND USE

### “A” AGRICULTURAL DISTRICT

It is the intent of the “A” District to preserve and protect agricultural uses and resources by regulating density and land use. The district is not intended to serve the homeowner who lives on a small suburban lot, but is designed to accommodate agricultural operations on substantial acreage. Intense urban usage is usually premature and undesirable in the A District, due to lack of infrastructure. Uses within this district are mostly related to agricultural activities. Uses that might have nuisance characteristics, if intermingled in developed residential areas, are permitted on the basis that they are no more offensive than normal agricultural uses.

### “R-1” LOW DENSITY RESIDENTIAL DISTRICT

The intent of the R-1 District is to provide primarily for one-family dwellings with accommodation for two-family dwellings and related residential uses such as churches and certain public uses which tend to be located at the edge of higher density, and more centrally located residential areas. The district is intended to accommodate a low population density for specified types of dwelling units on large to medium sized lots with emphasis on adequate open space around buildings.

## Fort Scott Neighborhood Revitalization Plan

### **“R-2” MEDIUM DENSITY RESIDENTIAL DISTRICT**

The intent of the R-2 District is to provide for one- and two-family dwellings with some accommodations for three-plus family dwellings as conditional uses and also related residential uses and certain public uses. This district allows for a moderate density for these types of dwelling units.

### **“R-3” HIGH DENSITY RESIDENTIAL DISTRICT**

The intent of the R-3 District is to provide for a full range of dwelling units, from one-family to apartments and for related residential and certain public uses and also related residential uses and certain public uses. This district is located primarily where moderate to high residential density will be compatible with surrounding uses and development patterns.

### **“C-1” OFFICE AND SERVICE BUSINESS DISTRICT**

The intent of the C-1 District is to provide for areas for public, quasi-public, institutional, social, philanthropic organizations or societies, professional service and office types of uses, as well as for retail sales and services. Density and intensity of use may be considered moderate. This zone is primarily used to allow for non-residential uses which provide a direct service to the total community and still be compatible with adjoining residential districts.

### **“C-2” RESTRICTED COMMERCIAL DISTRICT**

The intent of the C-2 District is to provide for areas of convenient shopping facilities located to serve one or more residential neighborhoods. The types of uses permitted include the basic retail, office and service uses that are customarily located in a shopping center.

### **“C-3” GENERAL COMMERCIAL DISTRICT**

The intent of the C-3 District is to allow basic retail, service and office uses located at specific points on major streets outside the central and neighborhood business districts. This district is also intended to provide locations for commercial activities that do not require a central location downtown, but do require a location easily accessible to downtown shoppers, therefore, it is particularly appropriate adjoining a major highway. Business uses needing large floor areas, particularly those of a service nature, not compatible with Central Business District uses, are included in this district.

## Fort Scott Neighborhood Revitalization Plan

### **“C-4” CENTRAL BUSINESS DISTRICT**

The intent of the C-4 District is to encourage the location of major business services and retail business activity in the central business district in order to maintain that area as the core retail, government and entertainment district for the community. The intent is also to encourage residential use in the C-4 District under terms and conditions where such use complements commercial uses.

### **“I-1” LIGHT INDUSTRIAL DISTRICT**

The intent of the I-1 District is primarily to provide locations for those manufacturing industries and related industrial activities in which the production performance of the manufacturing industries characteristically produces a finished product which is generally produced from semi-finished materials and requires little or no outside material storage. The effect of the production process upon surrounding areas is normally that of traffic generated by the receipt and delivery of materials and goods and traffic generated by employees. The District is not intended to create obnoxious noise, glare, dust or odor or create intensive lot or land coverage. Commercial uses permitted in this district are generally those which serve the convenience of industrial establishments and their employees.

### **“I-2” HEAVY INDUSTRIAL DISTRICT**

The intent of the I-2 District is to provide locations for basic or primary industries and related industrial activities. Many of these industries characteristically store bulk quantities of raw or scrap materials for processing to semi-finished products. Commercial uses permitted in this district are generally those which serve the convenience of industrial establishments and their employees. Certain obnoxious or hazardous uses are allowed only upon the issuance of a conditional use permit

## **2.5 MUNICIPAL SERVICES IMPROVEMENTS**

The City of Fort Scott has a five-year capital improvements plan that is updated yearly. This plan contains the most up to date information on services and projects in the Revitalization area and can be obtained at City Hall.

## Fort Scott Neighborhood Revitalization Plan

### 2.6 ELIGIBLE PROPERTY

#### Baseline Value Determination

The baseline amount used to determine the minimum threshold for valuation increase shall be the assessed valuation of the property, as determined by the Bourbon County Appraiser, at the time construction of the improvement begins. To qualify, the improvement must result in a minimum valuation increase of \$5,000 for residential or agricultural property and \$15,000 for commercial property.

Prior to the commencement of improvements, the applicant shall obtain a building permit from the Code Department and submit a Neighborhood Revitalization Program application to the Bourbon County Appraiser for the purpose of establishing and posting the pre-construction assessed valuation.

#### Structures Eligible for Program

##### *New Construction*

Any new residential structure, as permitted by the zoning regulations of the City of Fort Scott, is eligible for consideration under this program.

##### *Existing Structures*

The rehabilitation, renovations or additions to single or multi-family residential structures located within the contiguous city limits will be eligible for consideration under this program.

##### *Commercial Improvements*

Rehabilitation, additions, or new construction of any office, institution, or commercial structure which are permitted by the zoning regulations of the City of Fort Scott are eligible for consideration under this program.

##### *Industrial Improvements*

Rehabilitation, additions, or new construction of any industrial structure which are permitted by the zoning regulations of the City of Fort Scott are eligible for consideration under this program.

# Fort Scott Neighborhood Revitalization Plan

## 2.7 ELIGIBILITY CRITERIA

### CRITERIA FOR DETERMINATION OF ELIGIBILITY

- a. The construction/rehabilitation project must begin on or after January 1, 2026, the date of designation of the Neighborhood Revitalization Area by the County.
- b. As a result of the construction/rehabilitation project, the property's appraised value must increase by a minimum of \$5,000 Residential/Agriculture and \$15,000 Commercial
- c. Property owner must complete the Application for Tax Rebate prior to the completion of construction to signal their desire to participate in the program.
- d. The application must be completed in full and submitted to the Bourbon County Appraiser's Office, including the payment of a onetime non-refundable \$50.00 application fee.
- e. There will be a five (5) year application period, beginning January 1, 2026, and ending December 31, 2030. As the five (5) year application period draws to a close, the taxing entities will review the plan and determine its continuation.
- f. Property owners may apply at any time during the five (5) year application period and, if approved prior to the Plan's end date, will receive the tax rebate for a full 5,10, or 15 years depending on property classification.
- g. A property owner cannot be more than one (1) year delinquent from December 20th on all real, personal, and special assessment taxes for property owned in Bourbon County to be eligible for this program. In the event that any such taxes become delinquent more than one (1) year during the 5,10- or 15-year rebate period, all current and future tax rebates shall be forfeited in full.
- h. New construction as well as improvements to existing properties must follow all applicable building permit requirements, building codes, zoning rules, and other regulations in effect at the time the improvements are made and during the 5,10- or 15- year rebate period. Tax rebates may be denied or terminated for noncompliance.
- i. In the event an applicant or participant has appealed their property valuation or paid their taxes under protest, payment of the tax rebate shall be delayed until the matter is resolved, since the outcome could affect the amount of the tax rebate due.
- j. Tax rebates are based on the incremental increase in appraised value between January 1st of the application year and January 1st of the year following completion of the construction/rehabilitation project. Rebate will be calculated at 95% of the tax amount

## Fort Scott Neighborhood Revitalization Plan

increase for the improvement project. Only participating tax entities will be included in the tax rebate. Participating tax entities are listed at the bottom of part 2 of the application.

k. The incremental increase in appraised value may not equal the amount of dollars actually spent on the project. For example, a \$25,000 improvement to an existing property may add only \$20,000 to the appraised value of the property.

l. "Base Year Valuation" shall mean the appraised value of the property in the application year.

i. In any given year, the rebate paid will be based upon the lesser of the following:

1. The increase in appraised value in year one.

2. The difference between the appraised value in the particular year and the Base Year Valuation.

a. For example, if the finished project provides an increase of \$20,000 in appraised value in year one, the rebate will be paid on a maximum of a \$20,000 increase.

b. Should the valuation decrease after the first year, the rebate will be paid on the difference between the Base Year Valuation and that particular year's current valuation.

c. Should valuation decrease to or below the Base Year Valuation, no rebate will be paid.

m. The actual tax rebate may vary year-to-year depending on the approved mill levy for all participating taxing entities and upon changes to property tax laws enacted by the Kansas legislature.

n. All tax rebate benefits under this Plan shall transfer with a change of ownership of the qualifying property.

o. After the payment of the 1st half real estate taxes in full and the 2nd half of the real estate taxes are paid in full; the tax rebate shall be made within thirty (30) days following the date of the next scheduled tax distribution.

p. Property eligible and approved under this plan for rebates shall waive rights to other Bourbon County property tax incentives.

## Fort Scott Neighborhood Revitalization Plan

### 2.8 CONTENTS OF APPLICATION

- a) Owner's Name
- b) Owner's phone number/email address
- c) Owner's mailing address
- d) Property address
- e) Parcel Identification Number
- f) Property Use
- g) Improvements to be made
- h) Estimated cost of improvements
- i) Construction begin/end dates
- j) County Appraiser's statement of assessed valuation
- k) Final cost of improvements
- l) Actual date of completion

# BOURBON KANSAS Est. 1855 COUNTY

## BOURBON COUNTY NEIGHBORHOOD REVITALIZATION PLAN

**Purpose:** This Plan is intended to promote the revitalization and development of Bourbon County by stimulating new construction and rehabilitation, conservation, or redevelopment of the area to protect the public health, safety, and welfare of the County by offering certain incentives, which include tax refunds.

- I. **LEGAL DESCRIPTION OF THE NEIGHBORHOOD REVITALIZATION AREA**
  - a. The Neighborhood Revitalization Area is all of Bourbon County including all cities with the boundaries of the county.
- II. **ASSESSED VALUATION OF THE NEIGHBORHOOD REVITALIZATION AREA**
  - a. The 2025 assessed valuation for Bourbon County Real Property is \$111,614,193.
- III. **NAMES AND ADDRESSES OF THE REAL ESTATE OWNERS WITHIN THE NEIGHBORHOOD REVITALIZATION AREA**
  - a. Each owner of record of each parcel of property located within the Bourbon County Neighborhood Revitalization Area is listed together with the corresponding address on file at the County Appraiser's Office at the Bourbon County Courthouse, 210 South National, Fort Scott, KS.
- IV. **EXISTING ZONING CLASSIFICATION AND DISTRICT BOUNDARIES; EXISTING AND PROPOSED LAND USES WITHIN THE NEIGHBORHOOD REVITALIZATION AREA**
  - a. In the Bourbon County Neighborhood Revitalization Area, zoning exists only within the city limits of Fort Scott. Descriptions of zoning districts, current boundaries of zoning districts, existing land uses and future land use maps for the portion of the Neighborhood Revitalization Area lying within these corporate city limits may be obtained as follows:
    - i. Fort Scott – City Clerks' Office at 123 S. Main St., Fort Scott, KS
- V. **PROPOSAL FOR IMPROVING OR EXPANDING MUNICIPAL SERVICES WITHIN THE NEIGHBORHOOD REVITALIZATION AREA**
  - a. Proposals for improvements and extensions to municipal services such as roads, bridges and other infrastructure are set out in the annual budgets and capital improvement plans for each taxing entity in the Bourbon County Neighborhood Revitalization Area.

## VI. PROPERTY ELIGIBLE FOR REVITALIZATION

- a. "Structure" means any building, wall or other structure permanently assimilated to the real estate.
- b. Residential Property
  - i. Rehabilitation, alterations and/or additions to any existing residential structure
  - ii. Construction of a new residential structure, including the conversion of all or part of a non-residential structure into a residential structure
  - iii. Improvements to or construction of new accessory structures such as garages, workshops, and storage buildings
  - iv. The term of the tax rebate will be five (5) years for residential property improvements.
- c. Agricultural Property
  - i. Additions to any existing structures used for agricultural purposes.
  - ii. New Construction of any structure used for agricultural purposes.
  - iii. Hay barns and grain bins do not qualify for this program.
  - iv. The term of the tax rebate will be ten (10) years for agricultural property that qualify.
- d. Commercial & Industrial Property
  - i. Rehabilitation, alterations, and additions to any existing commercial or industrial structure used for retail, office, manufacturing, warehousing, institutional or other commercial or industrial purpose.
  - ii. Construction of new commercial and industrial structures, including the conversion of all or part of a non-commercial structure into a commercial structure, used for retail, office, manufacturing, warehousing, institutional or other commercial or industrial purpose.
  - iii. The term of the tax rebate will be ten (10) years for commercial & industrial property improvements.
- e. Historical District
  - i. Rehabilitation, alterations, and additions to any existing building in the historical district of the city of Fort Scott.
  - ii. Construction of new commercial structures, including the conversion of all or part of a non-commercial structure into a commercial structure, used for retail, office, manufacturing, warehousing, institutional or other commercial purposes.
  - iii. The term of the tax rebate will be fifteen (15) years for Historical District property improvements.

## VII. CRITERIA FOR DETERMINATION OF ELIGIBILITY

- a. The construction/rehabilitation project must begin on or after January 1, 2026, the date of designation of the Neighborhood Revitalization Area by the County.
- b. As a result of the construction/rehabilitation project, the property's appraised value must increase by a minimum of \$5,000 Residential/Agriculture and \$15,000 Commercial
- c. Property owner must complete the Application for Tax Rebate prior to the completion of construction to signal their desire to participate in the program.
- d. The application must be completed in full and submitted to the Bourbon County Appraiser's Office, including the payment of a onetime non-refundable \$50.00 application fee.
- e. There will be a five (5) year application period, beginning January 1, 2026, and ending December 31, 2030. As the five (5) year application period draws to a close, the taxing entities will review the plan and determine its continuation.
- f. Property owners may apply at any time during the five (5) year application period and, if approved prior to the Plan's end date, will receive the tax rebate for a full 5,10, or 15 years depending on property classification.
- g. A property owner cannot be more than one (1) year delinquent from December 20th on all real, personal, and special assessment taxes for property owned in Bourbon County to be eligible

for this program. In the event any such taxes become delinquent more than one (1) year during the 5,10- or 15-year rebate period, all current and future tax rebates shall be forfeited in full.

- h. New construction as well as improvements to existing properties must follow all applicable building permit requirements, building codes, zoning rules, and other regulations in effect at the time the improvements are made and during the 5,10- or 15-year rebate period. Tax rebates may be denied or terminated for noncompliance.
- i. In the event an applicant or participant has appealed their property valuation or paid their taxes under protest, payment of the tax rebate shall be delayed until the matter is resolved, since the outcome could affect the amount of the tax rebate due.
- j. Tax rebates are based on the incremental increase in appraised value between January 1<sup>st</sup> of the application year and January 1<sup>st</sup> of the year following completion of the construction/rehabilitation project. Rebate will be calculated at 95% of the tax amount increase for the improvement project. Only participating tax entities will be included in the tax rebate. Participating tax entities are listed at the bottom of part 2 of the application.
- k. The incremental increase in appraised value may not equal the amount of dollars actually spent on the project. For example, a \$25,000 improvement to an existing property may add only \$20,000 to the appraised value of the property.

I. "Base Year Valuation" shall mean the appraised value of the property in the application year.

- i. In any given year, the rebate paid will be based upon the lesser of the following:
  - 1. The increase in appraised value in year one.
  - 2. The difference between the appraised value in the particular year and the Base Year Valuation.
    - a. For example, if the finished project provides an increase of \$20,000 in appraised value in year one, the rebate will be paid on a maximum of a \$20,000 increase.
    - b. Should the valuation decrease after the first year, the rebate will be paid on the difference between the Base Year Valuation and that particular year's current valuation.
    - c. Should valuation decrease to, or below the Base Year Valuation, no rebate will be paid.
- m. The actual tax rebate may vary year-to-year depending on the approved mill levy for all participating taxing entities and upon changes to property tax laws enacted by the Kansas legislature.
- n. All tax rebate benefits under this Plan shall transfer with a change of ownership of the qualifying property.
- o. After the payment of the 1<sup>st</sup> half real estate taxes in full and the 2<sup>nd</sup> half of the real estate taxes are paid in full, the tax rebate shall be made within thirty (30) days following the date of the next scheduled tax distribution.
- p. Property eligible and approved under this plan for rebates shall waive rights to other Bourbon County property tax incentives.

#### VIII. CONTENTS OF AN APPLICATION FOR A REBATE OF PROPERTY TAX INCREMENTS

- a. The application for Tax Rebate is attached as Exhibit B of this plan.

**IX. PROCEDURE FOR SUBMITTING AN APPLICATION FOR REBATE OF PROPERTY TAX INCREMENTS**

- a. Any tax rebate applicant may obtain an Application for Tax Rebate from the County Appraiser's Office at the Bourbon County Courthouse, 210 South National Avenue, Kansas.
- b. The applicant shall file the Application for Tax Rebate with the Bourbon County Appraiser's Office prior to beginning construction or as soon as possible thereafter. The Application must be submitted prior to the completion of construction. A \$50.00 non-refundable fee must be submitted with the Application to cover costs of administering the program.
- c. To obtain a rebate, an applicant must certify the completion of the qualifying project by submitting part 2 of the Application to the County Appraiser on or before December 31<sup>st</sup> of the year in which the project is completed.
- d. Except as otherwise expressly authorized, the rebate period begins in the year following 100% completion of the improvements. Property taxes owed on partially completed construction projects are to be borne by the property owner without rebate.

**X. CRITERIA TO BE USED WHEN REVIEWING AND APPROVING APPLICATIONS FOR A REBATE OR PROPERTY TAX INCREMENTS**

- a. Upon receipt of an Application for Tax Rebate, the County Clerk shall determine whether the applicant's property taxes, and all applicable interest and penalties are paid.
- b. Following a determination that tax payments are current, the County Appraiser will determine the existing appraised valuation of the property as of the preceding June 1<sup>st</sup>.
- c. The County Appraiser shall then accept or reject the Application for Tax Rebate and certify on the Application whether initial application is accepted or rejected.
- d. Upon receipt of Part 2 of the Application for Tax Rebate, the County Clerk will verify that the applicant is not delinquent on any property taxes or assessments of more than one (1) year.
- e. The County Appraiser shall determine the new market valuation of the real estate, calculate the incremental increase in appraised value, and verify whether it meets the threshold to qualify for the rebates in this Plan. As a result of the construction/rehabilitation project, the property's appraised value must increase by a minimum of \$5,000 Residential/Agriculture or \$15,000 Commercial, whichever is less.
- f. If a project does not qualify, the Appraiser shall provide a written explanation to the applicant of the reason the project has failed to qualify for the tax rebate program.
- g. The County Appraiser shall revise the tax status of applicants who have received final approval for rebates by noting on the relevant county records the approved incremental value that qualifies for property tax rebates.

**XI. ADOPTION OF PLAN BY TAXING ENTITIES**

- a. Any taxing entity participating with the County in the tax rebate program will do so by entering a Interlocal Agreement with the County by which this Plan is adopted. The Interlocal Agreement will also provide, among other things, for the means and procedures whereby a taxing entity may cease its force majeure warrants a suspension or elimination, by one or more participating taxing entity of the rebate program prior to the scheduled expiration of the Interlocal Agreement.

APPLICATION FOR TAX REBATE  
BOURBON COUNTY NEIGHBORHOOD REVITALIZATION PLAN

PART 1

OWNER'S NAME: \_\_\_\_\_ DAYTIME PHONE: \_\_\_\_\_

OWNER'S MAILING ADDRESS: \_\_\_\_\_

PROPERTY ADDRESS WITH IMPROVEMENTS: \_\_\_\_\_

PARCEL IDENTIFICATION NUMBER: \_\_\_\_\_  
(PARCEL ID CAN BE FOUND ON YOUR TAX STATEMENT)

PROPERTY TYPE (CIRCLE ONE)

RESIDENTIAL      AGRICULTURE      COMMERCIAL

AGE OF PRINCIPAL BUILDING (EXISTING STRUCTURE) IF ONE: \_\_\_\_\_

WILL ANY BUILDINGS/STRUCTURES BE DEMOLISHED: \_\_\_\_\_ YES \_\_\_\_\_ NO

DESCRIPTION OF PROPOSED IMPROVEMENTS: \_\_\_\_\_

PROPOSED COST OF IMPROVEMENTS: \$ \_\_\_\_\_

PROPOSED CONSTRUCTION START DATE: \_\_\_\_\_

ESTIMATED COMPLETION DATE: \_\_\_\_\_

PROPERTY OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

FOR COUNTY APPRAISER'S USE ONLY:

\$50 APPLICATION FEE RECEIVED: \_\_\_\_\_

APPRaised VALUATION PRIOR TO CONSTRUCTION: \$\_\_\_\_\_

COUNTY APPRAISER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

LAND VALUATION: \$\_\_\_\_\_

APPRaised VALUATION AFTER CONSTRUCTION: \$\_\_\_\_\_

INCREMENTAL INCREASE IN APPRAISED VALUE: \$\_\_\_\_\_

IMPROVEMENTS MADE TO THE PROPERTY \_\_\_\_\_ DO \_\_\_\_\_ DO NOT MEET THE REQUIRED INCREASE IN  
VALUE (\$5,000 RES/AG OR \$15,000 COMM)

COUNTY APPRAISER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

FOR COUNTY CLERK'S USE ONLY:

ARE THE APPLICANT'S REAL AND PERSONAL PROPERTY TAXES CURRENT AND ALL INTEREST, PENALTIES AND SPECIAL ASSESSMENTS PAID?

\_\_\_\_\_ YES \_\_\_\_\_ NO

COUNTY CLERK'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PART 2 (MUST BE RETURNED TO COMPLETE THE REBATE PROCESS)

PROPERTY OWNER: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

AS OF JANUARY 1, FOLLOWING THE START OF CONSTRUCTION, THE IMPROVEMENTS ARE:

\_\_\_\_\_ COMPLETE      \_\_\_\_\_ INCOMPLETE

ACTUAL TOTAL COST OF IMPROVEMENTS:      \$ \_\_\_\_\_

CONSTRUCTION START DATE: \_\_\_\_\_

DATE OF COMPLETION: \_\_\_\_\_

PROPERTY OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Participating Tax Entities

City of Fort Scott  
City of Uniontown  
City of Bronson  
City of Redfield  
City of Mapleton  
City of Fulton  
USD 235  
USD 234  
FSCC

Non-Participating Tax Entities

All Rural Fire Districts  
All Townships  
All Cemeteries  
SEK Library  
USD 234 & 235 Capital Outlay  
Extension Districts

## Fort Scott Neighborhood Revitalization Plan

### 2.9 APPLICATION SUBMISSION PROCEDURES

- a. Any tax rebate applicant may obtain an Application for Tax Rebate from the County Appraiser's Office at the Bourbon County Courthouse, 210 South National Avenue, Kansas.
- b. The applicant shall file the Application for Tax Rebate with the Bourbon County Appraisers Office prior to beginning construction or as soon as possible thereafter. The Application must be submitted prior to the completion of construction. A \$50.00 non-refundable fee must be submitted with the Application to cover costs of administering the program.
- c. To obtain a rebate, an applicant must certify the completion of the qualifying project by submitting part 2 of the Application to the County Appraiser on or before December 31st of the year in which the project is completed.
- d. Except as otherwise expressly authorized, the rebate period begins in the year following 100% completion of the improvements. Property taxes owed on partially completed construction projects are to be borne by the property owner without rebate.

### 2.10 REVIEW AND APPROVAL STANDARDS

- a. Upon receipt of an Application for Tax Rebate, the County Clerk shall determine whether the applicant's property taxes, and all applicable interest and penalties are paid.
- b. Following a determination that tax payments are current, the County Appraiser will determine the existing appraised valuation of the property as of the preceding June 1st.
- c. The County Appraiser shall then accept or reject the Application for Tax Rebate and certify on the Application whether initial application is accepted or rejected.
- d. Upon receipt of Part 2 of the Application for Tax Rebate, the County Clerk will verify that the applicant is not delinquent on any property taxes or assessments of more than one (1) year.
- e. The County Appraiser shall determine the new market valuation of the real estate, calculate the incremental increase in appraised value, and verify whether it meets the threshold to qualify for the rebates in this Plan. As a result of the construction/rehabilitation project, the property's appraised value must increase by a minimum of \$5,000 Residential/Agriculture or \$15,000 Commercial, whichever is less.

## Fort Scott Neighborhood Revitalization Plan

- f. If a project does not qualify, the Appraiser shall provide a written explanation to the applicant of the reason the project has failed to qualify for the tax rebate program.
- g. The County Appraiser shall revise the tax status of applicants who have received final approval for rebates by noting on the relevant county records the approved incremental value that qualifies for property tax rebates.

### 2.11 MAXIMUM REBATE AND TERM OF ELIGIBILITY

#### *Residential Rebate*

The maximum amount of residential rebate is one hundred percent (100%). The maximum term of the rebate is five (5) years.

#### *Commercial Rebate*

The maximum amount of commercial rebate is one hundred (100%). The maximum term of the rebate is ten (10) years.

#### *Historic Rebate*

The maximum amount of historic rebate is one hundred percent (100%). The maximum term of the rebate is fifteen (15) years.

**NOTE:** Five percent (5%) of the rebate is to remain in the Neighborhood revitalization Fund to cover administrative cost and the Taxing Institution's revitalization activities in the Neighborhood Revitalization Area.

# Fort Scott Neighborhood Revitalization Plan

## APPENDIX A: STATEMENT OF FINDINGS

## Fort Scott Neighborhood Revitalization Plan

### STATEMENT OF FINDINGS

I, Lisa Dillon, Housing and Neighborhood Revitalization Coordinator, City of Fort Scott, Kansas, hereby certify that the Neighborhood Revitalization Area as designated by the City Commission contains conditions that are detrimental to the public health, safety, and welfare. These conditions include: (1) a predominance of buildings which, by reason of age, condition, or functional obsolescence, contribute to deterioration or underutilization; and (2) the presence of a substantial number of deteriorated or under-improved structures and other conditions that substantially impair or arrest the sound growth of the City of Fort Scott, retard the provision of adequate housing, and constitute an economic or social liability in their present condition and use.

The most recent data available from the United States Census Bureau, including the Decennial Census and American Community Survey estimates, provide both quantitative and qualitative evidence of the physical, housing, and socioeconomic conditions present within the City of Fort Scott. These data have been carefully examined and evaluated and demonstrate the presence of factors commonly associated with reinvestment challenges, including aging housing stock, modest property values, vacancy or underutilization in certain areas, and economic conditions that may limit private investment without targeted incentives.

Census Bureau findings indicate that Fort Scott is a mature community with a significant portion of its housing stock constructed prior to modern building standards and with property values below state and national averages. While the community maintains a strong rate of homeownership, the age and condition of many structures increase the need for rehabilitation, modernization, and reinvestment in order to maintain neighborhood stability and protect long-term property values. These conditions, if left unaddressed, may contribute to deferred maintenance, diminished investment, and incremental decline.

Based on the evaluation of current Census Bureau data, local assessment information, and observed physical conditions, it is the conclusion of the City of Fort Scott that the Neighborhood Revitalization Area, as defined, is dependent upon rehabilitation, conservation, redevelopment, and reinvestment measures in order to protect and promote the public health, safety, and welfare of the residents of the City. The establishment of a Neighborhood Revitalization Program is therefore found to be necessary and appropriate to encourage private investment, strengthen neighborhoods, and support the long-term economic vitality of the community.

Signed:

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Lisa Dillon  
Housing and Neighborhood Revitalization Coordinator  
City of Fort Scott, Kansas

# Fort Scott Neighborhood Revitalization Plan

## APPENDIX B: PREVIOUS RESOLUTION AND ORDINANCE

**RESOLUTION NO. 38-2015**

**A RESOLUTION** establishing a date for a public hearing concerning the adoption of a plan pursuant to the Neighborhood Revitalization Act, K.S.A. 12-17, 144 et seq.

**WHEREAS**, the City of Fort Scott, Kansas may pursuant to K.S.A. 12-17, 144 et seq. adopt a plan to assist in the rehabilitation, conservation or redevelopment of any area within the City of Fort Scott which meets the conditions provided in said law; and

**WHEREAS**, the City of Fort Scott is desirous of exercising the authority provided in K.S.A. 12-17, 114 et seq. in order to rehabilitate, conserve or redevelop certain designated areas in the City of Fort Scott.

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of Fort Scott, Kansas in accordance with K.S.A. 12-17, 114 et seq. the following notice is hereby given:

**NOTICE**

The City Commission will consider the adoption of a Neighborhood Revitalization Plan, Pursuant to K.S.A. 12-17, 114 et seq., at a public hearing at 6:00 p.m. on November 17<sup>th</sup>, 2015 at the following locations:

1. City Commission Meeting Room

The Proposed Neighborhood Revitalization Plan and a description of the boundaries of the proposed Neighborhood Revitalization Area are available for inspection during the hours of 8:00 a.m. to 5:00 p.m. in the office of City Clerk, 123 S. Main Street, Fort Scott, Kansas and at the Fort Scott Public Library.

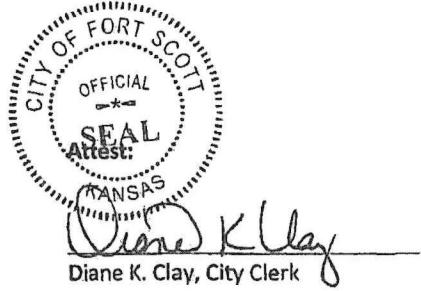
At the conclusion of the hearing, the City Commission of the City of Fort Scott will consider findings necessary for the adoption of the proposed Neighborhood Revitalization Plan and the establishment of the proposed Neighborhood Revitalization Area, all as provided for in K.S.A. 12-17- 114 et seq.

**BE IT FURTHER RESOLVED** that the City Clerk shall cause a copy of this resolution to be delivered to the other taxing entities within the City of Fort Scott, Kansas.

**BE IT FURTHER RESOLVED** that the City Clerk shall cause this resolution to be published in the official city newspaper at least once each week for two consecutive weeks prior to the hearing.

**ADOPTED AND APPROVED** by City Commission November 3<sup>rd</sup>, 2015.

CITY OF FORT SCOTT, KANSAS



*Cynthia E. Bartelsmeyer*  
Cynthia Bartelsmeyer, Mayor

**ORDINANCE NO. 3460**

**AN ORDINANCE ADOPTING THE FOLLOWING NEIGHBORHOOD REVITALIZATION PLAN  
AND DESIGNATING A REVITALIZATION AREA IN THE CITY OF FORT SCOTT, KANSAS.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FORT SCOTT,  
BOURBON COUNTY, KANSAS.**

**SECTION 1. Hearing.**

The Governing Body of the City of Fort Scott pursuant to Notice of Public Hearing as set forth in City of Fort Scott Resolution No. 38-2015 did hold a public hearing on November 17<sup>th</sup>, 2015 to hear and consider public comment on the Neighborhood Revitalization Plan as required by K.S.A. 12-17,117.

**SECTION 2. Neighborhood Revitalization Plan.**

The Governing Body of the City of Fort Scott does hereby adopt the Neighborhood Revitalization Plan, attached hereto, labeled Exhibit "A" and incorporated by reference as if fully set forth herein as provided by K.S.A. 12-17,117.

**SECTION 3. Designation of Neighborhood Revitalization Area.**

Pursuant to K.S.A. 12-17,114 et seq., the governing body of the City of Fort Scott, Kansas designates the following described property as the neighborhood revitalization area and finds said area contains:

- 1). A predominance of buildings which by reason of dilapidation are detrimental to public health, safety and welfare;
- 2). A substantial number of deteriorating structures which impairs sound growth of the City and retard provision of housing; and

The Neighborhood Revitalization Area is described as follows:

See attached legal description in Part 1 of the Neighborhood Revitalization Plan.

**SECTION 4.** This Ordinance shall be effective after its passage and publication in the official City newspaper.

**THIS ORDINANCE IS PASSED AND APPROVED** by the Governing Body of the City of Fort Scott, Kansas, this November 17<sup>th</sup>, 2015.

THE CITY OF FORT SCOTT, KANSAS

(SEAL)



Diane K. Clay  
DIANE K. CLAY, CITY CLERK

BY: Cynthia E. Bartelsmeyer  
CYNTHIA BARTELSMAYER, MAYOR

# Fort Scott Neighborhood Revitalization Plan

## APPENDIX C: CURRENT RESOLUTION

Resolution No. 02-226

A resolution adopting a Citywide Neighborhood Revitalization Program for the City of Fort Scott, Kansas, and authorizing Bourbon County, Kansas, to administer the program pursuant to K.S.A. 12-17,115 et seq.

**I. Purpose**

The purpose of this resolution is to promote the public welfare of the City of Fort Scott by encouraging the revitalization, rehabilitation, and development of residential, commercial, and industrial property through property tax rebate incentives as authorized by Kansas law.

**II. Statutory Authority**

This Neighborhood Revitalization Program is adopted pursuant to K.S.A. 12-17,115 through 12-17,119, and amendments thereto. All actions taken to implement this program shall be consistent with the requirements of said statutes.

**III. Adoption of the Neighborhood Revitalization Plan**

The City of Fort Scott hereby adopts the Citywide Neighborhood Revitalization Plan, attached hereto and incorporated by reference as Exhibit A, which establishes eligibility requirements, application procedures, minimum improvement standards, rebate schedules, and administrative processes.

**IV. Designation of Neighborhood Revitalization Area**

The entire incorporated municipal boundaries of the City of Fort Scott, Kansas, are hereby designated as the Neighborhood Revitalization Area pursuant to K.S.A. 12-17,115(c), due to the presence of aging housing stock, infrastructure needs, and the necessity of reinvestment to promote economic vitality.

**V. Authorization and Participation by the City of Fort Scott**

The Governing Body of the City of Fort Scott hereby authorizes participation in the Neighborhood Revitalization Program and agrees to rebate the City's portion of ad valorem property taxes levied on qualifying improvements, as set forth in the Neighborhood Revitalization Plan.

The City Commission further grants authority to Bourbon County, Kansas, to administer the Neighborhood Revitalization Program on behalf of the City, consistent with the terms of the Plan and applicable state law.

**VI. Administration by Bourbon County**

Bourbon County, Kansas, shall serve as the administering entity for the Neighborhood Revitalization Program. Administration shall include, but not be limited to, receiving and processing applications, determining eligibility, coordinating with the Bourbon County Appraiser and Clerk, calculating rebate amounts, issuing rebates, and maintaining all required program records.

Administration by Bourbon County shall be conducted in accordance with the Neighborhood Revitalization Plan and any companion resolution adopted by the Bourbon County Commission.

**VII. Affirmation of Prior Improvements and Rebates**

All improvements completed and all rebates previously approved or issued under earlier versions of the Fort Scott Neighborhood Revitalization Program are hereby affirmed. Properties receiving rebates during prior program periods shall continue to receive such rebates for the duration originally approved, provided all program requirements remain satisfied.

**VIII. Term of Program**

This resolution and the accompanying Neighborhood Revitalization Plan shall be effective for a period beginning **January 1, 2026**, and ending **December 31, 2030**, unless amended or terminated in accordance with Kansas law.

**IX. Repeal of Conflicting Resolutions**

All resolutions or actions of the City of Fort Scott in conflict with this resolution are hereby repealed as of the effective date of this resolution.

**X. Effective Date**

This resolution shall take effect and be in force from and after its adoption by the Governing Body of the City of Fort Scott, Kansas.

---

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Mayor, City of Fort Scott \_\_\_\_\_

Attest:  
City Clerk \_\_\_\_\_

Approved as to form:  
City Attorney \_\_\_\_\_

# Fort Scott Neighborhood Revitalization Plan

## APPENDIX D: PREVIOUS INTERLOCAL AGREEMENT

**CITY OF FORT SCOTT**  
**INTERLOCAL AGREEMENT**  
**2012 – 2015**

**THIS INTERLOCAL AGREEMENT** (hereinafter referred to as "Agreement") entered into this 17<sup>th</sup> day of July, 2012 by and between the City of Fort Scott, a duly organized municipal corporation (hereinafter referred to as "City") and Bourbon County (hereinafter referred to as "County") and U. S. D. #234 (hereinafter referred to as "U.S.D.") and Fort Scott Community College (hereinafter referred to as F.S.C.C.)

**WHEREAS**, K.S.A. 12-2904 allows public agencies to enter interlocal agreements to jointly perform certain functions including economic development; and

**WHEREAS**, all parties are pursuant to K.S.A. 12-2903 public agencies, capable of entering into interlocal agreements; and

**WHEREAS**, K.S.A. 12-17, 114 et seq. provides a program for neighborhood revitalization and further allows for the use of interlocal agreements between municipalities to further neighborhood revitalization; and

**WHEREAS**, it is the desire and intent of the parties hereto to provide the maximum economic development incentive as provided for in K.S.A. 12-17, 119 by acting jointly.

**NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN THE PARTIES AGREE AS FOLLOWS:**

1. The parties agree to consider and adopt a neighborhood revitalization plan in substantially the same form and content as Exhibit A, B, and C attached hereto and incorporated by reference as if fully set forth herein. The parties further agree the neighborhood revitalization plan as adopted will not be amended by any of the parties except as may be necessary to comply with applicable state law or regulation.
2. The parties further agree that the City shall administer the neighborhood revitalization plan as adopted by each party on behalf of the signatory parties. The parties acknowledge and agree that five (5%) of the increment, as defined by K.S.A. 12-17, 118, shall be used to pay for administrative costs of the City in implementing and administering the plan, all as described in the neighborhood revitalization plan. The City shall create a neighborhood revitalization plan pursuant to K.S.A. 12-17, 118 and amendments for the purpose of financing the redevelopment and to provide rebates.

3. The public can be discouraged by the historic requirement to go to each of the participating public institutions, the property tax levying entities (County, U.S.D. and F.S.C.C.), in order to apply for and receive that share of the rebates. To encourage the satisfaction and involvement in the revitalization program by the public, the City will pay its share of the rebate plus the rebates due from the other participating property tax levying entities unless the tax levying entity indicates to the City otherwise.
4. A participating property tax levying entity for which the City has made a revitalization payment will reimburse the City the incremental taxes collected from the public (citizens and businesses) that qualify for a rebate plus a 5% administrative fee.
5. This Agreement shall be effective upon all parties, (citizens, corporations and public institutions [City, County, U.S.D. and F.S.C.C.]), beginning January 1, 2012 and expire December 31, 2015. The parties agree to undertake annual review of the neighborhood revitalization plan commencing on or before June 15 of each year to determine any needed modifications to the neighborhood revitalization plan and participation in a new interlocal agreement. The parties agree that termination of this agreement by any party prior to December 31, 2015 would adversely impact the plan and, consequently, this agreement makes no provision for termination prior to the expiration date.
6. This agreement shall be executed in several counterparts, all of which together shall constitute one original agreement.

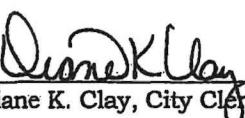
**IN WITNESS WHEREOF**, the parties have hereto executed this contract as of the day and year first above written.



**CITY OF FORT SCOTT, KANSAS**

  
James R. Adams  
Mayor, City of Fort Scott

ATTEST:

  
\_\_\_\_\_  
Diane K. Clay, City Clerk

FORT SCOTT USD #234

(seal)

Janet Braun  
President, USD 234 Board of Education

ATTEST:

Tiffany H. Weston  
USD 234 Board of Education Clerk

FORT SCOTT COMMUNITY COLLEGE

(seal)

Myrtle Anne Colen  
Fort Scott Community College  
Board of Trustees

Clayton N. Tatro  
Clayton Tatro, President, F.S.C.C.

ATTEST:

Kathleen Hinrichs  
Fort Scott Community College  
Board of Trustees Clerk



BOURBON COUNTY, KANSAS

Mark H. Johnson  
Chairman, Bourbon County Commission

Janie L. Boggs  
Bourbon County Clerk

# Fort Scott Neighborhood Revitalization Plan

## APPENDIX E: CURRENT INTERLOCAL AGREEMENT

BOURBON COUNTY

INTERLOCAL AGREEMENT

2026 – 2030

THIS INTERLOCAL AGREEMENT (hereinafter referred to as "Agreement") entered into this \_\_\_\_\_ day of January 2026 by and between Bourbon County (hereinafter referred to as "County") and the City of Fort Scott (hereinafter referred to as "City").

WHEREAS, K.S.A. 12-2904 allows public agencies to enter interlocal agreements to jointly perform certain functions including economic development;

WHEREAS, all parties are pursuant to K.S.A. 12-2903 public agencies, capable of entering into interlocal agreements; and

WHEREAS, K.S.A. 12-17, 114 et seq. provides a program for neighborhood revitalization and further allows for the use of interlocal agreements between municipalities to further neighborhood revitalization; and

WHEREAS, it is desire and intent of the parties hereto to provide the maximum economic development incentive as provided for in K.S.A. 12-17, 119 by acting jointly.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN THE PARTIES AGREE AS FOLLOWS:

1. The parties agree to consider and adopt a neighborhood revitalization plan in substantially the same form and content as the attached hereto and incorporate by reference as if fully set forth herein. The parties further agree the neighborhood revitalization plan as adopted will not be amended by any of the parties except as may be necessary to comply with applicable state law or regulation.
2. The parties further agree that the County shall administer the neighborhood revitalization plan as adopted by each party on behalf of the signatory parties. The parties acknowledge and agree that five (5%) of the increment, as defined by K.S.A. 12-17, 118, shall be used to pay for administrative costs of the County in implementing and administering the plan, all as described in the neighborhood revitalization plan. The County shall create a neighborhood revitalization plan pursuant to K.S.A. 12-17, 118 and amendments for the purpose of financing the redevelopment and to provide rebates.
3. To encourage the satisfaction and involvement in the revitalization program by the public, the County will pay its share of the rebate plus the rebates due from the other participating property tax levying entities unless the tax levying entity indicates to the County otherwise.
4. This Agreement shall be effective upon all parties, citizens, corporations, public institutions and U.S.D., beginning on January 1, 2026, and expire on December 31, 2030. The parties agree to undertake annual review of the neighborhood revitalization plan commencing on or before June 15 of each year to determine any needed modifications to the neighborhood revitalization plan and participation in a new Interlocal Agreement. The parties agree that termination of this agreement by any party prior to December 31, 2030, would adversely impact the plan and, consequently, this agreement makes no provision for termination prior to the expiration date.

5. This agreement shall be executed in several counterparts, all of which together shall constitute one original agreement.

IN WITNESS WHEREOF, the parties have hereto executed this contract as of the day and year first above written.

Bourbon County, Kansas

---

Chairman, Bourbon County Commissioners

Attest:

---

Susan Walker, County Clerk

City of Fort Scott, Kansas

(SEAL)

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Mayor, City of Fort Scott, Kansas

Attest:

---

Fort Scott City Clerk

# Fort Scott Neighborhood Revitalization Plan

## APPENDIX F: NEIGHBORHOOD REVITALIZATION

ACT– KSA 12-17,114 TO KSA 12-17, 120

## Fort Scott Neighborhood Revitalization Plan

**12-17,114. Neighborhood revitalization; title of act.** This act shall be known and may be cited as the Kansas neighborhood revitalization act.

**History:** L. 1994, ch. 242, § 10; July 1.

**12-17,115. Same; definitions.** As used in this act:

(a) "Dilapidated structure" means a residence or other building which is in deteriorating condition by reason of obsolescence, inadequate provision of ventilation, light, air or structural integrity or is otherwise in a condition detrimental to the health, safety or welfare of its inhabitants or a residence or other building which is in deteriorating condition and because of age, architecture, history or significance is worthy of preservation.

(b) "Municipality" means any municipality as defined by K.S.A. 10-1101, and amendments thereto.

(c) "Neighborhood revitalization area" means:

(1) An area in which there is a predominance of buildings or improvements which by reason of dilapidation, deterioration, obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, the existence of conditions which endanger life or property by fire and other causes or a combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime and which is detrimental to the public health, safety or welfare;

(2) an area which by reason of the presence of a substantial number of deteriorated or deteriorating structures, defective or inadequate streets, incompatible land use relationships, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the actual value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or a combination of such factors, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is detrimental to the public health, safety or welfare in its present condition and use; or

(3) an area in which there is a predominance of buildings or improvements which by reason of age, history, architecture or significance should be preserved or restored to productive use.

(d) "Governing body" means the governing body of any municipality.

(e) "Increment" means, except for any taxes levied by school districts pursuant to K.S.A. 72-53,113, and amendments thereto, that amount of ad valorem taxes collected from real property located within the neighborhood revitalization area or from dilapidated structures outside the revitalization area that is in excess of the amount which is produced from such property and

## Fort Scott Neighborhood Revitalization Plan

attributable to the assessed valuation of such property prior to the date the neighborhood revitalization area was established or the structure was declared dilapidated pursuant to this act.

**History:** L. 1994, ch. 242, § 11; L. 1996, ch. 228, § 8; L. 2017, ch. 95, § 59; July 1.

**12-17,116. Same; designation of revitalization area; findings.** The governing body of any municipality may designate any area within such municipality as a neighborhood revitalization area if the governing body finds that one or more of the conditions as described in subsection (c) of K.S.A. 12-17,115, and amendments thereto, exist and that the rehabilitation, conservation or redevelopment of the area is necessary to protect the public health, safety or welfare of the residents of the municipality. The governing body may declare a building outside of a neighborhood revitalization area to be a dilapidated structure if the structure satisfies the conditions set forth in subsection (a) of K.S.A. 12-17,115.

**History:** L. 1994, ch. 242, § 12; L. 1996, ch. 228, § 9; July 1.

**12-17,117. Same; revitalization plan, contents; notice and hearing.** (a) Prior to designating an area as a neighborhood revitalization area or a structure to be a dilapidated structure, the governing body shall adopt a plan for the revitalization of such area or designation of a dilapidated structure. Such plan shall include:

- (1) A legal description of the real estate forming the boundaries of the proposed area and a map depicting the existing parcels of real estate;
- (2) the existing assessed valuation of the real estate in the proposed area, listing the land and building values separately;
- (3) a list of names and addresses of the owners of record of real estate within the area;
- (4) the existing zoning classifications and district boundaries and the existing and proposed land uses within the area;
- (5) any proposals for improving or expanding municipal services within the area including, but not limited to, transportation facilities, water and sewage systems, refuse collection, road and street maintenance, park and recreation facilities and police and fire protection;
- (6) a statement specifying what property is eligible for revitalization and whether rehabilitation and additions to existing buildings or new construction or both is eligible for revitalization;
- (7) the criteria to be used by the governing body to determine what property is eligible for revitalization;
- (8) the contents of an application for a rebate of property tax increments authorized by K.S.A. 12-17,118, and amendments thereto;

## Fort Scott Neighborhood Revitalization Plan

- (9) the procedure for submission of an application for a rebate of property tax increments authorized by K.S.A. [12-17,118](#), and amendments thereto;
- (10) the standards or criteria to be used when reviewing and approving applications for a rebate of property tax increments authorized by K.S.A. [12-17,118](#), and amendments thereto;
- (11) a statement specifying the maximum amount and years of eligibility for a rebate of property tax increments authorized by K.S.A. [12-17,118](#); and
- (12) any other matter deemed necessary by the governing body.

(b) Prior to declaring a building to be a dilapidated structure, the governing body shall do the following:

- (1) Obtain a legal description of the property to be declared dilapidated;
- (2) determine the assessed value of the property to be declared a dilapidated structure, with separate values established for the land and structure;
- (3) determine the owner of record of the structure.

(c) Prior to adopting a plan pursuant to this section, the governing body shall call and hold a hearing on the proposal. Notice of such hearing shall be published at least once each week for two consecutive weeks in a newspaper of general circulation within the municipality. Following such hearing, or the continuation thereof, the governing body may adopt such plan.

**History:** L. 1994, ch. 242, § 13; L. 1996, ch. 228, § 10; July 1.

**12-17,118. Same; neighborhood revitalization fund; application for tax rebates; impact on state aid to school districts.** (a) Following adoption of a plan pursuant to K.S.A. [12-17,117](#) and amendments thereto, the governing body shall create a neighborhood revitalization fund to finance the redevelopment of designated revitalization areas and dilapidated structures and to provide rebates authorized by this section. Moneys may be budgeted and transferred to such fund from any source which may be lawfully utilized for such purposes. Any municipality may expend money from the general fund of such municipality to accomplish the purposes of this act.

(b) Moneys credited to such fund from annually budgeted transfers shall not be subject to the provisions of K.S.A. [79-2925](#) through [79-2937](#), and amendments thereto. In making the budget of the municipality, the amounts credited to, and the amount on hand in, such neighborhood revitalization fund and the amount expended therefrom shall be shown thereon for the information of taxpayers. Moneys in such fund may be invested in accordance with K.S.A. [10-131](#), and amendments thereto with the interest credited to the fund.

(c) If the governing body determines that money which has been credited to such fund or any part thereof is not needed for the purposes for which so budgeted or transferred, the governing

## Fort Scott Neighborhood Revitalization Plan

body may transfer such amount not needed to the fund from which it came and such retransfer and expenditure shall be subject to the provisions of K.S.A. [79-2925](#) through [79-2937](#), and amendments thereto.

(d) Any increment in ad valorem property taxes levied by the municipality resulting from improvements by a taxpayer to property in a neighborhood revitalization area or to a dilapidated structure may be credited to the fund for the purpose of returning all or a part of the property increment to the taxpayer in the form of a rebate. Applications for rebates shall be submitted in the manner and subject to the conditions provided by the revitalization plan adopted under K.S.A. [12-17,117](#) and amendments thereto. Upon approval of an application received hereunder the municipality shall rebate all or a part of incremental increases in ad valorem property tax resulting from the improvements. Upon payment of taxes by the taxpayer, the rebate must be made within 30 days after the next distribution date as specified in K.S.A. [12-1678a](#), and amendments thereto.

(e) No later than November 1 of each year the county clerk of each county shall certify to the state commissioner of education the assessed valuation amount of any school district therein for which tax increment rebates have been made by the school district during the previous year in accordance with an interlocal agreement approved by the board of education of such district under the provisions of K.S.A. [12-17,119](#) and amendments thereto. The amount of the assessed valuation shall be determined by dividing the total amount of tax increment rebates paid by the district during the preceding 12 months by the total of the ad valorem tax levy rates levied by or on behalf of the district in the previous year. The commissioner of education shall annually deduct the certified amounts of assessed valuation for such rebates from the total assessed valuation of the district in determining the total and per pupil assessed valuations used in the allocation of state aid payments to school districts.

**History:** L. 1994, ch. 242, § 14; L. 1996, ch. 228, § 11; L. 1997, ch. 97, § 3; July 1.

**12-17,119. Same; interlocal agreements.** Any two or more municipalities may agree pursuant to K.S.A. [12-2901](#) et seq., and amendments thereto, to exercise the powers and duties authorized by this act.

**History:** L. 1994, ch. 242, § 15; July 1.

**12-17,120. Same; act not exclusive authority for revitalization.** This is enabling legislation for the revitalization of neighborhood areas and is not intended to prevent cities and counties from enacting and enforcing additional laws and regulations on the same subject which are not in conflict with the provisions of this act.

**History:** L. 1994, ch. 242, § 16; July 1.

## RESOLUTION NO. 2-2026

A RESOLUTION ADOPTING A CITYWIDE NEIGHBORHOOD REVITALIZATION PROGRAM FOR THE CITY OF FORT SCOTT, KANSAS, AND AUTHORIZING BOURBON COUNTY, KANSAS, TO ADMINISTER THE PROGRAM PURSUANT TO K.S.A. 12-17,115 ET SEQ.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FORT SCOTT, KANSAS:

**SECTION 1. Purpose:** The purpose of this resolution is to promote the public welfare of the City of Fort Scott by encouraging the revitalization, rehabilitation, and development of residential, commercial, and industrial property through property tax rebate incentives as authorized by Kansas law.

**SECTION 2. Statutory Authority:** This Neighborhood Revitalization Program is adopted pursuant to K.S.A. 12-17,115 through 12-17,119, and amendments thereto. All actions taken to implement this program shall be consistent with the requirements of said statutes.

**SECTION 3. Adoption of the Neighborhood Revitalization Plan:** The City of Fort Scott hereby adopts the Citywide Neighborhood Revitalization Plan, attached hereto and incorporated by reference as Exhibit A, which establishes eligibility requirements, application procedures, minimum improvement standards, rebate schedules, and administrative processes.

**SECTION 4. Designation of Neighborhood Revitalization Area:** The entire incorporated municipal boundaries of the City of Fort Scott, Kansas, are hereby designated as the Neighborhood Revitalization Area pursuant to K.S.A. 12-17,115(c), due to the presence of aging housing stock, infrastructure needs, and the necessity of reinvestment to promote economic vitality.

**SECTION 5. Authorization and Participation by the City of Fort Scott:** The Governing Body of the City of Fort Scott hereby authorizes participation in the Neighborhood Revitalization Program and agrees to rebate the City's portion of ad valorem property taxes levied on qualifying improvements, as set forth in the Neighborhood Revitalization Plan.

The City Commission further grants authority to Bourbon County, Kansas, to administer the Neighborhood Revitalization Program on behalf of the City, consistent with the terms of the Plan and applicable state law.

**SECTION 6. Administration by Bourbon County:** Bourbon County, Kansas, shall serve as the administering entity for the Neighborhood Revitalization Program. Administration shall include, but not be limited to, receiving and processing applications, determining eligibility, coordinating with the Bourbon County Appraiser and Clerk, calculating rebate amounts, issuing rebates, and maintaining all required program records.

Administration by Bourbon County shall be conducted in accordance with the Neighborhood Revitalization Plan and any companion resolution adopted by the Bourbon County Commission.

**SECTION 7. Affirmation of Prior Improvements and Rebates:** All improvements completed and all rebates previously approved or issued under earlier versions of the Fort Scott Neighborhood Revitalization Program are hereby affirmed. Properties receiving rebates during prior program periods shall continue to receive such rebates for the duration originally approved, provided all program requirements remain satisfied.

**SECTION 8. Term of Program:** This resolution and the accompanying Neighborhood Revitalization Plan shall be effective for a period beginning **January 1, 2026**, and ending **December 31, 2030**, unless amended or terminated in accordance with Kansas law.

**SECTION 9. Repeal of Conflicting Resolutions:** All resolutions or actions of the City of Fort Scott in conflict with this resolution are hereby repealed as of the effective date of this resolution.

**SECTION 10. Effective Date:** This resolution shall take effect and be in force from and after its adoption by the Governing Body of the City of Fort Scott, Kansas.

**PASSED AND ADOPTED THIS 6<sup>TH</sup> DAY OF JANUARY 2026.**

---

Mayor

Attest:

---

Lisa A. Lewis/City Clerk

BOURBON COUNTY/CITY OF FORT SCOTT, KANSAS

**INTERLOCAL AGREEMENT**

2026 - 2030

THIS INTERLOCAL AGREEMENT (hereinafter referred to as "Agreement") entered into this **6TH DAY OF JANUARY 2026** by and between Bourbon County (hereinafter referred to as "County") and the City of Fort Scott (hereinafter referred to as "City").

**WHEREAS**, K.S.A. 12-2904 allows public agencies to enter interlocal agreements to jointly perform certain functions including economic development;

**WHEREAS**, all parties are pursuant to K.S.A. 12-2903 public agencies, capable of entering into interlocal agreements; and

**WHEREAS**, K.S.A. 12-17, 114 et seq. provides a program for neighborhood revitalization and further allows for the use of interlocal agreements between municipalities to further neighborhood revitalization; and

**WHEREAS**, it is desire and intent of the parties hereto to provide the maximum economic development incentive as provided for in K.S.A. 12-17, 119 by acting jointly.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN THE PARTIES AGREE AS FOLLOWS:

1. The parties agree to consider and adopt a neighborhood revitalization plan in substantially the same form and content as the attached hereto and incorporate by reference as if fully set forth herein. The parties further agree the neighborhood revitalization plan as adopted will not be amended by any of the parties except as may be necessary to comply with applicable state law or regulation.

2. The parties further agree that the County shall administer the neighborhood revitalization plan as adopted by each party on behalf of the signatory parties. The parties acknowledge and agree that five (5%) of the increment, as defined by K.S.A. 12-17, 118, shall be used to pay for administrative costs of the County in implementing and administering the plan, all as described in the neighborhood revitalization plan. The County shall create a neighborhood revitalization plan pursuant to K.S.A. 12-17, 118 and amendments for the purpose of financing the redevelopment and to provide rebates.

3. To encourage the satisfaction and involvement in the revitalization program by the public, the County will pay its share of the rebate plus the rebates due from the other participating property tax levying entities unless the tax levying entity indicates to the County otherwise.

4. This Agreement shall be effective upon all parties, citizens, corporations, public institutions and U.S.D., beginning on January 1, 2026, and expire on December 31, 2030. The parties agree to undertake annual review of the neighborhood revitalization plan commencing on or before June 15 of each year to determine any needed modifications to the neighborhood revitalization plan and participation in a new Interlocal Agreement. The parties agree that termination of this agreement by any party prior to December 31, 2030, would adversely impact the plan and, consequently, this agreement makes no provision for termination prior to the expiration date.

5. This agreement shall be executed in several counterparts, all of which together shall constitute one original agreement.

**IN WITNESS WHEREOF**, the parties have hereto executed this contract as of the day and year first above written.

Bourbon County, Kansas

(SEAL)

---

Chairman, Bourbon County Commissioners

Attest:

---

Susan Walker, County Clerk

City of Fort Scott, Kansas

(SEAL)

---

Mayor, City of Fort Scott, Kansas

Attest:

---

Lisa A. Lewis, City Clerk



## Congratulations!

Fort Scott, KS has been selected as a 2026 BCBSKS Grant Recipient!

Dear Brad,

On behalf of the National Fitness Campaign Grant Committee, we are pleased to share that Fort Scott, KS has been selected as a grant eligible partner in the 2026 BCBSKS! This notification letter confirms eligibility for one (1) 2026 NFC Grant of \$50,000. The next step is to schedule your official Grant Eligibility Award Call within the next 10 days, where the qualifications submitted in your Grant Application will be confirmed by the NFC team, and your Grant Program Requirements (GPR) will be aligned for eligibility and participation in this year's campaign. A copy of your GPR Document is attached to this formal award letter for your review, and is based on dates submitted in your Grant Application.

The \$50,000 Grant Award will be confirmed pending 1) the submission of a Resolution of Adoption, endorsed by your local governing body or appropriate council within 30 days of the Award Call, 2) authorization to proceed, documented by formal funding confirmation (commonly a purchase order) and 3) confirmation of a scheduled shipping date for the Fitness Court and appropriate storage plans. Once set, GPR milestones must be met in order to maintain funding eligibility in the campaign.

To support this partnership and align your GPR milestones with your community's local adoption and funding processes, we have assigned a Partnership Manager – Kennie Kerr – as your dedicated partner and champion in support of this partnership. Over the coming months, Kennie will work with your team to support the path outlined in the GPR Document, assisting in the confirmation of required remaining funding, installation, and launch of your program.

The 2026 BCBS - KS is part of a national movement to make world-class fitness free and accessible in public spaces across the country, which is more important today than ever before – thank you for your commitment to supporting this goal.

Here is a sneak peak at what's ahead:

- Fitness Court® Launch – Cut the ribbon on your beautiful new outdoor gym & announce free fitness to the community!
- Classes & Challenges – Get residents moving & keep them engaged with ongoing group classes, individual training, and competitive events.
- Press & Promotions – Shine a spotlight on your community and local partners for joining this exciting and innovative wellness movement!

Once again, we are thrilled to invite you to join us as a partner in the 2026 BCBS - KS, and we look forward to making world-class fitness free in Fort Scott, KS!

Best in Fitness,

Mitch Menaged, Founder



## Fort Scott, KS - National Fitness Campaign

### 2026 Funding Cycle Grant Program Requirements (GPR)

**Important:** Grant Program Requirement (GPR) Dates must be adhered to in order to confirm grant availability within the awarded campaign year. While NFC strives to accommodate all approved applicants for participation, National Fitness Campaign cannot guarantee grant availability within each calendar year should approved milestone dates not be met, due to the volume of applicants joining the campaign and limited nature of Grant Funding in each state. Please contact your Partnership Development manager for more information.

#### **PHASE 1**

##### **MILESTONE 1: ADOPTION**

Summary: Commit to project adoption and confirm intent to provide remaining matching funding

- Requirement: Complete Resolution of Adoption
- **On or Before: 1/27/2026**

##### **MILESTONE 2: AUTHORIZATION TO PROCEED - FUNDING CONFIRMED**

Summary: Approve and secure funding (as needed) and confirm total required remaining funding listed below.

- Requirement: Funding confirmation document submitted to NFC for remaining program funding (typically a Purchase Order (P.O). Refer to Official Quote and Funding Requirements Summary for details.
  - **Remaining Funding Requirement: \$185,000 (Fitness Court Studio with Local Art)**
- **On or Before: 1/27/2026**

***\*All external fundraising must be secured no later than 120 days from the Notice of Award\****

##### **MILESTONE 3: SHIPMENT FOR STORAGE**

Summary: Identify Fitness Court® storage location and schedule Fitness Court® delivery

- Requirement: Accept Fitness Court® delivery and store at a secure location, prepare to be invoiced for remaining program funds due per Milestone 2.
- **Deadline: Within 2-4 weeks from completion of Milestone 2**

---

#### **PHASE 2**

##### **MILESTONE 4: PLANNING, DESIGN & ART**

Summary: Confirm Fitness Court Orientation and Site Layout, Approve Fitness Court® Art Designs

- Requirement: Approve Site Orientation, Site Plan and Approve artwork.
- **Deadline: January 2026**

**(Continued on Next Page)**



## MILESTONE 5: CONCRETE SLAB INSTALLATION

Summary: Review concrete slab drawings & schedule concrete installer, Confirm Art is produced and shipped.

- Requirement: Install concrete slab (cure time of 14 days before Fitness Court® installation, Spraylock additive required). Fill out the concrete slab inspection form upon completion.
  - Estimated Funding Requirement: \$0-\$45,000 (Fitness Court Studio Configuration)**
- Deadline: - March 2026-pending weather**

## MILESTONE 6: FITNESS COURT® ASSEMBLY

Summary: Select Fitness Court® Assembly Team - NFC'S Approved Installation Network (AIN) is recommended pending local procurement requirements and policies.

- Requirement: Confirm installation timeline with NFC, provide completed installation photos for NFC inspection
  - Estimated Funding Requirement: \$37,750-\$39,750 (Fitness Court Studio Configuration)**
- Deadline: April 2026 - pending weather**

## MILESTONE 7: PRESS LAUNCH RIBBON CUTTING CEREMONY

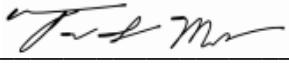
Summary: Hold Fitness Court® press launch & ribbon cutting event (in coordination with State Sponsor if applicable)

- Requirement: Promote press release, train ambassadors, hold launch within campaign year (weather permitting)
- Deadline: May 2026 - pending weather**

## MILESTONE 8: ATTEND OFFICIAL WELCOME TO CAMPAIGN VIRTUAL CALL

Summary: Attend NFC's official Welcome to Campaign call to share success of launch, initiate Fitness Court warranty, receive tools & services for Fitness Court activation, establish connection to long-term NFC Relationship Management Team

- Requirement: Schedule call with NFC & Local Leadership to attend Welcome to Campaign call. *\*Call completes formal grant obligations.*
- Deadline: Scheduled within 2 weeks post Launch Event (Milestone 7)**

G.P.R. Authorized by:  Trent Matthias - Campaign Director



FITNESS COURT® | STUDIO



brought to you by  
National Fitness Campaign



## World's First Integrated Outdoor Gym Experience With Two Programmable Classrooms

America's premier wellness hub with two programmable classrooms, integrated art mural backdrop, and over 2,000+ sqft of Healthy Infrastructure, is designed to bring healthy living to the center of your community's outdoor life. Bring the best talent in town to host yoga, Zumba, Tai Chi, HIIT, and more.

**FITNESS • ART • DANCE • YOGA • ZUMBA • PILATES  
• TAI CHI • STRETCH • KICK BOXING & MORE**







## Adaptable for Any Site

The Fitness Court® Studio can be designed and planned into the largest urban city plaza or smallest pocket park. Simple by design, work with our team of experts to seamlessly fit the Fitness Court® Studio into any environment.





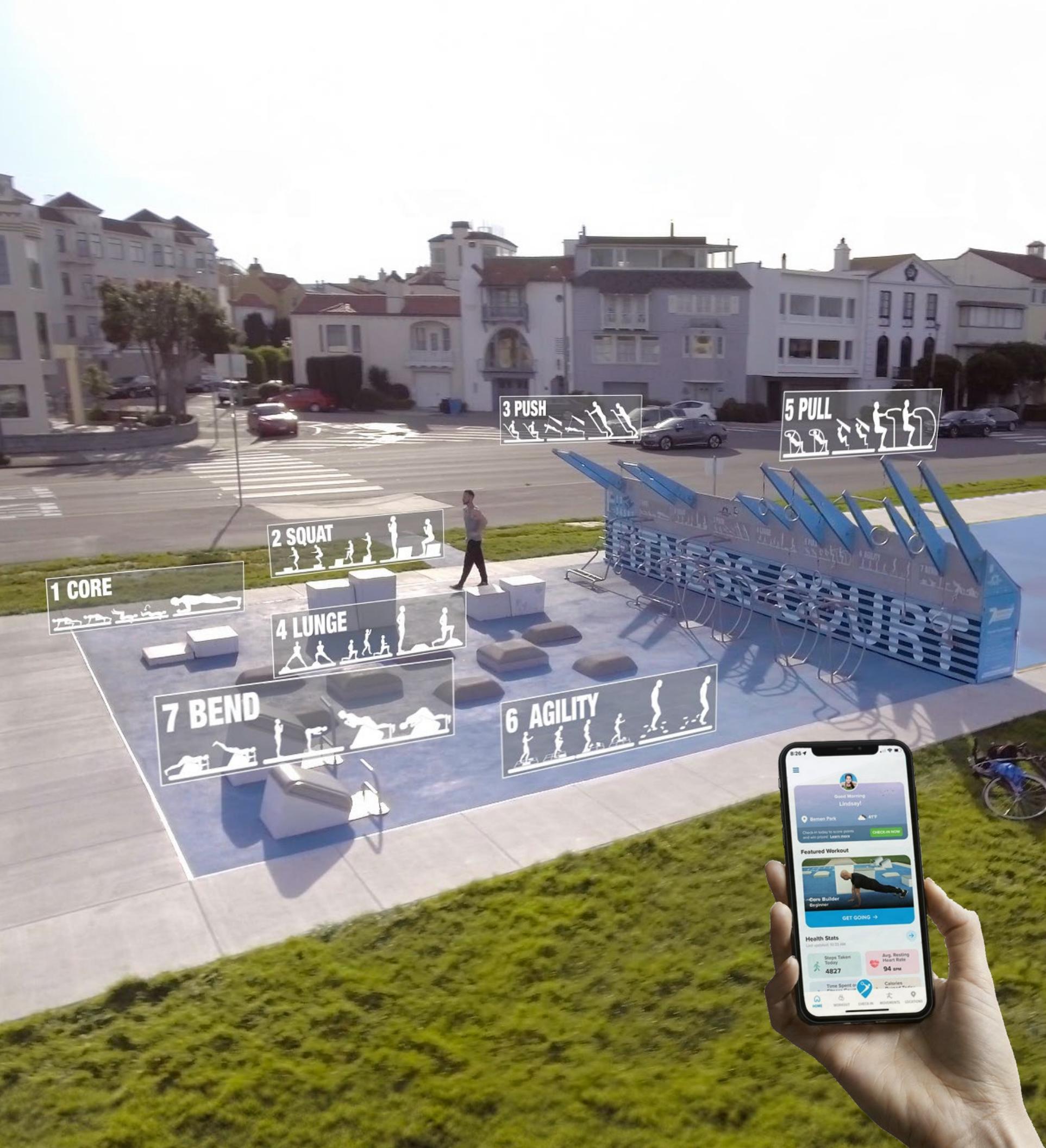
ADA Compliant

## Built to Last for Decades, in Any Climate

The Fitness Court® Studio is proudly designed and manufactured in the USA from best-in-class materials with a 38'x76' footprint. National Fitness Campaign provides a comprehensive warranty and turn-key expert installation support.







## A Coach in Your Pocket, Digitally Connected for All Abilities

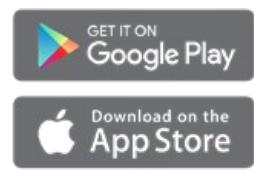
Every Fitness Court® Studio is now digitally connected to a robust library of workout challenges and health kit metrics on the free Fitness Court® App. The Fitness Court® App aims to build a healthy nation of active members, solo or in groups, staying fit anytime of the day and enjoying the world's largest outdoor gym network of digital Fitness Courts® teaching and coaching adults of all ages, abilities and fitness levels.



Interactive Map



Health Kit



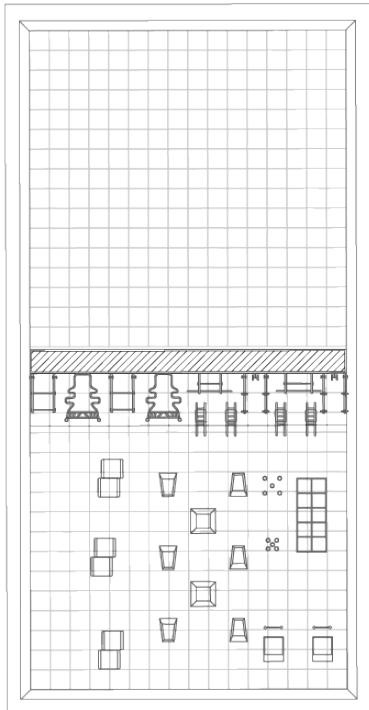
Download for Free



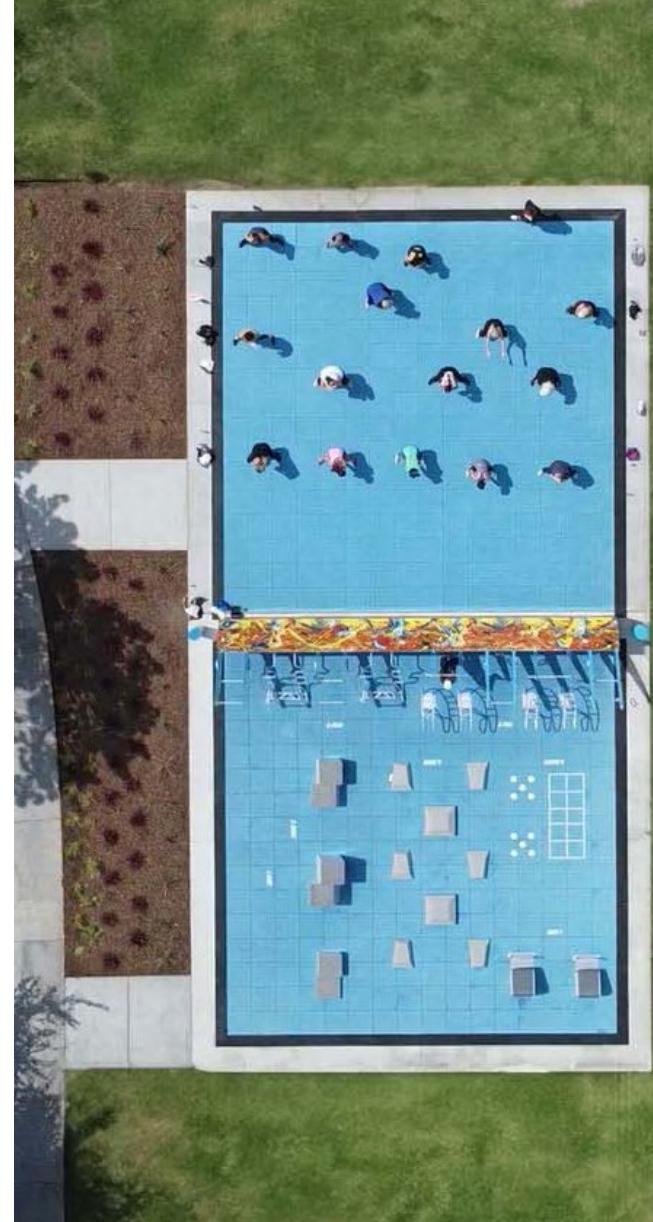
## Each Fitness Court® Studio is a Work of Art

We're designing Fitness Court® Studios as kinetic works of art to showcase the value and inspiration born from connecting the power of the arts with the joy of wellness.





38' X 72'-9"



[www.nationalfitnesscampaign.com](http://www.nationalfitnesscampaign.com)

### The Fitness Court® Studio

National Fitness Campaign (NFC) is a wellness consulting firm on a mission to change health outcomes in America. We work with municipalities, schools, developers, designers and sponsors across America to plan and design healthy cities of the future. Our team of experts can provide planning, feasibility, and design support.

415-702-4919 | [design@nfchq.com](mailto:design@nfchq.com)





# QUOTE

**National Fitness Campaign LP**  
For all questions regarding this quote, contact: info@nfchq.com

Created Date 12/30/2025  
Expiration Date 1/30/2026  
Quote Number 00002111  
Bill To Name Fort Scott, KS  
Bill To 123 S Main Street  
Fort Scott, KS 66701  
US

Description	Quantity	Total Price
2026 - Fitness Court® and National Campaign Resources	1.00	\$175,000.00
Fitness Court® Studio Add-On	1.00	\$35,000.00
Local Artist Collection - Premium Full Wrap Vinyl Mural with Custom Artwork & Artist's Bio	1.00	\$25,000.00
NFC State Sponsor Grant	1.00	-\$50,000.00

Tax % 0.0000%  
Grand Total \$185,000.00

## Terms

### 1. AUTHORIZATION:

Purchaser to reference quote number on approved Purchase Order or contract.

### 2. PAYMENT TERMS

Purchaser will pay Seller 100% of the Purchase Price upon shipment of the Fitness Court®. Purchaser is responsible for payment of shipping costs, including packing, insurance and freight. These payment terms will apply unless other approved payment terms have been agreed to by both parties. Overdue Invoices will be subject to 2% interest charge per month.

### 3. TAX EXEMPTION

This quoted total is based upon Purchaser's tax-exempt status, for which verifying documentation must be provided to the Seller. If the Purchaser is not tax-exempt, sales tax will be applied before Purchase Price is considered final or binding. Final invoice will be adjusted if the actual tax rate is different from what is listed on this quote.

### 4. STANDARD WARRANTY AND TERMS

NFC standard warranty and terms apply. See [nationalfitnesscampaign.com/warranty](http://nationalfitnesscampaign.com/warranty) for details.

### 5. PURCHASER OBLIGATIONS / TERMS AND CONDITIONS

Purchaser acknowledges upon receipt of the Fitness Court® that they are responsible for the following items concerning the purchase of the Fitness Court® which includes Design, Activation, and Campaign Resources:

- Purchaser is responsible for providing storage of the Fitness Court® with insured protection, including liability, theft, or damage.
- A safe and environmentally controlled storage environment is required to store the tile adhesive. Store tile adhesive at temperatures between 50°F (10°C) and 100°F (38°C).
- NFC is not responsible for damage after receipt of goods by the Purchaser.
- Purchaser is responsible for (under a separate agreement) providing installation of the concrete slab footing, applicable ADA Access, Pour In Place or Tile Flooring installation, and Fitness Court® installation per the NFC Installation Manual, adhesive manufacturers recommendations, and local safety, permitting, building, and planning code requirements.
- Assembly Completion Certificate submission to NFC is required within 15 days of Fitness Court® Installation.
- A safe and environmentally controlled storage environment is required to store digital print graphics.
- NFC shall not be responsible for work performed by others.
- Purchaser to provide all on-site maintenance, safety, and security.
- Purchaser shall not allow any use of Fitness Court® until all Graphics are installed.
- Purchaser understands that the use of exercise equipment incurs risks that are voluntarily entered into. Terms of Use of the Fitness Court® by the public located at the purchaser's site shall be governed by the Purchaser in addition to the NFC minimum guidelines.
- Purchaser must maintain graphics and posted safety rules and regulations.
- Purchaser shall be responsible for site selection and all inherent risks associated with the choice of site selection, including risk to the general public.
- Purchaser acknowledges that all sponsors providing funding for the Fitness Court® shall not be held liable for any risk associated with the installation of or use of the Fitness Court®.
- Purchaser acknowledges that all product defects shall be covered by the contract manufacturer of the Fitness Court® and all defects related to the installation of the Fitness Court® shall be covered by the installer hired by the purchaser.
- Purchaser accepts risks and requirements as outlined in the approved Grant Funding Application as applicable.
- If the Purchaser is not the legal Land Owner, then they are required to ensure that the Land Owner is aware of and willing to abide by all Obligations / Terms and Conditions. Otherwise, they shall be responsible for these obligations, including Terms of Use. The same



# QUOTE

**National Fitness Campaign LP**  
For all questions regarding this quote, contact: [info@nfchq.com](mailto:info@nfchq.com)

Created Date 12/30/2025  
Expiration Date 1/30/2026  
Quote Number 00002111  
Bill To Name Fort Scott, KS  
Bill To 123 S Main Street  
Fort Scott, KS 66701  
US

obligations and liabilities shall exist if the Fitness Court©, which includes Design, Activation, and Campaign Resources, is sold, acquired, assumed, transferred, or gifted to another party. The new party must be aware of and willing to abide by all Obligations / Terms and Conditions herein or they will retain responsibility.

## 6. LIMITS OF LIABILITY

NFC's total liability under this Agreement to Purchaser, its contractors, subcontractors, affiliates, partners, officers, directors, shareholders and employees (hereinafter "Affiliates"), for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorney's fees) arising out of this agreement from any cause or causes except for NFC's intentional acts, is limited to the amount of money paid by Purchaser to NFC under this Agreement. Such causes include, but are not limited to, NFC's negligence, errors, omissions, strict liability, or breach of warranty.

## 7. OWNERSHIP OF DOCUMENTS

All designs, intellectual properties, and related Campaign Services pertaining to the Fitness Court© belong solely to the National Fitness Campaign. All construction data, materials, or documents specifically prepared or assembled by NFC may be used by the Purchaser to aid in the storage, installation, and maintenance of the Fitness Court© only.

## 8. CHANGE ORDERS:

Any changes in scope of work or Terms and Conditions shall be agreed upon in writing by both parties.

## 9. PURCHASER ACKNOWLEDGMENTS

Purchaser acknowledges and accepts upon receipt of Fitness Court© all terms and conditions as described above, including Payment Terms, Terms of Tax Exempt Status, NFC Standard Warranty & Terms, Warranty Disclaimers, Purchaser Obligations, Limits of Liability, Ownership of Documents, and Change Orders.

## RESOLUTION NO. 1-2026

A RESOLUTION TO ADOPT AND ALLOCATE FUNDS FOR AN OUTDOOR FITNESS COURT® AS PART OF THE 2026 NATIONAL FITNESS CAMPAIGN.

**WHEREAS**, the City of Fort Scott has submitted a Grant Application to National Fitness Campaign (NFC) for participation in their 2026 initiative to install and activate outdoor Fitness Courts® in over 1000 municipalities and schools across the country, and;

**WHEREAS**, the City of Fort Scott will accept a \$[GRANT AMOUNT] National Grant from the NFC Grant Committee and Statewide Partners, and endeavor to provide a local match in the amount of [Match Amount Approved by NFC Grants Committee] from budgeted or internal funds within fiscal year 2026 to promote and implement a free-to-the-public outdoor Fitness Court®, and;

**WHEREAS**, the City of Fort Scott will endeavor to provide a local funding confirmation in the amount designated on the quote detailing the remaining funds for participation, provided by the National Fitness Campaign no later than [Milestone 2 date] as identified on the official Grant Program Requirement document, and;

**WHEREAS**, the Fort Scott City Commission believes joining the National Fitness Campaign is an important step in building a healthier community, commits to funding/fundraising to participate in NFC's 2026 Campaign, and will earn local and regional recognition as a leader in providing accessible health and wellness infrastructure and programs.

**NOW THEREFORE BE IT RESOLVED** that the Fort Scott City Commission will collaborate with NFC to join the National Fitness Campaign, implement the outdoor Fitness Court® program, and make fitness free for community residents and visitors.

**PASSED AND APPROVED** by the governing body of the City of Fort Scott, Kansas this 6th day of January 2026.

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/Mayor

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Lisa A. Lewis/City Clerk



## Railroad Crossing Elimination & Overpass Study, Planning and Feasibility Grant

# Project Overview

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IT WILL ANALYZE EACH RAILROAD CROSSING WITHIN THE COMMUNITY AND DETERMINE WHICH CROSSING (IF ANY) CAN BE REMOVED AND WHICH CROSSING (IF ANY) IS THE BEST LOCATION FOR AN OVERPASS.

BNSF WILL REQUIRE AT LEAST ONE RAILROAD CROSSING BE ELMINATED FOR AN OVERPASS

THE FOCUS IS ON UNDERSTANDING FEASIBILITY, IMPACTS, AND FUTURE USE – THIS IS NOT A CONSTRUCTION GRANT.

# What This Grant Funds (Big Picture)

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- This grant focuses on planning, analysis, and readiness.  
It does not commit the City or County to construction.

The work completed through this grant positions the communities to:

- Fully understand safety and operational challenges.
- Evaluate feasible solutions.
- Prepare for future construction funding opportunities.

# REGIONAL PARTNERSHIP

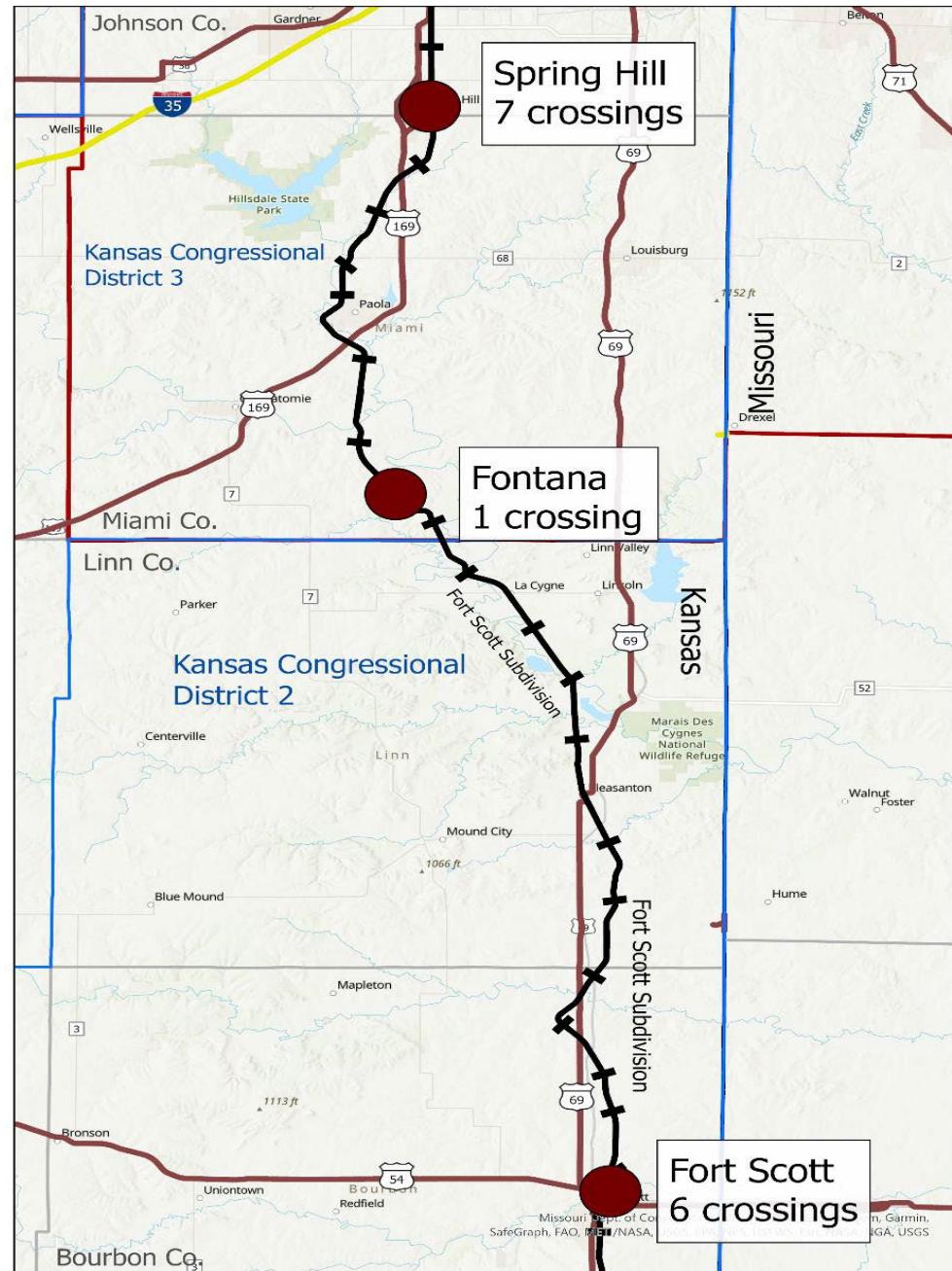
This planning grant is a joint effort between:

## Fort Scott

# Spring Hill

## Fontana

The partnership allows for coordinated planning, shared analysis, and regional collaboration on railroad challenges that extend beyond jurisdictional boundaries.





# Why Regional Coordination Matters

RAILROAD CORRIDORS AND TRANSPORTATION SYSTEMS DO NOT STOP AT CITY OR COUNTY LINES.

## REGIONAL COORDINATION:

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- IMPROVES CONSISTENCY IN PLANNING
- STRENGTHENS COORDINATION WITH BNSF
- INCREASES COMPETITIVENESS FOR FUTURE STATE AND FEDERAL FUNDING.

# Grant Funding Overview

Total Grant Award: \$2,150,000  
Federal Share (80%): \$1,720,000  
Non-Federal Match (20%):  
\$430,000

Local Match Contributions:  
• Spring Hill: \$67,500  
• Fort Scott: \$40,000

Additional Partner  
Contributions:  
• BUILD Fund: \$107,500  
• BNSF: \$215,000

## Next Steps



Finalize grant documentation and agreements



Form a stakeholder advisory group to support the planning process



Host a Town Hall Meeting to collect community input



Begin planning and technical analysis activities



Coordinate with Regional Partners



Prepare for future funding opportunities

## ORDINANCE NO. 3793

AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF FORT SCOTT, KANSAS; INCORPORATING BY REFERENCE THE ***UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES***, 41ST EDITION, PROVIDING CERTAIN PENALTIES AND REPEALING ORDINANCE NO. 3749.

Be it Ordained by the Governing Body of the City of Fort Scott, Kansas:

**Section 1. Incorporating *UNIFORM PUBLIC OFFENSE CODE***: There is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Fort Scott, Kansas, that certain code known as the *Uniform Public Offense Code, 41st Edition*, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas, One official copy of said *Uniform Public Offense Code* shall be marked or stamped "Official Copy as Adopted by Ordinance No. 3793," and to which shall be attached a copy of this ordinance and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours.

**Section 2. Repeal.** Ordinance No. 3749 is repealed.

**Section 3. Effective Date.** This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

**THIS ORDINANCE IS PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF FORT SCOTT, KANSAS THIS 6<sup>TH</sup> DAY OF JANUARY 2026.**

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/Mayor

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Lisa A. Lewis/City Clerk

Code of Procedure for the Commission  
of the City of Fort Scott, Kansas

### 1. Preface

The Rules set out in this Code of Procedure are based upon *Simple Rules of Parliamentary Procedure for the 21st Century* by Dave Rosenberg, and *Code of Procedure for Kansas Cities* published by the League of Kansas Municipalities.

### 2. Purpose

This Code and its Rules are intended to govern the meeting procedure of the City Commission and all subordinate boards and commissions created by the City unless some other procedure shall be required by Kansas Statute or ordinance. As such, where the word 'Commission' is used it can also be read to refer, where context indicates, to any subordinate commission or board under the jurisdiction of the City in the conduct of their meetings under these Rules. Similarly, 'Commissioner' and 'Chair' should be read in context by subordinate boards or commissions to refer to the appropriate member(s) of a subordinate board or commission proceeding under these rules.

### 3. Introduction

Modern parliamentary procedure is built on a foundation supported by the following four pillars:

(1) Rules should establish order. The first purpose of rules of parliamentary procedure is to establish a framework for the orderly conduct of meetings.

(2) Rules should be clear. Simple rules lead to wider understanding and participation.

Complex rules create two classes: those who understand and participate; and those who do not fully understand and do not fully participate.

(3) Rules should be user friendly. That is, the rules must be simple enough that the public is invited into the Commission and feels that it has participated in the process.

(4) Rules should enforce the will of the majority while protecting the rights of the minority.

The ultimate purpose of rules of procedure is to encourage open yet courteous discussion by the Commission, while ensuring efficient decision-making even when subjects are delicate, or tempers are raw. In a democracy, majority rules. Thus, rules must enable passage of a result fashioned by the majority to reflect its position, while permitting the minority to fully participate, but not dominate, the process while expressing their separate positions. Similarly, hyper-technical application of the Rules and/or political gamesmanship must not be allowed to thwart the purpose of these Rules.

### 4. The Role of the Chair

The City of Fort Scott adopted the Commission-Manager form of government in which it elects five (5) at-large Commissioners. Each year, the Commission selects from its members a Mayor and a President of the Commission. The Mayor serves as the Chair under these Rules. In the Mayor's absence the President of the Commission shall act as the Chair. When

both the Mayor and President are absent the Commission shall appoint a Chair *pro-tem* to serve for the duration of the meeting or until the Mayor or President is in attendance, whichever is shorter.

While all Commissioners should know and understand the Code of Procedure and the underlying law, it is the Chair, with the advice of the City Attorney acting as parliamentarian, who is charged with applying these rules in the conduct of the meeting.

The Chair should be well versed in these Rules. While the intent is for the Rules to govern, they are subject to the purpose from which they originate. As such, the Chair should balance technical application of the Rules with the practical needs of the City. This is done so that hyper-technical application of rules or gamesmanship do not prevent passage of the majority's result or silence the dissent.

The Chair has the power to rule on procedural issues under these Rules and the Chair makes a final ruling every time they take an action. In fact, all procedural decisions by the Chair are final unless overruled by the remainder of the sitting Commission. However, each decision of the Chair stands alone.

Since the Chair runs the conduct of the meeting, it is customary for the Chair to play a less active role in the debate and discussion than other members of the Commission. This does not prevent the Chair from participating in the debate or discussion. To the contrary, the Chair has the full right, as a member of the Commission, to participate in the debate, discussion, and decision making of the

Commission. What the Chair should do, however, is strive to be the last to speak, and not make or second a motion unless convinced that no one else will do so at that point in time.

## 5. Agenda

The "agenda" for a meeting is the pre-approved roadmap for conduct of the meeting. While the Kansas Statutes do not require a written agenda, it is highly encouraged; when a governing body uses an agenda, it is bound by it.

Fort Scott has historically used an agenda, and these Rules require the use of a written agenda for public body meetings. The City Clerk prepares and distributes the agenda for Commission meetings (subordinate boards and commissions should have their secretary, or other appointed member, compile and publish the agenda for their meetings). The agenda is required to be supplied to the Commissioners and staff in advance of the meeting, and to the members of the public that attend. The Clerk may fix deadlines from time to time for receipt of items for the agenda so that it may be timely compiled and distributed.

The City has established the following agenda format (with descriptions as necessary) which can be adjusted by the clerk to fit the current needs of the day:

<p><b>I. Call to Order</b></p> <p><b>II. Roll Call</b> Clerk takes roll and ensures a quorum</p> <p><b>III. Flag Salute</b> Led by the Mayor or designee</p> <p><b>IV. Invocation</b></p> <p><b>V. Approval of Agenda</b> The Agenda may be amended by majority vote to reflect last minute changes, but addition of items should be carefully considered as the agenda gives the Commissioners, staff, and the public notice of the subjects to be considered and time to prepare.</p> <p><b>VI. Proclamations/Recognitions</b></p> <p><b>VII. Consent Agenda</b> The Chair asks if any Commissioner would like a matter pulled from the consent agenda. Any requested item is moved to new business for discussion and individual vote or, motion to table or postpone.</p> <p><b>VIII. Public Comment</b> This comment period is provided by consent of and subject to the limits set by the Commission, as there is no legal requirement for an open public comment period. Members of the public may sign up to speak to the Commission on any matter <i>not otherwise on the agenda</i>.</p> <p><b>IX. Old Business</b> If any action items were unresolved at a prior meeting or if an item was tabled for later consideration those are placed here.</p> <p><b>X. Appearances</b> This section is for formal presentations by outside parties to the Commission on subjects requested either by staff or Commission members</p>	<p><b>XI. New Business</b> Items that require formal action by the Commission (action items) are placed here.</p> <p><b>A. Public Hearings</b> Action items that, by law, require a public hearing are placed here. Consideration of approval of items at the conclusion of the public hearing may be taken.</p> <p><b>B. Resolutions</b> Resolutions should be listed by title and a general description of the subject matter.</p> <p><b>C. Ordinances</b> Ordinances should be listed by title and a general description of the subject matter.</p> <p><b>XII. Reports and Comment</b> This is the part of the meeting that allows for Staff, the Commissioners, and the City Manager to provide comment that would not otherwise fit in an agenda section. However, there is no action taken here on action items. Any action items with reports must be handled as old or new business.</p> <p><b>A. Director Reports</b></p> <p><b>B. Commissioner Reports and Comment</b></p> <p><b>C. City Manager Report and Comment</b></p> <p><b>XIII. Executive Session</b> May be requested by any Commissioner, the City Manager, or the City Attorney. Sessions can be taken at any point in the meeting by approved motion of the Commission.</p>
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The agenda should be managed by the Chair, who should announce the section under consideration and control the progress through the agenda. This includes ensuring

that the members and speakers adhere to the agenda to avoid confusion.

## 6. Establishing a Quorum

The starting point for a meeting is the establishment of a quorum. A "quorum" is defined as the minimum number of members of the Commission who must be present at a meeting for business to be legally transacted. The default rule found in opinions of the Attorney General is that a quorum is one more than half of the Commission.

Thus, a quorum consisting of three (3) of Fort Scott's five (5) member City Commission are required for a meeting. When the Commission has three members present, it can legally transact business, meaning it can take legally binding action (the Kansas Open Meeting Act applies whenever a quorum of the Commission is together to transact business). If the Commission has less than a quorum present, it cannot legally transact business.

Even if the Commission has a quorum to begin the meeting, the Commission can lose the quorum when a member departs (or even when a member leaves the dais). When that occurs, the Commission loses its ability to transact business until and unless a quorum is reestablished.

Without a quorum, the body can act to open a meeting for the purpose of announcing a postponement due to lack of quorum, or, if the meeting loses a quorum while in progress, the Commission may act on a motion to recess or adjourn.

## 7. Motions in General

Motions are the vehicles for decision making by a Commission. The motion is a call to make a decision on the subject contained therein. The subject of a motion is typically procedural or legislative, but there are exceptions. It is usually best to have a motion before the Commission prior to commencing discussion of an agenda item. This helps the Commission stay focused.

Motions range from the simple, oral, procedural motion—such as a motion to recess—up to a motion to approve and adopt a Charter Home Rule Ordinance. The basic procedure is similar, but the specifics of each type of motion will vary.

The basic procedural motion need only be made orally and can be brought without any forewarning. However, motions to adopt policy changes, enact or modify law or previously passed ordinances or law should be in writing so that there is no confusion. In the interests of notice, written ordinances should be provided to the Clerk for inclusion as an agenda item. Normally, a change in law or policy should be prepared by staff at the request of or in concert with a Commissioner who intends to put the matter before the Commission.

Motions are made in a simple two-step process. First, the Chair should recognize the Commissioner. Second, the Commissioner makes a motion with the words "I move ..." Typical motions may include: "I move that we give a 10-day notice in the future for all of our meetings;" "I move we adopt the consent agenda;" or "I move that we adopt Ordinance 1234".

The Chair may also put a motion on the floor in one of three ways:

1. By inviting the members of the Commission to make a motion, possibly with some direction to the agenda item before them. For example, "I would consider a motion at this time to approve the consent agenda." Alternatively, the Chair may state "A motion at this time would be in order," without suggesting a subject.
2. By suggesting a motion to the members of the Commission as a way of regaining order or focus during a debate. For example, during debate, "I would entertain a motion on the issue at this time," or "Commissioner Smith, do you have a motion?"
3. By making the motion. As noted, the Chair has every right as a Commissioner to make a motion, but should normally do so only if the Chair wishes to make a motion on an item but is convinced that no other Commissioner is willing to step forward to do so at a particular time.

### 8. The Three Basic Motions

Basic motions, meaning those that deal with meeting procedure or 'working the agenda' have three general forms. These should be distinguished from the enactments of law or policy that may be the subject matter of a motion, i.e., the thing to be adopted by the decision. The three motions that are most common at meetings include:

**The Basic Motion.** The basic motion is the one that puts forward a decision for the Commission's consideration. A basic motion might be: "I move that we create a five-member committee to plan and put on our

annual fundraiser," or "I move we adopt resolution 2020-1."

**The Motion to Amend.** When a Commissioner wants to change a basic motion that is before the Commission, they move to amend it, i.e., "I move that we amend the motion to have a 10-member committee." A motion to amend takes an already passed basic motion and changes it in some way. This is more efficient than rejecting a motion, only to immediately move to consider a very similar one, such as when two versions of the same idea are being debated.

**The Substitute Motion.** When a Commissioner wants to completely do away with the basic motion that is before the Commission, and put a new motion before the Commission, they would move for a substitute motion. For example, when a motion to fund a new swimming pool is on the floor, a substitute motion might be: "I move for a substitute motion that we cancel the pool season this year." If passed, instead of voting on funding of the pool, the final vote would be on whether the pool should open at all, the motion that substituted for the original motion.

"Motions to amend" and "substitute motions" are often confused, but they are quite different, and their effect (if passed) is quite different.

A motion to amend seeks to retain the basic motion on the floor but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor and substitute a new and different motion for it. The decision as to whether a motion is really a "motion to

amend" or a "substitute motion" is left to the Chair. So, if a Commissioner makes what that Commissioner calls a "motion to amend," but the Chair determines that it is really a "substitute motion," then the Chair's designation governs.

A "friendly amendment" is a practical parliamentary tool that is simple, informal, saves time, and avoids bogging a meeting down with numerous formal motions. It works in the following way: In the discussion on a pending motion, it may appear that a change to the motion is desirable or may win support for the motion from some members. When that happens, a Commissioner who has the floor may simply say, "I want to suggest a friendly amendment to the motion."

The Commissioner suggests the friendly amendment, and if the maker and the person who seconded the motion pending on the floor accept the friendly amendment, that now becomes the pending motion on the floor. If either the maker or the person who seconded rejects the proposed friendly amendment, then the proposer can formally move to amend.

## 9. Working Agenda Items

Action items can be handled, in their appropriate agenda section, by the Chair in the following basic format:

First, the Chair should clearly announce the action item by title (and number, if assigned) and should clearly state what the agenda item subject is. If the item is a public hearing, the Chair should properly open the public hearing. The Chair should then announce the procedure that will be followed in considering the agenda item (e.g., public hearing,

ordinance reading or final consideration, resolution consideration, etc.).

Second, the Chair should invite the appropriate person or persons to give the staff report on the item, including any recommendation that they might have. The appropriate person or persons may be the Chair, a member of the Commission, a staff person, or a committee Chair charged with providing input on the agenda item.

Third, the Chair should ask members of the Commission if they have any technical questions of clarification. At this point, members of the Commission may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.

Fourth, if it is a public hearing, the Chair should invite public comments, for or against the item. If numerous members of the public indicate a desire to speak to the subject, the Chair may limit the time of each public speaker. At the conclusion of the public comments, the Chair should announce that public input has concluded (or the public hearing is, as the case may be, closed).

Fifth, the Chair should invite a motion. The Clerk should announce the name of the Commissioner who makes the motion.

Sixth, the Chair should call for a second to the motion. The Clerk should announce the name of the Commissioner who seconds the motion. A motion requires a second before proceeding to ensure that not just one member of the Commission is interested in a particular approach. If the motion fails to get a second, it dies and is not discussed or considered further.

**Seventh**, if the motion is made and seconded, the Chair should make sure everyone understands the motion to be voted upon.

This is done in one of three ways:

1. The Chair can ask the maker of the motion to repeat it;
2. The Chair can repeat the motion; or
3. The Chair can ask the City Clerk to repeat the motion.

**Eighth**, the Chair should now invite discussion of the item by the Commission. At this point the question for vote may be amended, a substitute put forward, or even withdrawn, based on the discussion. After the discussion has ended the Chair should announce that the Commission will vote on the motion. If there has been no or very brief discussion, then the vote on the motion should proceed immediately. If there has been meaningful discussion and certainly when there has been amendment or substitution, the motion should be reread to make sure that all understand the matter being voted upon.

**Ninth**, the Clerk calls the vote. The order of voting shall start, at each meeting, in the order the Commissioners are seated at the table, starting at the left and proceeding clockwise. For each subsequent vote at that meeting the Clerk will shift one place clockwise and call the first vote from that Commissioner.

There are four possible responses to the roll call: "yes", "no", "pass", and "abstain." "Yes", and "no" are self-explanatory. A Commissioner may "pass" their vote once in a roll call, meaning that they may move to the

end of the line before casting their vote. When the Clerk has gotten through the list once, the votes of those who passed will be called for in the same order as the initial vote. The final option is that a Commissioner may "abstain" from a vote

What is an abstention? Any time a Commissioner votes "abstain", says "I abstain," or makes any manifestation of intent not to vote "yes", "no", or "pass" when the vote is called by the Clerk on the pending motion, then that is considered an abstention.

**Tenth**, unless otherwise required, a motion passes when there are more "yes" votes than "no" votes, a simple majority. There are specific requirements for passage of certain motions (i.e., super majority, majority of all Commissioners as opposed to those members present, etc.) The more common ones are set out below. Before the vote, the Commission will normally be advised of the standard of passage if something other than a simple majority of those present is required, but the underlying law on the subject will govern.

After all the Commissioners have voted, the Clerk should announce the result of the vote and what action (if any) the Commission has taken. In announcing the result, the Clerk should indicate the Commissioners, if any, who voted in the minority on the motion (or abstained) so that it can be clearly reflected in the minutes. This announcement might take the following form: "The motion requiring a 10-day notice for all future meetings of this Commission passes by a vote of 3-2, with Smith and Jones dissenting," or, "Ordinance Number 1234 passed 3-1 with Smith dissenting and Jones abstaining."

At this point the Chair should call the next item on the agenda.

It should be noted that the same basic procedure set out in this section may be used when considering any motion, even oral procedural motions. The basic pattern of motion, second, discussion, vote should be followed for any decision.

#### 10. Special Character of Ordinances

When the action item before the commission is a change in law or significant City policy, a written ordinance is required. When an ordinance is considered, the matter must be read and considered before the Commission twice, generally at two separate meetings. This is so that the Commissioners, staff, and public have notice of the proposal, allowing comment, follow up, and discussion before final passage.

The procedure is as follows: The written ordinance is set on the agenda as new business. During new business a motion for first reading of the ordinance is made and seconded. If passed, the matter is read by title only and discussion is opened. After the first reading and discussion, the chair may entertain a motion to accept the 1st reading and set it for second reading. If that passes the matter is set for a second reading at the next meeting, following the same procedure. The motion after the second reading is to accept the second reading and for final passage. If that passes the matter is an adopted ordinance.

The time between the first and second reading should be used for research, evaluation, and consideration of public comment so that when the matter comes up for the second time there is no delay required for Commissioner to be ready to discuss and vote

on a matter. For matters that require quicker approval, the Commission can vote to suspend the rule and allow both the first and second reading on the same night. This should be reserved for appropriate circumstances, however.

#### 11. Multiple Motions Before the Body

For clarity, it is best to have one substantive motion on the floor at a time. However, as motions may be made that clarify, alter, or replace the original substantive motion, and various unrelated procedural motions can be made at any time, having more than one motion on the floor is unavoidable. The Commission needs rules and guidelines to manage this possibility.

As a result, there can be up to three motions on the floor at the same time: an original substantive motion and two motions that change or alter it (amendment, substitution, etc.). This is the Three Motion Rule. The Chair can reject a fourth motion until the Chair has resolved at least one of the three motions that are on the floor. This rule has practical value. More than three motions on the floor at any given time is confusing and unwieldy for almost everyone, including the Chair. The exceptions to the Three Motion Rule are those that are required by law and those based on what is known, in more formal parliamentary rules, as The Privileged Motions.

The Commissioners and/or staff always have the option of calling for an executive recess (sometimes called an executive session) if it appears that a matter would qualify under the provisions of the Kansas Open Meeting Act. An executive recess is a portion of a meeting where the public is excluded. The

Commissioners have an absolute right to attend any executive recess. Only other persons integral to the recess are allowed to attend and the recess must follow the strict rules set out in the KOMA, including those for calling the recess and the conduct thereof.

A motion to recess into executive session should succinctly and briefly state the reasons for that request without revealing protected information and must cite to the specific statutory justification for the recess. The City Attorney, Staff, and the Commissioner should discuss the matter and make sure the motion is properly set out before a vote.

A question as to an executive session takes priority over any other business, even the privileged motions listed below.

The Privileged Motions are those that, by their nature, require immediate action and thus supersede the normal order (several of these are described in more detail in the following sections). For clarification purposes these rules are in order of priority from lowest to highest, (in case more than one is made at the same time):

- 1) Call the Question. Moves to end debate and bring motion to a vote.
- 2) Call for the Order of the Day. A request to return to the agenda when the body has come off topic.
- 3) Point of (Personal) Privilege/Order. Anytime a Commission member's needs, e.g., leaving to use the restroom or take a personal call when a formal motion to recess would not be appropriate, the Commissioner should call the attention of the Chair and raise point of privilege or

order. It can also be used to recognize that a quorum has been lost, or to call attention to a breach of rules or decorum by a Commissioner or other person in the meeting. In this case, it calls the Chair to address the matter in some way. (See further discussion in **Courtesy & Decorum**, below.)

- 4) Motion to Recess. Motions for executive recess are covered above. Any other motion to recess falls here and should address when the meeting will resume.
- 5) Motion to Adjourn. Moves to end the meeting immediately and not begin again until the next noticed meeting.
- 6) Motion to Fix a Time to Adjourn. Moves to fix a time certain for adjournment of the meeting. For instance, "I move that we adjourn at 8:00 p.m.". If passed the chair will automatically gavel the meeting into recess, without the need of an additional vote, at exactly 8:00 p.m.

When there are two or three motions on the floor (after motions and seconds) at the same time, the vote should proceed on the last motion that is made. For example, assume the first motion is a basic "motion to have a five-member committee to plan and put on our annual fundraiser." During the discussion of this motion, a Commissioner might make a second motion to "amend the main motion to have a 10-member committee, not a five-member committee to plan and put on our annual fundraiser." And perhaps, during that discussion, a Commissioner makes yet a third motion as a "substitute motion that there not be an annual fundraiser this year." The proper procedure would be as follows:

First, the Chair would deal with the third (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would first be taken on the third motion. If the substitute motion passed, it would be a substitute for the basic motion and would therefore eliminate it (and be moot). The second motion (which sought to amend the first motion) would also be moot, and the action on the agenda item would be completed on the passage by the Commission of the third motion (the substitute motion). No vote would need to be taken on the first or second motions.

Second, if the substitute motion failed, the Chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend passed, the Chair would then move to consider the basic motion (the first motion) as amended. If the motion to amend failed, the Chair would then move to consider the basic motion (the first motion) in its original format, not amended.

Third, if the substitute motion failed and the motion to amend either passed or failed, the Chair would now deal with the basic motion (first motion) that was placed on the floor. The basic motion would either be in its original format (five-member committee), or if amended, would be in its amended format (10-member committee). The question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

## 12. To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the Commission. The debate can continue for as long as members of the Commission wish to discuss an item, subject to the decision of the Chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the Commission to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the Chair must immediately call for a vote of the Commission without debate on the motion):

- a) Motion to adjourn. This motion, if passed, requires the Commission to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.
- b) Motion to recess. This motion, if passed, requires the Commission to immediately take a recess. Normally, the Chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.
- c) Motion to fix the time to adjourn. This motion, if passed, requires the Commission to adjourn the meeting at the specific time set in the motion. For example, the motion might be: "I move we adjourn this meeting at midnight" It requires a simple majority vote.

d) Motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on "hold". The motion can contain a specific time in which the item can come back to the Commission. "I move we table this item until our regular meeting in October." Or the motion can contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the Commission will have to be taken at a future meeting. A motion to table an item (or to bring it back to the Commission) requires a simple majority vote.

e) Motion to limit debate. The most common form of this motion is to say, "I call the question", but "I move the previous question" or "I move the question" is also appropriate.

As a practical matter, when a Commissioner calls out one of these phrases, the Chair can expedite matters by treating it as a "request" rather than as a formal motion. The Chair can simply inquire of the Commission, "any further discussion?" If no one wishes to have further discussion, then the Chair can go right to the pending motion that is on the floor.

However, if even one person wishes to discuss the pending motion further, then at that point, the Chair should treat the call of the question as a formal motion and proceed to it.

When a Commissioner makes such a motion ("I call the question"), the Commissioner is really saying: "I've had

enough of this debate. Let's get on with the vote." When such a motion is made, the Chair should ask for a second, stop the debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the Commission, because it cuts off the ability of the dissent to voice their objections.

However, only a simple majority, three of 5, is needed to limit the debate to a specific period of time, such as, "I move we limit debate on this agenda item to 15 minutes," or "I move to call the question in 5 minutes." Both motions limit debate, but do not prevent the dissent from speaking.

f) Motion to Object to Consideration. Should a Commissioner object to consideration of an agenda item entirely they may move, "I object to consideration of this item." This motion requires a two thirds majority, or 4 of 5 Commissioners. It is not debatable, and if passed, precludes the Commission from even considering the item on the agenda. As it regards items placed on the agenda for consideration, it is a rare motion, and very rarely passes. Normally, such a motion is unnecessary since the objectionable item can be tabled or defeated straight up.

### 13. Majority and Super Majority Votes

In a democracy, a simple majority vote determines a question. A tie vote means the motion fails. So, in the City's five-member Commission, a vote of 3-2 passes the motion. A vote of 2-2 with one abstention means the motion fails. If one Commissioner is absent and the vote is 2-2, the motion still fails.

The minimum requirement is a simple majority, but there are times when a larger number is required for passage. This can be due to statutory requirements, such as consideration of a Charter Home Rule ordinance, or for procedural matters.

For procedural matters an exception to simple majority comes up when the Commission is taking an action which effectively cuts off the ability of the minority to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super majority) to pass: motion to limit debate; motion to close nominations; motion to object to consideration; and motion to suspend the rules. The motions to limit debate and object to consideration are discussed above and the others are covered below.

Motion to Close Nominations. When choosing officers of the Commission (such as the Chair), nominations are heard from the floor of the Commission. A motion to close nominations effectively cuts off the right of the minority to nominate officers and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable and allows the Commission to suspend the rules for a particular purpose. For example, the Commission has rules on public comment at meetings and on the use of an agenda and its order. A motion to suspend the rules would be used to allow a deviation from the general rule for a specific date or on a specific agenda item but not a permanent change to the rule. Note, however, that a basic motion to change the terms of or even eliminate public comment may only require a majority vote, whereas a motion to suspend

the rules on the issue for a single meeting requires a two thirds majority.

#### 14. Counting Votes

The matter of counting votes appears simple but can become complicated.

Usually, it is easy to determine whether a specific motion passed or was defeated; if a simple majority vote is needed, then one vote more than 50 percent of the Commission is required. For example, in a five-member Commission, if the vote is three in favor and two opposed, the motion passes. If it is two in favor and three opposed, the motion is defeated.

If a two-thirds majority vote is needed to pass a motion in the five-member Commission, then the "yes" vote of at least four members is required to achieve a two-thirds majority vote to pass the motion.

Things can start to get complicated quickly in the case of ties, absences (physically or by recusal), and abstentions. In the event of a tie, the motion always fails since an affirmative vote is required to pass any motion. For example, if the vote is 2-2, with one Commissioner absent, the motion is defeated on the tie. Similarly, if a commissioner is absent a 2/3 vote would require yes votes from 3 of 4 Commissioners present to reach a 2/3 majority. However, some provisions of law may require 2/3 or even 3/4 of the whole Commission, even if some are absent. For this reason, the staff and Clerk will make sure that the requirements for passage are expressly stated if something more than a simple majority of those present is required.

Vote counting may also become complicated when members abstain, even if all Commissioners are present. An abstention does not affect the quorum or the number of "yes" votes necessary to pass the motion. For some purposes, such as a motion to reconsider (see below), an abstaining Commissioner is 'part of the majority' as they did not vote against a measure. For example, if a motion passes a 5-member Commission 3-0 with two abstentions, either of the abstaining Commissioners may make a motion to reconsider.

An important tenet of parliamentary procedure is finality. After vigorous discussion, debate, and a vote, there must be some closure to the issue. So, after a vote is taken, the matter is deemed closed. This is so that the decision of the Commission may be relied upon by the public and that there is some stability in government. Similarly, once a question has been heard and voted upon by the Commission, it should not come up for consideration again, until and unless there is a substantial and material change in circumstances. However, a settled matter may be subject to reopening by proper motion. This special motion—the motion to reconsider—requires a bit more explanation.

The Motion to Reconsider. A motion to reconsider requires a majority vote to pass like other garden-variety motions, but there are two special rules that apply only to the motion to reconsider.

First, is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon. A motion to reconsider made at a later date is untimely. The Commission, however, can

vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time. Otherwise the matter must be done by repeal, and that requires the formality of a new agenda item on a subsequent meeting agenda.

Second, a motion to reconsider may be made only by a Commissioner who voted in the majority on the original motion (note that abstaining voters are member of the majority for this process). If such a Commissioner has a change of heart, he or she may make the motion to reconsider (and any Commissioner in the majority may second the motion). If a Commissioner who voted in the minority attempts to make the motion to reconsider, it must be ruled out of order. Again, the purpose of this rule is finality. If a dissenting member could make a motion to reconsider, then the item could be brought back to the Commission repeatedly, which would defeat the purpose of finality and frustrate the process with technical gamesmanship.

If the motion to reconsider passes, then the original matter is back before the Commission, as if the passage did not occur. The original matter is subject to a new original motion. The matter may be discussed and debated as if it were on the floor for the first time.

As stated earlier, in some instances, a repeal of a passed enactment may be necessary and/or preferable to a motion to reconsider.

## 15. Courtesy & Decorum

The Rules of Order are meant to create an atmosphere where the members of the Commission can attend to the City's business efficiently, fairly and with full participation, as

it is the business meeting of the Commission. At the same time, it is up to the Chair and the members of the Commission to maintain common courtesy and decorum and abide by the City's Code of Ethics. One of the most important things to keep in mind is that the conduct of the meetings **MUST** comply with the Kansas Open Meeting Act (KOMA). The main purpose of which is to give the public an opportunity to see and observe the process of their local government.

As the proceedings of the meeting are being recorded by the clerk in the minutes, it is always best for only one person to have the floor at a time, and it is always best for every speaker to first be recognized by the Chair before proceeding to speak.

The Chair is charged with ensuring that debate and discussion of an agenda item focuses on the item and the policy in question, not the personalities of the Commissioners, staff, or witnesses. Debate on policy is healthy, debate on personalities is not. The Chair has the right to cut off discussion that is too personal, too loud, too crude, or in violation of the City's Code of Ethics.

Debate and discussion should be focused, but also free and open. In the interest of time, the Chair may, however, limit the time allotted to speakers, including members of the Commission.

Can a Commissioner interrupt the speaker? The general rule is "no." There are, however, exceptions. A speaker may be interrupted for the following reasons:

**Privilege.** The proper interruption would be, "point of privilege." The Chair would then ask the interrupter to "state your point."

Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person's ability to hear.

**Order.** The proper interruption would be, "point of order." Again, the Chair would ask the interrupter to "state your point." Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the Chair moved on to a vote on a motion that permits debate without allowing the discussion or debate.

**Appeal.** The proper interruption would be, "I appeal from the ruling of the chair." If the Chair makes a ruling that a Commissioner disagrees with, that Commissioner may appeal the ruling of the Chair. If the motion is seconded, and (after debate), if it passes by a simple majority vote, then the ruling of the Chair is deemed reversed.

**Call for Orders of The Day.** This is simply another way of saying, "return to the agenda." If a Commissioner believes that the Commission has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the Chair discovers that the agenda has not been followed, they simply remind the Commission to return to the agenda item properly before them. If the Chair fails to do so, the Chair's determination may be appealed.

Withdraw a Motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn. Although the Chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other Commissioner may make the motion, if properly recognized.

Special Notes About Public Input:

The Rules outlined above will help make meetings more efficient and transparent.

But in addition, and particularly for the Chair, it is wise to remember three special rules that apply to *each* agenda item:

Rule One: Tell the public what the Commission will be doing.

Rule Two: Keep the public informed while the Commission is doing it.

Rule Three: When the Commission has acted, tell the public what the Commission did.

CODE OF PROCEDURES FOR THE COMMISSION OF THE CITY OF FORT SCOTT, KANSAS

In a motion made by COMMISSIONER OLSON,  
seconded by COMMISSIONER WELLS this CODE OF  
PROCEDURES FOR THE COMMISSION OF THE CITY OF FORT SCOTT,  
KANSAS IS passed by a 5-0 vote verifying that it has been reviewed,  
updated and agreed upon this 7<sup>TH</sup> DAY OF JANUARY, 2025.

Tracy Janow

Betty J. Mather

W. J. McPherson

Robert Olson

Walter H. H. H.

Katherine Sibby



Lisa A.

Lisa A. Lewis, City Clerk

CODE OF PROCEDURES FOR THE COMMISSION OF THE CITY OF FORT SCOTT, KANSAS

In a motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ this CODE OF PROCEDURES FOR THE COMMISSION OF THE CITY OF FORT SCOTT, KANSAS IS passed by a \_\_\_\_\_ vote verifying that it has been reviewed, updated and agreed upon this 6<sup>TH</sup> DAY OF JANUARY, 2026.

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Timothy J. Van Hoecke/Commissioner

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Brad Matkin/City Manager

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Kathryn Salsbury/Commissioner

---

Robert Farmer/City Attorney

---

Matthew Wells/Commissioner

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Tracy Dancer/Commissioner

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Julie Buchta/Commissioner

Attest:

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Lisa A. Lewis/City Clerk

# **ORDINANCE NO. 3780**

**AN ORDINANCE FOR THE PURPOSE OF REPEALING AND  
REPLACING CHAPTER 2.56 OF TITLE 2 OF THE CITY CODE OF THE CITY OF  
FORT SCOTT, KANSAS AS IT REGARDS A CODE OF ETHICS APPLICABLE  
TO CITY PERSONNEL.**

**ORDINANCE 3563 is amended as follows:**

**WHEREAS**, the Commission recognizes a need to have clear, effective, and enforceable provisions governing the conduct of the elected governing body, city staff, employees, and other representatives of the City; and

**WHEREAS**, after study and discussion the Commission has reached consensus on the provisions necessary to address this need; and

**WHEREAS**, this creates a need to update, supplement, amend, repeal, and/or replace various existing provisions of Chapter 2.56 of Title 2 of the City Code of the City of Fort Scott, Kansas, to align with this consensus.

**BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FORT  
SCOTT, BOURBON COUNTY, KANSAS:**

**Section 1.** That Chapter 2.56 of Title 2, of the City Code of Fort Scott, Kansas is hereby repealed and replaced to read as follows:

## **2.56.010 – Purpose**

Excellence in performance by City Commission members, employees, and appointed board and commission members of the City of Fort Scott, Kansas is the best way to achieve our common goal of ensuring a high quality of life in Fort Scott. To be most effective, the efforts of all must be integrated. One special obligation of the City Commissioners is to set an example by promoting cooperation through strong leadership. The public expects the best communication, planning, and decision-making possible from its representatives and employees. City Commissioners must strive for high standards of behavior and performance to the benefit of all Fort Scott residents. Adherence to the following set of principles will ensure effective guidance and operation of the City Commission and will accentuate a positive, open, and productive environment for all.

## **2.56.020 - Code of Ethics**

**I. Commissioner's Conduct With One Another.**

- A. General Role of Commissioners.** All members of the Commission have equal status and a single vote. No one Commissioner has more power than any other and all should be treated with equal respect.
- B. General Responsibilities of Commissioners.** Each Commissioner is accountable to the City Commission as a whole, and ultimately to the citizens, for his/her actions. Each Commissioner will strive to keep an open and receptive mind toward the views and opinions of others. Should concerns about another Commissioner arise, the concern will be shared privately with the other individual on a one-to-one basis before raising a public issue, unless otherwise allowed or directed by law. Ideas on how the City Commission can work more effectively should be presented to the Commission as a whole.
- C. Specific Responsibilities of Commissioners.** At minimum, all Commissioners should:
  - 1. Demonstrate honesty and integrity in every action and statement.
  - 2. Review Commission and City procedure manuals including, but not limited to, this Code of Ethics, the Code of Procedure, and applicable Kansas laws regarding elected officials, should occur at least annually.
  - 3. Represent the City at ceremonial functions and engagements.
  - 4. Respect the proper roles of elected officials and City staff members to ensure open and effective government.
  - 5. Provide contact information to the City Manager for use in case of an emergency and keep the administration generally aware of any extended absence from the City.
- D. Specific Responsibilities of Commissioners during Meetings.**
  - 1. Use Formal Titles. Commissioners should refer to one another formally during Board meetings as Mayor, Commissioner, or Commissioner [last name].
  - 2. Practice civility and decorum in discussions and debate. Disagreement is expected, but all should work in a cordial manner (disagree without being unnecessarily disagreeable).
  - 3. Be respectful of diverse opinions, as difficult questions, tough challenges to a particular point of view, and criticism of ideas and/or information are legitimate elements of a free democracy in action.
  - 4. Honor the role of the Chair (the Mayor, President of the Commission, or

designee) in maintaining order and decorum.

5. Respect the Chair's efforts to focus discussion on current agenda items and maintain order. Objections to the Chair's actions should be voiced politely and with reason, following the City Code of Procedure.
6. Prepare in advance of Commission meetings so as to be familiar with issues on the Agenda; submit questions on Agenda items a reasonable amount of time ahead of the meeting to enable better responses by City staff members and/or allow withdrawal of matters that need additional work before passage.
7. Stay focused on the Agenda and items at hand, act efficiently during public meetings.
8. Do not politicize procedural issues (e.g., approval of minutes, consent Agenda items, etc.) for strategic purposes.
9. Be courteous and respectful to staff. The meeting, as a public forum, should not be used to embarrass or demean staff or to attack their professionalism or qualifications.

**E. Meeting Agendas.** City Commission meeting Agendas will be open and publicized. Because the Agenda is used to advise the public, staff, and Commission of the items that will be discussed and acted upon at the meeting, the Agenda must go out on time, usually the Wednesday before a regular meeting.

Surprises at meetings from the City Commissioners or staff can be unwelcome and counterproductive. Information upon which decisions are to be made must be communicated to all City Commissioners equally and prior to decision-making meetings to enable free discussion and timely consideration of matters. To facilitate these goals the City Clerk will set, from time to time, a deadline necessary to ensure that the distribution of the complete Agenda is made on time.

Items received after the deadline may not be included on the Agenda until the next regular meeting. Emergency matters may be proposed for inclusion after the deadline at the discretion of the Chair.

**F. Procedures of Commission Meetings.** Commissioners will be familiar with and follow the City's Code of Procedure in the conduct of meetings.

## **II. Commissioners' Conduct with the Public.**

**A. Communication.** Effective communication requires a high level of trust. The City Commission believes in open communication and the public's right to know. In addition, the provisions of the Kansas Open Meetings Act (KOMA) apply. Open channels of communication must be maintained among all members of the

Commission. It is understood that information permitted by Statute to be discussed in closed, executive recess must remain confidential. Sharing of such information with unauthorized persons at any time is unacceptable. If a public statement by the Commission on any City matter is appropriate or necessary, the Commission, as a whole, will agree upon a specific statement to be made by an official designee. While City Commission members, City staff members, and appointed board members may have their personal opinions, those personal opinions remain as such and shall not be expressed as City policy. Opinions and views expressed by City Commissioners to the public outside of public meetings, whether oral or through various forms of physical or electronic media shall be expressed as personal opinion only and not City policy, unless prior consent is given by a majority of the City Commission.

### **III. Commissioners' Conduct with Other Boards and Commissions.**

**A. Attendance in Official Versus Personal Capacity.** The City establishes, from time to time, other boards and commissions as a means of gathering community input. Citizens who serve on Boards and Commissions become more involved in government and serve as advisors to the City. They are a valuable resource to the City's leadership and should be treated with appreciation and respect. City Commissioners serve as liaisons to Boards and Commissions according to appointments made, and in this role are expected to represent the full City Commission in providing guidance to the Board or Commission. In other instances, Commissioners may attend Board or Commission meetings as individuals.

1. Commissioners attending these meetings as official liaisons should:
  - a. Attend all regularly scheduled meetings of the respective Board or Commission or arrange for an alternate.
  - b. Maintain an active liaison relationship.
  - c. If participating in a voting capacity as an official appointee or board liaison, Commissioners should freely offer opinion on matters relative to the board or the subjects at hand, while also adhering to the principles of decorum and conduct, and respecting the opinion of the other board members.
2. City Commissioners attending such meetings in their individual capacity should adhere to the following protocols:
  - a. Any public comments by a City Commissioner in their personal capacity should be clearly identified as a personal view and not as the City's official position or as a binding action of the City Commission as a whole.
  - b. Limit contact with the board or commission members to only questions for

clarification of the board's, commission's, or City Commission's position.

- c. Avoid conduct, which shall be deemed inappropriate with a board or commission member, including, but not limited to, lobbying on behalf of an individual, business, or developer, or advocating a particular policy perspective.
- d. Be mindful that boards and commissions are advisory to, but not binding upon, the City Commission that they serve; the City Commission is ultimately responsible for setting City policy. Boards and commissions should be free from undue influence of City Commissioners or staff.

**B. Pursuit of Concerns Regarding Board or Commission Members.** City Commissioners should pursue concerns regarding an individual board or commission member with discretion. If the City Commissioner is comfortable talking with that individual privately, the Commissioner should do so. If the issue cannot be resolved in such a manner, the City Commissioner should consult with the City Manager and/or City Staff liaison and to the board or commission, so the matter can be placed on an Agenda for discussion.

**C. Procedures to be Followed by Board and Commission Members; Penalties for Failure to Comply.** Members of boards and commissions must follow policies and procedures established by or under the authority of the City Commission. However, City Commissioners do not have the power or right to threaten board and/or commission members in any way if they disagree about an issue. A Board or Commission appointment should not be used as a political "reward."

**D. Respect for Diverse Opinions.** A primary role of the City's boards and commissions is to represent many points of view in the community, and to provide the City Commission with advice based on a full spectrum of perspectives. City Commissioners may have a closer working relationship with some individuals serving on boards and commissions than others but must be fair to and respectful of all citizens serving on boards and commissions.

**E. Separation of Political Support from Public Forums.** Board and commission members may offer political support to a board or commission member or City Commissioner, but not while conducting official duties in a public forum. Similarly, City Commissioners may support board and commission members who are running for office, but not in their official capacity as a Commissioner.

**IV. Commissioners' Conduct with the City Manager and Subordinate Staff Members.**

**A. General Principles of Cooperation and Respect.** Elected officials set policy. City staff members analyze problems and issues, make recommendations, and implement

and/or administer the Commission's policies. Governance of a City relies on the cooperative efforts of both elected officials and City staff members. Every effort should be made to cooperate with and show mutual respect for the contributions made by individual City staff members for the good of the community.

**B. General Rule Against Board Interference with City Staff and Employees.** The City operates under the Commission-Manager form of government set out in K.S.A. 12-1039. The City Commission sets the policy of the City and serves as the governing body. The statutes vest the administration and affairs of the City in the City Manager along with the power to appoint and remove all heads of departments and all subordinate officers and employees of the City. (See K.S.A. 12-1040.)

As a result, no member of the City Commission shall directly interfere with the conduct of any department or the duties of employees subordinate to the City Manager except at the express direction of the full City Commission, or with the approval of the City Manager. Commissioners will issue no directive to nor communicate with any City staff person without permission from the City Manager, to whom the City staff reports. This prohibition excludes the City Attorney with whom all Commissioners are able to communicate with given the unique advisory role of the City Attorney.

**C. Communication with City Staff Members Regarding Concerns.** Every City Commissioner can, and has the responsibility to, communicate to the City Manager and/or City staff matters that he or she believes deserves the attention and application of the City's financial and/or human resources. This responsibility does not entitle any City Commissioner to monopolize the City's resources, usurp the judgment of the City Manager, or interfere with a City staff member carrying out his or her duties.

**D. Specific Principles of Cooperation and Respect.**

1. Treat all City staff members professionally.
2. Channel communications through appropriate senior City staff members as follows:
  - a. Questions for City staff members should be directed to the City Manager.
  - b. Commissioners should not set up meetings with staff members directly but should work through the City Manager.
  - c. When in doubt about what staff contact is appropriate, Commissioners should ask the City Manager for direction. However, nothing in these protocols is intended to hinder the access required by Commission-appointed liaisons to fulfill their unique responsibilities.
- d. The City Attorney's position is unique, however, in that the Commissioners

and staff are encouraged to communicate with the City Attorney on various matters in an advisory capacity. The prohibitions on direct communication with staff do not apply to the City Attorney.

d.e. The Commissioners may independently contact by electronic communication the City's bond counsel; the City Attorney; City Finance Director; City Clerk; and City Engineer so long as the City Manager is carbon copied on all those communications.

3. Never publicly criticize individual City employees or officers. However, it must be noted that criticism differs from questioning the facts or opinions of City staff members.
4. Direct critical comments about City staff member performance to the City Manager by private correspondence or conversation.
5. Avoid involvement in administrative functions. Avoid any staff interactions that may be construed as trying to shape staff recommendations. Commissioners shall further refrain from coercing staff into making recommendations to the Commission as a whole.
6. Be cautious about communicating the City's official position on policy issues. Before sending correspondence related to a legislative or policy position, check with the City Manager to verify that it is accurate, and that a position has not already been determined.
7. Do not attend staff meetings or job sites unless requested by staff or with Commission or City Manager approval. Even if the Commissioner does not say anything, their presence may imply support, show partiality, intimidate City staff members, or hamper the staff member's ability to do his or her job objectively.
8. Do not solicit political support from City staff members.
9. Depend upon City staff members to respond to citizen concerns and complaints. It is the role of City Commissioners to pass on their constituents' concerns and complaints. It is not appropriate to pressure City staff members to solve a problem in a particular way. Refer citizen complaints to the City Manager, who will, in turn, be responsible for assigning City Staff and then informing the City Commission of the complaint's resolution.
10. Respect a "one (1) hour" rule for staff work. Requests for staff support should be made to the City Manager. Any request that would require more than one (1) hour of City staff member time should be carefully considered so that staff resources are allocated in accordance with overall City Commission priorities and within the available budget. Once notified that a request for information or

staff support would require more than one (1) hour, the Commissioner or Manager may request that the matter be placed on an upcoming Commission Meeting Agenda.

**V. City Staff Member Conduct with The Commission.**

**A. Specific Principles of Cooperation and Respect.**

1. Demonstrate professionalism and non-partisanship in all interactions with the community and in public meetings.
2. Demonstrate respect for Commissioners at all times.
3. Treat all Commissioners equally.
4. Respect the role of City Commissioners as policymakers for the City. City staff members are expected to provide the best professional recommendations to the Commission on issues before it. City staff members should use their independent and professional judgment in crafting policy recommendations. The Commissioners must be able to depend upon City staff members to make independent recommendations and, if necessary, to provide information about requested alternatives to staff recommendations. City staff members should also provide information on the advantages and disadvantages of each staff recommendation and alternative.
5. If a City Commissioner directs a City staff member to 'take care of a matter' for them or provide information to them that has not received approval of the City Manager, that staff member is to contact the City Manager immediately. The City Manager will then consult the full Commission for appropriate action.
6. Upon the receipt of a staff support request in accordance with the "one (1) hour" rule City staff members must follow through in the fullest and most efficient manner possible.

**2.56.030 - Violations—Penalties**

A. The City Manager, as the administrative head of the City in the Commission-Manager form of government is responsible for enforcement of the provisions of this chapter as it regards all non-elected and/or appointed administrative and professional employees or agents of the City of Fort Scott. The City Manager may delegate authority to investigate and enforce the provisions of this chapter while retaining ultimate authority. Such delegation may be to the Director of Human Resources or City Attorney generally, or to department heads or directors as it regards personnel under their supervision. Violation of the provisions of this chapter by persons other than an

elected official may result in disciplinary action under the personnel policies and procedures in place from time to time up to and including termination of employment, and/or forfeiture of position. Contractors or agents violating the procurement provisions in place from time to time may be suspended from future purchasing agreements with the city for a period not to exceed three years.

B. The Commission, as the elected governing body, governs itself under these rules and may take any disciplinary action allowed by law up to and including censure for any violation of the provision of this chapter it finds credible.

**Section 2.** That all other parts and provisions of the City Code not in conflict herewith shall remain in full force and effect unless previously or subsequently amended or repealed.

**Section 3.** That correction by the City Clerk of any scrivener errors identified within Title 2 are hereby authorized by this ordinance.

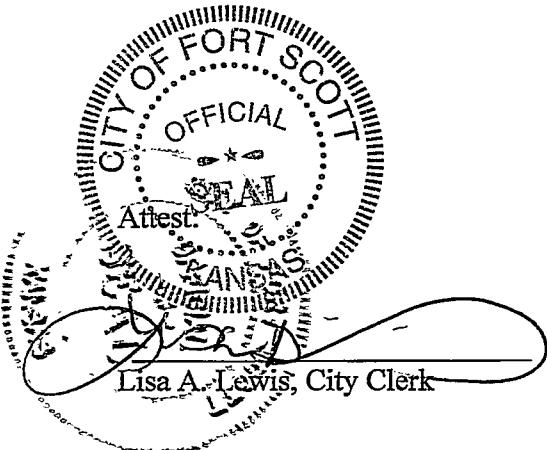
**Section 4.** This ordinance shall be effective after its passage and publication in the official City newspaper.

Passed by the City Commission of the City of Fort Scott, Kansas, this 21<sup>st</sup> day of JANUARY, 2025.

THE CITY OF FORT SCOTT, KANSAS

By:

  
Tim Van Hoecke, Mayor



# ORDINANCE NO. 3794

## **AN ORDINANCE FOR THE PURPOSE OF REPEALING AND REPLACING CHAPTER 2.56 OF TITLE 2 OF THE CITY CODE OF THE CITY OF FORT SCOTT, KANSAS AS IT REGARDS A CODE OF ETHICS APPLICABLE TO CITY PERSONNEL.**

**ORDINANCE 3794 is amended as follows:**

**WHEREAS**, the Commission recognizes a need to have clear, effective, and enforceable provisions governing the conduct of the elected governing body, city staff, employees, and other representatives of the City; and

**WHEREAS**, after study and discussion the Commission has reached consensus on the provisions necessary to address this need; and

**WHEREAS**, this creates a need to update, supplement, amend, repeal, and/or replace various existing provisions of Chapter 2.56 of Title 2 of the City Code of the City of Fort Scott, Kansas, to align with this consensus.

**BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FORT SCOTT, BOURBON COUNTY, KANSAS:**

**Section 1.** That Chapter 2.56 of Title 2, of the City Code of Fort Scott, Kansas is hereby repealed and replaced to read as follows:

### **2.56.010 – Purpose**

Excellence in performance by City Commission members, employees, and appointed board and commission members of the City of Fort Scott, Kansas is the best way to achieve our common goal of ensuring a high quality of life in Fort Scott. To be most effective, the efforts of all must be integrated. One special obligation of the City Commissioners is to set an example by promoting cooperation through strong leadership. The public expects the best communication, planning, and decision-making possible from its representatives and employees. City Commissioners must strive for high standards of behavior and performance to the benefit of all Fort Scott residents. Adherence to the following set of principles will ensure effective guidance and operation of the City Commission and will accentuate a positive, open, and productive environment for all.

### **2.56.020 - Code of Ethics**

#### **I. Commissioner's Conduct With One Another.**

- A. General Role of Commissioners.** All members of the Commission have equal status and a single vote. No one Commissioner has more power than any other and all

should be treated with equal respect.

**B. General Responsibilities of Commissioners.** Each Commissioner is accountable to the City Commission as a whole, and ultimately to the citizens, for his/her actions. Each Commissioner will strive to keep an open and receptive mind toward the views and opinions of others. Should concerns about another Commissioner arise, the concern will be shared privately with the other individual on a one-to-one basis before raising a public issue, unless otherwise allowed or directed by law. Ideas on how the City Commission can work more effectively should be presented to the Commission as a whole.

**C. Specific Responsibilities of Commissioners.** At minimum, all Commissioners should:

1. Demonstrate honesty and integrity in every action and statement.
2. Review Commission and City procedure manuals including, but not limited to, this Code of Ethics, the Code of Procedure, and applicable Kansas laws regarding elected officials, should occur at least annually.
3. Representing the City at ceremonial functions and engagements.
4. Respect the proper roles of elected officials and City staff members to ensure open and effective government.
5. Provide contact information to the City Manager for use in case of an emergency and keep the administration generally aware of any extended absence from the City.

**D. Specific Responsibilities of Commissioners during Meetings.**

1. Use Formal Titles. Commissioners should refer to one another formally during Board meetings as Mayor, Commissioner, or Commissioner [last name].
2. Practice civility and decorum in discussions and debate. Disagreement is expected, but all should work in a cordial manner (disagree without being unnecessarily disagreeable).
3. Be respectful of diverse opinions, as difficult questions, tough challenges to a particular point of view, and criticism of ideas and/or information are legitimate elements of a free democracy in action.
4. Honor the role of the Chair (the Mayor, President of the Commission, or designee) in maintaining order and decorum.
5. Respect the Chair's efforts to focus discussion on current agenda items and maintain order. Objections to the Chair's actions should be voiced politely and

with reason, following the City Code of Procedure.

6. Prepare in advance of Commission meetings so as to be familiar with issues on the Agenda; submit questions on Agenda items a reasonable amount of time ahead of the meeting to enable better responses by City staff members and/or allow withdrawal of matters that need additional work before passage.
7. Stay focused on the Agenda and items at hand, act efficiently during public meetings.
8. Do not politicize procedural issues (e.g., approval of minutes, consent Agenda items, etc.) for strategic purposes.
9. Be courteous and respectful to staff. The meeting, as a public forum, should not be used to embarrass or demean staff or to attack their professionalism or qualifications.

**E. Meeting Agendas.** City Commission meeting Agendas will be open and publicized. Because the Agenda is used to advise the public, staff, and Commission of the items that will be discussed and acted upon at the meeting, the Agenda must go out on time, usually the Wednesday before a regular meeting.

Surprises at meetings from the City Commissioners or staff can be unwelcome and counterproductive. Information upon which decisions are to be made must be communicated to all City Commissioners equally and prior to decision-making meetings to enable free discussion and timely consideration of matters. To facilitate these goals the City Clerk will set, from time to time, a deadline necessary to ensure that the distribution of the complete Agenda is made on time.

Items received after the deadline may not be included on the Agenda until the next regular meeting. Emergency matters may be proposed for inclusion after the deadline at the discretion of the Chair.

**F. Procedures of Commission Meetings.** Commissioners will be familiar with and follow the City's Code of Procedure in the conduct of meetings.

## **II. Commissioners' Conduct with the Public.**

**A. Communication.** Effective communication requires a high level of trust. The City Commission believes in open communication and the public's right to know. In addition, the provisions of the Kansas Open Meetings Act (KOMA) apply. Open channels of communication must be maintained among all members of the Commission. It is understood that information permitted by Statute to be discussed in closed, executive recess must remain confidential. Sharing of such information with unauthorized persons at any time is unacceptable. If a public statement by the Commission on any City matter is appropriate or necessary, the Commission, as a

whole, will agree upon a specific statement to be made by an official designee. While City Commission members, City staff members, and appointed board members may have their personal opinions, those personal opinions remain as such and shall not be expressed as City policy. Opinions and views expressed by City Commissioners to the public outside of public meetings, whether oral or through various forms of physical or electronic media shall be expressed as personal opinion only and not City policy, unless prior consent is given by a majority of the City Commission.

### **III. Commissioners' Conduct with Other Boards and Commissions.**

- A. Attendance in Official Versus Personal Capacity.** The City establishes, from time to time, other boards and commissions as a means of gathering community input. Citizens who serve on Boards and Commissions become more involved in government and serve as advisors to the City. They are a valuable resource to the City's leadership and should be treated with appreciation and respect. City Commissioners serve as liaisons to Boards and Commissions according to appointments made, and in this role are expected to represent the full City Commission in providing guidance to the Board or Commission. In other instances, Commissioners may attend Board or Commission meetings as individuals.
  1. Commissioners attending these meetings as official liaisons should:
    - a. Attend all regularly scheduled meetings of the respective Board or Commission or arrange for an alternate.
    - b. Maintain an active liaison relationship.
    - c. If participating in a voting capacity as an official appointee or board liaison, Commissioners should freely offer opinion on matters relative to the board or the subjects at hand, while also adhering to the principles of decorum and conduct, and respecting the opinion of the other board members.
  2. City Commissioners attending such meetings in their individual capacity should adhere to the following protocols:
    - a. Any public comments by a City Commissioner in their personal capacity should be clearly identified as a personal view and not as the City's official position or as a binding action of the City Commission as a whole.
    - b. Limit contact with the board or commission members to only questions for clarification of the board's, commission's, or City Commission's position.
    - c. Avoid conduct, which shall be deemed inappropriate with a board or commission member, including, but not limited to, lobbying on behalf of an individual, business, or developer, or advocating a particular policy perspective.

- d. Be mindful that boards and commissions are advisory to, but not binding upon, the City Commission that they serve; the City Commission is ultimately responsible for setting City policy. Boards and commissions should be free from undue influence of City Commissioners or staff.
- B. Pursuit of Concerns Regarding Board or Commission Members.** City Commissioners should pursue concerns regarding an individual board or commission member with discretion. If the City Commissioner is comfortable talking with that individual privately, the Commissioner should do so. If the issue cannot be resolved in such a manner, the City Commissioner should consult with the City Manager and/or City Staff liaison and to the board or commission, so the matter can be placed on an Agenda for discussion.
- C. Procedures to be Followed by Board and Commission Members; Penalties for Failure to Comply.** Members of boards and commissions must follow policies and procedures established by or under the authority of the City Commission. However, City Commissioners do not have the power or right to threaten board and/or commission members in any way if they disagree about an issue. A Board or Commission appointment should not be used as a political "reward."
- D. Respect for Diverse Opinions.** A primary role of the City's boards and commissions is to represent many points of view in the community, and to provide the City Commission with advice based on a full spectrum of perspectives. City Commissioners may have a closer working relationship with some individuals serving on boards and commissions than others but must be fair to and respectful of all citizens serving on boards and commissions.
- E. Separation of Political Support from Public Forums.** Board and commission members may offer political support to a board or commission member or City Commissioner, but not while conducting official duties in a public forum. Similarly, City Commissioners may support board and commission members who are running for office, but not in their official capacity as a Commissioner.

**IV. Commissioners' Conduct with the City Manager and Subordinate Staff Members.**

- A. General Principles of Cooperation and Respect.** Elected officials set policy. City staff members analyze problems and issues, make recommendations, and implement and/or administer the Commission's policies. Governance of a City relies on the cooperative efforts of both elected officials and City staff members. Every effort should be made to cooperate with and show mutual respect for the contributions made by individual City staff members for the good of the community.
- B. General Rule Against Board Interference with City Staff and Employees.** The City operates under the Commission-Manager form of government set out in K.S.A. 12-

1039. The City Commission sets the policy of the City and serves as the governing body. The statutes vest the administration and affairs of the City in the City Manager along with the power to appoint and remove all heads of departments and all subordinate officers and employees of the City. (See K.S.A. 12-1040.)

As a result, no member of the City Commission shall directly interfere with the conduct of any department or the duties of employees subordinate to the City Manager except at the express direction of the full City Commission, or with the approval of the City Manager. Commissioners will issue no directive to nor communicate with any City staff person without permission from the City Manager, to whom the City staff reports. This prohibition excludes the City Attorney with whom all Commissioners are able to communicate with given the unique advisory role of the City Attorney.

**C. Communication with City Staff Members Regarding Concerns.** Every City Commissioner can, and has the responsibility to, communicate to the City Manager and/or City staff matters that he or she believes deserves the attention and application of the City's financial and/or human resources. This responsibility does not entitle any City Commissioner to monopolize the City's resources, usurp the judgment of the City Manager, or interfere with a City staff member carrying out his or her duties.

**D. Specific Principles of Cooperation and Respect.**

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2. Channel communications through appropriate senior City staff members as follows:
  - a. Questions for City staff members should be directed to the City Manager.
  - b. Commissioners should not set up meetings with staff members directly but should work through the City Manager.
  - c. When in doubt about what staff contact is appropriate, Commissioners should ask the City Manager for direction. However, nothing in these protocols is intended to hinder the access required by Commission-appointed liaisons to fulfill their unique responsibilities.
  - d. The City Attorney's position is unique, however, in that the Commissioners and staff are encouraged to communicate with the City Attorney on various matters in an advisory capacity. The prohibitions on direct communication with staff do not apply to the City Attorney.
3. Never publicly criticize individual City employees or officers. However, it must be noted that criticism differs from questioning the facts or opinions of City staff members.

4. Direct critical comments about City staff member performance to the City Manager by private correspondence or conversation.
5. Avoid involvement in administrative functions. Avoid any staff interactions that may be construed as trying to shape staff recommendations. Commissioners shall further refrain from coercing staff into making recommendations to the Commission as a whole.
6. Be cautious about communicating the City's official position on policy issues. Before sending correspondence related to a legislative or policy position, check with the City Manager to verify that it is accurate, and that a position has not already been determined.
7. Do not attend staff meetings or job sites unless requested by staff or with Commission or City Manager approval. Even if the Commissioner does not say anything, their presence may imply support, show partiality, intimidate City staff members, or hamper the staff member's ability to do his or her job objectively.
8. Do not solicit political support from City staff members.
9. Depend upon City staff members to respond to citizen concerns and complaints. It is the role of City Commissioners to pass on their constituents' concerns and complaints. It is not appropriate to pressure City staff members to solve a problem in a particular way. Refer citizen complaints to the City Manager, who will, in turn, be responsible for assigning City Staff and then informing the City Commission of the complaint's resolution.
10. Respect a "one (1) hour" rule for staff work. Requests for staff support should be made to the City Manager. Any request that would require more than one (1) hour of City staff member time should be carefully considered so that staff resources are allocated in accordance with overall City Commission priorities and within the available budget. Once notified that a request for information or staff support would require more than one (1) hour, the Commissioner or Manager may request that the matter be placed on an upcoming Commission Meeting Agenda.

**V. City Staff Member Conduct with The Commission.**

**A. Specific Principles of Cooperation and Respect.**

1. Demonstrate professionalism and non-partisanship in all interactions with the community and in public meetings.
2. Demonstrate respect for Commissioners at all times.
3. Treat all Commissioners equally.

4. Respect the role of City Commissioners as policymakers for the City. City staff members are expected to provide the best professional recommendations to the Commission on issues before it. City staff members should use their independent and professional judgment in crafting policy recommendations. The Commissioners must be able to depend upon City staff members to make independent recommendations and, if necessary, to provide information about requested alternatives to staff recommendations. City staff members should also provide information on the advantages and disadvantages of each staff recommendation and alternative.
5. If a City Commissioner directs a City staff member to 'take care of a matter' for them or provide information to them that has not received approval of the City Manager, that staff member is to contact the City Manager immediately. The City Manager will then consult the full Commission for appropriate action.
6. Upon the receipt of a staff support request in accordance with the "one (1) hour" rule City staff members must follow through in the fullest and most efficient manner possible.

#### **2.56.030 - Violations – Penalties**

- A. The City Manager, as the administrative head of the City in the Commission-Manager form of government is responsible for enforcement of the provisions of this chapter as it regards all non-elected and/or appointed administrative and professional employees or agents of the City of Fort Scott. The City Manager may delegate authority to investigate and enforce the provisions of this chapter while retaining ultimate authority. Such delegation may be to the Director of Human Resources or City Attorney generally, or to department heads or directors as it regards personnel under their supervision. Violation of the provisions of this chapter by persons other than an elected official may result in disciplinary action under the personnel policies and procedures in place from time to time up to and including termination of employment, and/or forfeiture of position. Contractors or agents violating the procurement provisions in place from time to time may be suspended from future purchasing agreements with the city for a period not to exceed three years.
- B. The Commission, as the elected governing body, governs itself under these rules and may take any disciplinary action allowed by law up to and including censure for any violation of the provision of this chapter it finds credible.

**Section 2.** That all other parts and provisions of the City Code not in conflict herewith shall remain in full force and effect unless previously or subsequently amended or repealed.

**Section 3.** That correction by the City Clerk of any scrivener errors identified within Title 2 are hereby authorized by this ordinance.

**Section 4.** This ordinance shall be effective after its passage and publication in the official City newspaper.

**PASSED BY THE CITY COMMISSION OF THE CITY OF FORT SCOTT, KANSAS,  
THIS 6<sup>TH</sup> DAY OF JANUARY, 2025.**

**THE CITY OF FORT SCOTT, KANSAS**

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/Mayor

Attest:

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Lisa A. Lewis, City Clerk

## **RESOLUTION NO. 3-2026**

### **A RESOLUTION DESIGNATING THE OFFICIAL CITY NEWSPAPER FOR THE ENSUING TERM OF THE GOVERNING BODY OF THE CITY OF FORT SCOTT, KANSAS.**

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

**SECTION 1:** That the Fort Scott Tribune, a newspaper published in Fort Scott, Bourbon County, Kansas, be and the same is hereby designated as the official city newspaper of the City of Fort Scott, Kansas.

**SECTION 2:** That this Resolution will take effect and be in full force from and after its passage and approval.

**PASSED AND APPROVED THIS 6th DAY OF JANUARY, 2026.**

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Mayor

**ATTEST:**

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Lisa A. Lewis, City Clerk

## RESOLUTION NO. 4-2026

A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORYIES FOR THE PUBLIC FUNDS OF THE CITY OF FORT SCOTT, KANSAS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FORT SCOTT, KANSAS:

SECTION 1: That for the ensuing term of the Governing Body of Fort Scott, Kansas, the City State Bank, Citizens Bank, UMB Bank, Landmark National Bank, the Liberty Savings Association, and the Union State Bank, all of Fort Scott, Kansas; and the Kansas Municipal Investment Pool of Topeka, Kansas, be and the same are hereby designated as the official depositories of the public funds of the City of Fort Scott, Kansas, a municipal corporation.

SECTION 2: That the official City Finance Director is hereby authorized and directed to deposit all funds of the said City that may come into the hands and possession of the above-named financial institutions.

SECTION 3: That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED THIS 6TH DAY OF JANUARY, 2026.

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Mayor

ATTEST:

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Lisa A. Lewis, City Clerk