

March 19, 2024
City Commission Room, 701 N. Jefferson, Junction City KS 66441

Mayor Pat Landes
Vice Mayor Ronna Larson
Commissioner Jeff Underhill
Commissioner Al Gordon
Commissioner Richard Pinaire
City Manager Allen Dinkel
City Attorney Britain Stites
City Clerk Tammy Melton
Finance Director Lindsay Miller

1. 7:00 P.M. - CALL TO ORDER:

a. Pledge of Allegiance.

2. PUBLIC COMMENT: The Commission requests that comments be limited to a maximum of five minutes for each person. Please state your name and address for the record.

3. CONSENT AGENDA: All items listed are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a majority of the Commission agrees, in which event the item will be removed from consent status and considered in its normal sequence on the agenda.

a. Consideration of Appropriation Ordinance A-6 dated – March 5th, 2024 – March 20th, 2024, in the amount of \$1,104,684.04 and pre-approval for items listed below in the amount \$62,987.08. (p.3)

Junction City Main Street \$50,000.00, Verizon \$5,699.77, Woodriver Energy \$6,519.09, & Woodriver Energy \$768.22.

b. Consideration of February 2024 ambulance contractual obligation adjustments for \$19,501.41 & bad debt adjustments for \$21,361.33. (p.41)

c. Consideration of the request for utility account adjustments/write offs. (p.42)

d. Consideration of City Commission Minutes for the March 5th, 2024 Meeting. (p.43)

e. Consideration of the MOU between the City of Junction City & the Junction City Junior Baseball Association for use of City Facilities. (p.47)

f. Consideration of the request to allow alcohol service at the library on April 3rd, 2024 for Friends Annual Meeting & on April 13th, 2024 for sale at Trivia Night at Spin City. (p.51)

g. Update the estimated Change Order #6 for the 2023 Water System Improvement to the amount of \$144,791.60. (p.52)

4. SPECIAL PRESENTATIONS:

- a. Konza Prairie Community Health Center Presentation. (p.57)

5. UNFINISHED BUSINESS:

- a. Annexation Discussion. (p.58)
- b. Consideration of Ordinance No. S-3282, Annexation of Land Located at 2707 Liberty Hall Road. (p.86)
- c. Consideration of Ordinance No. S-3283, Annexation of Land Located at 2701 Liberty Hall Road. (p.102)
- d. Consideration of Ordinance No. S-3284, Annexation of Land Located at 506 South Spring Valley Road. (p.118)
- e. Consideration of Ordinance No. S-3285, Annexation of Land Located at 604 North Spring Valley Road. (p.134)
- f. Consideration of Ordinance No. S-3286, Annexation of Land Located at 224 North Spring Valley Road. (p.151)
- g. Consideration of Ordinance No. S-3287, Annexation of Land Located at 2623 Liberty Hall Road. (p.167)
- h. Consideration of Ordinance No. S-3288, Annexation of Land Located at 2508 Glenn Dean Road. (p.183)

6. NEW BUSINESS :

- a. Consideration of the request to award the removal of the trees from the Helland Park Bridge Tree Removal bid to Flint Hills Forestry Mulching in the amount of \$5,000.00. (p.199)
- b. Consideration of the award of bid for construction of the concessions building at Rathert Stadium to DM Construction and Remodeling in the amount of \$117,370.01. (p.321)

7. COMMISSIONER COMMENTS & COMMITTEE REPORTS:

8. STAFF COMMENTS:

9. ADJOURNMENT:

City of Junction City

City Commission

Agenda Memo

March 13, 2024

From: Libbi Hamilton, Customer Service Manager

To: City Commissioners

Subject: Consideration of Appropriation Ordinance A-6 dated – March 5, 2024 – March 20, 2024, in the amount of \$1,104,684.04 and pre-approval for items listed below in the amount \$62,987.08.

Background: Attached is a Listing and Checks - Appropriations for March 5, 2024– March 20, 2024

Appropriations March 5, 2024– March 20, 2024

Payments due before next meeting –Total \$62,987.08

Junction City Main Street \$50,000.00

Verizon \$5699.77

Woodriver Energy \$6,519.09

Woodriver Energy \$768.22



Junction City, KS

Bank Transaction Report

Transaction Detail

Issued Date Range: 03/05/2024 - 03/20/2024

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Accounts Payable							
Outstanding							
Bank Draft							
03/08/2024		DFT0013728	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-14.40
03/08/2024		DFT0013729	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-5.41
03/08/2024		DFT0013730	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-1.56
03/08/2024		DFT0013731	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-122.43
03/08/2024		DFT0013732	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-70.14
03/08/2024		DFT0013733	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-438.10
03/08/2024		DFT0013734	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-38.23
03/08/2024		DFT0013735	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-767.22
03/08/2024		DFT0013736	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-637.56
03/08/2024		DFT0013737	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-209.16
03/08/2024		DFT0013738	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-648.56
03/08/2024		DFT0013739	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-55.32
03/08/2024		DFT0013740	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-88.90
03/08/2024		DFT0013741	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-630.98
03/08/2024		DFT0013742	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-2,078.78
03/08/2024		DFT0013743	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-177.58
03/08/2024		DFT0013744	ADVANCE SHORT TERM DISABILITY	Accounts Payable	Outstanding	Bank Draft	-34.27
03/08/2024		DFT0013745	VSP INSURANCE CO.	Accounts Payable	Outstanding	Bank Draft	-72.52
03/08/2024		DFT0013746	KANSAS DEPARTMENT OF LABOR	Accounts Payable	Outstanding	Bank Draft	-16.69
03/08/2024		DFT0013747	KANSAS DEPT OF REVENUE	Accounts Payable	Outstanding	Bank Draft	-704.23
03/08/2024		DFT0013748	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-2,069.66
03/08/2024		DFT0013749	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-1,188.82
03/08/2024		DFT0013750	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-484.08
03/08/2024		DFT0013754	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-26.29
03/08/2024		DFT0013756	KANSAS DEPARTMENT OF LABOR	Accounts Payable	Outstanding	Bank Draft	-0.07
03/08/2024		DFT0013757	KANSAS DEPT OF REVENUE	Accounts Payable	Outstanding	Bank Draft	-3.59
03/08/2024		DFT0013758	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-1.98
03/08/2024		DFT0013767	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-296.19
03/08/2024		DFT0013768	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-859.85
03/08/2024		DFT0013769	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-322.47
03/08/2024		DFT0013770	AMERICAN FAMILY LIFE ASSURANCE COMPANY	Accounts Payable	Outstanding	Bank Draft	-1,364.50
03/08/2024		DFT0013771	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-483.67
03/08/2024		DFT0013772	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-2,395.74
03/08/2024		DFT0013773	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-4,181.50

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
03/08/2024		DFT0013774	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-631.26
03/08/2024		DFT0013775	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-530.98
03/08/2024		DFT0013776	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,324.82
03/08/2024		DFT0013777	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-438.10
03/08/2024		DFT0013778	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-2,628.60
03/08/2024		DFT0013779	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-726.37
03/08/2024		DFT0013780	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-7,373.24
03/08/2024		DFT0013781	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-2,437.36
03/08/2024		DFT0013782	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-10,413.48
03/08/2024		DFT0013783	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-3,764.88
03/08/2024		DFT0013784	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,511.82
03/08/2024		DFT0013785	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-3,115.40
03/08/2024		DFT0013786	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-7,134.16
03/08/2024		DFT0013787	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-2,102.16
03/08/2024		DFT0013788	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-1,635.76
03/08/2024		DFT0013789	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-89,891.25
03/08/2024		DFT0013790	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-4,359.11
03/08/2024		DFT0013791	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-5,182.08
03/08/2024		DFT0013792	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-17,608.34
03/08/2024		DFT0013793	EMPOWER RETIREMENT LLC	Accounts Payable	Outstanding	Bank Draft	-8,778.00
03/08/2024		DFT0013794	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-1,766.08
03/08/2024		DFT0013795	EMPOWER RETIREMENT LLC	Accounts Payable	Outstanding	Bank Draft	-1,536.00
03/08/2024		DFT0013796	ADVANCE SHORT TERM DISABILITY	Accounts Payable	Outstanding	Bank Draft	-801.02
03/08/2024		DFT0013797	VSP INSURANCE CO.	Accounts Payable	Outstanding	Bank Draft	-753.37
03/08/2024		DFT0013798	KANSAS DEPARTMENT OF LABOR	Accounts Payable	Outstanding	Bank Draft	-461.96
03/08/2024		DFT0013799	KANSAS DEPT OF REVENUE	Accounts Payable	Outstanding	Bank Draft	-19,210.62
03/08/2024		DFT0013800	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-22,408.60
03/08/2024		DFT0013801	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-36,722.34
03/08/2024		DFT0013802	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-13,413.04
03/08/2024		DFT0013807	KANSAS DEPARTMENT OF LABOR	Accounts Payable	Outstanding	Bank Draft	-0.41
03/08/2024		DFT0013808	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-51.34
03/08/2024		DFT0013809	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-12.00
03/08/2024		DFT0013810	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-399.29
03/08/2024		DFT0013811	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-35.07
03/08/2024		DFT0013812	KANSAS DEPARTMENT OF LABOR	Accounts Payable	Outstanding	Bank Draft	-32.29
03/08/2024		DFT0013813	KANSAS DEPT OF REVENUE	Accounts Payable	Outstanding	Bank Draft	-1,696.55
03/08/2024		DFT0013814	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-3,401.86
03/08/2024		DFT0013815	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-7,083.92
03/08/2024		DFT0013816	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-937.66
03/08/2024		DFT0013822	EMPOWER RETIREMENT LLC	Accounts Payable	Outstanding	Bank Draft	-24,027.58
03/08/2024		DFT0013823	KANSAS DEPARTMENT OF LABOR	Accounts Payable	Outstanding	Bank Draft	-26.24
03/08/2024		DFT0013824	KANSAS DEPT OF REVENUE	Accounts Payable	Outstanding	Bank Draft	-68.25
03/08/2024		DFT0013825	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-3,258.84

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
03/08/2024		DFT0013826	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-137.64
03/08/2024		DFT0013827	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-762.14
03/08/2024		DFT0013828	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-1.60
03/08/2024		DFT0013829	ADVANCE LIFE INSURANCE	Accounts Payable	Outstanding	Bank Draft	-26.85
03/08/2024		DFT0013830	BLUE CROSS BLUE SHIELD OF KS INC	Accounts Payable	Outstanding	Bank Draft	-55.32
03/08/2024		DFT0013831	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-724.90
03/08/2024		DFT0013832	ADVANCE SHORT TERM DISABILITY	Accounts Payable	Outstanding	Bank Draft	-4.50
03/08/2024		DFT0013833	KANSAS DEPARTMENT OF LABOR	Accounts Payable	Outstanding	Bank Draft	-2.35
03/08/2024		DFT0013834	KANSAS DEPT OF REVENUE	Accounts Payable	Outstanding	Bank Draft	-63.98
03/08/2024		DFT0013835	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-68.00
03/08/2024		DFT0013847	KANSAS PUBLIC EMPLOYEES	Accounts Payable	Outstanding	Bank Draft	-26.29
03/08/2024		DFT0013849	KANSAS DEPARTMENT OF LABOR	Accounts Payable	Outstanding	Bank Draft	-0.07
03/08/2024		DFT0013850	KANSAS DEPT OF REVENUE	Accounts Payable	Outstanding	Bank Draft	-3.59
03/08/2024		DFT0013851	INTERNAL REVENUE SERVICE	Accounts Payable	Outstanding	Bank Draft	-1.98

Bank Draft Total: (91) -332,061.16

Check							
03/05/2024		382970	ACCURATE CHEMICAL ACQUISTION INC.	Accounts Payable	Outstanding	Check	-405.43
03/05/2024		382971	ADDAIR LAW	Accounts Payable	Outstanding	Check	-500.00
03/05/2024		382972	AIR FILTER PLUS INC	Accounts Payable	Outstanding	Check	-360.60
03/05/2024		382973	ALEXANDER DEAN BUNCH	Accounts Payable	Outstanding	Check	-20.00
03/05/2024		382974	BOUND TREE MEDICAL, LLC	Accounts Payable	Outstanding	Check	-1,495.34
03/05/2024		382975	BRADY INDUSTRIES OF KANSAS, LLC	Accounts Payable	Outstanding	Check	-271.76
03/05/2024		382976	BRAMLAGE PROPERTIES, LLC	Accounts Payable	Outstanding	Check	-350.00
03/05/2024		382977	C & H GOLF BALL	Accounts Payable	Outstanding	Check	-4,182.00
03/05/2024		382978	CASH-WA DISTRIBUTING	Accounts Payable	Outstanding	Check	-1,319.94
03/05/2024		382979	CATLETT AUTOMOTIVE, INC.	Accounts Payable	Outstanding	Check	-1,731.42
03/05/2024		382980	CENTRAL LINKS GOLF	Accounts Payable	Outstanding	Check	-160.00
03/05/2024		382981	CENTRAL POWER SYSTEMS & SERVICES	Accounts Payable	Outstanding	Check	-4,841.33
03/05/2024		382982	CHAMBER OF COMMERCE	Accounts Payable	Outstanding	Check	-46,505.00
03/05/2024		382983	CORE & MAIN LP	Accounts Payable	Outstanding	Check	-1,235.75
03/05/2024		382984	CROWN DISTRIBUTORS, INC.	Accounts Payable	Outstanding	Check	-616.39
03/05/2024		382985	DANKER ROOFING & SIDING, INC.	Accounts Payable	Outstanding	Check	-4,499.00
03/05/2024		382986	DAVE'S ELECTRIC, INC.	Accounts Payable	Outstanding	Check	-8,106.59
03/05/2024		382987	ELLIOTT EQUIPMENT CO.	Accounts Payable	Outstanding	Check	-562.57
03/05/2024		382988	FACTORY MOTOR PARTS	Accounts Payable	Outstanding	Check	-789.52
03/05/2024		382989	FIRST-CITIZENS BANK & TRUST COMPANY	Accounts Payable	Outstanding	Check	-4,564.99
03/05/2024		382990	FLINT HILLS BEVERAGE LLC	Accounts Payable	Outstanding	Check	-503.07
03/05/2024		382991	FLINT HILLS REGIONAL LEADERSHIP PROGRAM	Accounts Payable	Outstanding	Check	-1,000.00
03/05/2024		382992	FOOTJOY/TITLEIST	Accounts Payable	Outstanding	Check	-2,792.44
03/05/2024		382993	FRONTIER SPIRITS	Accounts Payable	Outstanding	Check	-715.38
03/05/2024		382994	GLESSNER DIRT LLC	Accounts Payable	Outstanding	Check	-12,400.00
03/05/2024		382995	GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LL	Accounts Payable	Outstanding	Check	-2,259.65

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
03/05/2024		382996	HUTCHINSON COMMUNITY COLLEGE	Accounts Payable	Outstanding	Check	-7,696.00
03/05/2024		382997	IDEXX DISTRIBUTION, INC.	Accounts Payable	Outstanding	Check	-177.89
03/05/2024		382998	IMAGEQUEST INC.	Accounts Payable	Outstanding	Check	-23.95
03/05/2024		382999	INDEPENDENT SALT COMPANY	Accounts Payable	Outstanding	Check	-4,326.03
03/05/2024		383000	J & K CONTRACTING L.C.	Accounts Payable	Outstanding	Check	-64,183.50
03/05/2024		383001	J. & M. GOLF INC.	Accounts Payable	Outstanding	Check	-442.50
03/05/2024		383002	JEFFREY ROETHER	Accounts Payable	Outstanding	Check	-5,900.00
03/05/2024		383003	JIM CLARK AUTO CENTER	Accounts Payable	Outstanding	Check	-597.06
03/05/2024		383004	JIMMY W. JENKINS	Accounts Payable	Outstanding	Check	-13,200.00
03/05/2024		383005	JOSEPH T GIPSON	Accounts Payable	Outstanding	Check	-76.32
03/05/2024		383006	JUNIOR'S COLLISION REPAIR	Accounts Payable	Outstanding	Check	-2,536.00
03/05/2024		383007	KA-COMM	Accounts Payable	Outstanding	Check	-377.00
03/05/2024		383008	KEY EQUIPMENT	Accounts Payable	Outstanding	Check	-3,093.83
03/05/2024		383009	MICHAEL P. HINKIN ATTORNEY-AT-LAW, LLC	Accounts Payable	Outstanding	Check	-2,333.00
03/05/2024		383010	MIDWEST CONCRETE MATERIALS	Accounts Payable	Outstanding	Check	-1,962.35
03/05/2024		383011	MIDWEST VETERINARY SUPPLY, INC.	Accounts Payable	Outstanding	Check	-658.74
03/05/2024		383012	MSC INDUSTRIAL SUPPLY CO	Accounts Payable	Outstanding	Check	-4,240.12
03/05/2024		383013	PEPSI COLA BOTTLING COMPANY OF MARYSVILLE, INC.	Accounts Payable	Outstanding	Check	-34.00
03/05/2024		383014	PIONEER QUICK LUBES INC.	Accounts Payable	Outstanding	Check	-132.00
03/05/2024		383015	POMP'S TIRE SERVICE, INC.	Accounts Payable	Outstanding	Check	-580.20
03/05/2024		383016	RAM EXTERMINATORS, LLC	Accounts Payable	Outstanding	Check	-50.00
03/05/2024		383017	REEVES-WIEDEMAN CO.	Accounts Payable	Outstanding	Check	-1,114.06
03/05/2024		383018	SALINA SUPPLY COMPANY	Accounts Payable	Outstanding	Check	-2,948.53
03/05/2024		383019	SCHULTE SUPPLY CORP.	Accounts Payable	Outstanding	Check	-1,209.12
03/05/2024		383020	SHI INTERNATIONAL CORP.	Accounts Payable	Outstanding	Check	-3,000.00
03/05/2024		383021	SIGNATURE PUBLIC FUNDING	Accounts Payable	Outstanding	Check	-44,327.45
03/05/2024		383022	SITONE LANDSCAPE SUPPLY HOLDING, LLC	Accounts Payable	Outstanding	Check	-1,429.36
03/05/2024		383023	STALLBAUMER CONTRACTING LLC	Accounts Payable	Outstanding	Check	-9,681.11
03/05/2024		383024	STAPLES ADVANTAGE	Accounts Payable	Outstanding	Check	-337.37
03/05/2024		383025	STORMONT VAIL HEALTH FLINT HILLS LLC	Accounts Payable	Outstanding	Check	-37.14
03/05/2024		383026	THE RDI CORPORATION	Accounts Payable	Outstanding	Check	-1,685.00
03/05/2024		383027	THERMAL COMFORT AIR, INC	Accounts Payable	Outstanding	Check	-2,524.22
03/05/2024		383028	TLC MOBILE SERVICES	Accounts Payable	Outstanding	Check	-65.00
03/05/2024		383029	TWIN VALLEY TELEPHONE, INC.	Accounts Payable	Outstanding	Check	-6,713.67
03/05/2024		383030	VALOR FORD INC	Accounts Payable	Outstanding	Check	-536.72
03/05/2024		383031	VANDERBILTS	Accounts Payable	Outstanding	Check	-849.96
03/05/2024		383032	ZACHARY CRAIG BENDER	Accounts Payable	Outstanding	Check	-260.00
03/05/2024		383033	ZM PROPERTIES LLC	Accounts Payable	Outstanding	Check	-600.00
03/05/2024		383034	ZOETIS US LLC	Accounts Payable	Outstanding	Check	-1,404.50
03/06/2024		383060	COMMERCE BANK	Accounts Payable	Outstanding	Check	-240,281.99
03/08/2024		383062	FAMILY SUPPORT PAYMENT CENTER	Accounts Payable	Outstanding	Check	-110.31
03/08/2024		383063	FLEXIBLE SPENDING ACCOUNT #1074334	Accounts Payable	Outstanding	Check	-162.50
03/08/2024		383064	KANSAS PAYMENT CENTER	Accounts Payable	Outstanding	Check	-1,130.50

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
03/08/2024		383065	POLICE & FIREMEN'S INSURANCE ASSOCIATION	Accounts Payable	Outstanding	Check	-824.81
03/08/2024		383066	STATE OF ARKANSAS	Accounts Payable	Outstanding	Check	-192.00
03/08/2024		383067	UNITED WAY OF JUNCTION CITY-GEARY COUNTY	Accounts Payable	Outstanding	Check	-31.00
03/11/2024		383068	CORD JOSEPH LEEKA	Accounts Payable	Outstanding	Check	-1,000.00
03/11/2024		383079	FLUELLYN, TAVON D	Accounts Payable	Outstanding	Check	-790.00
03/11/2024		383080	HARRIS, DEXTER BYRON GEORGE	Accounts Payable	Outstanding	Check	-325.00
03/11/2024		383081	MICHAUD, OLIVIA JOAN	Accounts Payable	Outstanding	Check	-35.00
03/19/2024		383096	ACE PIPE CLEANING, INC.	Accounts Payable	Outstanding	Check	-30,858.18
03/19/2024		383097	AMERICAN DIGITAL SECURITY, LLC	Accounts Payable	Outstanding	Check	-241.00
03/19/2024		383098	AMERIPRO ROOFING	Accounts Payable	Outstanding	Check	-139.25
03/19/2024		383099	ASSESSMENT STRATEGIES, LLC	Accounts Payable	Outstanding	Check	-630.00
03/19/2024		383100	BAYER CONSTRUCTION CO.	Accounts Payable	Outstanding	Check	-1,759.61
03/19/2024		383101	BRADY INDUSTRIES OF KANSAS, LLC	Accounts Payable	Outstanding	Check	-271.83
03/19/2024		383102	BRIDGESTONE GOLF, INC	Accounts Payable	Outstanding	Check	-113.30
03/19/2024		383103	BWI COMPANIES, INC.	Accounts Payable	Outstanding	Check	-1,767.32
03/19/2024		383104	CALLAWAY GOLF	Accounts Payable	Outstanding	Check	-266.70
03/19/2024		383105	CASH-WA DISTRIBUTING	Accounts Payable	Outstanding	Check	-715.23
03/19/2024		383106	CATHY FAHEY	Accounts Payable	Outstanding	Check	-63.86
03/19/2024		383107	CHAMBER OF COMMERCE	Accounts Payable	Outstanding	Check	-74,000.00
03/19/2024		383108	CITY ATTORNEYS ASSOCIATION OF KANSAS	Accounts Payable	Outstanding	Check	-35.00
03/19/2024		383109	COLLECTION BUREAU OF KANSAS INC	Accounts Payable	Outstanding	Check	-2,313.66
03/19/2024		383110	COMPLIANCEONE	Accounts Payable	Outstanding	Check	-690.00
03/19/2024		383111	CORE & MAIN LP	Accounts Payable	Outstanding	Check	-3,030.92
03/19/2024		383112	COX BUSINESS SERVICES	Accounts Payable	Outstanding	Check	-3,195.89
03/19/2024		383113	DAVE'S ELECTRIC, INC.	Accounts Payable	Outstanding	Check	-8,621.16
03/19/2024		383114	DELTA FIRE & SAFETY INC.	Accounts Payable	Outstanding	Check	-1,949.50
03/19/2024		383115	DONNA SWIHART	Accounts Payable	Outstanding	Check	-24.79
03/19/2024		383116	FLINT HILLS BEVERAGE LLC	Accounts Payable	Outstanding	Check	-1,150.86
03/19/2024		383117	FLOCK GROUP, INC.	Accounts Payable	Outstanding	Check	-65,391.78
03/19/2024		383118	FOOTJOY/TITLEIST	Accounts Payable	Outstanding	Check	-4,684.75
03/19/2024		383119	GADES SALES CO.	Accounts Payable	Outstanding	Check	-2,255.95
03/19/2024		383120	GALLS INC	Accounts Payable	Outstanding	Check	-176.00
03/19/2024		383121	GEARY COUNTY PUBLIC WORKS	Accounts Payable	Outstanding	Check	-40,375.04
03/19/2024		383122	GEARY COUNTY SHERIFF	Accounts Payable	Outstanding	Check	-31,039.49
03/19/2024		383123	GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LL	Accounts Payable	Outstanding	Check	-214.97
03/19/2024		383124	GROSS WRECKER SERVICE	Accounts Payable	Outstanding	Check	-225.00
03/19/2024		383125	HAMPEL OIL DISTRIBUTORS INC	Accounts Payable	Outstanding	Check	-750.00
03/19/2024		383126	HAYS FIRE AND RESCUE SALES AND SERVICE, LLC	Accounts Payable	Outstanding	Check	-82.25
03/19/2024		383127	IDEXX DISTRIBUTION, INC.	Accounts Payable	Outstanding	Check	-6.37
03/19/2024		383128	J & K CONTRACTING L.C.	Accounts Payable	Outstanding	Check	-168,503.66
03/19/2024		383129	JEFFREY ROETHER	Accounts Payable	Outstanding	Check	-7,400.00
03/19/2024		383130	JOSEPH T GIPSON	Accounts Payable	Outstanding	Check	-141.90
03/19/2024		383131	KA-COMM	Accounts Payable	Outstanding	Check	-300.00

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
03/19/2024		383132	KANSAS ONE-CALL SYSTEMS, INC.	Accounts Payable	Outstanding	Check	-609.60
03/19/2024		383133	KEY OFFICE PRODUCTS	Accounts Payable	Outstanding	Check	-497.26
03/19/2024		383134	KLMM-66 LLC	Accounts Payable	Outstanding	Check	-137.50
03/19/2024		383135	KRISPY CLEAN INC.	Accounts Payable	Outstanding	Check	-210.62
03/19/2024		383136	KS DEPT OF REVENUE	Accounts Payable	Outstanding	Check	-125.00
03/19/2024		383137	LEXISNEXIS RISK DATA MANAGEMENT INC.	Accounts Payable	Outstanding	Check	-774.02
03/19/2024		383138	MICHAEL P. HINKIN ATTORNEY-AT-LAW, LLC	Accounts Payable	Outstanding	Check	-2,333.00
03/19/2024		383139	MID KANSAS COOPERATIVE ASSOCIATION	Accounts Payable	Outstanding	Check	-2,159.61
03/19/2024		383140	MIDWEST CONCRETE MATERIALS	Accounts Payable	Outstanding	Check	-6,435.02
03/19/2024		383141	MIDWEST VETERINARY SUPPLY, INC.	Accounts Payable	Outstanding	Check	-45.05
03/19/2024		383142	MINNESOTA ELEVATOR, INC.	Accounts Payable	Outstanding	Check	-1,422.42
03/19/2024		383143	MUNICIPAL SUPPLY, INC. OF NEBRASKA	Accounts Payable	Outstanding	Check	-2,252.00
03/19/2024		383144	OMNI BILLING	Accounts Payable	Outstanding	Check	-3,053.98
03/19/2024		383145	PAXTON WELDING	Accounts Payable	Outstanding	Check	-855.92
03/19/2024		383146	PITNEY BOWES INC	Accounts Payable	Outstanding	Check	-226.41
03/19/2024		383147	POMP'S TIRE SERVICE, INC.	Accounts Payable	Outstanding	Check	-1,720.24
03/19/2024		383148	POSTMASTER	Accounts Payable	Outstanding	Check	-10,000.00
03/19/2024		383149	PROCOPY, INC.	Accounts Payable	Outstanding	Check	-3,355.92
03/19/2024		383150	RAM EXTERMINATORS, LLC	Accounts Payable	Outstanding	Check	-50.00
03/19/2024		383151	REEVES-WIEDEMAN CO.	Accounts Payable	Outstanding	Check	-1,925.00
03/19/2024		383152	SALINA SUPPLY COMPANY	Accounts Payable	Outstanding	Check	-2,667.42
03/19/2024		383153	SIR SPEEDY	Accounts Payable	Outstanding	Check	-3,355.86
03/19/2024		383154	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	Accounts Payable	Outstanding	Check	-376.25
03/19/2024		383155	STAPLES ADVANTAGE	Accounts Payable	Outstanding	Check	-441.62
03/19/2024		383156	STORMONT VAIL HEALTH FLINT HILLS LLC	Accounts Payable	Outstanding	Check	-1,353.04
03/19/2024		383157	STORMONT VAIL HEALTH FLINT HILLS LLC	Accounts Payable	Outstanding	Check	-45.90
03/19/2024		383158	TAYLOR MADE GOLF	Accounts Payable	Outstanding	Check	-1,946.92
03/19/2024		383159	THERMAL COMFORT AIR, INC	Accounts Payable	Outstanding	Check	-387.10
03/19/2024		383160	THRIVENT	Accounts Payable	Outstanding	Check	-26.86
03/19/2024		383161	THRIVENT FINANCIAL	Accounts Payable	Outstanding	Check	-31.35
03/19/2024		383162	TRUSTED TECH TEAM, INC.	Accounts Payable	Outstanding	Check	-7,645.61
03/19/2024		383163	TWIN VALLEY TELEPHONE, INC.	Accounts Payable	Outstanding	Check	-6,713.67
03/19/2024		383164	TYLER TECHNOLOGIES, INC	Accounts Payable	Outstanding	Check	-10,140.00
03/19/2024		383165	VERIZON CONNECT FLEET USA LLC	Accounts Payable	Outstanding	Check	-1,717.10
03/19/2024		383166	XEROX CORPORATION	Accounts Payable	Outstanding	Check	-2,806.00
Check Total: (147)							-1,069,643.47
EFT							
03/06/2024		10002545	EMILYN P SMILEY	Accounts Payable	Outstanding	EFT	-28.00
03/06/2024		10002546	JOSHUA DOUGLASS	Accounts Payable	Outstanding	EFT	-3,229.16
03/06/2024		10002547	MCCI, LLC	Accounts Payable	Outstanding	EFT	-17,584.00
03/06/2024		10002548	MISSION COMMUNICATIONS LLC	Accounts Payable	Outstanding	EFT	-347.40
03/06/2024		10002549	PRAIRIEFIELD WATER, INC.	Accounts Payable	Outstanding	EFT	-10.00

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
03/06/2024		10002550	RAVEN AERO SERVICE,INC.	Accounts Payable	Outstanding	EFT	-850.00
03/06/2024		10002551	TATIANA FERRACIOLI-SILVA	Accounts Payable	Outstanding	EFT	-300.00
03/06/2024		10002552	TRISTIN ORTIZ	Accounts Payable	Outstanding	EFT	-60.00
03/06/2024		10002553	UNDERGROUND VAULTS & STORAGE, INC.	Accounts Payable	Outstanding	EFT	-30.00
03/06/2024		10002554	VC3 Inc	Accounts Payable	Outstanding	EFT	-4,380.30
03/08/2024		10002555	CITY OF JC FLEX SPENDING ACCT 1074334	Accounts Payable	Outstanding	EFT	-239.58
03/11/2024		10002556	CITY OF JC FLEX SPENDING ACCT 1074334	Accounts Payable	Outstanding	EFT	-3,370.56
03/11/2024		10002557	CITY OF JUNCTION CITY	Accounts Payable	Outstanding	EFT	-290.25
03/11/2024		10002558	FIREMEN'S RELIEF ASSOCIATION	Accounts Payable	Outstanding	EFT	-245.96
03/11/2024		10002559	JCPOA	Accounts Payable	Outstanding	EFT	-820.00
03/11/2024		10002560	JUNCTION CITY FIRE FIGHTERS ASSOCIATION LOCAL 3309	Accounts Payable	Outstanding	EFT	-1,749.00
03/11/2024		10002561	JUNCTION CITY FIREFIGHTERS AID ASSOCIATION	Accounts Payable	Outstanding	EFT	-265.00
03/11/2024		10002562	ROLLING MEADOWS GOLF COURSE	Accounts Payable	Outstanding	EFT	-287.92
03/20/2024		10002565	DARTPOINTS LLC	Accounts Payable	Outstanding	EFT	-376.80
03/20/2024		10002566	EMILYN P SMILEY	Accounts Payable	Outstanding	EFT	-42.00
03/20/2024		10002567	HDR ENGINEERING INC	Accounts Payable	Outstanding	EFT	-121,465.26
03/20/2024		10002568	JOSHUA DOUGLASS	Accounts Payable	Outstanding	EFT	-3,229.16
03/20/2024		10002569	KANSAS STATE TREASURER	Accounts Payable	Outstanding	EFT	-4,027.45
03/20/2024		10002570	KAW VALLEY ENGINEERING, INC	Accounts Payable	Outstanding	EFT	-116,103.53
03/20/2024		10002571	MIDWEST PUBLIC RISK-MPR	Accounts Payable	Outstanding	EFT	-1,000.00
03/20/2024		10002572	Nomic Networks, INC.	Accounts Payable	Outstanding	EFT	-2,022.00
03/20/2024		10002573	PRAIRIEFIELD WATER, INC.	Accounts Payable	Outstanding	EFT	-3,673.00
03/20/2024		10002574	TATIANA FERRACIOLI-SILVA	Accounts Payable	Outstanding	EFT	-300.00
03/20/2024		10002575	UNDERGROUND VAULTS & STORAGE, INC.	Accounts Payable	Outstanding	EFT	-30.00
03/20/2024		10002576	VEOLIA WATER NORTH AMERICA	Accounts Payable	Outstanding	EFT	-319,185.19
03/20/2024		10002577	ZOLL MEDICAL CORPORATION	Accounts Payable	Outstanding	EFT	-2,001.16
EFT Total: (31)							-607,542.68
Outstanding Total: (269)							-2,009,247.31
Accounts Payable Total: (269)							-2,009,247.31

Payroll

Outstanding

EFT							
03/08/2024		EFT0000289	Payroll EFT	Payroll	Outstanding	EFT	-12,453.92
03/08/2024		EFT0000290	Payroll EFT	Payroll	Outstanding	EFT	-338,917.17
03/08/2024		EFT0000291	Payroll EFT	Payroll	Outstanding	EFT	-382.37
03/08/2024		EFT0000292	Payroll EFT	Payroll	Outstanding	EFT	-21,345.45
03/08/2024		EFT0000293	Payroll EFT	Payroll	Outstanding	EFT	-58.99
EFT Total: (5)							-373,157.90
Outstanding Total: (5)							-373,157.90
Payroll Total: (5)							-373,157.90

Summary

Bank Account	Count	Amount
1074318 POOLED CASH MASTER	274	-2,382,405.21
Report Total:	274	-2,382,405.21

Cash Account	Count	Amount
999 999-1-00000-0101 POOLED CASH MASTER	274	-2,382,405.21
Report Total:	274	-2,382,405.21

Transaction Type	Count	Amount
Bank Draft	91	-332,061.16
Check	147	-1,069,643.47
EFT	36	-980,700.58
Report Total:	274	-2,382,405.21



Junction City, KS

Appropriations March 5-20, 2024

By Fund

Post Dates 3/5/2024 - 3/20/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Fund: 001 - GENERAL FUND				
Department: 000 - NON-DEPARTMENTAL				
Vendor: 043380 - ADVANCE LIFE INSURANCE				
ADVANCE LIFE INSURANCE	CM0001152	03/06/2024	CITY OF JC EMPLOYER PD LIFE	-1.60
ADVANCE LIFE INSURANCE	CM0001153	03/06/2024	ADVANCE LIFE INSURANCE BE...	-26.85
ADVANCE LIFE INSURANCE	INV0029448	03/08/2024	CITY OF JC EMPLOYER PD LIFE	14.40
ADVANCE LIFE INSURANCE	INV0029449	03/08/2024	ADVANCE LIFE INSURANCE BE...	5.41
ADVANCE LIFE INSURANCE	INV0029477	03/08/2024	CITY OF JC EMPLOYER PD LIFE	255.03
ADVANCE LIFE INSURANCE	INV0029478	03/08/2024	ADVANCE LIFE INSURANCE BE...	624.29
ADVANCE LIFE INSURANCE	INV0029553	03/08/2024	CITY OF JC EMPLOYER PD LIFE	1.60
ADVANCE LIFE INSURANCE	INV0029554	03/08/2024	ADVANCE LIFE INSURANCE BE...	26.85
Vendor 043380 - ADVANCE LIFE INSURANCE Total:				899.13
Vendor: 03161 - ADVANCE SHORT TERM DISABILITY				
ADVANCE SHORT TERM DISAB...	CM0001157	03/06/2024	CITY OF JC EMPLOYER PAID S...	-4.50
ADVANCE SHORT TERM DISAB...	INV0029465	03/08/2024	CITY OF JC EMPLOYER PAID S...	34.27
ADVANCE SHORT TERM DISAB...	INV0029521	03/08/2024	CITY OF JC EMPLOYER PAID S...	686.33
ADVANCE SHORT TERM DISAB...	INV0029558	03/08/2024	CITY OF JC EMPLOYER PAID S...	4.50
Vendor 03161 - ADVANCE SHORT TERM DISABILITY Total:				720.60
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY				
AMERICAN FAMILY LIFE ASSU...	INV0029450	03/08/2024	AFLAC	1.56
AMERICAN FAMILY LIFE ASSU...	INV0029451	03/08/2024	AFLAC BEFORE TAX	122.43
AMERICAN FAMILY LIFE ASSU...	INV0029479	03/08/2024	AFLAC	277.75
AMERICAN FAMILY LIFE ASSU...	INV0029480	03/08/2024	AFLAC BEFORE TAX	1,208.19
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:				1,609.93
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC				
BLUE CROSS BLUE SHIELD OF ...	CM0001154	03/06/2024	BLUE CROSS BLUE SHIELD	-55.32
BLUE CROSS BLUE SHIELD OF ...	INV0029452	03/08/2024	BLUE CROSS BLUE SHIELD	70.14
BLUE CROSS BLUE SHIELD OF ...	INV0029453	03/08/2024	BLUE CROSS BLUE SHIELD	438.10
BLUE CROSS BLUE SHIELD OF ...	INV0029454	03/08/2024	BLUE CROSS BLUE SHIELD	38.23
BLUE CROSS BLUE SHIELD OF ...	INV0029455	03/08/2024	BLUE CROSS BLUE SHIELD	767.22
BLUE CROSS BLUE SHIELD OF ...	INV0029456	03/08/2024	BLUE CROSS BLUE SHIELD	637.56
BLUE CROSS BLUE SHIELD OF ...	INV0029457	03/08/2024	BLUE CROSS BLUE SHIELD	209.16
BLUE CROSS BLUE SHIELD OF ...	INV0029458	03/08/2024	BLUE CROSS BLUE SHIELD	648.56
BLUE CROSS BLUE SHIELD OF ...	INV0029459	03/08/2024	BLUE CROSS BLUE SHIELD	55.32
BLUE CROSS BLUE SHIELD OF ...	INV0029460	03/08/2024	BLUE CROSS BLUE SHIELD	88.90
BLUE CROSS BLUE SHIELD OF ...	INV0029481	03/08/2024	BLUE CROSS BLUE SHIELD	120.93
BLUE CROSS BLUE SHIELD OF ...	INV0029482	03/08/2024	BLUE CROSS BLUE SHIELD	2,395.74
BLUE CROSS BLUE SHIELD OF ...	INV0029483	03/08/2024	BLUE CROSS BLUE SHIELD	4,181.50
BLUE CROSS BLUE SHIELD OF ...	INV0029484	03/08/2024	BLUE CROSS BLUE SHIELD	569.90
BLUE CROSS BLUE SHIELD OF ...	INV0029485	03/08/2024	BLUE CROSS BLUE SHIELD	530.98
BLUE CROSS BLUE SHIELD OF ...	INV0029486	03/08/2024	BLUE CROSS BLUE SHIELD	1,324.82
BLUE CROSS BLUE SHIELD OF ...	INV0029487	03/08/2024	BLUE CROSS BLUE SHIELD	438.10
BLUE CROSS BLUE SHIELD OF ...	INV0029488	03/08/2024	BLUE CROSS BLUE SHIELD	1,599.08
BLUE CROSS BLUE SHIELD OF ...	INV0029489	03/08/2024	BLUE CROSS BLUE SHIELD	523.43
BLUE CROSS BLUE SHIELD OF ...	INV0029490	03/08/2024	BLUE CROSS BLUE SHIELD	6,117.57
BLUE CROSS BLUE SHIELD OF ...	INV0029491	03/08/2024	BLUE CROSS BLUE SHIELD	2,058.80
BLUE CROSS BLUE SHIELD OF ...	INV0029492	03/08/2024	BLUE CROSS BLUE SHIELD	9,414.65
BLUE CROSS BLUE SHIELD OF ...	INV0029493	03/08/2024	BLUE CROSS BLUE SHIELD	3,137.40
BLUE CROSS BLUE SHIELD OF ...	INV0029494	03/08/2024	BLUE CROSS BLUE SHIELD	1,511.82
BLUE CROSS BLUE SHIELD OF ...	INV0029495	03/08/2024	BLUE CROSS BLUE SHIELD	2,741.56
BLUE CROSS BLUE SHIELD OF ...	INV0029496	03/08/2024	BLUE CROSS BLUE SHIELD	7,134.16
BLUE CROSS BLUE SHIELD OF ...	INV0029497	03/08/2024	BLUE CROSS BLUE SHIELD	1,980.48
BLUE CROSS BLUE SHIELD OF ...	INV0029498	03/08/2024	BLUE CROSS BLUE SHIELD	1,415.29

Appropriations March 5-20, 2024
Post Dates: 3/5/2024 - 3/20/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
BLUE CROSS BLUE SHIELD OF ...	INV0029534	03/08/2024	BLUE CROSS BLUE SHIELD	399.29
BLUE CROSS BLUE SHIELD OF ...	INV0029535	03/08/2024	BLUE CROSS BLUE SHIELD	35.07
BLUE CROSS BLUE SHIELD OF ...	INV0029555	03/08/2024	BLUE CROSS BLUE SHIELD	55.32
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:				50,583.76
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334				
CITY OF JC FLEX SPENDING AC...	INV0029461	03/08/2024	FLEX SPENDING-1074334	239.58
CITY OF JC FLEX SPENDING AC...	INV0029505	03/08/2024	FLEX SPENDING-1074334	3,073.22
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:				3,312.80
Vendor: 012130 - CITY OF JUNCTION CITY				
CITY OF JUNCTION CITY	INV0029499	03/08/2024	TELEPHONE REIMBURSEMENT	8.50
CITY OF JUNCTION CITY	INV0029506	03/08/2024	CITY OF JUNCTION CITY (G-FEE)	20.00
CITY OF JUNCTION CITY	INV0029520	03/08/2024	TELEPHONE REIMBURSEMENT	188.87
Vendor 012130 - CITY OF JUNCTION CITY Total:				217.37
Vendor: 01944 - EMPOWER RETIREMENT LLC				
EMPOWER RETIREMENT LLC	INV0029514	03/08/2024	EMPOWER FINANCIAL SERVIC...	7,819.87
EMPOWER RETIREMENT LLC	INV0029519	03/08/2024	GREAT WEST FINANCIAL	1,536.00
EMPOWER RETIREMENT LLC	INV0029541	03/08/2024	EMPOWER FINANCIAL SERVIC...	16,819.32
Vendor 01944 - EMPOWER RETIREMENT LLC Total:				26,175.19
Vendor: 00029 - FAMILY SUPPORT PAYMENT CENTER				
FAMILY SUPPORT PAYMENT C...	INV0029501	03/08/2024	FAMILY SUPPORT MO	110.31
Vendor 00029 - FAMILY SUPPORT PAYMENT CENTER Total:				110.31
Vendor: 025326 - FIREMEN'S RELIEF ASSOCIATION				
FIREMEN'S RELIEF ASSOCIATI...	INV0029504	03/08/2024	FIREMANS RELIEF	245.96
Vendor 025326 - FIREMEN'S RELIEF ASSOCIATION Total:				245.96
Vendor: 050188 - FLEXIBLE SPENDING ACCOUNT #1074334				
FLEXIBLE SPENDING ACCOUNT...	INV0029500	03/08/2024	DEPENDENT CARE ACCT 1074...	162.50
Vendor 050188 - FLEXIBLE SPENDING ACCOUNT #1074334 Total:				162.50
Vendor: 001010 - INTERNAL REVENUE SERVICE				
INTERNAL REVENUE SERVICE	CM0001160	03/06/2024	MEDICARE WITHHOLDING	-68.00
INTERNAL REVENUE SERVICE	CM0001163	03/08/2024	SOCIAL SECURITY WITHHOLDI...	-104.34
INTERNAL REVENUE SERVICE	CM0001164	03/08/2024	MEDICARE WITHHOLDING	-24.40
INTERNAL REVENUE SERVICE	CM0001167	03/08/2024	SOCIAL SECURITY WITHHOLDI...	-2,281.18
INTERNAL REVENUE SERVICE	CM0001168	03/08/2024	FEDERAL WITHHOLDING	-4,608.99
INTERNAL REVENUE SERVICE	CM0001169	03/08/2024	MEDICARE WITHHOLDING	-533.50
INTERNAL REVENUE SERVICE	INV0029469	03/08/2024	SOCIAL SECURITY WITHHOLDI...	2,069.66
INTERNAL REVENUE SERVICE	INV0029470	03/08/2024	FEDERAL WITHHOLDING	1,188.82
INTERNAL REVENUE SERVICE	INV0029471	03/08/2024	MEDICARE WITHHOLDING	484.08
INTERNAL REVENUE SERVICE	INV0029476	03/08/2024	MEDICARE WITHHOLDING	1.98
INTERNAL REVENUE SERVICE	INV0029526	03/08/2024	SOCIAL SECURITY WITHHOLDI...	15,444.92
INTERNAL REVENUE SERVICE	INV0029527	03/08/2024	FEDERAL WITHHOLDING	32,565.37
INTERNAL REVENUE SERVICE	INV0029528	03/08/2024	MEDICARE WITHHOLDING	11,745.84
INTERNAL REVENUE SERVICE	INV0029532	03/08/2024	SOCIAL SECURITY WITHHOLDI...	51.34
INTERNAL REVENUE SERVICE	INV0029533	03/08/2024	MEDICARE WITHHOLDING	12.00
INTERNAL REVENUE SERVICE	INV0029538	03/08/2024	SOCIAL SECURITY WITHHOLDI...	2,294.08
INTERNAL REVENUE SERVICE	INV0029539	03/08/2024	FEDERAL WITHHOLDING	5,059.01
INTERNAL REVENUE SERVICE	INV0029540	03/08/2024	MEDICARE WITHHOLDING	678.58
INTERNAL REVENUE SERVICE	INV0029544	03/08/2024	SOCIAL SECURITY WITHHOLDI...	2,281.18
INTERNAL REVENUE SERVICE	INV0029545	03/08/2024	FEDERAL WITHHOLDING	96.35
INTERNAL REVENUE SERVICE	INV0029546	03/08/2024	MEDICARE WITHHOLDING	533.50
INTERNAL REVENUE SERVICE	INV0029561	03/08/2024	MEDICARE WITHHOLDING	68.00
INTERNAL REVENUE SERVICE	INV0029565	03/08/2024	MEDICARE WITHHOLDING	1.98
Vendor 001010 - INTERNAL REVENUE SERVICE Total:				66,956.28
Vendor: 039125 - JCPOA				
JCPOA	INV0029518	03/08/2024	JCPOA	805.01
Vendor 039125 - JCPOA Total:				805.01

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Vendor: 037195 - JUNCTION CITY FIRE FIGHTERS ASSOCIATION LOCAL 3309				
JUNCTION CITY FIRE FIGHTERS...	INV0029503	03/08/2024	I.A.F.F. LOCAL 3309	1,749.00
Vendor 037195 - JUNCTION CITY FIRE FIGHTERS ASSOCIATION LOCAL 3309 Total:				1,749.00
Vendor: 00813 - JUNCTION CITY FIREFIGHTERS AID ASSOCIATION				
JUNCTION CITY FIREFIGHTERS...	INV0029502	03/08/2024	FIREFIGHTERS AID ASSOCIATI...	265.00
Vendor 00813 - JUNCTION CITY FIREFIGHTERS AID ASSOCIATION Total:				265.00
Vendor: 042540 - KANSAS DEPT OF REVENUE				
KANSAS DEPT OF REVENUE	CM0001159	03/06/2024	STATE WITHHOLDING	-63.98
KANSAS DEPT OF REVENUE	CM0001162	03/08/2024	STATE WITHHOLDING	-8.50
KANSAS DEPT OF REVENUE	CM0001166	03/08/2024	STATE WITHHOLDING	-1,004.80
KANSAS DEPT OF REVENUE	INV0029468	03/08/2024	STATE WITHHOLDING	704.23
KANSAS DEPT OF REVENUE	INV0029475	03/08/2024	STATE WITHHOLDING	3.59
KANSAS DEPT OF REVENUE	INV0029525	03/08/2024	STATE WITHHOLDING	17,027.17
KANSAS DEPT OF REVENUE	INV0029537	03/08/2024	STATE WITHHOLDING	1,243.94
KANSAS DEPT OF REVENUE	INV0029543	03/08/2024	STATE WITHHOLDING	47.77
KANSAS DEPT OF REVENUE	INV0029560	03/08/2024	STATE WITHHOLDING	63.98
KANSAS DEPT OF REVENUE	INV0029564	03/08/2024	STATE WITHHOLDING	3.59
Vendor 042540 - KANSAS DEPT OF REVENUE Total:				18,016.99
Vendor: 014435 - KANSAS PAYMENT CENTER				
KANSAS PAYMENT CENTER	INV0029508	03/08/2024	INCOME WITHHOLDING ORD...	667.50
KANSAS PAYMENT CENTER	INV0029509	03/08/2024	GARNISHMENT	205.00
Vendor 014435 - KANSAS PAYMENT CENTER Total:				872.50
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES				
KANSAS PUBLIC EMPLOYEES	CM0001155	03/06/2024	KP&F	-724.90
KANSAS PUBLIC EMPLOYEES	INV0029462	03/08/2024	KPERS #2	630.98
KANSAS PUBLIC EMPLOYEES	INV0029463	03/08/2024	KPERS #3	2,078.78
KANSAS PUBLIC EMPLOYEES	INV0029464	03/08/2024	KPERS INSURANCE	177.58
KANSAS PUBLIC EMPLOYEES	INV0029473	03/08/2024	KP&F	26.29
KANSAS PUBLIC EMPLOYEES	INV0029510	03/08/2024	KP&F	89,424.98
KANSAS PUBLIC EMPLOYEES	INV0029511	03/08/2024	KPERS #1	3,241.68
KANSAS PUBLIC EMPLOYEES	INV0029512	03/08/2024	KPERS #2	3,044.07
KANSAS PUBLIC EMPLOYEES	INV0029513	03/08/2024	KPERS #3	12,057.55
KANSAS PUBLIC EMPLOYEES	INV0029515	03/08/2024	KPERS INSURANCE	1,189.03
KANSAS PUBLIC EMPLOYEES	INV0029556	03/08/2024	KP&F	724.90
KANSAS PUBLIC EMPLOYEES	INV0029562	03/08/2024	KP&F	26.29
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:				111,897.23
Vendor: 048289 - POLICE & FIREMEN'S INSURANCE ASSOCIATION				
POLICE & FIREMEN'S INSURA...	INV0029517	03/08/2024	POLICE & FIRE INSURANCE	824.81
Vendor 048289 - POLICE & FIREMEN'S INSURANCE ASSOCIATION Total:				824.81
Vendor: 067881 - ROLLING MEADOWS GOLF COURSE				
ROLLING MEADOWS GOLF C...	INV0029507	03/08/2024	ROLLING MEADOWS GOLF C...	287.92
Vendor 067881 - ROLLING MEADOWS GOLF COURSE Total:				287.92
Vendor: 03639 - STATE OF ARKANSAS				
STATE OF ARKANSAS	INV0029516	03/08/2024	GARNISHMENT	192.00
Vendor 03639 - STATE OF ARKANSAS Total:				192.00
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY				
UNITED WAY OF JUNCTION CI...	INV0029522	03/08/2024	UNITED WAY	21.51
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:				21.51
Vendor: 03938 - VSP INSURANCE CO.				
VSP INSURANCE CO.	INV0029466	03/08/2024	VSP Vision Insurance Pre-Tax	72.52
VSP INSURANCE CO.	INV0029523	03/08/2024	VSP Vision Insurance Pre-Tax	628.40
Vendor 03938 - VSP INSURANCE CO. Total:				700.92
Department 000 - NON-DEPARTMENTAL Total:				286,626.72
Department: 001 - GENERAL EXPENSES				
Vendor: 042840 - KS DEPT OF REVENUE				
KS DEPT OF REVENUE	MAR 2024 CMB	03/11/2024	U-Stop #37	25.00
KS DEPT OF REVENUE	MAR 2024 CMB	03/11/2024	U-Stop #47	25.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
KS DEPT OF REVENUE	MAR 2024 CMB	03/11/2024	U-Stop #40	25.00
KS DEPT OF REVENUE	MAR 2024 CMB	03/11/2024	U-Stop #39	25.00
KS DEPT OF REVENUE	MAR 2024 CMB	03/11/2024	U-Stop #38	25.00
Vendor 042840 - KS DEPT OF REVENUE Total:				125.00
Vendor: 04105 - THRIVENT FINANCIAL				
THRIVENT FINANCIAL	K FIELDS 2024	03/05/2024	REFUND FOR OVERPAYMENT -...	31.35
Vendor 04105 - THRIVENT FINANCIAL Total:				31.35
Vendor: 04078 - THRIVENT				
THRIVENT	C GARRISON 2024	03/05/2024	REFUND FOR OVERPAYMENT -...	26.86
Vendor 04078 - THRIVENT Total:				26.86
Department 001 - GENERAL EXPENSES Total:				183.21
Department: 002 - INFORMATION TECHNOLOGY SYSTEMS				
Vendor: 01604 - COX BUSINESS SERVICES				
COX BUSINESS SERVICES	069462601	03/11/2024	City - Fiber Internet	2,649.99
COX BUSINESS SERVICES	069462601	03/11/2024	Channel 3 Digital Music	38.22
COX BUSINESS SERVICES	069462601	03/11/2024	PD Internet - Server Room	150.00
Vendor 01604 - COX BUSINESS SERVICES Total:				2,838.21
Vendor: 02979 - DARTPOINTS LLC				
DARTPOINTS LLC	125746	03/07/2024	VXRail - Cloud Witness	376.80
Vendor 02979 - DARTPOINTS LLC Total:				376.80
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs	7.94
Vendor 03830 - PROCOPY, INC. Total:				7.94
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	GVPD - Barracuda Essentials	72.00
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	GVPD - Office 365 Mailboxes	311.88
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	18.00
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	77.97
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				479.85
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Fiber Internet - MB	1,320.00
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	50.30
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Dark Fiber Lease	625.00
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				1,995.30
Vendor: 01414 - TYLER TECHNOLOGIES, INC				
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	Tyler University	1,500.00
Vendor 01414 - TYLER TECHNOLOGIES, INC Total:				1,500.00
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - spare	60.00
Vendor 086462 - XEROX CORPORATION Total:				60.00
Department 002 - INFORMATION TECHNOLOGY SYSTEMS Total:				7,258.10
Department: 003 - ADMINISTRATION				
Vendor: 053896 - COMPLIANCEONE				
COMPLIANCEONE	314182	03/12/2024	MONTHLY CHARGE 14 PEOPLE	84.00
COMPLIANCEONE	314183	03/12/2024	MONTHLY CHARGE 101 PEOP...	606.00
Vendor 053896 - COMPLIANCEONE Total:				690.00
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs	621.69
Vendor 03830 - PROCOPY, INC. Total:				621.69
Vendor: 01167 - STAPLES ADVANTAGE				
STAPLES ADVANTAGE	3559845288	03/05/2024	PAPER TOWEL HOLDER - ADM...	52.29
Vendor 01167 - STAPLES ADVANTAGE Total:				52.29
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	415.84

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TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Baracuda Essentials	96.00
Vendor: 03014 - TRUSTED TECH TEAM, INC. Total:				511.84
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	201.44
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				201.44
Vendor: 01671 - UNDERGROUND VAULTS & STORAGE, INC.				
UNDERGROUND VAULTS & ST...	1052367	03/05/2024	SHREDDING CONTAINER - A...	10.00
Vendor 01671 - UNDERGROUND VAULTS & STORAGE, INC. Total:				10.00
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5496410	03/11/2024	Copier Lease	242.06
Vendor 086462 - XEROX CORPORATION Total:				242.06
Department 003 - ADMINISTRATION Total:				2,329.32
Department: 008 - BUILDING MAINTENANCE				
Vendor: 03619 - MINNESOTA ELEVATOR, INC.				
MINNESOTA ELEVATOR, INC.	1061650	03/05/2024	QUARTERLY SERVICE AGREEM...	1,422.42
Vendor 03619 - MINNESOTA ELEVATOR, INC. Total:				1,422.42
Vendor: 063239 - PAXTON WELDING				
PAXTON WELDING	123298	03/12/2024	HAND RAIL AT M.B.	855.92
Vendor 063239 - PAXTON WELDING Total:				855.92
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	12.00
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	51.98
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				63.98
Department 008 - BUILDING MAINTENANCE Total:				2,342.32
Department: 010 - PARKS DEPARTMENT				
Vendor: 03441 - AMERICAN DIGITAL SECURITY, LLC				
AMERICAN DIGITAL SECURITY,...	INV0025505	03/05/2024	MONTHLY MONITORING, PAR...	35.00
Vendor 03441 - AMERICAN DIGITAL SECURITY, LLC Total:				35.00
Vendor: 03087 - BRADY INDUSTRIES OF KANSAS, LLC				
BRADY INDUSTRIES OF KANSA...	8651211	03/05/2024	VACUUM BAGS, FILTERS, PAP...	271.83
Vendor 03087 - BRADY INDUSTRIES OF KANSAS, LLC Total:				271.83
Vendor: 03754 - BWI COMPANIES, INC.				
BWI COMPANIES, INC.	18324463	03/05/2024	WEED KILLER	1,767.32
Vendor 03754 - BWI COMPANIES, INC. Total:				1,767.32
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs - Parks	36.62
Vendor 03830 - PROCOPY, INC. Total:				36.62
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	103.96
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	24.00
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				127.96
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	124.41
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				124.41
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5496410	03/11/2024	Copier Lease	60.00
Vendor 086462 - XEROX CORPORATION Total:				60.00
Department 010 - PARKS DEPARTMENT Total:				2,423.14
Department: 011 - SWIMMING POOL				
Vendor: 03441 - AMERICAN DIGITAL SECURITY, LLC				
AMERICAN DIGITAL SECURITY,...	INV0025472	03/05/2024	MONTHLY MONITORING, POOL	40.00
Vendor 03441 - AMERICAN DIGITAL SECURITY, LLC Total:				40.00
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	6.00

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TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	25.99
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				31.99
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	25.60
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				25.60
Department 011 - SWIMMING POOL Total:				97.59
Department: 013 - SPIN CITY				
Vendor: 03441 - AMERICAN DIGITAL SECURITY, LLC				
AMERICAN DIGITAL SECURITY, LLC	INV0025509	03/05/2024	MONTHLY MONITORING, SPIN...	25.00
Vendor 03441 - AMERICAN DIGITAL SECURITY, LLC Total:				25.00
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	51.20
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				51.20
Department 013 - SPIN CITY Total:				76.20
Department: 014 - JUNCTION CITY AIRPORT				
Vendor: 018500 - DAVE'S ELECTRIC, INC.				
DAVE'S ELECTRIC, INC.	2024035	03/11/2024	NEW SERVICE LOCATION FOR ...	6,355.75
DAVE'S ELECTRIC, INC.	2024086	03/06/2024	LIFTSTAR HEATER MAINTENANCE	300.00
Vendor 018500 - DAVE'S ELECTRIC, INC. Total:				6,655.75
Vendor: 02686 - HAMPEL OIL DISTRIBUTORS INC				
HAMPEL OIL DISTRIBUTORS INC	91781868	03/11/2024	AIRPORT EQUIPMENT RENTAL...	750.00
Vendor 02686 - HAMPEL OIL DISTRIBUTORS INC Total:				750.00
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Dark Fiber Lease	625.00
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	25.60
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				650.60
Department 014 - JUNCTION CITY AIRPORT Total:				8,056.35
Department: 017 - ROLLING MEADOWS GOLF COURSE				
Vendor: 02946 - BRIDGESTONE GOLF, INC				
BRIDGESTONE GOLF, INC	INV-1003211905	03/11/2024	BALLS FOR RESALE	113.30
Vendor 02946 - BRIDGESTONE GOLF, INC Total:				113.30
Vendor: 066611 - CALLAWAY GOLF				
CALLAWAY GOLF	937812689	03/08/2024	BALLS FOR RESALE	266.70
Vendor 066611 - CALLAWAY GOLF Total:				266.70
Vendor: 01604 - COX BUSINESS SERVICES				
COX BUSINESS SERVICES	069462601	03/11/2024	TV Charges	13.99
Vendor 01604 - COX BUSINESS SERVICES Total:				13.99
Vendor: 026399 - FLINT HILLS BEVERAGE LLC				
FLINT HILLS BEVERAGE LLC	780694	03/13/2024	BEER FOR RESALE	1,150.86
Vendor 026399 - FLINT HILLS BEVERAGE LLC Total:				1,150.86
Vendor: 026585 - FOOTJOY/TITLEIST				
FOOTJOY/TITLEIST	917331297	03/13/2024	BALLS FOR RESALE	3,046.47
FOOTJOY/TITLEIST	917340422	03/13/2024	BALLS FOR RESALE	516.00
FOOTJOY/TITLEIST	917386034	03/06/2024	BALLS FOR RESALE	124.64
FOOTJOY/TITLEIST	917398326	03/07/2024	BALLS FOR RESALE	259.64
FOOTJOY/TITLEIST	917406789	03/08/2024	HATS FOR SALE	738.00
Vendor 026585 - FOOTJOY/TITLEIST Total:				4,684.75
Vendor: 03600 - JOSEPH T GIPSON				
JOSEPH T GIPSON	976475325	03/08/2024	SNACKS FOR RESALE	141.90
Vendor 03600 - JOSEPH T GIPSON Total:				141.90
Vendor: 03815 - KLMM-66 LLC				
KLMM-66 LLC	474623	03/06/2024	PEST CONTROL	137.50
Vendor 03815 - KLMM-66 LLC Total:				137.50
Vendor: 020860 - MID KANSAS COOPERATIVE ASSOCIATION				
MID KANSAS COOPERATIVE ASSOCIATION	MHB101007724	03/07/2024	DIESEL FOR EQUIPMENT	1,066.07

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MID KANSAS COOPERATIVE A...	MHB101007726	03/07/2024	GAS FOR CARTS AND EQUIPM...	1,093.54
Vendor 020860 - MID KANSAS COOPERATIVE ASSOCIATION Total:				2,159.61
Vendor: 03283 - PRAIRIEFIELD WATER, INC.				
PRAIRIEFIELD WATER, INC.	INV388272	03/05/2024	WATER SOFTENER RMGC	3,649.00
Vendor 03283 - PRAIRIEFIELD WATER, INC. Total:				3,649.00
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs	38.27
Vendor 03830 - PROCOPY, INC. Total:				38.27
Vendor: 076402 - TAYLOR MADE GOLF				
TAYLOR MADE GOLF	37229354	03/06/2024	BALLS FOR RESALE	85.76
Vendor 076402 - TAYLOR MADE GOLF Total:				85.76
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	129.95
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	30.00
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				159.95
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	75.90
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				75.90
Department 017 - ROLLING MEADOWS GOLF COURSE Total:				12,677.49
Department: 018 - EMERGENCY MEDICAL SERVICES				
Vendor: 01604 - COX BUSINESS SERVICES				
COX BUSINESS SERVICES	069462601	03/11/2024	TV Charges - FS2	39.37
COX BUSINESS SERVICES	069462601	03/11/2024	TV Charges - FS1	44.07
Vendor 01604 - COX BUSINESS SERVICES Total:				83.44
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs - FS1 - EMS	10.63
PROCOPY, INC.	018242	03/11/2024	Print Costs - FS2 - EMS Office	11.98
PROCOPY, INC.	018242	03/11/2024	Print Costs - FS2 Classroom	3.74
PROCOPY, INC.	018242	03/11/2024	Print Costs - FS1 - Copier	70.28
PROCOPY, INC.	018242	03/11/2024	Print Costs - Kelly	29.19
Vendor 03830 - PROCOPY, INC. Total:				125.82
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	180.00
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	779.70
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				959.70
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Internet - FS2 - Butler Building	65.99
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Internet - Fire Station One Ups..	119.99
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones - 50%	274.34
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				460.32
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS1 - Kelly	30.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS1	98.50
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS2 - Class	30.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS2 - EMS	30.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS1 - EMS	30.00
Vendor 086462 - XEROX CORPORATION Total:				218.50
Vendor: 00255 - ZOLL MEDICAL CORPORATION				
ZOLL MEDICAL CORPORATION	3920719	03/08/2024	MEDICAL SUPPLIES	895.72
ZOLL MEDICAL CORPORATION	3922250	03/11/2024	MEDICAL SUPPLIES	1,105.44
Vendor 00255 - ZOLL MEDICAL CORPORATION Total:				2,001.16
Department 018 - EMERGENCY MEDICAL SERVICES Total:				3,848.94

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Department: 019 - ANIMAL SHELTER				
Vendor: 03441 - AMERICAN DIGITAL SECURITY, LLC				
AMERICAN DIGITAL SECURITY,...	INV0025507	03/12/2024	INV0025507-Mar2024-Animal...	35.00
Vendor 03441 - AMERICAN DIGITAL SECURITY, LLC Total:				35.00
Vendor: 03272 - IDEXX DISTRIBUTION, INC.				
IDEXX DISTRIBUTION, INC.	10383338	03/12/2024	10383338-Interest	6.37
Vendor 03272 - IDEXX DISTRIBUTION, INC. Total:				6.37
Vendor: 03282 - MIDWEST VETERINARY SUPPLY, INC.				
MIDWEST VETERINARY SUPPL...	21651232 000	03/12/2024	21651232-000 Exam Latex Glo...	45.05
Vendor 03282 - MIDWEST VETERINARY SUPPLY, INC. Total:				45.05
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs	102.83
Vendor 03830 - PROCOPY, INC. Total:				102.83
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	53.08
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				53.08
Department 019 - ANIMAL SHELTER Total:				242.33
Department: 022 - BUILDING CODES & INSPECTIONS				
Vendor: 03495 - JEFFREY ROETHER				
JEFFREY ROETHER	1186	03/11/2024	Demolition of 218 W 11th St	7,400.00
Vendor 03495 - JEFFREY ROETHER Total:				7,400.00
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs	82.91
Vendor 03830 - PROCOPY, INC. Total:				82.91
Vendor: 02419 - SIR SPEEDY				
SIR SPEEDY	112739	03/11/2024	Dustin Taylor Business Cards	39.51
SIR SPEEDY	112739	03/11/2024	Kinsey Graham Business Cards	39.51
SIR SPEEDY	112739	03/11/2024	Dan Cronk Business Cards	39.51
SIR SPEEDY	112739	03/11/2024	Delivery	9.75
Vendor 02419 - SIR SPEEDY Total:				128.28
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	155.94
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Baracudda Eentials	36.00
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				191.94
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	198.51
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				198.51
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5496410	03/11/2024	Copier Lease	197.00
Vendor 086462 - XEROX CORPORATION Total:				197.00
Department 022 - BUILDING CODES & INSPECTIONS Total:				8,198.64
Department: 023 - LAW ENFORCEMENT DEPARTMENT				
Vendor: 00102 - ASSESSMENT STRATEGIES, LLC				
ASSESSMENT STRATEGIES, LLC	03012024	03/12/2024	03012024-Pysch-Eval-Ruben,...	315.00
ASSESSMENT STRATEGIES, LLC	03012024	03/12/2024	03012024-Pysch-Eval-Low,Chr...	315.00
Vendor 00102 - ASSESSMENT STRATEGIES, LLC Total:				630.00
Vendor: 01503 - CATHY FAHEY				
CATHY FAHEY	December 2023	03/12/2024	December 2023-Mileage	25.00
CATHY FAHEY	February 2024	03/12/2024	February 2024-Mileage	22.11
CATHY FAHEY	January 2024	03/12/2024	January 2024-Mileage	16.75
Vendor 01503 - CATHY FAHEY Total:				63.86
Vendor: 01604 - COX BUSINESS SERVICES				
COX BUSINESS SERVICES	069462601	03/11/2024	TV Charges	161.06
Vendor 01604 - COX BUSINESS SERVICES Total:				161.06

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Vendor: 03808 - FLOCK GROUP, INC.				
FLOCK GROUP, INC.	INV 33926	03/07/2024	Flock Services-Implementation..	27,500.00
Vendor 03808 - FLOCK GROUP, INC. Total:				27,500.00
Vendor: 027541 - GALLS INC				
GALLS INC	027234903	03/12/2024	027234903-Boots for Low,Ant...	176.00
Vendor 027541 - GALLS INC Total:				176.00
Vendor: 028442 - GEARY COUNTY SHERIFF				
GEARY COUNTY SHERIFF	February 2024	03/12/2024	February 2024-Jail Expenses	30,000.00
Vendor 028442 - GEARY COUNTY SHERIFF Total:				30,000.00
Vendor: 030780 - GROSS WRECKER SERVICE				
GROSS WRECKER SERVICE	79465	03/12/2024	79465-Case#2024-03552-Tow...	225.00
Vendor 030780 - GROSS WRECKER SERVICE Total:				225.00
Vendor: 015300 - KA-COMM				
KA-COMM	192081	03/12/2024	192081-March 2024-Tower R...	300.00
Vendor 015300 - KA-COMM Total:				300.00
Vendor: 041336 - KEY OFFICE PRODUCTS				
KEY OFFICE PRODUCTS	AR120800	03/12/2024	AR120800-Ziegler Notary Sta...	27.50
Vendor 041336 - KEY OFFICE PRODUCTS Total:				27.50
Vendor: 03565 - KRISPY CLEAN INC.				
KRISPY CLEAN INC.	February 2024	03/12/2024	February 2024-Uniform Clean...	210.62
Vendor 03565 - KRISPY CLEAN INC. Total:				210.62
Vendor: 03148 - LEXISNEXIS RISK DATA MANAGEMENT INC.				
LEXISNEXIS RISK DATA MANA...	1758217 20240229	03/12/2024	February 2024-Accurant Crime...	774.02
Vendor 03148 - LEXISNEXIS RISK DATA MANAGEMENT INC. Total:				774.02
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs - Patrol Sgt	68.78
PROCOPY, INC.	018242	03/11/2024	Print Costs - Chief	70.35
PROCOPY, INC.	018242	03/11/2024	Print Costs - Report Writing	123.04
PROCOPY, INC.	018242	03/11/2024	Print Costs - DTF	124.03
PROCOPY, INC.	018242	03/11/2024	Print Costs - Investigations	137.93
PROCOPY, INC.	018242	03/11/2024	Print Costs - Dispatch P1	125.39
PROCOPY, INC.	018242	03/11/2024	Print Costs - Records	419.81
PROCOPY, INC.	018242	03/11/2024	Print Costs - Dispatch P2	358.01
Vendor 03830 - PROCOPY, INC. Total:				1,427.34
Vendor: 02419 - SIR SPEEDY				
SIR SPEEDY	112670	03/12/2024	112670-Business Emergency ...	78.53
Vendor 02419 - SIR SPEEDY Total:				78.53
Vendor: 01167 - STAPLES ADVANTAGE				
STAPLES ADVANTAGE	3559845291	03/12/2024	3559845291-(50)pack Verbat...	56.19
STAPLES ADVANTAGE	3559845294	03/12/2024	3559845294-Pencils and Note...	36.36
STAPLES ADVANTAGE	3560268987	03/12/2024	3560268987-MulifoldTowelsR...	139.44
STAPLES ADVANTAGE	3560268987	03/12/2024	3560268987-MulifoldTowelsR...	16.78
STAPLES ADVANTAGE	3561102316	03/12/2024	3561102316-Detangler Cord	10.06
STAPLES ADVANTAGE	3561102319	03/12/2024	3561102319-Trashcan.TapeDi...	58.18
STAPLES ADVANTAGE	3561102321	03/12/2024	3561102321-Trashcan.Binders...	72.32
Vendor 01167 - STAPLES ADVANTAGE Total:				389.33
Vendor: 03898 - STORMONT VAIL HEALTH FLINT HILLS LLC				
STORMONT VAIL HEALTH FLIN...	1045293	03/11/2024	RUBEN ANTHONY	220.00
STORMONT VAIL HEALTH FLIN...	1045293	03/11/2024	CHRISTOPHER LOW	220.00
STORMONT VAIL HEALTH FLIN...	5005036300	03/12/2024	5005036300-Ballenger,G-02/0...	45.90
STORMONT VAIL HEALTH FLIN...	5005137600	03/12/2024	5005137600-Prisoner-Cuddy,T...	45.90
STORMONT VAIL HEALTH FLIN...	FH1000696060	03/12/2024	FH1000696060-Prisoner-Cudd...	37.14
Vendor 03898 - STORMONT VAIL HEALTH FLINT HILLS LLC Total:				568.94
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	432.00
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	1,871.28

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	337.87
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	78.00
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				2,719.15
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Internet - DTF	131.98
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Internet - PD Video Room	377.95
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	1,173.50
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	DTF - Phones	99.71
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				1,783.14
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - Investigations	197.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - Report Writing	60.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - Chief	60.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - Patrol SGT	60.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - DTF	60.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - Dispatch 2	60.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - Records	242.06
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - Dispatch 1	60.00
Vendor 086462 - XEROX CORPORATION Total:				799.06
Department 023 - LAW ENFORCEMENT DEPARTMENT Total:				67,833.55
Department: 024 - FIRE DEPARTMENT				
Vendor: 01604 - COX BUSINESS SERVICES				
COX BUSINESS SERVICES	069462601	03/11/2024	TV Charges - FS1	44.07
COX BUSINESS SERVICES	069462601	03/11/2024	TV Charges - FS2	39.38
Vendor 01604 - COX BUSINESS SERVICES Total:				83.45
Vendor: 03213 - DELTA FIRE & SAFETY INC.				
DELTA FIRE & SAFETY INC.	INVTX23-2487	03/08/2024	50 FIRE HOODS	1,949.50
Vendor 03213 - DELTA FIRE & SAFETY INC. Total:				1,949.50
Vendor: 02621 - GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LLC				
GODFREY'S INDOOR SHOOTI...	S169229	03/08/2024	EMS UNIFORM PANTS/SALM...	139.98
GODFREY'S INDOOR SHOOTI...	S169921	03/08/2024	EMS UNIFORM PANTS/SALM...	74.99
Vendor 02621 - GODFREY'S INDOOR SHOOTING AND ARCHERY RANGES, LLC Total:				214.97
Vendor: 02327 - HAYS FIRE AND RESCUE SALES AND SERVICE, LLC				
HAYS FIRE AND RESCUE SALES...	6903D	03/08/2024	DOOR LATCH/E1	82.25
Vendor 02327 - HAYS FIRE AND RESCUE SALES AND SERVICE, LLC Total:				82.25
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs - FS2 Classroom	3.75
PROCOPY, INC.	018242	03/11/2024	Print Costs - FS1 - Copier	70.27
PROCOPY, INC.	018242	03/11/2024	Print Costs - Kelly	29.21
PROCOPY, INC.	018242	03/11/2024	Print Costs - FS2 - EMS Office	11.97
PROCOPY, INC.	018242	03/11/2024	Print Costs - FS1 - EMS	10.61
Vendor 03830 - PROCOPY, INC. Total:				125.81
Vendor: 03898 - STORMONT VAIL HEALTH FLINT HILLS LLC				
STORMONT VAIL HEALTH FLIN...	1045293	03/11/2024	KYLE BERGMAN	125.00
STORMONT VAIL HEALTH FLIN...	1045293	03/11/2024	GABRIEL SALMON	125.00
Vendor 03898 - STORMONT VAIL HEALTH FLINT HILLS LLC Total:				250.00
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	180.00
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	779.70
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				959.70
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Internet - FS2 - Butler Building	65.99
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones - 50%	274.34
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				340.33
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS1	98.50

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS2 - Class	30.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS1 - EMS	30.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS1 - Kelly	30.00
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - FS2 - EMS	30.00
Vendor 086462 - XEROX CORPORATION Total:				218.50
Department 024 - FIRE DEPARTMENT Total:				4,224.51
Department: 025 - STREET DEPARTMENT				
Vendor: 006660 - BAYER CONSTRUCTION CO.				
BAYER CONSTRUCTION CO.	SMS670292	03/07/2024	ROAD ROCK	1,759.61
Vendor 006660 - BAYER CONSTRUCTION CO. Total:				1,759.61
Vendor: 018500 - DAVE'S ELECTRIC, INC.				
DAVE'S ELECTRIC, INC.	2024073	03/07/2024	TORNADO SIREN CHECKS	900.00
DAVE'S ELECTRIC, INC.	2024087	03/07/2024	8TH AND EISENHOWER, UG L...	225.00
DAVE'S ELECTRIC, INC.	2024088	03/07/2024	MAINTENANCE ON MISC GEN...	675.00
Vendor 018500 - DAVE'S ELECTRIC, INC. Total:				1,800.00
Vendor: 027480 - GADES SALES CO.				
GADES SALES CO.	86014-IN	03/07/2024	PEDESTRIAN SIGNAL AND LED ...	2,255.95
Vendor 027480 - GADES SALES CO. Total:				2,255.95
Vendor: 044640 - KAW VALLEY ENGINEERING, INC				
KAW VALLEY ENGINEERING, I...	A49864	03/07/2024	GIS WORK	3,125.00
KAW VALLEY ENGINEERING, I...	A49866	03/07/2024	SPRING VALLEY RD SIDEWALK ...	4,897.50
KAW VALLEY ENGINEERING, I...	A49869	03/08/2024	2024 STREET MAINTENANCE	2,620.00
KAW VALLEY ENGINEERING, I...	A49885	03/08/2024	KDOTPROJECT A19T8931 TE 0...	11,970.31
KAW VALLEY ENGINEERING, I...	A49887	03/08/2024	2023 SIDEWALK REPAIRS	2,525.64
KAW VALLEY ENGINEERING, I...	A49888	03/08/2024	2023 ALLEY REPAIRS	9,578.24
KAW VALLEY ENGINEERING, I...	A49930	03/08/2024	2024 ON-CALL ENGINEERING	9,729.51
Vendor 044640 - KAW VALLEY ENGINEERING, INC Total:				44,446.20
Vendor: 01514 - MIDWEST CONCRETE MATERIALS				
MIDWEST CONCRETE MATERI...	648487	03/11/2024	PD CONCRETE FOR GENERAT...	703.63
Vendor 01514 - MIDWEST CONCRETE MATERIALS Total:				703.63
Vendor: 01688 - MIDWEST PUBLIC RISK-MPR				
MIDWEST PUBLIC RISK-MPR	MPR240089 DEDUCTIBLE	03/05/2024	MPR240089 DEDUCTIBLE	1,000.00
Vendor 01688 - MIDWEST PUBLIC RISK-MPR Total:				1,000.00
Vendor: 03078 - POMP'S TIRE SERVICE, INC.				
POMP'S TIRE SERVICE, INC.	1160069428	03/11/2024	SPARE WHEELS 610,611,613,8...	860.12
Vendor 03078 - POMP'S TIRE SERVICE, INC. Total:				860.12
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs - Public Works	54.54
Vendor 03830 - PROCOPY, INC. Total:				54.54
Vendor: 076635 - THERMAL COMFORT AIR, INC				
THERMAL COMFORT AIR, INC	196758	03/11/2024	PW ICE MACHINE REPAIRS	96.78
Vendor 076635 - THERMAL COMFORT AIR, INC Total:				96.78
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	66.00
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	285.89
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				351.89
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones PW -25%	44.37
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				44.37
Vendor: 03911 - VERIZON CONNECT FLEET USA LLC				
VERIZON CONNECT FLEET USA...	376000057503	03/07/2024	Public Works Vehicle Cameras	214.64
VERIZON CONNECT FLEET USA...	621000052862	03/07/2024	Public Works Vehicle Cameras	214.64
Vendor 03911 - VERIZON CONNECT FLEET USA LLC Total:				429.28

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5496410	03/11/2024	Copier Lease	49.25
Vendor 086462 - XEROX CORPORATION Total:				49.25
Department 025 - STREET DEPARTMENT Total:				53,851.62
Department: 029 - LEGAL DEPARTMENT				
Vendor: 02660 - CITY ATTORNEYS ASSOCIATION OF KANSAS				
CITY ATTORNEYS ASSOCIATIO...	InvC5392	03/11/2024	AP Legal Supply and CAAK M...	35.00
Vendor 02660 - CITY ATTORNEYS ASSOCIATION OF KANSAS Total:				35.00
Vendor: 041336 - KEY OFFICE PRODUCTS				
KEY OFFICE PRODUCTS	InvAR120164	03/11/2024	Supplies	469.76
Vendor 041336 - KEY OFFICE PRODUCTS Total:				469.76
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	129.95
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Barracuda Essentials	30.00
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				159.95
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	City Attorney Phones	100.61
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				100.61
Department 029 - LEGAL DEPARTMENT Total:				765.32
Department: 030 - MUNICIPAL COURT				
Vendor: 01516 - COLLECTION BUREAU OF KANSAS INC				
COLLECTION BUREAU OF KAN...	02292024	03/11/2024	Court CBK- Feb 2024	621.91
Vendor 01516 - COLLECTION BUREAU OF KANSAS INC Total:				621.91
Vendor: 03975 - CORD JOSEPH LEEKA				
CORD JOSEPH LEEKA	Case#23-4834 Megan Crane	03/11/2024	Case#23-4834 Megan Crane	1,000.00
Vendor 03975 - CORD JOSEPH LEEKA Total:				1,000.00
Vendor: 01604 - COX BUSINESS SERVICES				
COX BUSINESS SERVICES	069462601	03/11/2024	TV - Municipal Court	15.74
Vendor 01604 - COX BUSINESS SERVICES Total:				15.74
Vendor: 04107 - FLUELLYN, TAVON D				
FLUELLYN, TAVON D	INV0029586	03/11/2024	FLUELLYN, TAVON D	790.00
Vendor 04107 - FLUELLYN, TAVON D Total:				790.00
Vendor: 028442 - GEARY COUNTY SHERIFF				
GEARY COUNTY SHERIFF	Feb 2024 Booking	03/12/2024	February 2024-Booking Fees	1,039.49
Vendor 028442 - GEARY COUNTY SHERIFF Total:				1,039.49
Vendor: 04108 - HARRIS, DEXTER BYRON GEORGE				
HARRIS, DEXTER BYRON GEO...	INV0029587	03/11/2024	HARRIS, DEXTER BYRON GEO...	325.00
Vendor 04108 - HARRIS, DEXTER BYRON GEORGE Total:				325.00
Vendor: 04109 - MICHAUD, OLIVIA JOAN				
MICHAUD, OLIVIA JOAN	INV0029588	03/11/2024	MICHAUD, OLIVIA JOAN	35.00
Vendor 04109 - MICHAUD, OLIVIA JOAN Total:				35.00
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs	275.66
Vendor 03830 - PROCOPY, INC. Total:				275.66
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	181.93
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Baracudda Esentials	42.00
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				223.93
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones	199.41
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				199.41
Vendor: 01414 - TYLER TECHNOLOGIES, INC				
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	Annual Web Site Fee	1,200.00

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Vendor Name	Payable Number	Post Date
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024
Vendor: 01671 - UNDERGROUND VAULTS & STORAGE, INC.		
UNDERGROUND VAULTS & ST...	1053382	03/06/2024
Vendor: 086462 - XEROX CORPORATION		
XEROX CORPORATION	5496410	03/11/2024
Department: 048 - RECREATION DEPARTMENT		
Vendor: 01644 - DONNA SWIHART		
DONNA SWIHART	MILEAGE JAN-FEB 2024	03/11/2024
Vendor: 03830 - PROCOPY, INC.		
PROCOPY, INC.	018242	03/11/2024
Vendor: 03014 - TRUSTED TECH TEAM, INC.		
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.		
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024
Vendor: 086462 - XEROX CORPORATION		
XEROX CORPORATION	5496410	03/11/2024
Fund: 002 - GRANT FUND		
Department: 000 - NON-DEPARTMENTAL		
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC		
BLUE CROSS BLUE SHIELD OF ...	INV0029481	03/08/2024
BLUE CROSS BLUE SHIELD OF ...	INV0029484	03/08/2024
Vendor: 001010 - INTERNAL REVENUE SERVICE		
INTERNAL REVENUE SERVICE	INV0029527	03/08/2024
INTERNAL REVENUE SERVICE	INV0029528	03/08/2024
Vendor: 039125 - JCPOA		
JCPOA	INV0029518	03/08/2024
Vendor: 042540 - KANSAS DEPT OF REVENUE		
KANSAS DEPT OF REVENUE	INV0029525	03/08/2024
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES		
KANSAS PUBLIC EMPLOYEES	INV0029510	03/08/2024
Vendor: 03938 - VSP INSURANCE CO.		
VSP INSURANCE CO.	INV0029523	03/08/2024

Description (Item)	Amount
Court Online Componenet	1,200.00
Vendor 01414 - TYLER TECHNOLOGIES, INC Total:	2,400.00
SHREDDING CONTAINER - CO...	10.00
Vendor 01671 - UNDERGROUND VAULTS & STORAGE, INC. Total:	10.00
Copier Lease	197.00
Vendor 086462 - XEROX CORPORATION Total:	197.00
Department 030 - MUNICIPAL COURT Total:	7,133.14
MILEAGE JAN-FEB 2024	24.79
Vendor 01644 - DONNA SWIHART Total:	24.79
Print Costs	27.57
Vendor 03830 - PROCOPY, INC. Total:	27.57
Barracuda Essentials	48.00
Office 365 Mailboxes	207.92
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:	255.92
Phones	102.87
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:	102.87
Copier Lease	60.00
Vendor 086462 - XEROX CORPORATION Total:	60.00
Department 048 - RECREATION DEPARTMENT Total:	471.15
Fund 001 - GENERAL FUND Total:	468,639.64
BLUE CROSS BLUE SHIELD	362.74
BLUE CROSS BLUE SHIELD	26.29
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:	389.03
FEDERAL WITHHOLDING	61.50
MEDICARE WITHHOLDING	38.66
Vendor 001010 - INTERNAL REVENUE SERVICE Total:	100.16
JCPOA	14.99
Vendor 039125 - JCPOA Total:	14.99
STATE WITHHOLDING	45.99
Vendor 042540 - KANSAS DEPT OF REVENUE Total:	45.99
KP&F	466.27
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:	466.27
VSP Vision Insurance Pre-Tax	5.62
Vendor 03938 - VSP INSURANCE CO. Total:	5.62
Department 000 - NON-DEPARTMENTAL Total:	1,022.06
Fund 002 - GRANT FUND Total:	1,022.06

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Fund: 014 - WATER UTILITY FUND				
Department: 000 - NON-DEPARTMENTAL				
Vendor: 043380 - ADVANCE LIFE INSURANCE				
ADVANCE LIFE INSURANCE	INV0029477	03/08/2024	CITY OF JC EMPLOYER PD LIFE	12.68
ADVANCE LIFE INSURANCE	INV0029478	03/08/2024	ADVANCE LIFE INSURANCE BE...	44.47
Vendor 043380 - ADVANCE LIFE INSURANCE Total:				57.15
Vendor: 03161 - ADVANCE SHORT TERM DISABILITY				
ADVANCE SHORT TERM DISAB...	INV0029521	03/08/2024	CITY OF JC EMPLOYER PAID S...	35.48
Vendor 03161 - ADVANCE SHORT TERM DISABILITY Total:				35.48
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY				
AMERICAN FAMILY LIFE ASSU...	INV0029479	03/08/2024	AFLAC	15.07
AMERICAN FAMILY LIFE ASSU...	INV0029480	03/08/2024	AFLAC BEFORE TAX	41.29
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:				56.36
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC				
BLUE CROSS BLUE SHIELD OF ...	INV0029484	03/08/2024	BLUE CROSS BLUE SHIELD	12.27
BLUE CROSS BLUE SHIELD OF ...	INV0029488	03/08/2024	BLUE CROSS BLUE SHIELD	197.15
BLUE CROSS BLUE SHIELD OF ...	INV0029489	03/08/2024	BLUE CROSS BLUE SHIELD	47.05
BLUE CROSS BLUE SHIELD OF ...	INV0029490	03/08/2024	BLUE CROSS BLUE SHIELD	426.74
BLUE CROSS BLUE SHIELD OF ...	INV0029491	03/08/2024	BLUE CROSS BLUE SHIELD	37.85
BLUE CROSS BLUE SHIELD OF ...	INV0029492	03/08/2024	BLUE CROSS BLUE SHIELD	446.33
BLUE CROSS BLUE SHIELD OF ...	INV0029493	03/08/2024	BLUE CROSS BLUE SHIELD	250.98
BLUE CROSS BLUE SHIELD OF ...	INV0029495	03/08/2024	BLUE CROSS BLUE SHIELD	155.78
BLUE CROSS BLUE SHIELD OF ...	INV0029497	03/08/2024	BLUE CROSS BLUE SHIELD	57.47
BLUE CROSS BLUE SHIELD OF ...	INV0029498	03/08/2024	BLUE CROSS BLUE SHIELD	68.47
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:				1,700.09
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334				
CITY OF JC FLEX SPENDING AC...	INV0029505	03/08/2024	FLEX SPENDING-1074334	116.72
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:				116.72
Vendor: 012130 - CITY OF JUNCTION CITY				
CITY OF JUNCTION CITY	INV0029506	03/08/2024	CITY OF JUNCTION CITY (G-FEE)	2.51
CITY OF JUNCTION CITY	INV0029520	03/08/2024	TELEPHONE REIMBURSEMENT	21.88
Vendor 012130 - CITY OF JUNCTION CITY Total:				24.39
Vendor: 01944 - EMPOWER RETIREMENT LLC				
EMPOWER RETIREMENT LLC	INV0029514	03/08/2024	EMPOWER FINANCIAL SERVIC...	307.97
EMPOWER RETIREMENT LLC	INV0029541	03/08/2024	EMPOWER FINANCIAL SERVIC...	2,402.76
Vendor 01944 - EMPOWER RETIREMENT LLC Total:				2,710.73
Vendor: 001010 - INTERNAL REVENUE SERVICE				
INTERNAL REVENUE SERVICE	CM0001167	03/08/2024	SOCIAL SECURITY WITHHOLDI...	-325.90
INTERNAL REVENUE SERVICE	CM0001168	03/08/2024	FEDERAL WITHHOLDING	-658.43
INTERNAL REVENUE SERVICE	CM0001169	03/08/2024	MEDICARE WITHHOLDING	-76.22
INTERNAL REVENUE SERVICE	INV0029526	03/08/2024	SOCIAL SECURITY WITHHOLDI...	2,296.42
INTERNAL REVENUE SERVICE	INV0029527	03/08/2024	FEDERAL WITHHOLDING	1,304.49
INTERNAL REVENUE SERVICE	INV0029528	03/08/2024	MEDICARE WITHHOLDING	537.24
INTERNAL REVENUE SERVICE	INV0029538	03/08/2024	SOCIAL SECURITY WITHHOLDI...	390.96
INTERNAL REVENUE SERVICE	INV0029539	03/08/2024	FEDERAL WITHHOLDING	683.24
INTERNAL REVENUE SERVICE	INV0029540	03/08/2024	MEDICARE WITHHOLDING	91.44
INTERNAL REVENUE SERVICE	INV0029544	03/08/2024	SOCIAL SECURITY WITHHOLDI...	325.90
INTERNAL REVENUE SERVICE	INV0029545	03/08/2024	FEDERAL WITHHOLDING	13.77
INTERNAL REVENUE SERVICE	INV0029546	03/08/2024	MEDICARE WITHHOLDING	76.22
Vendor 001010 - INTERNAL REVENUE SERVICE Total:				4,659.13
Vendor: 00973 - KANSAS DEPARTMENT OF LABOR				
KANSAS DEPARTMENT OF LA...	CM0001165	03/08/2024	QUARTERLY UNEMPLOYMENT ..	-2.63
KANSAS DEPARTMENT OF LA...	INV0029524	03/08/2024	QUARTERLY UNEMPLOYMENT ..	18.53
KANSAS DEPARTMENT OF LA...	INV0029536	03/08/2024	QUARTERLY UNEMPLOYMENT ..	3.16
KANSAS DEPARTMENT OF LA...	INV0029542	03/08/2024	QUARTERLY UNEMPLOYMENT ..	2.63
Vendor 00973 - KANSAS DEPARTMENT OF LABOR Total:				21.69

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Vendor: 042540 - KANSAS DEPT OF REVENUE				
KANSAS DEPT OF REVENUE	CM0001166	03/08/2024	STATE WITHHOLDING	-143.54
KANSAS DEPT OF REVENUE	INV0029525	03/08/2024	STATE WITHHOLDING	708.41
KANSAS DEPT OF REVENUE	INV0029537	03/08/2024	STATE WITHHOLDING	154.54
KANSAS DEPT OF REVENUE	INV0029543	03/08/2024	STATE WITHHOLDING	6.83
Vendor 042540 - KANSAS DEPT OF REVENUE Total:				726.24
Vendor: 014435 - KANSAS PAYMENT CENTER				
KANSAS PAYMENT CENTER	INV0029508	03/08/2024	INCOME WITHHOLDING ORD...	81.51
Vendor 014435 - KANSAS PAYMENT CENTER Total:				81.51
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES				
KANSAS PUBLIC EMPLOYEES	INV0029511	03/08/2024	KPERS #1	442.92
KANSAS PUBLIC EMPLOYEES	INV0029512	03/08/2024	KPERS #2	413.05
KANSAS PUBLIC EMPLOYEES	INV0029513	03/08/2024	KPERS #3	2,037.10
KANSAS PUBLIC EMPLOYEES	INV0029515	03/08/2024	KPERS INSURANCE	189.64
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:				3,082.71
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY				
UNITED WAY OF JUNCTION CI...	INV0029522	03/08/2024	UNITED WAY	3.01
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:				3.01
Vendor: 03938 - VSP INSURANCE CO.				
VSP INSURANCE CO.	INV0029523	03/08/2024	VSP Vision Insurance Pre-Tax	37.60
Vendor 03938 - VSP INSURANCE CO. Total:				37.60
Department 000 - NON-DEPARTMENTAL Total:				13,312.81
Department: 532 - WATER DISTRIBUTION SYSTEM				
Vendor: 02808 - COMMERCE BANK				
COMMERCE BANK	150131	03/06/2024	LP SENSUS - ADVANCED METE...	201,903.69
Vendor 02808 - COMMERCE BANK Total:				201,903.69
Vendor: 02719 - CORE & MAIN LP				
CORE & MAIN LP	U272452	03/11/2024	JUNIPER ARCHER 3 HANDHELD	3,030.92
Vendor 02719 - CORE & MAIN LP Total:				3,030.92
Vendor: 044640 - KAW VALLEY ENGINEERING, INC				
KAW VALLEY ENGINEERING, I...	A49868	03/08/2024	LSLI-WATER SERVICE LINES	18,304.54
KAW VALLEY ENGINEERING, I...	A49872	03/08/2024	2024 JC UTILITY AS-BUILTS	746.44
KAW VALLEY ENGINEERING, I...	A49874	03/08/2024	2023 WATER SYSTEM IMPRO...	2,073.22
KAW VALLEY ENGINEERING, I...	A49876	03/08/2024	2024 WATER SYSTEM IMPRO...	7,861.03
KAW VALLEY ENGINEERING, I...	A49886	03/08/2024	2023 WATER SYSTEM IMPRO...	17,080.30
KAW VALLEY ENGINEERING, I...	A49930	03/08/2024	2024 ON-CALL ENGINEERING	9,732.42
Vendor 044640 - KAW VALLEY ENGINEERING, INC Total:				55,797.95
Vendor: 01514 - MIDWEST CONCRETE MATERIALS				
MIDWEST CONCRETE MATERI...	648383	03/11/2024	MADISON AND VINE CONCRE...	693.25
Vendor 01514 - MIDWEST CONCRETE MATERIALS Total:				693.25
Vendor: 01810 - MUNICIPAL SUPPLY, INC. OF NEBRASKA				
MUNICIPAL SUPPLY, INC. OF ...	900158-IN	03/11/2024	10" HYMAX COUPLING	2,252.00
Vendor 01810 - MUNICIPAL SUPPLY, INC. OF NEBRASKA Total:				2,252.00
Vendor: 03078 - POMP'S TIRE SERVICE, INC.				
POMP'S TIRE SERVICE, INC.	1160069428	03/11/2024	SPARE WHEELS 610,611,613,8...	430.06
Vendor 03078 - POMP'S TIRE SERVICE, INC. Total:				430.06
Vendor: 066189 - REEVES-WIEDEMAN CO.				
REEVES-WIEDEMAN CO.	6340745	03/07/2024	2 PVC COMPRESSION COUPLI...	41.55
REEVES-WIEDEMAN CO.	6341493	03/11/2024	COMP UNION AND COPPER T...	276.78
REEVES-WIEDEMAN CO.	6341542	03/11/2024	BALL VALVE AND ADAPTER	199.63
REEVES-WIEDEMAN CO.	6343014	03/07/2024	3/4" COIL BLUE TUBING FOR L...	49.00
REEVES-WIEDEMAN CO.	6343062	03/07/2024	3/4 AND 1 IN COMP UNION F...	395.52
REEVES-WIEDEMAN CO.	6343301	03/07/2024	ADAPTERS, REDUCERS, BUSHI...	472.04
REEVES-WIEDEMAN CO.	6344192	03/07/2024	2 PVC COMPRESSION COUPLI...	41.55
Vendor 066189 - REEVES-WIEDEMAN CO. Total:				1,476.07

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Vendor: 069498 - SALINA SUPPLY COMPANY				
SALINA SUPPLY COMPANY	S100260186.001	03/11/2024	MISC PARTS FOR FIRE HDYRA...	830.47
SALINA SUPPLY COMPANY	S100260409.001	03/11/2024	10" HYMAX GRIP COUPLING, ...	1,836.95
Vendor 069498 - SALINA SUPPLY COMPANY Total:				2,667.42
Vendor: 076635 - THERMAL COMFORT AIR, INC				
THERMAL COMFORT AIR, INC	196758	03/11/2024	PW ICE MACHINE REPAIRS	96.78
Vendor 076635 - THERMAL COMFORT AIR, INC Total:				96.78
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones PW -25%	44.37
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				44.37
Department 532 - WATER DISTRIBUTION SYSTEM Total:				268,392.51
Department: 533 - WATER PLANT OPERATIONS				
Vendor: 038040 - J & K CONTRACTING L.C.				
J & K CONTRACTING L.C.	A22D1062.8	03/12/2024	2023 WATER SYSTEM IMPRO...	168,503.66
Vendor 038040 - J & K CONTRACTING L.C. Total:				168,503.66
Department 533 - WATER PLANT OPERATIONS Total:				168,503.66
Department: 534 - WATER ADMINISTRATION				
Vendor: 01516 - COLLECTION BUREAU OF KANSAS INC				
COLLECTION BUREAU OF KAN...	2024-02-29-LC190-1-C	03/11/2024	COLLECTION FEES Feb 2024	1,691.75
Vendor 01516 - COLLECTION BUREAU OF KANSAS INC Total:				1,691.75
Vendor: 063666 - PITNEY BOWES INC				
PITNEY BOWES INC	1024956080	03/12/2024	Rental-Pitney Bowes-01/01/2...	113.21
Vendor 063666 - PITNEY BOWES INC Total:				113.21
Vendor: 064200 - POSTMASTER				
POSTMASTER	INV0029552	03/08/2024	POSTAGE MACHINE (BULK W...	2,500.00
Vendor 064200 - POSTMASTER Total:				2,500.00
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs - Public Works	54.54
PROCOPY, INC.	018242	03/11/2024	Print Costs - Customer Service	58.18
Vendor 03830 - PROCOPY, INC. Total:				112.72
Vendor: 02419 - SIR SPEEDY				
SIR SPEEDY	112668	03/11/2024	#10 WINDOW-WITHOUT PER...	1,349.52
SIR SPEEDY	112672	03/11/2024	#10 WINDOW-WITHOUT PER...	225.00
Vendor 02419 - SIR SPEEDY Total:				1,574.52
Vendor: 03014 - TRUSTED TECH TEAM, INC.				
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Office 365 Mailboxes	129.95
TRUSTED TECH TEAM, INC.	cb-107699	03/07/2024	Baracudda Esentials	30.00
Vendor 03014 - TRUSTED TECH TEAM, INC. Total:				159.95
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones Customer Service	173.46
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				173.46
Vendor: 01414 - TYLER TECHNOLOGIES, INC				
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	ERP Pro Financials Address Ver..	408.00
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	Annual Web Site Fee	408.00
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	Utility Billing Online Compone...	1,305.60
Vendor 01414 - TYLER TECHNOLOGIES, INC Total:				2,121.60
Vendor: 03911 - VERIZON CONNECT FLEET USA LLC				
VERIZON CONNECT FLEET USA...	376000057503	03/07/2024	Public Works Vehicle Cameras	214.64
VERIZON CONNECT FLEET USA...	621000052862	03/07/2024	Public Works Vehicle Cameras	214.64
Vendor 03911 - VERIZON CONNECT FLEET USA LLC Total:				429.28
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5472257	03/11/2024	Copier Lease Payment	107.74
XEROX CORPORATION	5496410	03/11/2024	Copier Lease	49.25

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - CS - Printer	20.40
Vendor 086462 - XEROX CORPORATION Total:				177.39
Department 534 - WATER ADMINISTRATION Total:				9,053.88
Fund 014 - WATER UTILITY FUND Total:				459,262.86
Fund: 015 - WASTEWATER UTILITY FUND				
Department: 000 - NON-DEPARTMENTAL				
Vendor: 043380 - ADVANCE LIFE INSURANCE				
ADVANCE LIFE INSURANCE	INV0029477	03/08/2024	CITY OF JC EMPLOYER PD LIFE	13.05
ADVANCE LIFE INSURANCE	INV0029478	03/08/2024	ADVANCE LIFE INSURANCE BE...	44.47
Vendor 043380 - ADVANCE LIFE INSURANCE Total:				57.52
Vendor: 03161 - ADVANCE SHORT TERM DISABILITY				
ADVANCE SHORT TERM DISAB...	INV0029521	03/08/2024	CITY OF JC EMPLOYER PAID S...	36.58
Vendor 03161 - ADVANCE SHORT TERM DISABILITY Total:				36.58
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY				
AMERICAN FAMILY LIFE ASSU...	INV0029479	03/08/2024	AFLAC	15.32
AMERICAN FAMILY LIFE ASSU...	INV0029480	03/08/2024	AFLAC BEFORE TAX	43.69
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:				59.01
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC				
BLUE CROSS BLUE SHIELD OF ...	INV0029484	03/08/2024	BLUE CROSS BLUE SHIELD	15.78
BLUE CROSS BLUE SHIELD OF ...	INV0029488	03/08/2024	BLUE CROSS BLUE SHIELD	197.15
BLUE CROSS BLUE SHIELD OF ...	INV0029489	03/08/2024	BLUE CROSS BLUE SHIELD	47.04
BLUE CROSS BLUE SHIELD OF ...	INV0029490	03/08/2024	BLUE CROSS BLUE SHIELD	432.52
BLUE CROSS BLUE SHIELD OF ...	INV0029491	03/08/2024	BLUE CROSS BLUE SHIELD	37.85
BLUE CROSS BLUE SHIELD OF ...	INV0029492	03/08/2024	BLUE CROSS BLUE SHIELD	467.52
BLUE CROSS BLUE SHIELD OF ...	INV0029493	03/08/2024	BLUE CROSS BLUE SHIELD	292.81
BLUE CROSS BLUE SHIELD OF ...	INV0029495	03/08/2024	BLUE CROSS BLUE SHIELD	155.78
BLUE CROSS BLUE SHIELD OF ...	INV0029497	03/08/2024	BLUE CROSS BLUE SHIELD	53.17
BLUE CROSS BLUE SHIELD OF ...	INV0029498	03/08/2024	BLUE CROSS BLUE SHIELD	73.77
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:				1,773.39
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334				
CITY OF JC FLEX SPENDING AC...	INV0029505	03/08/2024	FLEX SPENDING-1074334	116.70
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:				116.70
Vendor: 012130 - CITY OF JUNCTION CITY				
CITY OF JUNCTION CITY	INV0029506	03/08/2024	CITY OF JUNCTION CITY (G-FEE)	2.49
CITY OF JUNCTION CITY	INV0029520	03/08/2024	TELEPHONE REIMBURSEMENT	23.20
Vendor 012130 - CITY OF JUNCTION CITY Total:				25.69
Vendor: 01944 - EMPOWER RETIREMENT LLC				
EMPOWER RETIREMENT LLC	INV0029514	03/08/2024	EMPOWER FINANCIAL SERVIC...	307.97
EMPOWER RETIREMENT LLC	INV0029541	03/08/2024	EMPOWER FINANCIAL SERVIC...	2,402.76
Vendor 01944 - EMPOWER RETIREMENT LLC Total:				2,710.73
Vendor: 001010 - INTERNAL REVENUE SERVICE				
INTERNAL REVENUE SERVICE	CM0001167	03/08/2024	SOCIAL SECURITY WITHHOLDI...	-325.90
INTERNAL REVENUE SERVICE	CM0001168	03/08/2024	FEDERAL WITHHOLDING	-658.43
INTERNAL REVENUE SERVICE	CM0001169	03/08/2024	MEDICARE WITHHOLDING	-76.22
INTERNAL REVENUE SERVICE	INV0029526	03/08/2024	SOCIAL SECURITY WITHHOLDI...	2,345.98
INTERNAL REVENUE SERVICE	INV0029527	03/08/2024	FEDERAL WITHHOLDING	1,315.68
INTERNAL REVENUE SERVICE	INV0029528	03/08/2024	MEDICARE WITHHOLDING	548.56
INTERNAL REVENUE SERVICE	INV0029538	03/08/2024	SOCIAL SECURITY WITHHOLDI...	390.96
INTERNAL REVENUE SERVICE	INV0029539	03/08/2024	FEDERAL WITHHOLDING	683.24
INTERNAL REVENUE SERVICE	INV0029540	03/08/2024	MEDICARE WITHHOLDING	91.44
INTERNAL REVENUE SERVICE	INV0029544	03/08/2024	SOCIAL SECURITY WITHHOLDI...	325.90
INTERNAL REVENUE SERVICE	INV0029545	03/08/2024	FEDERAL WITHHOLDING	13.77
INTERNAL REVENUE SERVICE	INV0029546	03/08/2024	MEDICARE WITHHOLDING	76.22
Vendor 001010 - INTERNAL REVENUE SERVICE Total:				4,731.20
Vendor: 00973 - KANSAS DEPARTMENT OF LABOR				
KANSAS DEPARTMENT OF LA...	CM0001165	03/08/2024	QUARTERLY UNEMPLOYMENT ..	-2.63
KANSAS DEPARTMENT OF LA...	INV0029524	03/08/2024	QUARTERLY UNEMPLOYMENT ..	18.78

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
KANSAS DEPARTMENT OF LA...	INV0029536	03/08/2024	QUARTERLY UNEMPLOYMENT ..	3.15
KANSAS DEPARTMENT OF LA...	INV0029542	03/08/2024	QUARTERLY UNEMPLOYMENT ..	2.63
Vendor 00973 - KANSAS DEPARTMENT OF LABOR Total:				21.93
Vendor: 042540 - KANSAS DEPT OF REVENUE				
KANSAS DEPT OF REVENUE	CM0001166	03/08/2024	STATE WITHHOLDING	-143.54
KANSAS DEPT OF REVENUE	INV0029525	03/08/2024	STATE WITHHOLDING	722.17
KANSAS DEPT OF REVENUE	INV0029537	03/08/2024	STATE WITHHOLDING	154.53
KANSAS DEPT OF REVENUE	INV0029543	03/08/2024	STATE WITHHOLDING	6.83
Vendor 042540 - KANSAS DEPT OF REVENUE Total:				739.99
Vendor: 014435 - KANSAS PAYMENT CENTER				
KANSAS PAYMENT CENTER	INV0029508	03/08/2024	INCOME WITHHOLDING ORD...	81.49
Vendor 014435 - KANSAS PAYMENT CENTER Total:				81.49
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES				
KANSAS PUBLIC EMPLOYEES	INV0029511	03/08/2024	KPERS #1	442.91
KANSAS PUBLIC EMPLOYEES	INV0029512	03/08/2024	KPERS #2	413.06
KANSAS PUBLIC EMPLOYEES	INV0029513	03/08/2024	KPERS #3	2,099.01
KANSAS PUBLIC EMPLOYEES	INV0029515	03/08/2024	KPERS INSURANCE	193.57
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:				3,148.55
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY				
UNITED WAY OF JUNCTION CI...	INV0029522	03/08/2024	UNITED WAY	3.01
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:				3.01
Vendor: 03938 - VSP INSURANCE CO.				
VSP INSURANCE CO.	INV0029523	03/08/2024	VSP Vision Insurance Pre-Tax	39.74
Vendor 03938 - VSP INSURANCE CO. Total:				39.74
Department 000 - NON-DEPARTMENTAL Total:				13,545.53
Department: 540 - WASTEWATER DISTRIBUTION SYSTEM				
Vendor: 000966 - ACE PIPE CLEANING, INC.				
ACE PIPE CLEANING, INC.	148555 02/17/2024	03/11/2024	SANITARY SEWER MAINTENA...	30,858.18
Vendor 000966 - ACE PIPE CLEANING, INC. Total:				30,858.18
Vendor: 01662 - HDR ENGINEERING INC				
HDR ENGINEERING INC	1200603964	03/11/2024	WW TREATMENT PLANTS PH 2...	104,900.47
Vendor 01662 - HDR ENGINEERING INC Total:				104,900.47
Vendor: 044640 - KAW VALLEY ENGINEERING, INC				
KAW VALLEY ENGINEERING, I...	A49930	03/08/2024	2024 ON-CALL ENGINEERING	9,729.51
Vendor 044640 - KAW VALLEY ENGINEERING, INC Total:				9,729.51
Vendor: 01514 - MIDWEST CONCRETE MATERIALS				
MIDWEST CONCRETE MATERI...	648488	03/11/2024	FLOWABLE FILL, SUNSET SWR ...	387.50
MIDWEST CONCRETE MATERI...	648489	03/11/2024	7TH AND CHICAGO SEWER RE...	269.50
Vendor 01514 - MIDWEST CONCRETE MATERIALS Total:				657.00
Vendor: 03078 - POMP'S TIRE SERVICE, INC.				
POMP'S TIRE SERVICE, INC.	1160069428	03/11/2024	SPARE WHEELS 610,611,613,8...	430.06
Vendor 03078 - POMP'S TIRE SERVICE, INC. Total:				430.06
Vendor: 076635 - THERMAL COMFORT AIR, INC				
THERMAL COMFORT AIR, INC	196758	03/11/2024	PW ICE MACHINE REPAIRS	96.78
Vendor 076635 - THERMAL COMFORT AIR, INC Total:				96.78
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.				
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones PW -25%	44.37
Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:				44.37
Department 540 - WASTEWATER DISTRIBUTION SYSTEM Total:				146,716.37
Department: 541 - WASTEWATER ADMINISTRATION				
Vendor: 063666 - PITNEY BOWES INC				
PITNEY BOWES INC	1024956080	03/12/2024	Rental-Pitney Bowes-01/01/2...	113.20
Vendor 063666 - PITNEY BOWES INC Total:				113.20

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Vendor: 064200 - POSTMASTER				
POSTMASTER	INV0029552	03/08/2024	POSTAGE MACHINE (BULK W...	2,500.00
Vendor 064200 - POSTMASTER Total:				2,500.00
Vendor: 03830 - PROCOPY, INC.				
PROCOPY, INC.	018242	03/11/2024	Print Costs - Public Works	54.54
PROCOPY, INC.	018242	03/11/2024	Print Costs - Customer Service	56.47
Vendor 03830 - PROCOPY, INC. Total:				111.01
Vendor: 02419 - SIR SPEEDY				
SIR SPEEDY	112668	03/11/2024	#10 WINDOW-WITH PERMIT	1,349.53
SIR SPEEDY	112672	03/11/2024	#10 WINDOW-WITH PERMIT	225.00
Vendor 02419 - SIR SPEEDY Total:				1,574.53
Vendor: 01414 - TYLER TECHNOLOGIES, INC				
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	ERP Pro Financials Address Ver..	396.00
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	Utility Billing Online Compone...	1,267.20
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	Annual Web Site Fee	408.00
Vendor 01414 - TYLER TECHNOLOGIES, INC Total:				2,071.20
Vendor: 03911 - VERIZON CONNECT FLEET USA LLC				
VERIZON CONNECT FLEET USA...	376000057503	03/07/2024	Public Works Vehicle Cameras	214.64
VERIZON CONNECT FLEET USA...	621000052862	03/07/2024	Public Works Vehicle Cameras	214.64
Vendor 03911 - VERIZON CONNECT FLEET USA LLC Total:				429.28
Vendor: 086462 - XEROX CORPORATION				
XEROX CORPORATION	5472257	03/11/2024	Copier Lease Payment	104.57
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - CS - Printer	19.80
XEROX CORPORATION	5496410	03/11/2024	Copier Lease	49.25
Vendor 086462 - XEROX CORPORATION Total:				173.62
Department 541 - WASTEWATER ADMINISTRATION Total:				6,972.84
Fund 015 - WASTEWATER UTILITY FUND Total:				167,234.74
Fund: 018 - STORM WATER UTILITY FUND				
Department: 000 - NON-DEPARTMENTAL				
Vendor: 043380 - ADVANCE LIFE INSURANCE				
ADVANCE LIFE INSURANCE	INV0029477	03/08/2024	CITY OF JC EMPLOYER PD LIFE	3.29
ADVANCE LIFE INSURANCE	INV0029478	03/08/2024	ADVANCE LIFE INSURANCE BE...	18.76
Vendor 043380 - ADVANCE LIFE INSURANCE Total:				22.05
Vendor: 03161 - ADVANCE SHORT TERM DISABILITY				
ADVANCE SHORT TERM DISAB...	INV0029521	03/08/2024	CITY OF JC EMPLOYER PAID S...	8.75
Vendor 03161 - ADVANCE SHORT TERM DISABILITY Total:				8.75
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY				
AMERICAN FAMILY LIFE ASSU...	INV0029479	03/08/2024	AFLAC	7.06
AMERICAN FAMILY LIFE ASSU...	INV0029480	03/08/2024	AFLAC BEFORE TAX	12.41
Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:				19.47
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC				
BLUE CROSS BLUE SHIELD OF ...	INV0029484	03/08/2024	BLUE CROSS BLUE SHIELD	1.75
BLUE CROSS BLUE SHIELD OF ...	INV0029488	03/08/2024	BLUE CROSS BLUE SHIELD	87.62
BLUE CROSS BLUE SHIELD OF ...	INV0029489	03/08/2024	BLUE CROSS BLUE SHIELD	15.30
BLUE CROSS BLUE SHIELD OF ...	INV0029490	03/08/2024	BLUE CROSS BLUE SHIELD	51.16
BLUE CROSS BLUE SHIELD OF ...	INV0029492	03/08/2024	BLUE CROSS BLUE SHIELD	31.88
BLUE CROSS BLUE SHIELD OF ...	INV0029493	03/08/2024	BLUE CROSS BLUE SHIELD	20.93
BLUE CROSS BLUE SHIELD OF ...	INV0029495	03/08/2024	BLUE CROSS BLUE SHIELD	31.16
BLUE CROSS BLUE SHIELD OF ...	INV0029497	03/08/2024	BLUE CROSS BLUE SHIELD	5.51
BLUE CROSS BLUE SHIELD OF ...	INV0029498	03/08/2024	BLUE CROSS BLUE SHIELD	7.13
Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:				252.44
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334				
CITY OF JC FLEX SPENDING AC...	INV0029505	03/08/2024	FLEX SPENDING-1074334	22.62
Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:				22.62

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Vendor: 012130 - CITY OF JUNCTION CITY				
CITY OF JUNCTION CITY	INV0029520	03/08/2024	TELEPHONE REIMBURSEMENT	6.64
Vendor 012130 - CITY OF JUNCTION CITY Total:				6.64
Vendor: 01944 - EMPOWER RETIREMENT LLC				
EMPOWER RETIREMENT LLC	INV0029514	03/08/2024	EMPOWER FINANCIAL SERVIC...	142.61
EMPOWER RETIREMENT LLC	INV0029541	03/08/2024	EMPOWER FINANCIAL SERVIC...	1,201.38
Vendor 01944 - EMPOWER RETIREMENT LLC Total:				1,343.99
Vendor: 001010 - INTERNAL REVENUE SERVICE				
INTERNAL REVENUE SERVICE	CM0001167	03/08/2024	SOCIAL SECURITY WITHHOLDI...	-162.94
INTERNAL REVENUE SERVICE	CM0001168	03/08/2024	FEDERAL WITHHOLDING	-329.22
INTERNAL REVENUE SERVICE	CM0001169	03/08/2024	MEDICARE WITHHOLDING	-38.12
INTERNAL REVENUE SERVICE	INV0029526	03/08/2024	SOCIAL SECURITY WITHHOLDI...	554.98
INTERNAL REVENUE SERVICE	INV0029527	03/08/2024	FEDERAL WITHHOLDING	383.16
INTERNAL REVENUE SERVICE	INV0029528	03/08/2024	MEDICARE WITHHOLDING	129.84
INTERNAL REVENUE SERVICE	INV0029538	03/08/2024	SOCIAL SECURITY WITHHOLDI...	162.94
INTERNAL REVENUE SERVICE	INV0029539	03/08/2024	FEDERAL WITHHOLDING	329.22
INTERNAL REVENUE SERVICE	INV0029540	03/08/2024	MEDICARE WITHHOLDING	38.12
INTERNAL REVENUE SERVICE	INV0029544	03/08/2024	SOCIAL SECURITY WITHHOLDI...	162.94
INTERNAL REVENUE SERVICE	INV0029545	03/08/2024	FEDERAL WITHHOLDING	6.88
INTERNAL REVENUE SERVICE	INV0029546	03/08/2024	MEDICARE WITHHOLDING	38.12
Vendor 001010 - INTERNAL REVENUE SERVICE Total:				1,275.92
Vendor: 042540 - KANSAS DEPT OF REVENUE				
KANSAS DEPT OF REVENUE	CM0001166	03/08/2024	STATE WITHHOLDING	-71.77
KANSAS DEPT OF REVENUE	INV0029525	03/08/2024	STATE WITHHOLDING	173.86
KANSAS DEPT OF REVENUE	INV0029537	03/08/2024	STATE WITHHOLDING	71.77
KANSAS DEPT OF REVENUE	INV0029543	03/08/2024	STATE WITHHOLDING	3.41
Vendor 042540 - KANSAS DEPT OF REVENUE Total:				177.27
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES				
KANSAS PUBLIC EMPLOYEES	INV0029511	03/08/2024	KPERS #1	115.86
KANSAS PUBLIC EMPLOYEES	INV0029512	03/08/2024	KPERS #2	108.23
KANSAS PUBLIC EMPLOYEES	INV0029513	03/08/2024	KPERS #3	474.41
KANSAS PUBLIC EMPLOYEES	INV0029515	03/08/2024	KPERS INSURANCE	45.80
Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:				744.30
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY				
UNITED WAY OF JUNCTION CI...	INV0029522	03/08/2024	UNITED WAY	1.50
Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:				1.50
Vendor: 03938 - VSP INSURANCE CO.				
VSP INSURANCE CO.	INV0029523	03/08/2024	VSP Vision Insurance Pre-Tax	10.23
Vendor 03938 - VSP INSURANCE CO. Total:				10.23
Department 000 - NON-DEPARTMENTAL Total:				3,885.18
Department: 618 - STORM WATER ADMINISTRATION				
Vendor: 064200 - POSTMASTER				
POSTMASTER	INV0029552	03/08/2024	POSTAGE MACHINE (BULK W...	2,500.00
Vendor 064200 - POSTMASTER Total:				2,500.00
Department 618 - STORM WATER ADMINISTRATION Total:				2,500.00
Department: 619 - STORM WATER DISTRIBUTION				
Vendor: 044640 - KAW VALLEY ENGINEERING, INC				
KAW VALLEY ENGINEERING, I...	A49875	03/08/2024	RIM ROCK DAM (HOMER'S P...	6,129.87
Vendor 044640 - KAW VALLEY ENGINEERING, INC Total:				6,129.87
Department 619 - STORM WATER DISTRIBUTION Total:				6,129.87
Fund 018 - STORM WATER UTILITY FUND Total:				12,515.05
Fund: 023 - SANITATION FUND				
Department: 000 - NON-DEPARTMENTAL				
Vendor: 043380 - ADVANCE LIFE INSURANCE				
ADVANCE LIFE INSURANCE	INV0029477	03/08/2024	CITY OF JC EMPLOYER PD LIFE	10.94

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
ADVANCE LIFE INSURANCE	INV0029478	03/08/2024	ADVANCE LIFE INSURANCE BE...	120.73
Vendor: 03161 - ADVANCE SHORT TERM DISABILITY			Vendor 043380 - ADVANCE LIFE INSURANCE Total:	131.67
ADVANCE SHORT TERM DISAB...	INV0029521	03/08/2024	CITY OF JC EMPLOYER PAID S...	30.50
Vendor: 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY			Vendor 03161 - ADVANCE SHORT TERM DISABILITY Total:	30.50
AMERICAN FAMILY LIFE ASSU...	INV0029479	03/08/2024	AFLAC	7.27
AMERICAN FAMILY LIFE ASSU...	INV0029480	03/08/2024	AFLAC BEFORE TAX	58.92
Vendor: 007921 - BLUE CROSS BLUE SHIELD OF KS INC			Vendor 066230 - AMERICAN FAMILY LIFE ASSURANCE COMPANY Total:	66.19
BLUE CROSS BLUE SHIELD OF ...	INV0029484	03/08/2024	BLUE CROSS BLUE SHIELD	5.27
BLUE CROSS BLUE SHIELD OF ...	INV0029488	03/08/2024	BLUE CROSS BLUE SHIELD	547.60
BLUE CROSS BLUE SHIELD OF ...	INV0029489	03/08/2024	BLUE CROSS BLUE SHIELD	93.55
BLUE CROSS BLUE SHIELD OF ...	INV0029490	03/08/2024	BLUE CROSS BLUE SHIELD	345.25
BLUE CROSS BLUE SHIELD OF ...	INV0029491	03/08/2024	BLUE CROSS BLUE SHIELD	302.86
BLUE CROSS BLUE SHIELD OF ...	INV0029492	03/08/2024	BLUE CROSS BLUE SHIELD	53.10
BLUE CROSS BLUE SHIELD OF ...	INV0029493	03/08/2024	BLUE CROSS BLUE SHIELD	62.76
BLUE CROSS BLUE SHIELD OF ...	INV0029495	03/08/2024	BLUE CROSS BLUE SHIELD	31.12
BLUE CROSS BLUE SHIELD OF ...	INV0029497	03/08/2024	BLUE CROSS BLUE SHIELD	5.53
BLUE CROSS BLUE SHIELD OF ...	INV0029498	03/08/2024	BLUE CROSS BLUE SHIELD	71.10
Vendor: 044005 - CITY OF JC FLEX SPENDING ACCT 1074334			Vendor 007921 - BLUE CROSS BLUE SHIELD OF KS INC Total:	1,518.14
CITY OF JC FLEX SPENDING AC...	INV0029505	03/08/2024	FLEX SPENDING-1074334	41.30
Vendor: 012130 - CITY OF JUNCTION CITY			Vendor 044005 - CITY OF JC FLEX SPENDING ACCT 1074334 Total:	41.30
CITY OF JUNCTION CITY	INV0029506	03/08/2024	CITY OF JUNCTION CITY (G-FEE)	5.00
CITY OF JUNCTION CITY	INV0029520	03/08/2024	TELEPHONE REIMBURSEMENT	11.16
Vendor: 01944 - EMPOWER RETIREMENT LLC			Vendor 012130 - CITY OF JUNCTION CITY Total:	16.16
EMPOWER RETIREMENT LLC	INV0029514	03/08/2024	EMPOWER FINANCIAL SERVIC...	199.58
EMPOWER RETIREMENT LLC	INV0029541	03/08/2024	EMPOWER FINANCIAL SERVIC...	1,201.36
Vendor: 001010 - INTERNAL REVENUE SERVICE			Vendor 01944 - EMPOWER RETIREMENT LLC Total:	1,400.94
INTERNAL REVENUE SERVICE	CM0001167	03/08/2024	SOCIAL SECURITY WITHHOLDI...	-162.92
INTERNAL REVENUE SERVICE	CM0001168	03/08/2024	FEDERAL WITHHOLDING	-329.21
INTERNAL REVENUE SERVICE	CM0001169	03/08/2024	MEDICARE WITHHOLDING	-38.08
INTERNAL REVENUE SERVICE	INV0029526	03/08/2024	SOCIAL SECURITY WITHHOLDI...	1,766.30
INTERNAL REVENUE SERVICE	INV0029527	03/08/2024	FEDERAL WITHHOLDING	1,092.14
INTERNAL REVENUE SERVICE	INV0029528	03/08/2024	MEDICARE WITHHOLDING	412.90
INTERNAL REVENUE SERVICE	INV0029538	03/08/2024	SOCIAL SECURITY WITHHOLDI...	162.92
INTERNAL REVENUE SERVICE	INV0029539	03/08/2024	FEDERAL WITHHOLDING	329.21
INTERNAL REVENUE SERVICE	INV0029540	03/08/2024	MEDICARE WITHHOLDING	38.08
INTERNAL REVENUE SERVICE	INV0029544	03/08/2024	SOCIAL SECURITY WITHHOLDI...	162.92
INTERNAL REVENUE SERVICE	INV0029545	03/08/2024	FEDERAL WITHHOLDING	6.87
INTERNAL REVENUE SERVICE	INV0029546	03/08/2024	MEDICARE WITHHOLDING	38.08
Vendor: 00973 - KANSAS DEPARTMENT OF LABOR			Vendor 001010 - INTERNAL REVENUE SERVICE Total:	3,479.21
KANSAS DEPARTMENT OF LA...	CM0001165	03/08/2024	QUARTERLY UNEMPLOYMENT ..	-1.30
KANSAS DEPARTMENT OF LA...	INV0029524	03/08/2024	QUARTERLY UNEMPLOYMENT ..	14.11
KANSAS DEPARTMENT OF LA...	INV0029536	03/08/2024	QUARTERLY UNEMPLOYMENT ..	1.30
KANSAS DEPARTMENT OF LA...	INV0029542	03/08/2024	QUARTERLY UNEMPLOYMENT ..	1.30
Vendor: 042540 - KANSAS DEPT OF REVENUE			Vendor 00973 - KANSAS DEPARTMENT OF LABOR Total:	15.41
KANSAS DEPT OF REVENUE	CM0001166	03/08/2024	STATE WITHHOLDING	-71.77
KANSAS DEPT OF REVENUE	INV0029525	03/08/2024	STATE WITHHOLDING	533.02
KANSAS DEPT OF REVENUE	INV0029537	03/08/2024	STATE WITHHOLDING	71.77

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Vendor Name	Payable Number	Post Date	Description (Item)	Amount
KANSAS DEPT OF REVENUE	INV0029543	03/08/2024	STATE WITHHOLDING	3.41
Vendor: 014435 - KANSAS PAYMENT CENTER			Vendor 042540 - KANSAS DEPT OF REVENUE Total:	536.43
KANSAS PAYMENT CENTER	INV0029508	03/08/2024	INCOME WITHHOLDING ORD...	95.00
Vendor: 043859 - KANSAS PUBLIC EMPLOYEES			Vendor 014435 - KANSAS PAYMENT CENTER Total:	95.00
KANSAS PUBLIC EMPLOYEES	INV0029511	03/08/2024	KPERS #1	115.74
KANSAS PUBLIC EMPLOYEES	INV0029512	03/08/2024	KPERS #2	1,203.67
KANSAS PUBLIC EMPLOYEES	INV0029513	03/08/2024	KPERS #3	940.27
KANSAS PUBLIC EMPLOYEES	INV0029515	03/08/2024	KPERS INSURANCE	148.04
Vendor: 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY			Vendor 043859 - KANSAS PUBLIC EMPLOYEES Total:	2,407.72
UNITED WAY OF JUNCTION CI...	INV0029522	03/08/2024	UNITED WAY	1.97
Vendor: 03938 - VSP INSURANCE CO.			Vendor 079629 - UNITED WAY OF JUNCTION CITY-GEARY COUNTY Total:	1.97
VSP INSURANCE CO.	INV0029523	03/08/2024	VSP Vision Insurance Pre-Tax	31.78
Department: 644 - SANITATION OPERATIONS			Vendor 03938 - VSP INSURANCE CO. Total:	31.78
Vendor: 028441 - GEARY COUNTY PUBLIC WORKS			Department 000 - NON-DEPARTMENTAL Total:	9,772.42
GEARY COUNTY PUBLIC WOR...	3860	03/07/2024	TRANSFER STATION FEES 020...	40,375.04
Vendor: 076635 - THERMAL COMFORT AIR, INC			Vendor 028441 - GEARY COUNTY PUBLIC WORKS Total:	40,375.04
THERMAL COMFORT AIR, INC	196758	03/11/2024	PW ICE MACHINE REPAIRS	96.76
Vendor: 03472 - TWIN VALLEY TELEPHONE, INC.			Vendor 076635 - THERMAL COMFORT AIR, INC Total:	96.76
TWIN VALLEY TELEPHONE, INC.	00036042-5	03/11/2024	Phones PW -25%	44.38
Department: 645 - SANITATION ADMINISTRATION			Vendor 03472 - TWIN VALLEY TELEPHONE, INC. Total:	44.38
Vendor: 064200 - POSTMASTER			Department 644 - SANITATION OPERATIONS Total:	40,516.18
POSTMASTER	INV0029552	03/08/2024	POSTAGE MACHINE (BULK W...	2,500.00
Vendor: 03830 - PROCOPY, INC.			Vendor 064200 - POSTMASTER Total:	2,500.00
PROCOPY, INC.	018242	03/11/2024	Print Costs - Public Works	54.51
PROCOPY, INC.	018242	03/11/2024	Print Costs - Customer Service	56.47
Vendor: 01414 - TYLER TECHNOLOGIES, INC			Vendor 03830 - PROCOPY, INC. Total:	110.98
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	ERP Pro Financials Address Ver..	396.00
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	Annual Web Site Fee	384.00
TYLER TECHNOLOGIES, INC	025-454588	03/11/2024	Utility Billing Online Compone...	1,267.20
Vendor: 03911 - VERIZON CONNECT FLEET USA LLC			Vendor 01414 - TYLER TECHNOLOGIES, INC Total:	2,047.20
VERIZON CONNECT FLEET USA...	376000057503	03/07/2024	Public Works Vehicle Cameras	214.63
VERIZON CONNECT FLEET USA...	621000052862	03/07/2024	Public Works Vehicle Cameras	214.63
Vendor: 086462 - XEROX CORPORATION			Vendor 03911 - VERIZON CONNECT FLEET USA LLC Total:	429.26
XEROX CORPORATION	5472257	03/11/2024	Copier Lease Payment	104.57
XEROX CORPORATION	5496410	03/11/2024	Copier Lease	49.25
XEROX CORPORATION	5496410	03/11/2024	Copier Lease - CS - Printer	19.80
Department 645 - SANITATION ADMINISTRATION Total:			Vendor 086462 - XEROX CORPORATION Total:	173.62
Fund 023 - SANITATION FUND Total:			Department 645 - SANITATION ADMINISTRATION Total:	5,261.06
			Fund 023 - SANITATION FUND Total:	55,549.66

Vendor Name	Payable Number	Post Date	Description (Item)	Amount
Fund: 050 - SPECIAL LAW ENFORCEMENT TRUST FUND				
Department: 440 - SPECIAL LAW ENFORCEMENT				
Vendor: 03808 - FLOCK GROUP, INC.				
FLOCK GROUP, INC.	INV 33926	03/07/2024	Flock Services-Implementation..	37,891.78
Vendor 03808 - FLOCK GROUP, INC. Total:				37,891.78
Department 440 - SPECIAL LAW ENFORCEMENT Total:				37,891.78
Fund 050 - SPECIAL LAW ENFORCEMENT TRUST FUND Total:				37,891.78
Grand Total:				1,202,115.79

Report Summary

Fund Summary

Fund	Payment Amount
001 - GENERAL FUND	468,639.64
002 - GRANT FUND	1,022.06
014 - WATER UTILITY FUND	459,262.86
015 - WASTEWATER UTILITY FUND	167,234.74
018 - STORM WATER UTILITY FUND	12,515.05
023 - SANITATION FUND	55,549.66
050 - SPECIAL LAW ENFORCEMENT TRUST FUND	37,891.78
Grand Total:	1,202,115.79

Account Summary

Account Number	Account Name	Payment Amount
001-1-00100-0107	ACCOUNTS RECEIVABLE	58.21
001-2-00000-0250	F.I.T PAYABLE	34,300.56
001-2-00000-0251	FICA PAYABLE	32,655.72
001-2-00000-0252	SIT PAYABLE	18,016.99
001-2-00000-0254	UNITED WAY PAYABLE	21.51
001-2-00000-0255	KPERS PAYABLE	22,419.67
001-2-00000-0256	KPFR PAYABLE	89,477.56
001-2-00000-0257	EMP MEDICAL INS PAYA...	45,807.00
001-2-00000-0259	GARNISHMENTS PAYABLE	1,174.81
001-2-00000-0260	JCPOA UNION DUES PAY...	805.01
001-2-00000-0261	AETNA DEFERRED COMP...	26,175.19
001-2-00000-0267	DENTAL INSURANCE PAY	4,776.76
001-2-00000-0275	I.A.F.F.	1,749.00
001-2-00000-0276	FIREMANS RELIEF ASSN	510.96
001-2-00000-0279	GARNISHMENT FEE	20.00
001-2-00000-0735	TELEPHONE REIMBURS...	197.37
001-2-00000-1282	AFLAC	2,310.85
001-2-00000-1283	GOLF COURSE FEES	287.92
001-2-00000-1287	ADVANCE LIFE	1,619.73
001-2-00000-2377	MED REIMB/DEP CARE	3,475.30
001-2-00000-2380	P & F INS. ASSOCIATION	824.81
001-2-00100-9332	STATE STAMP FEE- CMB	125.00
001-2-03000-0198	CBK COLLECTION FEES	621.91
001-2-03000-0204	BOOKING FEE	1,039.49
001-2-03000-9203	COURT REFUNDS	1,150.00
001-5-00200-0000-0705	OUTSIDE AGENCY EQUI...	383.88
001-5-00200-0000-0710	SOFTWARE MAINTENAN...	1,595.97
001-5-00200-0000-0714	REP & MAINT OF DATA ...	4,158.21
001-5-00200-0000-0735	TELEPHONE	50.30
001-5-00200-0000-0749	OTHER SERVICES	1,001.80
001-5-00200-0000-0755	OFFICE EQUIP. SVC. (SVC...	67.94
001-5-00300-0000-0667	OFFICE SUPPLIES	52.29
001-5-00300-0000-0710	SOFTWARE MAINTENAN...	511.84
001-5-00300-0000-0735	TELEPHONE	201.44
001-5-00300-0000-0749	OTHER SERVICES	10.00
001-5-00300-0000-0755	OFFICE EQUIP. SVC. (SVC...	863.75
001-5-00302-0000-0749	OTHER SERVICES	690.00
001-5-00800-0000-0710	SOFTWARE MAINTENAN...	63.98
001-5-00800-0000-0715	BUILDING MAINT. & RE...	1,422.42
001-5-00800-0000-0749	OTHER SERVICES	855.92
001-5-01000-0000-0603	BUILDING MAINTENANC...	271.83
001-5-01000-0000-0610	CHEMICALS	1,767.32
001-5-01000-0000-0710	SOFTWARE MAINTENAN...	127.96
001-5-01000-0000-0735	TELEPHONE	124.41
001-5-01000-0000-0749	OTHER SERVICES	35.00
001-5-01000-0000-0755	OFFICE EQUIP. SVC. (SVC...	96.62

Account Summary

Account Number	Account Name	Payment Amount
001-5-01100-0000-0710	SOFTWARE MAINTENAN...	31.99
001-5-01100-0000-0735	TELEPHONE	25.60
001-5-01100-0000-0749	OTHER SERVICES	40.00
001-5-01300-0000-0735	TELEPHONE	51.20
001-5-01300-0000-0749	OTHER SERVICES	25.00
001-5-01400-0000-0747	MAINT & REPAIR EQUIP...	1,050.00
001-5-01400-0000-0749	OTHER SERVICES	7,006.35
001-5-01700-0000-0639	RMGC MATERIAL - BUILD..	3,649.00
001-5-01700-0000-0648	MOTOR FUEL	2,159.61
001-5-01700-0000-0673	FOOD SUPPLIES	141.90
001-5-01700-0000-0675	SUNDRIES/ BEER PURCH...	1,150.86
001-5-01700-0000-0677	MERCHANDISE FOR RES...	5,150.51
001-5-01700-0000-0710	SOFTWARE MAINTENAN...	159.95
001-5-01700-0000-0735	TELEPHONE	75.90
001-5-01700-0000-0749	OTHER SERVICES	189.76
001-5-01800-0000-0659	MEDICAL SUPPLIES	2,001.16
001-5-01800-0000-0710	SOFTWARE MAINTENAN...	959.70
001-5-01800-0000-0714	REP & MAINT OF DATA ...	269.42
001-5-01800-0000-0735	TELEPHONE	274.34
001-5-01800-0000-0755	OFFICE EQUIP. SVC. (SVC...	344.32
001-5-01900-0000-0616	ANIMAL MED SUPPLIES ...	6.37
001-5-01900-0000-0670	MISC. & SAFETY SUPPLIES	45.05
001-5-01900-0000-0735	TELEPHONE	53.08
001-5-01900-0000-0749	OTHER SERVICES	137.83
001-5-02200-0000-0703	ADVERTISEMENTS & PRI...	128.28
001-5-02200-0000-0706	DEMOLITION REMOVAL	7,400.00
001-5-02200-0000-0710	SOFTWARE MAINTENAN...	191.94
001-5-02200-0000-0735	TELEPHONE	198.51
001-5-02200-0000-0755	OFFICE EQUIP. SVC. (SVC...	279.91
001-5-02300-0000-0603	BUILDING MAINTENANC...	139.44
001-5-02300-0000-0635	JAIL & PRISONER EXPEN...	30,000.00
001-5-02300-0000-0648	MOTOR FUEL	63.86
001-5-02300-0000-0666	SUBSCRIPTIONS, BOOKS...	28,274.02
001-5-02300-0000-0667	OFFICE SUPPLIES	277.39
001-5-02300-0000-0682	UNIFORMS	176.00
001-5-02300-0000-0703	ADVERTISEMENTS & PRI...	78.53
001-5-02300-0000-0707	TOWING FEES	225.00
001-5-02300-0000-0710	SOFTWARE MAINTENAN...	2,303.28
001-5-02300-0000-0713	REP. & MAINT. OF COM...	300.00
001-5-02300-0000-0714	REP & MAINT OF DATA ...	670.99
001-5-02300-0000-0725	MEDICAL EXPENSES	1,070.00
001-5-02300-0000-0731	PRISONER EXPENSES	128.94
001-5-02300-0000-0735	TELEPHONE	1,273.21
001-5-02300-0000-0750	LAUNDRY SERVICES	210.62
001-5-02300-0000-0755	OFFICE EQUIP. SVC. (SVC...	961.13
001-5-02310-0000-0710	SOFTWARE MAINTENAN...	415.87
001-5-02310-0000-0755	OFFICE EQUIP. SVC. (SVC...	1,265.27
001-5-02400-0000-0651	PARTS FOR VEHICLES, E...	82.25
001-5-02400-0000-0682	UNIFORMS	214.97
001-5-02400-0000-0683	PROTECTIVE GEAR	1,949.50
001-5-02400-0000-0710	SOFTWARE MAINTENAN...	959.70
001-5-02400-0000-0714	REP & MAINT OF DATA ...	149.44
001-5-02400-0000-0725	MEDICAL EXPENSES	250.00
001-5-02400-0000-0735	TELEPHONE	274.34
001-5-02400-0000-0755	OFFICE EQUIP. SVC. (SVC...	344.31
001-5-02500-0000-0632	STREET MAINTENANCE(...	2,463.24
001-5-02500-0000-0634	TRAFFIC SIGNAL PARTS	2,255.95
001-5-02500-0000-0651	PARTS FOR VEHICLES, E...	860.12

Account Summary

Account Number	Account Name	Payment Amount
001-5-02500-0000-0710	SOFTWARE MAINTENAN...	351.89
001-5-02500-0000-0715	BUILDING MAINT. & RE...	96.78
001-5-02500-0000-0728	ENGINEERING SERVICES	44,446.20
001-5-02500-0000-0735	TELEPHONE	44.37
001-5-02500-0000-0749	OTHER SERVICES	3,229.28
001-5-02500-0000-0755	OFFICE EQUIP. SVC. (SVC...	103.79
001-5-02900-0000-0667	OFFICE SUPPLIES	469.76
001-5-02900-0000-0710	SOFTWARE MAINTENAN...	159.95
001-5-02900-0000-0735	TELEPHONE	100.61
001-5-02900-0000-0768	DUES	35.00
001-5-03000-0000-0710	SOFTWARE MAINTENAN...	223.93
001-5-03000-0000-0714	REP & MAINT OF DATA ...	2,415.74
001-5-03000-0000-0735	TELEPHONE	199.41
001-5-03000-0000-0749	GENERAL FUNDS/ OTHER	10.00
001-5-03000-0000-0755	OFFICE EQUIP. SVC. (SVC...	472.66
001-5-03000-0000-9203	COURT REFUNDS	1,000.00
001-5-04800-0000-0710	SOFTWARE MAINTENAN...	255.92
001-5-04800-0000-0735	TELEPHONE	102.87
001-5-04800-0000-0755	OFFICE EQUIP. SVC. (SVC...	87.57
001-5-04800-0000-0765	TRAVEL & TRAINING EXP...	24.79
002-2-00000-0250	F.I.T PAYABLE	61.50
002-2-00000-0251	FICA PAYABLE	38.66
002-2-00000-0252	SIT PAYABLE	45.99
002-2-00000-0256	KPFR PAYABLE	466.27
002-2-00000-0257	EMP MEDICAL INS PAYA...	362.74
002-2-00000-0260	JCPOA UNION DUES PAY...	14.99
002-2-00000-0267	DENTAL INSURANCE PAY	26.29
002-2-00000-1282	AFLAC	5.62
014-2-00000-0249	LEASES PAYABLE- CURR...	21.69
014-2-00000-0250	F.I.T PAYABLE	1,343.07
014-2-00000-0251	FICA PAYABLE	3,316.06
014-2-00000-0252	SIT PAYABLE	726.24
014-2-00000-0254	UNITED FUND PAYABLE	3.01
014-2-00000-0255	KPERS PAYABLE	3,082.71
014-2-00000-0257	EMP MEDICAL INS PAYA...	1,514.83
014-2-00000-0259	GARNISHMENTS PAYABLE	81.51
014-2-00000-0261	AETNA DEFERRED COMP...	2,710.73
014-2-00000-0267	DENTAL INSURANCE PAY	185.26
014-2-00000-0279	GARNISHMENT FEE	2.51
014-2-00000-0735	TELEPHONE REIMBURS...	21.88
014-2-00000-1282	AFLAC	93.96
014-2-00000-1287	ADVANCE LIFE	92.63
014-2-00000-2377	MED REIMB/DEP CARE	116.72
014-5-53200-0000-0632	STREET MAINTENANCE	693.25
014-5-53200-0000-0646	OPERATIONAL SUPPLIES	6,395.49
014-5-53200-0000-0651	PARTS FOR VEHICLES, E...	430.06
014-5-53200-0000-0652	TOOLS	3,030.92
014-5-53200-0000-0715	BUILDING MAINT. & RE...	96.78
014-5-53200-0000-0728	ENGINEERING SERVICES	55,797.95
014-5-53200-0000-0735	TELEPHONE	44.37
014-5-53200-0000-0985	LEASE PURCHASE	201,903.69
014-5-53300-0000-0797	CONTRACT OPERATIONS	168,503.66
014-5-53400-0000-0668	POSTAGE & DELIVERY C...	2,500.00
014-5-53400-0000-0703	ADVERTISEMENTS & PRI...	1,574.52
014-5-53400-0000-0710	SOFTWARE MAINTENAN...	567.95
014-5-53400-0000-0714	REP & MAINT OF DATA ...	1,713.60
014-5-53400-0000-0735	TELEPHONE	173.46
014-5-53400-0000-0747	MAINT & REPAIR EQUIP...	113.21

Account Summary

Account Number	Account Name	Payment Amount
014-5-53400-0000-0749	OTHER SERVICES	2,121.03
014-5-53400-0000-0755	OFFICE EQUIP. SVC. (SVC...	290.11
015-2-00000-0249	LEASE PAYABLE-CURRENT	21.93
015-2-00000-0250	F.I.T PAYABLE	1,354.26
015-2-00000-0251	FICA PAYABLE	3,376.94
015-2-00000-0252	SIT PAYABLE	739.99
015-2-00000-0254	UNITED FUND PAYABLE	3.01
015-2-00000-0255	KPERS PAYABLE	3,148.55
015-2-00000-0257	EMP MEDICAL INS PAYA...	1,583.63
015-2-00000-0259	GARNISHMENTS PAYABLE	81.49
015-2-00000-0261	AETNA DEFERRED COMP...	2,710.73
015-2-00000-0267	DENTAL INSURANCE PAY	189.76
015-2-00000-0279	GARNISHMENT FEE	2.49
015-2-00000-0735	TELEPHONE REIMBURS...	23.20
015-2-00000-1282	AFLAC	98.75
015-2-00000-1287	ADVANCE LIFE	94.10
015-2-00000-2377	MED REIMB/DEP CARE	116.70
015-5-54000-0000-0632	STREET MAINTENANCE(...	657.00
015-5-54000-0000-0651	PARTS FOR VEHICLES, E...	430.06
015-5-54000-0000-0715	BUILDING MAINT. & RE...	96.78
015-5-54000-0000-0728	ENGINEERING SERVICES	9,729.51
015-5-54000-0000-0735	TELEPHONE	44.37
015-5-54000-0000-0749	OTHER SERVICES	30,858.18
015-5-54000-0000-0835	CAPITAL EQUIPMENT	104,900.47
015-5-54100-0000-0668	POSTAGE & DELIVERY C...	2,500.00
015-5-54100-0000-0703	ADVERTISEMENTS & PRI...	1,574.53
015-5-54100-0000-0710	SOFTWARE MAINTENAN...	396.00
015-5-54100-0000-0714	REP & MAINT OF DATA ...	1,675.20
015-5-54100-0000-0747	MAINT & REPAIR EQUIP...	113.20
015-5-54100-0000-0749	OTHER SERVICES	429.28
015-5-54100-0000-0755	OFFICE EQUIP. SVC. (SVC...	284.63
018-2-00000-0250	F.I.T. PAYABLE	390.04
018-2-00000-0251	FICA PAYABLE	885.88
018-2-00000-0252	SIT PAYABLE	177.27
018-2-00000-0254	UNITED FUND PAYALBE	1.50
018-2-00000-0255	KPERS PAYABLE	744.30
018-2-00000-0257	EMP MEDICAL INS PAYA...	222.75
018-2-00000-0261	DEFERRED COMP	1,343.99
018-2-00000-0267	DENTAL INSURANCE PAY	29.69
018-2-00000-0735	TELEPHONE REIMBURS...	6.64
018-2-00000-1282	AFLAC	29.70
018-2-00000-1287	ADVANCE LIFE	30.80
018-2-00000-2377	FLEX SPENDING	22.62
018-5-61800-0000-0668	POSTAGE & DELIVERY C...	2,500.00
018-5-61900-0000-0728	ENGINEERING SERVICES	6,129.87
023-2-00000-0249	CURRENT LEASES PAYAB...	15.41
023-2-00000-0250	F.I.T PAYABLE	1,099.01
023-2-00000-0251	FICA PAYABLE	2,380.20
023-2-00000-0252	SIT PAYABLE	536.43
023-2-00000-0254	UNITED FUND PAYABLE	1.97
023-2-00000-0255	KPERS PAYABLE	2,407.72
023-2-00000-0257	EMP MEDICAL INS PAYA...	1,342.69
023-2-00000-0259	GARNISHMENTS PAYABLE	95.00
023-2-00000-0261	AETNA DEFERRED COMP...	1,400.94
023-2-00000-0267	DENTAL INSURANCE PAY	175.45
023-2-00000-0279	GARNISHMENT FEE	5.00
023-2-00000-0735	TELEPHONE REIMBURS...	11.16
023-2-00000-1282	AFLAC	97.97

Account Summary

Account Number	Account Name	Payment Amount
023-2-00000-1287	ADVANCE LIFE	162.17
023-2-00000-2377	MED REIMB/DEP CARE	41.30
023-5-64400-0000-0715	BUILDING MAINT. & RE...	96.76
023-5-64400-0000-0735	TELEPHONE	44.38
023-5-64400-0000-0749	OTHER SERVICES	40,375.04
023-5-64500-0000-0668	POSTAGE & DELIVERY C...	2,500.00
023-5-64500-0000-0710	SOFTWARE MAINTENAN...	396.00
023-5-64500-0000-0714	REP. & MAINT. OF DATA...	1,651.20
023-5-64500-0000-0749	OTHER SERVICES	429.26
023-5-64500-0000-0755	OFFICE EQUIP. SVC. (SVC...	284.60
050-5-44000-0000-0749	OTHER SERVICES	37,891.78
Grand Total:		1,202,115.79

Project Account Summary

Project Account Key	Payment Amount
None	1,202,115.79
Grand Total:	1,202,115.79

City of Junction City

City Commission

Agenda Memo

March 12, 2024

From: Kelly Heindel, Office Manager
To: City Commission and City Manager
Subject: February 2024 Ambulance Adjustments

Objective: Approval of ambulance contractual obligation adjustments and bad debt adjustments.

Explanation of Issue: Contractual obligations are required write-off adjustments by contractual insurance providers such as Medicare, Medicaid, Blue Cross, etc. Bad debt adjustments are accounts in which we have exhausted billing efforts to collect. After the bad debt adjustments, these accounts are forwarded to a collection agency who may also forward the debts onto the Kansas Setoff Program.

Budget Impact:

Contractual Obligation Adjustment	\$ 19,501.41
Bad Debt Adjustment	\$ 21,361.33

Staff Recommendation: Staff recommends approval of adjustments as listed

Suggested Motion: I move to approve the ambulance contractual obligation and bad debt adjustments in the amounts listed above.

Alternatives: It appears that the City Commission has the following alternatives concerning the issues at hand. The Commission may:

1. Deny the request
2. Table the request
3. Modify the request

Enclosures: None

City of Junction City

City Commission - Agenda Memo

Meeting Date: March 19, 2024

From: Lindsay Miller, Finance Director

To: City Commissioners and Allen Dinkel, City Manager

Subject: Utility Account Adjustments

Objective: Approval of utility account write offs

Background: We have facilitated collection efforts on past due utility charges using the State of Kansas setoff program and Collection Bureau of Kansas (CBK). These have been deemed uncollectible by these agencies for reasons such as death and bankruptcy, and we need write these charges off. This includes some back clean up on accounts, and hopefully will not be as significant next time.

Budget Impact:

Water Fund:	\$2,387.57
Wastewater Fund:	\$4,370.90
Storm Water Fund:	\$ 226.95
Sanitation Fund:	\$ 444.89

Staff Recommendation: Staff recommend approval of adjustments/write offs as listed.

Suggested Motion: I move to approve the Utility Account adjustments/write offs in the amounts listed above.

Alternatives: The City Commissioners have the following alternatives:

1. Deny the Request
2. Table the Request
3. Modify the Request

Enclosures: None

CITY COMMISSION MINUTES

March 5, 2024

7:00 p.m.

CALL TO ORDER

The scheduled meeting of the Junction City Commission was held on Tuesday, March 5th, 2024 with Mayor Pat Landes presiding.

The following members of the Commission were present: Pat Landes, Ronna Larson, Jeff Underhill, Al Gordon and Richard Pinaire. Staff present was: City Manager Dinkel, City Clerk Melton, Finance Director Miller, and City Attorney Stites.

PUBLIC COMMENT

Mary Lathrop, 1508 Saint Mary's Road, Junction City, Kansas spoke in support of a new Animal Shelter and the needs of the facility.

Desree Pettera, 3224 Old Highway 40, Junction City, Kansas is concerned with the proposed City Commission Procedures public comment process. Wanted input on annexations and what was not provided on past property. Also concerned with word that a Kansas City Developer bought over a hundred lots for low budget houses and concerned we will have migrants living in them.

Robert Lowery and Dotti Kell, 522 West 1st Street, Junction City, Kansas spoke on a major dirty water problem they experienced for 14 days.

Brad Chauncey, 1161 Saint Mary's Road, Junction City, Kansas needing power for properties in the entire Sutter Highlands Subdivision.

Ryan Wilson, 950 Court Street, Clay Center, Kansas spoke on concerns with the proposed rules as a newspaper feels that the government should be as open as possible.

CONSENT AGENDA

*Denotes items discussed.

Item pulled from the agenda:

*Commissioner Pinaire removed this item to express his desire for a list of employee names and wages. He chooses to abstain from voting on this.

b. Consideration of Payroll No. 3 & No. 4.

March 5, 2024

Commissioner Underhill moved, seconded by Commissioner Larson to approve Payroll No. 3 & No. 4 as presented. Ayes: Landes, Underhill, Larson, and Gordon. Nays: None. Abstain: Pinaire. Motion carried.

Commissioner Pinaire moved, seconded by Commissioner Larson to approve the remaining consent agenda as presented. Ayes: Landes, Underhill, Larson, Gordon, and Pinaire. Nays: None. Motion carried.

- a. Consideration of Appropriation Ordinance A-5 dated – February 20th, 2024 – March 6th, 2024, in the amount of \$320,350.73 and pre-approval for items listed below in the amount \$244,163.76.

Clayton Holdings \$240,281.99, Stormont Vail Health \$679.36, Freedom Claims Management, Inc. \$1,482.17, & Pomp's Tire Service \$1,720.24.

- c. Consideration of City Commission Minutes for the February 20th, 2024 Meeting.
- d. Consideration of the Cereal Malt Beverage licenses for U-Stop until December 31, 2024.

SPECIAL PRESENTATION

There was a presentation on the Animal Shelter by Animal Shelter Director Gray.

NEW BUSINESS

The City Commission Procedures was presented. City Manager Dinkel and City Attorney Stites gave details and answered questions.

Change Order #5 for the 2023 Water System Improvements to J&K Contracting, L.C. in the amount of \$57,299.00 was presented. Public Works Director Ibarra and City Manager Dinkel gave details and answered questions. Commissioner Underhill moved to approve Change Order #5 for the 2023 Water System Improvements to J&K Contracting, L.C. in the amount not to exceed \$57,299.00, seconded by Commissioner Gordon. Ayes: Landes, Larson, Underhill, Pinaire & Gordon. Nays: None. Motion carried.

The request for additional work on the 2023 Water System Improvements to J&K Contracting, L.C. in the amount of \$250,000.00 was presented. Public Works Director Ibarra and City Manager Dinkel gave details and answered questions. Commissioner Underhill moved to approve the request for additional work on the 2023 Water System Improvements to J&K Contracting, L.C. in the amount not to exceed \$250,000.00, seconded by Commissioner Larson. Ayes: Landes, Larson, Underhill, Gordon & Pinaire. Nays: None. Motion carried

March 5, 2024

The request for Cart Path Improvements at Rolling Meadows Golf Course was presented. City Manager Dinkel gave details and answered questions. Commissioner Pinaire moved to approve the request for Cart Path Improvements at Rolling Meadows Golf Course, seconded by Commissioner Larson. Ayes: Landes, Larson, Underhill, Pinaire & Gordon. Nays: None. Motion carried.

The request from JCFD to surplus department furniture & items was presented. Fire Chief Lankas gave details and answered questions. Commissioner Pinaire moved to approve the request from JCFD to surplus department furniture & items, seconded by Commissioner Gordon. Ayes: Landes, Larson, Underhill, Gordon & Pinaire. Nays: None. Motion carried.

The request to surplus a 1988 Freightliner Cab-Over Mass Causality Unit & equipment was presented. Fire Chief Lankas gave details and answered questions. Commissioner Pinaire moved to approve the request to surplus a 1988 Freightliner Cab-Over Mass Causality Unit & equipment, seconded by Commissioner Larson. Ayes: Landes, Larson, Underhill, Pinaire & Gordon. Nays: None. Motion carried.

The request to surplus a 2006 Pierce Engine & equipment was presented. Fire Chief Lankas gave details and answered questions. Commissioner Gordon moved to approve the request to surplus a 2006 Pierce Engine & equipment, seconded by Commissioner Larson. Ayes: Landes, Larson, Underhill, Gordon & Pinaire. Nays: None. Motion carried.

The request to apply for the Walmart Community Grant to supply the Fire Department with Special Operations Equipment was presented. Fire Chief Lankas gave details and answered questions. Commissioner Underhill moved to approve the request to apply for the Walmart Community Grant to supply the Fire Department with Special Operations Equipment, seconded by Commissioner Pinaire. Ayes: Landes, Larson, Underhill, Pinaire & Gordon. Nays: None. Motion carried.

EXECUTIVE SESSION

Executive session to discuss matters regarding non-elected personnel was held. Commissioner Underhill moved that the Commission recess for an executive session to include the City Attorney and City Manager for 5 minutes at 9:05 p.m. to discuss matters regarding non-elected personnel. The justification for the executive session is to protect the privacy of the employee's personnel record and is provided by KSA 75-4319(b)(1). The open meeting is to resume in this room at 9:10 p.m., seconded by Commissioner Larson. Ayes: Landes, Larson, Underhill, Pinaire & Gordon. Nays: None. Motion carried. Commissioner Underhill moved to return from executive session where no actions were taken and no decisions were made, seconded by Commissioner Gordon. Ayes: Landes, Larson, Underhill, Pinaire & Gordon. Nays: None. Motion carried.

March 5, 2024

MAYOR, COMMISSIONER & STAFF COMMENTS

Mayor, Commissioners and Staff provided reports on Committees and Community Events.

ADJOURNMENT

Commissioner Underhill moved, seconded by Commissioner Larson to adjourn at 9:26 p.m. Ayes: Landes, Larson, Underhill, Gordon & Pinaire. Nays: None. Motion carried.

APPROVED AND ACCEPTED THIS 19TH DAY OF MARCH AS THE OFFICIAL COPY OF THE JUNCTION CITY COMMISSION MINUTES FOR MARCH 5TH, 2024.

Tammy Melton, City Clerk

Pat Landes, Mayor

March 5, 2024

City of Junction City

City Commission

Agenda Memo

19 March, 2024

From: Joshua Gray, Parks & Recreation Director
To: Allen Dinkel, City Manager, and City Commission
Subject: **Memorandum of Understanding between the City of Junction City and the Junction City Junior Baseball Association for use of City Facilities.**

Objective: Consideration of a Memorandum of Understanding between the City of Junction City and the Junction City Junior Baseball Association for use of City facilities.

Explanation of Issue: Junction City Junior Baseball Association utilizes recreational facilities located at North Park for recreational baseball programs. This Memorandum of Understanding outlines city services provided to the Junction City Junior Baseball Association and the associated fees.

Budget Impact: Approval of this agreement will provide an estimated \$2,325 in revenue for the Parks Department. This amount is based upon fees outlined and the facility usage in 2023.

Alternatives:

1. Approve, Disapprove, Modify, Table

Recommendation: City Staff recommends approval of this memorandum of understanding with JCJBA for the 2024 season.

Enclosures: Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING 2024

This agreement executed by and between the City of Junction City, Kansas, hereinafter referred to as the City and the Junction City Junior Baseball Association, a Kansas Non-profit organization, hereinafter referred to as JCJBA shall be renegotiated. The term of this agreement shall be for a period of 1 year

The City shall provide four (4) ball diamonds at the North Park Complex and (1) ball diamond at Cleary Park for annual use by JCJBA during youth season from May 1st through July 31st, with all practice, game and tournament schedules approved through the Parks and Recreation Department.

The City will provide the following, subject to City budget limits:

1. Restrooms and water fountains in clean working order for participants, spectators, coaches and officials.
2. Playing fields meeting generally agreed upon standards for safety and playability. Maintenance to include infield preparation for practices Monday through Thursday, 5:00-9:00 p.m. or when field conditions dictate otherwise and on game days. Fields will be mowed, trimmed, reseeded, fertilized and watered as determined by the City. The aforementioned duties will be done from May through July.
3. Maintenance of the electrical system for lights and scoreboards for the five (5) ball diamonds at the North Park and Cleary Park.
4. Should any "Complex" be vandalized during JCJBA games, it is the responsibility of JCJBA to pay for damaged property. For example, restrooms and concessions are to be maintained in the original condition as presented at the start of the season.
5. City agrees to provide diamond time to the JCJBA in direct proportion to the number of teams playing during the youth baseball season. The Parks and Recreation Department will have control over the blocks that have been allotted. JCJBA diamond time will consist of Mondays - Thursdays between 5:00 p.m. to 9:00 p.m. for practices, game days Mondays – Fridays between 5:00 p.m. to 10:00 p.m. Saturdays between 8:00 a.m. and 8:00 p.m. Sundays between 1:00 p.m. and 7:00 p.m. Weekend days are subject to change in the future when paid facility reservations are scheduled. In these cases, JCJBA will yield.

Scheduling of any/all tournaments that do not fall on the aforementioned days will be submitted to the City of Junction City for approval in a timely manner. The number of tournaments will be negotiated as dictated by the League schedules.

6. Maintenance of the North Park and Cleary Park fields will include infield preparation and mowing. Will provide anchor bases/plate for this field.

7. Reasonable parking will be provided at the North Park and Cleary Park.
8. Will provide trash receptacles and removal of trash from all barrels/cans at the North Park and Cleary Park.
9. Will grant access to storage rooms at the North Park and Cleary Park complexes to include restrooms, concessions, and the use of ball field lights for games only.
10. Will grant JCJBA permission to sell and erect up to twenty (20) 4' x 8' outfield fence advertising signs at the North Park Complex. Sign design and contents to be approved by Parks and Recreation Director prior to installation.
11. Will provide access to the above-mentioned areas by key access only. JCJBA will be provided twelve (12) keys to be shared between board members. JCJBA will check out keys and return keys at the City Parks Department. If all keys are not returned, JCJBA will replace all locks at their cost.
12. Determination of field conditions and playability. Determine use of field drying methods to be used, quantity of product to be applied and type of product to be used. Will alert a JCJBA member of field conditions in question no later than two (2) hours prior to game time.
13. Rainout games the City will provide field preparation.
14. Will provide two (2) emergency contact numbers for maintenance issues for after working hours.
15. Will provide the necessary updates and maintenance on all fields needed within the City budget authority.
16. Will provide ball field preparation services for games and tournaments only.
17. Will provide extra trash receptacles, trash bags for tournaments.

The JCJBA, Inc. will provide the following:

1. Administration of recreational and competitive baseball program in Junction City. They will promote a safe & positive arena for youth baseball to be played.
2. Schedule all league games, all pre and post season tournament games with the approval of the Junction City Parks and Recreation Department.
3. Will provide, schedule & pay for all umpires needed for all JCJBA games.

4. Provide one Adult Supervisor at the North Park and Cleary Park complexes during JCJBA games. They will also provide the City with a list of board members and contact information. JCJBA will also provide a list of authorized coaches to schedule practice on behalf of JCJBA.
5. Copies of schedules for games and tournaments will be approved by the Parks and Recreation Department as soon as League Scheduling makes it possible. The City understands that this schedule can and will be subject to change and it is the responsibility of the JCJBA to get any changes to the Parks and Recreation Department.
6. Will reasonably oversee all aspects on every JCJBA game night. All damages or malfunctions must be reported to the City within the next business day.
7. Agrees to pay the city a fee of **\$25/day/field**, during the 2023 season for the use of fields for games only. This fee covers dragging, chalking, chalk, installing bases and keeping the fields maintained.
8. JCJBA agrees to pay game day rate for tournaments plus any additional field maintenance requests. Fee to be actual cost to the Parks and Recreation Department.
9. JCJBA is responsible for providing phone and phone line for emergency.

Concessions Amendment

1. The JCJBA will be in charge of operating concessions. Rental fee of \$100 per month for the North Park Concession Area will be owed to the City.

Certification

I, the undersigned hereby certify that I am representing the majority of my organization and that I/my organization will abide by all aforementioned clauses in this document.

Approved this ____ day of March, 2024.

Pat Landes, Mayor

ATTEST:

Tammy Melton, City Clerk

Arne Valdemar, President
Junction City Junior Baseball Association

Agenda Memo

3-14-2024

From: Dorothy Bramlage Public Library

To: City Commission

Subject: Alcohol service at library on 4/03 for Friends Annual Meeting and on 4/13 for sale at Trivia Night at Spin City.

Objective: To allow the service of alcoholic beverages at the library on 4/3 for Friends Annual Meeting and for sale by a licensed vendor at Trivia Night on 4/13/2024 at Spin City

Explanation of Issue:

The friends annual meeting is the group's opportunity to gather the membership, recognize accomplishments, etc. and will be held at the library on 4/3/2024. Trivia Night is a fundraising event for the Dorothy Bramlage Public Library Foundation and will be held at Spin City on 4/13/24. Both food and drink will be available including the sale of alcoholic beverages by a licensed vendor.

Budget Impact: None

Recommendation: Approval by commission

Enclosures: None

City of Junction City

City Commission

Agenda Memo

03/19/2024

From: [Allen J. Dinkel, City Manager](#)

To: Governing Body

Subject: **Change Order #6 for the 2023 Water System Improvement**

Objective: Update the estimated Change Order #6 for the 2023 Water System Improvement to the amount of \$144,791.60.

Explanation of Issue: At the December 19th, 2023 Commission meeting an estimated \$150,000 in Additional Work for the 2023 Water System Improvements for the work described on Change Order #6 was presented.

The request was approved 5-0 by the City Commission that night.

Since Change Order #6 is under the requested additional amount of \$150,000 at a total of \$144,791.60.

Budget Impact:

Staff Recommendation:

Attachments: Agenda Documents from the 12-14-2023 City Commission Meeting

City of Junction City

City Commission

Agenda Memo

December 12, 2023

From: Ray Ibarra, Public Works Director
To: Allen Dinkel, City Manager and City Commission
Subject: Approval for Additional Work on the 2023 Water System Improvements

Objective: The consideration and approval for Additional Work on the 2023 Water System Improvements for \$150,000.00.

Explanation of Issue: Public Works and Kaw Valley have identified issues in the City's water distribution system and is wanting to correct the problem areas. This project is looking to replace valves on the 10-inch water main that supplies water to the low water system and five additional valves that are leaking in the system and by installing the new valves this would improve the City's water distribution system.

Budget Impact: Funding for this project is available within the Water Fund

Alternatives: The City Commission may approve, modify, table, or deny the request

Recommendation: City Staff recommends approval of the additional work to J & K contracting LC in the amount of \$150,000.00 for the 2023 Water System Improvements.

Suggested Motion: Commissioner _____ moves to approve the additional work for the 2023 Water System Improvements in the amount of \$150,000.00 to J & K contracting LC as presented.

Commissioner _____ seconded the motion.

Enclosures: Kaw Valley Engineering letter dated December 7, 2023



KAW VALLEY ENGINEERING, INC.

Office: 785.762.5040
Web: www.kveng.com
Address: 2319 N. Jackson
P.O. Box 1304
Junction City, KS 66441

December 7, 2023
A22D1062

Mr. Ray Ibarra, Public Works Director
City of Junction City
700 N. Jefferson Street
Junction City, Kansas 66441

**RE: Proposed Change Order
2023 Water System Improvements – Junction City, Kansas**

Dear Mr. Ibarra,

We are requesting prior approval for the completion of the following additional work for the above-referenced project.

Due to recent work in the area and the connection to the new ground water tanks there is a need to replace the following valves to be able to better control the flow of water in this area:

Jackson Street & Walnut Street	(1) 10" and (1) 4" valve replacement
Webster Street & Walnut Street	(4) 10" valve replacements
Webster Street & Chestnut Street	(1) 4" valve replacement

The following are known valves that have issues that need to be addressed as they are leaking.

Jefferson Street & 15 th Street	(1) 4" valve replacement
Washington Street & Ash Street	(1) 8" valve replacement
Jefferson Street & 4 th Street	(1) 4" valve replacement

The estimated fee for the work listed above is \$150,000.00, actual work quantities will be charged.

If you have any questions or require additional information, please feel free to contact me.

Sincerely,

Randy Purdue, P.E.
Office Manager

RCP:bt

\\WMJC-FILE\Projects\A22_1062\DSN\Memo To R Ibarra Re C05 Preapproval 120723.Docx

**00430
CHANGE ORDER**

Order No. Six (6)

Date: March 6, 2024

Agreement Date: June 6, 2023

Name of Project: 2023 Water System Improvements – Junction City, Kansas

Owner: City of Junction City

Contractor: J & K Contracting, L.C.

The following changes are hereby made to the CONTRACT DOCUMENTS:

Justification:

See attached - Funding approved per City Commission Minutes dated December 19, 2023

Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$ 994,638.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDER: \$1,587,238.00

The CONTRACT PRICE due to this CHANGE ORDER will be increased by: \$144,791.60

The new Contract Price including this CHANGE ORDER will be \$1,732,029.60

Change to CONTRACT TIME:

The CONTRACT TIME will be increased by _____ calendar days.

The date for completion of all work will be _____ (Date).

Requested by: J & K Contracting, L.C. Shannon Locke by Barbara Thede 03/11/2024
(Signature) (Date)

Recommended by: Kaw Valley Engineering, Inc. Randall C. Piche 3/11/2024
(Signature) (Date)

Accepted by: City of Junction City
(Signature) (Date)

END OF SECTION 00430

Change Order No. 6 Justification

2023 Water System Improvements
Junction City, Kansas

1. Bid item increases, additional manhours and materials due to additional work, as needed for repairs.

Webster Street & Walnut Street; Chestnut Street & Franklin Street; Hammons Drive

(Additional work and emergency repairs performed at the request of the City)

Bid Item No. 2	Connection to Existing Water Main	5	Each @	\$3,500.00.....	\$17,500.00
Bid Item No. 3	10" C900 Water Main	24	L.F. @	\$85.00.....	\$2,040.00
Bid Item No. 4	8" C900 Water Main	4	L.F. @	\$100.00.....	\$400.00
Bid Item No. 10	Fittings (<i>Jackson & Walnut, Webster & Walnut</i>)	1	L.S. @	\$8,300.00.....	\$8,300.00
Bid Item No. 12	10" Gate Valve	2	Each @	\$3,600.00.....	\$7,200.00
Bid Item No. 18	Missing Valve Locate	8	Each @	\$1,500.00.....	\$12,000.00
Bid Item No. 19	Valve Installation (10" and 14")	7	Each @	\$4,000.00.....	\$28,000.00
Bid Item No. 20	Valve Installation (2" and 8")	5	Each @	\$4,000.00.....	\$20,000.00
Bid Item No. 23	Seeding (<i>Chestnut/Franklin, Franklin/Ist</i>)	1	L.S. @	\$4,000.00.....	\$4,000.00
Bid Item No. 25	Asphalt Paving	26.20	S.Y. @	\$230.00.....	\$6,026.00
Bid Item No. 26	Concrete Paving	38.10	S.Y. @	\$230.00.....	\$8,763.00
Bid Item No. 28	6" AB-3 Base Rock	26.20	S.Y. @	\$23.00.....	\$602.60
Bid Item No. 29	Pavement Removal	66.2	S.Y. @	\$25.00.....	\$1,655.00
Bid Item No. 34	Fill Placement (<i>Chestnut & Hammons</i>)	18.5	C.Y. @	\$20.00.....	\$370.00
Bid Item No. 35	Granular Fill	121	C.Y. @	\$110.00.....	\$13,310.00
Labor	3-Man Crew	39	Hour @	\$375.00.....	\$14,625.00

Total for Change Order No. 6\$144,791.60

City of Junction City

City Commission

Agenda Memo

03/19/2024

From: [Allen J. Dinkel, City Manager](#)
To: Governing Body
Subject: Konza Prairie Community Health Center Presentation

Explanation of Issue: The Konza Prairie Community Health Center would like to make a presentation to the Governing Body to provide up-to-date information on community health center services and answer any questions the Commissioners may have. Shannon Rosauer will be providing the presentation from Konza.

City of Junction City
City Commission Agenda Memo
March 14, 2024

From: Britain D. Stites, City Attorney

To: City Commission

Subject: Previous Annexation

Background: There was a previous request to review costs to extend water & sanitary sewer service to previous annexations. Most are from the 2006 Ordinance S-2888. One occurred in October 2022.

Discussion: Ordinance S-2888 included approximately 57 properties. Its writing further muddled issues at it included consent and unilateral annexations without distinguishing the two. It is further compounded by records of extension of services plans OR consents being difficult (or near impossible to locate); however, there is a five-year window for review of annexations by the County for deannexation:

- Per KSA 12-531 – Board of County Commissioners shall hold a hearing merely to ascertain status of extension of services AND give an 18 month (1 ½ deadline);
- If the BoCC does not hold the hearing, then the landowner(s) may file a court action to compel the BoCC to hold the hearing;
- Per KSA 12-532 – Board of County Commissioners, upon petition of landowner(s) annexed, can hold a deannexation hearing to hear testimony about the extension or lack thereof at or after 1 ½ years after the hearing prescribed in KSA 12-531. There are restriction on the exclusion or deannexation.

Upon review, there has yet to be a deannexation or exclusion hearing held by the BoCC. That is explicitly the County's role and the landowner(s)'s role to force the County to hold said hearing if need be.

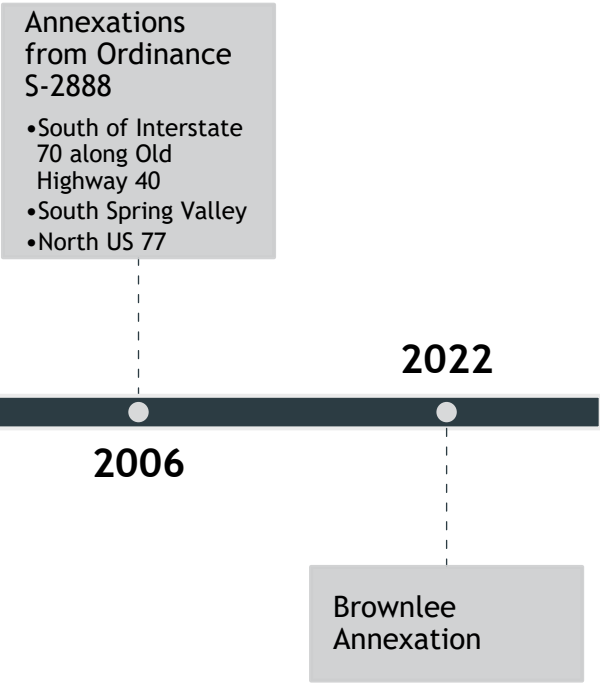
Recommendation: Just discussion/information.

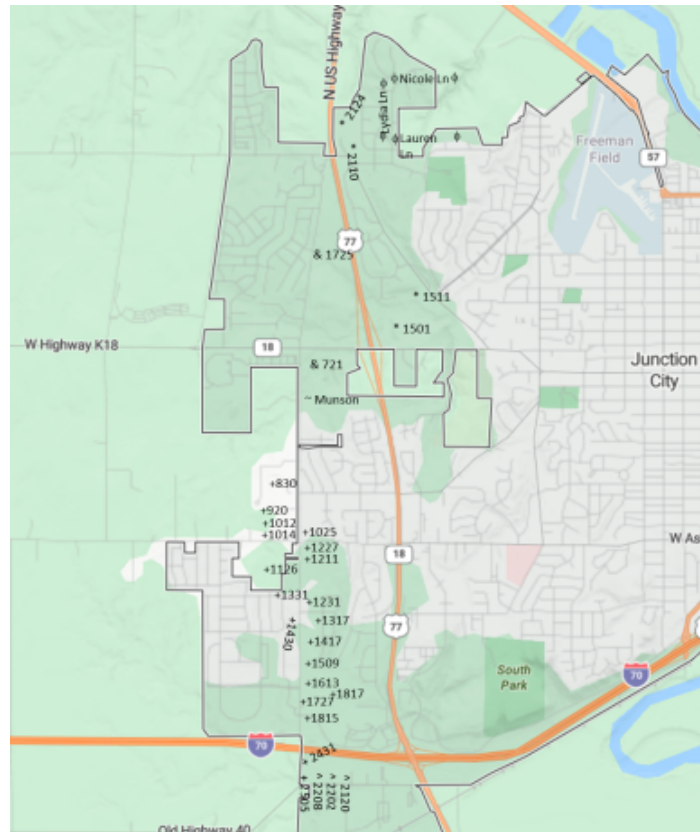
Alternatives: Just discussion/information.

Prior Annexation Review

March 19, 2024

Prior Annexations to Review





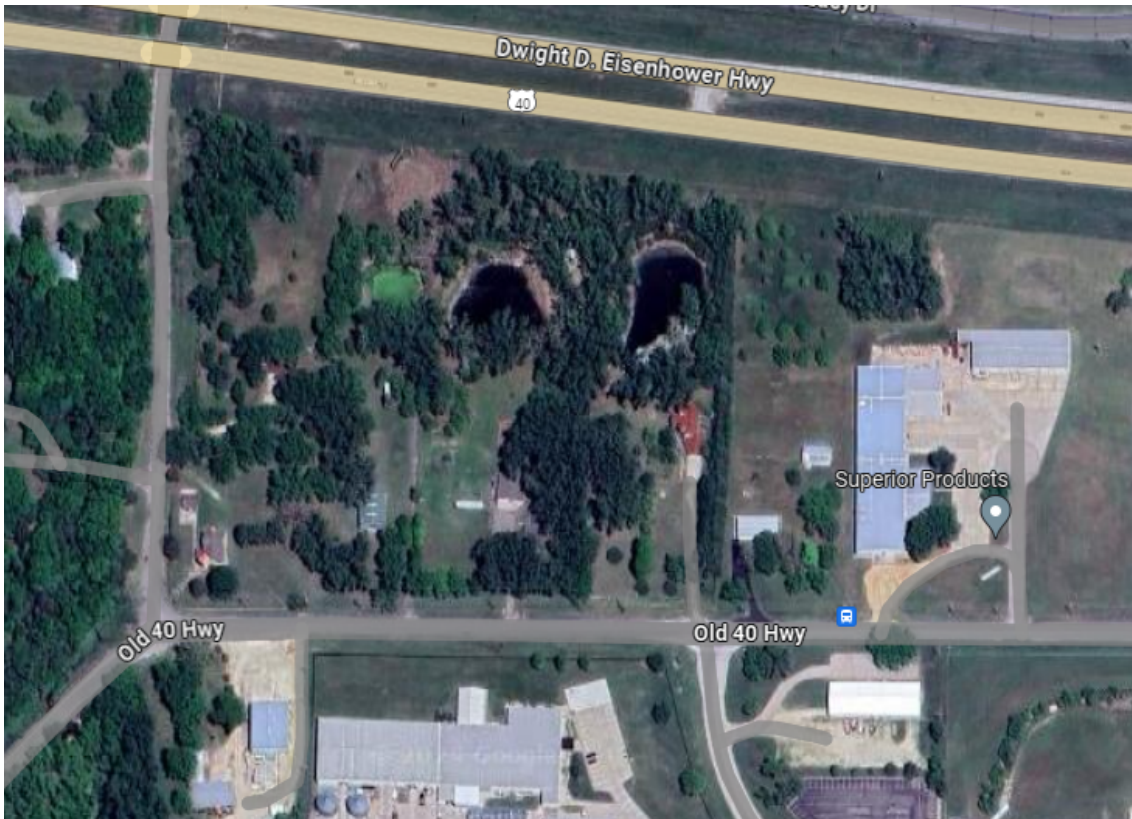
A = Old Hwy 40
 ~ = Hwy K-18
 * = Rucker Road
 & = N Spring Valley Road
 + = S Spring Valley Road

♠ Lydia Ln = 1920, 1926, 00000, 2002, 2008, 2014, 1919, 2003, 2011
 ♠ Lauren Ln = 2119, 2111, 00000, 2102, 2113
 ♠ Nicole Ln = 1823, 1817, 1811

- ◆
- ◆
- ◆
- ◆

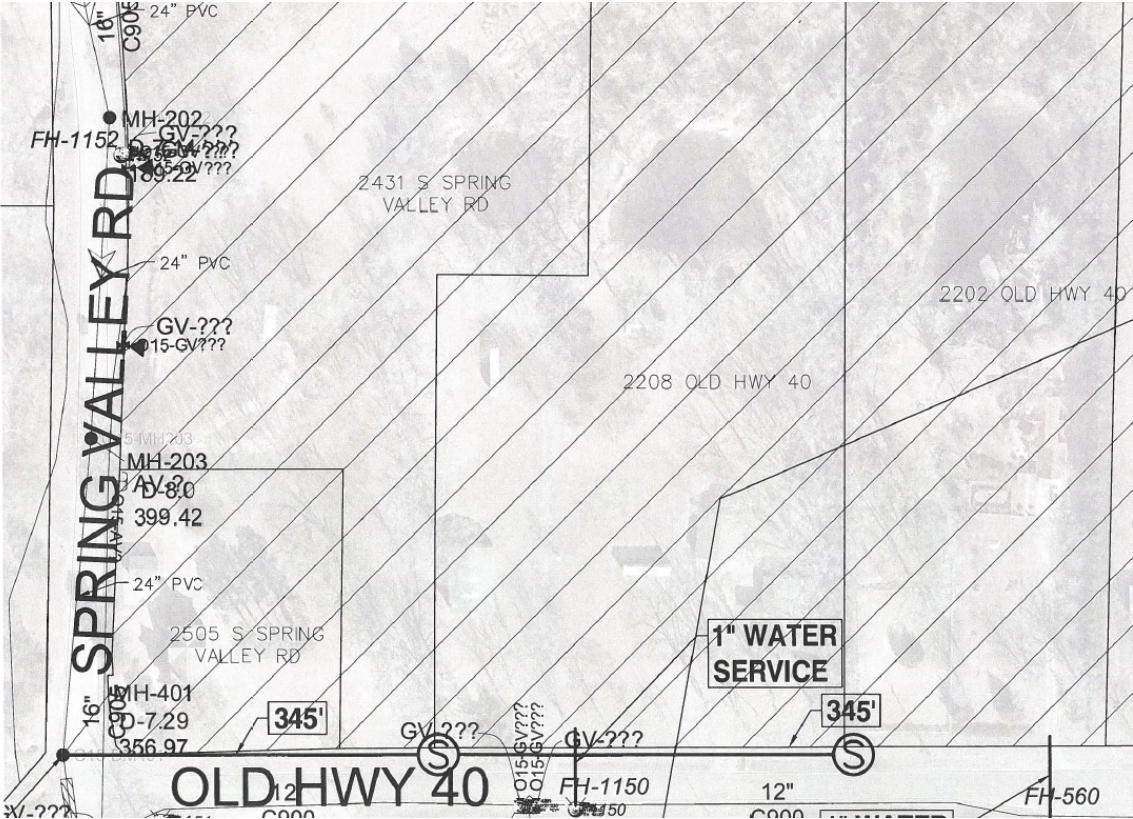
on

Old Highway 40

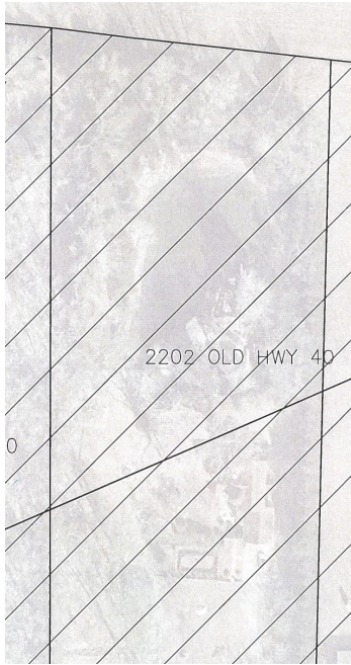


- ◆ Former Roth property
 - ◆ Appears Faudree & Sewell own
- ◆ Kracht property

Old Highway 40



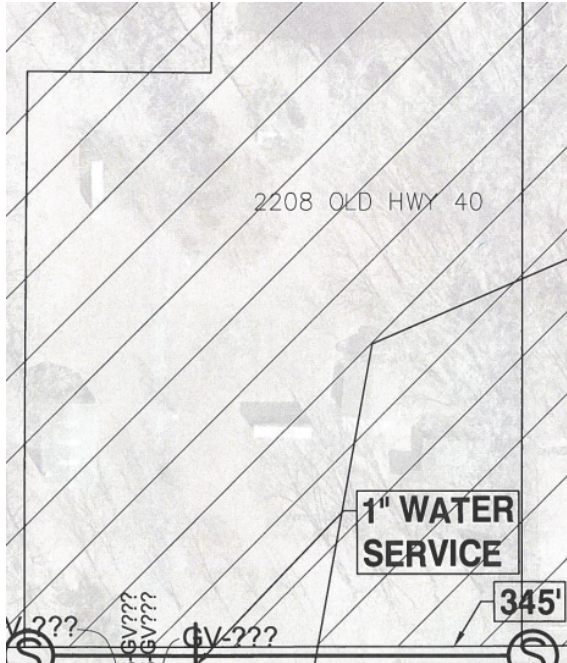
◆ Tract overview



2202 Old Hwy 40 -
Kracht, Donald L

Water estimated service line cost:
\$5,600

Sewer estimated service line cost:
\$153,000.00 due to other use in
right-of-way split with one other
property



2208 Old Hwy 40 -

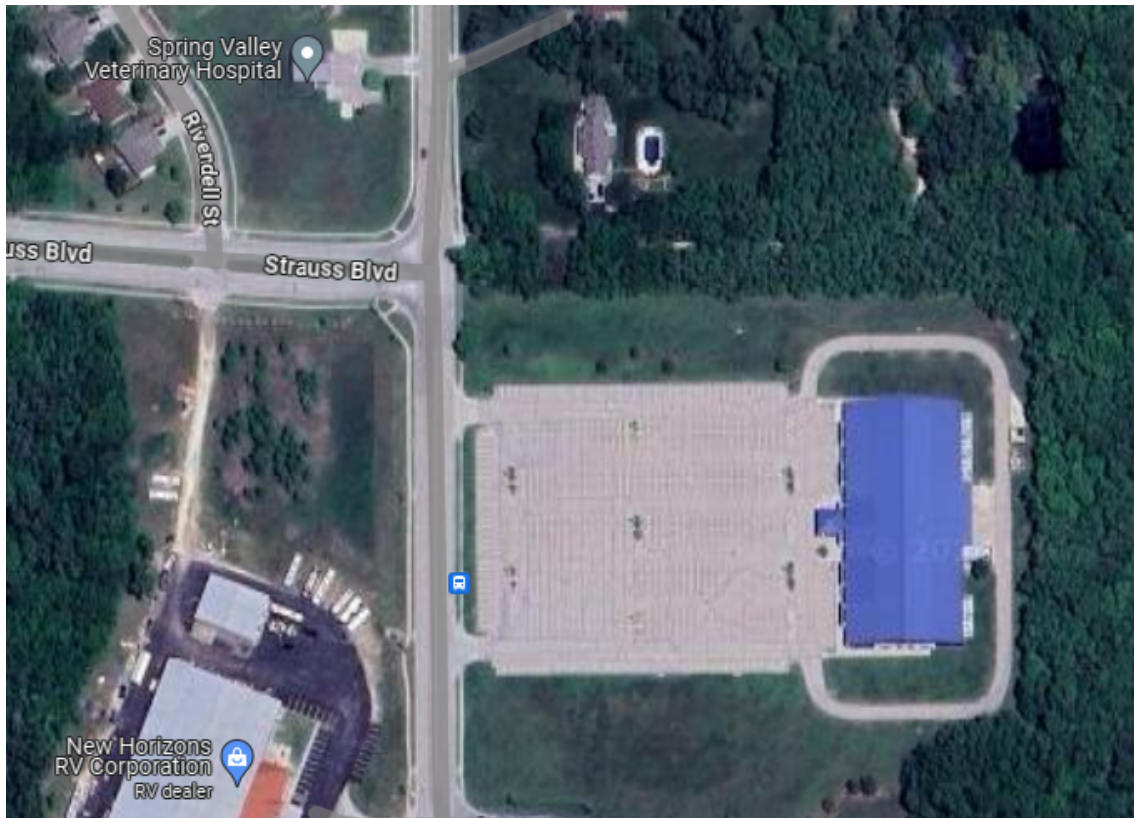
Faudree, Thomas L & Sewell,
Angela M

(prior was Roth, Michael J)

Water estimated service line cost:
\$5,600

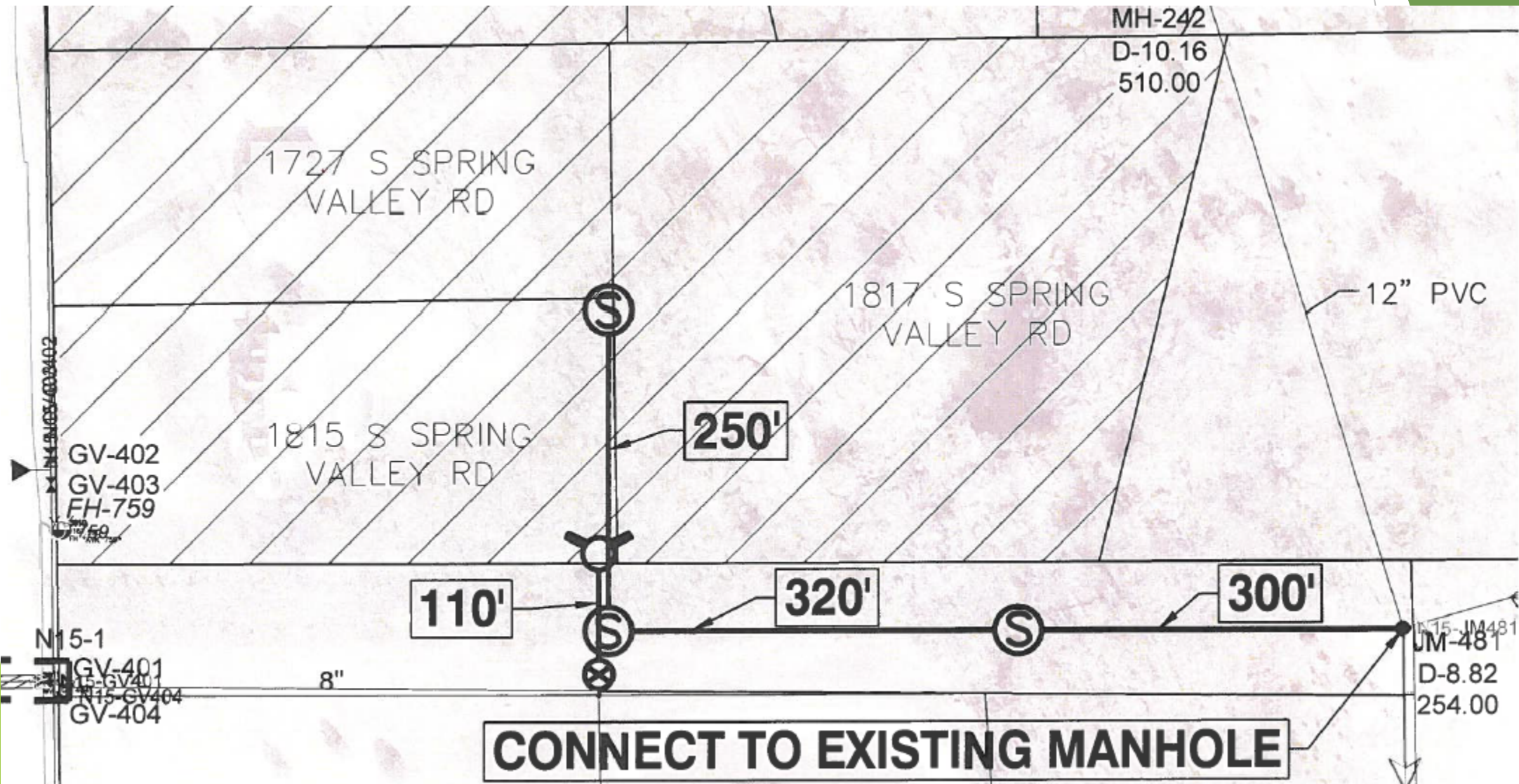
Sewer estimated service line cost:
\$153,000 due to other use in right-
of-way split with one other property

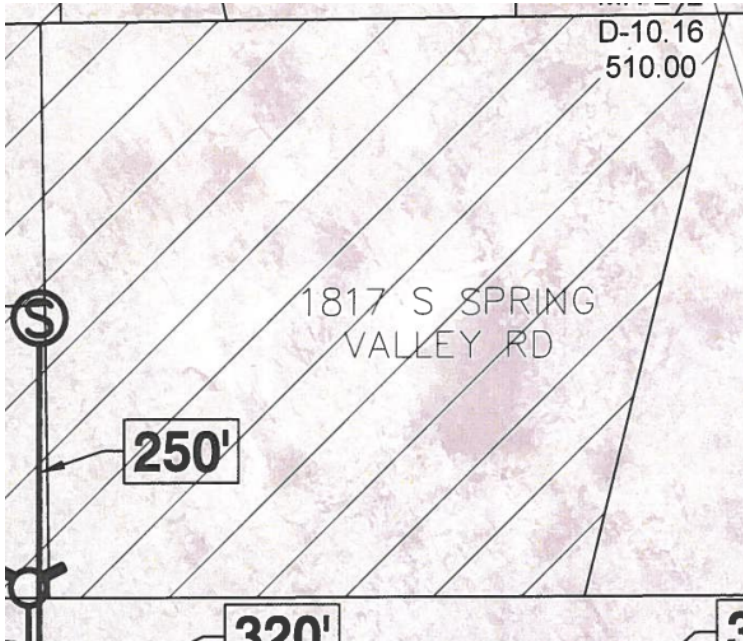
South Spring Valley



- ◆ Riley (now Johnson)
- ◆ Thornberg x 2
 - ◆ Willie
 - ◆ Patricia

South Spring Valley

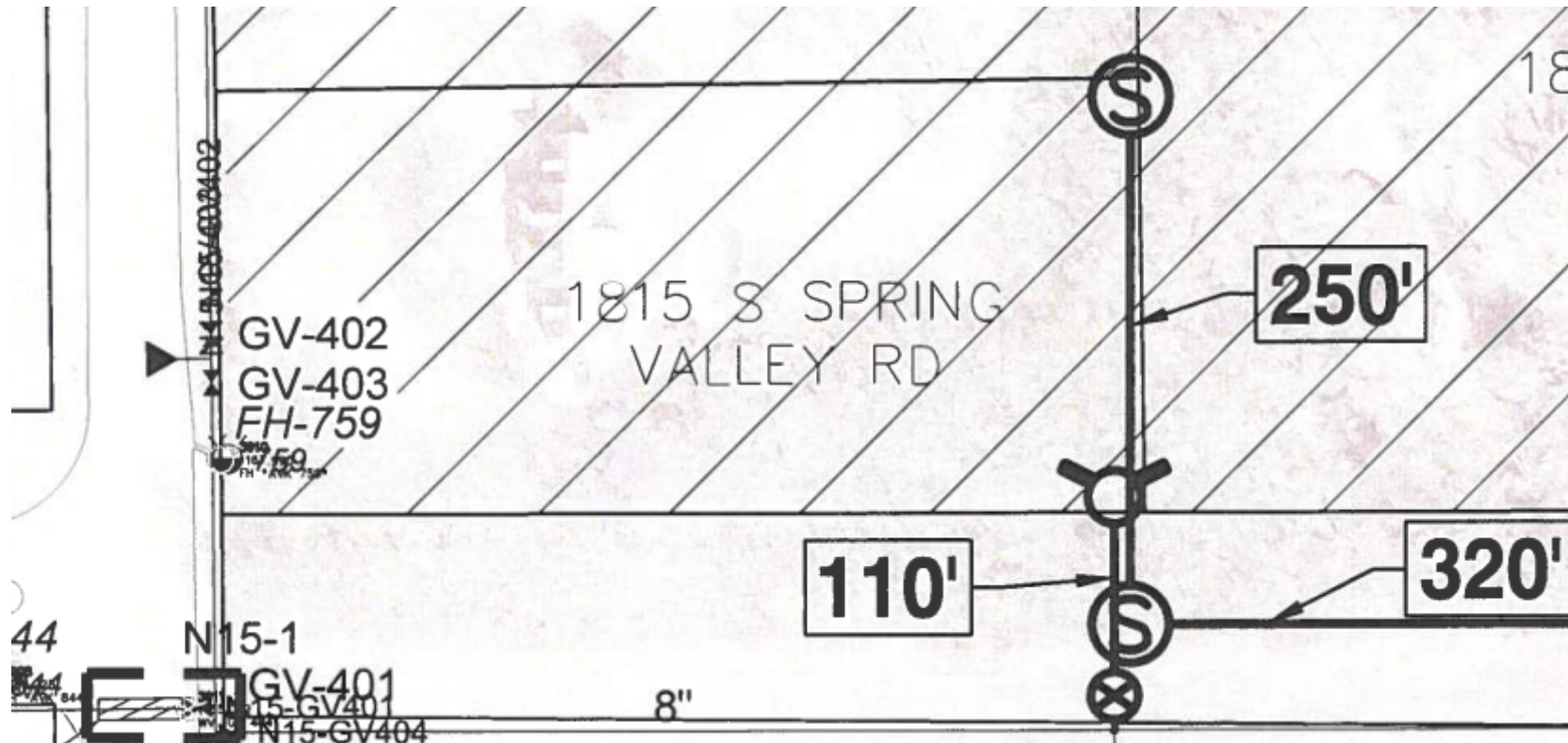




1817 S Spring Valley Rd -
JC Baptist Church Add
Owned by Riley
(previously Johnson)

Water estimated service line cost:
\$25,350.00

Sewer estimated service line cost:
\$102,505 split with two other
properties



1815 Spring Valley Rd -
Thornberg, William R &
Patricia

Water already provided

Sewer estimated service line cost:
\$102,505 split with two other
properties

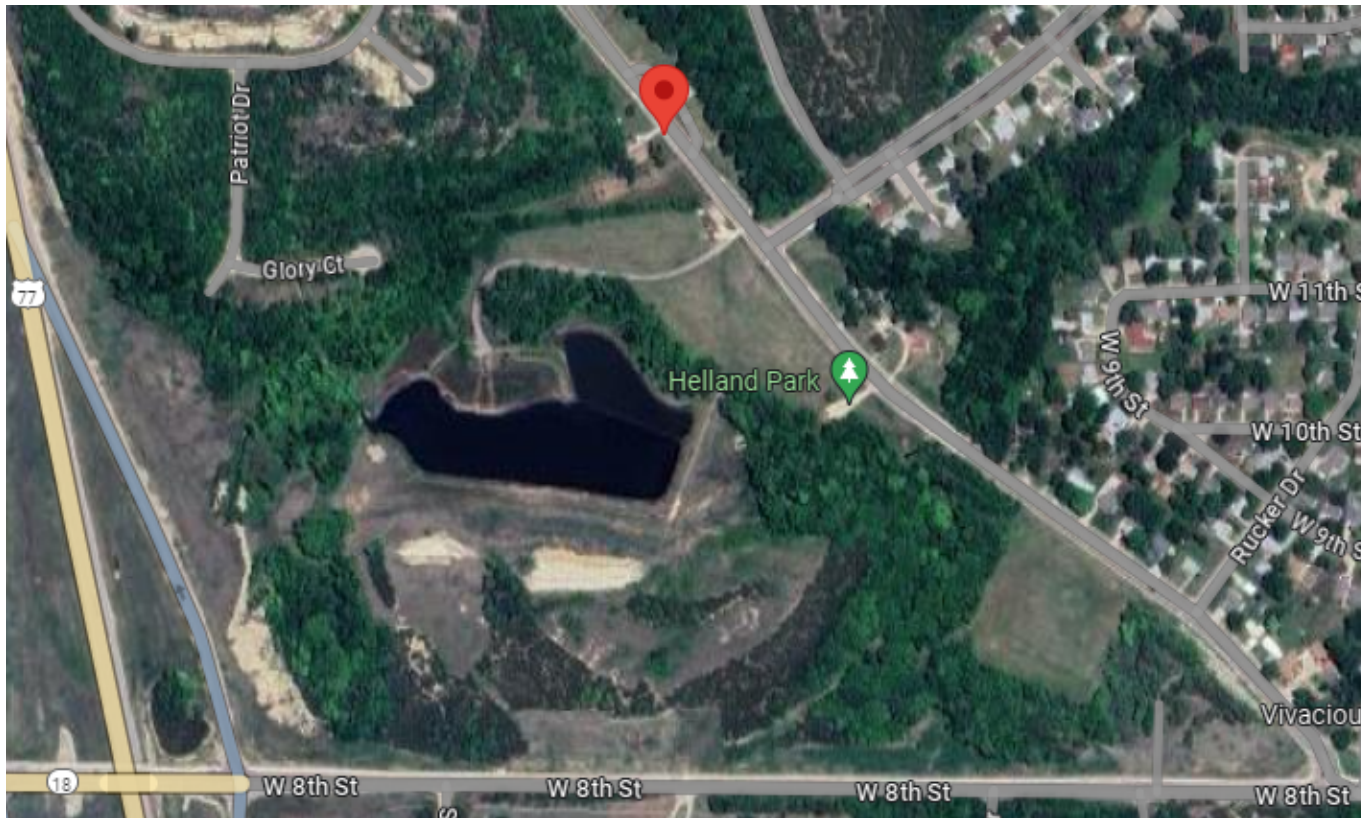


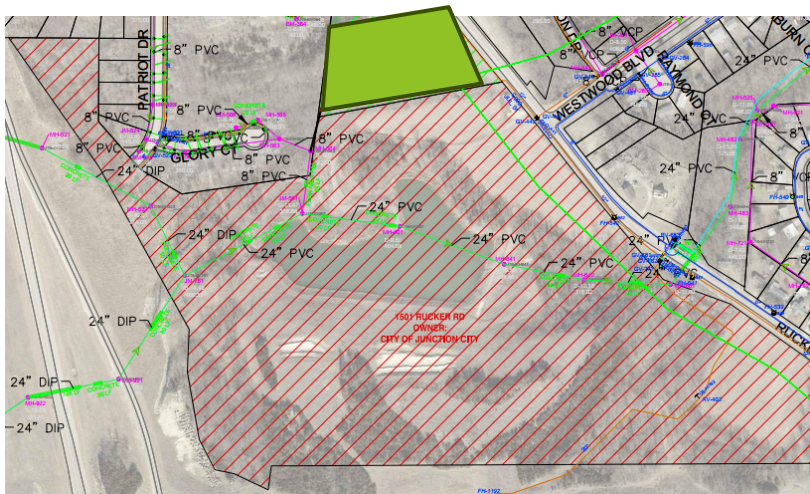
1727 S Spring Valley Rd
- Thornberg, Patricia

Water already provided

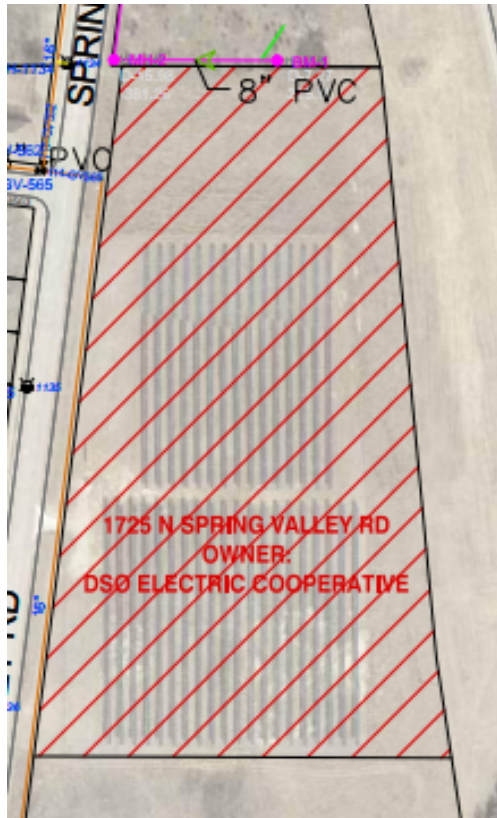
Sewer estimated service line cost:
\$102,505 split with two other
properties

North US 77





- ◆ Helland Park
- ◆ Currently has
 - ◆ Water
 - ◆ Sanitary Sewer



1725 N Spring Valley Rd -
DS&O Solar Farm & Aging
Well, Inc

Currently serviced by both Water
and Sanitary Sewer



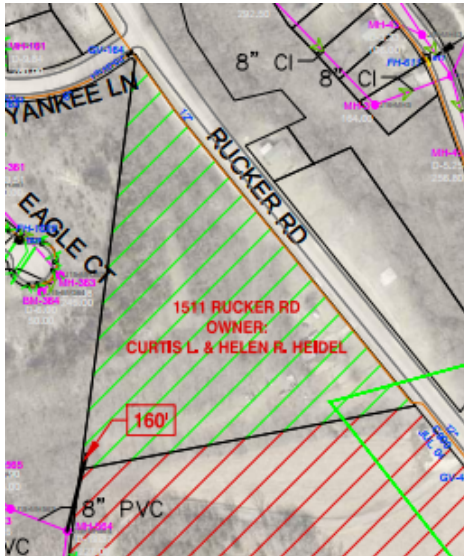
Water and sanitary sewer are
existing on site

2124 Rucker Rd -
Johnson, Russel J &
Marian A



2110 Rucker Rd -
Johnson, Curtis &
Linda

Water and sanitary sewer are
existing on site



1511 Rucker Rd -
Heidel, Curtis L &
Helen R

Extension of Water estimated at
\$5,600

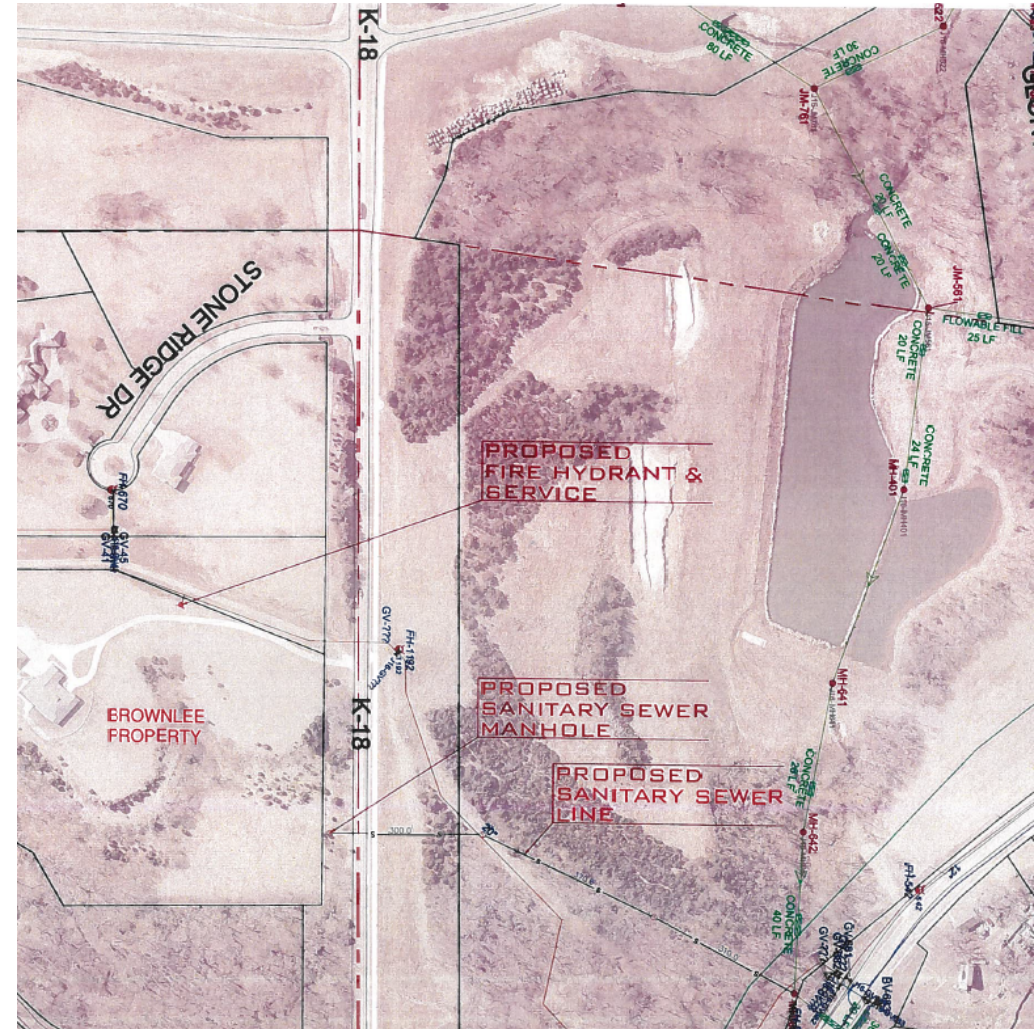
Extension of Sanitary Sewer estimated
at \$19,000

Brownlee Annexation



Brownlee

- ◆ Estimate of \$23,500 for water
- ◆ Estimate of \$187,900 for sanitary sewer
- ◆ Previous rough estimates included providing service and pumps to surrounding neighborhoods in anticipation of potential development





KAW VALLEY ENGINEERING, INC.

Office: 785.762.5040
Web: www.kveng.com
Address: 2319 N. Jackson
P.O. Box 1304
Junction City, KS 66441

March 13, 2024
A24D1800

**Prior Annexation of Properties
Junction City, Kansas**

1501 Rucker Road – Helland Park

Location currently has water and sanitary sewer to the site.

1511 Rucker Road

Water Service

An existing 12" water main exists along the West side of Rucker Road. A 6" fire line and hydrant will be set to provide connection for a private service line.

Estimated Water Service Line Costs.....\$5,600.00

Sanitary Sewer

An existing manhole is located 160 feet southwest of the southwest property corner. An 8" sewer main will be extended along the property line and a manhole set.

Estimated Sanitary Sewer Line Costs.....\$19,000.00

2110 and 2124 Rucker Road

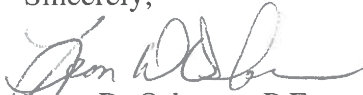
Both locations currently have water and sanitary sewer to the site.

2918 Spring Valley Road (Solar Farm)

Location currently has water and sanitary sewer to the site.

If you have any questions or require additional information, please feel free to contact me at 785-762-5040.

Sincerely,



Leon D. Osbourn, P.E.

President

Attachments: Overall Layout

LDO:bt

\\WMJC-FILE\Projects\A24_1800 DO NOT ARCHIVE\DSN\2024-2025 Extension Of Service\Annexation\Prior Annexation Of Properties 03132024.Docx



KAW VALLEY ENGINEERING, INC.

Office: 785.762.5040
Web: www.kveng.com
Address: 2319 N. Jackson
P.O. Box 1304
Junction City, KS 66441

February 20, 2024
A24D1800

**Prior Annexations of Property
Junction City, Kansas**

Ordinance S-2888

Thornberg – 1727 S. Spring Valley Road & 1815 S. Spring Valley Road
Johnson (now Riley) – 1817 S. Spring Valley Road

Water Service

Water service is available to both Thornberg properties along the East side of Spring Valley Road.

Johnson (now Riley) property will require 110' of 6" water main extension and setting of a fire hydrant.

Estimated Water Service Line Costs.....\$25,350.00

Sanitary Sewer

A minor main extension will be required to provide sanitary sewer service to all 3 properties.

Estimated Sanitary Sewer Line Costs.....\$102,505.00

If you have any questions or require additional information, please feel free to contact me at 785-762-5040.

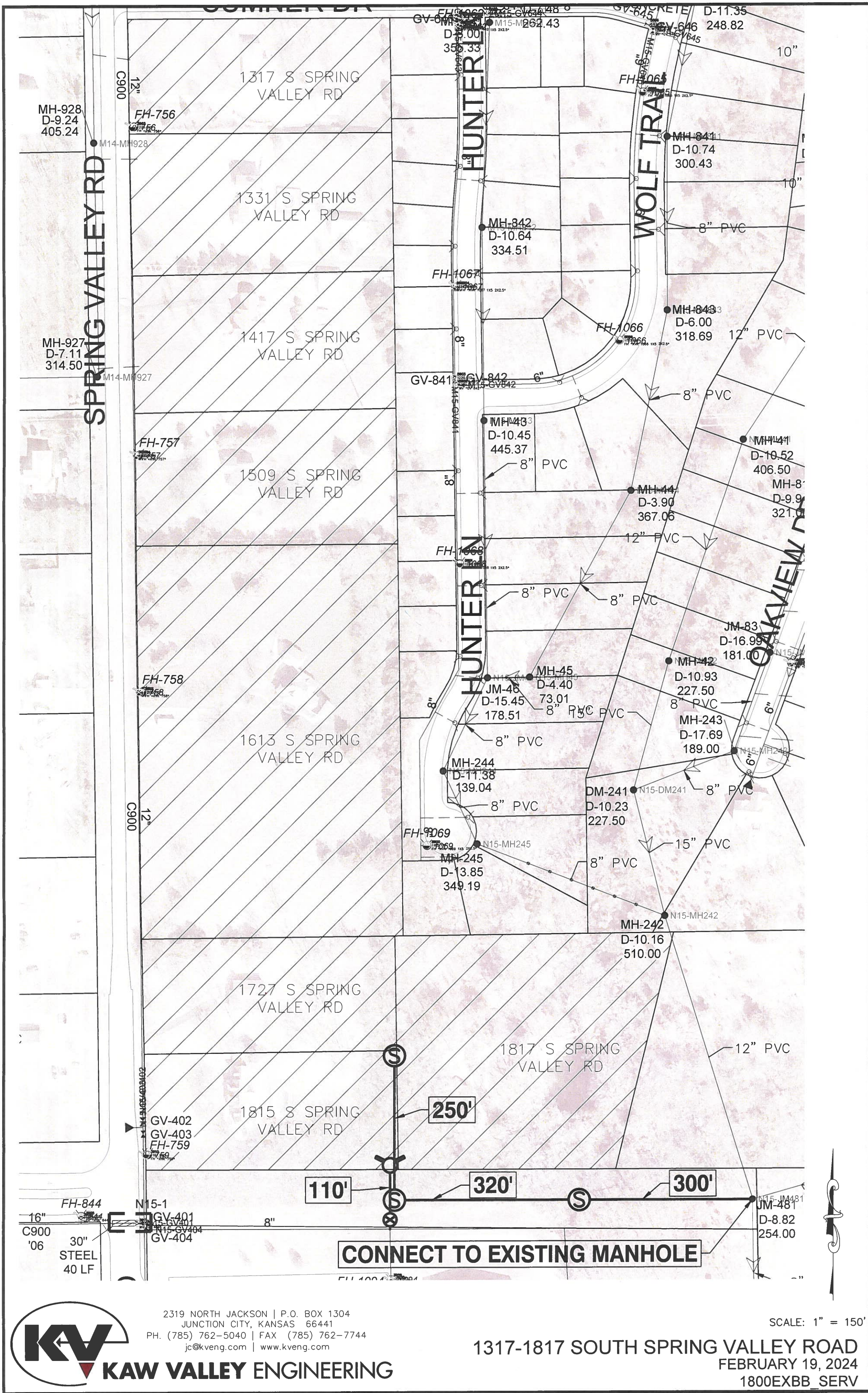
Sincerely,

Leon D. Osbourn, P.E.
President

Attachment: Location Map

LDO:bt

\\VMJC-FILE\Projects\A24_1800 DO NOT ARCHIVE\DSN\2006 Annex Parcel Service\Prior Annexation Of Property Thornberg & Riley 02-20-2024.Docx





KAW VALLEY ENGINEERING, INC.

Office: 785.762.5040
Web: www.kveng.com
Address: 2319 N. Jackson
P.O. Box 1304
Junction City, KS 66441

February 20, 2024
A24D1800

**Prior Annexations of Property
Junction City, Kansas**

Ordinance S-2888
Roth – 2208 Old Hwy. 40
Kracht – 2202 Old Hwy. 40

Water Service

An existing 12" water main exists along the South side of Old Hwy. 40. A 6" fire line and hydrant will be extended under Old Hwy. 40 to provide connection for private service lines.

Estimated Water Service Line Costs..... \$5,600.00/Each

Sanitary Sewer

An existing manhole is located at the southwest corner of the intersection at Spring Valley Road and Old Hwy. 40. A sewer main extension will be constructed along the North side of Hwy. 40 to the southeast corner of the Kracht property.

Estimated Sanitary Sewer Line Costs.....\$153,000.00

If you have any questions or require additional information, please feel free to contact me at 785-762-5040.

Sincerely,

Leon D. Osbourn, P.E.
President

Attachment: Location Map

LDO:bt

\\WMJC-FILE\Projects\A24_1800 DO NOT ARCHIVE\DSN\2006 Annex Parcel Service\Prior Annexation Of Property Roth & Kracht 02-20-2024.Docx



2120-2431 OLD HWY 40 & S SPRING VALLEY
FEBRUARY 19, 2024
1800EXBB_SERV

KAW VALLEY ENGINEERING



KAW VALLEY ENGINEERING, INC.

Office: 785.762.5040
Web: www.kveng.com
Address: 2319 N. Jackson
P.O. Box 1304
Junction City, KS 66441

February 20, 2024
A20D0001

**Jeanetta M. Brownlee Property
Junction City, Kansas**

Water Service

An existing 12" water main exists along the West side of the property. A 6" fire line and hydrant will be extended to property line along the West side.

Estimated Water Service Line Costs.....\$23,500.00

Sanitary Sewer

An existing manhole is located at the intersection of Price Ravine and Rucker Road. A sewer main will be extended approximately 1,200 feet to the south right of way line of West 8th Street.

Estimated Sanitary Sewer Line Costs.....\$187,900.00

If you have any questions or require additional information, please feel free to contact me at 785-762-5040.

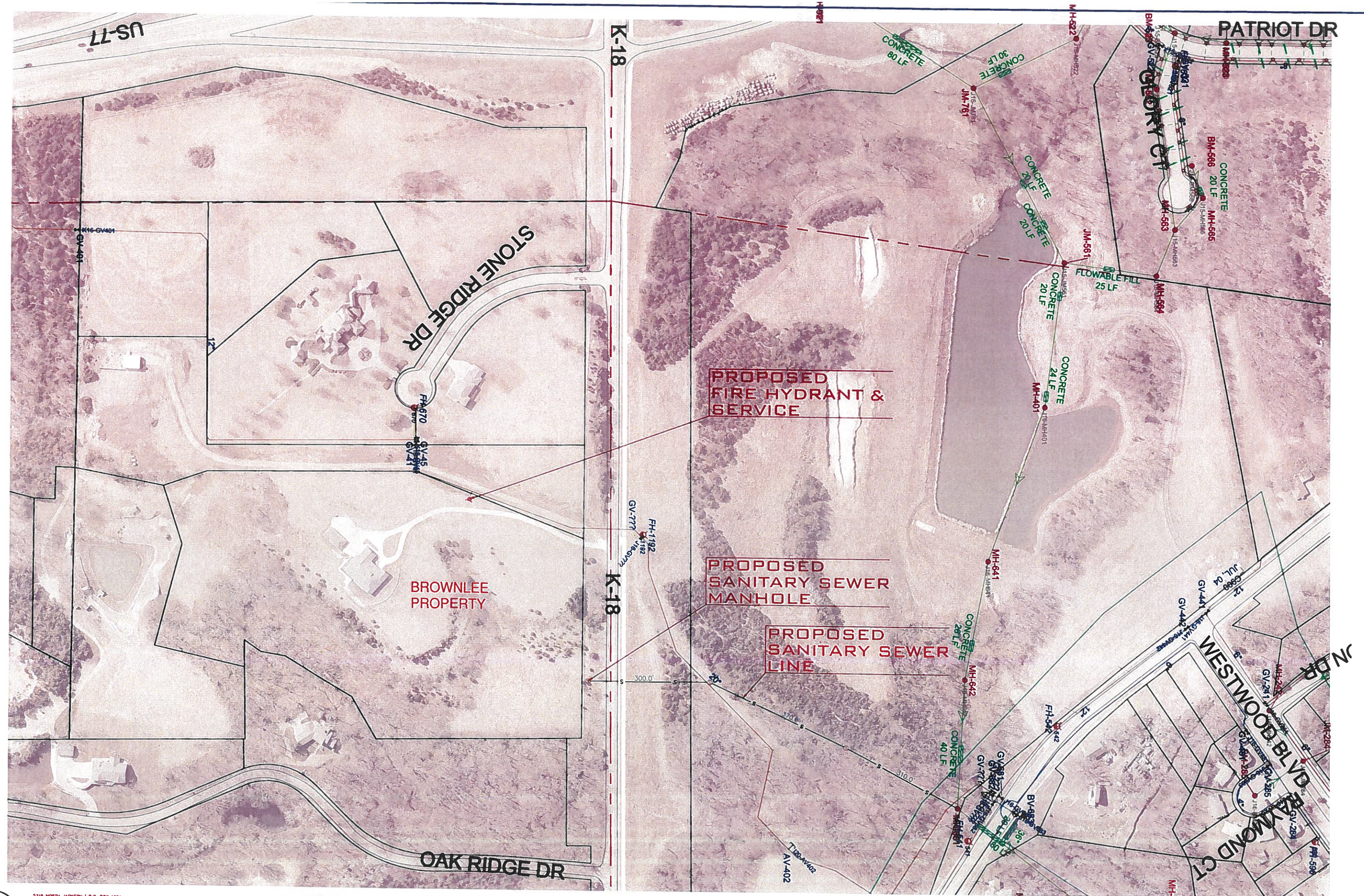
Sincerely,

Leon D. Osbourn, P.E.
President

Attachment: Location Map

LDO:bt

\\VMJC-FILE\Projects\A20_0001 DO NOT ARCHIVE\Brownlee Property\Brownlee Cost Estimate.Docx



City of Junction City
City Commission Agenda Memo
March 15, 2024

From: Britain D. Stites, City Attorney

To: City Commission

Subject: Annexation of AMERICAN TOWER, LP – 2707 LIBERTY HALL RD

Background: The City Commission previously reviewed potential annexations in January 2021. This property can be annexed unilaterally. Neither party has agreed to a consent annexation. Unilateral annexation means that the City does not need to ask the County to approve of the annexation.

The Commission set a public hearing and ordinance consideration for February 20, 2024. The Commission continued the consideration of the annexation to Tuesday, March 19, 2024.

Discussion of Issue: Annexation consideration is permitted due to K.S.A. 12-520(a)(4) or (6). The tract lies within or mainly within the City and has a common perimeter with the City of at least 50% of the property. In addition, the tract is situated that at least two-thirds of the property line adjoins the City and it does not exceed 21 acres.

If this is litigated, the Court is permitted to review a few factors to ascertain whether or not the annexation is reasonable per *Stueckemann v. City of Basehor*, 301 Kan. 718, 348 P.3d 526 (2015). A common complaint about annexations throughout the nation is that annexation would be the provision of services of no or little value in light of the City-based *ad valorem* taxes assessed. The Court in *Stueckemann* found that argument to bear no weight. In addition, the argument that “value of new municipal services is not at least equal to the amount of new taxes imposed is without merit”. In fact, the Court held that residences adjoining and residents whose property adjoins the City benefit which aids the district court in a review finding that an Annexation is legally reasonable.

The Commission needs to weigh the following factors and I will summarize facts affecting each factor:

- Extent to which any of the land is devoted to agricultural use;
 - The land is zoned and utilized commercially;
 - It is not agricultural;
 - It is a cellular telephone tower;
 - It is less than twenty-one (21) acres;
- Area of platted versus unplatted land;
 - Land is unplatted;
- Physical characteristics of the land which indicate the existence or absence of common interest of the City and the land proposed to be annexed;
 - In editorials, some have noted that there are trees between the property and the subdivisions to the west or south; however, there are no rivers, chasms, lakes, et cetera separating the property from the City;
- Extent and age of residential development adjacent to and within the proposed annexation;
 - There is no residential development currently proposed for this annexation. It would stay commercial as of this time;
 - The residential development adjacent to the property has been there for at least a decade if not more;
- Present population and projected population within the next five (5) years;
 - Given that the property is commercial, the present & projected population in five years are both zero (0);
- Extent of business, commercial, and industrial development in the area;
 - Commercial development is the tower;

- Present cost, methods, and adequacy of governmental services and regulatory controls in the area;
 - Government services cost a portion of the mill levy for sheriff, county public works, et cetera which are shared across the County;
- Proposed costs, extent, and necessity of governmental services to be provided on top of the plan to extend such services;
 - City equivalent services are included in current mill levy;
- Tax impact upon the property;
 - Taxes would increase by approximately 30%;
 - The taxes will increase for the property by approximately one-third (approximately \$7,933.00 up to approximately \$12,642.73 in using 2023 Geary County tax numbers and mill); however, the taxes will cover the services provided including what is already provided pre-annexation;
- Extent to which residents are directly or indirectly dependent upon the City for governmental services as well as social, economic, employment, cultural, and recreational opportunities & resources;
 - All non-governmental services are within the City of Junction City;
 - Travel easement to access property is currently through backyard(s) of residences within the City;
- Effect of annexation upon the City, other adjacent areas such as other cities, water districts, et cetera;
 - Should be little to no direct effect upon others;
- Existing petitions for incorporation;
 - None;
- Likelihood of significant growth in the area in the next five years;
 - Most likely none;

- Effect of annexation upon utilities currently providing services to the area;
 - Would need to extend water and sanitary sewer so it can be tapped into;
 - However, that extension would aid in providing redundancy to subdivisions to south and west of property too;
- Economic impact; and,
- Wasteful duplication of services;
 - Given protection provided by JCPD and JCFD, services are duplicated regardless due to City being east, south, west, and north of property in various locations.

Alternatives: It appears that the City Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve the ordinance; or,
2. Disapprove of the ordinance.

Possible Motions:

1. Approve and adopt the proposed ordinance.
2. Disapprove the proposed ordinance.

ORDINANCE S-3282

AN ORDINANCE ANNEXING CERTAIN LANDS AT OR NEAR 2707 LIBERTY HALL ROAD IN CONFORMITY WITH K.S.A. 12- 520(a)(4) OR (6) AND ALL AMENDMENTS.

The Governing Body of the City of Junction City, Kansas set a public hearing for Tuesday, February 20, 2024 on December 19, 2023 in R-3081. The Governing Body reset the ordinance for Tuesday, March 19, 2024 in the presence of those present on February 20, 2024.

The boundaries of the land proposed to be annexed are as follows:

Commencing at the Northeast corner of said feet to the Northeast corner of the Northwest Quarter (NW $\frac{1}{4}$) of said Northeast Quarter (NE $\frac{1}{4}$); thence South 00 degrees 05 minutes 26 seconds East 443.24 feet along the East line of said Northwest Quarter (NW $\frac{1}{4}$) for the point of beginning; thence South 00 degrees 05 minutes 26 seconds East 502.61 feet; thence North 89 degrees 50 minutes 43 seconds West 520.00 feet; thence North 00 degrees 05 minutes 26 seconds West 502.61 feet; thence South 89 degrees 50 minutes 43 seconds East 520.00 feet to Geary County, Kansas. The 6 acres of residential property are located west of South Spring Valley Road, east of the Hickory Lane, north of Oakwood Drive, and south of Liberty Hall Road.

Commonly known as 2707 Liberty Hall Road.

Which is adjacent to the east in the boundary of the City.

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

SECTION 1. That pursuant to K.S.A. 12-520(a)(4) or (6), the Governing Body of the City of Junction City, Kansas, deems it advisable to annex the following land:

Commencing at the Northeast corner of said feet to the Northeast corner of the Northwest Quarter (NW $\frac{1}{4}$) of said Northeast Quarter (NE $\frac{1}{4}$); thence South 00 degrees 05 minutes 26 seconds East 443.24 feet along the East line of said Northwest Quarter (NW $\frac{1}{4}$) for the point of beginning; thence South 00 degrees 05 minutes 26 seconds East 502.61 feet; thence North 89 degrees 50 minutes 43 seconds West 520.00 feet; thence North 00 degrees 05 minutes 26 seconds West 502.61 feet; thence South 89 degrees 50 minutes 43 seconds East 520.00 feet to Geary County, Kansas. The 6 acres of residential property are located west of South Spring Valley Road, east of the Hickory Lane, north of Oakwood Drive, and south of Liberty Hall Road.

And said land is annexed and made a part of the City of Junction City, Kansas.

SECTION 2. The City of Junction City, Kansas, zones the land as CG per Ordinance 400.300.

SECTION 3. The City of Junction City, Kansas, recognized that the above-described property is within the boundaries of Fire District No. 1, Geary County, Kansas, and that for the purposes of fire protection the City agrees that upon annexation and detachment from the Fire District in accordance with applicable law, the property shall be the sole and complete responsibility of the City of Junction City, Kansas.

SECTION 4. The City Clerk shall file a certified copy of this Ordinance with the County Clerk, Department of Records and Tax Administration, and the Election Commissioner of Geary County, Kansas.

SECTION 5. The City Clerk shall provide a certified copy of this Ordinance, proof of publication of this Ordinance, and a map of the City detailing the annexed area per K.S.A. 12-2016.

SECTION 6. This Ordinance shall be effective upon publication as required by law or other per statute.

Passed and Approved 19th day of March 2024.

CITY OF JUNCTION CITY, KANSAS

Pat Landes
Mayor

ATTEST:

Tammy Melton, City Clerk

APPROVED AS TO FORM:

Britain D. Stites, City Attorney

CITY OF JUNCTION CITY, KANSAS



SERVICE EXTENSION PLAN FOR PROPOSED ANNEXATION

American Tower, LP
(The Corporation Company, Inc.)

Area generally south of Liberty Hall Road, east of Hickory Lane,
and west of S Spring Valley Road

February 8, 2024
Last Amended

I. Introduction

The City of Junction City proposes to annex land by unilateral annexation pursuant authority granted by K.S.A. 12-519 *et sequential*.

The land identified in this report runs contiguous with the municipal boundary of the City of Junction City. In addition, the municipal boundary of the City of Junction City surrounds the land on nearly all sides as well as part of the land is in the City limits already. The land is currently unplatted. The land is less than 21 acres. The land is designated for commercial and telecommunication use by the County Appraiser's Office.

As a result of development occurring in and around the proposed annexation area, major municipal services are already available or easily can be made available. In some instances, the proposed annexation area already benefits from services provided by the City of Junction City. Annexation makes itself advisable because of equitable sharing of the costs for major municipal services. Furthermore, the proposed annexation area is within the City's growth area identified in the City of Junction City's Comprehensive Plan.

Annexation of the identified property can be accomplished in a single proceeding because the proposed annexation constitutes "land" eligible for annexation pursuant to K.S.A. 12-520(a)(4) or (6) – the land shares at least fifty percent (50%) of its border with the City and is less than twenty-one (21) acres.

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II. Description of Proposed Annexation Area

The boundaries of the land proposed to be annexed are as follows:

That portion of S16 , T12 , R05 , Acres 6.1 , POB 483 S; & 1328 W OF NE COR S 502, W 520, N 502,; E 520 TO POB; a tract of land in the Northwest Quarter (NW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section Sixteen (16), Township Twelve (12) South, Range Five (5) East of the 6th P.M., in Geary County, Kansas in the City of Junction City, County of Geary, State of Kansas, being more particularly described as follows: Commencing at the Northeast corner of said feet to the Northeast corner of the Northwest Quarter (NW $\frac{1}{4}$) of said Northeast Quarter (NE $\frac{1}{4}$); thence South 00 degrees 05 minutes 26 seconds East 443.24 feet along the East line of said Northwest Quarter (NW $\frac{1}{4}$) for the point of beginning; thence South 00 degrees 05 minutes 26 seconds East 502.61 feet; thence North 89 degrees 50 minutes 43 seconds West 520.00 feet; thence North 00 degrees 05 minutes 26 seconds West 502.61 feet; thence South 89 degrees 50 minutes 43 seconds East 520.00 feet to Geary County, Kansas to the Point of Beginning.

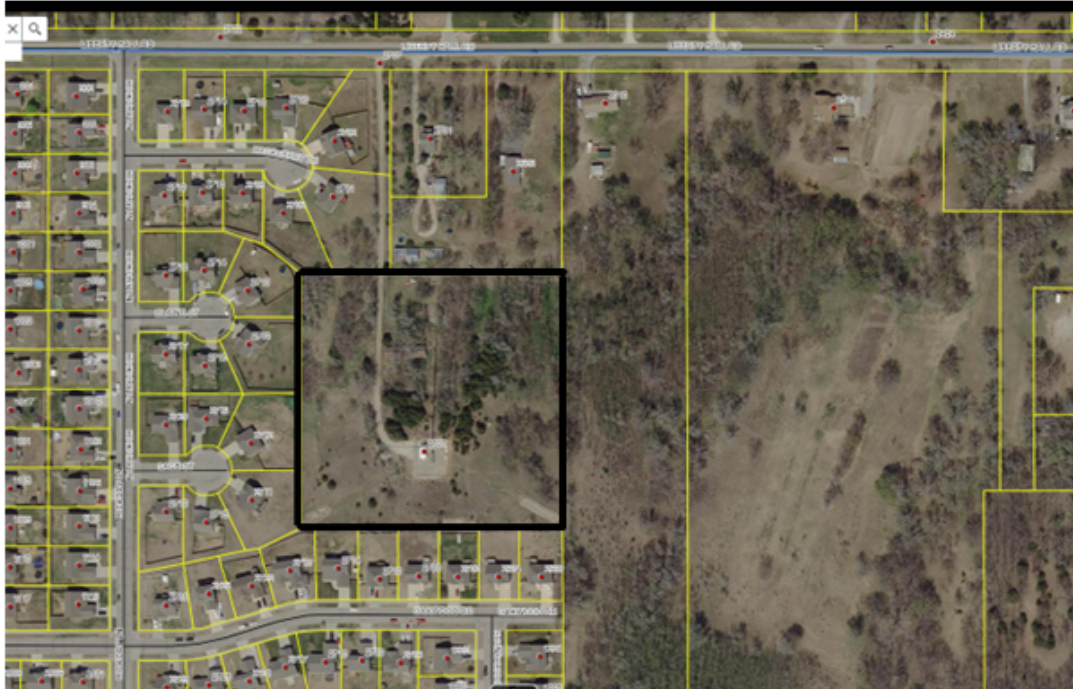
The boundary to the north and east is a municipal boundary of the City.

III. Location of Proposed Annexation Area

The proposed annexation is generally located west of S Spring Valley Road, south of Liberty Hall Road and east of Hickory Lane, and adjacent to areas not yet annexed to the City.

Map 1 on the next page illustrates the general location of the proposed annexation and the relationship to the existing corporate boundary of the City of Junction City.

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IV. Land Use and Zoning

a. Land Use

The proposed annexation area consists primarily of agricultural use and/or vacant lots.

The single tract is devoted to agricultural use. The land is approximately 6.10 acres of what is not yet in the City.

Estimated population on the land is two (2).

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b. Zoning

All land within the proposed annexation is presently zoned C, which is Commercial with the Geary County Zoning Code. The most comparable zoning would be “CG” – General Commercial District due to permitted uses under 405.100.B.38.

City of Junction City zoning ordinance 400.300 provides that the property will be zoned in the most similar zoning regulation that City has comparable to the current zoning designation in the unincorporated county. The property owner, the Planning Commission, or the City Commission may apply to initiate the process to rezone the property to another appropriate zoning district.

V. Extension of Major Municipal Services

a. Public Streets

The proposed annexation falls south of Liberty Hall Road which services property owned by the same owner. The County already constructed the roadway and will provide maintenance.

There is no anticipated address change.

b. Water

The proposed annexation area currently receives water from the City or is already a part of Rural Water District 1 which purchases water directly from the City. The City already provides water to the land. The landowners already pay for and receive water from the City.

The property has direct access to a water main along Liberty Hall Road and requires a large main tap and fire line.

The cost to add water service line to this property for City services would be \$9,000.00.

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c. Sanitary Sewer

All existing onsite systems, whether septic/lateral disposal systems or any other onsite system, in existence as of the September 1, 2013, may remain in place; provided, all systems shall be inspected by the Administrative Agency, to determine said system is properly working and in compliance with all applicable rules, regulations, codes, laws and requirements of the City, Administrative Agency, State of Kansas or any other applicable governmental entity having jurisdiction under Section 705.060.

To provide service to this property a small main extension will be required.

The cost to add sanitary sewer service to this property would be completed in phases at approximately \$13,000.00.



d. Flood Protection and Stormwater Management

The City maintains a stormwater utility. Its charges run concurrent with the water utility as well as trash and sewer. Revenue collected from the stormwater fee funds maintenance and improvements of the City's stormwater system and helps meet regulatory requirements.

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e. Fire Protection and Medical First Response

Fire protection and emergency response comes from two fire stations: 700 N Jefferson Street and 2245 Lacy Drive, both in Junction City, Kansas 66441.

Junction City city-at-large ad valorem property taxes, sales tax, and other general revenues finance fire protection. The City anticipates and expects no change in quality of fire or medical first response service because of annexation. The ISO (Insurance Service Organization) provides ratings classifying the ability of a local jurisdiction to provide fire protection. The current Geary County rating is Class 3 within five (5) road miles of a fire station with a Class A Engine and 10 outside those five (5) road miles. The City of Junction City is Class 3. The scale is 1 to 10 with 1 being the best.

f. Police Protection

Upon annexation, the City will provide police protection by the Junction City Police Department headquartered at 210 E 9th Street. The addition of one household surrounded by the City will not have a significant impact on the ability to provide police protection. The City of Junction City will provide police services with existing resources.

JCPD provides Animal Control services. Those services will be extended as well.

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g. Parks

Helland Park is the closest park to the proposed annexation. The City contains many other parks and amenities open to the public. These include Helland Park, Rimrock surrounding Homer's Pond, Fifth Street Park with new playground equipment, baseball fields at both North Park and South Park, the Twelfth Street Community Center & Rathert Stadium, Martin Luther King Jr. Park, Coronado Park, the Riverwalk Trail, and others. South Park includes newly improved dog parks. The City is currently installing a bike trail from the new high school, which is west of the proposed annexation, down to downtown Junction City.

Annexation will have no significant impact on the City's park and recreation system.

h. Trash and Recycling Services

The City provides trash collection services. At the same time, residents may utilize and contract with a private trash hauler. Upon annexation, each residential household will be required to enroll for trash service, if not already.

i. Library

The Dorothy Bramlage Public Library serves the residents of Junction City, Fort Riley, Geary County, and surrounding areas. The residents are presently served by the Dorothy Bramlage Public Library.

The Library is located at 230 W 7th Street. The Library opens itself to the public with patrons from within and outside of the City.

Annexation will not significantly affect the library's operation.

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VI. Ad Valorem Taxes

Geary County provided the following values for the proposed annexation. The County held the **appraised value for 2023 to be \$26,940**. The assessed valuation for 2022 was \$31,730.

In 2022, the proposed annexation is in Smoky Hill Township with the designation of 210 for its tax unit. The County indicates the total levy is 111.057 with assessed property taxes of \$7,933.00. Upon annexation and as of 2023, the total mill levy for those in the City of Junction City (48.311) is 159.368. The 2023 total ad valorem taxes would approximately be \$11,383.94, for an increase of \$3,450.94.

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VII. Timetable for Services

The proposed financing and timetable for extension of major municipal serves to the proposed annexation are shown in the table below. Most citywide municipal serves will be extended to the area immediately upon annexation.

Service	Proposed for Area	Timing	Financing
Street Maintenance	Yes	Upon Annexation	City-at-Large
Street Signage	Yes	Upon Annexation	City-at-Large
Local Street Improvements	Yes and As Required	24 Months	City-at-Large
Fire Protection	Yes	Upon Annexation/Existing	City-at-Large
Medical First Response	Yes	Upon Annexation/Existing	City-at-Large
Police Protection	Yes	Upon Annexation/Existing	City-at-Large
Parks	As Identified	Upon Annexation/Existing	City-at-Large
Library	Yes	Upon Annexation/Existing	City-at-Large
Trash & Recycling	As Identified	Upon Request	Owner
Building Code Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees
Water Laterals & Fire Hydrants	As Required	Existing	Per City Policy
Sewer Laterals	As Required	Upon Petition	Per City Policy
Housing Code and Zoning Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees

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City of Junction City
City Commission Agenda Memo
March 15, 2024

From: Britain D. Stites, City Attorney

To: City Commission

Subject: Annexation of BIGGS – 2701 LIBERTY HALL RD

Background: The City Commission previously reviewed potential annexations in January 2021. This property can be annexed unilaterally. Neither party has agreed to a consent annexation. Unilateral annexation means that the City does not need to ask the County to approve of the annexation.

The Commission set a public hearing and ordinance consideration for February 20, 2024. The Commission continued the consideration of the annexation to Tuesday, March 19, 2024.

Discussion of Issue: Annexation consideration is permitted due to K.S.A. 12-520(a)(1). The tract adjoins the City and is platted.

If this is litigated, the Court is permitted to review a few factors to ascertain whether or not the annexation is reasonable per *Stueckemann v. City of Basehor*, 301 Kan. 718, 348 P.3d 526 (2015). A common complaint about annexations throughout the nation is that annexation would be the provision of services of no or little value in light of the City-based *ad valorem* taxes assessed. The Court in *Stueckemann* found that argument to bear no weight. In addition, the argument that “value of new municipal services is not at least equal to the amount of new taxes imposed is without merit”. In fact, the Court held that residences adjoining and residents whose property adjoins the City benefit which aids the district court in a review finding that an Annexation is legally reasonable.

The Commission needs to weigh the following factors and I will summarize facts affecting each factor:

- Extent to which any of the land is devoted to agricultural use;
 - The land is zoned and utilized residentially;

- It is not agricultural;
 - It is less than twenty-one (21) acres;
- Area of platted versus unplatted land;
 - Land is platted;
- Physical characteristics of the land which indicate the existence or absence of common interest of the City and the land proposed to be annexed;
 - In editorials, some have noted that there are trees between the property and the subdivisions to the west or south; however, there are no rivers, chasms, lakes, et cetera separating the property from the City;
- Extent and age of residential development adjacent to and within the proposed annexation;
 - There is no additional residential development currently proposed for this annexation. It would stay residential as of this time;
 - The residential development adjacent to the property has been there for at least a decade if not more;
- Present population and projected population within the next five (5) years;
 - Given that the property is residential and upon testimony of a property owner, their family, or a resident, the present & projected population in five years is at or near one to six (1 to 6);
- Extent of business, commercial, and industrial development in the area;
 - None;
- Present cost, methods, and adequacy of governmental services and regulatory controls in the area;

- Government services cost a portion of the mill levy for sheriff, county public works, et cetera which are shared across the County;
- Proposed costs, extent, and necessity of governmental services to be provided on top of the plan to extend such services;
 - City equivalent services are included in current mill levy;
 - Police already provides protection west, east, and south of the property;
 - Fire protection covers the land already due to a mutual aid agreement;
- Tax impact upon the property;
 - Taxes would increase by approximately 30%;
 - The taxes will increase for the property by approximately one-third (approximately \$11,520.00 up to approximately \$17,039.03 in using 2023 Geary County tax numbers and mill); however, the taxes will cover the services provided including what is already provided pre-annexation;
- Extent to which residents are directly or indirectly dependent upon the City for governmental services as well as social, economic, employment, cultural, and recreational opportunities & resources;
 - All non-governmental services are within the City of Junction City;
- Effect of annexation upon the City, other adjacent areas such as other cities, water districts, et cetera;
 - Should be little to no direct effect upon others;
- Existing petitions for incorporation;
 - None;
- Likelihood of significant growth in the area in the next five years;
 - Most likely none;

- Effect of annexation upon utilities currently providing services to the area;
 - Would need to extend water and sanitary sewer so it can be tapped into;
 - However, that extension would aid in providing redundancy to subdivisions to south and west of property too;
- Economic impact; and,
- Wasteful duplication of services;
 - Given protection provided by JCPD and JCFD, services are duplicated regardless due to City being east, south, west, and north of property in various locations.

Alternatives: It appears that the City Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve the ordinance; or,
2. Disapprove of the ordinance.

Possible Motions:

1. Approve and adopt the proposed ordinance.
2. Disapprove the proposed ordinance.

ORDINANCE S-3283

AN ORDINANCE ANNEXING CERTAIN LANDS AT OR NEAR 2701 LIBERTY HALL ROAD IN CONFORMITY WITH K.S.A. 12- 520(a)(1) AND ALL AMENDMENTS.

The Governing Body of the City of Junction City, Kansas set a public hearing for Tuesday, February 20, 2024 on December 19, 2023 in R-3079. The Governing Body reset the public hearing for Tuesday, March 19, 2024 in the presence of those present including the property owner or a member of their family on February 20, 2024.

The boundaries of the land proposed to be annexed are as follows:

Lot One (1), Block One (1), Taylor Estates, an addition to the City of Junction city, Geary County, Kansas. The 1.09 acres of residential property are located west of South Spring Valley Road, east of the Hickory Lane, north of Oakwood Drive, and south of Liberty Hall Road.

Commonly known as 2701 Liberty Hall Road.

Which is adjacent to the east in the boundary of the City.

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

SECTION 1. That pursuant to K.S.A. 12-520(a)(1), the Governing Body of the City of Junction City, Kansas, deems it advisable to annex the following land:

Lot One (1), Block One (1), Taylor Estates, an addition to the City of Junction city, Geary County, Kansas. The 1.09 acres of residential property are located west of South Spring Valley Road, east of the Hickory Lane, north of Oakwood Drive, and south of Liberty Hall Road.

And said land is annexed and made a part of the City of Junction City, Kansas.

SECTION 2. The City of Junction City, Kansas, zones the land as RS per Ordinance 400.300.

SECTION 3. The City of Junction City, Kansas, recognized that the above-described property is within the boundaries of Fire District No. 1, Geary County, Kansas, and that for the purposes of fire protection the City agrees that upon annexation and detachment from the Fire District in accordance with applicable

law, the property shall be the sole and complete responsibility of the City of Junction City, Kansas.

SECTION 4. The City Clerk shall file a certified copy of this Ordinance with the County Clerk, Department of Records and Tax Administration, and the Election Commissioner of Geary County, Kansas.

SECTION 5. The City Clerk shall provide a certified copy of this Ordinance, proof of publication of this Ordinance, and a map of the City detailing the annexed area per K.S.A. 12-2016.

SECTION 6. This Ordinance shall be effective upon publication as required by law or other per statute.

Passed and Approved 19th day of March 2024.

CITY OF JUNCTION CITY, KANSAS

Pat Landes
Mayor

ATTEST:

Tammy Melton, City Clerk

APPROVED AS TO FORM:

Britain D. Stites, City Attorney

CITY OF JUNCTION CITY, KANSAS



SERVICE EXTENSION PLAN FOR PROPOSED ANNEXATION

Biggs

Lot 1, Taylor Estates

Approximately 2.06 acres which are adjacent on the
west of the municipal boundaries.

February 8, 2024
Last Amended

I. Introduction

The City of Junction City proposes to annex land by unilateral annexation pursuant authority granted by K.S.A. 12-519 *et sequential*.

The land identified in this report runs contiguous with the municipal boundary of the City of Junction City. In addition, the municipal boundary of the City of Junction City is adjacent to the land on the east side. The land is currently platted. The land is less than 21 acres. The land is designated for residential use by the County Appraiser's Office.

As a result of development occurring in and around the proposed annexation area, major municipal services are already available or easily can be made available. In some instances, the proposed annexation area already benefits from services provided by the City of Junction City. Annexation makes itself advisable because of equitable sharing of the costs for major municipal services. Furthermore, the proposed annexation area is adjacent to the City's growth area identified in the City of Junction City's Comprehensive Plan.

Annexation of the identified property can be accomplished in a single proceeding because the proposed annexation constitutes "land" eligible for annexation pursuant to K.S.A. 12-520(a)(1) – the land is platted and adjacent to the City.

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II. Description of Proposed Annexation Area

The boundaries of the land proposed to be annexed are as follows:

Lot 1, Taylor Estates. Approximately 2.06 acres which is adjacent on the south by the City.

III. Location of Proposed Annexation Area

The proposed annexation is generally located west of S Spring Valley Road, east of the Hickory Lane, and north of Valley Drive.

Map 1 on the next page illustrates the general location of the proposed annexation and the relationship to the existing corporate boundary of the City of Junction City.

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IV. Land Use and Zoning

a. Land Use

The proposed annexation area consists primarily of residential use.

The single tract is devoted to residential use. The land is approximately 2.06 acres.

Estimated population on the land is two (2).

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b. Zoning

All land within the proposed annexation is presently zoned “R”, which is Residential with the Geary County Zoning Code. The most comparable zoning would be “RS” – Suburban Residential due to permitted uses under 405.010.B.1.

City of Junction City zoning ordinance 400.300 provides that the property will be zoned in the most similar zoning regulation that City has comparable to the current zoning designation in the unincorporated county. The property owner, the Planning Commission, or the City Commission may apply to initiate the process to rezone the property to another appropriate zoning district.

V. Extension of Major Municipal Services

a. Public Streets

The proposed annexation falls on the west side of S Spring Valley Road. The City already constructed the roadway and will provide maintenance.

There is no anticipated address change.

b. Water

The proposed annexation area currently does not receive water from the City; however, water is easily tapped into by the property owner. The City already provides water to the land through Rural Water District 1.

The property has direct access to a water main along Liberty Hall Road and requires a large main tap and fire line.

The cost to add water service line to this property for City services would be \$9,000.00.

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c. Sanitary Sewer

All existing onsite systems, whether septic/lateral disposal systems or any other onsite system, in existence as of the September 1, 2013, may remain in place; provided, all systems shall be inspected by the Administrative Agency, to determine said system is properly working and in compliance with all applicable rules, regulations, codes, laws and requirements of the City, Administrative Agency, State of Kansas or any other applicable governmental entity having jurisdiction under Section 705.060.

To provide service to this property a small main extension will be required.

The cost to add sanitary sewer service to this property would be completed in phases at approximately \$13,000.00.



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d. Flood Protection and Stormwater Management

The City maintains a stormwater utility. Its charges run concurrent with the water utility as well as trash and sewer. Revenue collected from the stormwater fee funds maintenance and improvements of the City's stormwater system and helps meet regulatory requirements.

e. Fire Protection and Medical First Response

Fire protection and emergency response comes from two fire stations: 700 N Jefferson Street and 2245 Lacy Drive, both in Junction City, Kansas 66441.

Junction City city-at-large ad valorem property taxes, sales tax, and other general revenues finance fire protection. The City anticipates and expects no change in quality of fire or medical first response service because of annexation. The ISO (Insurance Service Organization) provides ratings classifying the ability of a local jurisdiction to provide fire protection. The current Geary County rating is Class 3 within five (5) road miles of a fire station with a Class A Engine and 10 outside those five (5) road miles. The City of Junction City is Class 3. The scale is 1 to 10 with 1 being the best.

f. Police Protection

Upon annexation, the City will provide police protection by the Junction City Police Department headquartered at 210 E 9th Street. The addition of one household surrounded by the City will not have a significant impact on the ability to provide police protection. The City of Junction City will provide police services with existing resources.

JCPD provides Animal Control services. Those services will be extended as well.

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g. Parks

Helland Park is the closest park to the proposed annexation. The City contains many other parks and amenities open to the public. These include Bluffs Park, Rimrock surrounding Homer's Pond, Fifth Street Park with new playground equipment, baseball fields at both North Park and South Park, the Twelfth Street Community Center & Rathert Stadium, Martin Luther King Jr. Park, Coronado Park, the Riverwalk Trail, and others. South Park includes newly improved dog parks. The City is currently installing a bike trail from the new high school, which is west of the proposed annexation, down to downtown Junction City.

Annexation will have no significant impact on the City's park and recreation system.

h. Trash and Recycling Services

The City provides trash collection services. At the same time, residents may utilize and contract with a private trash hauler. Upon annexation, each residential household will be required to enroll for trash service, if not already.

i. Library

The Dorothy Bramlage Public Library serves the residents of Junction City, Fort Riley, Geary County, and surrounding areas. The residents are presently served by the Dorothy Bramlage Public Library.

The Library is located at 230 W 7th Street. The Library opens itself to the public with patrons from within and outside of the City.

Annexation will not significantly affect the library's operation.

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VI. Ad Valorem Taxes

Geary County provided the following values for the proposed annexation. The County held the **appraised value for 2023 to be \$116,060**. The assessed valuation for 2022 was \$100,171.

In 2023, the proposed annexation is in Smoky Hill Township with the designation of 210 for its tax unit. The County indicates the total levy is 111.057 with assessed property taxes of \$11,520.00. Upon annexation and as of 2022, the total mill levy for those in the City of Junction City (48.311) is 159.368. The 2023 total ad valorem taxes would approximately be \$16,531.32, for an increase of \$5,011.32.

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VII. Timetable for Services

The proposed financing and timetable for extension of major municipal serves to the proposed annexation are shown in the table below. Most citywide municipal serves will be extended to the area immediately upon annexation.

Service	Proposed for Area	Timing	Financing
Street Maintenance	Yes	Upon Annexation	City-at-Large
Street Signage	Yes	Upon Annexation	City-at-Large
Local Street Improvements	Yes and As Required	24 Months	City-at-Large
Fire Protection	Yes	Upon Annexation/Existing	City-at-Large
Medical First Response	Yes	Upon Annexation/Existing	City-at-Large
Police Protection	Yes	Upon Annexation/Existing	City-at-Large
Parks	As Identified	Upon Annexation/Existing	City-at-Large
Library	Yes	Upon Annexation/Existing	City-at-Large
Trash & Recycling	As Identified	Upon Request	Owner
Building Code Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees
Water Laterals & Fire Hydrants	As Required	Existing or within three to four years	Per City Policy
Sewer Laterals	As Required	Upon Petition but available within three to four years	Per City Policy
Housing Code and Zoning Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees

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City of Junction City
City Commission Agenda Memo
March 15, 2024

From: Britain D. Stites, City Attorney

To: City Commission

Subject: Annexation of GEORGE – 506 S SPRING VALLEY RD

Background: The City Commission previously reviewed potential annexations in January 2021. This property can be annexed unilaterally. Neither party has agreed to a consent annexation. Unilateral annexation means that the City does not need to ask the County to approve of the annexation.

The Commission set a public hearing and ordinance consideration for February 20, 2024. The Commission continued the consideration of the annexation to Tuesday, March 19, 2024.

Discussion of Issue: Annexation consideration is permitted due to K.S.A. 12-520(a)(1). The tract is platted and a part of it adjoins the City.

If this is litigated, the Court is permitted to review a few factors to ascertain whether or not the annexation is reasonable per *Stueckemann v. City of Basehor*, 301 Kan. 718, 348 P.3d 526 (2015). A common complaint about annexations throughout the nation is that annexation would be the provision of services of no or little value in light of the City-based *ad valorem* taxes assessed. The Court in *Stueckemann* found that argument to bear no weight. In addition, the argument that “value of new municipal services is not at least equal to the amount of new taxes imposed is without merit”. In fact, the Court held that residences adjoining and residents whose property adjoins the City benefit which aids the district court in a review finding that an Annexation is legally reasonable.

The Commission needs to weigh the following factors and I will summarize facts affecting each factor:

- Extent to which any of the land is devoted to agricultural use;
 - The land is zoned and utilized residentially;

- It is not agricultural;
 - It is a home;
 - It is less than twenty-one (21) acres;
- Area of platted versus unplatted land;
 - Land is platted;
- Physical characteristics of the land which indicate the existence or absence of common interest of the City and the land proposed to be annexed;
 - It is adjacent to other residential areas on the boundary of the City;
 - It feeds onto a City roadway (Spring Valley Road);
 - Another City road feeds in the roadway to the north (St Theresa's Drive from McFarland);
- Extent and age of residential development adjacent to and within the proposed annexation;
 - There is no additional residential development currently proposed for this annexation. It would stay as is as of this time;
 - The residential development adjacent to the property has been there for at least a decade if not more;
- Present population and projected population within the next five (5) years;
 - Given that the property is single family, the present & projected population in five years ranges from two (2) estimated currently up to maximum of six (6) approximately;
- Extent of business, commercial, and industrial development in the area;
 - None at this time;
- Present cost, methods, and adequacy of governmental services and regulatory controls in the area;

- Government services cost a portion of the mill levy for sheriff, county public works, et cetera which are shared across the County;
- Proposed costs, extent, and necessity of governmental services to be provided on top of the plan to extend such services;
 - City equivalent services are included in current mill levy;
 - This portion is currently just adjacent to police response across the street. According to dispatch records, City police may have responded before;
 - The area is currently covered by a mutual aid agreement for JCFD to respond to;
- Tax impact upon the property;
 - Taxes would increase by approximately 30%;
 - The taxes will increase for the property by approximately one-third (approximately \$29,613.09 up to approximately \$45,873.56 in using 2023 Geary County tax numbers and mill); however, the taxes will cover the services provided including what is already provided pre-annexation;
- Extent to which residents are directly or indirectly dependent upon the City for governmental services as well as social, economic, employment, cultural, and recreational opportunities & resources;
 - All non-governmental services are within the City of Junction City;
- Effect of annexation upon the City, other adjacent areas such as other cities, water districts, et cetera;
 - Should be little to no direct effect upon others;
- Existing petitions for incorporation;
 - None;
- Likelihood of significant growth in the area in the next five years;
 - Most likely none;

- Effect of annexation upon utilities currently providing services to the area;
 - Would need to extend water and sanitary sewer so it can be tapped into;
 - Currently receives water from Rural Water District #1 and City is evaluating options for those customers as RWD1 purchases water from the City;
 - However, that extension would aid in providing redundancy to subdivisions to south, north, and/or west of property too;
- Economic impact; and,
- Wasteful duplication of services;
 - Given protection provided by JCPD and JCFD, services are duplicated regardless due to City being east, south, and north of property in various locations.

Alternatives: It appears that the City Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve the ordinance; or,
2. Disapprove of the ordinance.

Possible Motions:

1. Approve and adopt the proposed ordinance.
2. Disapprove the proposed ordinance.

ORDINANCE S-3284

AN ORDINANCE ANNEXING CERTAIN LANDS AT OR NEAR 506 S SPRING VALLEY ROAD IN CONFORMITY WITH K.S.A. 12-520(a)(1) AND ALL AMENDMENTS.

The Governing Body of the City of Junction City, Kansas set a public hearing for Tuesday, February 20, 2024 on December 19, 2023 in R-3077. The Governing Body reset the public hearing for Tuesday, March 19, 2024 in the presence of those present including at least one property owner on February 20, 2024.

The boundaries of the land proposed to be annexed are as follows:

Lot One (1) and Two (2), a replat of Waner's Acres, Geary County, Kansas. The 3.58 acres of residential property are located west of South Spring Valley Road, south of St Therea's Drive, and southwest of McFarland Road.

Commonly known as 506 S Spring Valley Road.

Which is adjacent on the east in the boundary of the City.

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

SECTION 1. That pursuant to K.S.A. 12-520(a)(1), the Governing Body of the City of Junction City, Kansas, deems it advisable to annex the following land:

Lot One (1) and Two (2), a replat of Waner's Acres, Geary County, Kansas. The 3.58 acres of residential property are located west of South Spring Valley Road, south of St Therea's Drive, and southwest of McFarland Road.

And said land is annexed and made a part of the City of Junction City, Kansas.

SECTION 2. The City of Junction City, Kansas, zones the land as RS per Ordinance 400.300.

SECTION 3. The City of Junction City, Kansas, recognized that the above-described property is within the boundaries of Fire District No. 1, Geary County, Kansas, and that for the purposes of fire protection the City agrees that upon annexation and detachment from the Fire District in accordance with applicable law, the property shall be the sole and complete responsibility of the City of Junction City, Kansas.

SECTION 4. The City Clerk shall file a certified copy of this Ordinance with the County Clerk, Department of Records and Tax Administration, and the Election Commissioner of Geary County, Kansas.

SECTION 5. The City Clerk shall provide a certified copy of this Ordinance, proof of publication of this Ordinance, and a map of the City detailing the annexed area per K.S.A. 12-2016.

SECTION 6. This Ordinance shall be effective upon publication as required by law or other per statute.

Passed and Approved 19th day of March 2024.

CITY OF JUNCTION CITY, KANSAS

Pat Landes
Mayor

ATTEST:

Tammy Melton, City Clerk

APPROVED AS TO FORM:

Britain D. Stites, City Attorney

CITY OF JUNCTION CITY, KANSAS



SERVICE EXTENSION PLAN FOR PROPOSED ANNEXATION

George

Lot 1, Warners Acres RP

Approximately 3.60 acres which are adjacent on the
east of the municipal boundaries.

February 8, 2024
Last Amended

I. Introduction

The City of Junction City proposes to annex land by unilateral annexation pursuant authority granted by K.S.A. 12-519 *et sequential*.

The land identified in this report runs contiguous with the municipal boundary of the City of Junction City. In addition, the municipal boundary of the City of Junction City is adjacent to the land on the east side. The land is currently platted. The land is less than 21 acres. The land is designated for residential use by the County Appraiser's Office.

As a result of development occurring in and around the proposed annexation area, major municipal services are already available or easily can be made available. In some instances, the proposed annexation area already benefits from services provided by the City of Junction City. Annexation makes itself advisable because of equitable sharing of the costs for major municipal services. Furthermore, the proposed annexation area is adjacent to the City's growth area identified in the City of Junction City's Comprehensive Plan.

Annexation of the identified property can be accomplished in a single proceeding because the proposed annexation constitutes "land" eligible for annexation pursuant to K.S.A. 12-520(a)(1) – the land is platted and it adjoins the City boundary.

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II. Description of Proposed Annexation Area

The boundaries of the land proposed to be annexed are as follows:

Lot One (1) and Two (2), Waner's Acres. Approximately 3.60 acres which is adjacent on the west by the City.

III. Location of Proposed Annexation Area

The proposed annexation is generally located west of S Spring Valley Road, southeast of the USD 475 Middle School site, and north of Liberty Hall Road.

Map 1 on the next page illustrates the general location of the proposed annexation and the relationship to the existing corporate boundary of the City of Junction City.

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IV.Land Use and Zoning

a. Land Use

The proposed annexation area consists primarily of residential use.

The single tract is devoted to residential use. The land is approximately 3.60 acres.

Estimated population on the land is two (2).

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b. Zoning

All land within the proposed annexation is presently zoned “R”, which is Residential with the Geary County Zoning Code. The most comparable zoning would be “RS” – Suburban Residential due to permitted uses under 405.010.B.1.

City of Junction City zoning ordinance 400.300 provides that the property will be zoned in the most similar zoning regulation that City has comparable to the current zoning designation in the unincorporated county. The property owner, the Planning Commission, or the City Commission may apply to initiate the process to rezone the property to another appropriate zoning district.

V. Extension of Major Municipal Services

a. Public Streets

The proposed annexation falls on the west side of S Spring Valley Road. The City already constructed the roadway and will provide maintenance.

There is no anticipated address change.

b. Water

The proposed annexation area currently does not receive water from the City; however, water is easily tapped into by the property owner and currently receives water from Rural Water District 1 which purchases its water supply from the City. The City already provides water to the land.

The property has direct access to a water main along Spring Valley Road and requires an extension of service lines only to their property line.

The cost to add water service line to this property would be \$3,600.00.

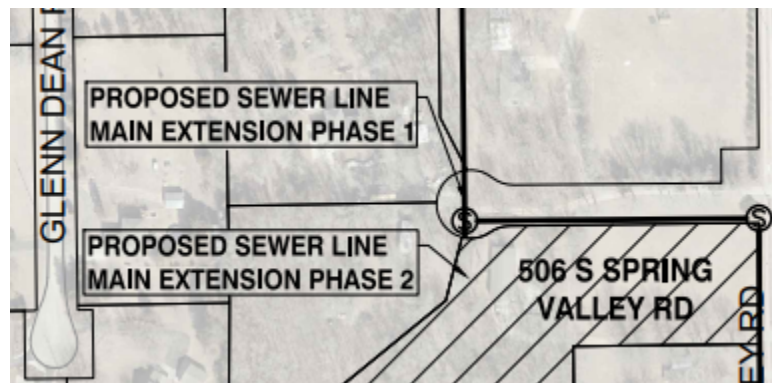
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c. Sanitary Sewer

All existing onsite systems, whether septic/lateral disposal systems or any other onsite system, in existence as of the September 1, 2013, may remain in place; provided, all systems shall be inspected by the Administrative Agency, to determine said system is properly working and in compliance with all applicable rules, regulations, codes, laws and requirements of the City, Administrative Agency, State of Kansas or any other applicable governmental entity having jurisdiction under Section 705.060.

For sanitary sewer to this property, an interceptor extension and main extension will be required. This project will be completed in phases.

The cost to add sanitary sewer service to this property, completed in phases, at approximately \$28,031.25.



d. Flood Protection and Stormwater Management

The City maintains a stormwater utility. Its charges run concurrent with the water utility as well as trash and sewer. Revenue collected from the stormwater fee funds maintenance and improvements of the City's stormwater system and helps meet regulatory requirements.

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e. Fire Protection and Medical First Response

Fire protection and emergency response comes from two fire stations: 700 N Jefferson Street and 2245 Lacy Drive, both in Junction City, Kansas 66441.

Junction City city-at-large ad valorem property taxes, sales tax, and other general revenues finance fire protection. The City anticipates and expects no change in quality of fire or medical first response service because of annexation. The ISO (Insurance Service Organization) provides ratings classifying the ability of a local jurisdiction to provide fire protection. The current Geary County rating is Class 3 within five (5) road miles of a fire station with a Class A Engine and 10 outside those five (5) road miles. The City of Junction City is Class 3. The scale is 1 to 10 with 1 being the best.

f. Police Protection

Upon annexation, the City will provide police protection by the Junction City Police Department headquartered at 210 E 9th Street. The addition of one household surrounded by the City will not have a significant impact on the ability to provide police protection. The City of Junction City will provide police services with existing resources.

JCPD provides Animal Control services. Those services will be extended as well.

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g. Parks

Helland Park is the closest park to the proposed annexation. The City contains many other parks and amenities open to the public. These include Bluffs Park, Rimrock surrounding Homer's Pond, Fifth Street Park with new playground equipment, baseball fields at both North Park and South Park, the Twelfth Street Community Center & Rathert Stadium, Martin Luther King Jr. Park, Coronado Park, the Riverwalk Trail, and others. South Park includes newly improved dog parks. The City is currently installing a bike trail from the new high school, which is west of the proposed annexation, down to downtown Junction City.

Annexation will have no significant impact on the City's park and recreation system.

h. Trash and Recycling Services

The City provides trash collection services. At the same time, residents may utilize and contract with a private trash hauler. Upon annexation, each residential household will be required to enroll for trash service, if not already.

i. Library

The Dorothy Bramlage Public Library serves the residents of Junction City, Fort Riley, Geary County, and surrounding areas. The residents are presently served by the Dorothy Bramlage Public Library.

The Library is located at 230 W 7th Street. The Library opens itself to the public with patrons from within and outside of the City.

Annexation will not significantly affect the library's operation.

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VI. Ad Valorem Taxes

Geary County provided the following values for the proposed annexation. The County held the **appraised value for 2023 to be \$260,316.00**. The assessed valuation for 2022 was \$257,500.00.

In 2023, the proposed annexation is in Smoky Hill Township with the designation of 210 for its tax unit. The County indicates the total levy is 111.057 with assessed property taxes of \$29,613.00. Upon annexation and as of 2022, the total mill levy for those in the City of Junction City (48.311) is 159.368. The 2023 total ad valorem taxes would approximately be \$42,494.98, for an increase of \$12,881.98.

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VII. Timetable for Services

The proposed financing and timetable for extension of major municipal serves to the proposed annexation are shown in the table below. Most citywide municipal serves will be extended to the area immediately upon annexation.

Service	Proposed for Area	Timing	Financing
Street Maintenance	Yes	Upon Annexation	City-at-Large
Street Signage	Yes	Upon Annexation	City-at-Large
Local Street Improvements	Yes and As Required	24 Months	City-at-Large
Fire Protection	Yes	Upon Annexation/Existing	City-at-Large
Medical First Response	Yes	Upon Annexation/Existing	City-at-Large
Police Protection	Yes	Upon Annexation/Existing	City-at-Large
Parks	As Identified	Upon Annexation/Existing	City-at-Large
Library	Yes	Upon Annexation/Existing	City-at-Large
Trash & Recycling	As Identified	Upon Request	Owner
Building Code Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees
Water Laterals & Fire Hydrants	As Required	Existing and look at change over from RWD1 to City	Per City Policy
Sewer Laterals	As Required	Upon Petition and within three to four years	Per City Policy
Housing Code and Zoning Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees

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City of Junction City
City Commission Agenda Memo
March 15, 2024

From: Britain D. Stites, City Attorney

To: City Commission

Subject: Annexation of HOOVER – 604 N SPRING VALLEY RD

Background: The City Commission previously reviewed potential annexations in January 2021. This property can be annexed unilaterally. Neither party has agreed to a consent annexation. Unilateral annexation means that the City does not need to ask the County to approve of the annexation.

The Commission set a public hearing and ordinance consideration for February 20, 2024. The Commission continued the consideration of the annexation to Tuesday, March 19, 2024.

Discussion of Issue: Annexation consideration is permitted due to K.S.A. 12-520(a)(1), (4), (5), or (6). The land is platted according to a survey by Kaw Valley Engineering and the property owner. The tract lies within or mainly within the City and has a common perimeter with the City of at least 50% of the property. If annexed, the land will make the City boundary more straight or harmonious. In addition, the tract is situated that at least two-thirds of the property line adjoins the City and it does not exceed 21 acres.

If this is litigated, the Court is permitted to review a few factors to ascertain whether or not the annexation is reasonable per *Stueckemann v. City of Basehor*, 301 Kan. 718, 348 P.3d 526 (2015). A common complaint about annexations throughout the nation is that annexation would be the provision of services of no or little value in light of the City-based *ad valorem* taxes assessed. The Court in *Stueckemann* found that argument to bear no weight. In addition, the argument that “value of new municipal services is not at least equal to the amount of new taxes imposed is without merit”. In fact, the Court held that residences adjoining

and residents whose property adjoins the City benefit which aids the district court in a review finding that an Annexation is legally reasonable.

The Commission needs to weigh the following factors and I will summarize facts affecting each factor:

- Extent to which any of the land is devoted to agricultural use;
 - The land is zoned and utilized residentially;
 - It is not agricultural. At least one neighbor has not seen the purported agricultural use harvested or baled;
 - The property owner claims it is for agricultural or commercial use in relation to a business owned/invested in within the City;
 - It is less than twenty-one (21) acres;
- Area of platted versus unplatted land;
 - Land appears to be platted as Hoover Addition Lot 1 and Lot 2;
 - The County records do not show that the land has been platted though;
 - At the public hearing, a property owner, Mr. Justin Hoover, noted that the land was platted;
- Physical characteristics of the land which indicate the existence or absence of common interest of the City and the land proposed to be annexed;
 - None;
- Extent and age of residential development adjacent to and within the proposed annexation;
 - There is no residential development currently proposed for this annexation. It would stay residential as of this time;
 - The residential development adjacent to the property has been there for at least a decade if not more;
 - Some homes near the land have been built more recently. The southwest neighbor, Landrith, to the property owners, Hoover, built their house in the past five years or so on land excised from

the current property's owners AND the Landriths voluntarily and consensually requested annexation;

- Present population and projected population within the next five (5) years;
 - Given that the property is residential and by the property owner's testimony, the present & projected population in five years is six (6);
- Extent of business, commercial, and industrial development in the area;
 - None aside from potential beer or cereal malt product production (raw material, not manufacture) according to a property owner;
- Present cost, methods, and adequacy of governmental services and regulatory controls in the area;
 - Government services cost a portion of the mill levy for sheriff, county public works, et cetera which are shared across the County;
- Proposed costs, extent, and necessity of governmental services to be provided on top of the plan to extend such services;
 - City equivalent services are included in current mill levy;
 - Police protection extends directly to properties north, east, and west of the land;
 - The land is currently covered by a mutual aid agreement for fire protection;
- Tax impact upon the property;
 - Taxes would increase by approximately 30%;
 - The taxes will increase for the property by approximately one-third (approximately \$73,100.00 up to approximately \$115,177.98 in using 2023 Geary County tax numbers and mill); however, the taxes will cover the services provided including what is already provided pre-annexation;

- Extent to which residents are directly or indirectly dependent upon the City for governmental services as well as social, economic, employment, cultural, and recreational opportunities & resources;
 - All non-governmental services are within the City of Junction City;
- Effect of annexation upon the City, other adjacent areas such as other cities, water districts, et cetera;
 - Should be little to no direct effect upon others;
- Existing petitions for incorporation;
 - None;
- Likelihood of significant growth in the area in the next five years;
 - Most likely none;
- Effect of annexation upon utilities currently providing services to the area;
 - Would need to extend water and sanitary sewer so it can be tapped into;
 - However, that extension would aid in providing redundancy to subdivisions to south, north, east, and west of property too;
- Economic impact; and,
- Wasteful duplication of services;
 - Given protection provided by JCPD and JCFD, services are duplicated regardless due to City being east, south, west, and north of property in various locations.

Alternatives: It appears that the City Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve the ordinance; or,
2. Disapprove of the ordinance.

Possible Motions:

1. Approve and adopt the proposed ordinance.
2. Disapprove the proposed ordinance.

ORDINANCE S-3285

AN ORDINANCE ANNEXING CERTAIN LANDS AT OR NEAR 604 N SPRING VALLEY ROAD IN CONFORMITY WITH K.S.A. 12-520(a)(1), (4), (5), OR (6) AND ALL AMENDMENTS.

The Governing Body of the City of Junction City, Kansas set a public hearing for Tuesday, February 20, 2024 on December 19, 2023 in R-3075. The Governing Body reset the public hearing for Tuesday, March 19, 2024 in the presence of those present including a property owner on February 20, 2024.

The boundaries of the land proposed to be annexed are as follows:

Commencing at the Northeast corner of the Northeast Quarter of said Section 9, said point also being on the centerline of Spring Valley Road right-of-way; thence S00°31'31"E on the East line of said Northeast Quarter a distance of 495.00 feet to the point of beginning of the tract to be described; thence continuing S00°31'31"E on said East Section line a distance of 450.00 feet; thence S89°51'18"W a distance of 409.48 feet; thence S37°49'19"W a distance of 443.95 feet; thence S89°51'18"W a distance of 650.00 feet; thence N00°49'19"W a distance of 800.00 feet; thence N89°51'18"E a distance of 1334.49 feet, contains 20.12 acres, more or less. Subject to a 40 foot road right-of-way along the East line to Geary County, Kansas. The 19.71 acres of residential property are located west of North Spring Valley Road, south of Wildcat Lane, east of Wildcat Place.

Commonly known as 604 N Spring Valley Road.

Which is adjacent to the east in the boundary of the City.

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

SECTION 1. That pursuant to K.S.A. 12-520(a)(1), (4), (5), or (6), the Governing Body of the City of Junction City, Kansas, deems it advisable to annex the following land:

Commencing at the Northeast corner of the Northeast Quarter of said Section 9, said point also being on the centerline of Spring Valley Road right-of-way; thence S00°31'31"E on the East line of said Northeast Quarter a distance of 495.00 feet to the point of beginning of the tract to be described; thence continuing S00°31'31"E on said East Section line a distance of 450.00 feet; thence S89°51'18"W a distance of 409.48 feet; thence S37°49'19"W a distance of 443.95 feet; thence S89°51'18"W a distance of 650.00 feet; thence N00°49'19"W a distance of 800.00 feet; thence N89°51'18"E a distance of 1334.49 feet, contains 20.12 acres, more or less. Subject to a 40 foot road right-of-way along the East line to Geary County, Kansas. The 19.71 acres of residential property are located west of North Spring Valley Road, south of Wildcat Lane, east of Wildcat Place.

And said land is annexed and made a part of the City of Junction City, Kansas.

SECTION 2. The City of Junction City, Kansas, zones the land as RS per Ordinance 400.300.

SECTION 3. The City of Junction City, Kansas, recognized that the above-described property is within the boundaries of Fire District No. 1, Geary County, Kansas, and that for the purposes of fire protection the City agrees that upon annexation and detachment from the Fire District in accordance with applicable law, the property shall be the sole and complete responsibility of the City of Junction City, Kansas.

SECTION 4. The City Clerk shall file a certified copy of this Ordinance with the County Clerk, Department of Records and Tax Administration, and the Election Commissioner of Geary County, Kansas.

SECTION 5. The City Clerk shall provide a certified copy of this Ordinance, proof of publication of this Ordinance, and a map of the City detailing the annexed area per K.S.A. 12-2016.

SECTION 6. This Ordinance shall be effective upon publication as required by law or other per statute.

Passed and Approved 19th day of March 2024.

CITY OF JUNCTION CITY, KANSAS

Pat Landes
Mayor

ATTEST:

Tammy Melton, City Clerk

APPROVED AS TO FORM:

Britain D. Stites, City Attorney

CITY OF JUNCTION CITY, KANSAS



SERVICE EXTENSION PLAN FOR PROPOSED ANNEXATION

Hoover

Area generally south of Wildcat Lane and east of Wildcat Place,
west of N Spring Valley Road

February 8, 2024
Last Amended

I. Introduction

The City of Junction City proposes to annex land by unilateral annexation pursuant authority granted by K.S.A. 12-519 *et sequential*.

The land identified in this report runs contiguous with the municipal boundary of the City of Junction City. In addition, the municipal boundary of the City of Junction City surrounds the land on nearly all sides as well as part of the land is in the City limits already. The land is currently unplatted. The land is less than 21 acres. The land is designated for residential use by the County Appraiser's Office.

As a result of development occurring in and around the proposed annexation area, major municipal services are already available or easily can be made available. In some instances, the proposed annexation area already benefits from services provided by the City of Junction City. Annexation makes itself advisable because of equitable sharing of the costs for major municipal services. Furthermore, the proposed annexation area is within the City's growth area identified in the City of Junction City's Comprehensive Plan.

Annexation of the identified property can be accomplished in a single proceeding because the proposed annexation constitutes "land" eligible for annexation pursuant to K.S.A. 12-520(a)(4), (5) or (6) – the land shares at least fifty percent (50%) of its border with the City and is less than twenty-one (21) acres. Plus, due to the Landrith residence and the USD 475 Middle School, this annexation would make the lines of the City more harmonious.

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II. Description of Proposed Annexation Area

The boundaries of the land proposed to be annexed are as follows:

That portion of S09, T12, R05, Acres 20.12, POB; 495 S NW COR S 450 SW 409 SWLY 443 W 650; N 800 E 1334 TO POB Less Row in the City of Junction City, County of Geary, State of Kansas, being more particularly described as follows: Commencing at the Northeast corner of the Northeast Quarter of said Section 9, said point also being on the centerline of Spring Valley Road right-of-way; thence S00°31'31"E on the East line of said Northeast Quarter a distance of 495.00 feet to the point of beginning of the tract to be described; thence continuing S00°31'31"E on said East Section line a distance of 450.00 feet; thence S89°51'18"W a distance of 409.48 feet; thence S37°49'19"W a distance of 443.95 feet; thence S89°51'18"W a distance of 650.00 feet; thence N00°49'19"W a distance of 800.00 feet; thence N89°51'18"E a distance of 1334.49 feet, contains 20.12 acres, more or less. Subject to a 40 foot road right-of-way along the East line to Geary County, Kansas to the Point of Beginning.

The boundary to the west, north, and east is a municipal boundary of the City.

III. Location of Proposed Annexation Area

The proposed annexation is generally located west of N Spring Valley Road, south of Wildcat Lane, east of Wildcat Place, and adjacent to the City.

Map 1 on the next page illustrates the general location of the proposed annexation and the relationship to the existing corporate boundary of the City of Junction City.

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IV. Land Use and Zoning

a. Land Use

The proposed annexation area consists primarily of agricultural use and/or vacant lots.

The single tract is devoted to agricultural use. The land is approximately 20.12 acres of what is not yet in the City.

Estimated population on the land is six (6).

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b. Zoning

All land within the proposed annexation is presently zoned R, which is Residential with the Geary County Zoning Code. The most comparable zoning would be “RS” – Suburban Residential due to permitted uses under 405.010.B.1.

City of Junction City zoning ordinance 400.300 provides that the property will be zoned in the most similar zoning regulation that City has comparable to the current zoning designation in the unincorporated county. The property owner, the Planning Commission, or the City Commission may apply to initiate the process to rezone the property to another appropriate zoning district.

V. Extension of Major Municipal Services

a. Public Streets

The proposed annexation falls west of N Spring Valley Drive. The City already constructed the roadway and will provide maintenance.

There is no anticipated address change.

b. Water

The proposed annexation area currently receives water from the City or purchase the water from Rural Water District 1 which contracts for water from the City. The City already provides water to the land. The landowners already pay for and receive water from the City.

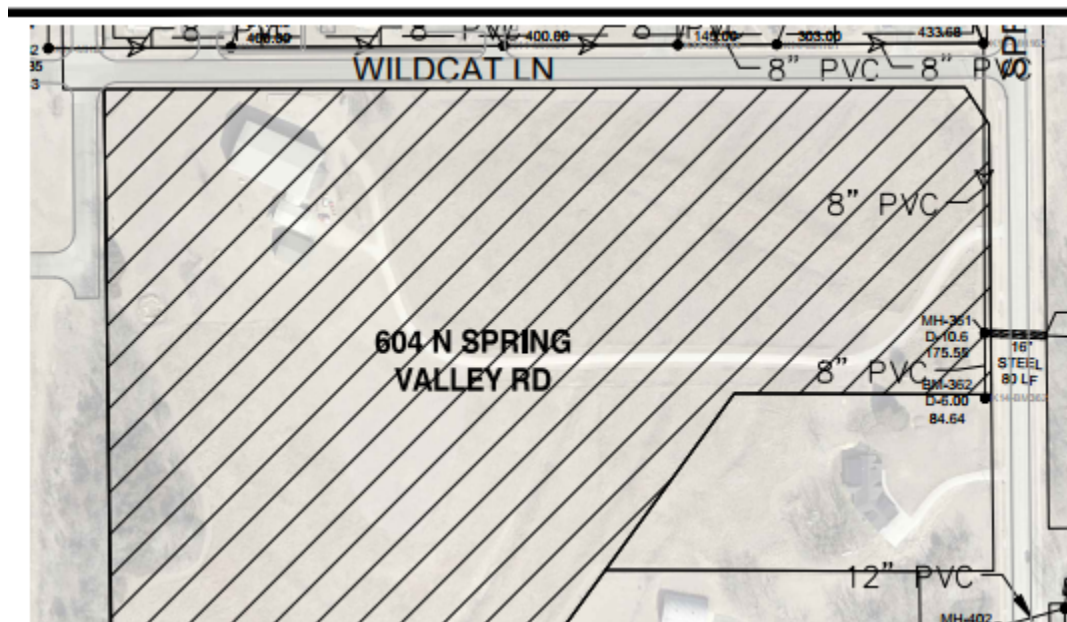
The cost to add water service line to this property line for City services would be \$2,500.00.

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c. Sanitary Sewer

All existing onsite systems, whether septic/lateral disposal systems or any other onsite system, in existence as of the September 1, 2013, may remain in place; provided, all systems shall be inspected by the Administrative Agency, to determine said system is properly working and in compliance with all applicable rules, regulations, codes, laws and requirements of the City, Administrative Agency, State of Kansas or any other applicable governmental entity having jurisdiction under Section 705.060.

The cost to add sanitary sewer service to this property line for City services would be \$5,500.00.



d. Flood Protection and Stormwater Management

The City maintains a stormwater utility. Its charges run concurrent with the water utility as well as trash and sewer. Revenue collected from the stormwater fee funds maintenance and improvements of the City's stormwater system and helps meet regulatory requirements.

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e. Fire Protection and Medical First Response

Fire protection and emergency response comes from two fire stations: 700 N Jefferson Street and 2245 Lacy Drive, both in Junction City, Kansas 66441.

Junction City city-at-large ad valorem property taxes, sales tax, and other general revenues finance fire protection. The City anticipates and expects no change in quality of fire or medical first response service because of annexation. The ISO (Insurance Service Organization) provides ratings classifying the ability of a local jurisdiction to provide fire protection. The current Geary County rating is Class 3 within five (5) road miles of a fire station with a Class A Engine and 10 outside those five (5) road miles. The City of Junction City is Class 3. The scale is 1 to 10 with 1 being the best.

f. Police Protection

Upon annexation, the City will provide police protection by the Junction City Police Department headquartered at 210 E 9th Street. The addition of one household surrounded by the City will not have a significant impact on the ability to provide police protection. The City of Junction City will provide police services with existing resources.

JCPD provides Animal Control services. Those services will be extended as well.

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g. Parks

Helland Park is the closest park to the proposed annexation. The City contains many other parks and amenities open to the public. These include Helland Park, Rimrock surrounding Homer's Pond, Fifth Street Park with new playground equipment, baseball fields at both North Park and South Park, the Twelfth Street Community Center & Rathert Stadium, Martin Luther King Jr. Park, Coronado Park, the Riverwalk Trail, and others. South Park includes newly improved dog parks. The City is currently installing a bike trail from the new high school, which is west of the proposed annexation, down to downtown Junction City.

Annexation will have no significant impact on the City's park and recreation system.

h. Trash and Recycling Services

The City provides trash collection services. At the same time, residents may utilize and contract with a private trash hauler. Upon annexation, each residential household will be required to enroll for trash service, if not already.

i. Library

The Dorothy Bramlage Public Library serves the residents of Junction City, Fort Riley, Geary County, and surrounding areas. The residents are presently served by the Dorothy Bramlage Public Library.

The Library is located at 230 W 7th Street. The Library opens itself to the public with patrons from within and outside of the City.

Annexation will not significantly affect the library's operation.

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VI. Ad Valorem Taxes

Geary County provided the following values for the proposed annexation. The County held the **appraised value for 2023 to be \$664,970.00**. The assessed valuation for 2022 was \$635,648.00.

In 2022, the proposed annexation is in Smoky Hill Township with the designation of 210 for its tax unit. The County indicates the total levy is 111.057 with assessed property taxes of \$73,100.00. Upon annexation and as of 2022, the total mill levy for those in the City of Junction City (48.311) is 159.368. The 2023 total ad valorem taxes would approximately be \$104,899.29, for an increase of \$31,799.29.

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VII. Timetable for Services

The proposed financing and timetable for extension of major municipal serves to the proposed annexation are shown in the table below. Most citywide municipal serves will be extended to the area immediately upon annexation.

Service	Proposed for Area	Timing	Financing
Street Maintenance	Yes	Upon Annexation	City-at-Large
Street Signage	Yes	Upon Annexation	City-at-Large
Local Street Improvements	Yes and As Required	24 Months	City-at-Large
Fire Protection	Yes	Upon Annexation/Existing	City-at-Large
Medical First Response	Yes	Upon Annexation/Existing	City-at-Large
Police Protection	Yes	Upon Annexation/Existing	City-at-Large
Parks	As Identified	Upon Annexation/Existing	City-at-Large
Library	Yes	Upon Annexation/Existing	City-at-Large
Trash & Recycling	As Identified	Upon Request	Owner
Building Code Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees
Water Laterals & Fire Hydrants	As Required	Existing or if not within three to four years	Per City Policy
Sewer Laterals	As Required	Upon Petition and within three to four years	Per City Policy
Housing Code and Zoning Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees

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City of Junction City
City Commission Agenda Memo
March 15, 2024

From: Britain D. Stites, City Attorney

To: City Commission

Subject: Annexation of LUECK – 224 N SPRING VALLEY RD

Background: The City Commission previously reviewed potential annexations in January 2021. This property can be annexed unilaterally. Neither party has agreed to a consent annexation. Unilateral annexation means that the City does not need to ask the County to approve of the annexation.

The Commission set a public hearing and ordinance consideration for February 20, 2024. The Commission continued the consideration of the annexation to Tuesday, March 19, 2024.

Discussion of Issue: Annexation consideration is permitted due to K.S.A. 12-520(a)(1). The tract adjoins the City and is platted.

If this is litigated, the Court is permitted to review a few factors to ascertain whether or not the annexation is reasonable per *Stueckemann v. City of Basehor*, 301 Kan. 718, 348 P.3d 526 (2015). A common complaint about annexations throughout the nation is that annexation would be the provision of services of no or little value in light of the City-based *ad valorem* taxes assessed. The Court in *Stueckemann* found that argument to bear no weight. In addition, the argument that “value of new municipal services is not at least equal to the amount of new taxes imposed is without merit”. In fact, the Court held that residences adjoining and residents whose property adjoins the City benefit which aids the district court in a review finding that an Annexation is legally reasonable.

The Commission needs to weigh the following factors and I will summarize facts affecting each factor:

- Extent to which any of the land is devoted to agricultural use;
 - The land is zoned and utilized residential;

- It is not agricultural;
 - It is less than twenty-one (21) acres;
- Area of platted versus unplatted land;
 - Land is platted;
- Physical characteristics of the land which indicate the existence or absence of common interest of the City and the land proposed to be annexed;
 - None;
- Extent and age of residential development adjacent to and within the proposed annexation;
 - There is no additional residential development currently proposed for this annexation. It would stay residential as of this time;
 - The residential development adjacent to the property has been there for at least a decade if not more;
- Present population and projected population within the next five (5) years;
 - Given that the property is residential and possibly from the landowner, the present & projected population in five years two (2) but could maintain approximately six (6);
- Extent of business, commercial, and industrial development in the area;
 - None;
- Present cost, methods, and adequacy of governmental services and regulatory controls in the area;
 - Government services cost a portion of the mill levy for sheriff, county public works, et cetera which are shared across the County;
- Proposed costs, extent, and necessity of governmental services to be provided on top of the plan to extend such services;

- City equivalent services are included in current mill levy;
 - Police respond adjacent to the property;
 - Fire protection provided by mutual aid agreement;
- Tax impact upon the property;
 - Taxes would increase by approximately 30%;
 - The taxes will increase for the property by approximately one-third (approximately \$48,036.65 up to approximately \$75,233.88 in using 2023 Geary County tax numbers and mill); however, the taxes will cover the services provided including what is already provided pre-annexation;
- Extent to which residents are directly or indirectly dependent upon the City for governmental services as well as social, economic, employment, cultural, and recreational opportunities & resources;
 - All non-governmental services are within the City of Junction City;
- Effect of annexation upon the City, other adjacent areas such as other cities, water districts, et cetera;
 - Should be little to no direct effect upon others;
- Existing petitions for incorporation;
 - None;
- Likelihood of significant growth in the area in the next five years;
 - Most likely none;
- Effect of annexation upon utilities currently providing services to the area;
 - Would need to extend water and sanitary sewer so it can be tapped into;
 - However, that extension would aid in providing redundancy to subdivisions to south, east, and north of property too;
- Economic impact; and,
- Wasteful duplication of services;

- Given protection provided by JCPD and JCFD, services are duplicated regardless due to City being east, south, west, and north of property in various locations.

Alternatives: It appears that the City Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve the ordinance; or,
2. Disapprove of the ordinance.

Possible Motions:

1. Approve and adopt the proposed ordinance.
2. Disapprove the proposed ordinance.

ORDINANCE S-3286

AN ORDINANCE ANNEXING CERTAIN LANDS AT OR NEAR 224 N SPRING VALLEY ROAD IN CONFORMITY WITH K.S.A. 12-520(a)(1) AND ALL AMENDMENTS.

The Governing Body of the City of Junction City, Kansas set a public hearing for Tuesday, February 20, 2024 on December 19, 2023 in R-3074. The Governing Body reset the public hearing for Tuesday, March 19, 2024 in the presence of those present including at least one property owner on February 20, 2024.

The boundaries of the land proposed to be annexed are as follows:

Point of Beginning on the Southeast Quarter (SE $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section Nine (9), Township Twelve (12) South, Range Five (5) East of the Sixth Principal Meridian in Geary County, Kansas. The 3.89 acres of residential property are located west of North Spring Valley Road and southeast of the USD 475 Middle School site.

Commonly known as 224 North Spring Valley Road.

Which is adjacent to the east in the boundary of the City.

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

SECTION 1. That pursuant to K.S.A. 12-520(a)(1), the Governing Body of the City of Junction City, Kansas, deems it advisable to annex the following land:

Point of Beginning on the Southeast Quarter (SE $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section Nine (9), Township Twelve (12) South, Range Five (5) East of the Sixth Principal Meridian in Geary County, Kansas. The 3.89 acres of residential property are located west of North Spring Valley Road and southeast of the USD 475 Middle School site.

And said land is annexed and made a part of the City of Junction City, Kansas.

SECTION 2. The City of Junction City, Kansas, zones the land as RS per Ordinance 400.300.

SECTION 3. The City of Junction City, Kansas, recognized that the above-described property is within the boundaries of Fire District No. 1, Geary County, Kansas, and that for the purposes of fire protection the City agrees that upon annexation and detachment from the Fire District in accordance with applicable

law, the property shall be the sole and complete responsibility of the City of Junction City, Kansas.

SECTION 4. The City Clerk shall file a certified copy of this Ordinance with the County Clerk, Department of Records and Tax Administration, and the Election Commissioner of Geary County, Kansas.

SECTION 5. The City Clerk shall provide a certified copy of this Ordinance, proof of publication of this Ordinance, and a map of the City detailing the annexed area per K.S.A. 12-2016.

SECTION 6. This Ordinance shall be effective upon publication as required by law or other per statute.

Passed and Approved 19th day of March 2024.

CITY OF JUNCTION CITY, KANSAS

Pat Landes
Mayor

ATTEST:

Tammy Melton, City Clerk

APPROVED AS TO FORM:

Britain D. Stites, City Attorney

CITY OF JUNCTION CITY, KANSAS



SERVICE EXTENSION PLAN FOR PROPOSED ANNEXATION

Lueck

Lot 1, Lueck Addition

Approximately 4.10 acres which are adjacent on the
west of the municipal boundaries.

February 8, 2024
Last Amended

I. Introduction

The City of Junction City proposes to annex land by unilateral annexation pursuant authority granted by K.S.A. 12-519 *et sequential*.

The land identified in this report runs contiguous with the municipal boundary of the City of Junction City. In addition, the municipal boundary of the City of Junction City is adjacent to the land on the east side. The land is currently platted. The land is less than 21 acres. The land is designated for residential use by the County Appraiser's Office.

As a result of development occurring in and around the proposed annexation area, major municipal services are already available or easily can be made available. In some instances, the proposed annexation area already benefits from services provided by the City of Junction City. Annexation makes itself advisable because of equitable sharing of the costs for major municipal services. Furthermore, the proposed annexation area is adjacent to the City's growth area identified in the City of Junction City's Comprehensive Plan.

Annexation of the identified property can be accomplished in a single proceeding because the proposed annexation constitutes "land" eligible for annexation pursuant to K.S.A. 12-520(a)(1). The land is platted and adjacent to the City.

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II. Description of Proposed Annexation Area

The boundaries of the land proposed to be annexed are as follows:

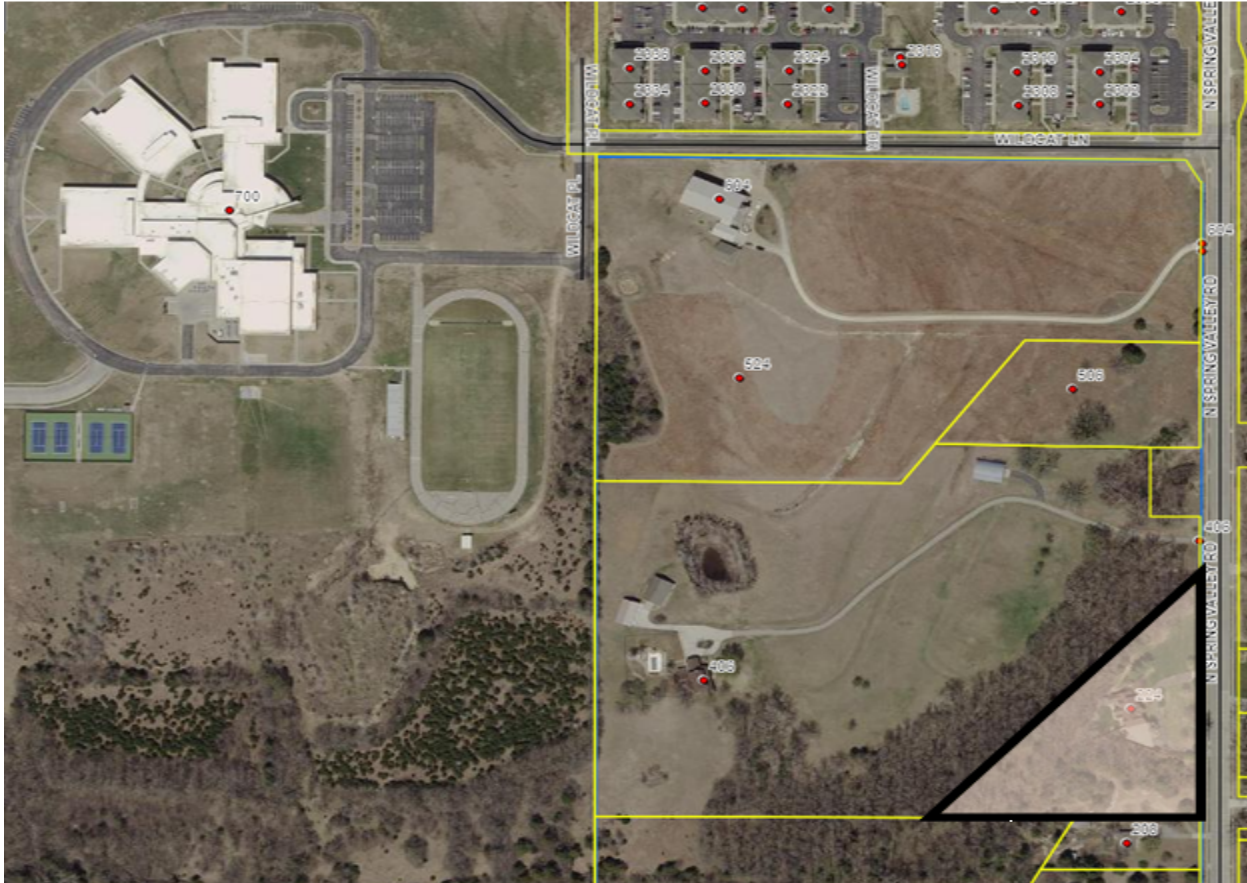
Lot 1, Lueck Addition. Approximately 4.10 acres which is adjacent on the west by the City.

III. Location of Proposed Annexation Area

The proposed annexation is generally located north of Glenn Dean Rd, southeast of the USD 475 Middle School site, and south of Wildcat Lane.

Map 1 on the next page illustrates the general location of the proposed annexation and the relationship to the existing corporate boundary of the City of Junction City.

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IV. Land Use and Zoning

a. Land Use

The proposed annexation area consists primarily of residential use.

The single tract is devoted to residential use. The land is approximately 4.10 acres.

Estimated population on the land is two (2).

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b. Zoning

All land within the proposed annexation is presently zoned “R”, which is Residential with the Geary County Zoning Code. The most comparable zoning would be “RS” – Suburban Residential due to permitted uses under 405.010.B.1.

City of Junction City zoning ordinance 400.300 provides that the property will be zoned in the most similar zoning regulation that City has comparable to the current zoning designation in the unincorporated county. The property owner, the Planning Commission, or the City Commission may apply to initiate the process to rezone the property to another appropriate zoning district.

V. Extension of Major Municipal Services

a. Public Streets

The proposed annexation falls on the west side of N Spring Valley Road. The City already constructed the roadway and will provide maintenance.

There is no anticipated address change.

b. Water

The proposed annexation area currently does not receive water from the City; however, water is easily tapped into by the property owner. Water is received via Rural Water District 1 which obtains water from the City. The City already provides water to the land.

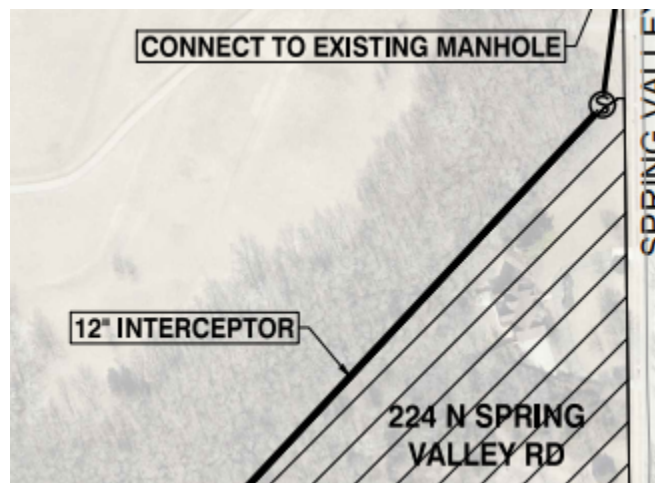
The cost to add water service line to this property line for City services would be \$3,600.00.

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c. Sanitary Sewer

All existing onsite systems, whether septic/lateral disposal systems or any other onsite system, in existence as of the September 1, 2013, may remain in place; provided, all systems shall be inspected by the Administrative Agency, to determine said system is properly working and in compliance with all applicable rules, regulations, codes, laws and requirements of the City, Administrative Agency, State of Kansas or any other applicable governmental entity having jurisdiction under Section 705.060.

The cost to add sanitary sewer service to this property line for City services would be \$6,800.00.



d. Flood Protection and Stormwater Management

The City maintains a stormwater utility. Its charges run concurrent with the water utility as well as trash and sewer. Revenue collected from the stormwater fee funds maintenance and improvements of the City's stormwater system and helps meet regulatory requirements.

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e. Fire Protection and Medical First Response

Fire protection and emergency response comes from two fire stations: 700 N Jefferson Street and 2245 Lacy Drive, both in Junction City, Kansas 66441.

Junction City city-at-large ad valorem property taxes, sales tax, and other general revenues finance fire protection. The City anticipates and expects no change in quality of fire or medical first response service because of annexation. The ISO (Insurance Service Organization) provides ratings classifying the ability of a local jurisdiction to provide fire protection. The current Geary County rating is Class 3 within five (5) road miles of a fire station with a Class A Engine and 10 outside those five (5) road miles. The City of Junction City is Class 3. The scale is 1 to 10 with 1 being the best.

f. Police Protection

Upon annexation, the City will provide police protection by the Junction City Police Department headquartered at 210 E 9th Street. The addition of one household surrounded by the City will not have a significant impact on the ability to provide police protection. The City of Junction City will provide police services with existing resources.

JCPD provides Animal Control services. Those services will be extended as well.

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g. Parks

Helland Park is the closest park to the proposed annexation. The City contains many other parks and amenities open to the public. These include Bluffs Park, Rimrock surrounding Homer's Pond, Fifth Street Park with new playground equipment, baseball fields at both North Park and South Park, the Twelfth Street Community Center & Rathert Stadium, Martin Luther King Jr. Park, Coronado Park, the Riverwalk Trail, and others. South Park includes newly improved dog parks. The City is currently installing a bike trail from the new high school, which is west of the proposed annexation, down to downtown Junction City.

Annexation will have no significant impact on the City's park and recreation system.

h. Trash and Recycling Services

The City provides trash collection services. At the same time, residents may utilize and contract with a private trash hauler. Upon annexation, each residential household will be required to enroll for trash service, if not already.

i. Library

The Dorothy Bramlage Public Library serves the residents of Junction City, Fort Riley, Geary County, and surrounding areas. The residents are presently served by the Dorothy Bramlage Public Library.

The Library is located at 230 W 7th Street. The Library opens itself to the public with patrons from within and outside of the City.

Annexation will not significantly affect the library's operation.

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VI. Ad Valorem Taxes

Geary County provided the following values for the proposed annexation. The County held the **appraised value for 2023 to be \$435,200.00**. The assessed valuation for 2022 was \$417,700.00.

In 2023, the proposed annexation is in Smoky Hill Township with the designation of 210 for its tax unit. The County indicates the total levy is 111.057 with assessed property taxes of \$48,036.00. Upon annexation and as of 2022, the total mill levy for those in the City of Junction City (48.311) is 159.368. The 2023 total ad valorem taxes would approximately be \$68,932.18, for an increase of \$20,896.18.

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VII. Timetable for Services

The proposed financing and timetable for extension of major municipal serves to the proposed annexation are shown in the table below. Most citywide municipal serves will be extended to the area immediately upon annexation.

Service	Proposed for Area	Timing	Financing
Street Maintenance	Yes	Upon Annexation	City-at-Large
Street Signage	Yes	Upon Annexation	City-at-Large
Local Street Improvements	Yes and As Required	24 Months	City-at-Large
Fire Protection	Yes	Upon Annexation/Existing	City-at-Large
Medical First Response	Yes	Upon Annexation/Existing	City-at-Large
Police Protection	Yes	Upon Annexation/Existing	City-at-Large
Parks	As Identified	Upon Annexation/Existing	City-at-Large
Library	Yes	Upon Annexation/Existing	City-at-Large
Trash & Recycling	As Identified	Upon Request	Owner
Building Code Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees
Water Laterals & Fire Hydrants	As Required	Existing or within three to four years	Per City Policy
Sewer Laterals	As Required	Upon Petition and within three to four years	Per City Policy
Housing Code and Zoning Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees

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City of Junction City
City Commission Agenda Memo
March 15, 2024

From: Britain D. Stites, City Attorney

To: City Commission

Subject: Annexation of TAYLOR – 2623 LIBERTY HALL RD

Background: The City Commission previously reviewed potential annexations in January 2021. This property can be annexed unilaterally. Neither party has agreed to a consent annexation. Unilateral annexation means that the City does not need to ask the County to approve of the annexation.

The Commission set a public hearing and ordinance consideration for February 20, 2024. The Commission continued the consideration of the annexation to Tuesday, March 19, 2024.

Discussion of Issue: Annexation consideration is permitted due to K.S.A. 12-520(a)(1). The tract of land adjoins the City and is platted.

If this is litigated, the Court is permitted to review a few factors to ascertain whether or not the annexation is reasonable per *Stueckemann v. City of Basehor*, 301 Kan. 718, 348 P.3d 526 (2015). A common complaint about annexations throughout the nation is that annexation would be the provision of services of no or little value in light of the City-based *ad valorem* taxes assessed. The Court in *Stueckemann* found that argument to bear no weight. In addition, the argument that “value of new municipal services is not at least equal to the amount of new taxes imposed is without merit”. In fact, the Court held that residences adjoining and residents whose property adjoins the City benefit which aids the district court in a review finding that an Annexation is legally reasonable.

The Commission needs to weigh the following factors and I will summarize facts affecting each factor:

- Extent to which any of the land is devoted to agricultural use;
 - The land is zoned and utilized residentially;

- It is not agricultural;
 - It is less than twenty-one (21) acres;
- Area of platted versus unplatted land;
 - Land is platted;
- Physical characteristics of the land which indicate the existence or absence of common interest of the City and the land proposed to be annexed;
 - In editorials, some have noted that there are trees between the property and the subdivisions to the west or south; however, there are no rivers, chasms, lakes, et cetera separating the property from the City;
- Extent and age of residential development adjacent to and within the proposed annexation;
 - There is no additional residential development currently proposed for this annexation. It would stay residential as of this time;
 - The residential development adjacent to the property has been there for at least a decade if not more;
- Present population and projected population within the next five (5) years;
 - Given that the property is residential and based on either the property owner or their family's statement at the public hearing, the present & projected population in five years is (1) to (6);
- Extent of business, commercial, and industrial development in the area;
 - None;
- Present cost, methods, and adequacy of governmental services and regulatory controls in the area;

- Government services cost a portion of the mill levy for sheriff, county public works, et cetera which are shared across the County;
- Proposed costs, extent, and necessity of governmental services to be provided on top of the plan to extend such services;
 - City equivalent services are included in current mill levy;
 - Police responds east and west of the property as well as south of it;
 - Fire protection covers the area with mutual aid via memorandum of understanding;
- Tax impact upon the property;
 - Taxes would increase by approximately 30%;
 - The taxes will increase for the property by approximately one-third (approximately \$4,697.00 up to approximately \$6,165.38 in using 2023 Geary County tax numbers and mill); however, the taxes will cover the services provided including what is already provided pre-annexation;
- Extent to which residents are directly or indirectly dependent upon the City for governmental services as well as social, economic, employment, cultural, and recreational opportunities & resources;
 - All non-governmental services are within the City of Junction City;
- Effect of annexation upon the City, other adjacent areas such as other cities, water districts, et cetera;
 - Should be little to no direct effect upon others;
- Existing petitions for incorporation;
 - None;
- Likelihood of significant growth in the area in the next five years;
 - Most likely none;

- Effect of annexation upon utilities currently providing services to the area;
 - Would need to extend water and sanitary sewer so it can be tapped into;
 - However, that extension would aid in providing redundancy to subdivisions to south, east, and west of property too;
- Economic impact; and,
- Wasteful duplication of services;
 - Given protection provided by JCPD and JCFL, services are duplicated regardless due to City being east, south, west, and north of property in various locations.

Alternatives: It appears that the City Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve the ordinance; or,
2. Disapprove of the ordinance.

Possible Motions:

1. Approve and adopt the proposed ordinance.
2. Disapprove the proposed ordinance.

ORDINANCE S-3287

AN ORDINANCE ANNEXING CERTAIN LANDS AT OR NEAR 2623 LIBERTY HALL ROAD IN CONFORMITY WITH K.S.A. 12- 520(a)(1) AND ALL AMENDMENTS.

The Governing Body of the City of Junction City, Kansas set a public hearing for Tuesday, February 20, 2024 on December 19, 2023 in R-3080. The Governing Body reset the public hearing for Tuesday, March 19, 2024 in the presence of the property owner on February 20, 2024.

The boundaries of the land proposed to be annexed are as follows:

Lot Two (2), Block One (1), Taylor Estates, an addition to the City of Junction city, Geary County, Kansas. The 2.06 acres of residential property are located west of South Spring Valley Road, north of Oakwood Dr, east of Hickory Lane, and south of Liberty Hall Road.

Commonly known as 2623 Liberty Hall Road.

Which is adjacent to the east in the boundary of the City.

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

SECTION 1. That pursuant to K.S.A. 12-520(a)(1), the Governing Body of the City of Junction City, Kansas, deems it advisable to annex the following land:

Lot Two (2), Block One (1), Taylor Estates, an addition to the City of Junction city, Geary County, Kansas. The 2.06 acres of residential property are located west of South Spring Valley Road, north of Oakwood Dr, east of Hickory Lane, and south of Liberty Hall Road.

And said land is annexed and made a part of the City of Junction City, Kansas.

SECTION 2. The City of Junction City, Kansas, zones the land as RS per Ordinance 400.300.

SECTION 3. The City of Junction City, Kansas, recognized that the above-described property is within the boundaries of Fire District No. 1, Geary County, Kansas, and that for the purposes of fire protection the City agrees that upon annexation and detachment from the Fire District in accordance with applicable law, the property shall be the sole and complete responsibility of the City of Junction City, Kansas.

SECTION 4. The City Clerk shall file a certified copy of this Ordinance with the County Clerk, Department of Records and Tax Administration, and the Election Commissioner of Geary County, Kansas.

SECTION 5. The City Clerk shall provide a certified copy of this Ordinance, proof of publication of this Ordinance, and a map of the City detailing the annexed area per K.S.A. 12-2016.

SECTION 6. This Ordinance shall be effective upon publication as required by law or other per statute.

Passed and Approved 19th day of March 2024.

CITY OF JUNCTION CITY, KANSAS

Pat Landes
Mayor

ATTEST:

Tammy Melton, City Clerk

APPROVED AS TO FORM:

Britain D. Stites, City Attorney

CITY OF JUNCTION CITY, KANSAS



SERVICE EXTENSION PLAN FOR PROPOSED ANNEXATION

Taylor

Lot 2, Taylor Estates

Approximately 2.06 acres which are adjacent on the
south of the municipal boundaries.

February 8, 2024
Last Amended

I. Introduction

The City of Junction City proposes to annex land by unilateral annexation pursuant authority granted by K.S.A. 12-519 *et sequential*.

The land identified in this report runs contiguous with the municipal boundary of the City of Junction City. In addition, the municipal boundary of the City of Junction City is adjacent to the land on the east side. The land is currently platted. The land is less than 21 acres. The land is designated for residential use by the County Appraiser's Office.

As a result of development occurring in and around the proposed annexation area, major municipal services are already available or easily can be made available. In some instances, the proposed annexation area already benefits from services provided by the City of Junction City. Annexation makes itself advisable because of equitable sharing of the costs for major municipal services. Furthermore, the proposed annexation area is adjacent to the City's growth area identified in the City of Junction City's Comprehensive Plan.

Annexation of the identified property can be accomplished in a single proceeding because the proposed annexation constitutes "land" eligible for annexation pursuant to K.S.A. 12-520(a)(1) – the land is platted and adjacent to the City.

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II. Description of Proposed Annexation Area

The boundaries of the land proposed to be annexed are as follows:

Lot 2, Taylor Estates. Approximately 2 acres which is adjacent on the south by the City.

III. Location of Proposed Annexation Area

The proposed annexation is generally located south of Liberty Hall Road, east of Hickory Ln, and west of S Spring Valley Road.

Map 1 on the next page illustrates the general location of the proposed annexation and the relationship to the existing corporate boundary of the City of Junction City.

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IV.Land Use and Zoning

a. Land Use

The proposed annexation area consists primarily of residential use.

The single tract is devoted to residential use. The land is approximately 2 acres.

Estimated population on the land is two (2).

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b. Zoning

All land within the proposed annexation is presently zoned “R”, which is Residential with the Geary County Zoning Code. The most comparable zoning would be “RS” – Suburban Residential due to permitted uses under 405.010.B.1.

City of Junction City zoning ordinance 400.300 provides that the property will be zoned in the most similar zoning regulation that City has comparable to the current zoning designation in the unincorporated county. The property owner, the Planning Commission, or the City Commission may apply to initiate the process to rezone the property to another appropriate zoning district.

V. Extension of Major Municipal Services

a. Public Streets

The proposed annexation falls on the west side of S Spring Valley Road. The City already constructed the roadway and will provide maintenance.

Liberty Hall Road is currently a County Road and shall remain so at this time.

There is no anticipated address change.

b. Water

The proposed annexation area currently does not receive water from the City; however, water is easily tapped into by the property owner. Water is received via Rural Water District 1 which obtains water from the City. The City already provides water to the land.

The property has direct access to a water main along Liberty Hall Road and requires a large main tap and fire line.

The cost to add water service line to this property for City services would be \$9,000.00.

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c. Sanitary Sewer

All existing onsite systems, whether septic/lateral disposal systems or any other onsite system, in existence as of the September 1, 2013, may remain in place; provided, all systems shall be inspected by the Administrative Agency, to determine said system is properly working and in compliance with all applicable rules, regulations, codes, laws and requirements of the City, Administrative Agency, State of Kansas or any other applicable governmental entity having jurisdiction under Section 705.060.

To provide service to this property a small main extension will be required.

The cost to add sanitary sewer service to this property would be completed in phases at approximately \$13,000.00.



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d. Flood Protection and Stormwater Management

The City maintains a stormwater utility. Its charges run concurrent with the water utility as well as trash and sewer. Revenue collected from the stormwater fee funds maintenance and improvements of the City's stormwater system and helps meet regulatory requirements.

e. Fire Protection and Medical First Response

Fire protection and emergency response comes from two fire stations: 700 N Jefferson Street and 2245 Lacy Drive, both in Junction City, Kansas 66441.

Junction City city-at-large ad valorem property taxes, sales tax, and other general revenues finance fire protection. The City anticipates and expects no change in quality of fire or medical first response service because of annexation. The ISO (Insurance Service Organization) provides ratings classifying the ability of a local jurisdiction to provide fire protection. The current Geary County rating is Class 3 within five (5) road miles of a fire station with a Class A Engine and 10 outside those five (5) road miles. The City of Junction City is Class 3. The scale is 1 to 10 with 1 being the best.

f. Police Protection

Upon annexation, the City will provide police protection by the Junction City Police Department headquartered at 210 E 9th Street. The addition of one household surrounded by the City will not have a significant impact on the ability to provide police protection. The City of Junction City will provide police services with existing resources.

JCPD provides Animal Control services. Those services will be extended as well.

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g. Parks

Helland Park is the closest park to the proposed annexation. The City contains many other parks and amenities open to the public. These include Bluffs Park, Rimrock surrounding Homer's Pond, Fifth Street Park with new playground equipment, baseball fields at both North Park and South Park, the Twelfth Street Community Center & Rathert Stadium, Martin Luther King Jr. Park, Coronado Park, the Riverwalk Trail, and others. South Park includes newly improved dog parks. The City is currently installing a bike trail from the new high school, which is west of the proposed annexation, down to downtown Junction City.

Annexation will have no significant impact on the City's park and recreation system.

h. Trash and Recycling Services

The City provides trash collection services. At the same time, residents may utilize and contract with a private trash hauler. Upon annexation, each residential household will be required to enroll for trash service, if not already.

i. Library

The Dorothy Bramlage Public Library serves the residents of Junction City, Fort Riley, Geary County, and surrounding areas. The residents are presently served by the Dorothy Bramlage Public Library.

The Library is located at 230 W 7th Street. The Library opens itself to the public with patrons from within and outside of the City.

Annexation will not significantly affect the library's operation.

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VI. Ad Valorem Taxes

Geary County provided the following values for the proposed annexation. The County held the **appraised value for 2023 to be \$38,080**. The assessed valuation for 2022 was \$40,840.

In 2023, the proposed annexation is in Smoky Hill Township with the designation of 210 for its tax unit. The County indicates the total levy is 111.057 with assessed property taxes of \$4,697.00. Upon annexation and as of 2022, the total mill levy for those in the City of Junction City (48.311) is 159.368. The 2023 total ad valorem taxes would approximately be \$6,740.25, for an increase of \$2,043.25.

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VII. Timetable for Services

The proposed financing and timetable for extension of major municipal serves to the proposed annexation are shown in the table below. Most citywide municipal serves will be extended to the area immediately upon annexation.

Service	Proposed for Area	Timing	Financing
Street Maintenance	Yes	Upon Annexation	City-at-Large
Street Signage	Yes	Upon Annexation	City-at-Large
Local Street Improvements	Yes and As Required	24 Months	City-at-Large
Fire Protection	Yes	Upon Annexation/Existing	City-at-Large
Medical First Response	Yes	Upon Annexation/Existing	City-at-Large
Police Protection	Yes	Upon Annexation/Existing	City-at-Large
Parks	As Identified	Upon Annexation/Existing	City-at-Large
Library	Yes	Upon Annexation/Existing	City-at-Large
Trash & Recycling	As Identified	Upon Request	Owner
Building Code Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees
Water Laterals & Fire Hydrants	As Required	Existing or within three to four years	Per City Policy
Sewer Laterals	As Required	Upon Petition and within three to four years	Per City Policy
Housing Code and Zoning Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees

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City of Junction City
City Commission Agenda Memo
March 15, 2024

From: Britain D. Stites, City Attorney

To: City Commission

Subject: Annexation of WILLIAMSON – 2508 GLENN DEAN RD

Background: The City Commission previously reviewed potential annexations in January 2021. This property can be annexed unilaterally. Neither party has agreed to a consent annexation. Unilateral annexation means that the City does not need to ask the County to approve of the annexation.

The Commission set a public hearing and ordinance consideration for February 20, 2024. The Commission continued the consideration of the annexation to Tuesday, March 19, 2024.

Discussion of Issue: Annexation consideration is permitted due to K.S.A. 12-520(a)(4) or (6). The tract adjoins the City and is platted.

If this is litigated, the Court is permitted to review a few factors to ascertain whether or not the annexation is reasonable per *Stueckemann v. City of Basehor*, 301 Kan. 718, 348 P.3d 526 (2015). A common complaint about annexations throughout the nation is that annexation would be the provision of services of no or little value in light of the City-based *ad valorem* taxes assessed. The Court in *Stueckemann* found that argument to bear no weight. In addition, the argument that “value of new municipal services is not at least equal to the amount of new taxes imposed is without merit”. In fact, the Court held that residences adjoining and residents whose property adjoins the City benefit which aids the district court in a review finding that an Annexation is legally reasonable.

The Commission needs to weigh the following factors and I will summarize facts affecting each factor:

- Extent to which any of the land is devoted to agricultural use;
 - The land is zoned and utilized residentially;

- It is not agricultural;
 - It is less than twenty-one (21) acres;
- Area of platted versus unplatted land;
 - Land is platted;
- Physical characteristics of the land which indicate the existence or absence of common interest of the City and the land proposed to be annexed;
 - None;
- Extent and age of residential development adjacent to and within the proposed annexation;
 - There is no additional residential development currently proposed for this annexation. It would stay residential as of this time;
 - The residential development adjacent to the property has been there for at least a decade if not more;
- Present population and projected population within the next five (5) years;
 - Given that the property is residential and according the testimony of one of the property owners, the present & projected population in five years is two (2) but could potentially sustain approximately six (6);
- Extent of business, commercial, and industrial development in the area;
 - None;
- Present cost, methods, and adequacy of governmental services and regulatory controls in the area;
 - Government services cost a portion of the mill levy for sheriff, county public works, et cetera which are shared across the County;

- Proposed costs, extent, and necessity of governmental services to be provided on top of the plan to extend such services;
 - City equivalent services are included in current mill levy;
 - Police respond adjacent to the property;
 - Fire protection covers the property due to a mutual aid agreement;
- Tax impact upon the property;
 - Taxes would increase by approximately 30%;
 - The taxes will increase for the property by approximately one-third (approximately \$12,972.47 up to approximately \$16,148.21 in using 2023 Geary County tax numbers and mill); however, the taxes will cover the services provided including what is already provided pre-annexation;
- Extent to which residents are directly or indirectly dependent upon the City for governmental services as well as social, economic, employment, cultural, and recreational opportunities & resources;
 - All non-governmental services are within the City of Junction City;
- Effect of annexation upon the City, other adjacent areas such as other cities, water districts, et cetera;
 - Should be little to no direct effect upon others;
- Existing petitions for incorporation;
 - None;
- Likelihood of significant growth in the area in the next five years;
 - Most likely none;
- Effect of annexation upon utilities currently providing services to the area;
 - Would need to extend water and sanitary sewer so it can be tapped into;

- However, that extension would aid in providing redundancy to subdivisions to south, east, and north of property too;
- Economic impact; and,
- Wasteful duplication of services;
 - Given protection provided by JCPD and JCFD, services are duplicated regardless due to City being east, south, west, and north of property in various locations.

Alternatives: It appears that the City Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve the ordinance; or,
2. Disapprove of the ordinance.

Possible Motions:

1. Approve and adopt the proposed ordinance.
2. Disapprove the proposed ordinance.

ORDINANCE S-3288

AN ORDINANCE ANNEXING CERTAIN LANDS AT OR NEAR 2508 GLENN DEAN ROAD IN CONFORMITY WITH K.S.A. 12- 520(a)(1) AND ALL AMENDMENTS.

The Governing Body of the City of Junction City, Kansas set a public hearing for Tuesday, February 20, 2024 on December 19, 2023 in R-3078. The Governing Body reset the public hearing for Tuesday, March 19, 2024 in the presence of those present including at least one of the property owners on February 20, 2024.

The boundaries of the land proposed to be annexed are as follows:

Lot One (1), West Gate Subdivision of Geary County, Kansas. The 1.92 acres of residential property are located west of South Spring Valley Road, southeast of the USD 475 Middle School site, and north of Glenn Dean Road.

Commonly known as 2508 Glenn Dean Road.

Which is adjacent to the east in the boundary of the City.

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

SECTION 1. That pursuant to K.S.A. 12-520(a)(1), the Governing Body of the City of Junction City, Kansas, deems it advisable to annex the following land:

Lot One (1), West Gate Subdivision of Geary County, Kansas. The 1.92 acres of residential property are located west of South Spring Valley Road, southeast of the USD 475 Middle School site, and north of Glenn Dean Road.

And said land is annexed and made a part of the City of Junction City, Kansas.

SECTION 2. The City of Junction City, Kansas, zones the land as RS per Ordinance 400.300.

SECTION 3. The City of Junction City, Kansas, recognized that the above-described property is within the boundaries of Fire District No. 1, Geary County, Kansas, and that for the purposes of fire protection the City agrees that upon annexation and detachment from the Fire District in accordance with applicable law, the property shall be the sole and complete responsibility of the City of Junction City, Kansas.

SECTION 4. The City Clerk shall file a certified copy of this Ordinance with the County Clerk, Department of Records and Tax Administration, and the Election Commissioner of Geary County, Kansas.

SECTION 5. The City Clerk shall provide a certified copy of this Ordinance, proof of publication of this Ordinance, and a map of the City detailing the annexed area per K.S.A. 12-2016.

SECTION 6. This Ordinance shall be effective upon publication as required by law or other per statute.

Passed and Approved 19th day of March 2024.

CITY OF JUNCTION CITY, KANSAS

Pat Landes
Mayor

ATTEST:

Tammy Melton, City Clerk

APPROVED AS TO FORM:

Britain D. Stites, City Attorney

CITY OF JUNCTION CITY, KANSAS



SERVICE EXTENSION PLAN FOR PROPOSED ANNEXATION

Williamson

Lot 1, Westgate Subdivision

Approximately 1.9 acres which are adjacent on the
west of the municipal boundaries.

February 8, 2024
Last Amended

I. Introduction

The City of Junction City proposes to annex land by unilateral annexation pursuant authority granted by K.S.A. 12-519 *et sequential*.

The land identified in this report runs contiguous with the municipal boundary of the City of Junction City. In addition, the municipal boundary of the City of Junction City is adjacent to the land on the east side. The land is currently platted. The land is less than 21 acres. The land is designated for residential use by the County Appraiser's Office.

As a result of development occurring in and around the proposed annexation area, major municipal services are already available or easily can be made available. In some instances, the proposed annexation area already benefits from services provided by the City of Junction City. Annexation makes itself advisable because of equitable sharing of the costs for major municipal services. Furthermore, the proposed annexation area is adjacent to the City's growth area identified in the City of Junction City's Comprehensive Plan.

Annexation of the identified property can be accomplished in a single proceeding because the proposed annexation constitutes "land" eligible for annexation pursuant to K.S.A. 12-520(a)(1). The land is platted and adjacent to the City.

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II. Description of Proposed Annexation Area

The boundaries of the land proposed to be annexed are as follows:

Lot 1, Westgate Subdivision. Approximately 1.9 acres which is adjacent on the west by the City.

III. Location of Proposed Annexation Area

The proposed annexation is generally located west of S Spring Valley Road, southeast of the USD 475 Middle School site, and north of Glenn Dean Road.

Map 1 on the next page illustrates the general location of the proposed annexation and the relationship to the existing corporate boundary of the City of Junction City.

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IV. Land Use and Zoning

a. Land Use

The proposed annexation area consists primarily of residential use.

The single tract is devoted to residential use. The land is approximately 1.9 acres.

Estimated population on the land is two (2).

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b. Zoning

All land within the proposed annexation is presently zoned “R”, which is Residential with the Geary County Zoning Code. The most comparable zoning would be “RS” – Suburban Residential due to permitted uses under 405.010.B.1.

City of Junction City zoning ordinance 400.300 provides that the property will be zoned in the most similar zoning regulation that City has comparable to the current zoning designation in the unincorporated county. The property owner, the Planning Commission, or the City Commission may apply to initiate the process to rezone the property to another appropriate zoning district.

V. Extension of Major Municipal Services

a. Public Streets

The proposed annexation falls on the west side of S Spring Valley Road. The City already constructed the roadway and will provide maintenance.

There is no anticipated address change.

b. Water

The proposed annexation area currently does not receive water from the City; however, water is easily tapped into by the property owner. Land is served by Rural Water District 1 which receives its water from the City. The City already provides water to the land.

The property has direct access to a water main along Spring Valley Road and requires an extension of service lines only to their property line.

The cost to add water service line to this property would be \$3,600.00.

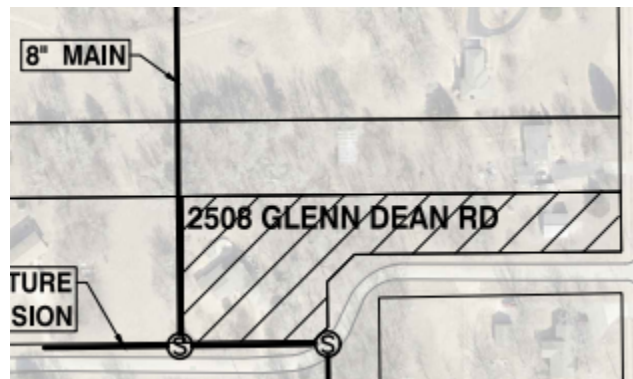
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c. Sanitary Sewer

All existing onsite systems, whether septic/lateral disposal systems or any other onsite system, in existence as of the September 1, 2013, may remain in place; provided, all systems shall be inspected by the Administrative Agency, to determine said system is properly working and in compliance with all applicable rules, regulations, codes, laws and requirements of the City, Administrative Agency, State of Kansas or any other applicable governmental entity having jurisdiction under Section 705.060.

For sanitary sewer to this property, an interceptor extension and main extension will be required. This project will be completed in phases.

The cost to add sanitary sewer service to this property, completed in phases, at approximately \$28,031.25.



d. Flood Protection and Stormwater Management

The City maintains a stormwater utility. Its charges run concurrent with the water utility as well as trash and sewer. Revenue collected from the stormwater fee funds maintenance and improvements of the City's stormwater system and helps meet regulatory requirements.

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e. Fire Protection and Medical First Response

Fire protection and emergency response comes from two fire stations: 700 N Jefferson Street and 2245 Lacy Drive, both in Junction City, Kansas 66441.

Junction City city-at-large ad valorem property taxes, sales tax, and other general revenues finance fire protection. The City anticipates and expects no change in quality of fire or medical first response service because of annexation. The ISO (Insurance Service Organization) provides ratings classifying the ability of a local jurisdiction to provide fire protection. The current Geary County rating is Class 3 within five (5) road miles of a fire station with a Class A Engine and 10 outside those five (5) road miles. The City of Junction City is Class 3. The scale is 1 to 10 with 1 being the best.

f. Police Protection

Upon annexation, the City will provide police protection by the Junction City Police Department headquartered at 210 E 9th Street. The addition of one household surrounded by the City will not have a significant impact on the ability to provide police protection. The City of Junction City will provide police services with existing resources.

JCPD provides Animal Control services. Those services will be extended as well.

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g. Parks

Helland Park is the closest park to the proposed annexation. The City contains many other parks and amenities open to the public. These include Bluffs Park, Rimrock surrounding Homer's Pond, Fifth Street Park with new playground equipment, baseball fields at both North Park and South Park, the Twelfth Street Community Center & Rathert Stadium, Martin Luther King Jr. Park, Coronado Park, the Riverwalk Trail, and others. South Park includes newly improved dog parks. The City is currently installing a bike trail from the new high school, which is west of the proposed annexation, down to downtown Junction City.

Annexation will have no significant impact on the City's park and recreation system.

h. Trash and Recycling Services

The City provides trash collection services. At the same time, residents may utilize and contract with a private trash hauler. Upon annexation, each residential household will be required to enroll for trash service, if not already.

i. Library

The Dorothy Bramlage Public Library serves the residents of Junction City, Fort Riley, Geary County, and surrounding areas. The residents are presently served by the Dorothy Bramlage Public Library.

The Library is located at 230 W 7th Street. The Library opens itself to the public with patrons from within and outside of the City.

Annexation will not significantly affect the library's operation.

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VI. Ad Valorem Taxes

Geary County provided the following values for the proposed annexation. The County held the **appraised value for 2023 to be \$299,961**. The assessed valuation for 2022 was \$255,860.

In 2023, the proposed annexation is in Smoky Hill Township with the designation of 210 for its tax unit. The County indicates the total levy is 111.057 with assessed property taxes of \$29,424.00. Upon annexation and as of 2022, the total mill levy for those in the City of Junction City (48.311) is 159.368. The 2023 total ad valorem taxes would approximately be \$42,223.76, for an increase of \$12,799.76.

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VII. Timetable for Services

The proposed financing and timetable for extension of major municipal serves to the proposed annexation are shown in the table below. Most citywide municipal serves will be extended to the area immediately upon annexation.

Service	Proposed for Area	Timing	Financing
Street Maintenance	Yes	Upon Annexation	City-at-Large
Street Signage	Yes	Upon Annexation	City-at-Large
Local Street Improvements	Yes and As Required	24 Months	City-at-Large
Fire Protection	Yes	Upon Annexation/Existing	City-at-Large
Medical First Response	Yes	Upon Annexation/Existing	City-at-Large
Police Protection	Yes	Upon Annexation/Existing	City-at-Large
Parks	As Identified	Upon Annexation/Existing	City-at-Large
Library	Yes	Upon Annexation/Existing	City-at-Large
Trash & Recycling	As Identified	Upon Request	Owner
Building Code Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees
Water Laterals & Fire Hydrants	As Required	Existing or within three to four years	Per City Policy
Sewer Laterals	As Required	Upon Petition and within three to four years	Per City Policy
Housing Code and Zoning Enforcement	Yes	Upon Annexation	City-at-Large and Permit Fees

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City of Junction City

City Commission

Agenda Memo

19 March, 2024

From: Joshua Gray, Parks & Recreation Director
To: Allen Dinkel, City Manager, and City Commission
Subject: **Helland Park Bridge Tree Removal**

Objective: Removal of trees from the Rucker Road Bridge at Helland Park

Explanation of Issue: The Rucker Road bridge located at Helland Park has trees that are growing on the side of the bridge that must be removed.

Advertisement for bids was published in The Daily Union on February 21, 2024, and the request for bids was posted on the City website. A mandatory pre-bid meeting was held on February 26, 2024 and February 28, 2024. Sealed bids were accepted until March 1, 2024. The City received four (4) bids. JC Seamless Guttering at \$18,500.00, Diamond S Fencing Inc., Flint Hills Forestry Mulching, and CTC Disaster Response. Diamond S Fencing out of Scott City, KS was the lowest bidder at \$5,000, but with the local vendor preference outlined in the Junction City Fiscal Policy, the local vendor Flint Hills Forestry Mulching is within the required difference and will match the lowest bidder at \$5,000.

Flint Hills Forestry Mulching \$5,149.50, matching to \$5,000

JC Seamless Guttering at \$18,500.00

Diamond S Fencing Inc. \$5,000.00

CTC Disaster Response \$8,475.00

Budget Impact: This will be paid for out of the Parks and Recreation budget

Alternatives:

1. Approve, Disapprove, Modify, Table

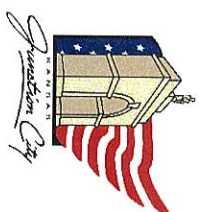
Recommendation: City Staff recommends to award the removal of the trees from the Helland Park, Rucker Road bridge to Flint Hills Forestry Mulching in the amount of \$5,000.00

Enclosures: Bid Packet

City of Junction City

City Clerk's Office

March 1, 2024



Parks & Recreation Department

Closing Time: 1:00 pm

Mulching & Tree Removal at Helland Park

No.	Direct Solicited	Bidder	Local Vendor	Bid Bond	Performance Bond	Size	Signed Bid	Bid Amount	Bid Rank
1.		JC Seamless Cutting	JC					\$18,500.00	
2.		Diamond S Fencing Inc	Scott City					\$5,000.00	
3.		Flint Hills Forestry Mulching	JC					\$5,149.50	
4.		CTC Disaster Response	Topeka					\$8,475.00	
5.									
6.									
7.									
8.									
9.									
10.									

City Of Junction City Helland Tree Mulching Pre-Bid Meeting Sign-In

Monday, February 26, 2024

[illegible]

**Junction City
Parks and Recreation Department**

City Of Junction City Helland Tree Mulching Pre-Bid Meeting Sign-In

Wednesday, February 28, 2024

[illegible]

Bid Sheet

Company Name Flint Hills Forestry Mulching

Address 301 Caroline Ct.

Junction City, KS 66441

Phone Number 785-210-7679

Principal: Travis Berges

Title: Owner

Total Bid Amount \$ 5,149.20

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment,
anticipated date of project completion.



Flint Hills Forestry Mulching
Travis Berges – Owner
301 Caroline Ct. Junction City, Ks 66441
(785) 210-7679

Services offered:

Mulching of trees and brush with tracked skid steer loader and mechanical mulching head, pasture clearing, wildfire hazard reduction, removal of invasive vegetation.

References:

University Park Improvement District
c/o – University Park Board
7321 Hi-View Dr. Manhattan, Ks 66503

Mike Meldon
2975 Rain Rd. Chapman, Ks 67431
(570) 490-1447

Shawn Schwerdt
7000 Redbud Dr. Manhattan, Ks 66503
(785) 410-6154

Equipment:

2017 - ASV RT 120F- 120 HP Tracked Skid Steer
2017 - Prinoth M450s 1900 74" Drum Mulcher
Stihl Chainsaws
Stihl Trimmer with Chainsaw Head



FORESTRY MULCHING

Travis Berges- Owner/Operator
301 Caroline CT
Junction City, KS 66441
(785) 210-7679

fhforestrymulching@gmail.com

ESTIMATE

DATE: 3/1/2024

**FOR: City of Junction City
Parks and Recreation
INVOICE FOR: Tree Clearing Project**

DESCRIPTION	AMOUNT
Clearing trees and brush with skid steer and mulcher; and manual labor 3 Days of work @ \$1,600/day with minium of 8 hours of work/day	\$4,800.00
Diesel fuel for skid steer - 60 gallons @ \$3.57 per gallon	\$214.20
Chainsaw work, saw fuel, bar oil, saw chain	\$135.00
TOTAL	\$ 5,149.20



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/29/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cardinal Insurance Services LLC 332 W 7th Street Junction City KS 66441		CONTACT NAME: Brian Field, Agent PHONE (A/C, No, Ext): 785-238-1138 E-MAIL: brian@cardinalins.com ADDRESS: FAX (A/C, No): 785-238-6008	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Scottsdale Insurance Company	
		INSURER B: Berkshire Hathaway Homestate Companies	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 20230929095534448 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY			CPS 7777822	04/17/2023	04/17/2024	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						\$
B	AUTOMOBILE LIABILITY				06/01/2023	06/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y ☒ N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Tree removal, pasture clearing and mulching

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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TREE TRIMMER LICENSE

NO. JC-000649

CITY OF JUNCTION CITY

**700 NORTH JEFFERSON
JUNCTION CITY, KS 6644-0287**

**EFFECTIVE DATE:
12/12/2023**

BUSINESS: Flint Hills Forestry Mulching

ADDRESS: 301 Caroline Ct, Junction City, KS 66441, USA

STATUS: Approved

Juliana Tobon

**Juliana Tobon
City Treasurer**

**EXPIRATION DATE:
12/31/2024**

Tammy Melton

**Tammy Melton
City Clerk**

THIS LICENSE MUST BE POSTED AND IS NON-TRANSFERABLE



VERIFICATION CERTIFICATE

License No. _____

Bond No.: 107958666

Current Billing Term From December 12, 2023 to December 12, 2026

THIS IS TO CERTIFY that the above referenced Bond,
issued by Travelers Casualty and Surety Company of America,
dated December 12, 2023, in the amount of One Thousand (\$1,000.00) on behalf of
Flint Hills Forestry Mulching, LLC (as Principal),
and in favor of City of Junction City, Kansas (as Oblige),
remains in effect, subject to all agreements, conditions and limitations.

Signed, sealed and dated December 11, 2023

Travelers Casualty and Surety Company of America



By: *Russell E. Vance*

Russell E. Vance

Attorney-in-Fact



Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company
Farmington Casualty Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, St. Paul Fire and Marine Insurance Company, and Farmington Casualty Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Russell E. Vance**, of Hartford, CT, their true and lawful Attorney(s)-in-Fact, to sign, execute, seal and acknowledge the following bond:

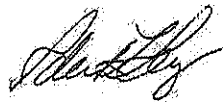
Surety Bond No.: 107958666

Principal: Flint Hills Forestry Mulching, LLC

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 21st day of April, 2021.



State of Connecticut

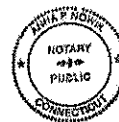
By: 
Robert L. Raney, Senior Vice President

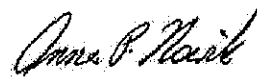
City of Hartford ss.

On this the 21st day of April, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2026




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

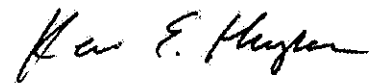
FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 11 day of December, 2023.




Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

City of Junction City, Kansas



NOTICE INVITING PROPOSALS FOR MULCHING AND CLEARING TREES

BID NO. – PR 24-002

**Date Issued:
February 21, 2024**

**Response Deadline:
March 1, 2024 at 1:00 P.M. CDT**

Bid Objectives

This RFP addresses the City of Junction City's desire to contract to mulch and remove numerous trees/brush located Helland Park/Rucker Road bridge, located at Helland Park, Junction City, KS. A **mandatory pre-bid meeting** will be held on February 26, 2024 at Helland Park, located on Rucker Road, Junction City, KS at 1:00P.M. Removal of trees/brush/undergrowth in the area identified in the map located at the bottom of this document.

Bids must meet the following objectives

1. It is required the bidder be a licensed contractor.
2. Submittal of three (3) references from corporate or government customers is required in this RFP. Include names, addresses, and phone numbers.
3. Submittal of employee certifications and company certifications for providing the requested services.
4. Invoice shall be submitted to the City of Junction City Parks and Recreation Department after successful completion of work with payments to be due thirty (30) days of receipt of invoice.
5. Do you offer any warranty coverage for your services? If so, list what type of warranty coverage you offer.
6. List specialized equipment available to provide the applications specified in this RFP.
7. List all other related services that your business/company provides.
8. The contractor shall be responsible for visiting the project site to verify existing conditions to determine the cost considerations required to complete the work requested.

Scope of work

Clear and mulch numerous trees/brush/undergrowth located Helland Park

- This is a mulching project, therefore, stumps of any trees must be left at ground level, with no protruding stumps, stalks, or heavy limbs in order for site to be walked upon without risk
- Must mulch trees, heavy vegetation, and undergrowth
- Includes standing and fallen down trees and vegetation
- Includes clearing and removal of material
- Include all associated costs (materials, labor, travel, etc.)

Queries and Primary Contact Person

All inquiries about this RFP must be made in written form, via U.S. Postal Service, Facsimile, or email, to the primary point of contact for response by February 28, 2024

Name: Joshua Gray
Address: 2307 N. Jackson St.
Email: joshua.gray@jcks.com
Phone: 785-210-4006

Responses to questions or comments provided by any other person, employee, or City office concerning the RFP will not be valid and will not bind the City of Junction City. All inquiries for information and responses will be available for review by all respondents.

Term of Contract

Bid proposal must be submitted which includes a fixed price for the requested service(s)

Insurance and Indemnification Requirements

- 1) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Vendor.
- 2) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Workmen Compensation Insurance meeting established statutory requirements.

Proposal Schedule

	Date	Action
1.	February 21, 2024	RFP released.
2.	March 1, 2024	Sealed Bids Due by 1:00 P.M. CDT Public Bid Opening 1:00 P.M.
3.	March 19, 2024	Bid Awarded by City Commission

Deadline for Proposals

A sealed bid must be received by the City of Junction City Kansas, at the City Clerks Office 700 N Jefferson Junction City, KS 66441, not later than 1:00 P.M. CDT on March 1, 2024. The sealed bid package should be clearly marked as follows:

PROPOSAL FOR: TREE MULCHING AND REMOVAL
BID NO. - PR 24-001
ATTENTION: Tammy Melton City Clerk

Proposals and all conditions therein shall remain effective for at least sixty (60) days from proposal submission date. A complete response to the RFP should contain two (2) original copies.

Proposal Correction or Withdrawal of Proposal Prior to Opening

Any proposal may be withdrawn or modified by written request of the bidder provided such request is received by the City of Junction City by the deadline and at the address given above and the RFP has not been opened and read aloud. Modifications received after the due date and time will not be allowed. Modifications or corrections of proposals may be made by means of facsimile or other written communications, provided such modifications or corrections are received by the City prior to the closing time set for receiving proposals. Each correction to proposals must be clearly marked and initialed by the bidder.

The City of Junction City or its representatives reserve the right at any time to request clarification from any or all individuals or entities submitting a proposal.

Proposal Deposition

All materials submitted in response to this RFP will become property of the City of Junction City and will become public record after the proposals are opened and read. The City will not be responsible or liable in any way for any losses that the bidder may suffer from the disclosure of information or materials to third parties.

Non-Standard Forms

Proposals which are not submitted on the forms provided by the City of Junction City or do not adequately address the provisions of this RFP document will be rejected. A proposal in which omissions occur or which has been conditioned by the bidder in a manner that is unacceptable to the City of Junction City will be rejected. Corrections may be made until the proposal opening date, March 1, 2024 at 1:00 P.M. CDT. No corrections may be made subsequent to proposal opening.

Acceptance or Rejection of Proposals

The City of Junction City reserves the following rights and options:

- To accept the proposal that is the lowest and or the best proposal for the City of Junction City.
- To reject any and all non-responsive proposals.
- To reject any incomplete proposals.
- To reject all proposals without cause.
- To issue subsequent requests for new proposals.
- To discontinue its negotiations after commencing negotiations with a finalist, if progress is unsatisfactory, and commence discussions with another bidder.
- To exercise local vendor preference as outlined in Junction City Fiscal Policy dated October 18 2011

Bidder's Responsibility for Costs

The City of Junction City will not reimburse any Bidder for any costs involved in the preparation and submission of its proposal, or in contract negotiations. Bidders are responsible for all costs associated with preparing and submitting the RFP.

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Two (2) original copies of the completed bid sheet.

Bid Sheet

Company Name _____

Address _____

Phone Number _____

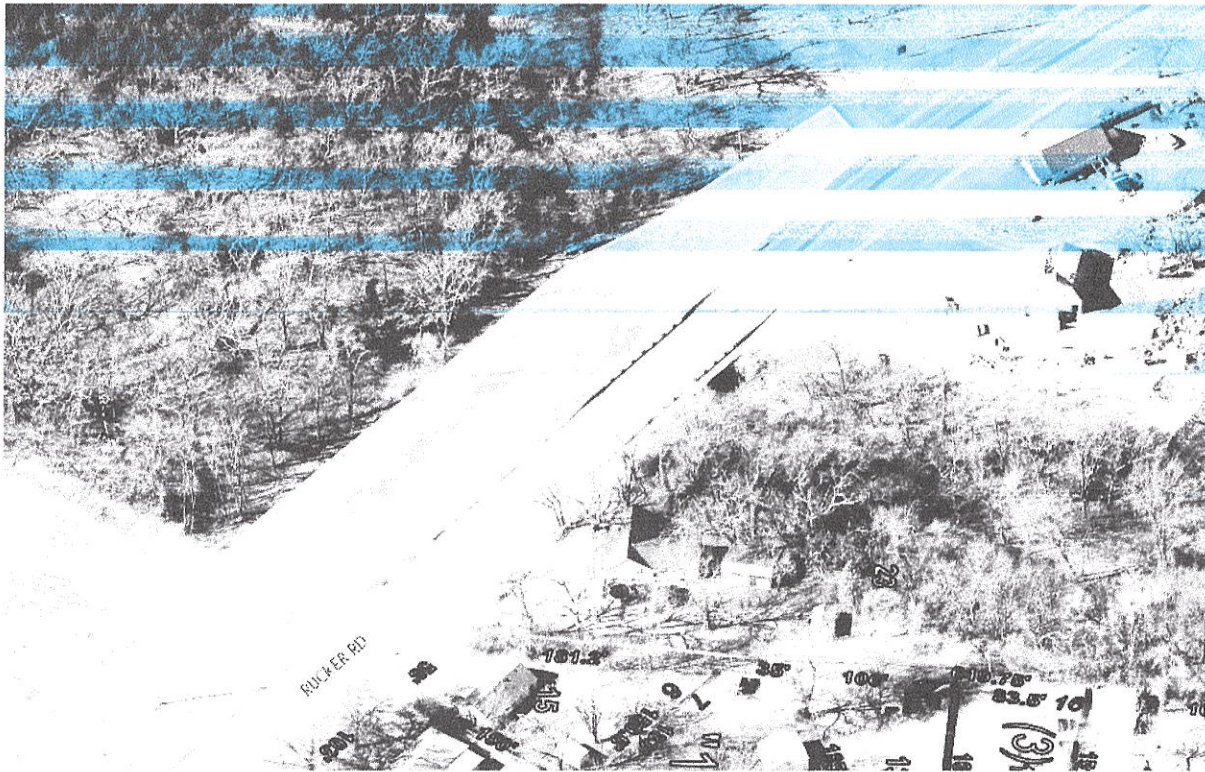
Principal: _____

Title: _____

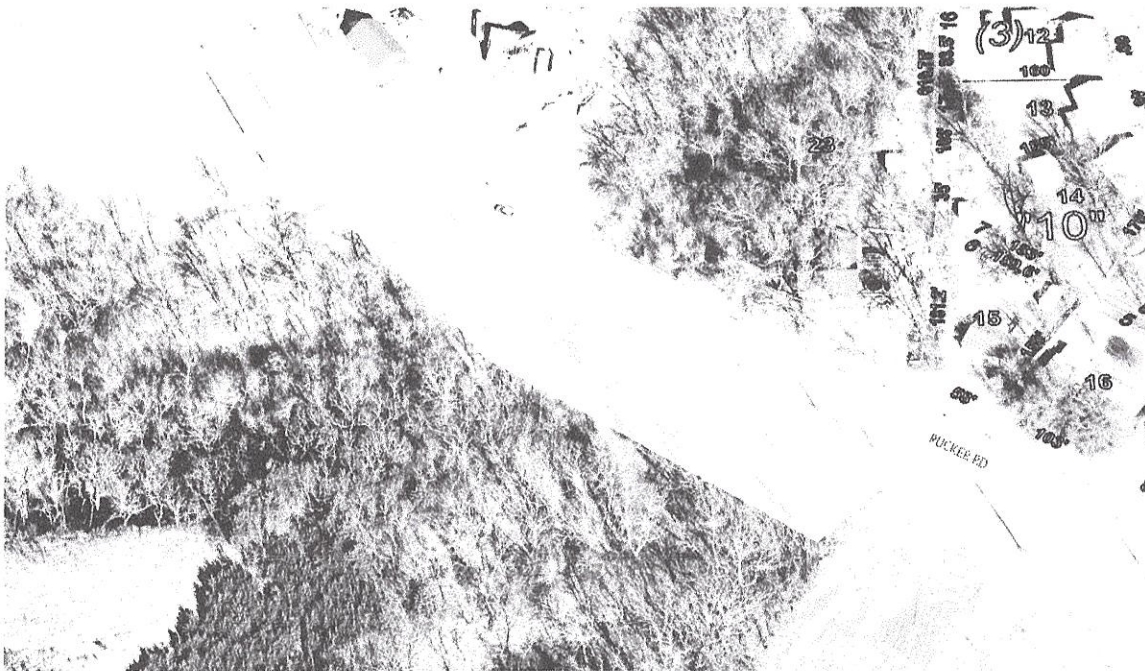
Total Bid Amount \$ _____

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment,
anticipated date of project completion.

Helland Park Mulching Project Area
Rucker Road Bridge



Helland Park Mulching Project Area
Rucker Road Bridge Angle #2



JC SEAMLESS GUTTERING

BID NO. PR 24-002

ANTICIPATED DATED OF COMPLETION

All scopes of work anticipated to be completed on or before May 15th 2024

JC Seamless Guttering

EQUIPMENT

EQUIPMENT BULDER SHALL PROVIDE ALL NECESSARY EQUIPMENT FOR THE CONSTRUCTION AND MAINTENANCE OF THE BUILDING AS FOLLOWS: 1) EXCAVATOR 2) SKID STEER AND ATTACHMENTS 3) AERIAL EQUIPMENT 4) FORKLIFT 5) SCISSOR LIFT 6) CONCRETE EQUIPMENT 7) WELDER 8) ALL NECESSARY POWER TOOLS AND HAND TOOLS

JC Seamless Guttering

REFERENCES

BID NIO. -PR ~~24-001~~ 24-002

~~CONSTRUCTION OF CONCESSIONS STRUCTURE~~

~~RATHERT STADIUM~~

Hellend Park

- CITY OF JUNCTION CITY
 - CONTACT: Pat Landes
 - Junction City, KS
 - 785-209-0469
- Flint Hills Roof Service
 - CONTACT: Cliff Hutchinson
 - Junction City, KS
 - 785-210-6641
- Bramlage Investments
 - CONTACT: Clint Francis
 - Junction City, KS
 - 785-565-3336
- Lewis Family Farms
 - CONTACT: Stan Lewis
 - Chapman, KS
 - 785-223-2096

JC Seamless Guttering

REFERENCES

Vendor Viability

BID NIO. - ~~PR 24-001~~

PR 24-002

~~CONSTRUCTION OF CONCESSIONS STRUCTURE~~

~~BATHERT STADIUM~~

Helland Park

- CITY OF JUNCTION CITY

- CONTACT: Pat Landes
- Junction City, KS
- 785-209-0469
- Customer since 1998

- Flint Hills Roof Service

- CONTACT: Cliff Hutchinson
- Junction City, KS
- 785-210-6641
- Customer since 2004

- Bramlage Investments

- CONTACT: Clint Francis
- Junction City, KS
- 785-565-3336
- Customer since 2008

- Lewis Family Farms

- CONTACT: Stan Lewis
- Chapman, KS
- 785-223-2096
- Customer since 2000

JC Seamless Guttering

OTHER SERVICES

OTHER SERVICES As a general contractor, JC Seamless Guttering provides all aspects of residential and commercial construction. We subcontract to licensed subcontractors for electrical, plumbing, and HVAC services. For further information regarding what services we provide, please see attached resume.

Brad Chauncey

Owner and Operator of JC Seamless Guttering and Managing Member of C&C Homes LLC

785-761-7625 | BJVC3@yahoo.com

Summary

Motivated entrepreneur with a successful track record in owning and operating JC Seamless Guttering and C&C Homes LLC. Strong leadership, organizational, and problem-solving skills. Committed to delivering high-quality services and exceeding client expectations.

Experience

Owner and Operator | JC Seamless Guttering | [March 1, 1997-current]

- Led all aspects of business operations, including sales, marketing, customer service, and project management.
- Established and maintained relationships with clients, suppliers, and subcontractors, ensuring customer satisfaction and timely completion of projects.
- Managed a team of 10 employees, providing guidance, training, and supervision to ensure efficient workflow and adherence to quality standards.
- Offered all aspects of metal building construction.
- Provided residential and commercial remodeling services throughout the state of Kansas.
- Exceeded the industry standard in metal fabrication and roll-forming services.
- Developed and implemented business strategies to drive growth, increase revenue, and expand the customer base.
- Consistently meeting or exceeding client requirements.

Owner and Operator | C&C Homes LLC | [Feb 2020-current]

- Founded and managed a residential construction company specializing in custom home building and renovations.
- Oversaw all aspects of construction projects, from initial client consultation to final inspection.

- Collaborated with architects, engineers, and subcontractors to ensure accurate project planning and execution.
- Managed project budgets, procurement, and timelines, ensuring projects were delivered within specified timeframes and budget constraints.
- Maintained open communication with clients, providing regular updates on project progress and addressing any concerns promptly.

Education

Associates Degree [Sinte Gleska University] [1995]

Certifications

- International Code Council IRC Exam, Successfully Completed

License

- Licensed General Contractor in Junction City since 1998

Professional Affiliations:

- **Member of the Flint Hills Area Builders Association**
- **Member of the Junction City Area Chamber of Commerce**

Skills

- **Business Development and Growth:** Proven ability to develop and execute business strategies that drive growth and increase revenue.
- **Financial Management:** Proficient in financial planning, budgeting, and cost control to maximize profitability.
- **Project Management:** Experienced in overseeing construction projects from conception to completion, ensuring quality and timely delivery.
- **Sales and Marketing:** Skilled in marketing strategies and customer relationship management to attract and retain clients.
- **Customer Relationship Management:** Strong ability to build and maintain positive relationships with clients, ensuring their satisfaction.
- **Team Leadership and Supervision:** Effective leadership skills to manage and motivate teams, ensuring efficient project execution.
- **Construction and Home Improvement Expertise:** Extensive knowledge of construction methods, materials, and building codes.

- Strong Communication and Interpersonal Skills: Excellent communication skills to collaborate effectively with diverse stakeholders.
- Problem-solving and Decision-making Abilities: Analytical mindset to identify and address project challenges and make informed decisions.

References

Available upon request

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Two (2) original copies of the completed bid sheet.

Bid Sheet

Company Name JC Seamless Guttering

Address PO Box 1772
Junction City, KS 66441

Phone Number 785 761 7625

Principal: Bred Chauncey

Title: General Partner

Total Bid Amount \$ 18,500⁰⁰

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment, anticipated date of project completion.

Bid Sheet

Company Name Diamond S Fencing Inc

Address 4993 N Venison Rd, Scott City, KS. 67871

Phone Number 620-214-8857

Principal: Scott M Sherd

Title: Owner

Total Bid Amount \$ 5000

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment,
anticipated date of project completion.

Helland Park Mulching Project Area
Rucker Road Bridge



Helland Park Mulching Project Area
Rucker Road Bridge Angle #2



City of Junction City, Kansas



NOTICE INVITING PROPOSALS FOR MULCHING AND CLEARING TREES

BID NO. – PR 24-002

**Date Issued:
February 21, 2024**

**Response Deadline:
March 1, 2024 at 1:00 P.M. CDT**

Bid Objectives

This RFP addresses the City of Junction City's desire to contract to mulch and remove numerous trees/brush located Helland Park/Rucker Road bridge, located at Helland Park, Junction City, KS. A **mandatory pre-bid meeting** will be held on February 26, 2024 at Helland Park, located on Rucker Road, Junction City, KS at 1:00P.M. Removal of trees/brush/undergrowth in the area identified in the map located at the bottom of this document.

Bids must meet the following objectives

1. It is required the bidder be a licensed contractor.
2. Submittal of three (3) references from corporate or government customers is required in this RFP. Include names, addresses, and phone numbers.
3. Submittal of employee certifications and company certifications for providing the requested services.
4. Invoice shall be submitted to the City of Junction City Parks and Recreation Department after successful completion of work with payments to be due thirty (30) days of receipt of invoice.
5. Do you offer any warranty coverage for your services? If so, list what type of warranty coverage you offer.
6. List specialized equipment available to provide the applications specified in this RFP.
7. List all other related services that your business/company provides.
8. The contractor shall be responsible for visiting the project site to verify existing conditions to determine the cost considerations required to complete the work requested.

Scope of work

Clear and mulch numerous trees/brush/undergrowth located Helland Park

- This is a mulching project, therefore, stumps of any trees must be left at ground level, with no protruding stumps, stalks, or heavy limbs in order for site to be walked upon without risk
- Must mulch trees, heavy vegetation, and undergrowth
- Includes standing and fallen down trees and vegetation
- Includes clearing and removal of material
- Include all associated costs (materials, labor, travel, etc.)

Queries and Primary Contact Person

All inquiries about this RFP must be made in written form, via U.S. Postal Service, Facsimile, or email, to the primary point of contact for response by February 28, 2024

Name: Joshua Gray
Address: 2307 N. Jackson St.
Email: joshua.gray@jcks.com
Phone: 785-210-4006

Responses to questions or comments provided by any other person, employee, or City office concerning the RFP will not be valid and will not bind the City of Junction City. All inquiries for information and responses will be available for review by all respondents.

Term of Contract

Bid proposal must be submitted which includes a fixed price for the requested service(s)

Insurance and Indemnification Requirements

- 1) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Vendor.
- 2) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Workmen Compensation Insurance meeting established statutory requirements.

Proposal Schedule

	Date	Action
1.	February 21, 2024	RFP released.
2.	March 1, 2024	Sealed Bids Due by 1:00 P.M. CDT Public Bid Opening 1:00 P.M.
3.	March 19, 2024	Bid Awarded by City Commission

Deadline for Proposals

A sealed bid must be received by the City of Junction City Kansas, at the City Clerks Office 700 N Jefferson Junction City, KS 66441, not later than 1:00 P.M. CDT on March 1, 2024.

The sealed bid package should be clearly marked as follows:

PROPOSAL FOR: TREE MULCHING AND REMOVAL
BID NO. - PR 24-001
ATTENTION: Tammy Melton City Clerk

Proposals and all conditions therein shall remain effective for at least sixty (60) days from proposal submission date. A complete response to the RFP should contain two (2) original copies.

Proposal Correction or Withdrawal of Proposal Prior to Opening

Any proposal may be withdrawn or modified by written request of the bidder provided such request is received by the City of Junction City by the deadline and at the address given above and the RFP has not been opened and read aloud. Modifications received after the due date and time will not be allowed. Modifications or corrections of proposals may be made by means of facsimile or other written communications, provided such modifications or corrections are received by the City prior to the closing time set for receiving proposals. Each correction to proposals must be clearly marked and initialed by the bidder.

The City of Junction City or its representatives reserve the right at any time to request clarification from any or all individuals or entities submitting a proposal.

Proposal Deposition

All materials submitted in response to this RFP will become property of the City of Junction City and will become public record after the proposals are opened and read. The City will not be responsible or liable in any way for any losses that the bidder may suffer from the disclosure of information or materials to third parties.

Non-Standard Forms

Proposals which are not submitted on the forms provided by the City of Junction City or do not adequately address the provisions of this RFP document will be rejected. A proposal in which omissions occur or which has been conditioned by the bidder in a manner that is unacceptable to the City of Junction City will be rejected. Corrections may be made until the proposal opening date, March 1, 2024 at 1:00 P.M. CDT. No corrections may be made subsequent to proposal opening.

Acceptance or Rejection of Proposals

The City of Junction City reserves the following rights and options:

- To accept the proposal that is the lowest and or the best proposal for the City of Junction City.
- To reject any and all non-responsive proposals.
- To reject any incomplete proposals.
- To reject all proposals without cause.
- To issue subsequent requests for new proposals.
- To discontinue its negotiations after commencing negotiations with a finalist, if progress is unsatisfactory, and commence discussions with another bidder.
- To exercise local vendor preference as outlined in Junction City Fiscal Policy dated October 18 2011

Bidder's Responsibility for Costs

The City of Junction City will not reimburse any Bidder for any costs involved in the preparation and submission of its proposal, or in contract negotiations. Bidders are responsible for all costs associated with preparing and submitting the RFP.

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Two (2) original copies of the completed bid sheet.



Original

Request for Proposal Documents for:

Bid No. – PR 24-002

Mulching and Clearing Trees



Due: March 1, 2024 | 1:00 PM

Contact Information:

Greg Gathers
6021 SW 29th St. PMB #130
Topeka, KS 66614
(785) 478-9805 – Office
(785) 478-4195 – Fax

ggathers@ctcdisaster.com

www.ctcdisaster.com

(Office locations in Kansas, Alabama, Florida
& Texas)

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INTRODUCTION

TRANSMITTAL LETTER

City of Junction City
City Clerk's Office
700 N. Jefferson
Junction City, KS 66441

Tammy Melton,

CTC Disaster Response, Inc. (CTC), formerly known as Custom Tree Care, Inc., is pleased to submit our proposal for Bid No. – PR 24-002, "Mulching and Clearing" for your consideration. CTC has been in business for over 24 years and has completed over \$200,000,000 in Tree and Debris Removal Operations including forestry mulching and land clearing, with a combined Executive and Management team experience of over 70 years. CTC has operated as prime contractor in the recovery of over 150 major catastrophic events in 27 states performing ROW Debris Removal, Tree Trimming and Removal, PPDR, Waterway and Marine Debris Removal, TDS Reduction and Management, and other specialty types of debris removal. We meet or exceed all requirements of this RFP.

The crews and equipment that will complete this project are in Topeka, Kansas at our headquarters. We operate our land clearing and tree care division out of this location.

With our experience, we can streamline the recovery process, while maintaining our 100% safety record. We have also been able to develop and streamline debris removal, reduction, and disposal to ensure that our teaming partners and the community receive the best benefits of our experience.

CTC has never failed to complete a project and has never defaulted on any contract. We hold ourselves to the highest standards of quality and professionalism. Our past performance is excellent, and we will strictly adhere to all requirements of this project including program standards as provided in FEMA's "Debris Management Guide." CTC is registered to do business in the State of Kansas and has completed several contracts of this nature in the past for DOT's, School Districts, Municipalities (cities and towns), counties, states, and the federal government.

Our staff is trained in USACE, OSHA, ANSI and FEMA standards and all work practices will conform to these standards. We adhere to FEMA requirements for reimbursement documentation. If awarded, we will provide all additional documentation required. We look forward to the opportunity to serve your needs.

Respectfully,

A handwritten signature in cursive script that reads "Greg Gathers".

Greg Gathers
President/CEO



The following individuals have the authority to bind CTC Disaster Response, Inc. in all representations of this proposal:

Greg Gathers, President/CEO

(785)221-7550

ggathers@ctcdisaster.com

Maura Gathers, Executive Vice President/ CAO

(785) 383-7747

mgathers@ctcdisaster.com

Jeremy Britton, Chief Operating Officer

(256)749-4886

jbritton@ctcdisaster.com

PROJECT APPROACH

PRE-EVENT PREPERATION

Having accumulated extensive expertise in responding to disaster debris-generating incidents nationwide, CTC has strategically crafted a comprehensive approach that includes both pre-event planning and post-event operations. This strategy is built upon the principle that critical thinking is most proficient on "blue sky days," when ample time allows us to thoroughly assess alternative scenarios. As a result, we can work together to develop a "Project Checklist" to effectively navigate the initial days following a catastrophic event, aptly referred to as the "black sky day."

Pre-Event Planning:

- Identify and introduce, in person, the CTC Project Team to your staff so that when we are required to work together, we have already established our professional relationship and rapport.
- Review with your staff, in detail, the most recent update of the Debris Management Plan to ensure that we understand completely your plan of attack and have those base maps first required in current order.
- Drive essential roadways to conceptualize potential debris type and volume
- Review the identified Temporary Debris Staging and Reduction Sites and the preliminary design established.
- Review both your and our Communications Plan to ensure they are compatible and afford interoperability.
- Conduct and/or participate in tabletop and functional exercises focused on managing the volumes of documentation required for reimbursement of eligible damage costs.
- Participate in all other training and exercises as you may direct.
- Conduct on-site classroom training utilizing the FEMA Emergency Management Institute Independent Study Programs for Debris Management, National Incident Management System/Incident Command System (NIMS/ICS), the Public Assistance Program and all updates/new policies and procedures.
- Applicants with a FEMA-accepted Debris Management Plan at the time of an event can increase the effectiveness of its debris management operations. Specifically, a Debris Management Plan should improve an Applicant's ability to complete debris removal within the timelines associated with the sliding scale. Applicants may request a one-time, 2% increased Federal cost share incentive.
- FEMA's requirements to receive this incentive are that the Applicant must:
 - Have a FEMA-accepted Debris Management Plan.
 - Have a pre-qualified debris removal contractor.
- Debris Management Plan should include the following:
 - Debris Management Overview
 - Incidents and Assumptions
 - Debris Collection and Removal Plan
 - Debris Removal from Private Property
 - Public Information
 - Health and Safety Requirements
 - Environmental Considerations and other Regulatory Requirements
 - Temporary Debris Management Sites and Disposal Locations
 - Force Account or Contract Resources and Procurement
 - Monitoring of Debris Operations



Alert Stage:

- As a potential debris-generating weather event approaches, CTC will be in communication with your staff to ensure that our Communication Plans are in current order, and we will begin to alert our Project Team, local area subcontractors, and out-of-area subcontractors that their services may be required in the near future.
- As the weather event track is established and the real potential for landfall in an area that may damage your area is established, and at your direction, CTC will mobilize our Project Manager and emergency road clearance crews and equipment to pre-stage at the Operations Base Camp. This will allow for and ensure an immediate damage assessment and mobilization of crews and equipment to those areas previously identified for emergency road clearance operations.

Post-Event Operations:

The Preliminary Damage Assessment and Emergency Road Clearance operations will begin as soon as wind speeds fall below gale force. Depending upon the severity of damage, additional crews and equipment will be pre-staged just beyond the anticipated damage zone and will be mobilized. It is expected that the majority of the emergency road clearance crews and equipment will be CTC's own and those available from local area subcontractors.

- Emergency Road Clearance will start along the primary transportation routes
- Temporary Debris Sites, crew and equipment check-in locations, and the availability of housing and camping areas will be inspected to ascertain their availability for immediate/near future use. This information will then be relayed to our Logistics Manager.
- During this phase, our crews will be available, at a minimum from sun-up to sun-down. If required, work will continue after dark if it can be performed safely.
- Documentation for work performed will be kept on a time and materials basis, utilizing the hourly rates schedules included in the contract. Each morning, a report of the previous days' work will be made to Your Project Manager and include: all labor hours broken down by category; all equipment hours broken down by type and category; and the road segments that have been opened to a minimum of one lane of traffic in each direction. Cumulative summary reports will be made as requested.
- As the volume of debris to be managed is estimated, mobilization will begin of additional crews and equipment required during the initial stages of removal. These crews and equipment will stage in close proximity to be ready for immediate deployment upon completion of the road clearance, and as directed by your POC.
- Estimated Time Frame: 70 Hours (maximum)



Post-Event Operations: Debris Removal, Reduction and Disposal:

- During the initial stages of debris removal operations, your staff and CTC will determine what zones and sectors are to be cleared in a prioritized order. This establishment of priorities is important in that it allows you, the Monitors, and our crews and equipment to arrive on-scene in a scheduled manner. This is the “ramp up” stage of operations.
- As crews, equipment and monitors are being assigned to debris removal work areas, the CTC Project Team members will continue to work with Your staff to inspect the damages areas for hazardous waste materials; critical drainage ways and navigable waterways that require immediate attention to mitigate further damages; the presence of abandoned automobiles and watercraft that may impede debris operations; In some instances, the of beach sand that has been washed onto private property and roads; and any other elements of destruction that will/may impact or disrupt debris removal operations.
- The CTC Project Team and your staff will also review the need for identification card badges for crew members
- The CTC Project Team will work closely with the local landfills to construct additional entrances at the landfills to support unusually heavy traffic volume. Without these additional infrastructure elements, long wait times will be encountered and severely disrupt the timeliness of debris removal operations.
- If a part of the contract language, **vehicles** and **vessels** that are abandoned or displaced will each be recovered, moved to a staging/salvage yard, the owner identified and notification made, inspected by their respective owners’ insurance agent prior to final disposal methods being determined.
- **White goods** will be segregated from other debris and taken to a staging area at the TDS, where they will be first inspected for the presence of Freon or other coolants, gases, oils and putrefied foods. These potentially hazardous materials will be recovered by an appropriately licensed subcontractor prior to disposal at a recycling facility.
- **Household hazardous wastes (HHW)** will be segregated at the pick-up point prior to removal by a separate crew. This waste will then be disposed of at an appropriately licensed landfill. A separate, bermed, lined and covered temporary staging area will be constructed at each TDSRS for segregation of HHW that is inadvertently delivered. Removal and disposal will be on an as-needed basis.
- **Construction and Demolition (C&D) debris** will be segregated as much as practicable at the pick-up point, prior to loading for hauling to the appropriately licensed landfill for final disposal.
- **Hazardous limbs, hazardous trees and hazardous stumps** require proper identification and documentation. This information and documentation is required by FEMA for maximum reimbursement of eligible costs and will be accomplished by the Monitor. Once this data is gathered, and hazardous limbs, trees and stumps are authorized for removal, CTC crews will cut, remove, and load for hauling to the TDSRS for volume reduction.
- **Vegetative debris** will be loaded from the public rights-of-way, hauled to the TDS where volume reduction will be accomplished by mulching/grinding and/or burning/incineration. By-products from the reduction process may be used by the Your, gated communities, golf courses, or general recreation areas for landscape purposes, sold to an area paper products company or general manufacturing plant for use as boiler or “hog” fuel, or as the last resort sent to a lawfully permitted local landfill for use as daily cover.
- **Documentation** of debris removal, reduction, recycling, and disposal operations will be primarily by load tickets and based on the cubic yard method of measurement. Daily, cumulative, and summary reports will be made to you. Additional reports detailing completion of passes; numbers of vehicles and/or vessels removed; numbers of white goods managed; and numbers of leaning trees removed, hanging hazardous limbs cut, hazardous stumps removed; and volume of household hazardous waste removed will be generated and provided as you request.



Resources:

In the case of a major catastrophic event, CTC is on ready and standby for immediate call and can be mobilized within 24 hours following a Notice to Proceed. In addition, CTC maintains an active database of subcontractors from across the nation, the majority of whom have worked with our Project Teams on past debris removal operations. This database contains subcontractors who assist us with trucks and trailers of varying sizes, heavy equipment, CDL drivers, heavy equipment operators, mechanics, skilled and unskilled labor, administrative assistants, clerical staff, contract specialists, on-site fuel delivery, generators, temporary housing, laundry and catering services, hazardous waste specialists, water-borne debris removal specialists, and arborist services.



PRE-EVENT COORDINATION RESPONSE TIME

Due to our experience with rapid mobilization and the need for communication with our contracting partners, CTC has developed procedures to minimize the time necessary to respond to a disaster. We can mobilize the required number of crews and personnel within 24 hours of a Notice to Proceed. In the instance of hurricanes, especially for preposition contracts, response time is even faster.

During hurricane season, CTC, Inc. closely watches the buildup of potential tropical storms or hurricanes. As a storm approaches a location for which we have a preposition contract, we will begin placing staff on alert and pre-positioning both staff and equipment. The Regional Manager nearest that location will be responsible for coordinating those efforts.

The pre-positioned resources will

:

- Be located as close to the potential impact area as possible without putting them in harm's way.
- Have recovery equipment immediately accessible to our contracting partners. We take into consideration that damaged by the storm obviously affects the timely response capability.
- Provide local experienced subcontractors who are on standby and alert and will provide details on their resources that can be deployed immediately upon request.

As the storm nears landfall, and the potential impact on the area becomes more refined, Our Management Team and specialists will:

- Make an initial assessment of the size of the potential debris issues.
- Decide what additional resources may be needed, based on that previous assessment.
- Determine how those resources will be deployed.
- Transmit information to potential subcontractors. In most catastrophic events, our prime subcontractors are familiar with the procedure and headed to the affected areas.
- Provide a buildup of resources over a short period of time as needed. Until the immediate response agencies (law enforcement, fire departments, etc.) provide approval, there will be a limitation on the amount of debris removal equipment that can be moved into an area and what operations can be initiated.

Immediate Debris Operations:

We have in-house resources to begin debris operations almost immediately, especially emergency debris clearance (moving debris to the sides of the roads and streets to allow access of emergency vehicles). As the information regarding the extent of the debris impact areas becomes more exact, the amount and type(s) of equipment required to conduct an efficient operation will become more refined.

This general procedure ensures that, in the event of a hurricane (or other disaster that provides some warning), we can have trained, experienced personnel with appropriate equipment on site and working in a minimum amount of time – regardless of the location of that disaster.



In the immediate aftermath of a disaster for which there was no warning (tornado, earthquake, bombing), the deployment procedures developed and used by us still minimize the time required to adequately respond. All equipment is maintained in a ready-to-deploy condition. Personnel are accustomed to short notice, and the internal communications system used by us ensures that key personnel are readily available. In most instances, we can be operational on-site within 24 hours, often before access is permitted to portions of the damaged area. Frequently, that time is much less than 24 hours after receipt of a Notice to Proceed.

We understand the necessity to begin debris operations quickly and conduct them efficiently.



TECHNICAL APPROACH POST DISASTER

Mobilization Plan:

This Mobilization Plan outlines the approach strategy that CTC, Inc. uses after a state of disaster. We fully recognize and comprehend that it is our pre-emptive duty to ensure sure that this plan is carried out in a time of emergency when you may have no way to communicate with us. Therefore, we assume the responsibility of being able to move into the impacted area and carry out our assigned mission, with full capability, no matter how severe the damage may be. Our years of experience tell us that when equipment is brought in from multiple different directions, including right here in your community, we can provide a more expedient mobilization. With a pre-event contract in place, we can plan in advance to call resources in from numerous different locations, and via numerous different routes of entry. Our subcontractors, who are local to your area, are experienced and aware of the needs of CTC, Inc. They become integral members of our advance planning team. Their input and area knowledge are called up during both advance planning, and post-event response operations.

For those events that impact is forecast (hurricanes, tropical storms, ice storms, and floods) there is advance warning and an ability to monitor and track the developing weather pattern. For these predictable events, sufficient time is allowed for confirmation of situation-specific pre-planning efforts and preparation which ultimately allows for a more rapid and coordinated mobilization. With these forecast events, CTC, Inc. will identify several staging areas within a 50–100-mile radius of the forecast impact zone and mobilize the equipment and manpower needed for the immediate push. Through this advance planning, we can guarantee an immediate response to the emergency clearance of debris from the roadways phase of operations. CTC, Inc. will pre-position personnel and equipment in your community when directed. We will identify several points and paths of entry into your community/damage zone can be made. The number and use of these areas will depend largely on the size and destructive force of the event that is being responded to. In addition, multiple points-of-entry or paths into critical response zones will be identified.

The CTC, Inc. Project Manager will be in close contact with your designed POC, as the event impact draws closer. If required, we will arrive with our advance team and position ourselves in your Emergency Operations Center (EOC) or other suitable Debris Command Center prior to the landfall of a storm, regardless of anticipated storm category. Coordination can then be affected regarding the entry of response entry into the damage zone.

The Mobile Command Center will normally be in place within 24 hours, if required, after the Notice to Proceed and provide the communication link between all agencies and provide a field site for daily briefings and coordination. This Command Center enables CTC, Inc. to have unlimited access, via satellite, that will provide phone, fax and broadband internet connection regardless of damage to cable and local wireless infrastructure.

CTC, Inc. has established the following schedules of crew deployment for your community. The quantity and make-up of crews required will be made during the Initial Damage Assessment (IDA) stage, immediately following the event. Categories of hurricanes have been selected as representative indicators of the damage likely to occur. These only represent a baseline on which to illustrate our mobilization schedule for you.



- *Tropical Storms, Category 1-2 Hurricanes. Minor or Moderate Ice Storm, Flood or Wind Event.*
- *80% of crews within 24 hours of NTP*
- *100% of crews within 48 hours of NTP*
- *100% of crews within 72 hours of NTP*
- *Category 3,4 & 5 Hurricanes or Significant/Catastrophic Ice Storm, Flood or Wind Event*
- *25% of crews within 24 Hours of NTP*
- *40% of crews within 48 hours of NTP*
- *60% of crews within 72 hours of NTP*
- *100% of crews with 96 Hours of NTP*

CTC, Inc. is familiar with catastrophic events of all scope and sizes. CTC will also monitor its performance daily, and after consultation with you, will bring more resources as necessary to meet your developing schedule for work output.

Operations and Management Plan:

In general terms, following a written Notice to Proceed, CTC, Inc. debris management work will typically consist of the following, as listed in chronological (though often overlapping or concurrent) order. Each of these work tasks will be closely coordinated with and as directed by City or County staff.

- 1) Pushing and clearing debris from primary arterial highways that serve previously identified critical facilities. No attempt to remove debris is made at this time. The objective of this "cut and toss" effort is to open roadways to emergency response vehicular traffic. This work is conducted during the "emergency period" immediately following the event with FEMA guidelines limiting it to the first 70 work hours and may include working between sundown and sunup. A great emphasis is placed on safety during this time as downed power lines present a true hazard to the health and safety of response crews. Close coordination with the local electrical company will be conducted throughout this period.
- 2) During this timeframe, debris removal equipment and personnel will begin to be "checked in" with all necessary documentation gathered, and trucks and trailers measured (CY) for maximum load carrying capacity and identification placards installed. Also, during this time, the Temporary Debris Sites (TDS) will be located, regulatory approval gained for, and construction for operations begun.
- 3) As soon as the TDS is ready to receive debris (interior haul roads established and traffic control patterns formulated; site does not need to be ready for reduction/recycling efforts at this time), debris removal crews will be dispatched to begin gathering, loading and hauling debris to its designated site (vegetative debris will be taken to the TDS and Construction and Demolition (C&D) debris will be taking to a local, lawfully permitted landfill or other site as may be specified.



- 4) As the number of crews and equipment increases (called the “ramp up” period), so does the need for qualified monitors to be assigned to each crew, or zone. These monitors will issue load tickets for each load of debris managed and certify to reimbursement agencies its “eligibility.” Our crews are generally kept in the same zone and sector throughout the clean-up. This helps to identify responsible parties when damage to private property is reported, investigated, and resolved.
- 5) Citizen drop-off points may be established in the community. This gives those citizens who wish to remove debris from their private property as place to bring it, and greatly reduces the number of illegal dumping complaints that will be received. CTC, Inc. will provide the necessary equipment and manpower to safely operate these sites and clean them of all debris at the end of each day.
- 6) As debris removal operations progress, and the TDS is made ready for reduction/recycling operations (including baseline environmental (soil and groundwater sampling when required), debris removal crews will continue on a daily, uninterrupted basis, to haul vegetative debris and recyclables to the TDS. C&D debris will continue to be hauled to a local, lawfully permitted landfill. Additional crews will be brought in to conduct all tree trimming and stump removal operations.
- 7) Debris removal crews will normally make three scheduled passes in each zone and sector. Approximately 60% of all debris managed is removed from the right-of-way during the first pass. Once the majority of vegetative and C&D debris have been removed, White Goods (washers, dryers, refrigerators, freezers, air conditioning units, stoves, water heaters, and dishwashers) will be loaded and hauled to either the TDS for recycling, or to a local, lawfully permitted landfill as directed.
- 8) Multiple scheduled passes will be made until debris removal operations are completed, as determined by the government contracting agency.
- 9) As debris operations begin to end (the “ramp down” period), crews and equipment that are no longer required will be released from duty.
- 10) Once all activities are completed at the TDS, site closure will begin. This includes, but is not limited to the following:
 - Removal of all debris reduction by-products.
 - Removal of all equipment, office trailers, inspection towers, and portable toilets and wash stations.
 - Removal of all stone utilized to create points of ingress and egress, interior haul roads, and parking areas.
 - Removal of all site features (fencing and erosion control) that may have been constructed.
 - End-of-Job environmental samples are taken, tested, and compared to baseline samples.
 - CTC, Inc. will then request a final inspection from the appropriate government official. A “punch list” of items to be corrected is developed and final closure action taken. Only upon mutual, written agreement between the property owner, government official, and CTC, Inc. Project/Operations Manager is a site considered closed.

Debris removal, reduction and disposal work hours are generally defined as from sun-up to sundown, seven (7) days/week, including holidays. This schedule will be coordinated with, and approval gained from local officials.

This chronology of debris operations is defined in general terms only. Additional specific items of work may be directed by the local officials and work performed by CTC, Inc. All work will be performed so as to not interfere, to the greatest



extent possible, with all other emergency response agencies, including but not limited to: utility companies, government agencies, volunteers and local government forces.

Debris Volume Estimation:

Estimating the volume of debris generated following an event is not an exact science. At CTC, Inc. we utilize several different methodologies to make "an educated estimation." These include utilization of the US Army Corps of Engineers Hurricane Debris Volume Estimation Model; a per household times the total number of households method; a per mile of roadway times the total miles of roadway method; and other data as may be available. Each of these methodologies and estimates is led by an experienced CTC, Inc. team member who has a significant history in making just these type estimates of material on the ground.

Billing/Invoices:

At the conclusion of each day's work activities, daily reports and load tickets are collected from all CTC, Inc. supervisory personnel. They are then reviewed for completeness and correctness and entered into our proprietary database. This data entry is normally accomplished at our headquarters office where will maintain workstations for this purpose. This data entry normally follows the work effort by just one day, meaning that the City will have nearly real-time data throughout the project. Invoices are normally generated on a bi-weekly or monthly basis, dependent upon the schedule mutually agreed upon. Our records are maintained for a minimum of ten (10) years to ensure that we can support whatever request the City may have, particularly during the audit that will be performed by DHS/FEMA.

Authorized Persons:

Greg Gathers

Jeremy Britton

Maura Gathers

Johnny Osborne

With office locations in Kansas, Alabama, Texas and Florida, Custom Tree Care can strategically and immediately respond to any event in any location in the continental United States.



TEMPORARY DEBRIS SITE (TDS) PLAN

In conjunction with your local government representative, CTC will develop a site-specific plan for each Temporary Debris Site (TDS) we are tasked with operating. The Plan will address the following items, as appropriate, with additional subjects as may be required:

- 1. Site Management Organization and Responsibilities**

This will provide all involved parties a clear delineation of the organization at the site, and the responsibilities assigned to each. It also facilitates quality control at the site.

- 2. Startup Check List**

This list is developed to ensure that all of the work tasks involved in the clearing and preparation of a site are addressed and can be "checked off" the list as they are completed.

- 3. Ingress/Egress**

Initially, these stabilized roads will be constructed to bring in the equipment necessary to prepare the site for operations. They will then be used by haul trucks to bring debris into the site for proper handling. The roads will be maintained throughout the entire operation.

- 4. Site Preparation**

This includes clearing, grading, establishment of erosion control and baseline testing for soil and groundwater. The site must be carefully cleared and graded to ensure proper drainage, while minimizing erosion. All environmental concerns related to buffer zones, runoff, and potential impacts to nearby streams, air, and groundwater will be addressed.

- 5. Traffic Control Procedures**

Depending upon the extent of traffic control required this may require an appendix entitled "Maintenance of Traffic". It will address the movement of vehicles into and out of the site and include provisions for keeping the streets or roads free of debris.

- 6. Safety**

There are many activities within a TDS, including the diverse array of heavy equipment operating; large volumes of debris hauling trucks dumping their loads; potentially hazardous debris; maintenance activities; tub grinders and air curtain incinerators being operated; and large numbers of personnel. A diligent and concentrated focus on safety must be of paramount importance to everyone at the site. Safety is a part of every plan written by CTC personnel and is continually emphasized.

- 7. Segregation of Debris**

In order to be properly managed throughout the reduction/recycling and disposal processes, all incoming debris must be segregated into various categories, including Household Hazardous Waste (HHW), Vegetative Debris, Construction and Demolition (C&D) Debris, White Goods, Small Engine Equipment and Electronic Waste.



8. Site Plan

A Site Plan will be drawn to identify the location of all activities, and include traffic control, Inspection Tower location, and dumping, grinding, burning, ash storage, HHW storage, temporary office, "Clear Zones" and portable toilet and hand wash station locations.

9. Reporting Requirements

CTC maintains an extensive record of the activities that occur at a Temporary Debris Site, including the number and identification of trucks, volume of debris entering the site, types of debris, etc. CTC, INC. can provide a wide range of reports. The types and schedules for preparing and submitting reports required by the COR will be contained in the plan.

10. Site Closure

A site closure plan will be developed and address the removal of all debris and debris reduction by-products, haul roads and dump pads, security fencing, office trailers, portable toilets and hand wash stations, Inspection Towers. Sampling of soil and groundwater will be taken as required and compared to the baseline data gathered. Each site will be returned to its original condition, or as may be desired, and approved by, the property owner and your local government representative.

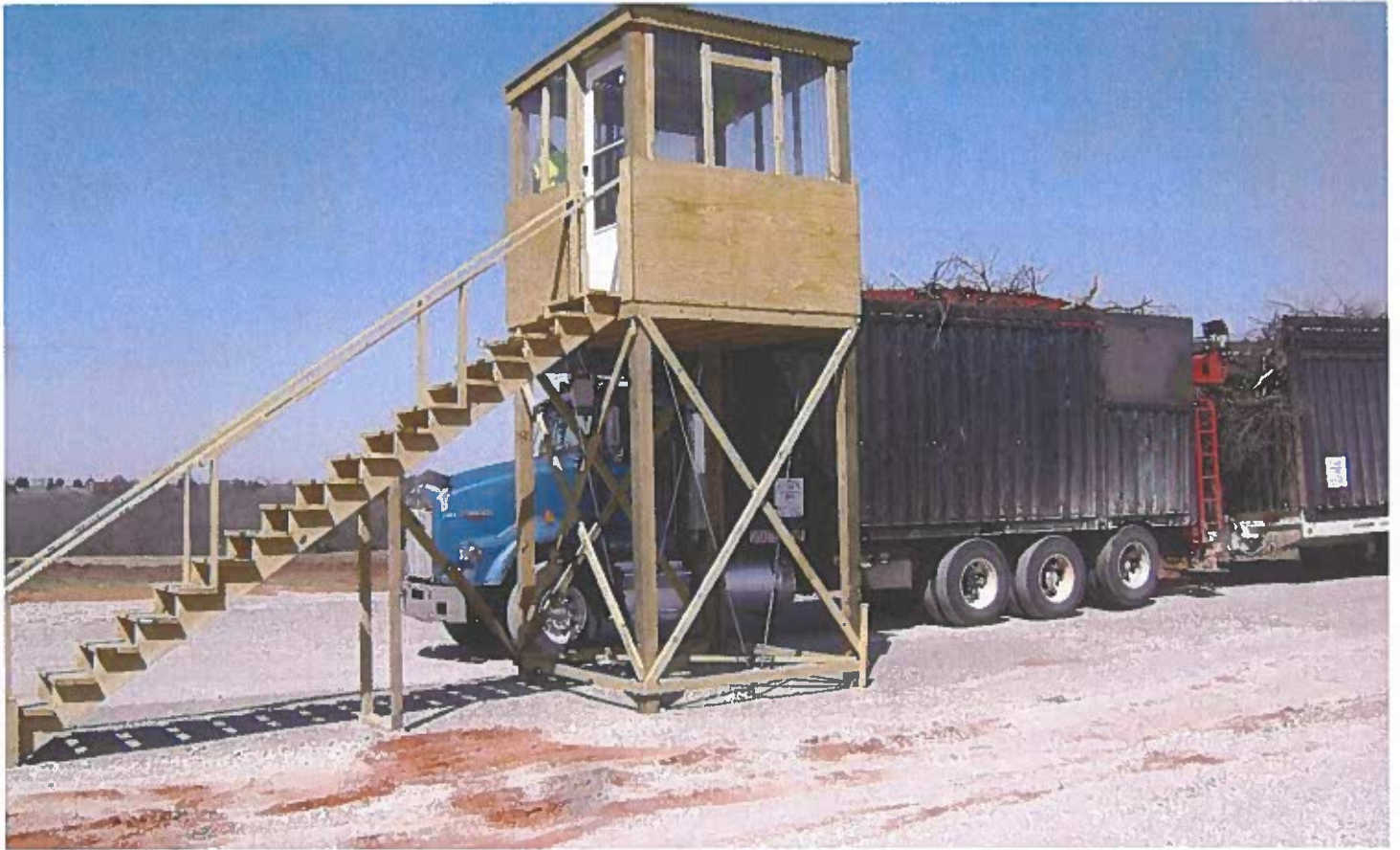
VEHICLE INSPECTION TOWER INFO

Inspection towers are provided as per contract guidelines. The cost of these towers is a part of our proposal and costs to be absorbed by the company. Towers are built and provided at the various selected temporary debris sites/locations designated by the Site-Specific Management Plan (SSSP).

Tower construction is as follows:

- The frame and body of the inspection tower is constructed with pressure treated wood.
- The floor is an 8"x 8" area, elevated 10 feet above a leveled ground area.
- All towers are constructed of 2"x 8" joists, 16" O.C. with ¾ inch plywood supported by 6"x 6" posts. A 4-foot-high wall constructed of 2"x 4" studs, and ½ inch plywood protects the perimeter of the floor area.
- The floor shall be covered with a solid roof. The roof will provide 7 feet of headroom below the support beams. The tower will be adequately anchored and wooden steps with handrails will be constructed to provide access.
- A worktable, 4' x 2 ½ x ¾ inch plywood supported at all four corners will also be built.
- A temporary mechanical lift may be used until a fixed inspection tower is constructed.





DEBRIS REMOVAL GUIDELINES

Separating Your Debris

Debris should be placed curbside, without blocking the roadway or storm drains.

NO PICKUP ZONE

Any debris placed from the sidewalk toward your property will not be picked up.

DEBRIS SEPARATION

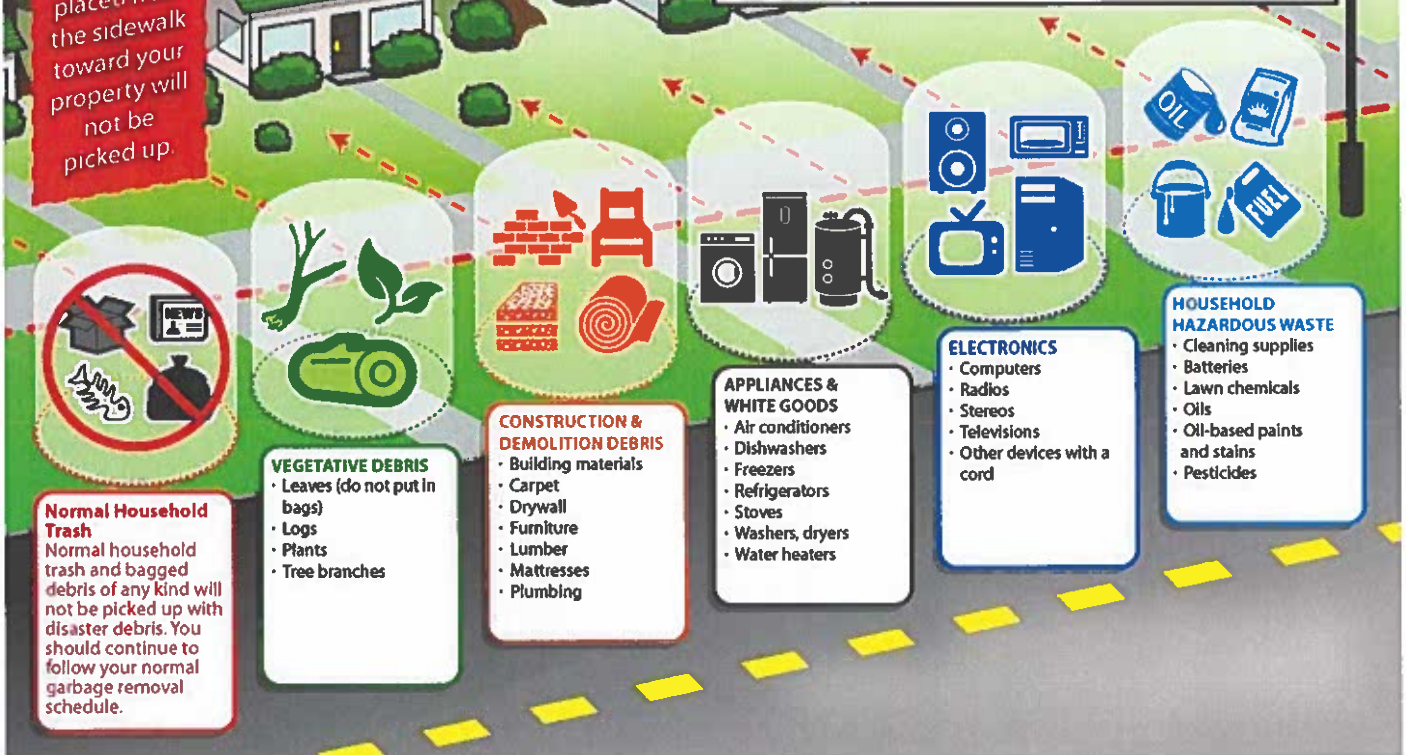
Separate debris into the six categories shown below.

DO NOT STACK OR LEAN

Placing debris near or on trees, poles, or other structures makes removal difficult. This includes fire hydrants and meters.

UNSURE WHERE TO PLACE DEBRIS?

If you don't have a sidewalk, ditch, or utility line in front of your house, place debris at the edge of your property before the curb.



Debris removal guidelines

In efforts to expedite the debris removal process, the city has asked that we follow these rules.

Placing debris **near or on trees, poles or other structures** makes removal difficult. This includes fire hydrants and meters.

Debris separation

The city has asked that debris be separated into the **six categories**, shown below.

Electronics:
Television, computer, stereo, phone, DVD player

Large appliances:
Refrigerator, washer/dryer, air conditioner, stove, water heater, dishwasher

Hazardous waste:
Oil, battery, pesticide, paint, cleaning supplies, compressed gas

Vegetative debris:
Tree branches, leaves, logs, plants

Construction debris:
Building materials, drywall, lumber, carpet, furniture, plumbing

Household garbage:
Bagged garbage, discarded food, paper, packaging.

Do not leave doors **unsealed or unsecured**

Debris that is placed **farther than 10 feet from the curb** is considered private property and will not be picked up.

Debris should not **block roadway**





FIRM OVERVIEW

SUMMARY

CTC Disaster Response, Inc. is experienced in all aspects of debris response, recovery, and management.

- Founded in 1999
- Incorporated in Kansas in 2001
- FEIN: 48-1245968
- DUNS: 141755772
- E-Verify: 588603
- Unique Entity ID: FB3KDVEX57G4
- Cage Code: 30CP1
- Within the last 10 years CTC has not been involved in any litigation as a defendant pertaining to debris removal.
- CTC has had no license sanctions.
- CTC has not ever filed for bankruptcy.
- CTC is not currently, nor has ever been disbarred from debris removal operations.
- CTC has never defaulted on a contract, been terminated, or failed to complete any work awarded.



REIMBURSEMENT KNOWLEDGE AND EXPERIENCE

CTC's team has worked with many states, counties, cities, and monitoring firms to ensure the maximum reimbursement possible. Guidelines for debris removal procedures are clearly defined in the FEMA 325 manual, and each member of our team has familiarized themselves with those guidelines. In most large disaster reimbursement related situations, the municipality will enter into a contract with a debris monitoring firm.

However, they have the option to monitor the project themselves, in which they will be assisted by our qualified FEMA specialists. If the client chooses to monitor the project themselves, CTC will provide:

- Training in FEMA's Debris Management Guide
- Training in FEMA's Public Assistance Program and Policy Guide (PAPPG)
- Placards for Equipment
- Multi-part Carbon Copy Load Tickets
- Truck Certification Forms
- Force Account and Equipment Forms
- Proper Personal Protective Equipment
- Global Positioning Systems
- Digital Cameras
- Daily Reports
- Adequate personnel for data entry/documentation

With CTC's experience on 150+ FEMA reimbursed projects our process and procedures are implemented in a way that the Applicant's federal reimbursement is maximized. CTC understands the rules, regulations and policies required to meet FEMA guidelines.



PAST PERFORMANCE, LIST OF WORK IN PROGRESS, & LIST OF AWARDED CONTRACTS

STATE	CLIENT	CONTRACT	DISASTER	CY/ TONS	DATE	CONTRACT AMOUNT	CONTACT
GA	Jasper County	Debris Removal Tree Removal and Trimming	Tornado	126,593	7/9/23	1,054,409	Mike Benton 126 West Greene Street Monticello, GA 31064 (706) 468-4900 x310 mbenton@jaspercountyga.org
TX	City of Hutto	Debris Removal And Disposal, Tree Removal & Trimming	Ice Storm	13,592	5/11/23	163,790	Richard Rodriguez 500 W. Live oak Street Hutto, TX 78634 (512) 621-9936 richardrodriguez@huttotx.gov
IN	Board of Park Commissioners of City of Fort Wayne	152 Trees and Stump Removal	City Three Quadrant Tree and Stump Removal	NA	4/25/2023	161,922	Derek Veit 1900 N Clinton St. Fort Wayne, IN 46805 (260) 427-6400 Derek.veit@cityoffortwayne.org
TX	City of Taylor	Debris Removal	Ice Storm	765,717	3/25/2023	4,794,881	Jim Gray 1424 N Main St. Taylor, TX 76574 (512) 352-5818 Jim.gray@taylortx.gov
FL	Seminole County Public Schools	Vegetative Debris Removal and Disposal	Hurricane Ian		9/20/2022	\$2,944,410	Chris Breeze 400 E Lake Mary Blvd. Sanford, FL 32773 (407) 320-7453 breexecz@scps.k12.fl.us
FL	FLDOT	Initial Road Push	Hurricane Ian and Nicole DR-4673 / D-4630		9/2/2022 11/20/2022	\$341,715	Steven Kelly 801 N Broadway Ave. Bartow, FL 33803 (863) 519-2762 stevenkelly@dot.st.fl.us
TN	Humphreys County	Flood Related Debris Removal	Flood	3,334 Tons	05/11/22	\$296,753	Jessie Wallace 102 Thompson St. Waverly, TN 37185 (931) 296-7795 jwallace@humphreystn.com
TN	City of Waverly	Storm Debris Removal	Flood	17,000 Tons	05/05/22	\$1,351,500	Corey Burket 210 Pearson Ave. Waverly, TN 66871 (931) 296-2101 csburket@yahoo.com



LA	New Orleans Park IMP. ASSN.	Debris Removal	Hurricane Ida DR-4611		09/19/21	\$775,774	Keith Hemel 1 Palm Dr. New Orleans, LA 70124 (504) 483-9492 khemel@nocp.org
MS	Warren County	Debris Removal and Disposal	Sever Winter Storm	19,777 CY	04/12/21	\$317,047	John Elfer 913 Jackson St. Vicksburg, MS 39183 (601) 636-1544 johnne@co.warren.ms.us
MS	City of Waveland	Emergency Debris Disposal	Hurricane Zeta DR-4576	216,689 CY	03/20/21	\$1,864,747	Mickey Lagasse 301 Coleman Ave. Waveland, MS 39576 (228) 467-4134 mickey.lagasse1990@outlook.com
OK	City of Oklahoma City - Public Works	Emergency Street Access Tree & Debris Removal	Severe Winter Storm DR-4575	13,799 Tons	02/14/21	\$1,220,524	Derek Johnson 1621 S Portland Ave. Oklahoma City, OK 73108 (405)297-1517 derek.johnson@okc.gov
OK	City of Oklahoma City - Utilities	Debris Removal	Severe Winter Storm DR-4575	56,827 Tons	02/13/21	\$5,026,386	Don Maisch 420 W Main St. Ste. 5 Oklahoma City, OK 73102 (405)297-3140 don.maisch@okc.gov
OK	City of the Village	Debris Removal	Severe Winter Storm DR-4575	33,227 CY	12/15/20	\$262,511	Bruce Stone 2304 Manchester Dr. The Village, OK 73120 (405)529-0000, bruce_stone@thevillageok.org
CO	City of Boulder	Post Disaster Debris Collection	September Snowstorm Non declared	52,331 CY	11/25/20	\$752,659	Jeff Haley 1777 Broadway Boulder, CO 80302 (303) 413-7233 haleyj@bouldercolorado.gov



LA	New Orleans Park IMP. ASSN.	Debris Removal	Tropical Storm Zeta EM-3549		11/09/20	\$208,768	Keith Hemel 1 Palm Dr. New Orleans, LA 70124 (504) 483-9492 khemel@nocp.org
FL	University of West Florida	Disaster Debris Removal	Hurricane Sally DR-4564	8,245 CY	10/26/20	\$555,335	Phillip Etheridge 11000 University Pkwy. Pensacola, FL 32514 (850) 390-3935 petheridge@uwf.edu
IA	City of Bertram	Vegetative Debris Removal & Disposal	Derecho DR-4557	20,399 CY	10/20/20	\$222,274	Dave Hunt (563) 920-2870 Dhunt2003@gamil.com
IA	City of Madrid	Debris Removal & Disposal	Derecho DR-4557	1,785 CY	10/17/20	\$36,063	Tom Brown 304 S Water St. Madrid, IA 50156 (515) 795-3930, mayor@madridiowa.org
IA	Tama County Conservation Board	Debris Removal, Reduction & Disposal	Derecho DR-4557	2,565 CY	10/10/20	\$109,804	Stephen Mayne 2283 Park Rd. Toledo, IA 52342 (641) 484-2231 tccb@tamacounty.org
IA	City of Toledo	Debris Removal, Reduction & Disposal	Derecho DR-4557	45,312 CY	10/04/20	\$468,016	Brian Sokol 1007 S Prospect Dr. Toledo, IA 52342 (641) 484-2160 mayor@toledoowa.gov
IA	City of Gladbrook	Debris Removal, Reduction & Disposal	Derecho DR-4557	15,521 CY	10/03/20	\$185,571	319 2 nd St. Gladbrook, IA 50635 (641) 473-2582



IA	City of Tama	Debris Removal, Reduction & Disposal	Derecho DR-4557	169,609 CY	09/29/20	\$1,447,556	Alyssa Hoskey 305 Siegel St. Tama, IA 52339 (641) 484-3822
TX	Willacy County	Debris Removal	Hurricane Hanna EM-3530	2,006 CY	09/15/20	\$13,641	Frank Tomes (956) 689-5456 willems@prontonet.net
TX	City of Raymondville	Debris Removal	Hurricane Hanna EM-3530	42,327 CY	09/15/20	\$262,831	Gilbert Gonzales 142 S 7 th St. Raymondville, TX 78580 (956) 689-2443 ext 1408 mayor@raymondvilletx.us
MS	City of Corinth	Storm Debris Removal & Disposal		181,461 CY	06/19/20	\$1,955,762	Clayton Mills (662) 415-0855 cm_@bellsouth.net
MS	Lee County	Debris Removal	Tropical Storm Olga	138,770 CY	06/01/20	\$2,850,608	Lee Bowdry P.O. Box 1785 Tupelo, MS 38802 (662) 432-2950, lbowdry@co.lee.ms.us
TN	Wilson County	Debris Clearance, Removal & Disposal	Tornado	35,400 CY	06/01/20	\$650,971	Aaron Maynard 228 E Main St. Lebanon, TN 37087 (615) 443-2630 maynarda@wilsoncountyttn.gov
TN	Putnam County	Debris Clearance, Removal & Disposal	Tornado	76,521 CY	05/01/20	\$728,690	Randy Porter 300 E Spring St. Cookeville, TN 38501 (931) 526-2161 randy.porter@putnamcountyttn.gov



TN	City of Cookeville	Debris Clearance, Removal & Disposal	Tornado	45,606 CY	05/01/20	\$446,716	James Mills 45 E Broad St. Cookeville, TN 38501 (931) 520-5241 jam@cookeville-tn.gov
TN	City of Waverly	Debris Removal	Tropical Storm Olga	22,558 CY	04/03/20	\$200,631	Corey Burket 210 Pearson Ave. Waverly, TN 66871 (931) 296-2101 csburket@yahoo.com
KS	Douglas County Public Works	Tornado Disaster Debris Removal			09/01/19	\$144,997	Chad Voigt 3755 E 25 th St. Lawrence, KS 66046 (785) 832-5293 cvoigt@douglascountyks.org
KS	City of Shawnee, KS	Tree Trimming & Emergency Tree Debris Removal			06/01/19	Varies	Michelle Distler / Steve Bialek 11110 Johnson Dr. Shawnee, KS 66203 (913) 634-5883 mdistle@cityofshawnee.org
NC	Carteret County	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	49,861 CY	03/13/19	\$353,340	Randy Cantor 3820 Bridges St. Ste. D Morehead City, NC 28557 (252) 728-8545 randy.cantor@carteretcountync.gov
NC	Pamlico County	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	98,278 CY	02/25/19	\$847,214	Tim Buck 302 Main St. Bayboro, NC 28515 (252) 745-3133 tim.buck@pamlicocounty.org
NC	Town of Hope Mills	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	8,479 CY	02/05/19	\$65,288	Don Sisko 5770 Rockfish Rd. Hope Mills, NC 28348 (910) 429-3384 dsisko@townofhopemills.com



NC	Town of Belville	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	47,735 CY	12/11/18	\$345,365	Athina Williams 63 River Rd. Belville, NC 28451 (910) 371-2456 townadministrator@townofbelville.com
FL	Broward County Schools	Debris Removal & Disposal			11/30/18	\$1,491,665	Mary C Coker 600 SE Third Ave. Ft. Lauderdale, FL 33301 (754) 321-0505 mary.coker@browardschools.com
NC	Town of Cape Carteret	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	87,698 CY	11/19/18	\$566,344	Zach Steffey 102 Dolphin St. Cape Carteret, NC 28584 (252) 393-8483 zsteffey@capecarteret.org
NC	Town of Carolina Beach	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	60,598 CY	11/15/18	\$339,387	Brian Stanberry 1121 N Lake Park Blvd. Carolina Beach, NC 28428 (910) 458-8291 brian.stanberry@carolinabeach.org
NC	Wayne County	Debris Removal	Hurricane Florence DR-4393	49 CY	11/13/18	\$3,624	Noelle Woods 224 E Walnut St. Goldsboro, NC 27530 (919) 705-1714 noelle.woods@waynegov.com
NC	Town of Beaufort	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	48,470 CY	11/05/18	\$372,332	Mark Eakes 701 Front St. Beaufort, NC 28516 (252) 904-6477 m.eakes@beaufortnc.org
NC	Town of Cedar Point	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	46,007 CY	11/01/18	\$287,926	Jayne Calhoun 427 Sherwood Ave. Cedar Point, NC 28584 (252) 393-7898 jcalhoun@cedarpointnc.org



NC	Town of Wrightsville Beach	Vegetative & C&D Debris Removal	Hurricane Florence DR-4393	9,895 CY	10/26/18	\$121,579	Tim Owens 321 Causeway Dr. Wrightsville Beach, NC 28480 (910) 239-1700 towens@towb.org
TN	City of Memphis	Emergency Storm Debris Removal			06/30/18	\$136,632	Barry Levine (901) 237-2805
FL	South Broward Drainage District	Debris Removal & Disposal	Hurricane Irma DR-4337	1,110 CY	03/15/18	\$193,442	Kevin Hart 6591 SW 160 Ave. Southwest Ranches, FL 33331 (954) 680-3337 x208 kevin@sbdd.org
FL	Town of Bay Harbor Islands	Debris Removal & Disposal	Hurricane Irma DR-4337	7,769 CY	10/19/17	\$167,467	Jordan Leonard 9665 Bay Harbor Islands Bay Harbor Islands, FL 33154 (305) 206-8497 jwlmiami@yahoo.com
FL	City of West Park	Debris Removal & Disposal	Hurricane Irma DR-4337	3,207 CY	09/16/17	\$30,000	Dan Millien 1965 S State Rd. 7 West Park, FL 33023 (954) 964-0824 dmillien@cityofwestpark.org
NC	Wayne County	Debris Removal & Disposal	Hurricane Matthew DR-4285		11/14/16	\$28,072	Noelle Woods 224 E Walnut St. Goldsboro, NC 27530 (919) 705-1714 noelle.woods@waynegov.com
KS	Shawnee County	Line Clearance, Tree Trimming, Stump Removal & Emergency Services			09/22/16	\$225,439	Tom Hammer 200 SE 7 th St. Topeka, KS 66603 (785) 251-2663



NC	City of Goldsboro	Vegetative Debris Removal	Hurricane Matthew DR-4285		08/04/16	\$112,576	Tracy Barber (919) 580-4393
CO	City of Boulder	Emergency Tree & Debris Removal			05/31/16	\$420,710	1777 Broadway Boulder, CO 80302 (303) 441-3230 purchasing@bouldercolorado.gov
IL	City of Quincy	Storm Damaged Tree Removal & Trimming			10/01/15	\$275,400	Jon Vrandenburg 730 Maine St. Quincy, IL 62301 (217) 257-9380
TN	City of Cookeville	Grinding & Disposal of Vegetative Debris	Winter Storm Pandora DR-4211	45,000 CY	7/2015	\$132,500	Greg Brown 1115 E. Spring St. Cookeville, TN 38501 (931) 520-5247
TN	White County	Load & Haul Vegetative Debris Reduction by Grinding TDSRS Management	Winter Storm Pandora DR-4211	135,000 CY	5/2015	\$1,500,000	Clay Parker 268 Medic Dr. Sparta, TN 38583 (931) 837-2110
TN	Fentress County	Load & Haul Vegetative Debris Reduction by Grinding TDSRS Management	Winter Storm Pandora DR-4211	85,000 CY	4/2015	\$2,300,000	Michael J. Cross P.O. Box 1128 Jamestown, TN 38556 (931) 879-7713
GA	Jenkins County	Load & Haul Vegetative Debris Reduction by Grinding TDSRS Management	Winter Storm Pax DR-4165	54,000 CY	7/2014	\$825,000	Grady Lane P.O. Box 797 Millen, GA 30442 (478) 982-2563



SC	DOT	Lean & Hanger Load & Haul Vegetative Debris Reduction by Grinding	Winter Storm Pax DR-4166	107,859 CY	2/2014	\$1,050,000	Henry Scharber Carolina Contracting Solutions 1318 SC-61 Ridgeville, SC 29472 (843) 821-4496
SC	Dorchester County	Lean & Hanger Load & Haul Vegetative Debris	Winter Storm Pax DR-4166	7,200 Trees	2/2014	\$275,000	Crowder Gulf 5436 Business Parkway Theodore, AL 36582 (800) 992-6207
SC	Barnwell County	Initial Push Road Clearance	Winter Storm Pax DR-4166	N/A	2/2014	\$18,000	Curtis Hogg Public Works 48 Ammie Ave. Barnwell, SC 29812 (803) 541-1110
SC	Aiken County	Initial Push Road Clearance	Winter Storm Pax DR-4166	N/A	2/2014	\$8,000	
OK	City of Moore	Load & Haul Vegetative & C&D Debris White Goods Segregation	Tornado DR-4117	14,059 Tons	5/2013		Steve Shaun Silverstar Construction 2401 S. Broadway St. Moore, OK 73160 (405) 793-1725
NJ	Township of Seaside US Army Corp of Engineers	Load & Haul Vegetative & C&D Debris	Hurricane Sandy DR-4086	105,000 CY	10/2012	\$1,200,000	Jack Smith Eagle Environmental 18369 Petroleum Dr. Baton Rouge, LA 70809 (985) 518-7480
NJ	Township of Brick US Army Corp of Engineers	Load & Haul Vegetative & C&D Debris	Hurricane Sandy DR-4086	75,000 CY	10/2012	\$900,000	Jack Smith Eagle Environmental 18369 Petroleum Dr. Baton Rouge, LA 70809 (985) 518-7480



NJ	Township of Lakewood US Army Corp of Engineers	Load & Haul Vegetative & C&D Debris	Hurricane Sandy DR-4086	65,000 CY	10/2012	\$785,000	Jack Smith Eagle Environmental 18369 Petroleum Dr. Baton Rouge, LA 70809 (985) 518-7480
NJ	Township of Toms River US Army Corp of Engineers	Load & Haul Vegetative & C&D Debris	Hurricane Sandy DR-4086	85,000 CY	10/2012	\$1,015,000	Jack Smith Eagle Environmental 18369 Petroleum Dr. Baton Rouge, LA 70809 (985) 518-7480
NY	Rockaway US Army Corp of Engineers	Long Haul Trucking	Hurricane Sandy DR-4085	42,000 Tons	10/2012	\$1,425,000	Louis Perez Environmental Chemical Corporation 1240 Bayshore Hwy. Burlingame, CA 94010 (650) 347-1555
NY	Long Island US Army Corp of Engineers	Long Haul Trucking	Hurricane Sandy DR-4085	33,000 Tons	10/2012	\$1,100,000	Louis Perez Environmental Chemical Corporation 1240 Bayshore Hwy. Burlingame, CA 94010 (650) 347-1555
LA	City of New Orleans East US Army Corp of Engineers	Removal of Vegetative Debris from L1011 Levee System	Hurricane Isaac DR-4080	120,000 CY	9/2012	\$1,600,000	Jeremiah Stockwell Environmental Chemical Corporation 1240 Bayshore Hwy. Burlingame, CA 94010 (650) 347-1555
AL	Tallapoosa County US Army Corp of Engineers	Load & Haul Vegetative & C&D Debris White Goods HHW - Segregation Stump Extraction Reduction by Grinding	Tornado DR-1971	115,00 CY	4/2011	\$1,200,000	Phillips & Jordan



REFERENCES

Client	Disaster Description	Contact
City of The Village	Ice Storm	Bruce Stone
2304 Manchester Dr.	Debris Removal	(405) 751-8861
The Villages, OK 73120		bruce_stone@thevillageok.org
Wilson County, TN	Tornado	Aaron Mayard
228 East Main St.	Debris Clearance, Removal &	(615) 443-2630
Lebanon, TN 37088	Disposal	maynarda@wilsoncountyttn.gov
City of Waverly, TN	Hurricane	Corey Burket
101 East Main St.	Debris Clearance & Removal	(931) 296-2101
Waverly, TN 37105		csburket@yahoo.com
Lee County, MS	Hurricane	Lee Bowdry
200 West Jefferson Street	Debris Removal	(662) 432-2950
Tupelo, MS 38802		lbowdry@co.lee.ms.us
Putnam County, TN	Tornado	Randy Porter
300 E Spring St.	Debris Clearance, Removal &	(931) 526-2161
Cookeville, TN 38501	Disposal	randy.porter@putnamcountyttn.gov
City of Cookeville, TN	Tornado	James Mills
1115 E Spring St.	Debris Clearance, Removal &	(931) 520-5241
Cookeville, TN 38501	Disposal	jam@cookeville-tn.gov
City Corinth, MS	Debris Removal & Disposal	Clayton Mills
300 Childs Street		(662) 415-0855
Corinth, MS 38834		cm_@bellsouth.net
Douglas County, KS	Debris Removal	Keith Browning
3755 E 25th St.		(785) 832-5293
Lawrence, KS 66046		kbrowning@douglascountyks.org
Town of Cape Carteret, NC	Hurricane	Zach Steffey
102 Dolphin St.	Debris Clearing & Removal	(252) 393-8483
Cape Carteret, NC 28584		zsteffey@capecarteret.org



Client	Disaster Description	Contact
Town of Cedar Point, NC	Hurricane	Jayne Calhoun
427 Sherwood Avenue	Debris Clearing & Removal	(252) 393-7898
Cedar Point, NC 28584		jcalhoun@cedarpointnc.org
Client	Disaster Description	Contact
Carteret County, NC	Hurricane	Randy Carter
302 Courthouse Square	Debris Clearing & Removal	(252) 728-8545
Beaufort, NC 28516		randy.cantor@carteretcountync.gov
Pamlico County, NC	Hurricane	Tim Buck
302 Main St.	Debris Clearing & Removal	(252) 745-3133
Bayboro, NC 28515		tim.buck@pamlicocounty.org
South Broward Fl Drainage District	Hurricane	Kevin Hart
6591 SW 160th Avenue	Debris Clearing & Removal	(954) 680-3337 x206
Southwest Ranches, FL 33331		kevin@sbdd.org
City of West Park, FL	Hurricane	Dan Millien
1965 S. State Rd 7	Debris Clearing & Removal	(954) 889-4162
West Park, FL 33023		dmillien@cityofwestpark.org
Town of Bay Harbor Island, FL	Hurricane	Jordan Leonard
9665 Bay Harbor Terrace	Debris Clearing & Removal	(305) 206-8497
Bay Harbor Islands, FL 33154		jleonard@bayharborislands-fl.gov
School Board of Broward County, FL	Hurricane	Ron Eggenberger
7720 West Oakland Park Blvd	Debris Clearing & Removal	(754) 321-4317
Sunrise, FL 33351		ronald.eggerberger@browardschools.com
City of Lawrence, KS	Tree Trimming, Tree & Debris Removal	Crystal Miles
6 East 6th Street		(785) 832-7970
Lawrence, KS 66044		cmiles@lawrenceks.org
City of Shawnee, KS	Tree Trimming, Tree & Debris Removal	Kevin Taylor
1110 Johnson Drive		(913) 631-2500
Shawnee, KS 66203		ktaylor@cityofshawnee.org
City of North Kansas City, MO	Tree Trimming, Tree & Debris Removal	Chris Cooper
2010 Howell St.		(816) 274-6004
North Kansas City, MO 64116		ccooper@nkc.org

MANAGEMENT OVERVIEW

TRAINING AND CERTIFICATIONS

- ISA Certified Arborist – Greg Gathers
- FDOT Intermediate Maintenance of Traffic Control Certificate – Greg Gathers, Jeremy Britton
- OSHA 30 Hour Safety – Greg Gathers, Jeremy Britton
- CPR & First Aid Certified – Greg Gathers, Jeremy Britton, Maura Gathers, Johnny Osborne
- Debris Management Training at NHC – Greg Gathers, Jeremy Britton
- EMI Debris Management Course – Greg Gathers, Jeremy Britton
- USACE Certificate, Construction Quality Management for Contractors – Johnny Osborne
- US Homeland Security TWIC Certificate – Johnny Osborne
- TEEEX, Disaster Preparedness & Management, Operations and Planning for all-Hazard Events Cert. – Johnny Osborne
- IS-100 – Maura Gathers, Johnny Osborne
- IS-125 – Greg Gathers, Jeremy Britton,
- IS-200 – Greg Gathers, Jeremy Britton, Maura Gathers,
- IS-253 – Greg Gathers, Jeremy Britton, Maura Gathers,
- IS-632 – Intro to Debris Operations – Greg Gathers, Jeremy Britton, Maura Gathers, Johnny Osborne, Jack Cohagen
- IS-633 – Johnny Osborne
- IS-634 – Intro into FEMA's Public Assistance – Greg Gathers, Jeremy Britton, Maura Gathers, Jack Cohagen
- IS-700 – NIMS – Greg Gathers, Jeremy Britton, Maura Gathers, Johnny Osborne
- IS-800 – Greg Gathers, Jeremy Britton, Maura Gathers, Johnny Osborne

Greg Gathers

- President/Chief Executive Officer since 1999
- BS in Agriculture Technology Management, Kansas State University
- 21 years' experience as an arborist
- Supervised crews on over 100 government contracts

Jeremy Britton

- Chief Operating Officer
- Supervised crews on over 100 government contracts

Sean Kennedy, CPA

- Chief Financial Officer
- Certified Public Accountant
- Financial Statement Preparation, Compilation & Review
- Payroll Processing & Payroll Tax Return
- Tax Return Preparation
- Internal Controls



Maura Gathers

- Vice President of Business Development
- Public Relations
- Marketing & Branding
- Community Outreach and Volunteer Coordinator
- 10+ years' managerial experience
- 13+ years' experience in sales and client relations
- Directions in Organizational Leadership Certification (Washburn University School of Business)

Johnny Osborne

- Project Manager
- 15 years' experience in the debris management industry
- Business Administration, University of South Alabama
- SC Law Enforcement Division SLED Level 1, 2 & 3

RESUMES

GREG GATHERS

President/Owner

PROFILE

- 24 Years' experience Tree Care and Disaster Response
- Managed over 150 disaster events in 27 states as a prime contractor.
- Committed to providing debris management services following FEMA regulations to ensure client reimbursement is to the maximum allowed.
- Knowledgeable in all aspects of debris response and recovery operations

CONTACT

PHONE:
785-221-7550

ADDRESS:
3722 SW Spring Creek Ln.
Topeka, KS 66610

EMAIL:
ggathers@ctcdiaster.com

EDUCATION

Kansas State University – Bachelor of Science in Agriculture

International Society of Arboriculture – Certified Arborist

EMI Debris Management Certification

NIMS Certification

OSHA Certification

WORK EXPERIENCE

CTC Disaster Response, Inc. - President/Owner
1999–Present

- Oversees all company operations.
- Provides strategic direction to the business.
- Manage senior staff.
- Debris management planning and training
- Client liaison before, during and after disaster events

SKILLS

Project Manager
Skilled Communicator
Organization Skills

JEREMY BRITTON

Chief Operating Officer

PROFILE

- 20 Years' experience as COO
- Managed over 150 disaster events in 27 states as a prime contractor.
- Committed to providing debris management services following FEMA regulations to ensure client reimbursement is to the maximum allowed.
- Knowledgeable in all aspects of debris response and recovery operations
- Extensive experience in project management with emphasis on Temporary Debris Site (TDS) operations

CONTACT

PHONE:
256-749-4886

ADDRESS:
1880 Radio Road
Alexander City, AL 35010

EMAIL:
jbritton@ctcdlaster.com

EDUCATION

Central Alabama Community College – Associate Degree In Business

EMI Debris Management Certification

NIMS Certification

OSHA Certification

WORK EXPERIENCE

CTC Disaster Response, Inc. Chief Operating Officer (COO)
2018–Present

- Responsible for day-to-day operations
- Debris management planning and training
- Client liaison before, during and after disaster events
- Manages subcontractors during disaster events.

AAA General Contractors, Inc. Owner
1992–Present

- Oversee company operations.
- Resource management
- Quality Control

SKILLS

Project Manager
Skilled Communicator
Strong Managerial Skills
Heavy Equipment Operator
Licensed General Contractor in Alabama

JOHNNY OSBORNE

Project Manager

PROFILE

- 15 Years' experience in debris management & disaster response
- Committed to providing debris management services following FEMA regulations to ensure client reimbursement is to the maximum allowed.
- Knowledgeable in all aspects of debris response and recovery operations

CONTACT

PHONE:
785-221-7550

ADDRESS:
3722 SW Spring Creek Ln.
Topeka, KS 66610

EMAIL:
josborne@ctcdaster.com

EDUCATION

University of South Alabama – Criminal Justice

NIMS Certification

OSHA Certification

FEMA Certification

U.S. Homeland Security TWIC

WORK EXPERIENCE

CTC Disaster Response, Inc. – Project Manager
2022-Present

- Oversees project operations.
- Debris site management
- Assigns operational personnel, including subcontractors
- Debris management planning and training
- Client relations

Rostan Solutions, LLC. – Project Manager / Client Service Manager
2019-2022

- Oversees project operations.
- Debris site management
- Assigns operational personnel, including subcontractors
- Debris management planning and training
- New business development

Ashbritt Inc. – Project Manager
2013-2019

- Oversees project operations.
- Debris site management
- Assigns operational personnel, including subcontractors
- Debris management planning and training

SKILLS

Quality Control
CPR, First Aid & AED certified



PROJECT RESOURCES

SUBCONTRACTING PLAN

INTRODUCTION:

CTC maintains an extensive database of subcontractors with specialty equipment and varied resources which are fully committed to CTC. Many of these subcontractors have partnered with CTC in a variety of different projects over the past 17 years. CTC prides itself on its relationship with these hardworking companies and mutual trust exists between us.

CTC is an Equal Opportunity Employer. We strive to meet or exceed all subcontracting goals identified in your Request for Proposal. We identify all subcontractors regarding certifications as MWBE, SBE, 8A, or Hub zone. We have extensive databases for all areas throughout the U.S., so that we can actively identify the qualified ones for your proposal.

Additionally, CTC appreciates the input from our contracting partners on recommendations and referrals of qualified, licensed, insured contractors with the required experience for your event. The knowledge of the area, their relationship with your citizens is a plus to CTC and its mission.

SUBCONTRACTING PLAN AND UTILIZATION:

CTC will utilize a workforce comprised of in-house personnel and subcontractors specializing in various phases of debris management, disposal, and recycling. As stated previously, we will identify local subcontractors already in our network as well as hire as many contractors and laborers as available in an effort to allow members of disaster struck communities to take part in the reconstruction process, and to assist the community financially and economically. The majority of these subcontracts will fill positions for hauling of debris to TDS, hauling of debris to final disposal sites, hauling debris for recycling purposes.

Subcontractors will provide trucks and trailers that meet all USACE requirements for safety, licensing, permitting and registrations. Subcontractors will provide copies of all licenses upon request, and will stay with their assigned areas, completing the assigned task. These crews will work in a methodical manner until they have fulfilled their area's cleanup requirements.

CTC will seek local, qualified individuals for employment during the disaster cleanup and reconstruction phase, including placing advertisements in the local newspapers and visiting the local employment office. Positions for laborers, data entry, flaggers, monitors, and other personnel will assist CTC in our task. Temporary employment agencies may be used to provide manpower to complete the task, but only after the proper screening and submission of drug tests.

Unless otherwise stipulated in your contract, twenty-five percent (25%) of the total amount of work to be performed will be by CTC personnel and equipment. CTC will operate with our specialized and trained reduction personnel. CTC has commitment letters from contractors across all the continental United States.

SUBCONTRACTORS AGREEMENTS AND RESPONSIBILITY:

Subcontractors for CTC are committed contractually to complete their assignments as instructed, and must attend all safety meetings, follow the chain of command, and report to the CTC COR daily to keep projects moving forward. CTC is known for its open line of communications, and for the respect we have for our subcontractors.



All subcontractors are required to attend weekly tailgate meetings, sign CTC's drug-free workplace statement and to conform to all operating policies as set forth our project management team.

All CTC subcontractors are familiar with the proper use of ADMS electronic reporting procedures, the latest technologies in recording and monitoring procedures, and are trained in the proper documentation for the benefit of all concerned.

CTC subcontractors are aware of all charge back procedures for damages, provide daily reports to CTC site supervisors, and act as good-will diplomats to citizens, making the cleanup efforts as stress free as possible in an emergency situation.

A copy of our Subcontractor's agreement is either included in this proposal or may be accessed by contacting the corporate office. These agreements have been reviewed by attorneys for various states so that they meet the contracting laws of the particular state in which we are working.

PROPRIETARY INFORMATION:

A list of qualified, experienced, insured, prequalified subcontractors for your area is included in this proposal (If required in the proposal), or may be accessed at our corporate office upon request. This list is proprietary information and not to be shared with the public.



LOCAL AND MINORITY PARTICIPATION

CTC fully complies with guidelines regarding Local and Minority Participation. We have an established corporate policy regarding minority participation, which can be referenced in our Affirmative Action and M/WBE Policy at our offices unless otherwise requested.

One of the major strengths of CTC is our ability to recognize the importance of utilizing local, qualified contractors. Depending on the time frame, and whether this is a standby, pre-disaster contract or an emergency situation, CTC uses procedures necessary to ensure the use of local contractors and personnel. In a non-emergency situation, we can place ads in the local newspapers, check with temporary services or state employment services. We also rely heavily on recommendations from the County commissioners or City officials in all situations.

Emergency situations have prompted us to pull together with contracting agencies to recognize the strengths in their own communities. We appreciate the input provided by local officials in screening potential subcontractors and personnel. The ability of the commissioners or other local community officials to suggest or recommend those that meet all requirements for experience, equipment and insurance qualifications is a benefit in the successful operation and completion of projects of any size or scope.

Based upon the availability of qualified minority personnel in the area we strive to meet or exceed the normal requirements for this event. As an integral part of the contract, we establish contacts with several local, 8A and minority companies. We intend to use the services of qualified, local personnel to fill positions as needed and upon recommendation of the contracting agency.

All local and minority personnel will be screened to meet the requirements, including licensing and insurance requirements of CTC, Inc. We also include listings of Certified M/WBE Contractors as are available and which provides updated information for this project.

CTC has committed minority contractors who have performed on CTC contracts over the past several years. We use the recommended channels to further investigate the availability, the experience, and the reputation of each local and/or minority contractor to serve the best interest of the contracting agency.

Due to the nature of the business, CTC relies heavily on the utilization of state personnel agencies, local private placement agencies and temporary services. We also use the services of the local Small Business Administration (SBA) office when available and local trade organizations. Our goals as stated in our Affirmative Action Policy are traditionally greater than those of most contract requirements. Additionally, the types of personnel required and their interest in the project varies from location to location.

OWNED AND LEASED EQUIPMENT

Description	Quantity
30' Barge Flat Deck	2
30,000# Track Excavator	6
35,000# Bulldozer	18
40' + Barge with Crane	4
45,000# Track Excavator	12
50,000# Bulldozer	10
55 Ft Bucket Truck	63
65,000# Track Excavator	18
AG Tractor with Attachment	9
Air Curtain Destructor	1
Bandit 4680 Horizontal Grinder	2
Beach Sand Screen	1
Chipper	1
Command Center	1
Debris Trailer	2
Dump Trucks	51
Fecon Mulcher	1
Feller Bunchers	9
Flatbed Trailer	6
GN Trailer	1
Grapple Attachment	2
Grinder	1
Horizontal Grinder	6
Jarraf Tree Trimmer	5
Loader Tractor	1
Log Skidder	13
Lowboy Trailer	1
Merlo Tree Removal Machine	1
Mini Skid Loader	1
Mixer Truck	5
Mulching Head	1
Off Road Truck	2
Pallet Forks	1
Pickup	8
Pumper Truck	1
RGN Lowboys	14



Description	Quantity
Road Grader	1
Road Tractor	40
Rollout Bucket	1
Rotary Mower	1
Self-Loading Truck	204
Semi-Truck	2
Skid Steer	36
Step Deck Trailer	3
Stump Grinder	6
Support Boat	4
Support Vehicle	37
Trailer Mount Loader with Saw Bucks	3
Travel Trailer	1
Tub Grinder	2
UTV	2
Versa Handler	6
Walking Floor Trailer	31
Water Truck	6
Wheel Loader	19
Whole Tree Chipper	2
Wood Screw	1

SAFETY INFORMATION

SAFETY AND QUALITY CONTROL PLAN

Accident Prevention:

For the protection and safety of all employees, CTC has established the following rules designed to prevent accidents and injuries. Compliance with these rules is mandatory. Documentation will be made when the rules are distributed to new employees.

- Proper footwear and clothing will always be worn.
- Do not wear loose clothing, jewelry, or keep long hair in a down position. There is a danger of catching such articles in moving machinery.
- Horseplay, running, fighting or any activity that may result in injury or waste will not be tolerated.
- Appropriate personal protective equipment, or PPE, will be worn for the task (s) at hand, as specified by training and job briefing (s).
- Operate machinery with all guards in place. Tampering with safety devices is cause for immediate disciplinary action.
- Do not operate any machine you are not familiar with or have not been trained on and authorized to use.
- Machines must never be cleaned, adjusted, or repaired until the machine is turned off, the circuit is interrupted at the power source (including lock-out) and a warning tag is placed at the controls.
- Any defects in materials, machinery, tools, and equipment must be reported immediately to a supervisor, safety personnel, or management.
- Do not leave tools, materials, or other objects on the floor that might cause others to trip and fall.
- Do not block exits, fire doors, aisles, fire extinguishers, gas meters, electrical panels, or traffic lanes.
- Avoid injury by attempting to lift or push excessive loads. If an object is too heavy to move without strain, ask for help.
- Observe the correct posture for lifting. Stand with your feet slightly apart, assume a squatting position with knees bent, and tuck your chin into your chest. Tilt head forward, grasp the load with both hands, and gradually push up with your legs, keeping your back straight and avoiding any abrupt movement.
- Do not distract others while working. When approaching a coworker for any purpose, do so from the front or the side in a way that they will see you coming and will not be startled or surprised. If conversation is necessary, first make sure that it is safe.
- Do not allow oil, water, or any other material to remain on the floor for long periods of time when you or others may slip. Report any slip and fall problems to your supervisor.
- When handling hazardous materials be sure to follow prescribed safety procedures and use required safety equipment. When using secondary containers filled by others, be sure they are labeled as to their contents and hazards. Know your Material Data Safety Sheets (MSDS) and where they are located. Review them often.
- Use appropriate gloves when handling materials with sharp or jagged edges, when handling chemicals, when handling hot material, or to protect your hands in general.
- Do not attempt to operate machinery for which you are not trained.
- Unnecessary and excessive haste is the cause of many accidents. Exercise caution always.



- All work-related injuries and accidents, no matter how minor, must be reported immediately to your supervisor, safety personnel, or management.
- Employees should understand and comply with all sections of the ANSI Z133.1 Standard that apply to their job activities.

All employees must be thoroughly familiar with these basic safety rules. Failure to comply with safety rules or procedures, or failure to wear the appropriate safety equipment, will result in disciplinary action up to and including termination.

Quality Control Plan:

If required, CTC can have a Certified Arborist on site to ensure the quality of work performed by all CTC employees. All employees have been trained in Arboriculture practices upon employment. Certifications include and are not limited to:

I.S.A. – International Society of Arboriculture

K.A.A. – Kansas Arborists Association

T.C.I.A. – Tree Care Industry Association

Constant monitoring of all crews will be provided daily to ensure safety and the quality of work performed is attained. CTC will meet with the client's representative for a quality check on completed work to ensure client satisfaction. If there is an issue that needs corrected, it will be done so in a timely manner.

Safety & Protection Plans & Submittals:

The following policies of CTC are not inflexible rules or requirements. They may be changed by the company at any time without notice or modified as individual circumstances may require in the best interests of efficient management of the Company. Nothing in the policies as they now exist, or may in the future be revised, is intended, or should be construed as a contract of employment, express or implied, nor as a promise of employment for a specific period of time, nor as a requirement that any specific procedure be followed in handling personnel issues.

Company management will provide safe and healthy working conditions. All employees must always follow safe practices. All employees must accept and follow all the rules of safety.

Whenever an employee finds an unsafe condition, they must report it immediately to their supervisor, safety personnel, or management. Any injury that occurs on the job, even a slight cut or strain, is to be reported to management as soon as possible. In no circumstance except an emergency, should an employee leave a shift without reporting an injury that occurred.

All employees including office personnel will be trained in safe practices. The training will be done by video or by training from the employees' supervisor.

If any unsafe practices are observed, the employee will receive a written violation warning. Once the employee receives three (3) written warnings, he or she will be automatically suspended for one (1) workday without pay.

CTC will make every effort to maintain safe working conditions. However, the principal responsibility for safety falls upon you, the employee. All employees are asked to inform their supervisor, safety committee personnel, or management of any



work hazards of which they might be aware. CTC will arrange for you to supply information anonymously if you do not wish to be identified. No employee should fear reprisal for notifying management of any safety hazards. In fact, we encourage all employees to inform us immediately of any hazard, no matter how small it may seem.

All safety and health suggestions that we receive will be reviewed. We will then determine what action is necessary. All suggestions shall receive a response.

The injured employee's supervisor or a member of management will investigate all occupational injuries and illnesses that are job-related. Particular attention will be given to methods that prevent future situations that caused the injury or illness.

All employees will receive prompt and timely safety training. Safety rules and safe practices will be emphasized at these training sessions.

All new employees will receive a copy of the summary, to be signed and put in their file, indicating that they have been trained at the beginning of employment. Any employee given a new job assignment, for which training has not previously been received, will be trained in that particular job immediately.

Records will be kept of all training provided. These records will indicate the type of training given, date, the name of the training provider and the employee's signature.

Basic Safety Accident & Protection Plans:

All Employees of CTC will adhere to the following safety and accident protection plans while working.

Employee responsibilities for safety include the following:

- Adhere to all safety rules and regulations.
- Wear appropriate safety equipment as required.
- Maintain equipment in good condition, with all safety guards in place and in operation.
- Report all injuries and near misses, no matter how minor, immediately to their supervisor, safety personnel or management.
- Encourage coworkers to work safely.
- Report unsafe acts and conditions to their supervisor, safety personnel, or management.

Safety Coordinators:

Greg Gathers (785) 221-7550

Jeremy Britton (256) 749-4886

Others TBD

One or all the Safety Coordinators listed above will be always on site and will be responsible for overseeing safety on site throughout the duration of the contract. The numbers listed above are cell phone numbers and all employees will have cell phones and/or two-way radios for communication.



ANSI Z133 Standard & Employee Understanding:

As an employee of CTC, you need to review and understand the requirements of the ANSI Z133.1-2000 Standard.

You need to understand that the Z133 Standard was developed by arborists, for arborists under the standards-developing procedures created by the American National Standards Institute, creating what these industry's safety experts feel are the minimum acceptable standards of practice for safety in arboriculture. It represents the collective wisdom and experience of countless arborists.

You need to understand the difference between "Should" and "Shall" as they are used in the standard. The word "Should" indicates an advisory statement where it is feasible that the actions you take might be different from the prescribed practice. A "Shall" indicates a mandatory requirement, where it is inconceivable that your actions would have to deviate from the prescribed practice, except where exceptions are noted in the Standard.

Finally, you need to understand that the Z133 Standard does not take precedence over, or take the place of, the safe work policies of CTC.

Safety Rules – Accident Prevention:

For the protection and safety of all employees, CTC has established the following rules designed to prevent accidents and injuries. Compliance with these rules is mandatory. Documentation will be made when the rules are distributed to new employees.

- Proper footwear and clothing will be always worn.
- Do not wear loose clothing, jewelry, or keep long hair in a down position. There is a danger of catching such articles in moving machinery.
- Horseplay, running, fighting or any activity that may result in injury or waste will not be tolerated.
- Appropriate personal protective equipment, or PPE, will be worn for the task (s) at hand, as specified by training and job briefing(s).
- While on duty, the use of or being under the influence of alcohol, narcotics, intoxicants or similar mind-altering substances is strictly prohibited. Individuals found to be in violation of this policy will be subject to disciplinary action up to and including possible termination of employment, even for a first offense.
- Operate machinery with all guards in place. Tampering with safety devices is cause for immediate disciplinary action.
- Do not operate any machine you are not familiar with or have not been trained on and authorized to use.
- Machines must never be cleaned, adjusted, or repaired until the machine is turned off, the circuit is interrupted at the power source (including lock-out) and a warning tag is placed at the controls.
- Any defects in materials, machinery, tools, and equipment must be reported immediately to a supervisor, safety personnel, or management.
- Do not leave tools, materials, or other objects on the floor that might cause others to trip and fall.
- Do not block exits, fire doors, aisles, fire extinguishers, gas meters, electric\la panels or traffic lanes.
- Avoid injury by attempting to lift or push excessive loads. If an object is too heavy to move without strains, ask for help.



- Observe the correct posture for lifting. Stand with your feet slightly apart, assume a squatting position with knees bent, and tuck your chin into your chest. Tilt head forward, grasp the load with both hands, and gradually push up with your legs, keeping your back straight and avoiding any abrupt movement.
- Do not distract others while working. When approaching a coworker for any purpose, do so from the front or the side in a way that they will see you coming and will not be startled or surprised. If conversation is necessary, first make sure that it is safe.
- Do not allow oil, water, or any other material to remain on the floor for long periods of time when you or others may slip. Report any slip and fall problems to your supervisor.
- When handling hazardous materials be sure to follow prescribed safety procedures and use the required safety equipment. When using secondary containers filled by others, be sure they are labeled as to their contents and hazards. Know the Material Data Safety Sheets (MSDS) and where they are located. Review them often.
- Use appropriate gloves when handling materials with sharp or jagged edges, when handling chemicals, when handling hot material, or to protect your hands in general.
- Do not attempt to operate machinery for which you are not trained.
- Unnecessary and excessive haste is the cause of many accidents. Exercise caution always.
- All work-related injuries and accidents, no matter how minor, must be reported immediately to your supervisor, safety personnel, or management.
- Employees should understand and comply with all sections of the ANSI Z133.1 Standard that apply to their job activities.

All employees must be thoroughly familiar with these basic safety rules. Failure to comply with safety rules or procedures, or failure to wear the appropriate safety equipment, will result in disciplinary action up to and including termination.

Personal Protective Equipment:

Hazard Assessment for Person Protective Equipment

The following table contains descriptions of the PPE required for typical tasks encountered in tree care and some of the potential hazards associated with them. Always ensure that your PPE fits properly as outlined in the training provided at the time of employment at CTC.

Tasks	Potential Hazards	Information Sources	PPE Required
Aerial lift operations	Conductors, equipment failure, falls, hydraulic leaks, steep/uneven slopes	Tailgate Session #24; ANSI Z133.1 5, 6.2	Hard hat, safety glasses, hearing protection, gloves, full body harness & shock absorbing lanyard or body belt and lanyard

Brush removal & chipping	Awkward movements and postures, flying debris, carrying heavy weights, moving parts, noise, slips, trips, and falls	Tailgate Session #39; Tailgate Session #18; ANSI Z133.1 9.6	Hardhat, safety glasses, face shield, hearing protection, gloves
Chain saw maintenance	Hot exhausts, cuts	Tailgate Session #28	Hardhat, safety glasses, gloves
Chain saw Operation	Awkward postures, hot exhausts, cuts improper stance, kickback, noise, slips, trips, and falls; vibrations	Tailgate Session #29; ANSI Z133.1 7.2	Hard hat, safety glasses, hearing protection, gloves, chainsaw chaps (when working on the ground)
Chipper Maintenance	Amputation, cuts, pinch points	Tailgate Session #60, ANSI Z133.1 6.3	Hard hat, safety glasses, hearing protection, gloves
Climbing	Cutting climbing line, falls, conductors, rope failure, tree decay, worn equipment, insects/animals	Tailgate Sessions #19, 20, 31, 32; ANSI Z133.a 5,9.1	Hard hat, safety glasses, hearing protection, gloves, fall protection
Driving	Other drivers, road and weather conditions	Tailgate Sessions #41, 42, 43, 44	Seatbelts
Hand Tool Use	Awkward postures, conductors, cuts, splinters	Tailgate Session #30; ANSI Z133.1 5, 8.1-8.10	Hard hat, safety glasses, gloves
Ladder Use	Conductors, falls, ladder failure	Tailgate Session #22; ANSI Z133.1 8.11	Hard hat, safety glasses

Limb Removal for Take-Down	Breaking ropes and/or crotches, conductors, falling and/or splitting limbs	Tailgate Session #37; ANSI Z133.1 5, 9.4	Hard hat, safety glasses, gloves
Limbing and Bucking	Awkward posture, limbs; snapping, slips, trips, and falls, tree rolling	Tailgate Session #37; ANSI Z133.1 9.7	Hard hat, safety glasses, gloves
Use of mower, brush cutter, string trimmer	Hidden objects, terrain, traffic		Hard hat, safety glasses; hearing protection
Pesticide Handling & Application/Spraying & Spill cleanup	Equipment failure, excessive drift, poor personal hygiene, spills, vehicle collision	Tailgate Session #45, %54, ANSI Z133.1 6.4	Hard hat, goggles or face shield, long sleeved shirt, rubber boots (if walking) chemical resistant gloves
Pruning and Trimming	Barber chairs, falling branches, conductors	Tailgate Session #33; ANSI Z133.1 5, 9.2	Hard hat, safety glasses
Storm Work	Hidden/dislodged conductors, damaged trees, wood under tension, fatigue, working at night, working on unfamiliar system, unannounced re-energized of lines	Tailgate Session #10; ANSI Z133.1 5, 9.2	Hard hat, safety glasses, foul weather gear
Stump Grinding	Flying debris, moving parts, noise	Tailgate Session #40; ANSI Z133.1 6.5	Hard hat, safety glasses, face shield, hearing protection

Traffic Control	Topography, volume and speed of traffic, time of day, weather conditions	Tailgate Session 3; ANSI Z133.1 4.4	Hard hat, safety glasses, reflective vest, flag or signs
Trailer Towing & Setup	Hitch failure, jack failures, vehicular traffic	Tailgate Session #38	Hard hat, safety glasses, traffic cones and signs, gloves
Tree Take-Down	Barber chairs, conductors, cuts, struck-bys	Tailgate Session #36; ANSI Z133.1 5, 9.5	Hard hat, safety glasses, hearing protection, gloves, chainsaw chaps

NOTE: the hazards in bold represent Musculo-skeletal disorder (MSD) risk factors that should be minimized (duration, frequency and/or magnitude) to the extent possible or eliminated. MSD signs are decreased range of motion, deformity, decreased grip strength and loss of function. MSD symptoms are numbness, burning, pain, tingling, cramping and stiffness. Other hazards that apply to some/all the above tasks: Drug Use and/or Alcohol Abuse; Fatigue; Fire; Lyme Disease; Poisonous Plants; Violent Workers/Customers; Weather.

Back Injury Prevention:

Causes of Back Injury

Pulling, twisting, and slipping are the most common causes of back injuries. Lifting objects improperly can also hurt the back. Lifting with the back and not the legs, lifting from an awkward position, or trying to move material too large for one person can lead to injury.

Even simple movements can cause back injury. Stepping from a truck, bending over for a small tool, or over-reaching can strain back muscles.

Table 1 below ranks the most frequent causes of back injury in tree care in descending order.

Table 1-How Back Injuries Happen

Lifting...

Large objects

Irregularly shaped objects



Over the shoulder

Twisting...

While feeding brush into the chipper

While positioning in a bucket or a tree

While dragging brush, reaching, using long poles

From sudden slips due to poor ground conditions

On slippery equipment in snow or rain

Jumping...

Off truck bed or out of truck cab

Over fences

Off ladders

Out of trees

Pulling...

Ropes hangers

Trees, on removals

Muscle strains and sprains-soft tissue injuries-cause most arborists' back problems. These are temporary injuries. More important, strains and sprains usually precede more serious, chronic, and debilitating injuries to the ligaments, discs and vertebrae. In a sense, soft tissue injuries are warning signals that more serious, permanent injury could occur. Therefore, your back-injury prevention program should focus on preventing strains and sprains.

Preventive measures

Arborists can keep their backs healthy with stretching and exercise, by knowing how the back works, and by using simple lifting techniques.

Here are attainable objectives for your company's back injury prevention program:

Provide continuous training for all employees to raise their awareness of how the back can be injured.

Develop action steps employees can use to detect and eliminate conditions likely to cause back injury- see this program's sections on hazard reporting (16), safety committees (23), job hazard assessment (15) and job briefings (17).

Motivate employees to take responsibility for back safety at work and at home.



The following procedures are taken from Annex C of the ANSI Z133 Standard:

Before lifting any weight:

Be sure to clear the travel path available if the weight is to be carried from one place to another.

Decide exactly how the object should be grasped to avoid sharp edges, splinters, or other things that might cause injury.

- Make a preliminary lift to be sure the load can be safely handled.
- Place feet solidly on the walking surface.
- Crouch as close to the load as possible with legs bent at an angle of about 90 degrees.
- Keep back as straight as possible. It may be far from vertical but should not be arched.
- Lift with the legs, not the back, keeping the weight as close to the body as possible.
- Use a second worker when necessary.

Stretching and exercises

The professional athlete must maintain a high level of production and effort to win. The same is true for an arborist, who must perform at peak efficiency.

Strains of the lower back muscles, the most common back injury, usually occur because the muscles are cold and tight. If the athlete warms up and stretches to avoid injury, then why not the tree worker?

CTC will provide you with information on simple, quick warm-up/stretchers that you can perform prior to heavy exertion.

Early Return to Work

CTC participates in an Early Return to Work Program with local providers closest to the job site for the treatment of all work-related injuries.

If you are injured at work, you must report the injury to your supervisor immediately. If medical treatment is necessary and you haven't designated a treating physician, you must go to the nearest medical facility.

You must also complete an Employee Claim for Workers' Compensation Benefits form as soon after an accident as possible.

If you are unable to return to the regular position due to a workplace injury, you should discuss with the doctor the possibility of working in a light duty job until the doctor releases you for full duty. If the doctor releases you for light duty, your supervisor will be notified the same day.

Modified jobs will be identified after obtaining your physical restrictions. "Modified" might be your regular job, modified by removing heavier tasks and reassigning these to other employees; a different regular job currently existing at the workplace; or a job which is specifically designed around your restrictions. A modified job offer will be made only when the work is available and of benefit to the company. Part-time work will be considered as modified work, if medically indicated. Each case will be assessed individually based on need. Modified work may not be implemented every time there is a loss claim. Wages will not necessarily be the same as those of the regular job.

If you take off work completely, or if light duty work is unavailable, you must report your medical condition and progress to the supervisor at least once a week.



Disciplinary Procedures

Employees who fail to comply with safety rules will be subject to disciplinary action up to and including termination. Supervisors will follow the normal disciplinary procedures as follows:

- 1) Verbal counseling must be documented in the employee's personnel file.
- 2) Written warning-outlining nature of offense and necessary corrective action.
- 3) Suspension without pay-once (1) working day without pay-the third step or a separate disciplinary action resulting from a serious violation.
- 4) Termination-if an employee is to be terminated, specific and documented communication between the supervisor and the employee must occur.

Supervisors will be subject to disciplinary action for the following reasons:

- Repeated safety rule violation by their department employees.
- Failure to provide adequate training prior to job assignment.
- Failure to report accidents and provide medical attention to employees injured at work.
- Failure to control unsafe conditions or work practices.
- Failure to maintain good housekeeping standards and cleanliness in their departments.

Supervisors who fail to maintain high standards of safety within their departments will be demoted or terminated after three documented warnings have been levied during any calendar year.

Accident Reporting & Investigation

It is the policy of CTC to carry out a thorough program of accident reporting and investigation. Supervisory personnel will be primarily responsible for investigating all accidents in their area. Accidents involving fire, death, serious injury, or extensive property damage will be investigated jointly by the supervisor and upper management.

The primary goal of the accident investigation program is the prevention of future accidents using knowledge derived from the investigation. Additionally, the investigation will be used to prepare reports required by Federal and State law as well as the Workers Compensation insurance carrier. These reports are critical in establishing the company's and the supervisor's liability under the law.

When an employee is injured at work the supervisor is responsible for taking emergency action to have first aid administered, to obtain professional medical attention as soon as possible, and to protect other employees and equipment. The supervisor must then begin to investigate the circumstances of the accident. The following procedures have been found to be effective when investigating accidents.

Go to the scene of the accident at once.

Talk with the injured person if possible. Talk to witnesses. Stress getting the facts-not placing blame or responsibility. Ask open-ended questions.

Listen for clues in the conversations around you.



Encourage people to give their ideas for preventing a similar accident.

Study possible causes-unsafe conditions, unsafe practices.

Confer with interested persons about possible solutions.

Write your accident report giving a complete accurate account of the accident.

Follow up to make sure conditions are corrected. If they cannot be corrected immediately, report this to your supervisor.

Publicize corrective action taken so that all may benefit from the experience.

Notify the Safety Coordinator(s) as well as the Project Officer (PO) and immediately with information regarding with whom, how, where, when, seriousness of accident and medical treatment received of the injured person or persons whenever an accident occurs. Accident scenes shall not be disturbed until released by investigating personnel with the exception of emergency rescue and emergency measures.

Vehicle Accidents-What to do:

Make sure your vehicle has a fully stocked accident kit. The kit should contain:

- Current vehicle registration
- Current proof of vehicle insurance
- Several business cards from the owner or manager
- Pen, and or pencil
- Accident reporting form from your office and insurance company
- Trailer registration if applicable
- Several witness cards

Attend to all injured victims. Assess the situation and attend to the most seriously injured first. Do not move any victim unless there is danger from other vehicles and traffic, or danger of fire or explosion. Do not move vehicles. The police need to see the accident prior to moving any vehicle (s). Protect the scene of the accident by placing flares, flags, or reflectors where they can be seen by approaching traffic. Physically direct traffic around the accident scene if necessary; do not expose yourself to danger in traffic. If your vehicle is moved, get the name of the person or company that moved it. If it is removed from the scene, find out where it is taken. Conduct your own investigation.

Get the names, addresses, phone numbers, driver's license number, vehicle license numbers, and insurance companies of all persons involved, year, make, and model of all vehicles involved. Offer the same information about yourself and your vehicle to others involved. Contact the office to let them know what has happened, and whether anyone was injured and/or taken to a hospital for emergency treatment. Do not admit fault or discuss the accident with anyone except the office of police.

Non-Emergency Injuries

If necessary, any employee(s) requiring treatment for all non-emergency injuries, or post emergency medical treatment that has been provided by local hospital, will be transferred to: TBD.



Emergency Action Plan

The following details the organizational structure of our plan and outlines emergency measures to be taken in the event of fire or another emergency.

Remember, your conduct and actions during the first few minutes of any emergency may not only save your life, but the lives of your fellow workers and other members of the community as well. Each truck will have emergency numbers available for ambulances, physician, hospital, fire and local police. Use most effective means of communication based on your location (cellular phone – if adequate service), two-way radio, hard line telephone or other acceptable means.

General Information

Two important telephone calls need to be made if the facility is to be evacuated because of a fire or disaster within the facility, or an external hazardous condition threatening the facility. If either of these two situations occurs; notify 911 (Emergency Medical Services and Police).

Upon order of management if you are working near a building and a fire breaks out, call emergency numbers if you cannot contain. Going into a building to let someone know of a fire outside the building is acceptable, however, the occupants will have their own safety officer and should have already been briefed in evacuation procedures.

Materials and supplies to be evacuated include, but may not be limited to, first aid kits, the MSDS binder and the personnel roster.

Responsibilities

The Safety Director will:

- Coordinate the Emergency Evacuation Plan throughout the facility.
- Make certain the Program is familiar to all personnel and that all new employees are promptly oriented.
- Schedule education as necessary.

The Safety Director will be aided by the Supervisors who will:

- Facilitate the Emergency Evacuation Plan.
- Keep contact check on all personnel to be sure that they are completely familiar with all phases of the Plan that they are required to know.
- See that personnel participate in awareness training, fire classes, and other practice sessions as necessary.
- Be certain that all personnel are familiar with fire extinguishers and make thorough fire prevention inspections when they are assigned to do so.
- Take the necessary steps required to correct any fire hazards discovered.

It is the duty of every employee to:

- Be completely familiar with the Emergency Evacuation Plan and their duties of responsibilities in the program.
- Participate in all fire drills and practice sessions.
- Attend all fire training classes when assigned.



- Learn the location of, and how to operate all fire extinguishing equipment.
- Report any fire and/or safety hazard.

Fire Emergency Plan

Keep Calm...Report all fires and smoke.

Personnel have been assigned to:

Notify the fire department.

- 1) For Emergency situation call 911.
- 2) For non-emergency situations call the COO.

The person reporting the fire to the fire department will provide them with the following information.

- Custom Tree Care, Inc.
- Address of incident
- What is burning (machines, paper, etc.)
- Location of fire (roof, plant, office, etc.)
- Type of fire (electrical, liquid, etc.)

Additional assignments have been made to attempt to extinguish fires with the use of on-premises equipment (extinguishers, hoses, etc.). A minimum of two people is required to fight a fire. To ensure employee safety, this is to be done only during the early stages of the fire. If the fire cannot be extinguished by the time your fire extinguisher runs out (roughly five (5) minutes) then you must notify emergency immediately.

Working away from the involved area, personnel will be assigned to:

- Check the driveways to see that they are clear for entry of firefighting equipment.
- Wait at the front entrance for the arrival of firefighting equipment. Direct the firemen to the fire if necessary.

Re-entry onto the property will not be permitted until it is declared safe to do so by management, or by the local fire/law enforcement officials.

Hazard Communication

Name of Contact Person: Greg Gathers

Title: President – CTC Disaster Response, Inc.

Hazard Evaluation

Chemical manufacturers and importers are required to review the available scientific evidence concerning the hazards of the chemicals they produce, and then report that information to employees who purchase their product. In most cases CTC will choose to rely on the evaluation performed by our suppliers. If for some reason we do not trust the evaluation of the manufacturer, we will arrange for additional testing.



We will consider the following chemicals used in our business to be hazardous:

- Diesel Fuel
- Gasoline

Label & Other Forms of Warning

We will make certain that containers are adequately labeled to identify the hazardous chemicals they contain and will show hazard warnings appropriate for your protection. The warnings will use a combination of words, pictures and symbols that will communicate the hazards of the chemical (s) in the container. The labels will be legible and prominently displayed. Our training program will include instruction on how to read and interpret label information.

Exceptions to this rule are as follows:

- We are permitted to post signs that convey the hazard information if there are several stationary containers in each area, which have similar contents and hazards.
- We are not required to label portable containers if the transferred chemical is for immediate use by the employee who made the transfer.
- We are not required to label pipes or piping systems.

Employee Training

It is the goal of CTC to provide hazard communication training during the first 30 days of employment and whenever a new chemical is introduced to a given work area. Training will be done in a meeting setting and will be conducted by the Program Coordinator or another who has been properly trained.

The training program will consist of:

- How the hazard communication program is implemented, how to read and interpret information on labels and MSDS, and how employees can obtain and use the available hazard information.
- The hazards of chemicals to which employees are exposed in the work area.
- Measures employees can take to protect themselves from the hazards.
- Specific procedures put into effect by the company to provide protection, such as personal protective equipment, mechanical guards, or protective processes.
- Methods that you can use, such as visual appearance or smell, to detect presence of hazardous chemicals to which you or your co-workers may be exposed.
- Name and/or job title of who you can go to if you have questions.

Quality & Warranty of Work

CTC will provide a service that meets and exceeds standards of excellence. The work done on all our projects is guaranteed to be done in a timely, professional manner with expertise in all aspects of arboriculture. Upon completion of work assigned, a Certified Arborist will be available to go through with the project coordinator to ensure the work performed meets and exceeds his or her expectations. Letters of recommendation are available upon request. A listing of past performance is also available noting work done both as a Prime Contractor and a Sub-Contractor.



Quality Control

Greg Gathers – President – CTC Disaster Response, Inc. shall be responsible for overseeing all aspects of quality control throughout the duration of the project. Greg is a Certified Arborist with the KAA and ISA and has authority to make recommendations and implement plans of action for all tree care operations. Proof of certification including Membership and Certification Numbers will be provided to the current Contract Administrator of this agreement.



FORMS & ADDITIONAL INFORMATION

BONDING LETTER



FINANCIAL SURETY UNDERWRITERS, LLC

January 3, 2023

To Whom It May Concern

RE: CTC Disaster Response, Inc..

CTC Disaster Response, Inc. (CTC) has current potential bonding capacity with surety Atlantic Specialty Insurance Company (Atlantic Specialty) of up to \$20,000,000. Atlantic Specialty strongly recommends CTC for any project based on its knowledge of and experience with the company. This surety is rated A+ by A.M. Best. Bonding support for all Atlantic Specialty clients is conditioned on acceptable terms and conditions of contracts and bond forms and those clients continuing to meet annual underwriting parameters. Any arrangement for bonding is ultimately a matter between the Atlantic Specialty and CTC and we assume no liability to third parties if for any reason any bonds are not executed.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Gardner".

Mike Gardner
Account Executive/Licensed Agent

4958 SUGAR PIKE ROAD
CANTON, GA 30115
678-297-5566 FAX 678-297-0179

CERTIFICATES, INSURANCE & W-9

USACE CERTIFICATE



CERTIFICATE

Greg L. Gathers
NW-06-18-0026

has completed the Corps of Engineers and Naval Facility Engineering Command Training Course

CONSTRUCTION QUALITY MANAGEMENT FOR CONTRACTORS - #784

Location Kansas City Training Date(s) 26 April 2018 Instructional District/NAVFAC USACE
Facilitator/Instructor Brian E. Cates Email Brian.E.Cates@usace.army.mil Telephone 816-389-3487

THIS CERTIFICATE EXPIRES FIVE YEARS FROM DATE OF ISSUE
COM-C Recertification online course: <https://www.mvuln.net>

BESTGENDALEA
1231257302
COM-C Manager
CATES.BRIAN.EUGEN
ESR1141556130
Facilitator/Instructor Signature
Jeffrey D. Dziedzic
Chief, USACE Learning Center
Jeffrey D. Dziedzic



CERTIFICATES OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/13/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Best Insurance Group Inc. P.O. Box 67 Trussville AL 35173		CONTACT NAME: Deborah Connell PHONE (A/C No. Ext): 205-655-2120 FAX (A/C No): 205-655-4895 E-MAIL: dconnell@bestinsgrp.com ADDRESS: dconnell@bestinsgrp.com	
INSURED CTC Disaster Response, Inc. 3722 Southwest Spring Creek Lane Topeka KS 66610-1221		INSURER(S) AFFORDING COVERAGE INSURER A: American Interstate Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
CUSTOMER		NAIC # 31695	

COVERAGES

CERTIFICATE NUMBER: 305030415

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR						EACH OCCURRENCE: \$ DAMAGE TO RENTED PREMISES (R.R. occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$
	GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO- ☐ LOC OTHER:						COMBINED SINGLE LIMIT (R.R. accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	AUTOMOBILE LIABILITY ANY AUTO ☐ OWNED ☐ SCHEDULED ☐ AUTOS ONLY ☐ AUTOS ☐ HIRED ☐ NON-OWNED ☐ AUTOS ONLY						EACH OCCURRENCE \$ AGGREGATE \$
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in WA) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	AWWCKS3157822023 AWWCKS3157822023	2/12/2023 2/12/2023	2/12/2024 2/12/2024	X PER STATUTE OTH- ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Officer/Members excluded from Work Comp: Maura Gathors

Work Comp - Florida, Mississippi, Oklahoma, Oregon, Kansas, Georgia, North Carolina, Texas, Indiana.

CERTIFICATE HOLDER

EVIDENCE OF INSURANCE
FOR BIDDING PURPOSES ONLY.
CTC DISASTER RESPONSE INC.

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Brian A. Smith

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ACORD 25 (2016/03)

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CUSTTRE-03

DROWE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Peoples Insurance Group 1415 SW Topeka Blvd Topeka, KS 66612	CONTACT NAME: Derek Rowe PHONE (AC, Mo, Ext): (785) 271-8097 FAX (AC, Mo): EMAIL: drowe@peoplesinsure.com
INSURED CTC Disaster Response, Inc. 6021 SW 29th St. PMB #130 Topeka, KS 66614	INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Specialty Underwriters Ins Co 13037 INSURER B: Cincinnati Insurance Company 10677 INSURER C: Evanston Insurance Company 35378 INSURER D: INSURER E: INSURER F:

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
USER	TYPE OF INSURANCE	ADDITIONAL	POLICY NUMBER	POLICY EFF	POLICY EXP
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PER ☐ LOC ☐ OTHER		CSU 0203789	2/14/2023	2/14/2024
					LIMITS EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOD AGG \$ 2,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-SCHEDULED AUTOS		EBA 0677479	2/14/2023	2/14/2024
					COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$		ENP 0677479	2/14/2023	2/14/2024
					EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in WI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A		
A	Excess Liability-GL		CSU 0203791	2/14/2023	2/14/2024
C	Pollution Liability		CPLMOL115336	2/14/2023	2/14/2024
					Limit 5,000,000 Limit 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
LIR Equipment Coverage - \$420,000

CERTIFICATE HOLDER	CANCELLATION
Insured Copy For Informational Purposes Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

ACORD 25 (2018/03)

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W-9 FORM

Form **W-9**
(Rev. 02/10/2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Custom Tree Care, Inc.

2 Business name/disregarded entity name, if different from above
CTC Disaster Response, Inc.

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. **Check only one of the following seven boxes.**

☐ Individual/sole proprietor or single-member LLC

☒ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
6021 SW 29th St. PMB#130

6 City, state, and ZIP code
Topeka, KS 66614

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

4 8 - 1 2 4 5 9 6 8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Date ▶ **1/20/2023**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Cal. No. 10231X

Form W-9 (Rev. 10-2018)



AFFIRMATIVE ACTION PLAN

Policy Statement

It is the policy of CTC that disadvantaged businesses, as defined by 49 CFR Part 26, Subpart D and implemented under Rule Chapter 14-78, F.A.C., shall have the opportunity to participate as subcontractors. Suppliers and other required personnel on all contracts awarded by our Contracting Partners

The requirements of Rule Chapter 14-78, F.A.C., shall apply to all contracts entered into between the contracting agency and CTC, Inc. unless otherwise designated in the signed contract. Subcontractors and/or suppliers to CTC, Inc. will also be bound by the requirements of Rule Chapter 14-78 F.A.C.

CTC, Inc., and its subcontractors shall take all necessary and reasonable steps in accordance with Chapter 14-78, F.A.C., to ensure that disadvantaged businesses can compete and perform work contracted.

CTC, Inc., and its subcontractors shall not discriminate based on race, color, religion, national origin, disability, sex or in the administration of contracts.

CTC, Inc. has designated and appointed a Liaison Officer to develop, maintain and monitor the DBE Affirmative Action Plan implementation. The Liaison Officer will be responsible for disseminating this policy statement throughout CTC, Inc. and to disadvantaged controlled businesses. The statement is posted on notice boards of the company.

Greg Gathers, President

CTC Disaster Response, Inc.
6021 SW 29th St. PMB #130
Topeka, KS 66614
(785) 478-9805

I. DESIGNATION OF LIAISON OFFICER



CTC, Inc. will aggressively recruit disadvantaged businesses as subcontractors and suppliers for all contracts with the Florida Department of Transportation. A Liaison Officer has been appointed to develop and maintain this Affirmative Plan in accordance with the requirements of Rule Chapter 14-78, F.A.C.

The Liaison Officer will have primary responsibility for developing, maintaining, and monitoring CTC, Inc. the Company's utilization of disadvantaged subcontractors in addition to the following specific duties:

- 1) The Liaison Officer shall aggressively solicit bids from disadvantaged business subcontractors for all governmental contracts.
- 2) The Liaison Officer will submit all records, reports, and documents required by the governmental agencies, and shall maintain such records for a period of not less than three years, or as directed by any specific contractual requirements of the individual governmental agencies.
- 3) The following individual has been designated Liaison Officer with responsibility for implementing CTC, Inc. affirmative action program in accordance with the requirements of local, state and Federal government agency contracts.

II. AFFIRMATIVE ACTION METHODS

To formulate a realistic Affirmative Action Plan, CTC, Inc. has first identified the following known barriers to participation by disadvantaged subcontractors. These barriers are:

- 1) Lack of qualified disadvantaged subcontractors in our specific geographical areas of work.
- 2) Lack of certified disadvantage subcontractors who seek to perform under specified contracts.
- 3) Lack of interest in performing under specified contracts.
- 4) Lack of response when requested to bid.
- 5) Limited knowledge of the specified governmental contracts plans and specifications to prepare a responsible bid.

In view of the barriers to disadvantaged businesses stated above, it shall be the policy of CTC, Inc. to provide opportunity by utilizing the following affirmative action methods to ensure participation on the contracts with the various and individual governmental contracts. CTC, Inc. will:

- 1) Provide written notice to all certified DBE subcontractors in the geographical area where the work is to be subcontracted.
- 2) Advertise in minority focused media concerning subcontract opportunities with the Company.
- 3) Select portions of the work to be performed by DBEs in order to increase the likelihood of meeting contract goals (including, where appropriate, breaking down contracts into economically feasible units to facilitate DBE participation);
- 4) Provide adequate information about the plans, specifications, and requirements of the contract, not rejecting subcontractors without sound reasons based on a thorough investigation of their capabilities.
- 5) Waive requirements of performance bonds where it is practical to do so.



- 6) Attending pre-bid meetings held by the governmental contracting agency to apprise disadvantaged subcontractors of opportunities with the Company.
- 7) Follow up on initial solicitations of interest to DBE subcontractors to determine with certainty whether the company is interested in the subcontract opportunity.

CTC, Inc. understands that this list of affirmative action methods is not exhaustive and will include additional approaches after having established familiarity with the disadvantaged subcontracting community and/or determined the stated approaches to be ineffective.

III. IMPLEMENTATION

On contracts with specific DBE goals, CTC, Inc. will make every effort to meet contract goals as stated by utilizing its affirmative action methods. On projects with no specific goals, CTC will, as an expression of good faith, seek to utilize DBE subcontractors where work is to be subcontracted.

IV. REPORTING

- 1) CTC, Inc. shall keep and maintain such records as are necessary to illustrate and demonstrate compliance with its' DBE Affirmative Action Plan.
- 2) CTC, Inc. will design its record keeping system to indicate:
- 3) The number of DBE subcontractors and suppliers used, including items of work, materials and services provided.
- 4) The efforts and progress being made in obtaining DBE subcontractors through local and community sources.
- 5) Documentation of all contracts, to include correspondence, telephone calls, newspaper advertisements, etc., to obtain DBE participation on all governmental agencies' projects.
- 6) CTC, Inc. shall comply with any governmental agencies' requirements regarding payments to subcontractors including DBEs for each month (estimate period) in which the companies have worked.

V. DBE DIRECTORIES

CTC, Inc. will utilize the DBE Directory published by each governmental agency for that specific city, state, county and/or region, including agencies such as Natural Resources Conservation Service, State Departments of Transportation, and other required agencies.

CTC, Inc. will distribute Form Number 275-030-01, Schedule A Certification Form Number 1, to potential DBE contractors and assist in their completion.

INDUSTRY ASSOCIATION MEMBERSHIPS

Current Industry Association Memberships

Arkansas Emergency Management Association

<http://www.arkansas-ema.org>

Better Business Bureau

<http://www.bbb.org>

Emergency Management Association of Texas

<http://www.emat-tx.org>

Florida Emergency Preparedness Association

<http://www.fepabeta.org>

International Association of Emergency Managers

<http://iaem.com>

International Society of Arboriculture

<http://www.isa-arbor.com>

Iowa Emergency Management Association

<http://iowaema.com>

Kansas Emergency Management Association

<http://www.kema.org>

Louisiana Emergency Preparedness Association

<http://lepa.org>

Missouri Emergency Management Association

<http://www.mo-ema.org>

National Emergency Management Association

<http://www.nemaweb.org>

North Carolina Emergency Management Association

<http://www.ncema.net>

Oklahoma Emergency Management Association

<http://www.oema.us>

South Carolina Emergency Management Association

<http://www.scemaonline.org>

Tree Care Industry Association

<http://tcia.org>

Virginia Emergency Management Association

<http://www.vemaweb.org>

LETTERS OF RECOMMENDATION



CITY OF THE VILLAGE

2304 MANCHESTER DR.
THE VILLAGE, OK 73120-3729
PHONE (405) 751-8861 V/TDD
FAX 748-7352 - EMAIL city_hall@thevillageok.org

OFFICE OF THE CITY MANAGER
BRUCE K. STONE

March 18, 2021

Lisa Johnson
Custom Tree Care, Inc.
6021 SW 29th Street, PMB 130
Topeka, KS 66614

Re: Letter of Recommendation

Dear Ms. Johnson:

It is my pleasure to offer this letter of recommendation for your company. Custom Tree Care performed storm debris removal services for the City of The Village after a devastating ice storm in October 2020. Your crews were extremely knowledgeable of FEMA requirements, had excellent equipment and did a professional job. Although we certainly would not be excited about cleaning up after another disaster, we would not hesitate to hire your company to get the job done.

Sincerely,


Bruce K. Stone,
City Manager

TOWN OF CEDAR POINT

Mayor
Scott Hatsell

Mayor Pro-Tem
Pam Castellano

Board of Commissioners
John M. Nash
Pam Castellano
David Winberry
Frankie Winberry



Town Administrator
Christopher D. Seaberg

Mailing Address
PO Box 1687
427 Sherwood Avenue
Swansboro, NC 28584
Phone: 252-393-7898

www.cedarpointnc.org

December 3, 2018

Mr. Greg Gathers
Custom Tree Care, Inc.
3722 SW Spring Creek Lane
Topeka, KS 66610

Dear Mr. Gathers

Hurricane Florence left the Town of Cedar Point considerably damaged, with significant amounts of debris, both vegetative and construction. Custom Tree Care, Inc. did a great job not only getting the debris cleaned up and hauled off, but in an orderly fashion.

We appreciate the dedication and professional service that the staff of Custom Tree Care provided to the Town of Cedar Point.

Sincerely,

Jayne Calhoun
Town Clerk

Mayor David Fowler
Commissioner Steve Martin
Commissioner Mike Kling
Commissioner Charlie Evans



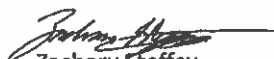
102 Dolphin Street
Cape Carteret, NC 28584

Mayor Pro Tem Minnie Truax
Commissioner Don Miller
Town Manager Zachary Steffey
Attorney Brett DeSelms

February 18, 2019

To Whom It May Concern:

Custom Tree Care was mobilized to the Town of Cape Carteret following Hurricane Florence to provide vegetative and C&D debris removal. We were pleased with the speed at which Custom Tree Care mobilized and their willingness to work with the Town to get the debris removed in an expeditious manner. Custom Tree Care demonstrated a commitment to making sure that the Town and our citizens were pleased with the debris removal process and they addressed all issues in a timely manner. We would recommend Custom Tree Care to any client looking for prompt and professional debris removal services.


Zachary Steffey
Town Manager

William Blair, III
Mayor

Elizabeth King
Alderman

Ken Dull
Alderman



Daryl Mills
Mayor Pro Tem

Hank Miller
Alderman

Tim Owens
Town Manager

TOWN OF WRIGHTSVILLE BEACH

Post Office Box 626
321 Causeway Drive
Wrightsville Beach, North Carolina 28480
(910)239-1700
FAX (910)256-7910

January 30, 2019

Greg Gathers
Custom Tree Care
6021 SW 29th Street, PMB 130
Topeka, Kansas PMB 130

Dear Mr. Gathers,

Custom Tree Care, Inc. did an outstanding job of clearing the Town of debris associated with Hurricane Florence. The response time was extremely fast and the work was completed quickly. Custom Tree Care Staff were accessible and easy to work with even during the busiest of times. All of the sub-contractors that worked on the job did a remarkable job given the limited space allowed to get the work done.

In addition, the Town originally thought that the services of Custom Tree Care, Inc. would be needed for assistance with the initial clearing of debris from roads. When called, Custom Tree Care, Inc. was prepared to respond quickly. I appreciate all of the hard work by Custom Tree Care, Inc. that allowed us to begin the recovery process. If needed, I would recommend Custom Tree Care, Inc. to other governmental entities for disaster recovery work.

Sincerely,

Timothy W. Owens
Town Manager



TOWN of BELVILLE

Incorporated 1977

63 River Road
Belville, NC 28451

Telephone (910) 371-2456
Fax (910) 371-2474

FEBRUARY 20, 2019

TO WHOM IT MAY CONCERN:

THE TOWN OF BELVILLE RECOMMENDS CUSTOM TREE CARE AS A REPUTABLE COMPANY THAT PERFORMS WITH EXCELLENCE. CUSTOM TREE CARE HAS CONDUCTED DEBRIS REMOVAL OPERATIONS FOR THE TOWN AFTER STORM EVENTS AND THEIR CREWS CONTINUE TO IMPRESS OUR STAFF WITH THEIR HIGH REGARD FOR SAFETY AND ACCOUNTABILITY WHILE COMPLETING THE TASKS THAT ARE ASSIGNED.

WE LOOK FORWARD TO A CONTINUED PARTNERSHIP WITH THEIR COMPANY TO ASSIST THE TOWN WITH THE RESPONSE AND RECOVERY PHASE OF NATURAL DISASTERS.

SINCERELY,

ATHINA WILLIAMS, TOWN ADMINISTRATOR

AW



WAYNECOUNTY
NORTH CAROLINA
Phone: (919) 731-1417
Fax (919) 731-1388

March 14, 2019

To Whom It May Concern:

It is my privilege to write this letter of reference for Custom Tree Care. We starting doing business with Custom Tree Care In 2016 and have been working with them ever since. I learned very quickly that the employees with Custom Tree Care are thoughtful, highly regarded and very good at what they do. They have earned the admiration of people that were fortunate enough to work with them.

I would recommend them for any debris removal project.

Sincerely,

Noelle Woods
Purchasing Manager
County of Wayne

THE GOOD LIFE. GROWN HERE.

WAYNE COUNTY FINANCE OFFICE
PO BOX 227
GOLDSBORO, NC 27533



City of Goldsboro
1601 Clingman Street
Goldsboro, NC 27533
919.734.8674
www.goldsboronc.gov

"Getting DIRTY so the City Can Shine!"



Letter of Reference

Greg,

I just wanted to pass on our thanks and appreciation for working with us and the citizens of Goldsboro during our recovery efforts after hurricane Matthew. Your staff was extremely accommodating and willing to work with us at every level to ensure debris was collected and removed as expediently as possible from within our City.

Your flexibility and willingness to continue to haul vegetative debris, even weeks after being awarded a separate contract to haul C & D debris, allowed us time to ensure all vegetative debris was collected and hauled away.

It was a pleasure doing business with you I would definitely recommend Custom Tree Care for future services.

Respectfully,

A handwritten signature in black ink, appearing to read "Richard E.A. Fletcher III".

Richard E.A. Fletcher III
Interim Public Works Director
City of Goldsboro, NC



November 28, 2017

RE: Recommendation Letter for Custom Tree Care, Inc.

Town Council

Jordan W. Leonard
Mayor

Stephanie Bruder
Vice Mayor

Joshua D. Fuller
Council Member

Kelly Reid
Council Member

Isaac Salver
Council Member

Elizabeth Tricoche
Council Member

Robert Yaffe
Council Member

Town Officials

Ronald J. Wasson
Town Manager

Marlene M. Siegel
Town Clerk

Craig B. Sherman
Town Attorney

To whom it may concern:

It is with great pleasure that I write this letter of recommendation for Custom Tree Care, Inc. (CTC).

The Town contracted with CTC for Disaster Debris Management Services in June of this year at the beginning of Hurricane Season. Three months later, Hurricane Irma came through South Florida and the Town quickly called upon CTC for help. CTC arrived on site prior to the hurricane and remained on site until the cleanup was complete. Their crews began cutting up and cleaning up debris immediately following the storm and did not stop until the cleanup efforts were completed in less than 3 weeks. The debris was then grinded down and hauled off to the landfill, with the final load being hauled on October 17, 2017. Needless to say, CTC was remarkably responsive and thorough in completing post hurricane cleanup operations.

In addition to their incredible cleanup efforts, CTC and their staff are extremely knowledgeable with the FEMA guidelines and required documentation. They provided the Town with all of the documents required for federal assistance in a neat and orderly manner. During their first field visit, the FEMA representative received all of the information required and our request for reimbursement is currently being processed.

Greg and his crew at CTC are extremely professional, competent, courteous and are truly a pleasure to work with. Hiring CTC is, without question, the best decision that I have ever made.

If you need any additional information, please do not hesitate to contact me at 305-866-6241 or at jjimenez@bayharborislands-fl.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "J.C. Jimenez", written over a circular blue stamp or seal.

J.C. Jimenez
Assistant Town Manager

MAYOR JOSEPH J. GARDNER GOVERNMENT CENTER

9665 Bay Harbor Terrace • Bay Harbor Islands, FL 33154 • Tel: (305) 866-6241 • Fax: (305) 866-4863 • www.bayharborislands-fl.gov



SOUTH BROWARD DRAINAGE DISTRICT

March 19, 2018

To Whom It May Concern

RE: LETTER OF REFERENCE FOR CUSTOM TREE CARE, INC.

To Whom It May Concern:

Please be advised that Custom Tree Care, Inc. provided contract services to South Broward Drainage District (SBDD) for Hurricane Irma debris removal and disposal.

Custom Tree Care, Inc. assisted SBDD in the removal of Hurricane Irma debris (trees and vegetation) from within water bodies at approximately 100 locations throughout SBDD's jurisdictional boundaries. In addition, Custom Tree Care, Inc. loaded and hauled 1,110 Cubic Yards (CY) of stockpiled debris from SBDD's Disaster Debris Management Site (DDMS) to the Broward County landfill approximately 30 miles away.

Custom Tree Care, Inc. performed all of its work in accordance with the terms and conditions of the contract with SBDD.

If you have any questions or require any additional information regarding this letter of reference, please call.

Sincerely,

SOUTH BROWARD DRAINAGE DISTRICT

Kevin M. Hart, P.E., CFM
District Director

6591 Southwest 160 Avenue • Southwest Ranches, Florida 33331 • Telephone: 954-680-3337 • Fax: 954-680-3339



City of West Park
1965 South State Road 7
West Park, FL 33023
Phone: 954-989-2688
Fax: 954-989-2684

www.cityofwestpark.org

Eric H. Jones, Jr.
Mayor

...

Brian C. Johnson
Vice-Mayor

...

Felicia M. Brunson
Commissioner

...

Thomas W. Dorsett
Commissioner

...

Kristine Judek
Commissioner

...

W. Ajibola Balogun
Administrator

...

Alexandra Grant
Clerk

March 27, 2018

Subject: Custom Tree Care, Letter of Reference

To whom it may concern:

The subject vendor is currently one (1) of our contracted emergency debris collectors/haulers and played an instrumental part with our recovery during the Hurricane Irma event, here in Broward County, during fall of 2017. Their staff is responsive to our needs and professional while performing contracted duties. We hold no reservation as to recommending C.T.C. to fellow colleagues and plan to utilize their expertise in the near future.

If you have any question and/or concerns please contact me at 954-964-0284.

Sincerely,

Daniel Millien
Public Works Operations Manager



WITT|O'BRIEN'S
a SEACOR company

TO WHOM IT MAY CONCERN:

Please accept this letter of recommendation for Custom Tree Care, Inc.

Witt O'Briens had the pleasure of working alongside Custom Tree Care, Inc. during between (date) to (date). During that time, our prime responsibility was to monitor, document and validate all debris activities performed by the contractors.

We found Custom Tree Care, Inc to be the most professional, and safety- minded contractor we have ever worked with.

They performed all required duties in a timely manner, utilizing the best maintained equipment for the purpose.

The required documentation provided to us exceeded what we have experienced in the past. Thereby, allowing the contracting agency to receiving federal, state and other compensation in a most expedient manner.

We feel that, although Custom Tree Care, Inc. may not be the largest or the oldest in the emergency recovery business they are by far one of the best in the business.

Therefore, we are happy to give a full recommendation on their services.

Please contact Ryan Booth at 251-509-6923 or rbooth@wittobriens.com for further information.

Sincerely,

Ryan Booth
Debris Operations Specialist
Witt O'Briens

818 Town & Country, Suite 200, Houston, TX 77024 20005 | t. +1 (281) 320-9796 f. +1 (281) 320-9700 | www.wittobriens.com



SUBMITTAL OF REQUIRED FORMS

City of Junction City, Kansas



NOTICE INVITING PROPOSALS FOR MULCHING AND CLEARING TREES

BID NO. – PR 24-002

**Date Issued:
February 21, 2024**

**Response Deadline:
March 1, 2024 at 1:00 P.M. CDT**

Bid Objectives

This RFP addresses the City of Junction City's desire to contract to mulch and remove numerous trees/brush located Helland Park/Rucker Road bridge, located at Helland Park, Junction City, KS. A **mandatory pre-bid meeting** will be held on February 26, 2024 at Helland Park, located on Rucker Road, Junction City, KS at 1:00P.M. Removal of trees/brush/undergrowth in the area identified in the map located at the bottom of this document.

Bids must meet the following objectives

1. It is required the bidder be a licensed contractor.
2. Submittal of three (3) references from corporate or government customers is required in this RFP. Include names, addresses, and phone numbers.
3. Submittal of employee certifications and company certifications for providing the requested services.
4. Invoice shall be submitted to the City of Junction City Parks and Recreation Department after successful completion of work with payments to be due thirty (30) days of receipt of invoice.
5. Do you offer any warranty coverage for your services? If so, list what type of warranty coverage you offer.
6. List specialized equipment available to provide the applications specified in this RFP.
7. List all other related services that your business/company provides.
8. The contractor shall be responsible for visiting the project site to verify existing conditions to determine the cost considerations required to complete the work requested.

Scope of work

- Clear and mulch numerous trees/brush/undergrowth located Helland Park
- This is a mulching project, therefore, stumps of any trees must be left at ground level, with no protruding stumps, stalks, or heavy limbs in order for site to be walked upon without risk
 - Must mulch trees, heavy vegetation, and undergrowth
 - Includes standing and fallen down trees and vegetation
 - Includes clearing and removal of material
 - Include all associated costs (materials, labor, travel, etc.)

Queries and Primary Contact Person

All inquires about this RFP must be made in written form, via U.S. Postal Service, Facsimile, or email, to the primary point of contact for response by February 28, 2024

Name: Joshua Gray
Address: 2307 N. Jackson St.
Email: joshua.gray@jcks.com
Phone: 785-210-4006

Responses to questions or comments provided by any other person, employee, or City office concerning the RFP will not be valid and will not bind the City of Junction City. All inquiries for information and responses will be available for review by all respondents.

Term of Contract

Bid proposal must be submitted which includes a fixed price for the requested service(s)

Insurance and Indemnification Requirements

- 1) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Vendor.
- 2) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Workmen Compensation Insurance meeting established statutory requirements.

Proposal Schedule

	Date	Action
1.	February 21, 2024	RFP released.
2.	March 1, 2024	Sealed Bids Due by 1:00 P.M. CDT Public Bid Opening 1:00 P.M.
3.	March 19, 2024	Bid Awarded by City Commission

Deadline for Proposals

A sealed bid must be received by the City of Junction City Kansas, at the City Clerks Office 700 N Jefferson Junction City, KS 66441, not later than 1:00 P.M. CDT on March 1, 2024.

The sealed bid package should be clearly marked as follows:

PROPOSAL FOR: TREE MULCHING AND REMOVAL
BID NO. - PR 24-001
ATTENTION: Tammy Melton City Clerk

Proposals and all conditions therein shall remain effective for at least sixty (60) days from proposal submission date. A complete response to the RFP should contain two (2) original copies.

Proposal Correction or Withdrawal of Proposal Prior to Opening

Any proposal may be withdrawn or modified by written request of the bidder provided such request is received by the City of Junction City by the deadline and at the address given above and the RFP has not been opened and read aloud. Modifications received after the due date and time will not be allowed. Modifications or corrections of proposals may be made by means of facsimile or other written communications, provided such modifications or corrections are received by the City prior to the closing time set for receiving proposals. Each correction to proposals must be clearly marked and initialed by the bidder.

The City of Junction City or its representatives reserve the right at any time to request clarification from any or all individuals or entities submitting a proposal.

Proposal Deposition

All materials submitted in response to this RFP will become property of the City of Junction City and will become public record after the proposals are opened and read. The City will not be responsible or liable in any way for any losses that the bidder may suffer from the disclosure of information or materials to third parties.

Non-Standard Forms

Proposals which are not submitted on the forms provided by the City of Junction City or do not adequately address the provisions of this RFP document will be rejected. A proposal in which omissions occur or which has been conditioned by the bidder in a manner that is unacceptable to the City of Junction City will be rejected. Corrections may be made until the proposal opening date, March 1, 2024 at 1:00 P.M. CDT. No corrections may be made subsequent to proposal opening.

Acceptance or Rejection of Proposals

The City of Junction City reserves the following rights and options:

- To accept the proposal that is the lowest and or the best proposal for the City of Junction City.
- To reject any and all non-responsive proposals.
- To reject any incomplete proposals.
- To reject all proposals without cause.
- To issue subsequent requests for new proposals.
- To discontinue its negotiations after commencing negotiations with a finalist, if progress is unsatisfactory, and commence discussions with another bidder.
- To exercise local vendor preference as outlined in Junction City Fiscal Policy dated October 18 2011

Bidder's Responsibility for Costs

The City of Junction City will not reimburse any Bidder for any costs involved in the preparation and submission of its proposal, or in contract negotiations. Bidders are responsible for all costs associated with preparing and submitting the RFP.

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Two (2) original copies of the completed bid sheet.

Bid Sheet

Company Name CTC DISASTER RESPONSE, INC.

Address 6021 SW 29th ST. PMB 130
TOPEKA, KS 66614

Phone Number 785-478-9805

Principal: GREG GATHERS

Title: PRESIDENT

Total Bid Amount \$ 8,475⁰⁰

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment,
anticipated date of project completion.

**Helland Park Mulching Project Area
Rucker Road Bridge**



**Helland Park Mulching Project Area
Rucker Road Bridge Angle #2**



City of Junction City

City Commission

Agenda Memo

19 March, 2024

From: Joshua Gray, Parks & Recreation Director
To: Allen Dinkel, City Manager, and City Commission
Subject: **Concessions Structure at Rathert Stadium**

Objective: Construction of a Concessions Building at Rathert Stadium

Explanation of Issue: The current concession pavilion structure at Rathert Stadium needs replacement. The current structure is aging, open to the weather, and is unable to be locked. Currently, the concessions equipment must be moved and put back away for every game. This new building creates a permanent concession building with the required power and water to operate registers and concession equipment and can be locked.

Advertisement for bids was published in The Daily Union on February 21, 2024, and the request for bids was posted on the City website. A mandatory pre-bid meeting was held on February 26, 2024. Sealed bids were accepted until March 1, 2024. The City received three (3) bids. DM Construction and Remodeling at \$117,370.01, JC Seamless Guttering at \$152,320.00, and Ben Kitchens Painting Company at \$158,680.00. DM Construction was the lowest bidder at \$117,370.01.

DM Construction and Remodeling at \$117,370.01

JC Seamless Guttering at \$152,320.00

Ben Kitchens Painting Company at \$158,680.00

Budget Impact: This will be paid for out of the Parks and Recreation budget.

Alternatives:

1. Approve, Disapprove, Modify, Table

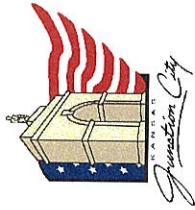
Recommendation: City Staff recommends approval to award the construction of a concessions building at Rathert Stadium to DM Construction and Remodeling in the amount of \$117, 370.01.

Enclosures: Bid Packet

City of Junction City

City Clerk's Office

March 1, 2024



Parks & Recreation Department

Closing Time: 1:00 pm

Concession Building at Rathert Stadium

No.	Direct Solicited	Bidder	Local Vendor	Bid Bond	Performance Bond	Size	Signed Bid	Bid Amount	Bid Rank
1.		DW Construction & Remodeling	Milford					\$117,370.01	
2.		JC Seamless Guttering	JC					\$152,320.00	
3.		Bens Kitchen Panting Co. Inc.	JC					\$158,680.00	
4.									
5.									
6.									
7.									
8.									
9.									
10.									

Junction City

Monday, February 26, 2024

[illegible]

City of Junction City, Kansas



NOTICE INVITING PROPOSALS FOR CONSTRUCTION OF CONCESSIONS STRUCTURE

BID NO. – PR 24-001

**Date Issued:
February 21, 2024**

**Response Deadline:
March 1, 2024 at 1:00 P.M. CDT**

Queries and Primary Contact Person

All inquires about this RFP must be made in written form, via U.S. Postal Service, Facsimile, or email, to the primary point of contact for response by February 28, 2024

Name: Joshua Gray
Address: 2307 N. Jackson St.
Email: joshua.gray@jcks.com
Phone: 785-210-4006

Responses to questions or comments provided by any other person, employee, or City office concerning the RFP will not be valid and will not bind the City of Junction City. All inquiries for information and responses will be available for review by all respondents.

Term of Contract

Bid proposal must be submitted which includes a fixed price for the requested service(s)

Insurance and Indemnification Requirements

- 1) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Vendor.
- 2) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Workmen Compensation Insurance meeting established statutory requirements.

Proposal Schedule

	Date	Action
1.	February 21, 2024	RFP released.
2.	March 1, 2024	Sealed Bids Due by 1:00 P.M. CDT Public Bid Opening 1:00 P.M.
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Deadline for Proposals

- To reject all proposals without cause.
- To issue subsequent requests for new proposals.
- To discontinue its negotiations after commencing negotiations with a finalist, if progress is unsatisfactory, and commence discussions with another bidder.
- To exercise local vendor preference as outlined in Junction City Fiscal Policy dated October 18 2011

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Vendor Viability

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The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Two (2) original copies of the completed bid sheet.

Bid Sheet

Company Name DM Construction & Remodeling inc.

Address 3013 Rolling Meadows Ln.

Milford KS 66514

Phone Number 785-307-2869

Principal: Derrick Melton

DM Construction & Remodeling

316 S Kaw Dr. Junction City, KS 66441
785-307-2809
derrickmeltonconstruction@gmail.com

Client: CITY OF JUNCTION CITY, RATHERT STADIUM
Business: 900 W 13TH ST
JUNCTION CITY, KS 66441

Operator: DERRICKM

Estimator: Derrick Melton
Company: DM Construction & Remodeling INC.
Business: 3013 Rolling Meadows Ln.
Milford, KS 66514

Business: (785) 307-2809
E-mail: derrickmeltonconstruction@gmail.com

Type of Estimate:

Date Entered: 2/27/2024

Date Assigned:

Price List: KSTO8X_FEB24

Labor Efficiency: Restoration/Service/Remodel

Estimate: 2023-04-17-1851

This estimate includes all materials, equipment and labor to complete the project.
All work completed has a 1 year workmanship warranty
Material warranties are as provided by the manufacturer

DM Construction & Remodeling

316 S Kaw Dr. Junction City, KS 66441
785-307-2809
derrickmeltonconstruction@gmail.com

CONTINUED - SERVICE AREA

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
28. Drain/Vent line - PVC pipe with fitting and hanger, 2"	60.00 LF	0.00	13.66	0.00	163.92	983.52
51. P-trap assembly - ABS (plastic)	4.00 EA	0.00	61.10	0.00	48.88	293.28
31. Batt insulation - 6" - R19 - paper / foil faced	704.00 SF	0.00	1.23	0.00	173.18	1,039.10
33. Blown-in cellulose insulation - 10" depth - R38	480.00 SF	0.00	1.16	0.00	111.36	668.16
34. 5/8" drywall - hung, taped, floated, ready for paint	1,184.00 SF	0.00	2.65	0.00	627.52	3,765.12
36. Seal/prime then paint the walls twice (3 coats)	704.00 SF	0.00	1.37	0.00	192.90	1,157.38
38. R&R Siding trim - 1" x 4" hardboard trim board	176.00 LF	0.38	6.00	0.00	224.58	1,347.46
40. Countertop - Granite or Marble	80.00 SF	0.00	78.13	0.00	1,250.08	7,500.48
48. Sink - trough style - Commercial	3.00 EA	0.00	1,891.43	0.00	1,134.86	6,809.15
49. Sink - trough style - Commercial	1.00 EA	0.00	1,891.43	0.00	378.28	2,269.71
57. Water heater - 6 gallon - Electric	1.00 EA	0.00	789.48	0.00	157.90	947.38
65. Cabinetry - lower (base) units	36.00 LF	0.00	244.55	0.00	1,760.76	10,564.56
66. Cabinetry - upper (wall) units	10.00 LF	0.00	160.06	0.00	320.12	1,920.72
Totals: SERVICE AREA				0.00	9,493.10	56,958.62
Total: Main Level				0.00	13,989.00	83,934.01

Exterior



Ext_Surfaces

594.00 SF Walls
594.00 SF Walls & Ceiling
66.00 LF Floor Perimeter

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
15. Doors (Bid Item)	1.00 EA	0.00	9,949.62	0.00	1,989.92	11,939.54
3 Roll up doors						
16. Exterior door - double - metal - insul. - flush or panel	1.00 EA	0.00	643.40	0.00	128.68	772.08
18. Lockset - keyed - Heavy duty - Commercial grade	2.00 EA	0.00	254.26	0.00	101.70	610.22
53. Steel door, 4' x 7'	1.00 EA	0.00	650.48	0.00	130.10	780.58
2023-04-17-1851					2/27/2024	Page: 3

DM Construction & Remodeling

316 S Kaw Dr. Junction City, KS 66441
785-307-2809
derrickmeltonconstruction@gmail.com

Line Item Totals: 2023-04-17-1851	0.00	19,561.70	117,370.01
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Grand Total Areas:

1,298.00 SF Walls	480.00 SF Ceiling	1,778.00 SF Walls and Ceiling
480.00 SF Floor	53.33 SY Flooring	154.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	88.00 LF Ceil. Perimeter
480.00 Floor Area	509.78 Total Area	704.00 Interior Wall Area
1,697.66 Exterior Wall Area	156.67 Exterior Perimeter of Walls	
459.09 Surface Area	4.59 Number of Squares	129.45 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	

DM Construction & Remodeling

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Recap of Taxes, Overhead and Profit

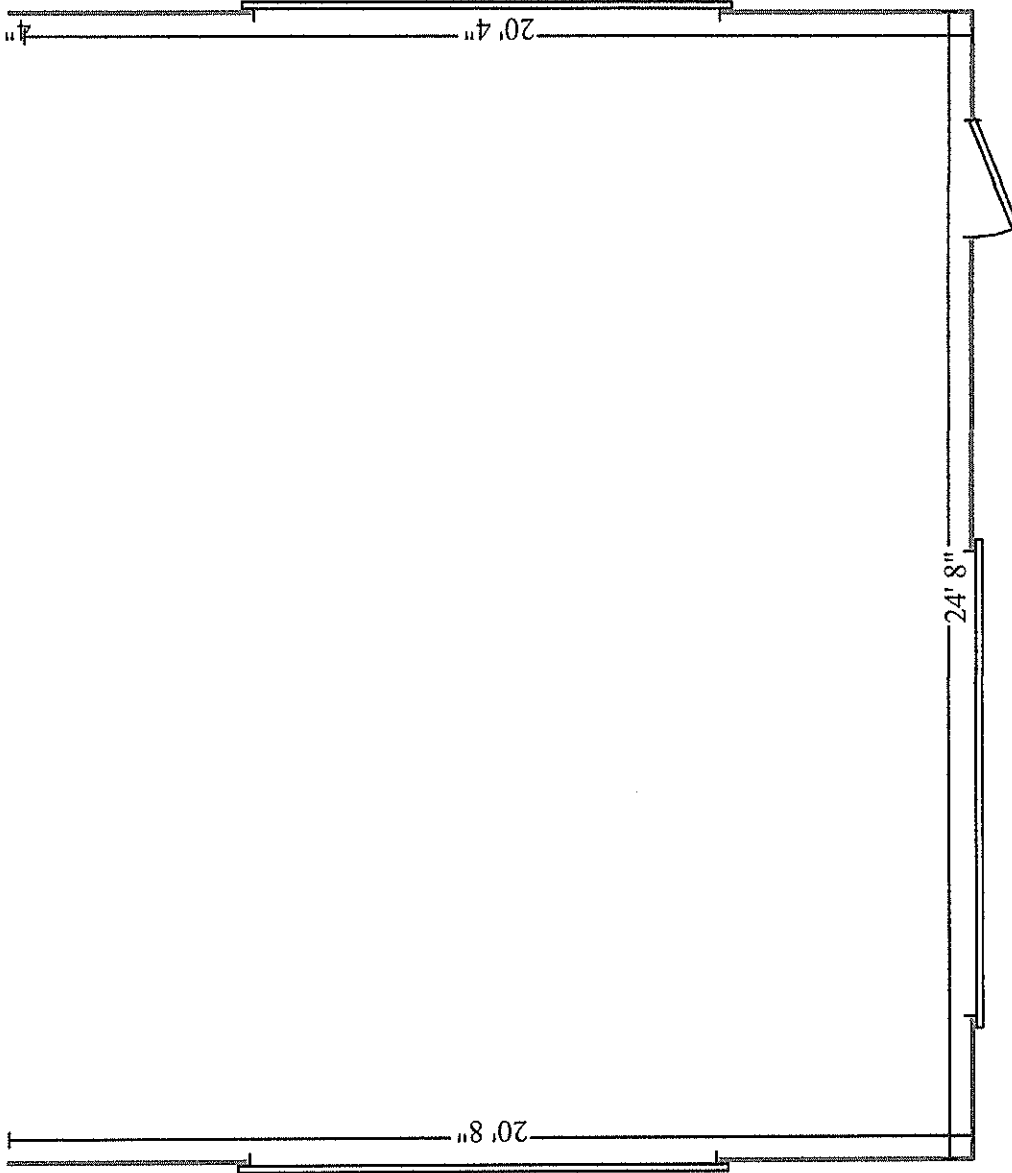
	Overhead (10%)	Profit (10%)
Line Items	9,780.85	9,780.85
Total	9,780.85	9,780.85

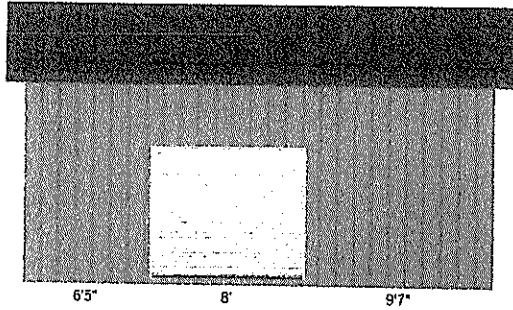
DM Construction & Remodeling

316 S Kaw Dr. Junction City, KS 66441
785-307-2809
derrickmeltonconstruction@gmail.com

Recap by Category

O&P Items	Total	%
CABINETRY	16,654.80	14.19%
CONCRETE & ASPHALT	5,109.84	4.35%
GENERAL DEMOLITION	7,027.21	5.99%
DOORS	11,642.08	9.92%
DRYWALL	3,137.60	2.67%
ELECTRICAL	10,000.00	8.52%
EXCAVATION	488.00	0.42%
FINISH HARDWARE	616.87	0.53%
INSULATION	1,422.72	1.21%
LIGHT FIXTURES	3,104.12	2.64%
METAL STRUCTURES & COMPONENTS	19,906.23	16.96%
PLUMBING	11,633.54	9.91%
PAINTING	1,189.74	1.01%
SIDING	2,827.20	2.41%
SOFFIT, FASCIA, & GUTTER	3,048.36	2.60%
O&P Items Subtotal	97,808.31	83.33%
Overhead	9,780.85	8.33%
Profit	9,780.85	8.33%
Total	117,370.01	100.00%

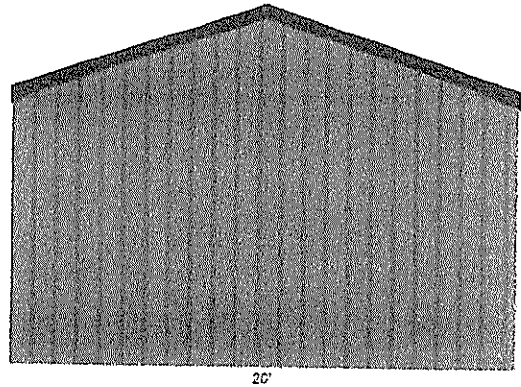




SIDEWALL C

8X7 White Corrugated Roll-Up Door

North



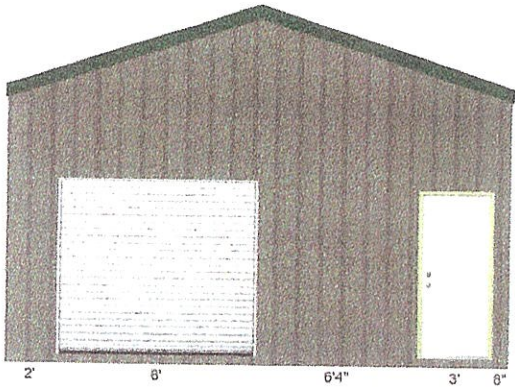
ENDWALL A

East

Dimensions

Wall Configurations

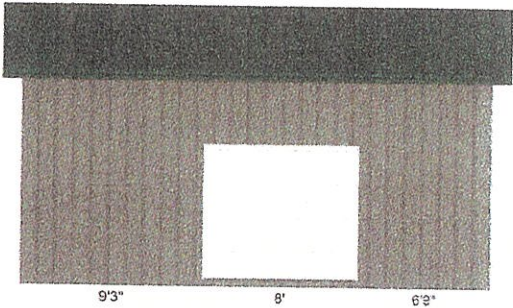
*Some items like wainscot, gutter, gable accents, are not displayed if selected.



ENDWALL B

Mastercraft® 36W x 80H Primed Steel Flush
8X7 White Corrugated Roll-Up Door

West



SIDEWALL D

8X7 White Raised Panel Extension Spring

South

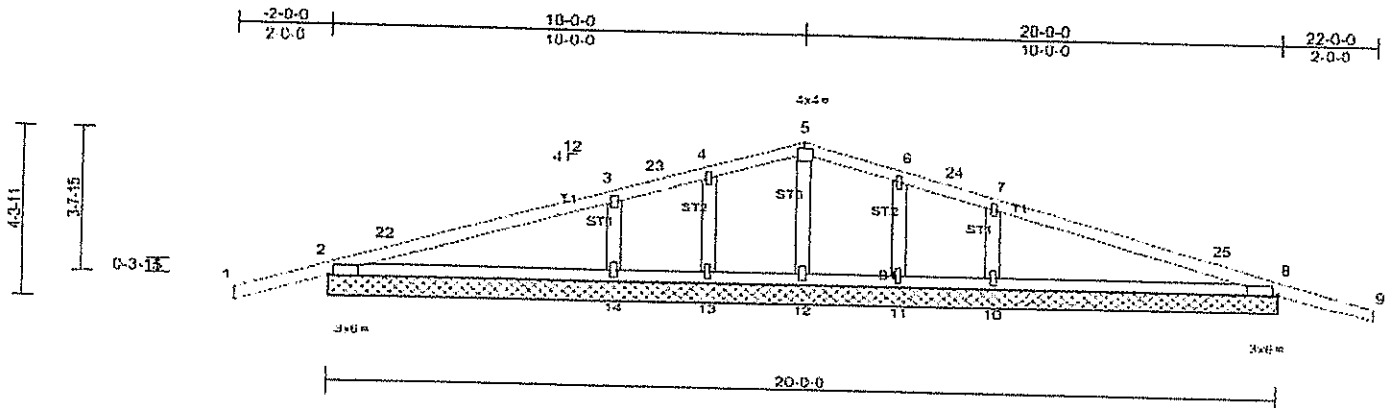
Job	Truss	Truss Type	Qty	Ply	Job Reference (optional)
QTREC0783338	C11120	COMMON	1	1	

Midwest Manufacturing, Eau Claire, WI

Run: 8:51 S Aug 11 2022 Print: 8:51 S Aug 11 2022 Mitek Industries, Inc. Wed May 03 16:43 02

D:\C\GYUTQ2NIVYV\CHKsEQHzp1-VWxdiE75x55\Iv8B\truss\Dr602\JtrvER3ShvAcork64N

Page: 1



Scale = 1/4" = 1'

Plate Offsets (X, Y): {2'-0"-1'-0"-0"-2"}, {8'-0"-1'-6"-0"-2"}

Loading	(psf)	Spacing	2'-0"-0"	CSI		DEFL	m	(in)	Ident	Lid	PLATES	GRIP
TCLL (roof)	42.0	Plate Gnp DOL	1.15	TC	0.64	Ver(L/L)	n/a	-	n/a	899	MT20	107/143
Snow (Ps/Pg)	41.6/60.0	Lumber DOL	1.15	BC	0.48	Ver(CT)	n/a	-	n/a	899		
TCOL	10.0	Rep Stress Inw	YES	WB	0.11	Horz(CT)	0.00	2	n/a	n/a		
BCOL	0.0*	Code	IRC2018/TPI2014	Matrix-MS								
BCOL	10.0											

Weight: 65 lb FT = 15%

LUMBER
TOP CHORD 2x4 SPF No.2
BOT CHORD 2x4 SPF No.2
OTHERS 2x4 SPF No.2

BRACING
TOP CHORD
BOT CHORD

Structural wood sheathing directly applied or 6'-0" oc purlins.
Rigid ceiling directly applied or 10'-0" oc bracing.

Mitek recommends that Stabilizers and required cross bracing be installed during truss erection, in accordance with Stabilizer installation guide.

REACTIONS All bearings 20'-0"-0."

(lb) - Max Horiz 2=50 (LC 15), 15=50 (LC 15)
Max Uplift All uplift 100 (lb) or less at joint(s) 2, 8, 10, 11, 13, 14, 15, 19
Max Grav All reactions 250 (lb) or less at joint(s) 11, 13 except 2=630 (LC 21), 8=630 (LC 22), 10=1004 (LC 22), 12=303 (LC 2), 14=1004 (LC 21), 15=630 (LC 21), 19=630 (LC 22)

FORCES (lb) - Max. Comp./Max. Ten. - All forces 250 (lb) or less except when shown.
WEBS 3-14=772/140, 7-10=772/140

JOINT STRESS INDEX

2 = 0.83, 3 = 0.51, 4 = 0.51, 5 = 0.36, 6 = 0.51, 7 = 0.51, 8 = 0.83, 10 = 0.51, 11 = 0.51, 12 = 0.51, 13 = 0.51 and 14 = 0.51

NOTES

- Unbalanced roof live loads have been considered for this design.
- Wind: ASCE 7-16: Vult=115mph (3-second gust) Vasd=91mph: TCOL=4.2psf; BCOL=6.0psf; h=25ft; Cat II; Exp B; Enclosed, MWFRS (envelope) exterior zone and C-C Corner(3E) 2'-0" to 0'-9"-12' Exterior(2N) 0'-9"-12' to 7'-0"-0', Corner(3R) 7'-0"-0' to 13'-0"-0', Exterior(2N) 13'-0"-0' to 19'-0"-0', Corner(3E) 19'-0"-0' to 22'-0"-0' zone; cantilever left and right exposed, and vertical left and right exposed. C-C for members and forces & MWFRS for reactions shown; Lumber DOL=1.15 Plate DOL=1.15
- Truss designed for wind loads in the plane of the truss only. For trusses exposed to wind (normal to the face), see Standard Industry Gable End Details as applicable, or consult qualified building designer as per ANSI/TPI 1.
- TCLL: ASCE 7-16: Pr=42.0 psf (roof LL, Lumber DOL=1.15 Plate DOL=1.15), Plj=60.0 psf, Ps=41.6 psf (Lumber DOL=1.15 Plate DOL=1.15), Is=1.0, Rough Cat B, Fully Exp Co=0.9, Cs=1.00, Ct=1.10
- Roof design snow load has been reduced to account for slope.
- Unbalanced snow loads have been considered for this design.
- This truss has been designed for greater of min roof live load of 12.0 psf or 1.00 times flat roof load of 41.6 psf on overhangs non-concurrent with other live loads
- All plates are 1 5/8" MT20 unless otherwise indicated.
- Gable requires continuous bottom chord bearing
- Gable studs spaced at 2'-0" oc
- This truss has been designed for a 10.0 psf bottom chord live load nonconcurrent with any other live loads
- * This truss has been designed for a live load of 20 Dpsf on the bottom chord in all areas where a rectangle 3'-0" tall by 2'-0" wide will fit between the bottom chord and any other members.
- Provide mechanical connection (by others) of truss to bearing plate capable of withstanding 100 lb uplift at joint(s) 2, 8, 13, 14, 11, 10, 2, 8
- This truss is designed in accordance with the 2018 International Residential Code sections R502.11.1 and R802.10.2 and referenced standard ANSI/TPI 1.

LOAD CASE(S) Standard

Corporate/Government reference list

City Of Junction City
700 N Jefferson st.
Junction City, KS 66441
785-238-3103

Junction City Housing Authority
1202 Country Club Ln.
Junction City, KS 66441
785-238-5882

Clay County Child Care Center
314 Court St.
Clay Center, KS 67432
785-632-2159

Boyer Enterprises
312 E Chestnut St.
Junction City, KS 66441
785-226-4859

--

Thank you,

Derrick Melton
DM Construction & Remodeling
785-307-2809

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Two (2) original copies of the completed bid sheet.

Bid Sheet

Company Name JC Seamless Guttering

Address PO Box 1772

Junction City KS 66441

Phone Number 785 761 7625

Principal: Brad Chauncey

Title: General Partner

Total Bid Amount \$ 152,320.00

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment, anticipated date of project completion.

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
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Bid Sheet

Company Name JC Seamless Guttering

Address PO Box 1772
Junction City, KS 66441

Phone Number 785 761 7625

Principal: Brad Chauncey

Title: General Partner

Total Bid Amount \$ 152,320⁰⁰

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment, anticipated date of project completion.

City of Junction City, Kansas



NOTICE INVITING PROPOSALS FOR CONSTRUCTION OF CONCESSIONS STRUCTURE

BID NO. – PR 24-001

Date Issued:
February 21, 2024

Response Deadline:
March 1, 2024 at 1:00 P.M. CDT

Bid Objectives

This RFP addresses the City of Junction City's desire to contract to build a 20'x 24' floor area, 480 sq. ft. Concessions structure at Rathert Stadium, 900 W 13th St, Junction City, Kansas. A **mandatory pre-bid meeting** will be held on February 26, 2024 at Rathert Stadium, at 10:00a.m. located at 900 W 13th St, Junction City, Kansas

Bids must meet the following objectives

1. It is required the bidder be a licensed contractor.
2. Submittal of three (3) references from corporate or government customers is required in this RFP. Include names, addresses, and phone numbers.
3. Submittal of employee certifications and company certifications for providing the requested services.
4. Invoice shall be submitted to the City of Junction City Parks and Recreation Department after successful completion of work with payments to be due thirty (30) days of receipt of invoice.
5. Do you offer any warranty coverage for your services? If so, list what type of warranty coverage you offer.
6. List specialized equipment available to provide the applications specified in this RFP.
7. List all other related services that your business/company provides.
8. The contractor shall be responsible for visiting the project site to verify existing conditions to determine the cost considerations required to complete the work requested.

Scope of work

- Construct a Concessions structure at Rathert Stadium
 - Match material, look, structure, and attach to existing building. Including priming and painting of the exterior metal to match existing structure
 - Matching metal awning/overhang, with ground posts, attached to new structure running the entire North and West side
 - Roll up counter doors, 7' to 10' wide on, the North and West sides of the building with exterior concrete serving counters on each window that can be locked
 - Roll up door, 7' to 10' wide, with concrete counter on South side that can be locked.
 - Add interior door to existing structure that leads to new structure
 - Insulated 8' ceiling with two ceiling fans. Primed and painted
 - Insulated drywall walls, primed and painted
 - 1"x4" trim board along walls
 - Recessed lighting
 - Inside counters, with cabinets for storage, on the North and West side with 2 power outlets on each side of North and West windows for concessions

- equipment and point of sale systems. Outlets must be able to operate concession appliances and other equipment
- Additional power outlets: two on East wall, 1 on South wall, and 1 on North East corner
- Double insulated metal door on West side of structure
- Install three compartment commercial sink and separate hand washing only sink with necessary plumbing, drainage, and vent lines
- Include all associated costs (materials, labor, travel, electrical, plumbing etc.)
- Artist rendering of building required.
- Blueprints of the building required.
- Estimated completion date required. **Must be completed by May 15, 2024**

Queries and Primary Contact Person

All inquires about this RFP must be made in written form, via U.S. Postal Service, Facsimile, or email, to the primary point of contact for response by February 28, 2024

Name: Joshua Gray
 Address: 2307 N. Jackson St.
 Email: joshua.gray@jcks.com
 Phone: 785-210-4006

Responses to questions or comments provided by any other person, employee, or City office concerning the RFP will not be valid and will not bind the City of Junction City. All inquiries for information and responses will be available for review by all respondents.

Term of Contract

Bid proposal must be submitted which includes a fixed price for the requested service(s)

Insurance and Indemnification Requirements

- 1) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Vendor.

- 2) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Workmen Compensation Insurance meeting established statutory requirements.

Proposal Schedule

	Date	Action
1.	February 21, 2024	RFP released.
2.	March 1, 2024	Sealed Bids Due by 1:00 P.M. CDT Public Bid Opening 1:00 P.M.
3.	March 19, 2024	Bid Awarded by City Commission

Deadline for Proposals

A sealed bid must be received by the City of Junction City Kansas, at the City Clerks Office 700 N Jefferson Junction City, KS 66441, not later than 1:00 P.M. CDT on March 1, 2024.

The sealed bid package should be clearly marked as follows:

PROPOSAL FOR: CONSTRUCTION OF CONCESSION STRUCTURE

BID NO. - PR 24-001

ATTENTION: Tammy Melton City Clerk

Proposals and all conditions therein shall remain effective for at least sixty (60) days from proposal submission date. A complete response to the RFP should contain two (2) original copies.

Proposal Correction or Withdrawal of Proposal Prior to Opening

Any proposal may be withdrawn or modified by written request of the bidder provided such request is received by the City of Junction City by the deadline and at the address given above and the RFP has not been opened and read aloud. Modifications received after the due date and time will not be allowed. Modifications or corrections of proposals may be made by means of facsimile or other written communications, provided such modifications or corrections are received by the City prior to the closing time set for receiving proposals. Each correction to proposals must be clearly marked and initialed by the bidder.

The City of Junction City or its representatives reserve the right at any time to request clarification from any or all individuals or entities submitting a proposal.

Proposal Deposition

All materials submitted in response to this RFP will become property of the City of Junction City and will become public record after the proposals are opened and read. The City will not be responsible or liable in any way for any losses that the bidder may suffer from the disclosure of information or materials to third parties.

Non-Standard Forms

Proposals which are not submitted on the forms provided by the City of Junction City or do not adequately address the provisions of this RFP document will be rejected. A proposal in which omissions occur or which has been conditioned by the bidder in a manner that is unacceptable to the City of Junction City will be rejected. Corrections may be made until the proposal opening date, March 1, 2024 at 1:00 P.M. CDT. No corrections may be made subsequent to proposal opening.

Acceptance or Rejection of Proposals

The City of Junction City reserves the following rights and options:

- To accept the proposal that is the lowest and or the best proposal for the City of Junction City.
- To reject any and all non-responsive proposals.
- To reject any incomplete proposals.
- To reject all proposals without cause.
- To issue subsequent requests for new proposals.
- To discontinue its negotiations after commencing negotiations with a finalist, if progress is unsatisfactory, and commence discussions with another bidder.
- To exercise local vendor preference as outlined in Junction City Fiscal Policy dated October 18 2011

Bidder's Responsibility for Costs

The City of Junction City will not reimburse any Bidder for any costs involved in the preparation and submission of its proposal, or in contract negotiations. Bidders are responsible for all costs associated with preparing and submitting the RFP.

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.

The following documents must be attached with your bid and made a part of this proposal. Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Two (2) original copies of the completed bid sheet.

Bid Sheet

Company Name _____

Address _____

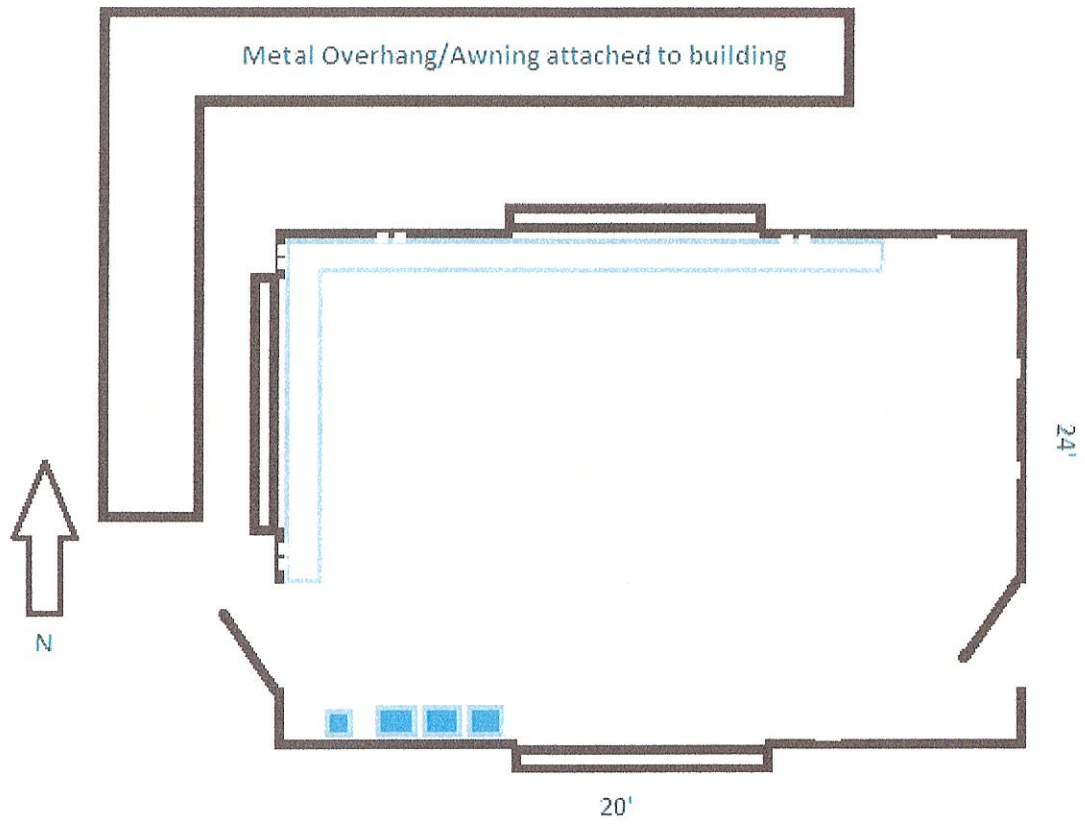
Phone Number _____

Principal: _____

Title: _____

Total Bid Amount \$ _____

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment, anticipated date of project completion.



JC Seamless Guttering

REFERENCES

BID NIO. -PR 24-001

CONSTRUCTION OF CONCESSIONS STRUCTURE

RATHERT STADIUM

- CITY OF JUNCTION CITY
 - CONTACT: Pat Landes
 - Junction City, KS
 - 785-209-0469

- Flint Hills Roof Service
 - CONTACT: Cliff Hutchinson
 - Junction City, KS
 - 785-210-6641

- Bramlage Investments
 - CONTACT: Clint Francis
 - Junction City, KS
 - 785-565-3336

- Lewis Family Farms
 - CONTACT: Stan Lewis
 - Chapman, KS
 - 785-223-2096

JC Seamless Guttering

REFERENCES

Vendor Viability

BID NIO, -PR 24-001

CONSTRUCTION OF CONCESSIONS STRUCTURE

RATHERT STADIUM

- CITY OF JUNCTION CITY
 - CONTACT: Pat Landes
 - Junction City, KS
 - 785-209-0469
 - Customer since 1998

- Flint Hills Roof Service
 - CONTACT: Cliff Hutchinson
 - Junction City, KS
 - 785-210-6641
 - Customer since 2004

- Bramlage Investments
 - CONTACT: Clint Francis
 - Junction City, KS
 - 785-565-3336
 - Customer since 2008

- Lewis Family Farms
 - CONTACT: Stan Lewis
 - Chapman, KS
 - 785-223-2096
 - Customer since 2000

JC Seamless Guttering

EQUIPMENT

EQUIPMENT BULDER SHALL PROVIDE ALL NECESSARY EQUIPMENT FOR THE CONSTRUCTION AND MAINTENANCE OF THE BUILDING AS FOLLOWS: 1) EXCAVATOR 2) SKID STEER AND ATTACHMENTS 3) AERIAL EQUIPMENT 4) FORKLIFT 5) SCISSOR LIFT 6) CONCRETE EQUIPMENT 7) WELDER 8) ALL NECESSARY POWER TOOLS AND HAND TOOLS

JC Seamless Guttering

OTHER SERVICES

OTHER SERVICES As a general contractor, JC Seamless Guttering provides all aspects of residential and commercial construction. We subcontract to licensed subcontractors for electrical, plumbing, and HVAC services. For further information regarding what services we provide, please see attached resume.

Brad Chauncey

Owner and Operator of JC Seamless Guttering and Managing Member of C&C Homes LLC

785-761-7625 | BJVC3@yahoo.com

Summary

Motivated entrepreneur with a successful track record in owning and operating JC Seamless Guttering and C&C Homes LLC. Strong leadership, organizational, and problem-solving skills. Committed to delivering high-quality services and exceeding client expectations.

Experience**Owner and Operator | JC Seamless Guttering | [March 1, 1997-current]**

- Led all aspects of business operations, including sales, marketing, customer service, and project management.
- Established and maintained relationships with clients, suppliers, and subcontractors, ensuring customer satisfaction and timely completion of projects.
- Managed a team of 10 employees, providing guidance, training, and supervision to ensure efficient workflow and adherence to quality standards.
- Offered all aspects of metal building construction.
- Provided residential and commercial remodeling services throughout the state of Kansas.
- Exceeded the industry standard in metal fabrication and roll-forming services.
- Developed and implemented business strategies to drive growth, increase revenue, and expand the customer base.
- Consistently meeting or exceeding client requirements.

Owner and Operator | C&C Homes LLC | [Feb 2020-current]

- Founded and managed a residential construction company specializing in custom home building and renovations.
- Oversaw all aspects of construction projects, from initial client consultation to final inspection.

- Collaborated with architects, engineers, and subcontractors to ensure accurate project planning and execution.
- Managed project budgets, procurement, and timelines, ensuring projects were delivered within specified timeframes and budget constraints.
- Maintained open communication with clients, providing regular updates on project progress and addressing any concerns promptly.

Education

Associates Degree [Sinte Gleska University] [1995]

Certifications

- International Code Council IRC Exam, Successfully Completed

License

- Licensed General Contractor in Junction City since 1998

Professional Affiliations:

- Member of the Flint Hills Area Builders Association
- Member of the Junction City Area Chamber of Commerce

Skills

- Business Development and Growth: Proven ability to develop and execute business strategies that drive growth and increase revenue.
- Financial Management: Proficient in financial planning, budgeting, and cost control to maximize profitability.
- Project Management: Experienced in overseeing construction projects from conception to completion, ensuring quality and timely delivery.
- Sales and Marketing: Skilled in marketing strategies and customer relationship management to attract and retain clients.
- Customer Relationship Management: Strong ability to build and maintain positive relationships with clients, ensuring their satisfaction.
- Team Leadership and Supervision: Effective leadership skills to manage and motivate teams, ensuring efficient project execution.
- Construction and Home Improvement Expertise: Extensive knowledge of construction methods, materials, and building codes.

- **Strong Communication and Interpersonal Skills:** Excellent communication skills to collaborate effectively with diverse stakeholders.
- **Problem-solving and Decision-making Abilities:** Analytical mindset to identify and address project challenges and make informed decisions.

References

Available upon request

JC Seamless Guttering

PO Box 1772

Junction City, KS 66441

(785)761-7625

BID NO.—PR 24-001 WARRANTY Builder shall provide a one-year labor warranty commencing upon possession and occupancy of building. Building manufacturer to provide lifetime finish warranty on 29 gauge metal

JC SEAMLESS GUTTERING

BID NO. PR 24-001

ANTICIPATED DATED OF COMPLETION

All scopes of work anticipated to be completed on or before May 15th 2024



Diamond L Supply Quotation Package



QUOTATION FOR:

Jc Seamless
Customer Address Not Provided
City, State, & Zip Not Provided
Customer Phone Not Provided

CONTACT:

Tad Larson
1561 W HWY 4
COUNCIL GROVE, KS 66846
785-482-3211

CONSTRUCTION:

Post Frame
DIMENSIONS: 20' X 24' X 10'
EAVE2 PORCH 6' X 24' X 8'
GABLE2 PORCH 6' X 20' X 7'6"

SPECIFICATIONS FOR 20' X 24' X 10' POST FRAME PACKAGE:

MATERIAL PACKAGE

- Pre-Engineered Wood Trusses (4/12 Pitch, 4' O/C)
- 4.5 x 5.25 Ohio Timberland 3 Ply Eave Posts (10' O/C)
- 4.5 x 5.25 Ohio Timberland 3 Ply Gable Posts (10' O/C)
- 2 x 8 Treated Skirt Boards (1 Row)
- 2 x 4 Wall Girts (24" O/C) and Roof Purlins (24" O/C)
- 2 x 8 Double Top Girt Truss Carrier
- Lt. Stone Master Rib 29 Ga. Steel Siding w/ 45 -Year Paint Warranty
- Evergreen Master Rib 29 Ga. Steel Roof w/ 45 -Year Paint Warranty
- One Bag of Concrete Mix per Post Hole

DOORS & WINDOWS

- One Midland 10 X 7 Res. Midland Door N.lns. L.H.R. Trk
- One 4' Standard Entry Door
- Two Generic 9' x 4' Standard Windows

6' X 8' X 24' CONTINUOUS PITCH PORCH, EAVE 2

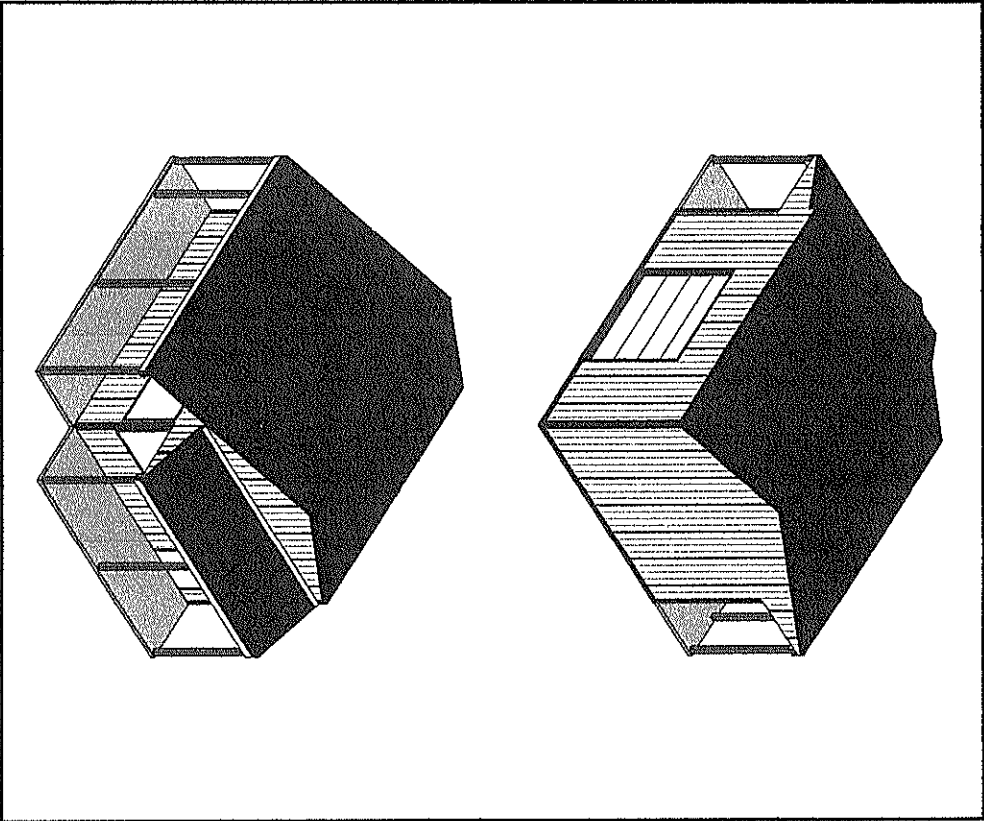
6' X 7' 6" X 20' HALF MONITOR PORCH, GABLE 2

0" OVERHANG ON ALL SIDES

FASTENERS

- 1 1/2 In Metal to Wood Screw for Steel Wall Panel
- 1 1/2 In. Metal To Wood Screws for Steel Roof Panel

DETAILED BUILDING PLANS



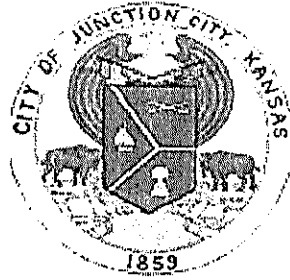
QUOTATION DATE: 2/28/2024

ESTIMATE NUMBER: 636

Subtotal
Tax
GRAND TOTAL

Prices are good for 1 days, until 2/29/2024 -

City of Junction City, Kansas



NOTICE INVITING PROPOSALS FOR CONSTRUCTION OF CONCESSIONS STRUCTURE

BID NO. – PR 24-001

Date Issued:
February 21, 2024

Response Deadline:
March 1, 2024 at 1:00 P.M. CDT

- Additional power outlets: two on East wall, 1 on South wall, and 1 on North East corner
- Double insulated metal door on West side of structure
- Install three compartment commercial sink and separate hand washing only sink with necessary plumbing, drainage, and vent lines
- Include all associated costs (materials, labor, travel, electrical, plumbing etc.)
- Artist rendering of building required.
- Blueprints of the building required.
- Estimated completion date required. **Must be completed by May 15, 2024**

Queries and Primary Contact Person

All inquiries about this RFP must be made in written form, via U.S. Postal Service, Facsimile, or email, to the primary point of contact for response by February 28, 2024

Name: Joshua Gray
 Address: 2307 N. Jackson St.
 Email: joshua.gray@jcks.com
 Phone: 785-210-4006

Responses to questions or comments provided by any other person, employee, or City office concerning the RFP will not be valid and will not bind the City of Junction City. All inquiries for information and responses will be available for review by all respondents.

Term of Contract

Bid proposal must be submitted which includes a fixed price for the requested service(s)

Insurance and Indemnification Requirements

- 1) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Comprehensive General Liability Insurance, with minimum limits of One Million Dollars (\$1,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by Vendor.
- 2) Vendor shall at all times during the term of the agreement carry, maintain, and keep in full force and effect, a policy or policies of Workmen Compensation Insurance meeting established statutory requirements.

Proposal Schedule

	Date	Action
1.	February 21, 2024	RFP released.
2.	March 1, 2024	Sealed Bids Due by 1:00 P.M. CDT Public Bid Opening 1:00 P.M.
3.	March 19, 2024	Bid Awarded by City Commission

Deadline for Proposals

A sealed bid must be received by the City of Junction City Kansas, at the City Clerks Office 700 N Jefferson Junction City, KS 66441, not later than 1:00 P.M. CDT on March 1, 2024. The sealed bid package should be clearly marked as follows:

PROPOSAL FOR: CONSTRUCTION OF CONCESSION STRUCTURE
BID NO. - PR 24-001

ATTENTION: Tammy Melton City Clerk

Proposals and all conditions therein shall remain effective for at least sixty (60) days from proposal submission date. A complete response to the RFP should contain two (2) original copies.

Proposal Correction or Withdrawal of Proposal Prior to Opening

Any proposal may be withdrawn or modified by written request of the bidder provided such request is received by the City of Junction City by the deadline and at the address given above and the RFP has not been opened and read aloud. Modifications received after the due date and time will not be allowed. Modifications or corrections of proposals may be made by means of facsimile or other written communications, provided such modifications or corrections are received by the City prior to the closing time set for receiving proposals. Each correction to proposals must be clearly marked and initialed by the bidder.

The City of Junction City or its representatives reserve the right at any time to request clarification from any or all individuals or entities submitting a proposal.

Proposal Deposition

All materials submitted in response to this RFP will become property of the City of Junction City and will become public record after the proposals are opened and read. The City will not be responsible or liable in any way for any losses that the bidder may suffer from the disclosure of information or materials to third parties.

Non-Standard Forms

Proposals which are not submitted on the forms provided by the City of Junction City or do not adequately address the provisions of this RFP document will be rejected. A proposal in which omissions occur or which has been conditioned by the bidder in a manner that is unacceptable to the City of Junction City will be rejected. Corrections may be made until the proposal opening date, March 1, 2024 at 1:00 P.M. CDT. No corrections may be made subsequent to proposal opening.

Acceptance or Rejection of Proposals

The City of Junction City reserves the following rights and options:

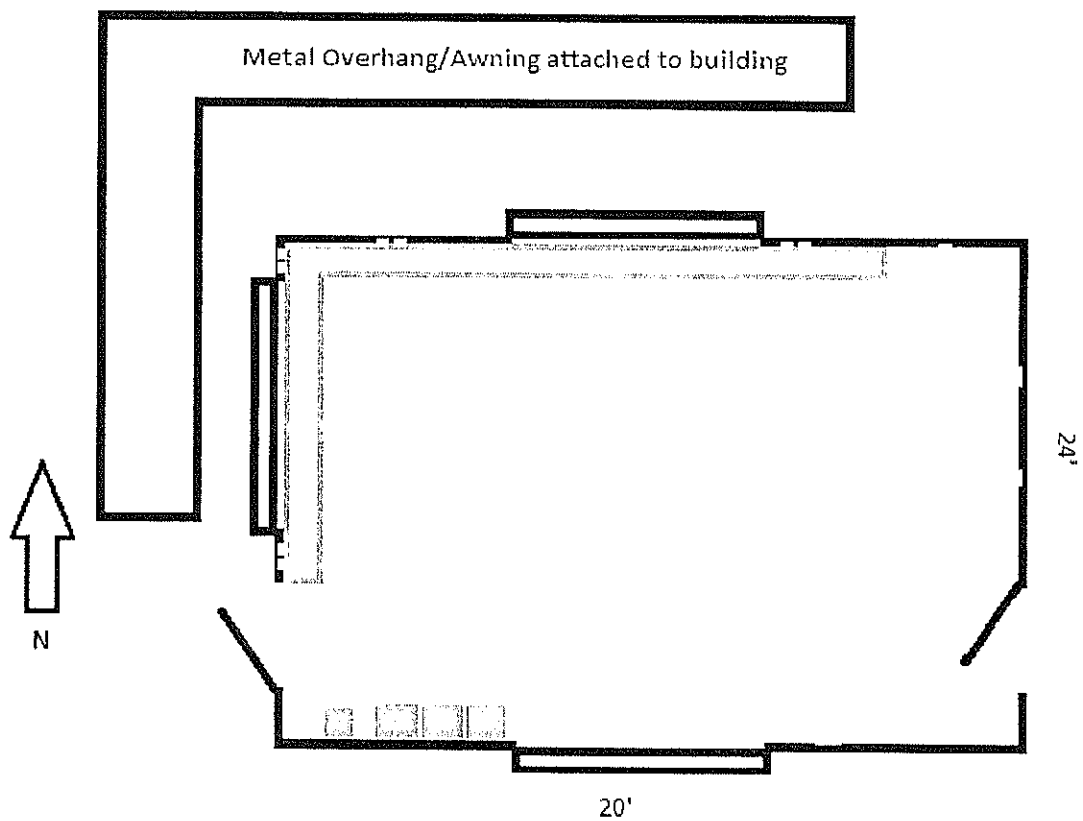
- To accept the proposal that is the lowest and or the best proposal for the City of Junction City.
- To reject any and all non-responsive proposals.
- To reject any incomplete proposals.
- To reject all proposals without cause.
- To issue subsequent requests for new proposals.
- To discontinue its negotiations after commencing negotiations with a finalist, if progress is unsatisfactory, and commence discussions with another bidder.
- To exercise local vendor preference as outlined in Junction City Fiscal Policy dated October 18 2011

Bidder's Responsibility for Costs

The City of Junction City will not reimburse any Bidder for any costs involved in the preparation and submission of its proposal, or in contract negotiations. Bidders are responsible for all costs associated with preparing and submitting the RFP.

Vendor Viability

List three of your current comparable customers. Please indicate: a) number of years as a customer; b) contact names and numbers.





Ben Kitchens Painting Co., Inc.

General Contractor

PO Box 3011

Junction City, KS 66441

Phone: (785) 223-0969

Fax: (785) 223-0938

ben@benkitchenspainting.net

March 1, 2024

City of Junction City, Kansas

CONSTRUCTION OF CONCESSIONS STRUCTURE

BID NO. – PR 24-001

Government References

Corwyn Trumpp, Administrator
Geary County Public Works
310 East 8th Street, Junction City, KS 66441
Office 785-238-3612
Mobile 785-209-1912

Ryan Courtright, Assistant Chief of Risk Reduction
City of Manhattan
1101 Poyntz Avenue, Manhattan, KS 66502
Office 785-587-4506

Christina L'Ecuyer, Grant Administrator
City of Manhattan
1101 Poyntz Avenue, Manhattan, KS 66502
Office 785-587-4506



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Phone: (785) 223-0969
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ben@benkitchenspainting.net

March 1, 2024

City of Junction City, Kansas

CONSTRUCTION OF CONCESSIONS STRUCTURE

BID NO. – PR 24-001

Warranty

Ben Kitchens Painting Co., Inc. warrants our workmanship for one year from the date of completion. This warranty covers any defects that may occur within one year due to poor workmanship and covers labor and materials to correct such defects.

This warranty does not include damages incurred due to acts of God to include but not limited to wind, hail or water damage caused by storms.

Anticipated Date of Project Completion

The RFP calls for a projection completion date of May 15, 2024. Ordering, receiving materials and scheduling the work in the proper sequence makes it difficult to have substantial completion until June 15, 2024.

The following documents must be attached with your bid and made a part of this proposal.
Failure to do so will result in an incomplete response:

1. Entire request for proposal with all requested information.
2. Two (2) original copies of the completed bid sheet.

Bid Sheet

Company Name Ben Kitchens Painting Co., Inc.

Address 120 W 7th St

Suite C

Junction City, KS 66441

Phone Number 785-223-0969

Principal: Ben Kitchens

Title: Owner

Total Bid Amount \$ 158,680.00

Attachments for bid: Reference List, Certifications, Warranty, Specialized Equipment,
anticipated date of project completion.