

CITY OF ALTAMONT

407 S HUSTON ▪ P.O. BOX 305 ▪ ALTAMONT, KS 67330
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ALTAMONT CITY COUNCIL

Mayor Richard Hayward

Councilmembers: Craig Carnahan, Ben Cochran, Raymond Coffey, Jeff Garretson and Paul Souders

September 23, 2021

7:00 PM Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE & PRAYER

MINUTES - Regular meeting of September 9, 2021

INVOICES - \$125.00 + \$90,520.47 = \$90,645.47

PUBLIC COMMENT & GUESTS

- A. Chad Hollins - CBK Collection Services
- B. Carrie Agosto - AGS 5K Run
- C. Derek & Kersten Parrent - Easement Vacate request at 111 S Elm

ORDINANCES/RESOLUTIONS /PROCLAMATIONS

A.

OLD BUSINESS

- A. KMGa Purchasing Strategy Policy
- B. American Rescue Funds
 - a. Anticipated to receive a total of \$142,662
 - b. Received \$77,294.52 in July 2021
 - c. Currently figuring total amount billed for February Billing
- C. Police Radios

NEW BUSINESS

- A. CBK Government Contract
- B. GLMV Architecture - 20 acres development
 - a. Transfer 20 Acres from the City Land Bank back to the City of Altamont - Quitclaim deed
- C. CCMFOA Fall Conference Scholarship awarded - Heather Beasley
- D. Boo Bash - October 23, 2021 - Moved Downtown
 - a. Barricade Huston Ave from 5th to 6th Street from 2:00 to 7:00 PM
- E. CMB Application
- F. Wells Avenue Petition



TABLED & PENDING BUSINESS

- A. Old Fire Department Building Demolition
- B. War Veteran Memorial
- C. Council Retreats
- D. Electric Rate Increase
- E. Sewer Rate Increase

DEPARTMENT REPORTS

A.

EXECUTIVE SESSION MOTION

- A. Non-elect personnel

COMMUNICATIONS:

ADJOURNMENT

MINUTES
CITY OF ALTAMONT
September 9, 2021

REGULAR MEETING	The meeting was called to order at 7:00 PM with Mayor Richard Hayward presiding. Mayor Hayward opened the meeting with the Pledge of Allegiance and Pastor Conner led the prayer. Councilmembers present: Ben Cochran, Raymond Coffey, Jeff Garretson and Paul Souders.
MINUTES	Councilmember Coffey moved and Cochran seconded to accept the minutes of the City Council meeting from August 26, 2021. Motion carried.
INVOICES	Councilmember Cochran moved and Garretson seconded to pay the invoices in the amount of \$59,098.29. Motion carried.
DEAN RUARK	Dean Ruark requested an extended stay at the Lake. Councilmember Cochran moved and Garretson seconded to allow Mr. Ruark to extend his lake stay for another two months. Motion carried.
UTV POKER RUN	Attorney Robert Myers asked Sheriff Darren Eichinger if he can make arrangements to watch the highway crossings. He stated he could work something out. Councilmember Cochran moved and Garretson seconded to allow the UTV Poker Run on November 6th as laid out on the route provided to Council. Motion carried. Councilmember Cochran moved and Garretson seconded to allow the barricading of Huston Street between 5 th and 6 th and 5 th Street from the Fire Department to Huston from 2 PM to Midnight on November 6 th . Motion carried. Councilmember Cochran moved and Garretson seconded to pay for the event insurance for the poker run in the amount of \$325.00. Motion carried. Councilmember Cochran moved and Garretson seconded to allow a temporary permit waiver for ATVs and UTVs for November 6 in conjunction with the event. Motion carried. Sheriff Eichinger stated he had some part timers who could help with the event. Chief Shields stated the Altamont Police would be on the outskirts of the beer garden perimeter. Councilmember Garretson moved and Cochran seconded to approve the Beer Garden on November 6 waiving the \$200 fee. Coffey opposed. Motion carried.
UTILITY RECONNECTION	Councilmember Coffey moved and Souders seconded to approve Ordinance #631. Cochran - yes, Coffey - yes, Garretson - yes, Souders - yes. Motion carried.
TRASH ORDINANCE	Councilmember Coffey moved and Cochran seconded to approve Ordinance #632. Souders - yes, Garretson - yes, Cochran - yes, Coffey - yes. Motion carried.
ALCOHOL ON PUBLIC PROPERTY	Alcohol will still have to be approved by City Council to be held at the City Park Building. Councilmember Garretson moved and Cochran seconded to approve Ordinance #630. Coffey - no, Cochran - yes, Garretson - yes, Souders - no. Mayor Hayward - yes. Motion carried.
TRASH TRUCK LEASE	Councilmember Cochran moved and Garretson seconded to approve Resolution #288 to purchase the trash truck. Motion carried.
AMERICAN RESCUE PLAN	Mayor Hayward stated the past City Administrator Audree Aguilera stated we could use the Rescue Plan money towards resident's February energy crisis bills. LeaAnn stated resident's bills varied and Council may want to look at a percentage if they are applying money towards the bills. Councilmember Cochran stated some of the American Rescue funds could go towards the sewer lagoons.
ENERGY CRISIS REVIEW	Council was presented with the minutes from the Energy Crisis Review Committee recommending to stay with KMG. KMG also provided the City with an update stating natural gas prices continue to climb. Mayor Hayward would like to see the KMG updated purchasing policies included for Council to see.
LEGAL SERVICES	Mayor Hayward appointed the Law Offices of Robert Myers as the City Attorney and City Prosecutor for the City of Altamont. Councilmember Cochran moved and Garretson seconded to accept the appointment of the Law Offices of Robert Myers as City Attorney and City Prosecutor. Motion carried.
POLICE RADIOS	Chief Shields presented Council with a lease purchase option for purchasing 8 police radios from Motorola Solutions for \$51,461.59 with three-, five- or seven-year options. The radios they currently have were purchased about 11 years ago and can no longer be repaired.

MINUTES
CITY OF ALTAMONT
September 9, 2021
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POLICE RADIOS	<p>Chief Shields stated he believed during the lease purchase period the warranty continued to cover the radios. Councilmember Cochran and Garretson would like verification of the warranty during the lease.</p> <p>Councilmember Cochran moved and Coffey seconded to allow the Police Department to obtain a 7-year lease for the radio system, a total cost of \$51,461.59, contingent on written proof of warranty through the lease period. Motion carried.</p>
OPINION OF LESSEE’S COUNSEL	<p>The Opinion of Lessee’s Counsel for the lease-purchase of the new trash truck was presented to Council and City Attorney. Attorney Myers will take care of the documentation.</p> <p>Councilmember Cochran moved and Coffey seconded to approve the Opinion of Lessee’s Counsel. Motion carried.</p>
AGS 5K RUN	<p>Carrie Agosto from Altamont Grade School would like to get permission to host a 5K Run to benefit the Altamont Eagles Athletic Program. Mayor Hayward would like to see the 5K Route. Council agreed. Council will ask Ms. Agosto to attend a future meeting.</p>
UTILITY	<p>Report by Brad Myers. The County is going to chip and seal tomorrow. The Utility Department has been patching holes and cleaning the roads. The chip and seal project will start at 4th Street and Illinois and hopefully make it to Huston Street. The new Trash Truck arrived; it is faster than our old truck. Jim Peoples gas line was moved. The hedge row removal and fence are complete by the lagoon ponds. The Utility Department has been testing electric poles; they have found several poles that need to be replaced. Twin Valley gave a quote to repair these poles for a total of \$13,151.27. The Utility Department can do some of the work to help save some labor cost.</p> <p>Councilmember Cochran moved and Coffey seconded to allow Twin Valley Electric Cooperative to repair the four work orders as listed for no more than the amount of \$13,151.27 contingent upon that money being located in the electric or electric reserve funds. Motion carried.</p>
FOOD DISTRIBUTION	<p>The City will hold a community food distribution on Friday, September 10.</p>
RUMMAGE SALES	<p>Altamont City Wide Rummage Sales will be Saturday, September 25.</p>
BULK TRASH	<p>Bulk Trash will be September 27 - 29.</p>
REMEMBRANCE	<p>Mayor Hayward asked everyone to remember those lost on September 11.</p>
ADJOURNMENT	<p>Councilmember Cochran moved and Coffey seconded to adjourn the Council meeting at 8:13 PM. Motion carried.</p>

DATE

LeaAnn Myers, City Clerk

Approved Invoices by Vendor- Summary

City of Altamont

Vendor				
Invoice	PO	Description	Account Description	Invoice Amt
916		KANSAS ASSOC FOR COURT MANAGEMENT		
2021		Fall Conference Registration	Training/ Conferences/ Dues	\$125.00
Subtotal for Vendor 916 - KANSAS ASSOC FOR COURT				\$125.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	PO	Description	Account Description	Invoice Amt
Invoice				

Grand Total: \$125.00

Approved Invoices - Fund/Dept. Totals

Fund	Fund Total	Fund Name
01 General Fund		
03 General Court		\$125.00
		\$125.00
	Grand Total:	\$125.00

AP Check Register (APLT43)

City of Altamont

Check No		Check Date	Vendor No	Vendor Name	Check Amount
Bank No: 1		Account: 006572			
34967		9/9/2021	916	KANSAS ASSOC FOR COURT MANAGEMENT	\$125.00
Bank Account Totals:					\$125.00
Total Of Checks:					\$125.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
40	City of Altamont Petty cash			
09132021		Freightliner Blank	Commodities	\$12.00
Subtotal for Vendor 40 - City of Altamont Petty cash :				\$12.00
83	Verizon			
9888041005		police cell phones	Bldg Cost/ Utilities/ Phone	\$139.53
Subtotal for Vendor 83 - Verizon :				\$139.53
160	ALTAMONT RECREATION COMMISSION			
09202021		Tax Distribution	Contractual	\$630.00
Boo Bash		Boo Bash Donation	Contractual	\$100.00
Boo Bash		Boo Bash Donation	Contractual	\$100.00
Boo Bash		Boo Bash Donation	Contractual	\$100.00
Boo Bash		Boo Bash Donation	Contractual	\$100.00
Boo Bash		Boo Bash Donation	Contractual	\$100.00
Subtotal for Vendor 160 - ALTAMONT RECREATION CO				\$1,130.00
404	Corner Store			
09192021		Fuel	Vehicle	\$426.49
09192021		Fuel	Contractual	\$25.00
09192021		Fuel	Contractual	\$25.00
09192021		Fuel	Vehicle	\$184.00
09192021		Fuel	Vehicle	\$86.74
09192021		Fuel	Vehicle	\$86.73
09192021		Fuel	Vehicle	\$86.74
09192021		Fuel	Vehicle	\$86.73
Subtotal for Vendor 404 - Corner Store :				\$1,007.43
563	Gades Sales Co. Inc.			
0081645		School Lights	Commodities	\$206.15
Subtotal for Vendor 563 - Gades Sales Co. Inc. :				\$206.15

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
691	HIGHER CALLING TECHNOLOGIES LLC				
	36572		Microsoft Office	Contractual	\$265.00
	36618		Offsite Backup	Contractual	\$32.85
	36618		Offsite Backup	Contractual	\$76.65
	36618		Offsite Backup	Contractual	\$32.85
	36618		Offsite Backup	Contractual	\$10.95
	36618		Offsite Backup	Contractual	\$10.95
	36618		Offsite Backup	Contractual	\$54.75
Subtotal for Vendor 691 - HIGHER CALLING TECHNOLO					\$484.00
865	KANSAS DEPARTMENT OF REVENUE				
	486039159-7		Sales Tax	Contractual	\$5,865.05
Subtotal for Vendor 865 - KANSAS DEPARTMENT OF R					\$5,865.05
885	ADVANCE INSURANCE COMPANY				
	FN003036-0001-11		insurance	Benefits	\$57.30
Subtotal for Vendor 885 - ADVANCE INSURANCE COMP					\$57.30
949	KANSAS MUNICIPAL ENERGY AGENCY				
	EMP3-KMEA-7		Electricity	Utility Costs	\$51,919.96
Subtotal for Vendor 949 - KANSAS MUNICIPAL ENERGY					\$51,919.96
950	Kansas Municipal Gas Agency				
	EMP- KMGA-5		Gas	Utility Costs	\$21,399.63
Subtotal for Vendor 950 - Kansas Municipal Gas Agency					\$21,399.63
1045	LABETTE INSURANCE				
	2570		City Clerk Bond	Contractual	\$350.00
Subtotal for Vendor 1045 - LABETTE INSURANCE :					\$350.00
1057	LABETTE COUNTY PUBLIC				
	09012021		Premix	Commodities	\$1,285.07
Subtotal for Vendor 1057 - LABETTE COUNTY PUBLIC :					\$1,285.07

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
1245 MCCARTY'S				
08272021		color copies, pens	Commodities	\$20.00
08272021		color copies, pens	Commodities	\$1.12
08272021		ink	Commodities	\$42.77
08272021		nameplate	Commodities	\$10.39
08272021		color copies, pens	Commodities	\$20.00
Subtotal for Vendor 1245 - MCCARTY'S :				\$94.28
1660 POSTMASTER				
10012021		Postage	Contractual	\$40.00
10012021		Postage	Contractual	\$40.00
10012021		Postage	Contractual	\$40.00
10012021		Postage	Contractual	\$40.00
10012021		Postage	Contractual	\$40.00
Subtotal for Vendor 1660 - POSTMASTER :				\$200.00
2111 CenturyLink				
313013383-10		phone bill	Bldg Cost/ Utilities/ Phone	\$116.71
313013383-10		phone bill	Bldg Cost/ Utilities/ Phone	\$46.23
313013383-10		phone bill	Bldg Cost/ Utilities/ Phone	\$111.20
313013383-10		phone bill	Bldg Cost/ Utilities/ Phone	\$146.76
Subtotal for Vendor 2111 - CenturyLink :				\$420.90
2245 Tim's Shop				
17519		rebuild hydraulic cylinder	Commodities	\$125.00
Subtotal for Vendor 2245 - Tim's Shop :				\$125.00
2306 MERIDIAN ANALYTICAL LABS, LLC				
2100814		wastewater analysis	Contractual	\$294.55
Subtotal for Vendor 2306 - MERIDIAN ANALYTICAL LAB				\$294.55
8612 Ralph George				
09132021		Contract Labor - Chip & Seal	Contractual	\$240.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
8612	Ralph George			
Subtotal for Vendor 8612 - Ralph George :				\$240.00
8616	Roman Goedeke			
09132021		Contract Labor - Chip & Seal	Contractual	\$240.00
Subtotal for Vendor 8616 - Roman Goedeke :				\$240.00
8620	Mark Johnson			
09132021		Contract Labor - Chip & Seal	Contractual	\$240.00
Subtotal for Vendor 8620 - Mark Johnson :				\$240.00
79500	Als Fitness Center			
2017-7		memberships	Benefits	\$30.00
2017-7		memberships	Benefits	\$10.00
2017-7		memberships	Benefits	\$20.00
2017-7		memberships	Contractual	\$70.00
2017-7		memberships	Benefits	\$30.00
Subtotal for Vendor 79500 - Als Fitness Center :				\$160.00
79576	Kansas Attorney General			
21-001344		GO Bond prep	Contractual	\$225.00
Subtotal for Vendor 79576 - Kansas Attorney General :				\$225.00
79653	Dollar General-Regions 410526			
09042021		cleaning supplies	Commodities	\$28.75
09042021		employee picnic, Giftcard for LMI	Commodities	\$28.00
09042021		employee picnic, Giftcard for LMI	Commodities	\$28.00
09042021		employee picnic, Giftcard for LMI	Commodities	\$28.00
09042021		employee picnic, Giftcard for LMI	Commodities	\$28.00
09042021		light bulbs, cleaning supplies	Bldg Cost/ Utilities/ Phone	\$29.00
09042021		water, employee picnic, Giftcard for LMI	Commodities	\$54.75
Subtotal for Vendor 79653 - Dollar General-Regions 410				\$224.50

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
79699 Robert B. Brown, Jr.				
09132021		Contract Labor - Chip & Seal	Contractual	\$240.00
Subtotal for Vendor 79699 - Robert B. Brown, Jr. :				\$240.00
79703 Randy E. Johnson				
09132021		Contract Labor - Chip & Seal	Contractual	\$240.00
Subtotal for Vendor 79703 - Randy E. Johnson :				\$240.00
79760 Casey C. Keele				
09132021		Contract Labor - Chip & Seal	Contractual	\$240.00
Subtotal for Vendor 79760 - Casey C. Keele :				\$240.00
79821 Michael Haile				
09132021		Contract Labor - Chip & Seal	Contractual	\$240.00
Subtotal for Vendor 79821 - Michael Haile :				\$240.00
79822 Steve R. Higgins				
09132021		Contract Labor - Chip & Seal	Contractual	\$240.00
Subtotal for Vendor 79822 - Steve R. Higgins :				\$240.00
79967 INSURANCE AND BENEFITS GROUP				
51115		Special Event Liability Insurance - Poker Run	Contractual	\$325.00
Subtotal for Vendor 79967 - INSURANCE AND BENEFITS				\$325.00
79977 CNH INDUSTRIAL RETAIL ACCOUNTS				
1155721-2		Case Tractor	Contractual	\$952.01
Subtotal for Vendor 79977 - CNH INDUSTRIAL RETAIL A				\$952.01
80059 Hockett's Auto & Diesel LCC				
1376		Oil Change	Vehicle	\$60.51
Subtotal for Vendor 80059 - Hockett's Auto & Diesel LCC				\$60.51
80257 Ryleigh Dewey				
09152021		Park Building Refund	Park Building Deposit Refunds	\$40.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
80257	Ryleigh Dewey			
Subtotal for Vendor 80257 - Ryleigh Dewey :				\$40.00
80258	Locke Supply Co.			
44474322-00		LED Light Panel	Bldg Cost/ Utilities/ Phone	\$72.60
Subtotal for Vendor 80258 - Locke Supply Co. :				\$72.60
80260	Norma Sandusky			
09202021		hemmed Council Tablecloths	Contractual	\$50.00
Subtotal for Vendor 80260 - Norma Sandusky :				\$50.00
80261	Law Office of Robert Myers			
092021		Legal Services	Contractual	\$195.00
092021		Legal Services	Contractual	\$500.00
092021		Legal Services	Contractual	\$25.00
092021		Legal Services	Contractual	\$195.00
092021		Legal Services	Contractual	\$195.00
092021		Legal Services	Contractual	\$195.00
092021		Legal Services	Contractual	\$195.00
Subtotal for Vendor 80261 - Law Office of Robert Myers				\$1,500.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	PO	Description	Account Description	Invoice Amt
Invoice				
			Grand Total:	\$90,520.47

Approved Invoices - Fund/Dept. Totals

Fund	Fund Total	Fund Name
01 General Fund		
01 General Government		\$1,428.11
02 Gen Police		\$1,063.24
03 General Court		\$10.39
04 General Fire		\$119.00
05 General Park		\$65.00
		<hr/>
		\$2,685.74
03 Municipal Equipment Reser		
00 NonDepartmental		\$952.01
		<hr/>
		\$952.01
04 Library		
00 NonDepartmental		\$10.00
		<hr/>
		\$10.00
05 Recreation		
00 NonDepartmental		\$630.00
		<hr/>
		\$630.00
07 Special Highway Fund		
00 NonDepartmental		\$3,536.22
		<hr/>
		\$3,536.22
09 Lake Fund		
00 NonDepartmental		\$53.75

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
			\$53.75	
	50	Water Utility Fund		
	00	NonDepartmental	\$510.45	
			\$510.45	
	51	Electric Utility Fund		
	00	NonDepartmental	\$52,486.35	
			\$52,486.35	
	52	Gas Utility Fund		
	00	NonDepartmental	\$22,070.71	
			\$22,070.71	
	53	Sewer Utility Fund		
	00	NonDepartmental	\$755.24	
			\$755.24	
	54	Sanitation Utility Fund		
	00	NonDepartmental	\$569.95	
			\$569.95	
	60	Sales Tax		
	00	NonDepartmental	\$5,865.05	
			\$5,865.05	
	65	Al's Fitness Center		
	00	NonDepartmental	\$70.00	
			\$70.00	
	82	Insurance Reserve Fund		
	00	NonDepartmental	\$325.00	
			\$325.00	

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
		Grand Total:	\$90,520.47	

AP Check Register (APLT43)

City of Altamont

		Check No	Check Date	Vendor No	Vendor Name	Check Amount
Bank No:	1	Account: 006572				
		34975	9/23/2021	885	ADVANCE INSURANCE COMPANY	\$57.30
		34976	9/23/2021	79500	Als Fitness Center	\$160.00
		34977	9/23/2021	160	ALTAMONT RECREATION COMMISSION	\$1,130.00
		34978	9/23/2021	79760	Casey C. Keele	\$240.00
		34979	9/23/2021	2111	CenturyLink	\$420.90
		34980	9/23/2021	40	City of Altamont Petty cash	\$12.00
		34981	9/23/2021	79977	CNH INDUSTRIAL RETAIL ACCOUNTS	\$952.01
		34982	9/23/2021	404	Corner Store	\$1,007.43
		34983	9/23/2021	79653	Dollar General-Regions 410526	\$224.50
		34984	9/23/2021	563	Gades Sales Co. Inc.	\$206.15
		34985	9/23/2021	691	HIGHER CALLING TECHNOLOGIES LLC	\$484.00
		34986	9/23/2021	80059	Hockett's Auto & Diesel LCC	\$60.51
		34987	9/23/2021	79967	INSURANCE AND BENEFITS GROUP	\$325.00
		34988	9/23/2021	79576	Kansas Attorney General	\$225.00
		34989	9/23/2021	949	KANSAS MUNICIPAL ENERGY AGENCY	\$51,919.96
		34990	9/23/2021	950	Kansas Municipal Gas Agency	\$21,399.63
		34991	9/23/2021	1057	LABETTE COUNTY PUBLIC	\$1,285.07
		34992	9/23/2021	1045	LABETTE INSURANCE	\$350.00
		34993	9/23/2021	80261	Law Office of Robert Myers	\$1,500.00
		34994	9/23/2021	80258	Locke Supply Co.	\$72.60
		34995	9/23/2021	8620	Mark Johnson	\$240.00
		34996	9/23/2021	1245	MCCARTY'S	\$94.28
		34997	9/23/2021	2306	MERIDIAN ANALYTICAL LABS, LLC	\$294.55

AP Check Register (APLT43)

City of Altamont

Check No	Check Date	Vendor No	Vendor Name	Check Amount
34998	9/23/2021	79821	Michael Haile	\$240.00
34999	9/23/2021	80260	Norma Sandusky	\$50.00
35000	9/23/2021	1660	POSTMASTER	\$200.00
35001	9/23/2021	8612	Ralph George	\$240.00
35002	9/23/2021	79703	Randy E. Johnson	\$240.00
35003	9/23/2021	79699	Robert B. Brown, Jr.	\$240.00
35004	9/23/2021	8616	Roman Goedeke	\$240.00
35005	9/23/2021	80257	Ryleigh Dewey	\$40.00
35006	9/23/2021	79822	Steve R. Higgins	\$240.00
35007	9/23/2021	2245	Tim's Shop	\$125.00
35008	9/23/2021	83	Verizon	\$139.53
Bank Account Totals:				\$84,655.42
Total Of Checks:				\$84,655.42

AP Wire Register (APLT44)

City of Altamont

Wire Nbr.	Wire Date	Vendor No	Vendor Name	Wire Amount
<hr/>				
Bank No:	1	Account:	006572	
-850	9/23/2021	865	KANSAS DEPARTMENT OF REVENUE	\$5,865.05
<hr/>				
Bank Account Totals:				\$5,865.05
<hr/>				
Total Of Wires:				\$5,865.05



WHY DOES CBK PERFORM BETTER THAN COMPETITORS?

The advantage CBK brings to its' clients are the combination of an in-house legal team within the Agency. This allows CBK's clients to benefit from both agency and legal collections all within a single environment. In today's world, fighting off a pandemic and dealing with all things surrounding that, how much time is left to handle important business? Knowing and understanding the REVENUE CYCLE of collections must include as many resources as possible to provide maximum recoveries. CBK is equipped to any and all of your collection needs. CBK provides the following advantages over other agencies:

- Database
- Professionalism
- Agency/Legal
- Experience
- Willingness to help our Clients

In reading the following and understanding how CBK can really assist you with all of your collection needs, keep one thing in mind. CBK only gets paid when you get paid, you will never pay CBK any collection fees, until CBK has paid you money for collecting your accounts. No up-front costs or hidden fees, you turn your accounts and we will collect your money...simple as that. So, if someone owes you money for anything (services rendered, or items purchased or anything) think of CBK and turn those accounts and let us help your bottom line!

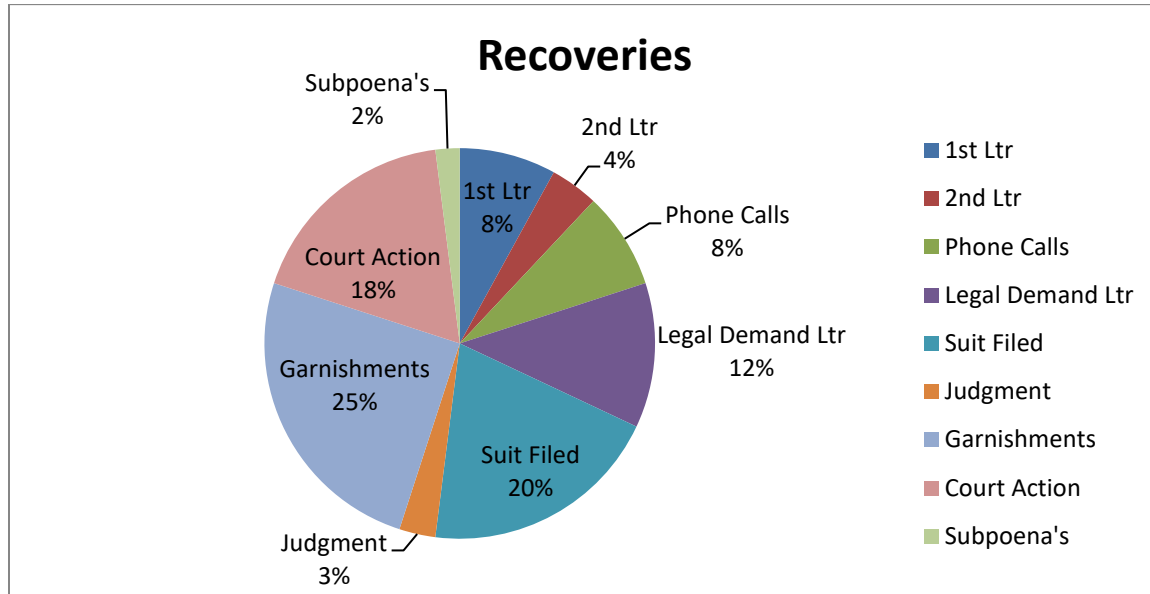
DATABASE: CBK specializes in all types of collection within Kansas and Missouri and provide higher recovery percentages for their clients. CBK markets in Kansas and Missouri, as it best benefits our client base. This practice strengthens the database and allows CBK to reach out to people more effectively within the collection arena. Our client database is concentrated in Kansas and Missouri allowing CBK to specialize collections specifically in these areas. If you can find them, then you have a good chance to collect the debt from them. We have one of the largest databases among our competitors. This is really why you want us. Currently, CBK collects a variety of debt types that include:

1. Government
2. Accounts Receivables
3. Bad Checks
4. Contracts
5. Utility
6. Healthcare/Medical
7. Subrogation

PROFESSIONALISM: CBK prides itself on its professional handling of cases to ensure the positive public image of its clients. CBK keeps quality assurance, compliance and management teams that continuously monitor CALL RECORDINGS. All calls are recorded and easily obtainable if a conversation between an account representative and a debtor is ever questioned. In an attempt to better serve our clients, CBK utilizes a third-party vendor to assist in analyzing every call for quality assurance reasons.

EXPERIENCE: CBK employs a seasoned management team that is directly involved in all operations. H&M has years of experience in Collection law and is an active practicing attorney. Senior management has an average of 25 years' experience with the company, and junior associates and supervisors have an average term of service with the company of 10+ years.

AGENCY / LEGAL: CBK's strength is its combined agency and legal resources that more effectively and efficiently handle accounts in the most time-sensitive manner. Unlike stand-alone agencies with out of state attorney's, CBK does not avoid legal processing when all other efforts have been exhausted. Alternatively, unlike a stand-alone law office, CBK offers the legal arm the technologies available that are generally employed only by agencies (i.e. dialers, state of the art collection management system, fully qualified collections department, predictive analytics and scoring). Furthermore, the legal department does not just depend solely on legal action, but a combination of legal action, letter series, and telephone techniques, combined with the legal capabilities to execute on judgments and turn them into revenue for our clients. This architecture must exist to complete the total revenue cycle, i.e. Agency and Legal all in one. Further, a very important aspect is legal action preserves the statute of limitations perpetually. We have collected bills that have been 10 years and older, agencies cannot do that. To graphically explain what we are talking about, we have depicted a pie chart as to what an agency does and a pie chart as to what the combination of legal and agency generate. The difference is astounding. Agencies cannot compete in this environment.



15 million in annual listings. We pride ourselves in collecting as much as we can as fast as we can for our clients and feel these are a few more reason why CBK stands above others. Our office has excelled at collecting for many Clients in Kansas on all types of debts and feel what sets us apart from those large national agencies are things like:

1. CBK knows the community, represents other clients in the same communities and can find people easier and faster. Debtors speak with people in Kansas, about their Kansas debts.
2. CBK's in-house legal team makes legal action a seamless transition when required.
3. CBK provides extra services at no cost to our clients, such as: Credit report monitoring, to ascertain a debtor's ability to pay, to see when they are making large purchases, getting new credit cards, or paying off other loans/debts. In many cases, we issue subpoenas to credit granters to find pertinent information for those debtors that are adept at evading their obligations, or filing proofs of claim when debtors file bankruptcy on behalf of our clients.

4. Familiarity with all Kansas courts enables ease of use in the legal system, allowing us to fully utilize all different types of collection methods to maximize collections.
5. Lastly, CBK prides itself in making sure each and every Client is not just a number in our database. On boarding new Clients, means new expenses and new tasking. The CBK Client Training Portal provides the ability to receive training on demand along with a proprietary application to make the data entry as easy as possible.

CBK is unique in that being a Kansas/Missouri operated company; we cater specifically to the Kansas/Missouri demographic. CBK utilizes one system for all cases, in agency and legal. Client representatives can give immediate real time information on all cases, no matter the status. Even legal payments are posted just once in CBK's system so there is no delay in remitting and transmitting that information back to the client. This is impossible for Agencies that employ third party legal counsel and must wait to receive that information and funds back.

CBK offers a complete Collection Solution to all clients and can tailor one to fit your needs. With experience in Hospital collections dating back to 1982 and bad check collections dating back to 1993, we fully understand the needs of our clients and potential clients.

- ❖ Collect as much as we can as fast as we can.
- ❖ Treat those we are collecting from in a manner that insures their continued patronage of our client.
- ❖ And always look for better ways to perform for our clients.

We can tailor a program that fits your needs, with as many notices as you would like us to send and make as many phone attempts as you wish and as the laws allow. Our end game is your end game, bring as much resolution to your accounts as we can. Should you wish more information, we would be happy to share a more detailed version of how we handle accounts within our offices.

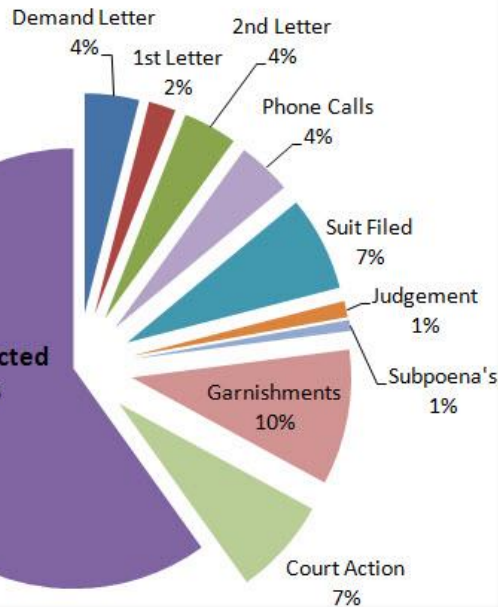
Kansas Government Collection Methods Comparison



Service Type	KDRS KS Setoff Program	Agenc y	Legal	Collection Bureau of Kansas
Letters being sent to collect		✓	✓	✓
Call Center providing Inbound and Outbound Calls		✓		✓
Collect through means of garnishment (bank account or employer)			✓	✓
Collect from KS Tax Return	✓			✓
Continue collection process once told to cease communications	✓		✓	✓

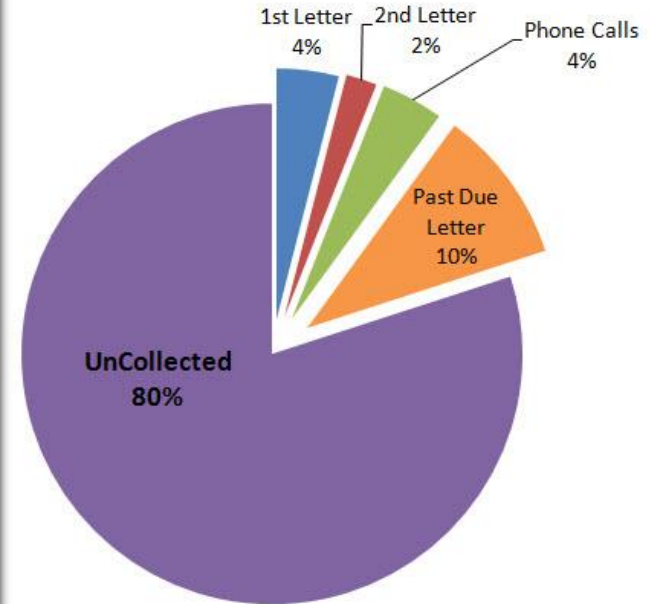
Disclaimer: This information is composed by tCBK. CBK is capable of collecting from a Kansas Tax Return through the utilization of a Client's KDRS (Kansas Setoff) Account or from the assigned to CBK from KDRS. Please contact CBK for more information about this great time saving feature!

LEGAL

AGENCY AND LEGAL

VS

No legal

STAND ALONE AGENCY

Note: Current clients utilizing Agency + Legal have experienced an increase of over 400% in their returns/accounts receivables, primarily contributed to the additional avenues that the legal approach delivers!!!!

Note: Stand alone agency typically is ONLY able to capture approximately 20%!!!

Delivering a Dynamic Dimension to the Revenue Cycle!!!

Submission to & Management of the Kansas Setoff Program

This program is designed to increase efficiency by providing additional time to the staff of our clients/prospective clients by allowing them to focus on the daily operations and needs for the City/County/State instead of managing a collection process or multiple collection processes.

- ✓ Only have to send information to one place one time.
- ✓ No longer managing two or more collection processes (example: KS Setoff process and a collection agency process)
- ✓ Increase collections by having the State Setoff and a Collection Agency that has collection lawyers on staff with the capability of providing legal collections simultaneously work the account.

The Collection Bureau of Kansas can be your ***ONE SOURCE SOLUTION FOR ALL
YOUR COLLECTION NEEDS*** by managing the full collection process!!!

Municipal Court Example:

\$300.00 principle balance remitted to debt set off by client directly in the amount of \$357.00:

If fully paid:

Client: \$300.00
Debt Setoff \$ 57.00 (Assuming a 19% fee)

If remitted by CBK and there is court costs and interest:

\$300.00 principle
\$72.50 court costs
\$90.00 Collection fee (assuming contract for 30% collection rate)
\$18.50 Pre Judgment interest
\$31.53 Post Judgment interest

Total Submitted to Debt Setoff: \$512.53

Assuming the same 19% fee by Debt setoff: \$97.38

Remitted to Client and Agency (assuming a 30% collection rate, interest retained by agency):

	<i>Client</i>	<i>Agency</i>
Principle	\$ 300.00	\$ 0.00
Court Costs	\$ 0.00	\$ 72.50
Collection Fee	\$ 0.00	\$ 90.00
Pre Interest	\$ 0.00	\$ 18.50
Post Int	\$ 0.00	\$ 31.53
KDRS Fee	\$ 0.00	(\$ 97.38)
Court Costs Remitted to Court	\$ 0.00	(\$ 72.50)
Client/Agency Retain	\$300.00	\$ 42.65

The \$97.38 debt setoff charged, will be wholly absorbed by CBK's fees.



District Courts:

1. 1st Judicial District

- Leavenworth, KS County
- Atchison, KS County

3. 15th Judicial District

- Cheyenne, KS County
- Logan, KS County
- Rawlins, KS County
- Sheridan, KS County
- Sherman, KS County
- Thomas, KS County
- Wallace, KS County

5. 23rd Judicial District

- Ellis, KS County
- Gove, KS County
- Rooks, KS County
- Trego, KS County

7. 30th Judicial District

- Barber, KS County
- Harper, KS County
- Kingman, KS County
- Pratt, KS County
- Sumner, KS County

2. 6th Judicial District

- Bourbon, KS County
- Linn, KS County
- Miami, KS County

4. 17th Judicial District

- Decatur, KS County
- Graham, KS County
- Norton, KS County
- Osborne, KS County
- Phillips, KS County
- Smith, KS County

6. 26th Judicial District

- Grant, KS County
- Haskell, KS County
- Morton, KS County
- Seward, KS County
- Stanton, KS County
- Stevens, KS County

8. 31st Judicial District

- Allen, KS County
- Neosho, KS County
- Wilson, KS County
- Woodson, KS County

Counties:

1. Shawnee County

2. Norton County

State Agencies:

Kansas Department of Health and Environment



Municipalities:

- | | | |
|---------------------|--------------------|-----------------------|
| 1. Altoona | 42. Halstead | 83. Oakley |
| 2. Andover | 43. Hays | 84. Oberlin |
| 3. Atwood | 44. Haysville | 85. Offerle |
| 4. Auburn | 45. Herington | 86. Olathe |
| 5. Augusta | 46. Hesston | 87. Olpe |
| 6. Baldwin City | 47. Hiawatha | 88. Osage City |
| 7. Basehor | 48. Hoisington | 89. Osawatomie |
| 8. Baxter Springs | 49. Holcomb | 90. Overbrook |
| 9. Bel Aire | 50. Horton | 91. Parsons |
| 10. Bird City | 51. Hutchinson | 92. Phillipsburg |
| 11. Bronson | 52. Ingalls | 93. Plainville |
| 12. Burlingame | 53. Iola | 94. Pleasanton |
| 13. Caldwell | 54. Johnson | 95. Prairie Village |
| 14. Chapman | 55. Junction City | 96. Roeland Park |
| 15. Cheney | 56. Kansas City | 97. Rossville |
| 16. Cherryvale | 57. Kingman | 98. Russell |
| 17. Clay Center | 58. La Cygne | 99. Saint George |
| 18. Clearwater | 59. Lakin | 100. Saint John |
| 19. Clifton | 60. Lansing | 101. Saint Marys |
| 20. Columbus | 61. Lenexa | 102. Salina |
| 21. Colwich | 62. Leoti | 103. Scott City |
| 22. Concordia | 63. Lincoln Center | 104. Scranton |
| 23. Conway Springs | 64. Linsborg | 105. Sedan |
| 24. Dodge City | 65. Long Island | 106. Sedgwick |
| 25. Douglass | 66. Louisburg | 107. Sharon |
| 26. Edgerton | 67. Lyndon | 108. Shawnee |
| 27. Edna | 68. Madison | 109. South Hutchinson |
| 28. Edwardsville | 69. Maize | 110. Spring Hill |
| 29. Ellis | 70. Manhattan | 111. Stafford |
| 30. Erie | 71. Marysville | 112. Stockton |
| 31. Eudora | 72. Merriam | 113. Topeka |
| 32. Eureka | 73. Minneola | 114. Uniontown |
| 33. Fairway | 74. Minneapolis | 115. Valley Center |
| 34. Florence | 75. Mission Hills | 116. Wakeeney |
| 35. Ford | 76. Mound City | 117. Wakefield |
| 36. Galena | 77. Mound Valley | 118. Wamego |
| 37. Garden Plain | 78. Moundridge | 119. Waterville |
| 38. Garnett | 79. Mount Hope | 120. Wellington |
| 39. Goessel | 80. Neodesha | 121. Winchester |
| 40. Grandview Plaza | 81. Newton | 122. Winona |
| 41. Gypsum | 82. Norton | |



GOVERNMENT COLLECTION CONTRACT

THIS AGREEMENT made and entered into this ____ day of _____, _____ by and between CBK, Inc., a corporation hereinafter referred to as "AGENCY" and, _____, a governmental entity, hereinafter referred to as "CLIENT".

WITNESSETH:

WHEREAS, CLIENT desires to designate various accounts for collections; and WHEREAS, Agency desires to accept and pursue said claims.

NOW THEREFORE, in consideration of mutual covenants herein contained, the parties hereto do agree as follows:

1. Agency will use its best efforts and resources to collect accounts forwarded. Collection activities shall be in compliance with Federal, State and Local laws and regulations, including the Fair Debt Collection Practices Act. Agency shall be courteous and businesslike, consistent with the image and reputation of Client. To the best of their ability, Client warrants that all accounts are valid and legally enforceable debts. Client will send accurate and legitimate claims and further agrees to cooperate with Agency in the investigation of the same, which includes providing documentation supporting the claim as may be requested by Agency, and to keep Agency apprised of any changes in circumstance or information regarding the same. Agency shall be entitled to the contingency fee and costs on the accounts forwarded as stated below, upon the Agency sending its first communication to Debtor.
2. Fees and Charges
 - a. AGENCY/ AR; Agency shall charge, and Client agrees to pay Agency, a fee on principal amounts collected at a rate of 30 % on all accounts forwarded to Agency (in the event the Client has an Ordinance, agreement, or contract in place allowing for fees to be added to the debt, Agency would then add the percentage to the amount turned for collection).
 - b. Municipal Court Debts: The cost of collections for these debts will be added to the amount forwarded and charged to the debtor. Agency will pay Client 100% of the amount forwarded, when collected. The rate the Agency will charge for these debts will be 30 %.
 - c. AGENCY/ CHECKS; At the election of the Client, Agency will collect on returned checks that are sent both electronically and manually. Agency will pay the Client **100%** of the face amount collected and 0 % of any Returned Check Service Fee on all checks when collected by Agency or through the efforts of Agency. Agency will also pay the Client 0 % of any damages collected on any check that is collected through legal action. Agency shall retain any attorney fees assessed, pursuant to statute. Agency shall remit payment to Client for all returned checks collected for the previous month by the 10th of the following month. Check Clients must provide the attached Addendum A with this agreement.
 - d. All interest that is charged on all accounts forwarded to Agency by Client will be split at a rate of 0 % for the Client and 100 % for the Agency.
 - e. REFERRAL TO ATTORNEY; The Agency shall institute legal proceedings in the name of Client with the attorney of Agency's choosing. This includes the selection of local counsel that may appear on behalf of Client. Client has the right to object to the use of any attorney with good cause, to include conflicts. All litigation instituted shall be in the name of the Client and all court costs, surcharges, and other litigation expenses will be advanced by Agency and said funds will be deducted off the following Client's transmittal disbursement to reimburse the Agency.
 - i. The fees stated in (c) are intended to cover a routine case through the district court level. Unusual situations, such as counter claims, appeals, or bankruptcy litigation, are not covered. In the event of such unusual situations, cross petition or any other claim, Agency will advise Client in a timely matter. Client has the option to either recall the matter and defend the counter claim or have the Agency's attorney proceed with the representation of the matter at a mutually agreed upon hourly rate.
 - ii. In the event that Client's cases or claims are referred out of state, the contingency fee agreement shall be increased to 50%, as allowed by law.
3. STATEMENTS; The Agency will submit monthly statements to Client of the net amount received the previous calendar month, by the 10th of the month following collection, along with the remittance of all monies recovered minus Agency fee. The Client shall report payments (via fax, Client Portal, email, or through another form of communication agreed upon by both parties) at the time of receipt on accounts assigned to the Agency. Said statements shall be sent to Client at

_____ or another address designated by the Client in writing. The Client agrees to remit to Agency any amount due to Agency within thirty (30) days of receipt of the monthly statement.

4. **RECORDS;** The Agency will maintain records as they pertain to each account in such a manner as to be auditable by Client during normal working business hours upon reasonable notice given to Agency.
5. **COMPROMISE SETTLEMENT;** Agency shall not have authority to accept a compromise settlement on the amount forwarded, without the Client's prior approval.
6. **TERM;** This Agreement shall remain in full force and effect for twenty-four (24) months. This contract shall renew upon the initial and subsequent anniversary dates for a length of time equal to the initial term stated in this agreement, unless notice is received by either party of intent of non-renewal at least 90 days prior to the anniversary date.
7. **TERMINATION;** Either party may terminate this Agreement (with or without cause and without penalty) by giving thirty (30) days written notice of termination to the other party. For accounts on which judgment has been rendered through the means of legal action, Agency will charge and Client agrees to pay, the same fee Agency would have been entitled to receive on such accounts if the Agreement had not been terminated.
8. **REPORTS;** Agency shall submit the following reports to Client monthly:
 - a. Acknowledgment (Report sent based on when Client forwards accounts...monthly, bi monthly or weekly)
 - b. Cancellation/Deletion
 - c. Transmittal/Client Statement
9. **INDEMNITY;**
 - a. Agency agrees to defend and hold the Client harmless from and against any and all claims, judgments, costs, liabilities, negligent or wrongful acts, damages and expenses, including reasonable attorney fees and court costs occasioned by, arising out of, related to, or in connection with any fact or omission of the Agency and its employees and agents, or any of them from failure of the Agency to comply with the provisions of this Agreement.
 - b. Client agrees to defend and hold the Agency harmless from and against any and all claims, judgments, costs, liabilities, negligent or wrongful acts, damages and expenses, including reasonable attorney fees and court costs occasioned by or arising out of, related to, or in connection with any act or omission of the Client and its employees or from failure of the Client to comply with the provisions of the Agreement.
10. **GENERAL PROVISIONS;**
 - a. Agency shall serve as an independent contractor. This agreement does not constitute an employer/employee relationship.
 - b. The captions of this Agreement are for convenience only and are not to be construed as modifying the text of the Agreement.
 - c. All terms and conditions of this Agreement are severable. If one or more of the terms and conditions are deemed unenforceable, the remainder shall continue in full force and effect.
 - d. This Agreement constitutes the entire Agreement of the parties and cannot be modified without a writing signed by both parties.
 - e. All notices required under this Agreement shall be in writing and sent Certified Mail, Return Receipt Requested, and shall be effective upon receipt.
 - f. Client agrees to comply with all applicable laws, rules and regulations relating to the services provided hereunder. This agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Client may assign this Agreement only with prior written consent of Agency. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of Agency and the heirs, executor, administrators, successors, and assigns of Client.
 - g. This Agreement shall become effective as of the date listed below and shall remain in effect until either party serves 30 day written notice to the other. Amendments to fees and charges shall take effect immediately. Other such amendments shall be effective thirty (30) days from mailing, except as specifically provided herein; this Agreement may not be altered, amended, or otherwise varied except by written mutual agreement of the parties.
11. **CONFIDENTIALITY;** Agency shall not disclose information relating to the debtor(s) to persons other than debtor(s), parents, or guardians of debtor(s) as necessary for payment purposes. Agency shall not disclose information relating to Client's operations without written consent of the Client or duly issued Court process or orders. It is mutually understood that the Agency's obligation to not disclose confidential and proprietary Client information hereunder shall survive the termination of this Agreement. The terms and conditions of this agreement will not be disclosed to anyone or any entity without written authorization.
12. **ENTIRE AGREEMENT;** This Agreement constitutes the entire Agreement between the parties with respect to its subject matter, supersedes any previous agreements and understandings, and can be changed only by written agreement signed by all parties. This agreement may be executed in any number of counterparts and all such counterparts taken together shall be deemed to constitute one and

the same instrument. Delivery of an executed counterpart of a signature page of this Agreement by facsimile and/or email shall be effective as delivery of a manually executed counterpart of this Agreement.

13. Where Applicable and under the Health Insurance and Portability and Accountability Act of 1996 (HIPAA), the Client is required to enter into specific Business Associate Agreements setting forth requirements of their agents relative to maintaining the privacy and confidentiality of patient-identifiable health information. To comply with this requirement, the parties agree to enter into a separate Business Associate Agreement meeting the requirements of HIPAA, prior to April 14, 2003.
14. Where applicable, and for all consumer debts, Agency further agrees to comply with the Fair Debt Collection Practices Act (FDCPA), known as Public Law #95-109.
15. Any and all notices required herein, shall be sent to the addressee and address as designated below under AGENCY and CLIENT.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate.

AGENCY:

CLIENT:

CBK, Inc.

Address:

3615 SW 29th St

Topeka, KS 66614

Authorized Representative:

Name: _____ (please print)

Signature: _____

Title: _____

Date: _____

Address:

Phone: _____

Authorized Representative:

Name: _____ (please print)

Signature: _____

Title: _____

Date: _____

Altamont Grade School 5K & 1 mile Fun Run

Proposal for Saturday November 20th

5k Run

Start: Southside /Front side of AGS

East on Virginia to 5th turn east

To Ness (.4) turn right to 7th

7th to Wabash turn right to 6th

Left on 6th to Huston (1.2)

Left to Cemetery (2.1) turn around

Turn right /east on 6th end in front of school 3.1

1 mile Fun Run

Start: Southside/Front side of AGS

Virginia to 5th turn

East /right on 5th to Ness

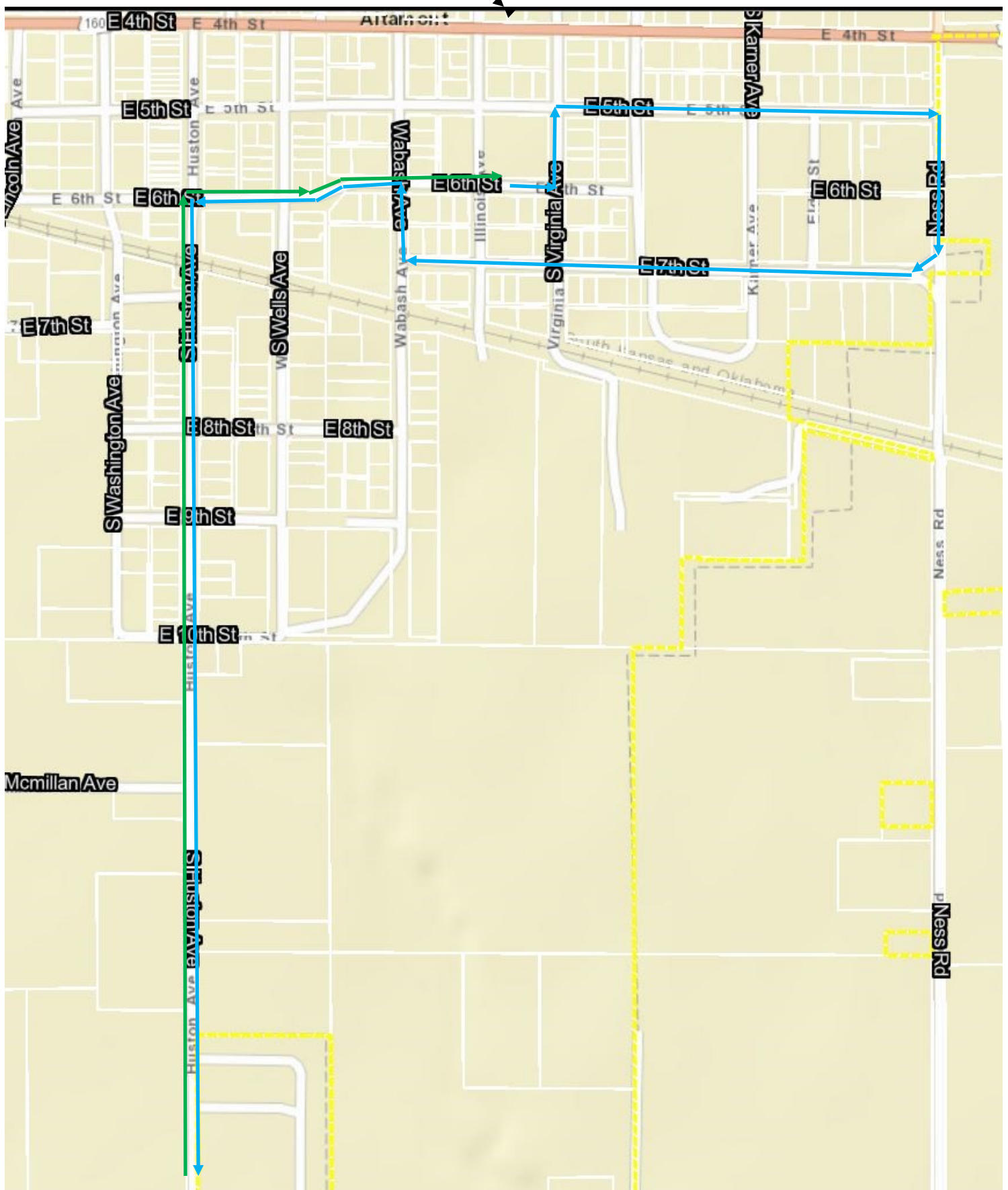
Turn right on Ness to 7th

Turn right on 7th curve to front of LCHS

Left on 6th Street AGS

1 mile

November 20, 2021



[illegible]

Derek & Kersten Parrent
111 S Elm, Altamont, KS



shop@altamontks.com

To: TO. MAYOR AND CITY COUNCIL
Subject: EASMENT

It is my opinion that the City of Altamont does not give up the easement between 117 Elm and 201 Elm. It is one of the three ways we have to access our primary and secondary electric from 1st to 3rd street. None of the three ways are not very easily accessible.

Thanks, Brad

Kansas Municipal Gas Agency

Natural Gas Supply Purchasing Strategy Policy

1. Purpose and Overview

The natural gas market is a highly volatile market. This Policy establishes a purchasing strategy utilizing a variety of tools for stabilizing the cost of a secure natural gas supply for Kansas Municipal Gas Agency (KMGA) members.

Staff shall use various techniques, including, but not limited to the following in making recommendations to the KMGA Executive Committee for securing natural gas supply:

- Fundamental factors such as short-term and long-range weather forecast, storage inventory levels, natural gas production, natural gas exports
- Monitor and track NYMEX and Basis trends
- Monitor load profiles
- Opinion and/or advice of industry consultants, specialist, colleagues, conferences, webinars, and informational postings

KMGA recognizes on a given day, or days, during a very cold winter, costs are less important than security. Natural gas supply protecting human needs requirements will take priority over cost.

2. Definitions

Daily Index – Platts, a division of McGraw Hill Financial, and a source of benchmark price assessments in the physical energy markets, publishes a Daily index price for regional market areas and pipelines

First of Month (FOM) Index – Platts, a division of McGraw Hill Financial, and a source of benchmark price assessments in the physical energy markets, publishes a FOM index price for regional market areas and pipelines

Fixed Price – commitment of natural gas supply at a specific price and specific volume for a specific time-period at a specific pipeline delivery location

Winter Season – The delivery period from November 1 through March 31

Summer Season – The delivery period from April 1 through October 31

3. Process and Procedures

Winter Season

During the Winter Season, use of Fixed Price and FOM Index deals, as well as storage capacity (if available) shall be implemented to reduce members exposure to the daily

index priced market. It is recommended to have no more than twenty percent (20%) of projected daily usage purchased on the Daily Index. Staff shall use its best efforts to meet this target of 20% on all days during the Winter Season. It is recognized that to be able to meet this target that there will be some days during the Winter Season where supply is greater than members' load and the need to sell such oversupply back into the market may be required at prices that are lower than the price originally paid for the gas supply.

In addition, to the use of Fixed Price and FOM Index transactions, Staff shall utilize storage (where available). Natural Gas shall be injected into storage during the non-Winter Season so that the storage levels at the beginning of the Winter Season shall be at 85-90% of full capacity. Staff shall optimize the use of storage during the Winter Season taking into account market conditions, weather forecasts, pricing volatility, national storage levels and pipeline rules. It will be the goal to maintain storage levels during the Winter Season which would allow withdrawal of natural gas for ten (10) continuous days at the maximum allowed withdrawal rates. It is recognized that injections into storage may be needed during the Winter Season to maintain such minimum target level.

Summer Season

Supply of Natural Gas shall be purchased utilizing Fixed Price, FOM Index and Daily Index transactions during the Summer Season. Summer purchases shall include the requirements for member's demand as well as storage injections.

Staff will determine the appropriate blend of the various purchasing products (Fixed, FOM, Daily) based on the current market conditions, pricing volatility and demand forecasts in order to limit the exposure to escalation in prices.

Power Plants

Natural gas for Member's power plants shall be purchased on the daily market at Daily Index, unless such Member(s) desire to purchase a portion of their needs with a different approach. Staff shall work with such Member(s) to determine the appropriate purchasing strategy.

4. Roles and Responsibilities

Executive Committee - The KMGa Executive Committee (Committee) has ultimate authority to approve the Policy and is responsible for ensuring that the Policy is consistent with the overall mission and objectives of the Agency. The Committee will review the Policy on an annual basis and amend as needed.

KMGa Staff - KMGa Staff is responsible for:

- a) overall management of the supply, storage and transportation of the natural gas for members, including purchasing natural gas in accordance with this Policy, managing transport and storage contracts, nominations and scheduling the natural gas;

[illegible]

**MOTOROLA SOLUTIONS**

QUOTE-1517975
Police - APX6000 & APX8500
Quote

Billing Address:
ALTAMONT, CITY OF
P O BOX 305
ALTAMONT, KS 67330
US

Shipping Address:
ALTAMONT, CITY OF
COMMENCO INC
4901 BRISTOL AVE
KANSAS CITY, MO 64129
US

Quote Date:07/29/2021
Expiration Date:10/27/2021
Quote Created By:
James Brafford
Public Safety Account Manager
james.brafford@commenco.com
816-753-2166

End Customer:
ALTAMONT, CITY OF
Chief Michael Shields
altpd@altamontks.com
620-423-7865

Contract: Johnson County KS
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000				
1	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	8	\$6,465.00	\$3,969.80	\$31,758.40
1a	H869BZ	ENH: MULTIKEY	8			
1b	Q361AR	ADD: P25 9600 BAUD TRUNKING	8			
1c	H38BT	ADD: SMARTZONE OPERATION	8			
1d	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	8			
1e	Q629AK	ENH: AES ENCRYPTION AND ADP	8			
1f	QA09006AA	ADD: ADAPTIVE NOISE SUPPRESSION	8			
1g	Q887AU	ADD: 5Y ESSENTIAL SERVICE	8			
2	PMNN4485A	BATT IMPRES 2 LIION R IP68 2550T	8	\$146.00	\$87.60	\$700.80



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

**MOTOROLA SOLUTIONS**

QUOTE-1517975
 Police - APX6000 & APX8500
 Quote

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
3	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	8	\$157.00	\$94.20	\$753.60
4	LSV00Q00202A	DEVICE PROGRAMMING P25 Certify and program Labette County Sheriff's template into APX6000 portable radio.	8	\$64.29	\$64.29	\$514.32
5	RLN6554A	APX WIRELESS RSM W/ DUC US/NA/JP/TW	5	\$300.00	\$180.00	\$900.00
7	PMMN4099CL	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE,IP68 REMOTE SPEAKER MICROPHONE,3.5MM,UL	3	\$132.00	\$79.20	\$237.60
	APX™ 8500					
8	M37TSS9PW1AN	APX8500 ALL BAND MP MOBILE	3	\$8,668.00	\$5,341.60	\$16,024.80
8a	GA00318AF	ENH: 5 YEAR ESSENTIAL SVC	3			
8b	G66BA	ADD: DASH MOUNT 02	3			
8c	GA01513AB	ADD: ALL BAND MOBILE ANTENNA (7/8V/U)	3			
8d	G51AT	ENH:SMARTZONE	3			
8e	GA05509AA	DEL: DELETE UHF BAND	3			
8f	GA01606AA	ADD: NO GPS/WI-FI ANTENNA NEEDED	3			
8g	G843AH	ADD: AES ENCRYPTION AND ADP	3			
8h	GA00804AA	ADD: APX O2 CH (GREY)	3			
8i	G444AH	ADD: APX CONTROL HEAD SOFTWARE	3			
8j	GA01517AA	DEL: NO J600 ADAPTER CABLE NEEDED	3			
8k	G806BL	ENH: ASTRO DIGITAL CAI OP APX	3			



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
 Motorola Solutions, Inc.; 500 West Monroe, United States - 60661 - #: 36-1115800



QUOTE-1517975
Police - APX6000 & APX8500
Quote

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
8l	W22BA	ADD: STD PALM MICROPHONE APX	3			
8m	W969BG	ADD: MULTIKEY OPERATION	3			
8n	G361AH	ENH: P25 TRUNKING SOFTWARE APX	3			
8o	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	3			
9	LSV00Q00202A	DEVICE PROGRAMMING P25 certify and program Labette County Sheriff's APX8500 template into mobile radio.	3	\$64.29	\$64.29	\$192.87

Grand Total **\$51,082.39(USD)**

Optional Items:

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
6	PMLN7904A	CARRY ACCESSORY-CASE,APX6000 CC 2.75 SWLBL TIA BATTERY	8	\$79.00	\$47.40	\$379.20

Optional Items Total **\$379.20**

Notes:



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



Date: August 26, 2021

To: City of Altamont
Attn: Chief Michael Shields
405 Huston Avenue
Altamont, KS 67330

Re: Communications System Financing Proposal

Motorola Solutions, Inc. is pleased to submit the following proposal for the financing of your Motorola communications equipment in accordance with the terms and conditions outlined below:

Transaction Type: Municipal Lease Purchase Agreement (Tax-exempt)

Lessor: Motorola Solutions, Inc. (or its Assignee)

Lessee: City of Altamont

Total Transaction Value: \$ 51,461.59

Down Payment: \$ 0.00

Balance to Finance: \$ 51,461.59

Equipment: Purchase APX model radios to replace older models. (As per the Motorola Solutions equipment proposal.)

Title: Title to the equipment will vest with the Lessee.

Insurance: Lessee will be responsible to insure the equipment as outlined in the lease contract.

Taxes: Personal property, sales, leasing, use, stamp, or other taxes are for the account of the Lessee.

	Option 1	Option 2	Option 3
Lease Term	3 Years	5 Years	7 Years
Payment Type	Annually Arrears	Annually Arrears	Annually Arrears
Lease Rate	3.96%	3.58%	3.69%
Lease Factor	0.360572	0.222356	0.165092
Payment	\$18,555.61	\$11,442.79	\$8,495.90
Payment Commencement	First payment due one year after contract execution	First payment due one year after contract execution	First payment due one year after contract execution

Expiration: The above lease rates and factors are valid for all leases commenced by 9/25/2021. After this date the rate will be reset to reflect current market conditions.

Program Highlights: Terms up to seven years can be structured for Municipal Lease Purchase Agreement (Tax-exempt).
One hundred percent (100%) of a project's acquisition cost can be financed.
Payment frequency can be matched to meet your cash flow and budget requirements.
No pre-payment penalties.
Future equipment upgrades can easily be accommodated via add-on lease schedules, restructuring already existing deals, etc.

Qualifications: Receipt of a properly executed documentation package.
Lessee qualifies as a political subdivision or agency of the State as defined in the Internal Revenue Code of 1986. The interest portion of the Lease Payments shall be excludable from the Lessor's gross income pursuant to Section 103 of the Internal Revenue Code.
Receipt of a copy of the last 2 year's audited financial statements and current year's budget from the Lessee.
This proposal should not be construed as a commitment to finance. It is subject to final credit approval.

Documentation: Municipal Equipment Lease Purchase Agreement
Opinion of Counsel
Schedule A/Equipment List
Schedule B/Amortization Schedule
8038G
UCC-1
Certificate of Incumbency
Statement of Essential Use/Source of Funds
Evidence of Insurance or Statement of Self Insurance
Resolution from governing body authorizing the execution of the Lease
Delivery & Acceptance Certificate

Please feel free to contact me if there are any questions, or if an alternate structuring is required.

Regards,
James Brafford
Public Safety Account Manager
+1 (816) 753-2166



GLMVArchitecture

June 19, 2020

Ms. LeaAnn Myers
City of Altamont
PO Box 305
Altamont, Kansas 67330

Re: Proposal for Professional Design Services
McMillan Park Conceptual Master Plan

Dear Ms. Myers:

The following is a Proposal for Professional Design Services by GLMV Architecture, Inc. (hereinafter referenced as “GLMV” or “Consultant”) to City of Altamont (hereinafter referenced as “Owner”) for the Project described below. GLMV’s standard terms and conditions are attached hereto and are hereby incorporated by reference.

PROJECT:

This Project is for development of a Master Plan for a new +/-20-acre park on the south side of Altamont on currently undeveloped land at the Northwest corner of Huston Avenue and McMillan Avenue (hereinafter referenced as “McMillan Park”). The process will include site analysis to get a good understanding of the unique features of the property, program development to work with you and other stakeholders to discuss how the property should be developed to meet the local needs, and conceptual master plan design to display how the park would look when it is fully developed.

GLMV understands that this proposal is for conceptual design and master planning services only. LeaAnn, if you want to go beyond the conceptual planning process at some point in the future, we are fully prepared to talk with you about a final design which takes the conceptual design to a more detailed level, and any assistance needed to work with contractors for technical documents that may be needed for pricing and construction.

PROJECT TEAM:

The project team will include you, myself, and Dick Horton.

SCOPE OF SERVICES:

The Project shall be developed into two defined phases.

Phase One – Project Discovery

- Conduct a project kick-off meeting with you and other stakeholders that you want to invite to talk about the park and its importance to the community.
- Conduct a Site Analysis of the park to evaluate its strengths, weaknesses, opportunities, and constraints that will help all of us understand how best to develop it.
- Develop a list of activities that would be the best use of the park based on its location, size, and user preferences.
- Facilitate individual or small group interviews with you and others with whom you feel we should have a conversation. These conversations will help us understand the community’s preferences while also reaching consensus about how best to develop the park.

Phase One Deliverables:

- A word document that defines the activities that you and other stakeholders would like to develop in the park.
- A word document that captures the conversations that we facilitated with you and others with whom you would like for us to meet.
- A base map of the park property based on available information and data that we can use to create the conceptual master plan.
- We at GLMV will visit Altamont one time to facilitate the interviews with you and others and visit the site to complete the Site Analysis work that was described above. Dick Horton will make himself available on a regular basis to help facilitate the communication process between you and Chad.

Phase Two – Conceptual Master Plan Design

- Create two preliminary and one final Conceptual Master Plan Design for the park based on the input gathered during Phase 1 of the project.

Phase Two Deliverables:

- Two preliminary conceptual master plan designs (black and white) for evaluation by the City.
- A final color conceptual master plan design of the park based on feedback from you on the preliminary master plan designs.
- This phase includes one virtual presentation to the Owner from the design team of the preliminary conceptual master plan designs and one in-person presentation of the final conceptual master plan design for the park.

COMPENSATION:

Total compensation for the Services outlined herein is proposed as Five-thousand Dollars (\$5,000.00). Professional Fees shall be on a lump sum basis as outlined below. The following is our proposed fee per phase:

Phase 1 – Project Discovery	\$ 2,500.00
<u>Phase 2 – Conceptual Master Plan Design</u>	<u>\$ 2,500.00</u>
Base Professional Services Compensation	\$5,000.00

REIMBURSABLE EXPENSES:

Reimbursable Expenses include transportation and subsistence for out-of-town travel; reproduction of documents; photography; shipping; postage; messenger or courier service charges; purchase of maps and similar documents; and other like expense; and as may be authorized by the Owner, professional renderings, scale models, mock-ups, off-hour expenses and the fees of any special consultant retained by the team. Billings for such Reimbursable Expenses include an administrative fee of 10 percent.

Total Reimbursable Expenses for this project are not expected to exceed five-hundred dollars (\$500). If reimbursable expenses are expected to exceed that amount, GLMV will request approval in writing in advance of incurring those expenses.

PAYMENT:

GLMV Architecture shall submit invoices monthly for Compensation and Reimbursable Expenses due for Professional Services performed. Payments shall be due and payable within 30 days from the date of our invoice, and invoices unpaid after 31 days shall bear interest from the date payment is due at the prime rate plus 1.5 percent.

In the event that the laws of the State of Missouri should change in such a way so as to require the Architect to charge sales tax for the Services and Reimbursable Expenses to be invoiced to the Owner, any such sales tax due shall be payable by the Owner in addition to the Compensation otherwise due.

ADDITIONAL SERVICES:

Services requested beyond the Scope of Services described above, or supplemental services not included under the Project Assumptions section, shall be considered Additional Services. Additional Services shall be provided if requested and authorized in writing by the Owner and will be performed on a lump sum amount to be mutually agreed to by both parties prior to beginning. Reimbursable Expenses incurred as a result of Additional Services shall be compensated as outlined above in Reimbursable Expenses.

PROJECT ASSUMPTIONS:

Our Services are based on the following assumptions:

1. Attendance at meetings other than specifically identified herein are not included.
2. Permitting or other fees required by authorities having jurisdiction are not included.
3. Environmental, hazardous materials testing, and abatement consulting services are not included.
4. Surveying, geotechnical testing, soils stabilization, and retaining wall and shoring engineering are not included.
5. Traffic impact studies are not included.
6. Documentation associated with vacation of streets or alleys, encroachment documents or for elimination of on-street parking are not included.
7. Public improvement plans for street widening, intersection improvements, signalization, utility relocation and extensions, street lighting and traffic signals, infrastructure or utility extensions are not included.
8. Consulting associated with title work, platting, replatting and/or acquisition of additional property, new right-of-way and/or easements is not included.
9. Extraordinary services to investigate existing conditions or facilities, to take measured drawings thereof, or to explore existing subsurface facilities including sewers, water mains, trenches, tanks, voids, etc., are not included.
10. Services or inspections related to construction means and methods are not included.
11. The 2012 International Building Code will be used for the governing code.
12. Graphic design and production of advertising and promotional materials for public outreach are not included.
13. Professional renderings or illustrations by a hired artist are not included (those outlined will be produced by GLMV staff only).
14. Scale models required for marketing purposes are not included.
15. Value engineering studies and life-cycle cost analysis studies are not included.
16. Playground design shall be handled as a design-build effort by a vendor and is not included.
17. Specialty consultants not listed in this Agreement are not included in our Fee.
18. Green building/Sustainable Design Services/LEED certifications are not included.
19. Bid documents or bidding assistance for the purpose of soliciting bids from contractors or building the project are not included.

YOUR RESPONSIBILITIES:

1. We will assume that you are the representative for this Project as the day-to day-contact, and decisions will be made in a timely fashion to keep the Project on schedule.
2. You will provide any existing information about the site, if there is any, that will assist us during the process.
3. The Consultant shall be responsible for coordination with their own separate consultants or vendors for the Project.
4. The Client will make payments within 30 days of the date of the invoice from the Consultant.

SCHEDULE:

It is anticipated that project will be completed within 60 days from receipt of notice to proceed. The final schedule for the Project will be developed with the Owner and based on a mutually agreeable timeline. The schedule shall include allowances for periods of time for the Client's review, public engagement, review and coordination of Consultant's documents and review with the City.

This Proposal is valid for 60 days from the date of the Proposal. This Proposal shall be deemed accepted by you, if at your request we begin work on this Project, either by email, telephone conversation or written correspondence, notwithstanding your failure to sign and return the signed Contract.

We appreciate the opportunity to submit this Proposal. If acceptable, please return a signed and executed copy to our office. We are ready to start work upon receipt of the signed Proposal.

Sincerely,

GLMV Architecture



Chad Weinand, PLA, ASLA, LEED
Senior Landscape Architect
Project Manager

CDW/bb

Accepted:

LeaAnn Myers, City of Altamont

Signature

Title

Date

QUITCLAIM DEED

On this _____ day of September, 2021,

City of Altamont Land Bank

QUITCLAIMS to

City of Altamont

All of the following described real estate located in Labette County, Kansas, to wit:

Beginning 1125 ft. West of the NE corner of the SW1/4 of S11-T33s-R19E, Labette County, Kansas, then West N90—00-00W 1032.38 ft. along the North line of said SW1/4 then South 655.5 ft. parallel to the North line of said SW1/4, then North 390.5 ft. parallel to the East line of said SW1/4, then West 498 ft., then North 265 ft. to point of beginning; containing 20 Acres, more or less.

with the appurtenances, and all the estate, title, and interest of the said Grantor therein.

SUBJECT TO all easements and rights of way of record, if any. Exemption # 3

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand this day and year first written above.

City of Altamont
Mayor Richard Hayward

STATE OF KANSAS)
) ss:
COUNTY OF LABETTE)

This instrument was acknowledged before me, this _____ day of September, 2021, by City of Altamont, Mayor Richard Hayward.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal the day and year last above written.

Notary Public
SEAL:



Denise Duerksen, CMC
City Clerk

dduerksen@newtonkansas.com

p: 316-284-6015

f: 316-284-6090

201 East Sixth, P.O. Box 426
Newton, Kansas 67114-0426

September 14, 2021

Heather Beasley
City of Altamont
P.O. Box 305
Altamont, KS 67330

Dear Heather:

Congratulations, you have been selected to receive one of the Certification Institute scholarships awarded by the City Clerks and Municipal Financial Officers Association of Kansas. This scholarship will cover the registration fees for attendance at the Certification Institute on November 8-10, 2021, in Wichita, Kansas.

Registration fees include tuition, course materials, breakfasts, lunches, refreshment breaks and the banquet on November 9, 2021.

I am also sending a letter to your City Clerk advising her of your scholarship award and emphasizing the value of this educational opportunity. Since this will be your first year of Institute training, it is your first opportunity to work towards Certification and ensure you have the information you need to handle the duties of your position.

Once again, congratulations! I hope this year at Institute will be very rewarding for you.

Sincerely,

Denise Duerksen, City Clerk
CCMFOA Treasurer

Jyssica Lahey
President

Heather Beasley
Secretary/Treasurer



P.O. Box 305
Altamont, Kansas 67330
Phone: (620) 784-5612
Fax: (620) 784-5882

Altamont Recreation Commission

September 16, 2021

Dear Council,

The Altamont Recreation Commission is hosting the 8th Annual Boo Bash Saturday, October 23, 2021. This is a free and safe event for the youth to kick off their Halloween season. We would like to ask permission to close Huston Street between 5th and 6th from 2:00 p.m. to 7:00 p.m. that afternoon/evening. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads 'Heather N. Beasley'.

Heather Beasley
Secretary/Treasurer
Altamont Recreation Commission

INDIVIDUAL/SOLE PROPRIETOR APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of Altamont, KS

SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☐ Renew License ☒ Special Event Permit

Check One:

- ☒ License to sell cereal malt beverages for consumption on the premises.
☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensee's premises.

SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

I have registered as an Alcohol Dealer with the TTB. ☐ Yes (required for new application)

Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code

Applicant Spousal Information

Spouse Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name Altamont Recreation Commission	Name Altamont Recreation Commission
Business Location Address 407 S Huston	Address PO Box 305
City State Zip Altamont Kansas 67330	City State Zip Altamont Kansas 67330
Business Phone No. (620)784-5612	<input type="checkbox"/> I own the proposed business location. <input checked="" type="checkbox"/> I do not own the proposed business location.
Business Location Owner Name(s) Altamont Recreation Commission City of Altamont	

SECTION 4 – APPLICANT QUALIFICATION

I am a U.S. Citizen	<input type="checkbox"/> Yes <input type="checkbox"/> No
I have been a resident of Kansas for at least one year prior to application.	<input type="checkbox"/> Yes <input type="checkbox"/> No
I have resided within the state of Kansas for _____ years.	
I am at least 21 years old.	<input type="checkbox"/> Yes <input type="checkbox"/> No
I have been a resident of this county for at least 6 months.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Within 2 years immediately preceding the date of this application, neither I nor my spouse* have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.	<input type="checkbox"/> Yes <input type="checkbox"/> No
My spouse has previously held a CMB license.	<input type="checkbox"/> Yes <input type="checkbox"/> No
My spouse has never been convicted of one of the crimes mentioned above while licensed.	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 5 – MANAGER OR AGENT QUALIFICATION

My place of business or special event will be conducted by a manager or agent.

☐ Yes ☐ No

If yes, provide the following:

Manager/Agent Name

Phone No.

Date of Birth

Residence Street Address

City

Zip Code

Manager or Agent Spousal Information

Spouse Name

Phone No.

Date of Birth

Residence Street Address

City

Zip Code

Qualification Statement

My manager/agent and his/her spouse* meets all of the qualifications in Section 4.

☐ Yes ☐ No**SECTION 6 – DURATION OF SPECIAL EVENT**

Start Date

November 6, 2021

Time

4:00

☐ AM ☒ PM

End Date

November 7, 2021

Time

12:00

☒ AM ☐ PM

Proceed to Section 7 on the next page.

SECTION 7 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☐ 8 ½" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct.
(K.S.A. 52-601)

SIGNATURE _____ DATE _____

FOR CITY/COUNTY OFFICE USE ONLY:

- ☐ License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)
- ☐ \$25 CMB Stamp Fee Received Date _____
- ☐ Background Investigation ☐ Completed Date _____ ☐ Qualified ☐ Disqualified
- ☐ Verified applicant has registered with the TTB as an Alcohol Dealer
- ☐ New License Approved Valid From Date _____ to _____ By: _____
- ☐ License Renewed Valid From Date _____ to _____ By: _____
- ☐ Special Event Permit Approved Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

* Applicant's spouse is not required to meet the citizenship, residency or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)

CMB Licensed Premise - UTV Poker Run, Saturday, November 6th, 2021



We the undersigned are petitioning the Altamont City Council to have S. Wells St. from 4th St. to 1st St. to become a two way street. This is the only ONE WAY street in town. It is a two way street at this time as there is almost as much traffic going south, the wrong way as north.

For people living on this section, it is very dangerous, as they check for north bound traffic but because southbound traffic is prohibited by law as of now may be hit by south bound traffic backing out of their drives. This is an accident waiting to happen!!

South Wells for this stretch is approximately 15ft. 6inches. It is wider than many streets in town that of course are 2 way streets. For example:

South Traster from 2nd to 3rd 12ft. Wide

3rd street from Washington to Oak 14ft.

7th street from Gartner to Washington 14ft.

7th and Washington to 10th and Washington 14ft.

10th and Huston to 10th and wells 12ft.

3rd and Washington to 2nd and Washington 14ft.

2nd and Washington to Wells 13 ft.

These are just a few of the two way streets that are narrower than the one way street we live on. There are more!!!!

We the undersigned feel the section of the one way street will be safer to exit onto once we know there will be Legal traffic from both directions.....

We hope you understand our problem with this now dangerous situation and act accordingly

Thank you.

Eric Charles

214 S. Wells

Angel Mary

304 S WELLS

Scott L. Leland

102 S. Wells

Doug Jones

211 S. Wells

Marty McCall

105 S. Wells

John McCall

106 S Wells

Elmer Gillis

206 N Wells

Dolores Dixon

206 S. Wells

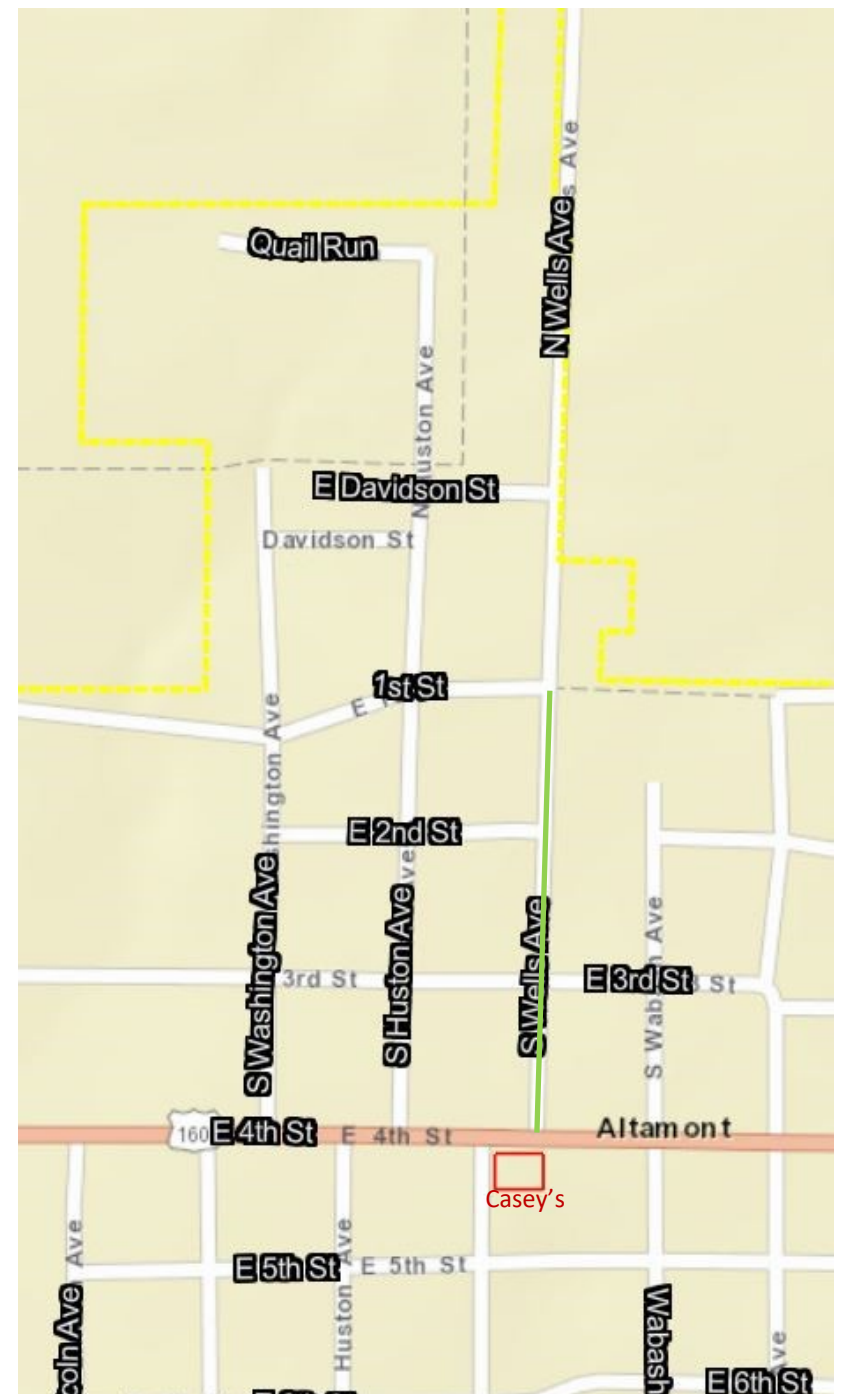
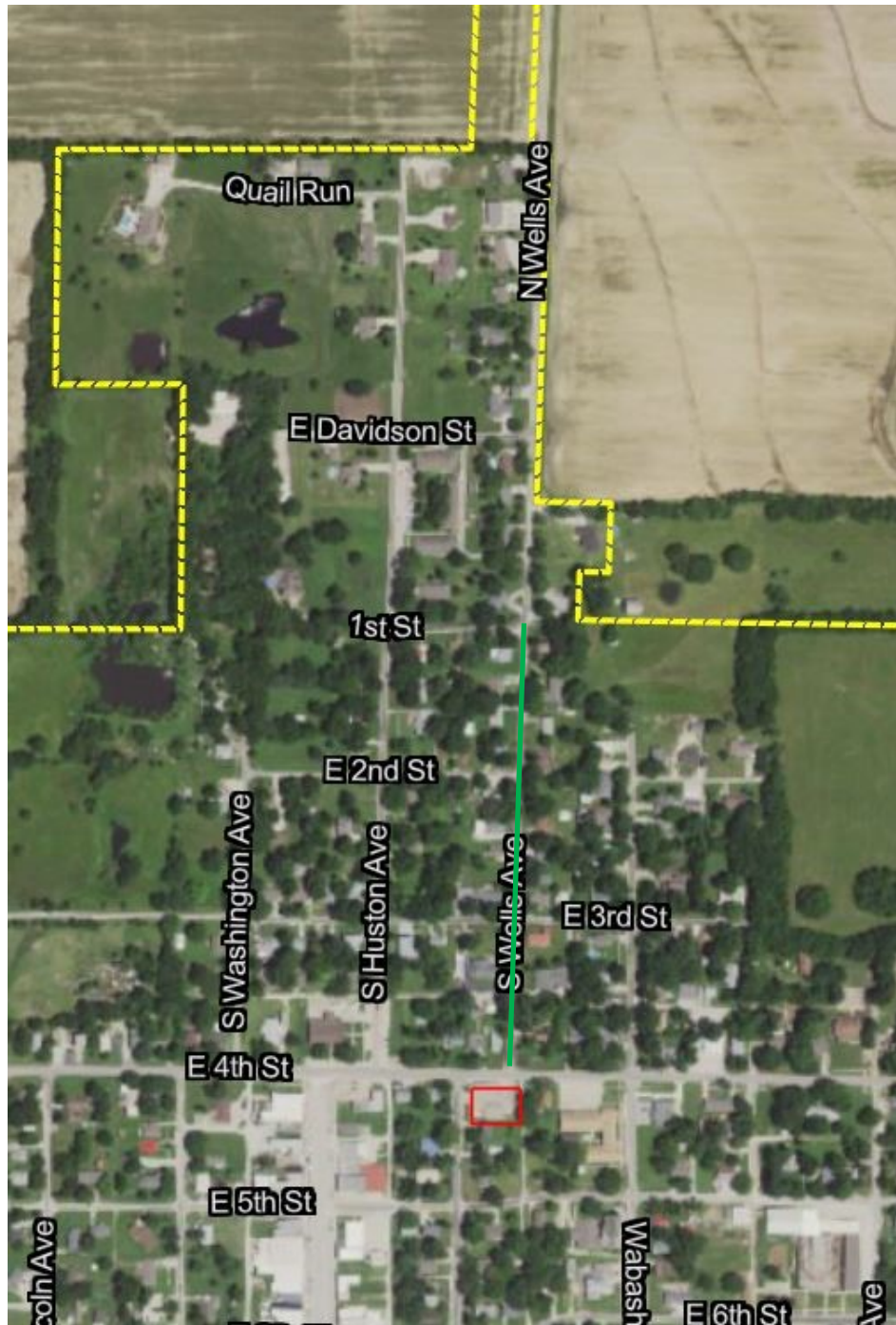
Carl Leland

115 S. Wells

Norma Grether

115 S. Wells

Wells Avenue is currently one way heading North from 1st Street to 4th Street - represented in Green



To: MAYOR AND COUNCIL
Subject: WELLS STREET (ONE WAY)

I have no problem changing 4th and Wells to 1st and Wells to a two lane road. It has been a one way street for many years, it sounds like the residents are for it. I talked with Chief Shields and he is ok with it also. We have been working to reclaim our street sizes, by cleaning our road edges and ditches, that must be working. The only thing I noticed while driving the road was we might ask the homeowner at 102 South Wells to move there property line marker a couple of feet off the road edge to make it easier for two cars to pass.

Thanks, Brad

EXECUTIVE SESSION MOTIONS

I move the city council recess into executive session to discuss an individual employee's performance pursuant to the **non-elected personnel** matter exception, K.S.A. 75-4319 (b) (1) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

I move the city council recess into executive session to discuss **Attorney – Client privilege** matter exception, K.S.A. 75-4319(b)(2) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

I move the city council recess into executive session to preliminary discuss **employer-employee negotiations** matter exception, K.S.A. 75-4319(b) (3) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

I move the city council recess into executive session to preliminary discuss **property acquisition** matter exception, K.S.A. 75-4319(b)(6) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

I move the city council recess into executive session to discuss data relating to **financial affairs or trade secrets** of corporations, partnerships, trusts, and individual proprietorships pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(4) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

K.S.A. 75-4319. Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure. (a) Upon formal motion made, seconded and carried, all bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include a statement of (1) the justification for closing the meeting, (2) the subjects to be discussed during the closed or executive meeting and (3) the time and place at which the open meeting shall resume. Such motion, including the required statement, shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion.

(b) No subjects shall be discussed at any closed or executive meeting, except the following:

(1) Personnel matters of nonelected personnel;

(2) consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship;

(3) matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency;

(4) confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships;

(5) matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by the person;

(6) preliminary discussions relating to the acquisition of real property;

**City of Altamont
Job Description**

Job Title: City Administrator
Department: Administration
Reports To: City Governing Body
FLSA Status: Non-exempt

SUMMARY

Under general supervision of the City of Altamont Governing Body, the City Administrator performs all duties and discharges all responsibilities as defined by the Kansas State Statute and City Ordinance; in addition, assists in maintaining records of activities producing monies for the City; completes all required City administrative reports; supervises all department heads; and performs other duties as may be assigned by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- ❖ Follows and maintains all City safety policies and procedures.
- ❖ Maintains general administrative and managerial supervision over all departments, department heads, functions, projects and services of the City.
- ❖ Prepares the annual budget of the Governing Body with the aid of the City Clerk and City Treasurer. Gathers necessary historical information; estimates revenues, reviews expenses, and assists each department head in preparing their portion of the budget; alerts the City Governing Body of problem areas pertaining to the budget and keeps the Governing Body fully and timely advises as to the financial conditions of the City.
- ❖ Exercises general supervision and control over all City purchases, expenditures and projects in accordance with the budget and such policies as may be established by the Governing Body and places all expenses in the City software system for approval by the Governing Body.
- ❖ Develops and prepares such planning, short range as well as long range, as the Governing Body shall request.
- ❖ Attend all meetings of the Governing Body as well as such other meetings of the City Council and other organizations the Governing Body shall designate.
- ❖ Attends municipal training, conferences and seminars which may require overnight travel.
- ❖ Ascertain available Federal as well as State programs and advise the Governing Body as to possible grants or other benefits of said programs and prepare and submit applications for such grants and benefits as the governing Body may direct.
- ❖ To coordinate the activities of all departments through the department heads. The Administrator may recommend to the Council any changes he or she deems advisable in personnel, salary scales and general personnel policies. The Administrator shall be responsible for preparing and updating as necessary a personnel manual for all City employees with the approval of the City Governing body. The administrator handles all personnel matters and discipline as defined in the City of Altamont Personnel Manual. The Administrator may recommend hiring or dismissal of employees to the Altamont Governing Body but all hiring or dismissal is at the discretion and approval of the Altamont Governing Body.
- ❖ Make such recommendations to the Governing Body as the Administrator deems necessary for the most effective and efficient administration of all City departments.
- ❖ Works with utility companies and organizations regarding municipal: gas, electric, water & trash.
- ❖ The City Administrator shall, through the departmental supervisors, maintain satisfactory controls on all records, equipment and services and shall keep the City Council informed of all facets of City services.
- ❖ Assists in the preparation of ordinances, resolutions, deeds, easements, contracts and legal documents as directed.
- ❖ Assists the City Clerk and City Treasurer in the compilation and preparation of a variety of finance reports and monitors the budgets of individual departments.

- ❖ Advises management about insurance coverage for protection against property losses and potential liabilities.
- ❖ Arranges for audits of the City's accounts with the City's auditor with the assistance of the City Clerk and City Treasurer.
- ❖ Prepares reports required by regulatory agencies.
- ❖ Establishes relations with banks and other financial institutions.
- ❖ Directs departments to achieve goals within available resources to meet overall personnel goals and objectives.
- ❖ Provide leadership and direction in the development of short and long range plans; gathers, interprets and prepares for studies, reports and recommendations; coordinates department activities with other departments.
- ❖ Provide professional advice to the City officials; makes presentation to councils, boards, commissions, civic groups and the general public.
- ❖ Joins and actively participates in Civic Organizations including the local Lions Club.
- ❖ Recruit, interview and assist in the selection of employees to fill vacant positions.
- ❖ Prepares personnel forecast to project employment needs.
- ❖ Writes directives advising department managers of city policy regarding equal employment opportunities, compensation, and employee benefits.
- ❖ Consults legal counsel to ensure that policies comply with federal and state law.
- ❖ Writes and delivers presentations to City staff or government officials regarding human resources policies and procedures.
- ❖ Perform such other duties as the Governing Body may from time to time direct.
- ❖ To supervise and help the City's relationship with the various industries and businesses in and immediately around the City. The Administrator shall also assist the City in attracting new industries for the Community.
- ❖ Works in the City Office to assist the City Clerk and Deputy City Clerk as well as mans the office in the absence of City Staff to attend meetings, conferences, training and in the case of emergencies.

SUPERVISORY RESPONSIBILITIES

Directly supervises employees. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, advice in the hiring process, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Must live within the City of Altamont or be able to relocate within 6 months of employment. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

College degree in Business or Municipal Management, Accounting, Human Resource Management or Finance preferred.

LANGUAGE SKILLS

Ability to read and comprehend instructions, short correspondence, and memos. Ability to write correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Requires valid driver's license. Must submit to a credit background check, a criminal background check and a driver's background check.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit. The employee frequently is required to use hands to finger, handle, or feel and talk or hear. The employee is occasionally required to stand, walk, and reach with hands and arms. The employee must occasionally lift and/or move up to 15 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

JOB TYPE: Full-time

PAY: \$45,000 to \$70,000 annual salary DOQ

BENEFITS:

- Dental Insurance
- Health Insurance
- Life Insurance
- Retirement Plan
- Vision Insurance
- Discounted Membership to Local Fitness Center
- Hospital Plan
- Cancer Plan
- Flex-Pay Medical Spending
- Employee Appreciation Program

ORDINANCE # 621

AN ORDINANCE PROVIDING FOR SALARIES AND WAGES OF CERTAIN APPOINTIVE OFFICERS AND EMPLOYEES OF THE CITY OF ALTAMONT, KANSAS EFFECTIVE JANUARY 1, 2021, AND REPEALING ORDINANCES #614

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

SECTION 1. That the following named officers and employees shall have and receive as base compensation for their services such salaries within the amounts hereinafter provided:

CITY ADMINISTRATOR: \$45,000 - \$70,000/yr

PUBLIC WORKS SUPERINTENDENT: \$36,000 – \$65,000/yr

ASSISTANT SUPERINTENDENT: \$14.00 - \$25.00/hr

PUBLIC WORKS LABORERS:

0-3 Years: \$11.00 - \$18.00/hr.

3-6 Years: \$11.95 - \$19.00/hr.

6-10 Years: \$13.95 - \$20.00/hr.

10 Years +: \$15.95 - \$25.00/hr.

CITY CLERK: \$34,000 - \$65,000/yr

CITY TREASURER/DEPUTY CITY CLERK/ COURT CLERK: \$21,000 - \$45,000

CITY OFFICE STAFF:

0-3 Years: \$7.25 - \$14.00/hr.

3-6 Years: \$9.00 - \$16.00/hr.

6-10 Years: \$11.00 - \$18.00/hr.

10-15 Years: \$14.00 - \$20.00/hr.

15 Years +: \$16.00 - \$22.00/hr.

POLICE CHIEF: \$36,000 - \$65,000/yr

PATROLMAN (FULL-TIME):

0-6 yrs: \$11.00 - \$20.00/hr

6-10 + yrs: \$13.00 - \$22.00/hr

PATROLMAN (PART-TIME);

Uncertified part-time - \$12.50/hr.

Certified part-time - \$15.00/hr.

FIRE CHIEF:

\$200.00 per month plus \$15.00 per fire run

ASSISTANT FIRE CHIEF:

\$30.00 each quarter plus \$15.00 per fire run

VOLUNTEER FIRE FIGHTER:

\$15.00 per fire run

FOR ALL FULL-TIME, AFTER FIRST 6 MONTHS SUCCESSFUL PROBATIONARY PERIOD GIVE .25/HR RAISE.

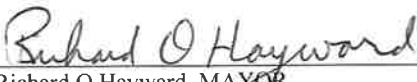
ALL PART-TIME PERSONNEL AT \$7.25/HR UNLESS SPECIFIED BY THE CITY COUNCIL.

SECTION 2. Ordinances 614 is hereby repealed in its entirety.


SECTION 3. Related fringe benefits discussed annually.

SECTION 4. This Ordinance shall be effective and retroactive to January 1, 2021.

PASSED AND APPROVED by the Governing Body the 12th day of November 2020


Richard O Hayward, MAYOR

Attest:


LeaAnn Myers, City Clerk