



## City of Topeka City Council Agenda

City Council Chambers  
214 SE 8th Street  
Topeka, Kansas 66603  
[www.topeka.org](http://www.topeka.org)

November 15, 2016  
6:00 PM

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### Mayor: Larry E. Wolgast Councilmembers

|                     |                |                 |                |
|---------------------|----------------|-----------------|----------------|
| Karen A. Hiller     | District No. 1 | Brendan Jensen  | District No. 6 |
| Sandra Clear        | District No. 2 | Elaine Schwartz | District No. 7 |
| Sylvia E. Ortiz     | District No. 3 | Jeff Coen       | District No. 8 |
| Tony Emerson        | District No. 4 | Richard Harmon  | District No. 9 |
| Michelle De La Isla | District No. 5 |                 |                |

Interim City Manager: Doug Gerber

**Addressing the Council:** No person shall address the Council during a Council Meeting, unless they have notified the City Clerk at (785)368-3940 by 5:00 P.M. on the day of any Council Meeting of their desire to speak on a specific matter on the published meeting agenda or during the public comment portion of the Council Meeting. This limitation shall not apply to items added during the course of a meeting. The Council does not take action with respect to any subject not on the agenda unless added to the agenda by a two-thirds vote of the Council.

*Persons addressing the City Council will be limited to four (4) consecutive minutes of public address on a particular agenda item. Debate, question/answer dialogue or discussion between Councilmembers will not be counted towards the four (4) minute time limitation. The Chair may extend time with the unanimous consent of the Council or the Council by affirmative vote of five (5) members may extend the four (4) minute limitation.*

*Persons will be limited to addressing the City Council one (1) time on a particular matter unless otherwise allowed by an affirmative vote of five (5) members of the City Council.*

To make arrangements for special accommodations please call 785-368-3940. A 48-hour advance notice is preferred.

The Federal Communications Commission (FCC) has adopted use of the 711 dialing code for access to Telecommunications Relay Services (TRS). TRS permits persons with a hearing or speech disability to use the telephone system via a text telephone (TTY) or other device to call persons with or without such disabilities. To reach the City Clerk's office using the TRS, please dial 711.

(Agendas are available on Thursday afternoon in the City Clerk's office, 215 SE 7th - Room 166 and on the City's web site at <http://www.topeka.org>)

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**CALL TO ORDER:**

**INVOCATION:**

**PLEDGE OF ALLEGIANCE:**

**1. MAYORAL PROCLAMATIONS:**

**"None scheduled at this time."**

**2. PRESENTATIONS:**

**"3rd Quarter Financial Report and Year-end Projections"**

**"Public Works and Utilities 3rd Quarter Update"**

**3. ROLL CALL:**

**4. CONSENT AGENDA:**

**A. Board Appointment - Downtown Business Improvement District Advisory Board**

**BOARD APPOINTMENT** recommending the appointment of Angel Zimmerman to the Downtown Business Improvement District Advisory Board for a term ending November 2, 2018. *(Council District No. 5)*

**B. Board Appointment - Topeka Housing Authority Board of Commissioners**

**BOARD APPOINTMENT** recommending the reappointment of Alisa Snavelly to the Topeka Housing Authority Board of Commissioners to fill a term ending January 1, 2021. *(Council District No. 7)*

**C. Board Appointment - Board of Mechanical Examiners**

**BOARD APPOINTMENT** recommending the reappointment of Craig Strever to the Board of Mechanical Examiners for a term ending November 1, 2018. *(Council District No. 7)*

**D. Board Appointment - Board of Building and Fire Appeals**

**BOARD APPOINTMENT** recommending the reappointment of Steve Mohan to the Board of Building and Fire Appeals for a term ending January 1, 2019. *(Council District No. 7)*

**E. Board Appointment - Board of Building and Fire Appeals**

**BOARD APPOINTMENT** recommending the reappointment of Dan Rowe to the Board of Building and Fire Appeals for a term ending January 1, 2019. *(Council District No. 5)*

**F. MINUTES of the regular meeting of November 1, 2016**

**G. APPLICATIONS:**

**5. ACTION ITEMS:**

**A. Resolution - City of Topeka Reserve Policy**

**A RESOLUTION** introduced by Interim City Manager Doug Gerber, establishing a policy for

**Reserve Balances for the City of Topeka.** *(Deferred from the meeting of October 4, 2016.)*

*(Approval of a comprehensive reserve policy will provide staff guidance on the use of reserves, set reserve levels and identify proper use of reserves.)*

**B. Resolution - 901 Real Estate LLC (CU16/5)**

**A RESOLUTION** introduced by Interim City Manager Doug Gerber, in accordance with Section 18.60.010 of the Topeka Municipal Code (TMC), approving a Conditional Use Permit to allow for a “Correctional Placement Facility” on property zoned “I-1” Light Industrial District located at 2035 SW Western Avenue and to allow for a “Parking, Surface Lot In Association With A Principal Use” on property zoned “M-1” Two-Family Dwelling District and located along the east side of SW Fillmore between SW Hampton and SW 20th Streets within the City of Topeka, Shawnee County, Kansas. *(CU16/5) (Council District No. 3)*

*(Approval will allow a correctional placement facility for up to 45 on-site beds and a parking lot in association with the principal use. Property owners in the 200 foot protest area have filed a protest petition constituting 38% of land area. All members of the Governing Body must be present and 8 votes are needed for approval.)*

**C. Resolution - 29th and Fairlawn Tax Increment Finance District - Set Public Hearing Date**

**A RESOLUTION** introduced by Interim City Manager Doug Gerber providing notice of a public hearing concerning the establishment of a Redevelopment District with the City (Wheatfield TIF District) pursuant to K.S.A. 12-1770 *et seq.*, as amended.

*(Approval would set a public hearing date of December 20, 2016.)*

**D. Ordinance - Expenditures - October 1-28, 2016**

**AN ORDINANCE** introduced by Interim City Manager Doug Gerber, allowing and approving City expenditures for the period of October 1, 2016, through October 28, 2016, and enumerating said expenditures therein.

*(Approval would authorize City expenditures in the amount of \$17,274,871.43.)*

**E. Set the Public Hearing Date - 2016 Budget Amendment**

**AUTHORIZING** a public hearing for December 6, 2016, for the purpose of hearing and answering objections of taxpayers relating to the proposed amendments to the 2016 Operating Budget.

*(Approval authorizes publication of the Notice of Public Hearing for December 6, 2016, in the November 21, 2016, edition of the Topeka Metro Newspaper. The amendment would increase the expenditure level of the 2016 Adopted Budget in the specified funds from \$41,312,719 to \$46,788,445, a \$5,475,726 increase.)*

**6. NON-ACTION ITEMS:**

**A. Discussion - 2017 Special Alcohol Grant Recommendations**

**DISCUSSION** of funding recommendations by Alcohol and Drug Abuse Advisory Council in the amount of \$620,000 for the 2017 Special Alcohol Fund.

*(The recommended amount is based on the projected Liquor Tax collected by the State and required to be allocated to alcohol and drug programs. This is a slightly higher amount than in 2016.)*

**B. Discussion - Special Events and Vendor Licenses**

**DISCUSSION** concerning proposed changes to the Special Event Procedure and Vendor licenses.

*(Continue discussion from the meeting of November 1, 2016. Implementation of a special events procedure and vendor license code updates would take effect January 1, 2017.)*

**C. Discussion - City of Topeka Capital Improvement Plan Policy and Introduction to 2018 Process**

**DISCUSSION** of the City of Topeka Capital Improvement Plan Policy, and introduction to the 2018 Capital Improvement Plan Process.

**D. Discussion - Horseshoe Bend Subdivision No. 4 - Benefit Improvement District**

**DISCUSSION** to consider establishing a benefit improvement district for the Horseshoe Bend Subdivision No. 4 located near SE 43rd Street and SE Grand Oaks Avenue.

*(Approval would set a public hearing date on January 3, 2017, to hear public comment with regard to whether the City would establish a benefit improvement district for Horseshoe Bend Subdivision No. 4.)*

**E. Discussion - Misty Harbor Estates No. 5 - Benefit Improvement District**

**DISCUSSION** to consider establishing a benefit improvement district for Misty Harbor Estates No. 5 located near SW 43rd Street and SW Lakeside Drive.

*(Approval would set a public hearing date on January 3, 2017, to hear public comment with regard to whether the City would establish a benefit improvement district for Misty Harbor Estates No. 5.)*

**7. ANNOUNCEMENTS:**

**PRELIMINARY AGENDA**

*(The City Clerk will provide a brief summary of items on the next scheduled Council meeting agenda. Also during this time, the City Manager and Governing Body Members may offer comments regarding City business and announce upcoming events.)*

**8. PUBLIC COMMENT:**

**9. EXECUTIVE SESSION:**

**Resolution - Executive Search Firm Request for Proposal for City Manager Position**

**A RESOLUTION** introduced by Deputy Mayor Michelle De La Isla authorizing City administration to issue a request for proposals for an executive search firm to assist in hiring a city manager.

*(Approval would authorize City administration to commence the RFP process.)*

**Executive Sessions** are closed meetings held in accordance with the provisions of the Kansas Open Meetings Act.

*(Executive sessions will be scheduled as needed and may include topics such as personnel matters, considerations of acquisition of property for public purposes, potential or pending litigation in which the city has an interest, employer-employee negotiations and any other matter provided for in K.S.A. 75-4319.)*



**10. ADJOURNMENT:**



**ATTACHMENTS:**

**Description**

AZimmerman Application 2016

AZimmerman Resume 2016

## Profile

Angel

First Name

Zimmerman

Last Name

angel@z2law.com

Email Address

3600 SW Randolph Ave

Street Address

Suite or Apt

Topeka

City

KS

State

66611

Postal Code

### Are you a resident of the City of Topeka?

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☒ Yes ☐ No

City of Topeka, District 5

What district do you live in?

785-357-0021 (work)

Primary Phone

785-230-1280 (cell)

Alternate Phone

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### Which Boards would you like to apply for?

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Business Improvement District

Zimmerman & Zimmerman, P.A.

Employer

Managing Partner

Job Title

### Are you a registered voter?

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☒ Yes ☐ No

### Are you currently a full or part-time employee of the City of Topeka?

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☐ Yes ☒ No

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If yes, please advise in which department you work

**Are you or any immediate family member related to any city governmental official or employee?**

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☐ Yes ☒ No

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If yes, please advise who and how you are related:

**Are you or have you been a party to any civil litigation involving the City of Topeka?**

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☐ Yes ☒ No

**If yes, please explain:**

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I have had a contract to do collection work for the City. I no longer have the active contract but I do have the legacy contract and do work for the City.

**Are you delinquent in payment of any taxes, fees, fines or special assessments owed to the State of Kansas, Shawnee County or the City of Topeka?**

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☐ Yes ☒ No

**If yes, please explain:**

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## **Interests & Experiences**

**Please state why you are interested in serving on this board or commission:**

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Diversity is essential to our community. I believe in the work that the Women's Foundation is doing and hope to see that project move forward in our community and to see and teach women how to serve on civic boards and commissions.

**Please describe your education, experience and expertise including any honors or awards,**

**civic, cultural, charitable or professional organization memberships that relate to the position you are seeking.**

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Resume Attached. Undergrad at Emporia State University in Public Administration and JD at Washburn School of Law. Awards include GoTopeka Women of Influence for Mentoring, Topeka Legal Professionals Boss of the Year, Kansas Bar Association Public Service Award and others. A few of the current leadership positions include Chair of the international J Reuben Clark Law Society Women in Law Committee, VP of Strategic Partnering for the National Conference of Women Bar Associations, Chair of Go Topeka EMBD, Washburn School of Law Foundation Secretary, Topeka Bar Association Bench/Bar committee, Kansas Bar Association CLE committee co-chair and LPM committee chair. Work experience includes either manager or attorney of a collection law firm for over 25 years, current owner of Z2,LLC which owns 909 SE Quincy and I have my own female owned law firm which employees 10 staff - Zimmerman & Zimmerman, P.A.

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Upload a Resume

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Please attach any additional information you believe may be helpful in considering your application.

Question applies to multiple boards.

**List any professional licenses you hold in Kansas and advise if they are current. (We reserve the right to request a copy of your license prior to approval of your appointment.)**

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Registered as active attorney in Kansas.

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## Voluntary Self Identification

White

Ethnicity

Female

Gender

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## Acknowledgements and Verification

**Purpose of information being submitted.**

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To apply for consideration of board service

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☒ I Agree

**The information I am submitting is true and correct.**

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☒ I Agree

**Electronic Signature**

*Angel Zimmerman*

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☒ I Agree

# Angel Zimmerman

3600 SW Randolph Ave, Topeka, KS 66611

(785) 357-0021

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**Objective:** To promote the ethical behavior and positive perception of attorneys and women in Kansas with the focus on law practice management and business management.

## Current Employment:

|                                                  |         |
|--------------------------------------------------|---------|
| Managing Partner for Zimmerman & Zimmerman, P.A. | present |
| Law firm for collections and creditors rights    |         |
| 909 SE Quincy, Topeka, Ks 66612 (785) 357-0021   |         |
| Designated member of Z2, LLC                     | present |
| 909 SE Quincy, Topeka, KS                        |         |

## Current Teaching Position:

|                                                                             |                           |
|-----------------------------------------------------------------------------|---------------------------|
| Early Morning Seminary Teacher,                                             | 2000-2003, 2005 - present |
| 5:50am religion class for high school students Monday - Friday              |                           |
| The Church of Jesus Christ of Latter-day Saints-Jewell Building, Topeka, KS |                           |

## Sample of Speaking Engagements:

WAAT – LPM, KS CLE Commission, KsaJ – Ethics, NARCA – Ethics Panel, KCAA – Ethics in Collections, KWAA – LPM/Ethics for Women Attorneys, KBA Solo and Small Attorney Conference, KBA LPM October Conf, TBA – LPM CLE/Ethics, KBA Annual Meeting – LPM / Ethics, Washburn Law, Washburn Law Adjunct professor fall 2014 and fall 2015, Various community organizations and HCCI.

## Past Employment:

|                                                                   |                  |
|-------------------------------------------------------------------|------------------|
| Managing Partner for Valentine, Zimmerman & Zimmerman, P.A.       | 2010-2013        |
| Managing Attorney for Valentine & Zimmerman, P.A.                 | 2007-2009        |
| Office Manager of Thomas A. Valentine, P.A.                       | 1996 – 2006      |
| Law firm for collections and creditors rights                     |                  |
| 112 W. 7 <sup>th</sup> Suite 200, Topeka, Ks 66603 (785) 357-0021 |                  |
| Account Manager promoted to Department Manager for Sloan Law firm | 1992-1995        |
| Law firm Collection Department under Thomas A. Valentine          |                  |
| 7 <sup>th</sup> & Kansas, Topeka, KS 66603 (785) 367-6311         |                  |
| Jay VanderVelde, Attorney At Law                                  | 1989-1991        |
| Part-time placement through Emporia State University              |                  |
| 524 Commercial #400, Emporia, KS 66801 (620) 342-0356             |                  |
| President of Starwood Financial Inc.                              | 2004 – June 2011 |
| A Debt purchasing company                                         |                  |
| 3600 SW Randolph Ave., Topeka, KS 66611 (785) 234-3433            |                  |

## Education:

|                                                    |           |
|----------------------------------------------------|-----------|
| Washburn School of Law, Juris Doctorate            | 2003-2006 |
| Emporia State University, BS Public Administration | 1988-1991 |
| 1 semester at Riga State University, Riga Latvia   | 1991      |
| Emporia High School                                | 1984-1988 |

## Current Organizations:

Minority and Women Business Development Council of GoTopeka (2014-present) current chair, OJA Judicial Council Committee (2013-present), Topeka Bench/Bar (2013-present), Washburn Law Foundation Secretary (2011-present), Director for National Conference of Women Bar Associations (2013-present), ESU political science advisory board (2013-present), International JRCLS – WIL Committee (2011-present) incoming chair, National Association of Judges Committee member for Kansas informed voter campaign (2013-present), Presidents council for KWAA (2013-present), JRCLS KS/MO Chapter Chair (2014-2016), TBA Bench/Bar Committee (2013-present), KBA section president for Law Practice Management (2009-present), KBA CLE Committee (2009-present) current co-chair, Chamber of Commerce member, AWE (Association of Women Entrepreneurs), NAWL (National Association of Women Lawyers), ABA, KBA, Friends in Credit/CPI (Credit Professionals International), TCBA (Topeka Collection Bar Association), KCAA (Kansas Collections Attorney Association), Sam A Crow -Inns of Court, JRCLS (J Reuben Clark Law Society).



**Past Positions:**

Co-Chair National Committee for Government Affairs – legislation and court rules - NARCA (CoChair, 2014,2009-2013member), JRCLS KS/MO Chapter Chair Elect (2012-2014),KWAA regional representative (2012-2014)Washburn Board of Governors (2008-2014), KWAA President (2012-2013),WAAT President (2011-2012), KWAA president elect (2011-2012), National HUBNET collection software president 2010,Board member of HCCI (Housing and Credit Counseling, Inc.), President of AWE, President of CPI, Brownie girl scout leader, Young Women President for Colly Creek ward of The Church of Jesus Christ of Latter-day Saints, Chamber of Commerce ambassador, WAAT (Women Attorney Association of Topeka) Career Development Chair (2008-9), WAAT membership chair (2009-10), KBA Young Lawyers CLE Chair (2009-10), TBA Law Day Chair (2010-2011), Co-Chair TBA Inaugural Law Day 5K, TBA YL Treasurer (2009-10),KBA Young Lawyers CoEditor (2008-09), Topeka Bar Association Young Lawyers Division Secretary (2008-9), PTO President for HPC elementary school (2008-2010) PTO president for Jardine Middle School (2007-2009).

**Honors:**

Capital One Top Performing Attorney – Spring 2009 (firm award), KBA Outstanding Young Lawyer (2009), Nominee for ABA Outstanding Young Lawyer (2010), Boss of the Year by the Topeka Legal Professionals (2011), KBA Outstanding Service Award (2014), GoTopeka Women of Influence – Mentoring 2016

FOUNDER OF THE LARRY & ANGEL ZIMMERMAN LAW PRACTICE MANAGEMENT TRAVEL ENDOWMENT  
AT WASHBURN SCHOOL OF LAW



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November 15, 2016

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**DATE:** November 15, 2016  
**CONTACT PERSON:** Mayor Larry Wolgast      **DOCUMENT #:**  
**SECOND PARTY/SUBJECT:** Topeka Housing      **PROJECT #:**  
                                         Authority Board of  
                                         Commissioners  
**CATEGORY/SUBCATEGORY** 006 Communication / 005 Other  
**CIP PROJECT:** No  
**ACTION OF COUNCIL:**      **JOURNAL #:**  
                                         **PAGE #:**

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**DOCUMENT DESCRIPTION:**

**BOARD APPOINTMENT** recommending the reappointment of Alisa Snavely to the Topeka Housing Authority Board of Commissioners to fill a term ending January 1, 2021. *(Council District No. 7)*

**POLICY ISSUE:**

The Topeka Housing Authority Advisory Board plans and studies the public housing needs of the City and to make recommendations to city officials.

**STAFF RECOMMENDATION:**

Mayor Wolgast recommends the Governing Body move to approve the board appointment.

**BACKGROUND:**

The board shall consist of five members appointed by the Mayor; one of which must be a client of the housing authority. Members shall serve four-year terms on volunteer basis. Council nominations are not required.

**BUDGETARY IMPACT:**

There is a no budgetary impact to the City.

**SOURCE OF FUNDING:**

Not Applicable.





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DATE: November 15, 2016  
CONTACT PERSON: Mayor Larry Wolgast DOCUMENT #:  
SECOND PARTY/SUBJECT: Board of Building and Fire Appeals PROJECT #:  
CATEGORY/SUBCATEGORY 006 Communication / 005 Other  
CIP PROJECT: No  
ACTION OF COUNCIL: JOURNAL #:  
PAGE #:

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**DOCUMENT DESCRIPTION:**

**BOARD APPOINTMENT** recommending the reappointment of Steve Mohan to the Board of Building and Fire Appeals for a term ending January 1, 2019. (*Council District No. 7*)

**POLICY ISSUE:**

The City of Topeka Board of Building and Fire Appeals (BBFA) is responsible for reviewing and deciding on appeals relative to the application and interpretation of the currently adopted commercial and residential building and fire codes utilized within the Topeka jurisdiction. The BBFA has authority to hear and decide upon proposed alternatives, equivalencies and performance measures that may not be specifically prescribed by these codes. To be approved, any proposal must comply with the intent of the provisions of these codes. The BBFA does not have the authority to waive the requirements of these codes.

**STAFF RECOMMENDATION:**

Councilmember Schwartz nominates and Mayor Wolgast recommends the reappointment of Steve Mohan to the Board of Building and Fire Appeals for a two-year term that will end January 1, 2019. The position requires the member be a licensed commercial contractor and live within the city. Mr. Mohan meets these requirements.

**BACKGROUND:**

This is a City-created board where the City Council nominates and the Mayor appoints. If no nominations are received, the Mayor may appoint. The board shall be comprised of seven members who shall be currently licensed or engaged in or have substantial past experience in the following fields or professions: licensed professional engineer, licensed architect, licensed commercial contractor, or other experienced professional working in a field related to building construction. The board shall always consist of at least two engineers, two architects, and one contractor. Board members must live within the limits of the city of Topeka and will serve a two-year term.

**BUDGETARY IMPACT:**

There is no budgetary impact to the City.

**SOURCE OF FUNDING:**

Not applicable.



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DATE: November 15, 2016  
CONTACT PERSON: Mayor Larry Wolgast DOCUMENT #:  
SECOND PARTY/SUBJECT: Board of Building and Fire Appeals PROJECT #:  
CATEGORY/SUBCATEGORY 006 Communication / 005 Other  
CIP PROJECT: No  
ACTION OF COUNCIL: JOURNAL #:  
PAGE #:

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**DOCUMENT DESCRIPTION:**

**BOARD APPOINTMENT** recommending the reappointment of Dan Rowe to the Board of Building and Fire Appeals for a term ending January 1, 2019. *(Council District No. 5)*

**POLICY ISSUE:**

The City of Topeka Board of Building and Fire Appeals (BBFA) is responsible for reviewing and deciding on appeals relative to the application and interpretation of the currently adopted commercial and residential building and fire codes utilized within the Topeka jurisdiction. The BBFA has authority to hear and decide upon proposed alternatives, equivalencies and performance measures that may not be specifically prescribed by these codes. To be approved, any proposal must comply with the intent of the provisions of these codes. The BBFA does not have the authority to waive the requirements of these codes.

**STAFF RECOMMENDATION:**

Councilmember Hiller nominates and Mayor Wolgast recommends the reappointment of Dan Rowe to the Board of Building and Fire Appeals for a two-year term that will end January 1, 2019. The position requires the member be a licensed commercial contractor and live within the city. Mr. Rowe meets these requirements.

**BACKGROUND:**

This is a City-created board where the City Council nominates and the Mayor appoints. If no nominations are received, the Mayor may appoint. The board shall be comprised of seven members who shall be currently licensed or engaged in or have substantial past experience in the following fields or professions: licensed professional engineer, licensed architect, licensed commercial contractor, or other experienced professional working in a field related to building construction. The board shall always consist of at least two engineers, two architects, and one contractor. Board members must live within the limits of the city of Topeka and will serve a two-year term.

**BUDGETARY IMPACT:**

There is no budgetary impact to the City.

**SOURCE OF FUNDING:**

Not applicable.



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|                              |                                                   |                    |
|------------------------------|---------------------------------------------------|--------------------|
| <b>DATE:</b>                 | <b>November 15, 2016</b>                          |                    |
| <b>CONTACT PERSON:</b>       | <b>Brandon Kauffman,<br/>Director of Finance</b>  | <b>DOCUMENT #:</b> |
| <b>SECOND PARTY/SUBJECT:</b> |                                                   | <b>PROJECT #:</b>  |
| <b>CATEGORY/SUBCATEGORY</b>  | <b>020 Resolutions / 005 Miscellaneous</b>        |                    |
| <b>CIP PROJECT:</b>          | <b>No</b>                                         |                    |
| <b>ACTION OF COUNCIL:</b>    | <b>10-04-16 Defer until<br/>November 15, 2016</b> | <b>JOURNAL #:</b>  |
|                              |                                                   | <b>PAGE #:</b>     |

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**DOCUMENT DESCRIPTION:**

**A RESOLUTION** introduced by Interim City Manager Doug Gerber, establishing a policy for Reserve Balances for the City of Topeka. *(Deferred from the meeting of October 4, 2016.)*

*(Approval of a comprehensive reserve policy will provide staff guidance on the use of reserves, set reserve levels and identify proper use of reserves.)*

**POLICY ISSUE:**

Approval of a comprehensive reserve policy provides staff guidance on the use of reserves, set reserve levels and identify proper use of reserves.

**STAFF RECOMMENDATION:**

Staff recommends that the governing body undertake a comprehensive review of financial policies including the reserve policy. The current reserve policy was set forth in the 2004 debt policy. The policy however only identifies reserve levels for the general fund and a more comprehensive reserve policy is needed in order to give staff proper guidance for financial planning.

**BACKGROUND:**

The Governing Body approved Resolution No. 7554 on November 23, 2004. The debt policy has served the City well, but due to its age it needs updated. The policy currently includes a section on the general fund reserves but is not comprehensive for all City operating funds. A more comprehensive policy for reserves is needed to assist in guiding the City and staff.

**BUDGETARY IMPACT:**

Adopting an updated reserve policy could assist the City with developing future budgets and assist with the long



term financial health of the City.

**SOURCE OF FUNDING:**

Not Applicable.

**ATTACHMENTS:**

**Description**

Resolution No. 7554 - City Debt Policy

COT Reserve Policy 10-31-16

Reserve Policy Comparison Chart

COT Reserve Policy Highlights

October 4, 2016 Council Meeting Minutes

RESOLUTION NO. 7554

A RESOLUTION introduced by Mayor James A. McClinton setting forth the City of Topeka's policy for debt management.

WHEREAS, the vitality and economic prospects of a City can be measured by the service delivery potential of its infrastructure; and

WHEREAS, a significant portion of a city's ability to influence and/or encourage economic development can be measured by the adequacy of its infrastructure and its capacity to support growth; and

WHEREAS, it is the responsibility of the City Council, the City Manager and other appointed city staff, as trustees for the City of Topeka's ("City") infrastructure and physical plant and their related service delivery capacity, to:

1. Maintain the existing assets to ensure continued serviceability;
2. Provide for additions, modifications, and expansions as needed and, when possible, in reasonable anticipation of change;
3. Ensure that the costs of this effort are borne equitably by each generation of taxpayers, rate-payers, users, and other beneficiaries over a relevant period of time;
4. Employ the use of debt to complement, and not to supplant, significant recurring commitments of annual appropriations for capital purposes;
5. Act as responsible fiduciaries during their tenure as City officials, to ensure the transfer to their successors of City infrastructure, physical plant, and service delivery capacity in equal or better condition as they received them from the preceding officials; and
6. Maintain the City's sound financial position, reasonable reserves, and attractive debt position, thereby enhancing the City's corporate image, creditworthiness,

flexibility, and its related ability to meet the challenges of each new day, decade, and generation.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Topeka, Kansas, that City Council hereby adopts the following policy to establish debt issuance and management guidelines for all debt financing for the City of Topeka.

Section 1. RESPONSIBILITY FOR DEBT MANAGEMENT

A. The primary responsibility for making debt-financing recommendations rests with the Director of Budget and Finance. In developing such recommendations, the Director of Budget and Finance shall be assisted by other City staff. The responsibilities of City staff shall be to:

1. Consider the need for debt financing and assess progress on the current Capital Improvement Budget and any other program/improvement deemed necessary by the City Manager;
2. Test adherence to this policy statement and review applicable debt ratios listed in the Debt Issuance Guidelines,
3. Review changes in federal and state legislation that affect the City's ability to issue debt and report such findings to the City Manager as appropriate;
4. Review annually the provisions of ordinances authorizing issuance of general obligation bonds of the City;
5. Review the opportunities for refinancing current debt; and
6. Recommend services by a financial advisor, bond counsel, and other debt financing service providers when appropriate.

B. In developing financing recommendations, the City staff shall consider:

1. Options for interim financing including short term and inter-fund borrowing, taking into consideration federal and state reimbursements;
2. Effects of proposed actions on the tax rate and user charges;
3. Trends in bond markets' structures;
4. Trends in interest rates; and
5. Other factors as deemed appropriate.

Section 2. TERMS

A. ARBITRAGE

With respect to municipal bonds, "arbitrage" is the profit generated by issuing bonds bearing interest at tax-exempt rates, and investing the proceeds to earn interest at higher yields. This "profit" is strictly limited by the Internal Revenue Service.

B. ARBITRAGE REBATE

Arbitrage rebate refers to the amount due to the Internal Revenue Service when funds received from the issuance of tax-exempt debt have been invested and resulted in interest earnings in excess of the computed arbitrage yield on the related tax-exempt debt.

C. GENERAL OBLIGATION BONDS

Bonds backed by the full faith and credit of the City. The taxing power securing such bonds may be an unlimited *ad valorem* tax or a limited tax, usually on real estate and personal property. A special tax rate is levied for the Bond & Interest Fund annually to pay for general obligation debt service. Because it is secured by an unlimited tax levy, this structure has strong marketability and lower interest costs.

70 D. REVENUE BONDS

71 Bonds secured by revenues generated by the operation of a City facility or program,  
72 which arise in large part from dedicated user fees. Planning for such issues generally is  
73 more complex, because future costs and revenues directly affect each other. Credit  
74 enhancements (e.g., bond insurance or a letter of credit) may be needed, because of the  
75 limited source of revenues for debt service payments that may be available in outlying  
76 years.

77 E. SPECIAL ASSESSMENT BONDS

78 Bonds issued to develop facilities and basic infrastructure for the benefit of privately  
79 owned properties within the assessment district. Assessments are levied on properties  
80 benefited by the project. The issuer's recourse for non-payment is foreclosure, and the  
81 remaining debt becomes the City's direct obligation.

82 F. TEMPORARY NOTES

83 Notes are issued to provide short-term immediate financing, which is anticipated and  
84 intended to be repaid by long-term financing. This type of bridge financing has a maximum  
85 maturity of four (4) years under Kansas law.

86 Section 3. POLICIES

87 A. The City of Topeka projects debt requirements on a five (5) year basis to  
88 facilitate better short-term decisions in light of other priorities that may arise and to examine  
89 the long-range implications and effects of existing and contemplated debt.

90 B. The City does not fund current operations or routine maintenance costs from  
91 the proceeds of long-term debt. The City confines long-term borrowing and capital leases

to capital acquisitions, improvements, projects, or equipment that cannot be financed from current financial resources, under the following circumstances:

1. The project is included in the City's Capital Improvement Budget;
2. The project is the result of growth-related activities within the community that require unanticipated and unplanned infrastructure or capital improvements by the City;
3. The project's useful life, or the projected service life of the equipment, will be equal to or exceed the term of the financing;
4. There are revenues sufficient to service the debt, whether from future property taxes, user fees, or other specified and reserved resources, and debt supported by user fees, special assessments or special charges shall be preferred over that supported from taxes;
5. The debt shall be primarily used to finance capital projects with a relatively long life, typically ten (10) years or longer; or
6. Any equipment to be financed is an item that is purchased infrequently, has an expected useful life of at least five (5) years, and costs one hundred thousand dollars (\$100,000.00) or more.

C. In an effort to conserve statutorily limited debt capacity, the City borrows only when necessary and uses "pay-as-you-go" financing to the extent possible.

D. The City intends to maintain its overall debt burden within the following generally accepted benchmarks as established for municipalities by municipal debt rating agencies:

1. Net debt *per capita* should remain under nine hundred fifty dollars (\$950.00).

2. Net debt as a percentage of estimated assessed value of taxable property within the City's corporate limits should not exceed thirteen percent (13%).

3. The ratio of debt service expenditures as a percent of governmental fund expenditures should not exceed fourteen percent (14%).

4. The debt *per capita* as a percentage of personal income *per capita* should not exceed five percent (5%).

5. The City strives to achieve, and maintain a General Fund "Fund Balance" equal to no less than ten percent (10%) of General Fund "Revenue" for the next preceding year.

E. The City strives to achieve, maintain, and, whenever possible, improve its bond credit ratings to at least the following standards:

1. General Obligation Bonds rated "Aa3;"

2. Revenue Bonds rated "A2;" and

3. General Obligation Temporary Notes rated "MIG -1."

F. The City understands that such ratings will facilitate the achievement of favorable interest rates in, and the preservation of its access to, the credit markets.

G. In general, the City adheres to the following debt guidelines:

1. When measuring its commitment to its infrastructure and related service delivery potential, the City addresses both its capital needs and its operating and maintenance requirements.

2. In the case of capital needs, when measuring inter-period equity, the City considers the allocation of any debt burden among generations that will benefit from the financed capital assets, as well as the need to distribute the financing burden over appropriate fiscal periods.

3. The City uses a "level debt service" strategy as a means to equalize the burden of its debt service assessment over time. This approach provides a slightly declining percentage of budget over time, presuming a gradually increasing budget.

4. The City maintains a minimum ratio of Combined Utility Fund revenues to annual total revenue bond debt service requirements of one hundred twenty-five percent (125%).

5. The City strives to keep the average maturity of its general obligation bonds at or below fifteen (15) years.

6. When the City finances capital projects by issuing bonds, it will amortize the debt over a term not to exceed the average useful life of the projects being financed.

7. The City reviews its outstanding debt at least annually for the purpose of determining if the financial marketplace will afford the City an opportunity to refinance long-term debt and so reduce its debt service costs. In order to consider the possible current refunding of an issue, a net present value (NPV) savings of at least three percent (3%) of outstanding principal of the refunded debt shall be the threshold expected to be achieved before proceeding with such refunding, unless



the refinancing is expected to relieve the City of other onerous obligations or significantly reduce the remaining term of the financing. The City considers advance refunding when a five percent (5%) NPV threshold is met and synthetic refunding when a seven percent (7%) NPV threshold is met.

8. Capital acquisitions, improvements, equipment, and projects are categorized into "pay-as-you-go" or "debt financing" classifications. Pay-as-you-go capital items are those with a cost of less than one hundred thousand dollars (\$100,000.00), those with short asset lives of five (5) or fewer years, and those that extend the useful life of an existing capital asset for five (5) or fewer years. Debt financing capital items are limited to those major, non-recurring capital expenditures for assets or asset improvements costing more than one hundred thousand dollars (\$100,000.00) and having a useful life of more than five (5) years. However, the City will use current operating funds for capital items categorized as "debt financing," whenever it is cost feasible to do so.

9. The City confines long-term debt financing to capital items with useful lives of ten (10) or more years, which cannot be financed from current revenues or fund equity. When appropriate, the City uses special assessment taxes or other user-based revenue sources to pay the costs of related debt financing, so that those benefiting from the improvements will absorb all or most of the cost of the capital item being financed.

10. The City uses State Revolving Fund (SRF) Loan programs in lieu of revenue bond financing for utility projects whenever such funds are available at more

favorable rates. The City continues to monitor bond rating agency concerns with overall utility debt levels when participating in the SRF program.

11. The City will continue to comply with SEC Rules by disclosing and updating its financial information to nationally recognized municipal securities information repositories, bondholders, and appropriate municipal debt rating agencies. The City will continue to follow a policy of full disclosure in its Comprehensive Annual Financial Report (CAFR) and in its bond offering documents.

#### Section 4. DEBT ADMINISTRATION AND FINANCING

A. It is the responsibility of the Financial Services Department to prepare the Preliminary and Final Official Statements as required for the City's debt offerings. The City Clerk is responsible for collecting and maintaining all supporting documentation, such as minutes of the City Council meetings and relevant resolutions and ordinances, as well as for receiving and maintaining sufficient copies of the Preliminary and Final Official Statements, and the full transcript of publicly issued debt, in accordance with Federal regulations. In the case of general obligation bonds, an estimate of the mill levy required to pay off the debt is provided to the City Council by the Financial Services Department. The Department is also responsible for assuring the City's compliance with applicable secondary market disclosure requirements.

B. The tax-exempt debt proceeds are invested in accordance with the City's investment policy. Adherence to the Internal Revenue Service guidelines on arbitrage shall be followed, which at times, may require that the investment yield on tax-exempt debt proceeds be restricted. In most cases, the investment is selected to maximize interest,

with the assumption that the City will meet the IRS spend down requirements that allow for an exemption from arbitrage rebate.

C. The City uses independent, external bond counsel for all debt issues. All debt issued by the City includes a written opinion by such bond counsel affirming that the City is authorized to issue the debt, stating that the City has met all Federal and State constitutional and statutory requirements necessary for issuance, and determining the debt's Federal and State income tax status. The City's bond counsel is selected on a competitive basis.

D. The City may use an independent, external financial advisor. The use of such a financial advisor for debt issuance is at the discretion of the Director of Budget and Finance, on a case-by-case basis. For each City debt issuance, the financial advisor will provide the City with advice and guidance on structure, timing, and pricing, and prepares an analysis comparing the City's cost of financing with that of comparable sales by other issuers in the market at the time. The City's financial advisor is selected on a competitive basis.

E. Use of short-term borrowing, such as temporary notes, is undertaken until the final cost of the project is known or can be accurately projected. In some cases, projects may be funded with internal funds that will be reimbursed from proceeds of long-term debt at a future date.

F. Credit enhancement may be used if the costs of such enhancement will reduce the debt service payments on the bonds, or if such an enhancement is necessary to market the bonds.

G. The City, as a matter of policy, seeks to issue its temporary notes, general obligation and revenue bonds through a competitive sale process. In such instances where the City, through a competitive bidding for its bonds, deems the bids received as unsatisfactory or does not receive bids, it may, at the election of the City Council, enter into negotiation for sale of the bonds. In cases where the circumstances of the debt issuance are complex or out of the ordinary, a negotiated sale may be recommended to the City Council by the Director of Budget and Finance, if such a sale is allowed by State statute in the particular circumstances.

Section 5. CONDUIT FINANCINGS

A. The City may sponsor conduit financings in the form of Industrial Revenue Bonds and similar instruments for those activities (*i.e.*, economic development, housing, health facilities, etc.) that have a general public purpose, and which are consistent with the City's overall service and policy objectives as determined by the City Council.

B. All conduit financings must insulate the City completely from any credit risk or exposure and must first be approved by a City staff review committee before being submitted to the City Council for consideration. The City staff reviews the selection of the underwriter and bond counsel for the conduit debt, requires compliance with secondary market disclosure and IRS arbitrage requirements, and establishes minimum credit ratings acceptable for the conduit debt. Credit enhancement, such as insurance, may be required for certain issues. At the discretion of the Director of Budget and Finance, the City may also seek to engage its own financial advisor and/or issuer's counsel to provide advice and input on the conduit transaction at the cost of the conduit issuer.

246        Section 6.    ARBITRAGE LIABILITY MANAGEMENT

247        A.        Federal arbitrage legislation is intended to discourage entities from issuing  
248 tax-exempt obligations unnecessarily. In compliance with the spirit of this legislation, the  
249 City does not issue obligations except for identifiable projects with good prospects of timely  
250 initiation and completion. Temporary financing and subsequent long-term tax-exempt debt  
251 are issued timely so that debt proceeds will be spent quickly.

252        B.        Because of the complexity of arbitrage rebate regulations and the severity of  
253 non-compliance penalties, the City may engage outside consultants to calculate potential  
254 arbitrage liability. Such consultants shall be chosen competitively.

255        Section 7.    CREDIT RATINGS

256        A.        The Director of Budget and Finance is responsible for maintaining  
257 relationships with the rating agencies that assign ratings to the City's debt. This effort  
258 includes providing periodic updates on the City's general financial condition, along with  
259 coordinating meetings and presentations in conjunction with each new debt issuance.

260        B.        The City will typically obtain a credit rating on its debt from at least one of the  
261 nationally recognized public finance rating agencies. The Director of Budget and Finance  
262 will recommend whether or not a rating will be requested from more than one rating agency  
263 on a particular financing and which of the major rating agencies will be asked to provide  
264 such a rating.

265        C.        Full disclosure of operations shall be made and open lines of communication  
266 shall be maintained with rating agencies used by the City. The Director of Budget and  
267 Finance, with assistance of City staff and the City's bond professionals, prepares the

necessary materials and makes required presentations to the rating agencies.

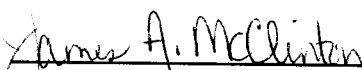
D. The City is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, City departments and agencies, other levels of government, and the general public to share clear, comprehensible, and accurate financial information. The City is committed to meeting arbitrage rebate requirements and secondary disclosure requirements on a timely and comprehensive basis.

E. Official Statements accompanying debt issues, Comprehensive Annual Financial Reports, and continuous disclosure statements meet (at a minimum), the standards articulated by the Government Accounting Standards Board (GASB), and as promulgated under Generally Accepted Accounting Principles (GAAP). The Director of Budget and Finance is responsible for ongoing disclosure to established national municipal securities information repositories and for maintaining compliance with all disclosure standards promulgated by state and national regulatory bodies.

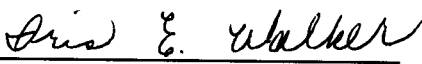
IT IS SO RESOLVED.

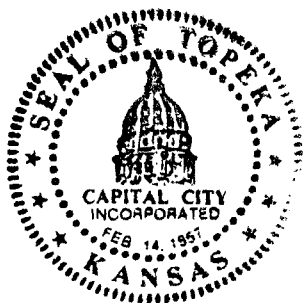
PASSED and APPROVED by City Council NOV 23 2004.

CITY OF TOPEKA, KANSAS

  
James A. McClinton, Mayor

ATTEST:

  
Iris E. Walker, City Clerk



APPROVED AS TO FORM AND LEGALITY

DATE 11/10/04 BY DMC

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**WHEREAS**, the city government has an important responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely and to plan the adequate allocation of services; and

**WHEREAS**, it is important to maintain good standing with rating agencies as an adequate level of reserves is a sign of creditworthiness because it enhances a governments ability to repay debt on time and in full; and

**WHEREAS**, if the reserve falls below the minimum reserve level, the City Manager will prepare a plan for consideration by the governing body to rebuild the reserve during the next budgeting cycle.

**SECTION ONE:** The Governing Body of the City hereby adopts the reserve policy as set forth herein.

The Purpose of the Reserve Policy is to provide guidelines to the Governing Body and staff for establishing, maintaining and performing an annual review of the minimum and target reserves. A minimum reserve policy is generally considered a prudent and conservative fiscal policy to deal with unforeseen situations and long-term financial planning.

Fund Balance is also an important indicator of the City's financial position. Fund Balance is the difference between assets and liabilities in governmental funds. Maintaining reserves is considered a prudent management practice. Adequate fund balances are maintained to allow the City to continue providing services to the community in case of unexpected emergencies or requirement and/or economic downturns. The following classifications apply to fund balance in the City's governmental funds as defined by Governmental Accounting Standards Board ("GASB") no. 54:

| <u>CLASSIFICATIONS</u> | <u>NATURE OF RESTRICTION</u>        |
|------------------------|-------------------------------------|
| Non-spendable          | Cannot be readily converted to cash |
| Restricted             | Externally imposed restrictions     |
| Committed              | Governing Body imposed commitment   |

35 Assigned City Manager assigned purpose/intent

36 Unassigned Residual balance not otherwise restricted

37 In the case of Proprietary funds (Enterprise and Internal Service Funds), Generally Accepted Accounting  
38 Principles ("GAAP") does not permit the reporting of reserves on the face of City financial statements.  
39 However, this does not preclude the City from setting policies to accumulate financial resources for  
40 prudent financial management of its proprietary fund operations.

41 Since proprietary funds may include both long-term capital assets and long-term liabilities, the most  
42 comparable measure of liquid financial resources that is similar to fund balance in proprietary funds is  
43 net working capital. Working capital is defined as the difference between current unrestricted assets  
44 and current liabilities. Net working capital, like fund balance, excludes long-term assets and long-term  
45 liabilities.

#### 46 Use of Reserves

47 The City will avoid the use of reserves for recurring operating expenditures, unless a determination has  
48 been made that available balances are in excess of required guidelines and that plans have been  
49 established to address any future operating budget shortfalls.

50 Approval of the Governing Body shall be required in circumstances when reserve funds will be used to:

- 51 • Provide resources to make up for temporarily decreased revenues, such as reductions in
- 52 state grants.
- 53 • Provide temporary resources in the event of an economic downturn while expenditure
- 54 reductions are implemented.
- 55 • Provide resources in the event of a settlement rising from a claim or judgement.
- 56 • Fund one-time capital investments.

57 The City Manager shall notify the Governing Body in circumstances when reserve funds will be used to:

- 58 • Provide resources to meet emergency situations in case of natural disasters.
- 59 • Provide resources to fund obligations required by contract or state law (e.g. wages)

#### 60 Authority of Reserves

61 The Governing Body may authorize the use of reserves. The Department of Administrative and Financial  
62 Services will regularly report reserve levels in quarterly statements and will report year-end projected  
63 reserve levels by the third quarter of each year.

#### 64 Replenishment of Reserves

65 In the event that reserves are used resulting in a balance below the minimum as outlined in this policy  
66 for the various funds, a plan will be developed by the City Manager and such plan will be included in the  
67 formulation of the five-year forecast presented during the annual budget process to replenish reserve  
68 levels.

69



Governmental Fund Balance Policy

The City shall maintain a minimum unassigned fund balance equal to fifteen percent (15%) of the General Fund revenues and a target unassigned fund balance of twenty percent (20%) of the General Fund revenues.

The City shall maintain a minimum restricted fund balance equal to ten percent (10%) of the Debt Service Fund revenues.

The City shall maintain a minimum restricted fund balance equal to ten percent (10%) of the Motor Fuel Tax Fund revenues.

Special Revenue Funds Policy

The City shall maintain a minimum restricted reserve equal to ten percent (10%) of the Special Liability Fund revenues.

Proprietary Working Capital Policy

*Enterprise Days Cash on Hand Policy*

The City shall maintain a minimum days cash on hand for the Combined Utilities Fund. The days cash on hand policy will be equal to 185 days cash on hand as defined by any rating agency then rating the City's Combined Utility fund. This reserve will be maintained in order to provide continuity through extreme events, deal with normal cash fluctuations throughout the year, and maintain rate stability and funding capital investments.

The City shall maintain a minimum working capital reserve for the Parking Fund. The working capital reserve will be equal to 10% of the annual parking fund revenues.

*Internal Service Working Capital Policy*

The City shall maintain a minimum working capital for the Self Insurance Health Fund equal to a 95% confidence level, that funding will be sufficient to pay all losses and corresponding claim expenses. The 95% confidence level shall come from prior year run out claims. In addition, the City shall also maintain minimum working capital equal to 25% of current year expected annual claims and settlement expenses.

The City shall maintain a minimum working capital for other Self Insurance funds equal to a 95% confidence level that funding will be sufficient to pay all losses and corresponding claim expenses.

The City shall maintain a minimum working capital for other Internal Service Funds that provide services to other City departments at a level equal to 10% of expected revenues.

101    Excess unreserved balance

102    In the event that the unreserved balance exceeds the minimum or target balance requirements in the  
103    General Fund, Special Revenue Funds, Debt Service Funds, and Enterprise Funds at the end of the fiscal  
104    year, the excess may be used in one or a combination of the following ways with authorization from the  
105    Governing Body:

- 106        • Debt reduction
- 107        • One-time expenditures that do not increase recurring operating costs that cannot be funded  
108            through current revenues. Emphasis will be placed on one-time uses that reduce future  
109            operating costs.
- 110        • Establishment of or increase in reserves for risk management programs, equipment  
111            replacement, capital projects, emergencies, or disaster recovery.
- 112        • Fund accrued liabilities, including but not limited to other post-employment benefits.
- 113        • Increase the balance of the reserve levels if known that a future draw down could occur.

# Reserve Policy Comparison Chart



Prepared by the Financial Services Department

| Responsibility            | 2016 Reserve Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Other City Policy |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Purpose of Policy         | Provide guidelines to Governing Body and staff for establishing, maintaining and performing an annual review of reserves                                                                                                                                                                                                                                                                                                                                                                    |                   |
| Use of Reserves           | <ul style="list-style-type: none"> <li>Avoid use of fund balances for reoccurring operating expenses</li> <li>Reserve funds used at the discretion of the Manager to:                             <ul style="list-style-type: none"> <li>Provide resources for decreased revenue</li> <li>Provide resources in economic downturn</li> <li>Provide resources in emergency</li> <li>Provide resources for claim settlements</li> <li>Fund one-time capital investments</li> </ul> </li> </ul> |                   |
| Authority of Reserves     | <ul style="list-style-type: none"> <li>Governing Body may authorize reserves for temporarily decreased revenues, economic downturns, settlements, and one-time capital investments; City Manager may authorize reserves for emergencies, and contractually required or by state law, Finance will report quarterly and year end projections by 3rd quarter</li> </ul>                                                                                                                       |                   |
| Replenishment of Reserves | <ul style="list-style-type: none"> <li>In the event reserves are below the minimum a plan will be developed by the City Manager and included in the annual budget process</li> </ul>                                                                                                                                                                                                                                                                                                        |                   |

# Reserve Policy Comparison Chart



Prepared by the Financial Services Department

| Responsibility                     | 2016 Reserve Policy                                                                                                                                                                                                                                                                                                                                                                            | Other City Policy                                                   |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| Government Fund Balance Policy     | <ul style="list-style-type: none"> <li>General Fund: 15% minimum with target of 20%</li> <li>Debt Service Fund: 10% minimum</li> <li>Motor Fuel Tax Fund: 10% minimum</li> </ul>                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>General Fund: 10%</li> </ul> |
| Special Revenue Fund Policy        | <ul style="list-style-type: none"> <li>Special Liability: 10% minimum</li> </ul>                                                                                                                                                                                                                                                                                                               |                                                                     |
| Proprietary Working Capital Policy | <ul style="list-style-type: none"> <li>Combined Utilities Fund: 185 days cash on hand</li> <li>Parking: 10% minimum</li> <li>Health Insurance Fund: 95% confidence level plus 25% of annual expected claims</li> <li>Self Insurance Funds: 95% Confidence Level</li> <li>Internal Service Funds: 10% minimum</li> </ul>                                                                        |                                                                     |
| Excess Unreserved Fund Balance     | <ul style="list-style-type: none"> <li>Shall be used for:                             <ul style="list-style-type: none"> <li>Debt Reduction</li> <li>One-time expenditures that reduce future operating costs</li> <li>Establishment or increase of reserves for risk management, capital projects, emergencies, or disaster recovery</li> <li>Fund accrued liabilities</li> </ul> </li> </ul> |                                                                     |

# Reserve Policy Highlights



*Prepared by the Financial Services Department*

## PURPOSE OF POLICY

- Provide guidelines for the establishment, maintaining and performing an annual review of minimum and target fund balance reserves (Lines 22-25)

## USE OF RESERVES

- Reserve funds may be used at the discretion of the City Manager to: (Lines 48-51)
  - Provide resources for temporarily decreased revenues (Lines 52-53)
  - Provide temporary resources in an economic downturn (Lines 54-55)
  - Provide resources to meet emergency situations (Line 56)
  - Provide resources in the event of a settlement (Line 57)
  - Fund one-time capital investments (Line 58)

## AUTHORITY OF RESERVES

- Governing Body may authorize the use of reserves for (Line 50): Provide resources for temporarily decreased revenues, provide temporary resources in economic downturn, provide resources for claim or judgement, fund one-time capital investments
- City Manager shall notify the Governing Body when reserve funds (Line 57) are used to: Provide resources in an emergency, and provide resources to fund obligations required by contract or state law (e.g. wages)
- Department of Admin and Financial Services will report and project by the 3rd quarter each year (Lines 60-62)

## REPLENISHMENT OF RESERVES

- In the event reserves are below the minimum a plan will be outlined and presented during the annual budget process (Lines 64-67)

## GOVERNMENTAL & SPECIAL REVENUE FUND BALANCE POLICY

- General Fund Unassigned Fund Balance of 15% minimum and 20% target (Lines 72-74)
- Debt Service Restricted Fund Balance of 10% (Lines 75-76)
- Motor Fuel Tax Restricted Fund Balance of 10% (Lines 77-78)
- Special Liability Unassigned Fund Balance of 10% (Lines 80-71)

## PROPRIETARY WORKING CAPITAL POLICY

- Combined Utilities Fund working capital will be a minimum of 185 days cash on hand (Lines 84-88)
- Parking Fund working capital will be equal to 10% (Lines 89-90)
- Self Insurance Health Fund will be equal to 95% confidence level plus 25% of expected annual claims (Lines 92-95)
- Self Insurance Funds will be equal to 95% confidence level (Lines 96-97)
- Internal Service funds will be equal to 10% of expected revenues (Lines 98-99)

# Reserve Policy Highlights



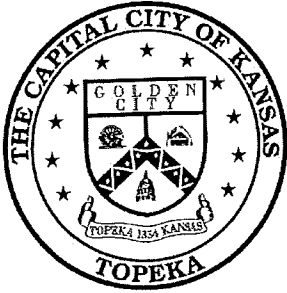
Prepared by the Financial Services Department

## EXCESS UNRESERVED FUND BALANCE

- May be used for: Debt reduction, one-time expenditures, establishment of reserves for risk management programs, capital projects, emergencies, or disaster recovery, fund accrued liabilities, and increase the balances (Lines 103-113)

### City of Topeka Reserve Balances

| Indicator                                                                       | 2015 YE Status |
|---------------------------------------------------------------------------------|----------------|
| General Fund Unassigned Fund Balance 15% minimum; 20% target                    | 20%            |
| Debt Service Unassigned Fund Balance: 10% minimum                               | 25%            |
| Motor Fuel Tax Unassigned Fund Balance: 10% minimum                             | 57%            |
| Special Liability Unassigned Fund Balance: 10% minimum                          | 191%           |
| Combined Utilities Fund Work Capital: 185 days cash on hand                     | 465            |
| Parking Fund Working Capital: 10%                                               | 56%            |
| Self Insurance Health Fund: 95% confidence level + 25% of expected claims (31%) | 59%            |
| Self Insurance Fund: 95% confidence level                                       |                |
| Property Insurance                                                              | 44%            |
| Workers Compensation                                                            | 14%            |
| Unemployment Compensation                                                       | 14,383%        |
| Other Internal Service Funds: 10% minimum                                       |                |
| Information Technology                                                          | 30%            |
| Fleet                                                                           | 43%            |
| Facilities                                                                      | 16%            |



# **CITY OF TOPEKA**

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CITY CLERK  
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Topeka, KS 66603-3914  
(785) 368-3940

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## EXCERPT

COUNCIL CHAMBER, Topeka, Kansas, Tuesday, October 4, 2016. The Councilmembers of the City of Topeka met in regular session at 6:00 P.M., with the following Councilmembers present: Councilmembers Hiller, Clear, Ortiz, Emerson, De La Isla, Jensen, Schwartz, Coen and Harmon -9. Mayor Larry E. Wolgast presided -1.

The following is an excerpt of the minutes from the meeting of the Councilmembers of the City of Topeka, Kansas held October 4, 2016, at 6:00 P.M.:

A RESOLUTION introduced by City Manager Jim Colson, establishing a policy for Reserve Balances for the City of Topeka was presented.

Brandon Kauffman, Finance Director, reported approval of a comprehensive reserve policy would provide staff guidance on the use of reserves, set reserve levels as well as, identify the proper use of reserves.

Councilmember De La Isla moved to approve the resolution. The motion was seconded by Councilmember Clear.

Councilmember Hiller stated she agrees with why the City would use reserve funds as outlined in the policy; however, she believes the Governing Body should have the right to authorize the use of reserve funds instead of the City Manager. She stated a language amendment to replace the term "city manager" with "governing body" on lines 50 and 59 of the Reserve Policy would force discussion for transparency reasons.

Councilmember Hiller moved to amend lines 50 and 59 of the resolution by replacing the term "city manager" with "governing body." The motion was seconded by Councilmember Schwartz.

Councilmember Clear questioned what constitutes an emergency situation and noted City staff members generally are aware of the need to expend funds beforehand.

Councilmember Jensen suggested staff make the Governing Body aware of the use of reserve funds as a courtesy.

Councilmember De La Isla expressed concern with the need of Governing Body approval during an emergency or disaster. She stressed the importance of funding oversight by the City Manager and noted staff always communicates to the Governing Body in regards to the use of funds.

Jim Colson, City Manager, reported the annual operating budget approved by the Governing Body is the only spending power the City has which includes reserve funds.

Councilmember Schwartz spoke in support of the language amendment to assure all funds are approved by the Governing Body and to enhance transparency of local government.

Councilmember Emerson suggested the language be amended to include the requirement of "informing" the Governing Body when reserve funds are used.

Jim Colson suggested deferring the resolution to a date certain to allow time for staff to draft language consistent with the discussion and address concerns expressed by Governing Body members. He stated staff would bring back a revised policy for consideration.

Councilmember Hiller withdrew the motion to amend lines 50 and 59 of the resolution by replacing the term "city manager" with "governing body." The second concurred.

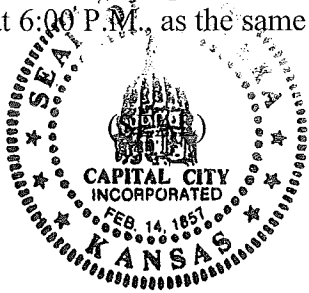
Councilmember Harmon moved to defer the resolution until November 15, 2016. The motion seconded by Councilmember Ortiz carried unanimously. Mayor Wolgast voted "yes." (10-0-0)

\*\*\*\*\*

STATE OF KANSAS )

SHAWNEE COUNTY )

I, Brenda Younger, City Clerk of the City of Topeka, Kansas, County of Shawnee, do hereby certify that the above and foregoing is a true and correct copy of an excerpt of the minutes from the regular meeting of the City Council members, held on Tuesday, October 4, 2016 at 6:00 P.M., as the same appears on record in the office of the City Clerk.



Brenda Younger  
Brenda Younger, C.M.C.  
City Clerk





**City of Topeka**  
**Council Action Form**  
Council Chambers  
214 SE 8th Street  
Topeka, Kansas 66603  
[www.topeka.org](http://www.topeka.org)  
November 15, 2016

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|                              |                                       |                    |        |
|------------------------------|---------------------------------------|--------------------|--------|
| <b>DATE:</b>                 | November 15, 2016                     |                    |        |
| <b>CONTACT PERSON:</b>       | Bill Fiander                          | <b>DOCUMENT #:</b> | CU16/5 |
| <b>SECOND PARTY/SUBJECT:</b> | 901 Real Estate LLC                   | <b>PROJECT #:</b>  |        |
| <b>CATEGORY/SUBCATEGORY</b>  | 020 Resolutions / 001 Special Permits |                    |        |
| <b>CIP PROJECT:</b>          | No                                    |                    |        |
| <b>ACTION OF COUNCIL:</b>    | 11-01-16 Discussion                   | <b>JOURNAL #:</b>  |        |
|                              |                                       | <b>PAGE #:</b>     |        |

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**DOCUMENT DESCRIPTION:**

**A RESOLUTION** introduced by Interim City Manager Doug Gerber, in accordance with Section 18.60.010 of the Topeka Municipal Code (TMC), approving a Conditional Use Permit to allow for a “Correctional Placement Facility” on property zoned “I-1” Light Industrial District located at 2035 SW Western Avenue and to allow for a “Parking, Surface Lot In Association With A Principal Use” on property zoned “M-1” Two-Family Dwelling District and located along the east side of SW Fillmore between SW Hampton and SW 20th Streets within the City of Topeka, Shawnee County, Kansas. (CU16/5) (Council District No. 3)

*(Approval will allow a correctional placement facility for up to 45 on-site beds and a parking lot in association with the principal use. Property owners in the 200 foot protest area have filed a protest petition constituting 38% of land area. All members of the Governing Body must be present and 8 votes are needed for approval.)*

**POLICY ISSUE:**

The key issues of the proposal are outlined below.

- Security, lighting, access and staffing provisions.
- Types of offenders the re-entry facility may accept.
- Concerns from Shawnee County and neighbors about the effect the facility may have on the safety of families and children that live and attend events in the area.
- Communication and coordination between City of Faith and the Police Department.
- Site fencing to control points of pedestrian access from/into the neighborhood.

Staff believes these concerns have been addressed, as indicated in the staff report and the applicant’s Statement of Operations. The site fencing requirement is a direct result of cooperation between Planning staff and the Police Department which will place the entrance at the rear of the building along the alley. The Statement of Operations prohibits the applicant from accepting “heinous” offenders as well as all those offenders

convicted of murder, sexual offenses, and/or crimes against children. The Police Department indicated at the hearing they would place an officer on the City of Faith Community Relations Board to better facilitate this communication. Lastly, the CUP includes a 5-year sunset provision that helps mitigate future concerns should they arise during the operation of the facility during that time. Based on evidence presented by Police and the applicant regarding existing facilities of this type, it is believed the impact will be more positive than negative.

Property owners have filed a protest petition constituting 38% of the land area contained in the 200 ft. protest area changing the normal voting requirements. The Governing Body has the following options. All members of the Governing Body must be present:

1. Adopt the Planning Commission's recommendation to deny the permit. 6 votes required.
2. Reject the Planning Commission's recommendation and approve the permit. 8 votes required.
3. Return the recommendation to the Planning Commission advising of the basis for the governing body's failure to adopt or reject the recommendation. 6 votes required.
4. Defer the matter to a date certain. 6 votes required.

**STAFF RECOMMENDATION:**

The Planning Commission recommended DISAPPROVAL by a vote of 3-2 at its October 19, 2016 meeting, as reflected in its minutes. The Planning Department recommended APPROVAL as reflected in the attached staff report. The attached site plan reflects the conditions of approval as indicated in the Planning Department staff report.

**BACKGROUND:**

CU16/5 is a request to allow a Conditional Use Permit (CUP) for both a Correctional Placement Facility located on the second floor of the building at 2035 SW Western and to allow an off-site Vehicle Surface Parking Lot in Association with a Principal Use located on adjacent vacant property along the east side of SW Fillmore between SW 20<sup>th</sup> and SW Hampton Streets.

The CUP is needed to allow the City of Faith organization to operate a 24 hour/7 day per week, 60-person "Residential Re-Entry Facility" contracted through the U.S. Bureau of Prisons for a maximum of 45 in-house beds and 15 persons living at home and accounted for by electronic monitoring. The CUP is also necessary to provide sufficient off-street parking for all users of the building at 2035 SW Western, including both the City of Faith and an additional office user located on the first floor of that same building (Kansas Dept of Corrections). The applicant conducted a Neighborhood Information Meeting on September 26, 2016 where approximately 20 people attended the meeting. The major concerns involved the types of offenders living there and how they are monitored. It was learned that all parolees must be employed, remain in continual contact with the office, abide by program rules, or they will be sent back to prison. Typical stay is six months or less.

**BUDGETARY IMPACT:**

Approval will have no impact on the City's adopted budget.

**SOURCE OF FUNDING:**

Not applicable

**ATTACHMENTS:**

**Description**

Resolution

Summary Report

Legal Protest

Planning Commission minute 10-17-2016

Staff Report

Zoning Map

Aerial Map

Aerial site plan

Site Plan revised post PC hearing 10-31-16

Statement of Operations

Supplemental Information from Applicant

Applicant Report to City from Neighborhood Meeting

Request Letter - 901 Real Estate Investments LLC

## RESOLUTION \_\_\_\_\_

### CONDITIONAL USE PERMIT

**A RESOLUTION** introduced by Doug Gerber, Interim City Manager in accordance with Section 18.60.010 of the Topeka Municipal Code (TMC), approving a Conditional Use Permit to allow for a "Correctional Placement Facility" on property zoned "I-1" Light Industrial District located at 2035 SW Western Avenue and to allow for a "Parking, Surface Lot In Association With A Principal Use" on property zoned "M-1" Two-Family Dwelling District and located along the east side of SW Fillmore between SW Hampton and SW 20<sup>th</sup> Streets within the City of Topeka, Shawnee County, Kansas. **(CU16/5) (Council District # 3)**

**BE IT RESOLVED** by the Governing Body of the City of Topeka, Kansas, that the application under the provisions of TMC 18.60.010, approving a Conditional Use Permit to allow for a "Correctional Placement Facility" on property zoned "I-1" Light Industrial District located at 2035 SW Western Avenue and to allow for a "Parking, Surface Lot In Association With A Principal Use" on property zoned "M-1" Two-Family Dwelling District located along the east side of SW Fillmore between SW Hampton and SW 20<sup>th</sup> Streets within the City of Topeka, Shawnee County, Kansas and legally described as:

Part of the Southeast Quarter of Section 1, Township 12 South, Range 15 East of the 6th P.M., corresponding to Lots 742, 744, 746, 748, 750, 752, 754, 756, 758, 760, 762 and 764, (Fillmore Street, also known as Fillmore Street) AND Lots 747, 749, 751, 753, 755, 757, 759, 761, 763, 765 and 767, (Western Avenue, formerly Union Avenue) all in Block 1, Steele's Addition (now vacated) to the City of Topeka, Shawnee County, Kansas.

be, and the same is hereby approved, **subject to:**

1. Use and development of the site in accordance with the Conditional Use Permit site plan and Statement of Operations for City of Faith. **(#CU16/5)**
2. *"The Conditional Use Permit shall expire five (5) years upon the date of City Council approval of the Resolution. The property owner(s) is responsible for notifying the Planning Department and shall apply to re-new the Conditional Use Permit following the same procedures set forth with approval of an initial application."*

**ADOPTED AND APPROVED** by the Governing Body of the City of Topeka,

\_\_\_\_\_, 2016.

\_\_\_\_\_  
Larry E. Wolgast, Mayor

ATTEST:

\_\_\_\_\_  
Brenda Younger, City Clerk

# CITY OF TOPEKA PLANNING DEPARTMENT

## SUMMARY REPORT

**RE: CU16/5 By: 901 Real Estate L.L.C.**

CU16/5 is a request to allow a Conditional Use Permit (CUP) for both a Correctional Placement Facility (City of Faith residential re-entry facility) located on the second floor of the building at 2035 SW Western and to allow an off-site Vehicle Surface Parking Lot in Association with a Principal Use located on adjacent vacant property along the east side of SW Fillmore between SW 20<sup>th</sup> and SW Hampton Streets.

City of Faith will contract with the U.S. Bureau of Prisons to operate a 24 hour/7 day per week, 60-person “Residential Re-Entry Facility” with a maximum of 45 in-house beds and 15 persons living at home and accounted for by electronic monitoring. The CUP is also necessary to provide sufficient off-street parking for all users of the building at 2035 SW Western.

The key issues of the proposal are outlined below as follows:

- Security, lighting, access and staffing provisions.
- Types of offenders the re-entry facility may accept.
- Concerns from Shawnee County about the effect accepting violent offenders may have on family-oriented events at the Expo Center.
- Communication and coordination between City of Faith and the Police Department.
- Site fencing to control points of pedestrian access from/into the neighborhood.

Planning believes these concerns have been addressed, as indicated in the staff report and the applicant’s Statement of Operations. The site fencing requirement is a direct result of cooperation between Planning staff and the Police Department. The Statement of Operations prohibits the applicant from accepting “heinous” offenders as well as all those offenders convicted of murder, sexual offenses,

and/or crimes against children. The Police Department indicated at the hearing they would place an officer on the City of Faith Community Relations Board to better facilitate this communication. <sup>i</sup>

The site east of the alley is designated for “Light Industrial” and the area along Fillmore west of the alley is designated for “Transitional” uses in the Chesney Park Neighborhood Plan. The neighborhood plan establishes design standards for new development within “Transition Areas” that includes: Fencing, setbacks, berms, landscaping, tree retention, street closures/alley closures, and limiting driveway access off of local streets. The site plan is consistent with these design guidelines. In addition, the existing office building 2035 SW Western has remained unoccupied since 2006 despite attempts at leasing the structure as an office. Approval of this request will facilitate the adaptive re-use of the vacant building and provide for significant investment within the “At Risk” Chesney Park neighborhood.

The applicant conducted a Neighborhood Information Meeting on September 26, 2016 where approximately 20 people attended the meeting. The Planning Commission recommended DISAPPROVAL by a vote of 3–2 at its October 17, 2016 meeting, as reflected in its minutes. The Planning Department recommended APPROVAL as reflected in the attached staff report.

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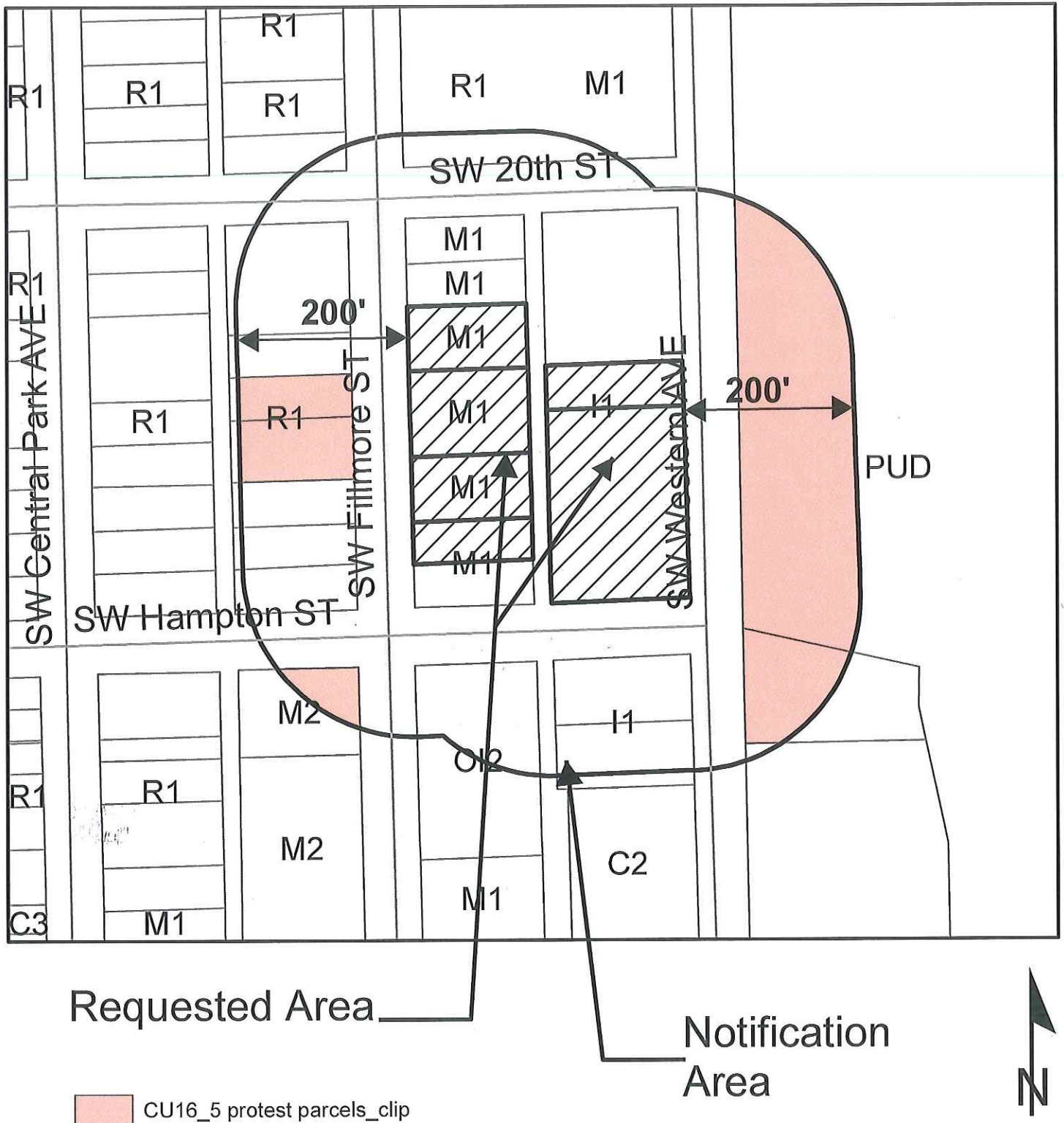
<sup>i</sup> City of Faith describes their Board as consisting of one or more representatives of the neighborhood organization, the Police Department, and other City staff, which might include the Mayor's or City Council's staff. The Board typically meets monthly to stay informed of any issues and concerns.

## Legal Protest Computation

|                     |   |                   |
|---------------------|---|-------------------|
| TOTAL AREA          | = | 500,000           |
| LESS REQUEST AREA   | = | 85,077.267        |
| LESS R/W AREA       | = | 177,672.55        |
| NET AREA            | = | 237,250.83        |
| PROTEST AREA        | = | 90,297.661        |
| <u>PROTEST AREA</u> | = | <u>90,297.661</u> |
| NET AREA            |   | 237,250.183       |
| Land Area %         | = | 0.381 (38%)       |



# CU16/5 By: 901 Real Estate LLC



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NOV 01 2016

TOPEKA PLANNING  
DEPARTMENT

**ZONING AMENDMENT PROTEST PETITION  
CITY OF TOPEKA, KANSAS**

**SECTION I**

The undersigned property owner(s) protest the proposed change in district zoning classification on property described in Topeka Planning Commission Case Number CU16/5 requesting zoning classification change

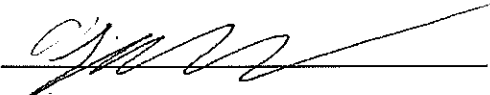
**FROM:** "I-1" Light Industrial District and (2035 SW Western/ "M-1" Two Family Dwelling District (Fillmore vacant tracts.)

**TO:** Conditional Use Permit to allow Correctional Placement Facility, General on Property located at 2035 SW Western, Topeka, Kansas

And located at/about: 2035 SW Western and four vacant tracts along the east side of (SW Fillmore) in the City of Topeka, Kansas.

**SECTION II – Protestor(s)**

**ADDRESS & LEGAL  
DESCRIPTION OF  
PROTESTER'S PROPERTY**

|                                                                                                                                                                                                     |                                |                                                                                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>ROSE VILLA PROPERTIES LLC</p> <p></p> <p>Signature</p> <p><u>Jay Nichols</u></p> <p>Typed or Printed Name</p> | <p>2041 SW FILLMORE<br/>ST</p> | <p>PART OF THE SE 1/4<br/>OF SECTION 1,<br/>TOWNSHIP 12 SOUTH,<br/>RANGE 15 EAST OF<br/>THE 6TH P.M. LOTS<br/>769, 771, 773 AND<br/>775, FILLMORE<br/>STREET, STEELE'S<br/>ADDITION (NOW<br/>VACATED) TO THE<br/>CITY OF TOPEKA,<br/>SHAWNEE COUNTY,<br/>KANSAS</p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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2016 OCT 28 P 1:50  
TOPEKA, KANSAS

ACKNOWLEDGEMENT

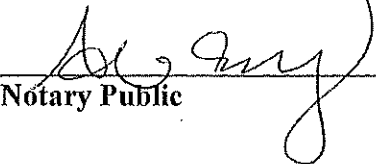
STATE OF KANSAS )

COUNTY OF SHAWNEE ) ss

Be it remembered that on this 20 day of October, 2016,  
before me a Notary Public in and for said County and State, came

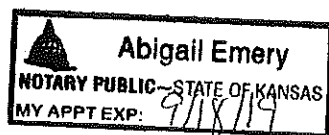
to me personally known to be the same person who executed the foregoing instrument of  
writing and duly acknowledged the execution of the same.

In testimony whereof I have Hereunto set my hand and affixed my notarial seal the  
day and year above written.

  
Notary Public

My Commission Expires Sept 18, 2019

ALL SIGNATURES MUST BE ACKNOWLEDGED



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TOPEKA, KANSAS

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TOPEKA PLANNING  
DEPARTMENT

**ZONING AMENDMENT PROTEST PETITION  
CITY OF TOPEKA, KANSAS**

**SECTION I**

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And located at/about: 2035 SW Western and four vacant tracts along the east side of (SW Fillmore) in the City of Topeka, Kansas.

**SECTION II – Protestor(s)**

**ADDRESS & LEGAL  
DESCRIPTION OF  
PROTESTER'S PROPERTY**

|                       |                     |                                                                                                                                                                                                          |
|-----------------------|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MARIO G MUNOZ         |                     | PART OF THE SE 1/4 OF SECTION 1, TOWNSHIP 12 SOUTH, RANGE 15 EAST OF THE 6TH P.M., LOTS 761 AND 763, ALL IN BLOCK 2 STEELE'S ADDITION (NOW VACATED) TO THE CITY OF TOPEKA, SHAWNEE COUNTY, KANSAS        |
| Signature             |                     |                                                                                                                                                                                                          |
| Typed or Printed Name | SW FILLMORE ST      |                                                                                                                                                                                                          |
| MARIO G MUNOZ         |                     | PART OF THE SE 1/4 OF SECTION 1, TOWNSHIP 12 SOUTH, RANGE 15 EAST OF THE 6TH P.M., LOTS 757 AND 759, FILLMORE STREET, STEELE'S ADDITION (NOW VACATED) TO THE CITY OF TOPEKA, SHAWNEE COUNTY, KANSAS      |
| Signature             |                     |                                                                                                                                                                                                          |
| Typed or Printed Name | SW FILLMORE ST      |                                                                                                                                                                                                          |
| MARIO G MUNOZ         |                     | PART OF THE SE 1/4 OF SECTION 1, TOWNSHIP 12 SOUTH, RANGE 15 EAST OF THE 6TH P.M., LOTS 751, 753 AND 755, FILLMORE STREET, STEELE'S ADDITION (NOW VACATED) TO THE CITY OF TOPEKA, SHAWNEE COUNTY, KANSAS |
| Signature             |                     |                                                                                                                                                                                                          |
| Typed or Printed Name | 2019 SW FILLMORE ST |                                                                                                                                                                                                          |

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TOPEKA, KANSAS  
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CITY CLERK

ACKNOWLEDGEMENT

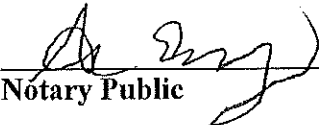
STATE OF KANSAS )

COUNTY OF SHAWNEE ) ss

Be it remembered that on this 20 day of October, 2016,  
before me a Notary Public in and for said County and State, came

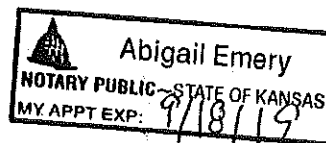
to me personally known to be the same person who executed the foregoing instrument of  
writing and duly acknowledged the execution of the same.

In testimony whereof I have Hereunto set my hand and affixed my notarial seal the  
day and year above written.

  
Notary Public

My Commission Expires 9/18/19

ALL SIGNATURES MUST BE ACKNOWLEDGED



RECEIVED

NOV 01 2016

TOPEKA PLANNING  
DEPARTMENT

**ZONING AMENDMENT PROTEST PETITION  
CITY OF TOPEKA, KANSAS**

**SECTION I**

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And located at/about: 2035 SW Western and four vacant tracts along the east side of (SW Fillmore) in the City of Topeka, Kansas.

**SECTION II – Protestor(s)**

**ADDRESS & LEGAL  
DESCRIPTION OF  
PROTESTER'S PROPERTY**

|                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div data-bbox="337 1115 659 1234" data-label="Image"></div> <p>ALVIN CHRISTOPHER</p> <p><i>Alvin L. Christopher</i><br/>Signature</p> <p><i>Alvin Leslie Christopher</i><br/>Typed or Printed Name</p> | <p>PART OF THE SE 1/4<br/>OF SECTION 1,<br/>TOWNSHIP 12 SOUTH,<br/>RANGE 15 EAST OF<br/>THE 6TH P.M., LOTS<br/>743, 745, 747 AND<br/>749 FILLMORE<br/>STREET, STEELE'S<br/>ADDITION (NOW<br/>VACATED) TO THE<br/>CITY OF TOPEKA,<br/>SHAWNEE COUNTY,<br/>KANSAS</p> <p>2017 SW FILLMORE<br/>ST</p> |
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CITY CLERK  
2016 OCT 28 P 1:50  
TOPEKA, KANSAS

ACKNOWLEDGEMENT

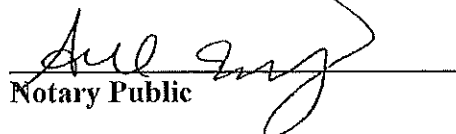
STATE OF KANSAS )

COUNTY OF SHAWNEE ) ss

Be it remembered that on this 20 day of October, 2016,  
before me a Notary Public in and for said County and State, came

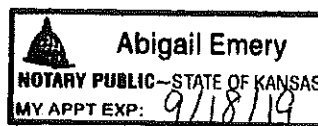
to me personally known to be the same person who executed the foregoing instrument of  
writing and duly acknowledged the execution of the same.

In testimony whereof I have Hereunto set my hand and affixed my notarial seal the  
day and year above written.

  
Notary Public

My Commission Expires 9/18/19

ALL SIGNATURES MUST BE ACKNOWLEDGED



RECEIVED

NOV 01 2016

TOPEKA PLANNING  
DEPARTMENT

**ZONING AMENDMENT PROTEST PETITION  
CITY OF TOPEKA, KANSAS**

**SECTION I**

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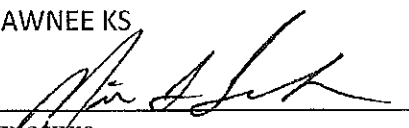
And located at/about: 2035 SW Western and four vacant tracts along the east side of (SW Fillmore) in the City of Topeka, Kansas.

**SECTION II – Protestor(s)**

**ADDRESS & LEGAL  
DESCRIPTION OF  
PROTESTER'S PROPERTY**

**NAME(s)**

RECEIVED  
CITY CLERK  
2016 OCT 28 PM 1:50  
TOPEKA, KANSAS

|                                                                                                                                                                                                             |                        |                                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF SHAWNEE KS<br><br>Signature<br>Michele A. Buhler<br>Typed or Printed Name | 1710 SW<br>WESTERN AVE | BLOCK A LOT 1, KANSAS<br>EXPOCENTRE SUBDIVISION #<br>4, SECTION 06 TOWNSHIP 12<br>RANGE 16 IN CITY OF<br>TOPEKA, SHAWNEE<br>COUNTY, KANSAS |
| BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF SHAWNEE KS<br><br>Signature<br>Michele A. Buhler<br>Typed or Printed Name | 2044 SW<br>WESTERN AVE | BLOCK A LOT 4, KANSAS<br>EXPOCENTRE SUBDIVISION<br>#4, SECTION 06 TOWNSHIP<br>12 RANGE 16 IN CITY OF<br>TOPEKA, SHAWNEE<br>COUNTY, KANSAS  |



ACKNOWLEDGEMENT

STATE OF KANSAS )

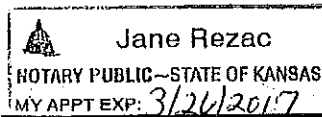
COUNTY OF SHAWNEE ) ss

Be it remembered that on this 27<sup>th</sup> day of October, 2016,  
before me a Notary Public in and for said County and State, came

Michele A. Buhler

to me personally known to be the same person who executed the foregoing instrument of  
writing and duly acknowledged the execution of the same.

In testimony whereof I have Hereunto set my hand and affixed my notarial seal the  
day and year above written.



My Commission Expires

Jane Rezac  
Notary Public

ALL SIGNATURES MUST BE ACKNOWLEDGED



CITY OF TOPEKA  
**TOPEKA PLANNING COMMISSION**  
**C A S E M I N U T E S**

**Monday, October 17, 2016**

**6:00PM – Municipal Building, 214 SE 8<sup>th</sup> Street, 2<sup>nd</sup> floor Council Chambers**

**Members present:** Carole Jordan, Katrina Ringler, Wiley Kannarr, Dennis Haugh, Rosa Cavazos (5)

**Members Absent:** Scott Gales , Patrick Woods, Brian Armstrong (3)

**Staff Present:** Bill Fiander, Planning Director; Mike Hall, Planner III; Annie Driver, Planner II; Kris Wagers, Office Specialist; Mary Feighny, Legal

## **ITEM E1**

**CU16/5 By: 901 Real Estate LLC** requesting a Conditional Use Permit for a Correctional Placement Facility, General” on property located at 2035 SW Western and presently zoned “I-1” Light Industrial District and requesting a Conditional Use Permit for a “Surface Parking Lot in Association with a Principal Use” on property located along the east side of SW Fillmore between SW 20<sup>th</sup> and SW Hampton streets and presently zoned “M-1” Two Family Dwelling District. **(Driver)**

Ms. Driver reviewed the staff report and staff recommendations, reading Conditions #2 and #10 into the record:  
(2) Adding note: *“The Conditional Use Permit shall expire five (5) years upon the date of City Council approval of the Resolution. The property owner(s) is responsible for notifying the Planning Department and shall apply to re-new the Conditional Use Permit following the same procedures set forth with approval of an initial application.”*  
(10) Add site plan note: *“In the event the alley vacation is not approved, the site plan shall be revised to reflect fencing around parking lots, but not across or within the public alley.”*

Mr. Haugh asked Ms. Driver how she felt the Neighborhood Information Meeting (NIM) went. Ms. Driver stated that there had been discussion at the 9/26/16 NIM meeting about security, staffing, entry provisions, the possible need to relocate a bus stop, fencing, the need for cooperation and open communication with the police, the types of crimes residents had been convicted of.

Mr. Haugh asked regarding police concern about the parking & access to parking, and Ms. Driver confirmed that they wanted a single entry point into the facility for vehicles and to limit points of exit/entry for pedestrians.

Mr. Fiander added that there were questions about the impact the facility may have on the Expocentre, especially in regard to the number of children and families that attend events there. He also noted that representatives from Topeka Police Department had been in attendance to help address concerns.

Ms. Cavazos asked if there were concerns expressed about the children’s center on 19<sup>th</sup> street. Ms. Driver stated nothing was brought up by the neighborhood. Ms. Cavazos also asked if this would be a facility for people not just from Topeka but from the state of Kansas, and Ms. Driver confirmed.

Ms. Jordan asked about the 50+ jobs mentioned in the report and Mr. Fiander stated he believed they’d be a combination of security and administrative.

With no further questions from Commissioners at this time, Mr. Troy Adams came forward representing City of Faith.

**DRAFT**

Mr. Adams stated City of Faith (CoF) is a non-profit, faith based organization that has been in business for 30+ years operating work-release programs or residential re-entry centers in Louisiana (90 bed facility & 160 bed facility) and Arkansas (45 bed facility). He explained that everyone in their facilities must have a job unless physically unable, they must pay subsistence to the facility, and CoF accounts for their whereabouts 24/7. He stated that CoF has not been detrimental to any of the areas they have facilities in, and added that a Head Start program chose to move in across the street from one of their Louisiana facilities.

Mr. Kannarr asked regarding the nature of offenses, and Mr. Adams explained that they're federal offenses that might include drug offenses (that's the majority), armed robbery/bank robbery. They do not take offenders who were convicted of heinous crimes, murders, crimes against children, or sex offenders.

Mr. Haugh asked for statistics on crimes committed by clients over the years. Mr. Adams stated he could not, but it's very rare that they have a resident commit a crime. He added that any time a resident couldn't be located for 20 minutes, they're reported to the federal marshal's office as an escapee.

Ms. Jordan asked regarding staff ratios, and Mr. Adams stated there are typically 14 security staff, 5 administrative, and 3 multipurpose.

Ms. Cavazos asked how closely CoF works with the police/sheriff department and Mr. Adams explained that by contract they must have a Community Relations Advisory Board that meets at least once a month, made up of representatives from the community and police department.

Ms. Ringler asked for confirmation that a parole office will be on the 1<sup>st</sup> floor and Mr. Adams stated he believes this is the plan. That is separate from CoF, which will be on the 2<sup>nd</sup> floor.

With no further questions from commissioners, Mr. Kannarr declared the **public hearing open**.

**Jessica Janes, of 1935 SW Central Park, speaking against the proposal.** Ms. Janes stated she was not notified by the City or the applicant of the proposal / NIM and she wanted to know why.

Ms. Janes spoke about a streetlight she had reported being out at 20<sup>th</sup> & Central Park since the beginning of the summer and that the light hadn't been repaired even after 3 requests. She feels this is a testament to what the city thinks about the area she lives in.

Ms. Janes owns a childcare/daycare center which she believes serves as a safe haven for the children who attend. She spoke about field trips to the Fire Station #5 and how she wouldn't be comfortable walking the children past a facility such as the one proposed. She added that she believes the facility would have a detrimental affect on the businesses nearby.

Ms. Janes gave a petition to Ms. Driver.

Mr. Kannarr asked Ms. Driver why Ms. Janes didn't receive notification of the NIM or case, and Ms. Driver explained that Neighborhood Meetings have a radius of 300' notification and the Janes property is not contained within 300' of the boundary of the case property. She added that the NIA president was informed.

Mr. Kannarr asked Ms. Janes how many children they have at their home daycare. Ms. Janes replied that they see about 25 children per day; the group daycare home is licensed for 12 children at any given time with 2 adults there.

**Jeff Chabon, representing Topeka Expocentre as General Manager, speaking against the proposal.** Mr. Chabon spoke about tourism and the people who come to Topeka because of the events at the Expocentre, many of which are children/youth events, including high school wrestling and college & high school athletics. etc. Mr. Chabon referred to renovation plans the Expocentre expects to begin in 2017 and voiced concern regarding what people will think of the area having a facility such as CoF in such close proximity. He added that the Expocentre has 800+ events per year and they're busy 12 months a year.

**Josh Smith, of the Shawnee County Counselor's Office, representing Shawnee County Board of Commissioners, speaking against the proposal.** Mr. Smith stated he has concern about the types of crimes committed by residents of CoF and cited some Federal Bureau of Prisons statistics from a publication he stated was published 9/24/16. Statistics included: 46.4% of offenders are drug offenders, 23.7% are "violent offenders" which include robberies, burglaries, kidnapping, aggravated assault, and arson. He stated that "heinous" is subjective. Mr. Smith also referenced a 2013 New York Times article that cited a Pennsylvania study and spoke to other states as well.

**Mike Morse, of Kansas Commercial Real Estate, speaking in support of the proposal.** Mr. Morse stated that a facility that currently handles residents such as would reside at the proposed CoF facility is located across the street from Highland Park High School. Mr. Morse stated that he had attended the NIM and the TPD representatives were supportive of the project. Referencing the statistics given by Mr. Smith, Mr. Morse stated that the success rate for Grace (CoF) is 83%; 83% do not commit another crime/return to prison. He stated that's one of the reasons the program exists – to stop the cycle.

Mr. Morse stated that the property in question has been vacant for years and has been vandalized and trash (including tires, couches, etc.) dumped on the property. He stated the new owner has cleaned up, painted, mowed, and wants to re-invest in the central part of the city. He added that had Shawnee County been concerned about the neighborhood, they could have purchased the property when it was on the market.

Mr. Morse stated that the current owner has met all requests made by the Planning Department.

**Rich Eckert, of the Shawnee County Counselor's Office, representing Shawnee County Board of Commissioners, speaking against the proposal.** Mr. Eckert spoke about the county's intention to invest \$45+ million in the Expocentre, focusing on the popularity of equine, horse facilities, and the plan to build arenas and stall barns on most of the property owned by Sn County around the Expocentre and across the street from the proposed facility in question. He spoke about the number of horse shows currently held and planned for in the future, about how they are 24 hour events, with shows taking place late into the night and care of the horses taking place all the time. He stated there are no houses around the Expocentre because of events held there and questioned putting a 50 bed residence across the street. He stated it's not a proper place to put any residential, much less a correctional residential.

Other statements made by Mr. Eckert included the idea that the 50 jobs created would be 50 jobs lost by Mirror, Inc. (currently under contract), and that while he didn't think anyone would be in favor of putting the facility across from Kansas Children's Discovery Center, in fact far more children go through the Expocentre grounds than the Discovery Center. He stated that during wrestling events 1,000 children might go through the Expocentre in a weekend; 20,000 go through the horse barns and of those, 9,000 are children. They expect that to at least double with new additions.

Mr. Kannarr pointed out that the property in question is currently undeveloped and the area has a high crime rate, and he asked if that affects the Expocentre. Mr. Eckert stated that car break-ins and theft are simply an issue where they're located and he doesn't think it would change whether the facility goes in or not; it's simply a fact of the matter in that neighborhood. He added that with planned Expocentre improvements, the neighborhood should become safer because of improved lighting.

Ms. Ringler asked if Mr. Eckert saw a benefit to giving the proposed facility a 5 year trial to see how it goes. Mr. Eckert's reply was no.

**Major Scott, of Topeka Police Department, speaking regarding the proposal.** Major Scott stated that TPD will enforce the laws that are put in place. Major Scott stated that he/TPD asked how the property can be made better and safer, so a CPTED (Crime Prevention through Environmental Development) was done and recommendations were made. He pointed out that the lots just off Fillmore have been a problem for the neighborhood for some time because they're overgrown and not open to natural surveillance. As stated before, the applicant agreed to comply with all recommendations made.

Major Scott stated that TPD has worked with Mirror, Inc. who have a similar facility, and he added that when people come in for relocation, TPD likes to know where they're at. Facilities such as this provide a central location where officers can talk with staff, review surveillance tapes, etc. if necessary.

Regarding the 1<sup>st</sup> floor State Parole Office – Major Scott stated that the offices are open 8-5 so there will be no evening activity with that.

He referenced the advisory board, meetings which TPD would be sure to have their community police officer attend.

**Steve Clinkenbeard, owner of 901 Real Estate, speaking in support of the proposal.** Mr. Clinkenbeard stated that he bought the property in April and has made improvements. Soon after purchasing, the RFP came out from Dept. of Corrections and the facility seemed adequate so they bid. He stated he's worked with Kansas Dept. of Corrections. He clarified that regarding the 50 jobs referred to, 35 were to come from Department of Corrections and 15 from City of Faith.

Mr. Clinkenbeard spoke to why so much parking was needed and the fact that the residents are required to hold jobs. He also spoke to the concern for children in proximity to the facility, adding that the other side is that residents of the proposed facility would be people who made mistakes and went to jail, served their time, and now CoF is there to help them get back on their feet. When their time at CoF is complete, they will have a job and the ability to make a living. He confirmed that the first floor will be Kansas parole office, open 8-5, and added that the current location of the parole office is just 6 blocks away, or 5 blocks from Expocentre.

Mr. Clinkenbeard stated that Mirror Inc. currently has a similar facility near Highland Park HS and noted that we're not reading in the papers about problems arising.

**Ann Marshall of 1713 SW Lane speaking in support of the proposal.** Ms. Marshall stated that she's a resident of Chesney Park, a member of the NIA, but not representing the NIA. She stated that she's lived in the neighborhood since 1986. She spoke about how the NIA has worked to improve the neighborhood and make it safer, working with the community police, Officer Scott, Bill Fiander of the Planning Department, etc. She stated that the realtor/owner has taken a piece of property that was trashed and a risk for health and safety and has cleaned it up and put it back on the rolls. She stated that having someone on site and regularly using a facility cuts down on crime in the neighborhood. She thinks the realtor and CoF people are willing to work with the neighborhood. She pointed out that there is crime in the neighborhood and ex-felons living there already, and stated that at least CoF residents would be tracked.

**Mr. Clinkenbeard of 901 Real Estate returned to the podium to answer questions.** He stated that the property is in a revitalization zone, and 901 Real Estate is looking to put half million dollars back into the real estate to revitalize it. The property is not going to attract a law firm, CPA firm, etc. He believes we must trust that the Dept. of Corrections and CoF know what they're doing and have procedures. He expressed concern about financial incentives the Expocentre might have to be against the proposal, stating he has often thought that if that property is improved and then it is taken, it's a lot easier to take it as a vacant building than it is with two leases in it and improved properties. He added that 901 Real Estate is going to improve [the property] and make it more valuable, and if it's in [the Expocentre's] plans, it's going to cost them more.

Mr. Kannarr declared the **public hearing closed**.

Additional discussion took place among Planning Commissioners, including Mr. Haugh asking what controls there were over CoF residents once they left the facility, such as on their way to work, etc. Mr. Adams returned to the podium to explain that residents have a certain amount of time to get from one place to another and if they don't report in on time, then it goes into escape procedures. Mr. Haugh stated that gives no protection if they choose to do something during that time period, and Mr. Adams agreed that they are in a reintegration system and have to earn the trust they're given.

Ms. Jordan asked for and received from Ms. Driver confirmation that if CoF does not get the contract, the Conditional Use Permit will not be necessary.

Discussion continued and Mr. Kannar called for a motion. Ms. Feighny explained that one option would be to defer a decision to the next Planning Commission meeting, especially in light of the fact that 3 commissioners were not in attendance. Ms. Cavazos asked for and received confirmation from Ms. Feighny that with the present attendance, 3 votes would be required for a motion to pass. Mr. Kannarr asked if there was a timeline on the contract and whether a deferral would have a negative impact. After discussion, Mr. Adams returned to the podium and stated that a deferral would be a hardship because it also pushes back a vote by the Governing Body.

Ms. Jordan moved to defer, second by Ms. Cavazos. Following discussion and on the recommendation of Ms. Feighny, the motion was amended by Ms. Jordan to a motion to defer to the next scheduled Planning Commission meeting as determined by Planning Staff, continuing the public hearing to that date as well. Ms. Cavazos's second stood, and there was discussion about what would happen at the next Planning Commission meeting if the decision was deferred. A vote was taken. MOTION FAILED TO PASS (0-5-0 with all present voting against).

There was discussion about the possibility of splitting the parking lot CUP out from the rest of the case, but it was agreed that the application could not be split.

**Motion** by Mr. Haugh to **recommend to the Governing Body denial of the Conditional Use Permit**; second by Ms. Cavazos. **APPROVAL (3-2-0** with Ms. Ringler and Ms. Jordan dissenting).

# Staff Report – Conditional Use Permit Topeka Planning Department

PLANNING COMMISSION DATE: Monday, October 17, 2016

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## APPLICATION INFORMATION

APPLICATION CASE NO:

CU16/5 By: 901 Real Estate LLC

REQUESTED ACTION / CURRENT  
ZONING:

A Conditional Use Permit (CUP) for *Correctional Placement Facility, General* on property at 2035 SW Western that is zoned "I-1" Light Industrial District and a Conditional Use Permit for a *Surface Parking Lot in Association with a Principal Use* on property zoned "M-1" Two-Family Dwelling District and located along the east side of SW Fillmore.

APPLICANT / PROPERTY OWNER:

901 Real Estate LLC

APPLICANT REPRESENTATIVE:

Steve Clinkenbeard, MindTap Group (property owner)  
Terry Williams, Director, City of Faith (Applicant)  
Stan Peterson, Peterson Architectural Group, Architect

PROPERTY ADDRESS & PARCEL ID:

2035 SW Western Ave (1410104028009000 and  
1410104028001010);

Vacant properties lying along SW Fillmore between SW Hampton  
and SW 20<sup>th</sup> Streets (1410104028004000, 1410104028005000,  
1410104028006000, 1410104028007000)

PHOTOS:



2035 SW Western



Fillmore properties adjacent to 2035 Western

**PARCEL SIZE:**

2.05 acres

**STAFF PLANNER:**

Annie Driver, AICP, Planner II

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## **PROJECT AND SITE INFORMATION**

### **PROPOSED USE / SUMMARY:**

A federal re-entry program (City of Faith) contracted through the U.S. Bureau of Prisons for a maximum of 60 persons: 45 will live at the facility (40 men, 5 women) and 15 will live off-site in “home confinement”. Those in “home confinement” are monitored electronically and check-in as scheduled. *\*A detailed program description is provided in the applicant’s Statement of Operations.*

The Kansas Department of Corrections will use the first floor for their re-located parolee office (8,300 sq. ft.) and is a permitted use in the “I-1” zoning district.

The new 70-stall parking lot on SW Fillmore will provide adequate parking for both users: The KDOC offices on the first floor and City of Faith on the second floor.

### **DEVELOPMENT / CASE HISTORY:**

“I-1” Light Industrial – The zoning has remained as such since 1940 when part of the building (warehouse) was constructed as an assembly plant. The two-story office building (proposed site) was constructed in 1969 and contains 16,600 sq. ft. total (two floors).

“M-1” Two – Family Dwelling District – Part of this block along the east side of Fillmore was zoned “I-1” in 1998 and rezoned to “M-1” after the adoption of the first Chesney Park Neighborhood Plan (1998). The remaining block has been zoned “M-1” as far back as records indicate.

### **BACKGROUND:**

Mirror, Inc. located at 2201 SE 25<sup>th</sup> Street is currently contracted as the Federal Re-Entry Facility in Topeka and has existed in this location since 1996. Mirror, Inc. is bidding on this same current contract with the Bureau of Prisons and will lose contractees if City of Faith is awarded this bid instead, which ultimately will cause this facility to close.

The zoning of this property is PUD (M-2 uses) and the use is considered legal non-conforming and permitted to continue since it has existed at the site since the adoption of the current “Correctional Placement Facility” zoning category after 2000.

### **ZONING AND CHARACTER OF SURROUNDING AREA:**

The zoning and land uses along the west side of SW Western from SW 21<sup>st</sup> SW 18<sup>th</sup> are industrial in nature and/or zoning classification and are used for storage, warehousing, parking lots, and/or Water Treatment Plant by the City of Topeka. The Chesney Park Great Mural Wall surrounds the City Water Plant located north of this



block. The east side of SW Fillmore between 19<sup>th</sup> and 21<sup>st</sup> contains a mix of residential and non-residential uses. The blocks along the west side of SW Fillmore are entirely single-family residential in character. *(Below is an example of a residence directly across SW Fillmore Street from the proposed parking lot that has made investments.)*



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## **COMPLIANCE WITH DEVELOPMENT STANDARDS AND GUIDELINES**

### **BUILDING SETBACKS:**

The site plan provides a 30' parking lot setback along SW Fillmore that is consistent with the standard zoning setback of "R-1" (zoning of property on the west side of Fillmore).

### **OFF-STREET PARKING:**

Required: 1 per 400 stalls for KDOC office (21 stalls)  
1 per 2 beds based on 45 beds (23 stalls)  
1 per staff based on maximum staff on a shift (6 stalls)

Proposed: 28 parking stalls at 2035 SW Western  
Approximately 70 new parking stalls on Fillmore

### **LANDSCAPING:**

The site plan provides a 30' landscape setback for the parking lot with a 36" berm along Fillmore. The site plan states no fencing is allowed within this 30 ft. setback. Additional street trees are required along Fillmore. A specific Landscape Plan addressing points, type, and quantity will be provided at the time of site plan review and prior to approval of a Parking Lot Permit.

### **OPERATION CHARACTERISTICS:**

The facility is a 24/7 operation with round the clock security personnel by 13 Security Officers. Additionally, there will be six full time staff on-site per shift. Approximately 30% of the residents living on-site will drive and adequate parking is provided for staff and residents. Residents will maintain full-time employment and are subject to job checks by staff. Residents are required to pay a percentage of their week income as subsistence. The Re-Entry Center employs a digital sign in/sign out program called Safe-Keep to maintain accountability. Those residing off-site will be accounted for by electronic monitors.

### **FENCING:**

A fence is proposed around the KDOC parking lot. Staff is

recommending an additional fence around the City of Faith parking.

**LIGHTING:**

A lighting note states: *"Lighting shall be shielded and recessed to prevent the cast of lighting beyond the properties and shall not exceed three foot-candles as measured at the property line. Exterior lighting shall follow accepted standards for parking lot lighting and be reviewed at the parking lot permit stage."*

**SIGNAGE:**

The site plan states: *"No signage for either use is permitted except typical parking lot regulatory signs"*. The site plan needs to address signs for City of Faith.

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**PUBLIC FACILITIES**

**TRANSPORTATION:**

SW Western is classified as a collector street. All access to and from the site will be restricted to the Western driveway entrance. SW Fillmore is a local street. No access is provided along Fillmore.

There are bus routes on SW 17<sup>th</sup> (Route #17) and SW 21<sup>st</sup> (Route #21). The closest bus stops to the property are located at SW Fillmore/21<sup>st</sup> and SW Western/17<sup>th</sup>. Topeka Metro is reviewing the need to re-route down Western and provide a bus stop in front of the facility.

**UTILITIES:**

The building is connected to existing sanitary sewer and water. Service lines will need to be verified to determine if sizing is correct. A public utility easement is necessary if the alley is vacated.

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**OTHER FACTORS**

**SUBDIVISION PLAT:**

Existing platted lots of record.

After application submittal, the applicant discovered a lot line discrepancy on property covered by the northernmost row of parking stalls at 2035 SW Western- The owner to the north may actually have fee title to this portion of the property. An access easement or quick-claim deed may need to be executed between the two property owners (901 Real Estate/Starky). The applicant and adjacent owner are in discussion regarding how to proceed.

**FLOOD HAZARDS, STREAM  
BUFFERS:**

No applicable

**HISTORIC PROPERTIES:**

Not applicable

**VACATION:**

The applicant has submitted an alley vacation application in conjunction with this application that would enable them to connect their parking with the building by fencing/gates. This is intended to limit the points of pedestrian access into the

neighborhood and also control access to a single driveway on Western.

**NEIGHBORHOOD MEETING:**

The applicant conducted a meeting on Monday, September 26, 2016 at 5:30 pm located on-site at 2035 SW Western. Approximately 20 attended the meeting, including Planning and Police Department staff.

Key issues discussed at the meeting included:

- Security provisions, including staffing, door entry provisions, lighting
- Need to re-locate bus stop or route in front of the facility.
- Fencing around site to limit pedestrian and vehicular access through/from the neighborhood.
- The need for good cooperation and communication between Police and the tenants.
- Types of crimes committed: The applicant responded that they will not serve people convicted of “Heinous” crimes as well as, those convicted of murder, sexual offenses, and crimes against children. “Heinous” crimes have to be deemed as “Heinous” by the court system and are considered those that are unnecessarily violent.

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**REVIEW COMMENTS BY CITY DEPARTMENTS AND EXTERNAL AGENCIES**

**Public Works/Engineering:**

Stormwater quantity has not been reviewed. As noted on the site plan, the City Engineer will review a stormwater report for drainage quantity at the time of City Parking Lot Permit application to identify the need for detention based upon what is being added to the existing storm system from new parking. Detention may be required, but more information is needed from the applicant’s engineer at the time of Parking Lot Permit application to determine the future location of detention.

**Water Pollution Control:**

Stormwater quality measures are not required since the developed area is less than 1 acre.

**Fire Department:**

The Fire Department indicated there are no current issues. Future plans will be further reviewed.

**Development Services:**

A Parking Lot Permit and Building Permit are required. All driveways, parking areas, and the alley will be improved and surfaced to City standards.

**Topeka Metro:**

Topeka Metro is reviewing the request to move or re-locate the bus route and add a new bus stop in front of the facility.

**Police Department:**

Police Department staff walked the site with Planning staff and reviewed for access, lighting, and security concerns. The proposed site plan and conditions of approval is based on this discussion. The Police Department recommended the applicant pursue vacating the alley and the applicant has submitted an application, which is under review.

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**KEY DATES**

**SUBMITTAL:** September 6, 2016

**NEIGHBORHOOD INFORMATION MEETING:** September 26, 2016

**LEGAL NOTICE PUBLICATION:** September 21, 2016

**PROPERTY OWNER NOTICE MAILED:** September 23, 2016

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**STAFF ANALYSIS**

**EVALUATION CRITERIA:** In considering an application for a Conditional Use Permit, the Planning Commission and Governing Body will review the request following standards in Topeka Municipal Code Section 18.245(4)(ix) in order to protect the integrity and character of the zoning district in which the proposed use is located and to minimize adverse effects on surrounding properties and neighborhood. In addition, all Conditional Use Permit applications are evaluated in accordance with the standards established in the Section 18.215.030 for Land Use Compatibility, Site Development, Operating Characteristics, and consistency with the Comprehensive Plan.

- The conformance of the proposed use to the Comprehensive Plan and other adopted planning policies:** The subject properties lie within areas designated as “Transition Areas” (M-1 zoned properties) and “Industrial” land uses (2035 SW Western) by the Chesney Park Neighborhood Plan (re-adopted 2009). The “Industrial” category characterizes the blocks lying adjacent to the Expo Center. The category is intended to accommodate either for the expansion of the Expo Center uses (parking, storage, etc.) or for the expansion of existing light industrial uses. The category does not support the whole sale re-development of entire blocks for new industrial land uses. The blocks lying along the east side of Fillmore are designated as a “Transition Areas”. These areas are those that have potential to develop for non-residential uses due to the presence of vacant land, deteriorated or blighted structures, or other non-residential uses lying nearby. The plan establishes design standards for new development within these areas that includes: fencing, setbacks, berms, landscaping, tree retention, street closures/alley closures, and limiting driveway access off of local streets. The zoning of the properties are not changing. A “Correctional Placement Facility, General” is permitted with a Conditional Use Permit in the “I-1” zoning. A “Parking Lot in Association with a Principal Use” is permitted with a Conditional Use Permit in the “M-1” zoning. If the vacation of the public alley is approved, the parking lots will be connected to, and tied together, with the properties at 2035 SW Western by fencing/gates.

The CUP site plan demonstrates consistency with design guidelines for these “Transition Areas” along Fillmore. The following design guidelines are provided: A 36” berm to separate the parking from residential uses, a

setback that is consistent with the “R-1” zoning front yard setback, retention of existing trees and provision for street trees along Fillmore. Additionally, the site plan adds notes about lighting considerations and addresses concerns with pedestrian access through the neighborhood. No fencing shall be placed within the “front yards” along SW Fillmore within 30 ft.

As conditioned, the site plan satisfies design standards and is in conformance with the Chesney Park Neighborhood Plan.

2. **The character of the neighborhood including but not limited to: land use, zoning, density, architectural style, building materials, height, structural mass, sitting, open space and floor-to area ratio:** The neighborhood is characterized by single-family dwellings fronting the west side of SW Fillmore St. and extending further westward into the neighborhood. Industrial uses or uses related to the Kansas Expo Center front on SW Western between SW 21<sup>st</sup> and 18<sup>th</sup> streets. The residential blocks on the east side of SW Fillmore and between SW 17<sup>th</sup> and SW Hampton are designated as “Transition Areas” in the neighborhood plan, recognizing that there is an industrial pull at these locations, which does limit their viability for new residential development.
3. **The zoning and uses of nearby properties, and the extent to which the proposed use would be in harmony with such zoning and uses:** The zoning and uses of nearby properties is for two-family dwellings along the east side of Fillmore and single-family dwellings along the west side and has been such since platted in the 1880's with 25 ft. wide lots. Both the uses of the properties for a “Correctional Placement Facility” and “Surface Parking Lot in Association with a Principal Use” are allowed with Conditional Use Permits in the base zoning districts of “I-1” and “M-1”, respectively. The zoning of the properties are not changing. The second floor of the building is being re-purposed for the “Correctional Placement Facility”. The properties along Fillmore will remain zoned “M-1”. The site plan demonstrates design standards (setbacks, berms, landscaping) that allow the parking lot to “Transition” into the single-family residential land uses further west. The proximity of the “M-1” zoned properties to higher intensity industrial uses lessen their potential to re-develop as currently zoned.

Physically, the proposed development is in character with the neighborhood. The site plan proposes a suitable design for a parking lot within a “Transition Area”. The building itself is currently vacant and this would be an infill development, adaptive re-use of an unoccupied structure. Operationally, there may be some aspects of the proposal that are not in character with the neighborhood, but is dependent upon the monitoring and structural arrangement of the program.

4. **The suitability of the property for the uses to which it has been restricted under the applicable zoning district regulations:** The “I-1” zoned property (2035 SW Western) and building is still suitable for non-residential uses or industrial uses. However, the part of the warehouse structure where City of Faith/KDOC will be re-located was originally constructed for office purposes and has been used entirely for those purposes since 1969 until 2006 (when it became vacant). Removal of the offices and returning this unit of the building to an industrial space would require a substantial interior remodel. Additionally, the property is located between warehouses and other light industrial uses. This location does not fit the criteria or the needs most professional office users require and other uses are also appropriate at this site.

The “M-1” zoned properties along the east side of Fillmore are still suitable as restricted for new single-family dwellings or new duplexes. In fact, duplexes or another multiple-family residential zoning would be an appropriate transition into the single-family neighborhood lying west of Fillmore. New housing on this block of Fillmore would promote the goals of the neighborhood plan. The Chesney Park neighborhood has undergone extensive revitalization efforts as initiated by the neighborhood plan (1998) and plan's update (2009). These investments have included new infill single-family homes for homeownership, rehabilitation of existing housing, installation/repair new alleys, sidewalks, and curbing. Public safety (Part I crimes) has improved and crime has dropped between 2000 and 2014, as indicated by the Neighborhood Health Maps. This has led to Chesney

Park improving from an “Intensive Care” to an “At Risk” neighborhood from 2007 to 2014.

Although, the neighborhood is still viable for single- or two- family homes, this particular block was not part of the plan’s target areas for new City investment so any new residential investment likely would come primarily from the private sector. There have been some investments by private landowners on Fillmore (Note: residence directly across Fillmore.) Additionally, in 2014, Habitat for Humanity constructed two new infill houses along the east side of Fillmore on blocks north of the subject property (1816/1814 SW Fillmore). Nevertheless, the near proximity of industrial land uses that back-up to these four, “M-1” zoned properties does limit their viability and feasibility for new residential development.

5. **The length of time the property has remained vacant as zoned:** The office space portion (constructed 1969) has been unoccupied since 2006 when it was last used by Family Service and Guidance Center. The warehouse space portion of the building was constructed in 1949 and is still in use as warehousing. The single family lots along Fillmore have been vacant since at least 2006. (The last known aerial map showing houses on the properties was in 1966.)
6. **The extent to which the approval of the application would detrimentally affect nearby properties:** The proposed site design should “physically” have no detrimental effects on nearby properties. The Re-Entry Center will be located in an existing building and be inconspicuous. All of the following design aspects of the parking lot provide for a suitable use of a “Transition Area”: Restricted access along Fillmore (local street), three-foot tall berm, landscape setbacks, and fencing. Fencing and vacation of the alley will control and restrict access (pedestrian and vehicular) to a single driveway on Western. Parking lot lighting will be further reviewed at the site development stage after a foot-candle analysis is prepared by a licensed professional, but a note is added to the CUP to address parking lot lighting concerns of staff.

The applicant has provided a detailed Statement of Operations to make certain the proposed use does not “operationally” have a detrimental effect on nearby properties. The City recognizes there are perceived negative effects associated with “unregulated” halfway houses that have been developed in the past and the impact they may have had on public safety and property values. The “*Correctional Placement Facility or Residence*” zoning category was created after the adoption of these neighborhood plans to ensure there is a public process and oversight of these types of uses, as well as, the opportunity for the neighborhoods to voice input. This CUP request is consistent with that intention because it provides an opportunity for transparency between the “*Correctional Placement Facility or Residence*” and the neighborhood. This owner should make all attempts to remain accountable to the Chesney Park NIA and the Police Department concerning current residents and is encouraged to inform the neighborhood and Police Department when there is a change in residents. The Statement of Operations indicates the facility will exclude residents who have been convicted of “heinous” crimes, which are those deemed by the court system to be “unnecessarily violent in nature” as well as, all those individuals who have committed murder, crimes against children, and sexual offenses. Staff does have some concerns with the proximity of this facility to a recently approved CUP for a day care center at SW 19<sup>th</sup> and Fillmore and also after the City Council’s recent approvals of two other “Correctional Placement Residences” in nearby central Topeka neighborhoods.

7. **The extent to which the proposed use would substantially harm the value of nearby properties:** There may be some negative effects upon property values by the close proximity of “Correctional Placement Facilities” and the perceived danger resulting from this use. Staff proposes a time limit requiring renewal of the conditional use permit after five years. This time limit on the CUP will give staff the opportunity to re-review the request after five years and assess the presence of any negative impacts.
8. **The extent to which the proposed use would adversely affect the capacity or safety of that portion of the road network influenced by the use, or present parking problems in the vicinity of the property:**  
The proposed uses will present no parking problems in the neighborhood and have no adverse effect on the

capacity or safety of that portion of the road network. Primary access is provided from SW Western (collector street) and there will be no vehicle or pedestrian access to SW Fillmore (local street). The fencing will restrict vehicles and pedestrians to a single driveway entrance. Additionally, only 30 percent of the residents living on-site will drive and the remaining will rely on bus transportation. Topeka Metro is reviewing the need to re-route a bus along Western to pick-up from the facility. The additional parking lots on Fillmore are necessary to make certain there is not an overflow parking problem along surrounding neighborhood streets. The vacated alley and driveways will be improved to City standards at the time of site development of the parking lot.

9. **The extent to which the proposed use would create excessive air pollution, water pollution, noise pollution or other environmental harm:** The subject properties are not affected by a stream buffer or flood plain. The proposed development will need to comply with the City's stormwater quantity requirements. If the City Engineer determines that it is required, detention will be provided in order to retain the additional increase in runoff, but further information needs to be provided from the applicant at the time the parking lot is developed. Water quality treatment is not required since the increase in impervious area is less than 1 acre. The 36" berm along Fillmore and parking lot setback will lessen any noise impact that may be associated with parking lot traffic. Additionally, vehicular access is not proposed from off of Fillmore.
10. **The economic impact of the proposed use on the community:** There would be a positive economic impact upon the community from the tax revenue that is added to the community from the new jobs that are created and from the additional investment in the building. A building lying vacant does not provide a positive impact upon the neighborhood or community.
11. **The gain, if any, to the public health, safety and welfare due to denial of the application as compared to the hardship imposed upon the landowner, if any, as a result of denial of the application:** Denial of the application will leave the present building in its current unoccupied state, in which there is no gain to the public health, safety and welfare. Any harm to the public health, safety, and welfare may come from a lack of compliance with conditions of their approval and Statement of Operations, which is enforced by the applicant. The CUP site plan proposes an adaptive re-use of an older, industrial-like building on the exterior boundary of the single family neighborhood. There is a better chance the structure will be maintained if it is occupied rather than left to stand vacant. There is a hardship imposed upon the individual landowner since they have actively been trying to lease the site for an office for at least 10 years without any success.

## **STAFF RECOMMENDATION AND CONDITIONS OF APPROVAL**

The proposed physical site design appears to satisfy the standards for evaluation as provided for in TMC 18.215.030 Conditional Use Permits for Land Use Compatibility, Site Development, Operating Characteristics, and consistency with the Comprehensive Plan by incorporating the design standards for "Transition Areas" from the Chesney Park Neighborhood Plan. There is still some uncertainty as to whether the nature of this use in its operational characteristics will have a negative impact on the neighborhood. The applicant's Statement of Operations has attempted to address the use's operational characteristics to limit its impact on the neighborhood. The five year time limit will allow further evaluation of the use's operational characteristics and effect on the neighborhood.

Based upon the above findings and analysis, Planning staff recommends **APPROVAL** of this proposal, **subject to the following conditions.**

1. **Use and development of the site in accordance with the approved Resolution, Conditional Use Permit Site Plan and Statement of Operations for City of Faith (CU16/5).**
2. Adding note: *"The Conditional Use Permit shall expire five (5) years upon the date of City Council approval of the Resolution. The property owner(s) is responsible for notifying the Planning Department and shall apply to*

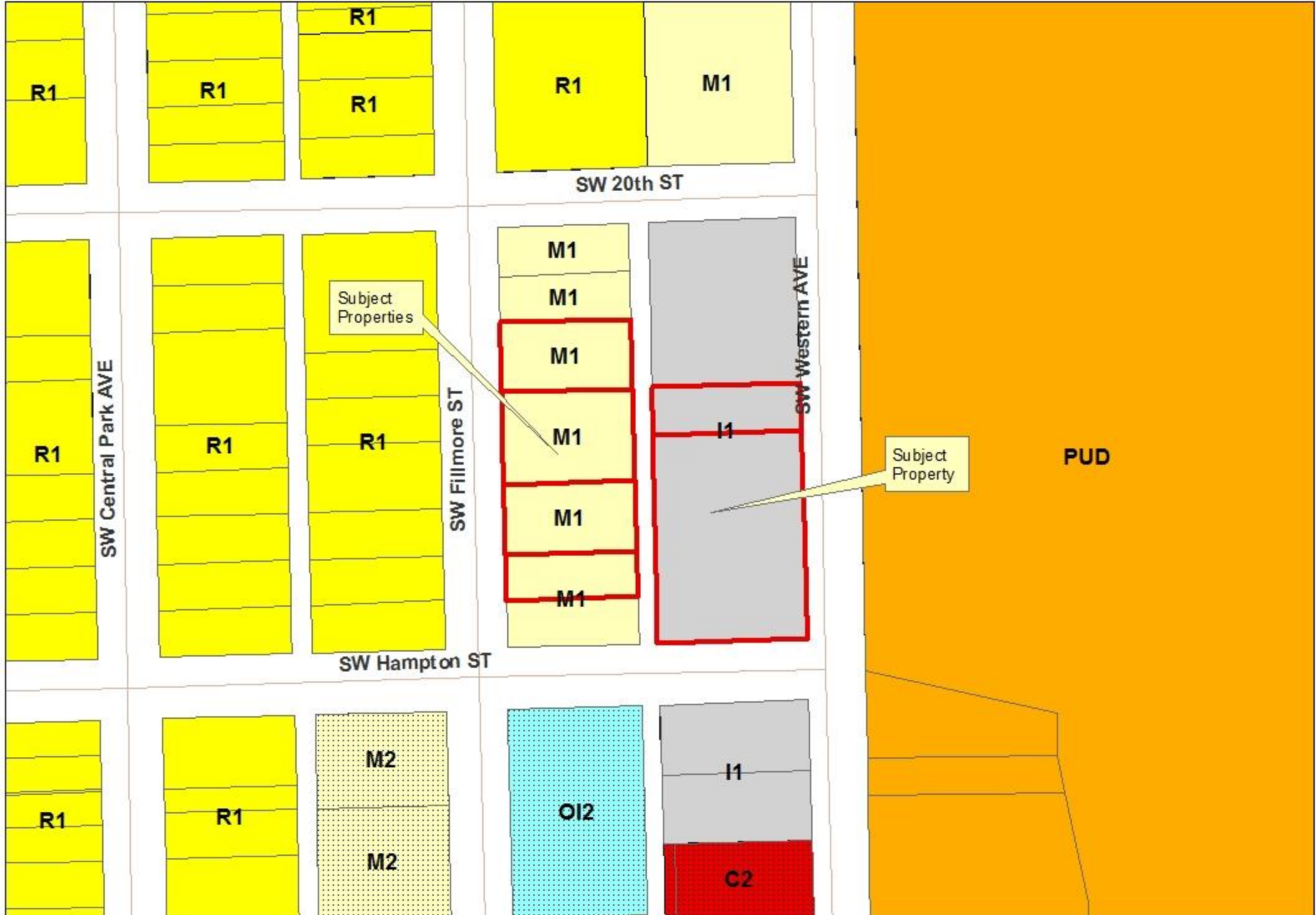
*re-new the Conditional Use Permit following the same procedures set forth with approval of an initial application.”*

3. Revising note regarding number the facility “will house” to state: *“City of Faith will be a 24 hour/7 day per week operation. The facility is contracted to serve a maximum of 60 persons total. Of these, a maximum of 45 (40 men, 5 women) will reside in the facility and a maximum of 15 will reside off-site in ‘home-confinement’”.*
4. Revising Lighting note to include: *“. . . A foot-candle analysis shall be prepared by a licensed professional at the time of parking lot permit approval.”*
5. Adding note: *“Any gates or fencing in public utility easements shall allow access for public service providers, emergency service providers, and adjacent property owners who need access.”* Provide for a private access agreement/shared parking agreement with adjoining owners, if necessary.
6. Labelling and revising site plan to indicate the segment of the public alley that is *“proposed to be vacated”*.
7. Adding note to fencing to indicate the type: *“6’ black wrought iron, ornamental or black chain link. Barbed wire is not permitted.”*
8. Depicting additional fencing around City of Faith parking lot with gates across alley, as needed.
9. Revising signage statement on site plan to propose the type of signage for City of Faith. Staff recommends a door sign only if any sign for this use is desired.
10. Add site plan note: *“In the event the alley vacation is not approved, the site plan shall be revised to reflect fencing around parking lots, but not across or within the public alley.”*

#### **ATTACHMENTS:**

Aerial Map  
Zoning Map  
CUP site plan  
Statement of Operations  
NIM report  
Additional Operating Information





**CU16/5 By: 901 Real Estate LLC**







**CU16/5 By: 901 Real Estate LLC**







**CU16/5 By: 901 Real Estate LLC**







***EXPLANATION OF OPERATIONS OF RE-ENTRY DEVELOPMENT, LLC AS TENANT IN SECOND FLOOR OF 2035 SW WESTERN AVE***

201 Bunting Drive  
Mandeville, LA 70448

September 2, 2016

To Whom It May Concern:

**RECEIVED**

**OCT 05 2016**

**TOPEKA PLANNING  
DEPARTMENT**

The purpose of this correspondence is to inform you that Re-Entry Development, LLC has submitted an offer for a Residential Reentry Center (RRC) or "halfway house" services for federal offenders releasing to the Topeka, Kansas area. The population of this facility will consist only of citizens of Kansas. This action is being taken in response to a request for proposal (RFP) issued by the Federal Bureau of Prisons (BOP). The BOP encourages full and open competition in the procurement of these services; consequently, other offerors may also be responding to this RFP.

Re-Entry Development, LLC was established for the purpose of providing a quality program and environment to help facilitate an individual's successful transition into the community from which they came. The typical resident is an offender who is in the latter stage of his or her incarceration. All releasing federal offenders will be considered for placement into the facility with the exception of sex offenders and crimes against children.

Re-Entry Development consists of a partnership between employees of City of Faith and St. Tammany Workforce Solutions. The top tier administration consists of Allan Tingle, CEO and General Contractor, David Hanson, Vice President and General Contractor, Troy Adams, Human Resource Specialist and Compliance Officer, Tab Abnet, Chief Financial Officer and myself, Terry Williams, Executive Director. The operators of Re-Entry Development, LLC have over 35 years of experience in housing federal and state re-entry residents at facilities located in Slidell, Louisiana, Monroe, Louisiana and Little Rock Arkansas. For the purpose of this contract we anticipate leasing a location at 2035 SW Western Street in Topeka Kansas. The zoning of the property is I-1 Industrial Use. The property is zoned for use as a Residential Re-Entry Center with a conditional use permit, which we are seeking. Renovations will be necessary in order to serve the purpose as a re-entry center and we anticipate the renovations to be complete by 120 days or less from the awarding of the contract with a target date of January 1, 2017. These renovations will include providing additional restroom facilities, laundry rooms, office space and a classroom as well as recreational facilities at a cost of approximately \$150,000. This amount includes the \$100,000 to install an elevator. On site parking should accommodate approximately 15 resident vehicles and 7-8 staff members at any given time for a total of 22-23. Typically the percentage of people who drive may be as

high as 35% of the population but normally averages 20-25%. These statistics are based upon our experience at our other facilities.

The total term of the proposed contract is for a 1-year base period and 4 option years totaling 5 years. The Bureau of Prisons proposal calls for 40 male beds and 5 female beds for a total of 45 maximum in house beds. In addition, the proposal calls for servicing a maximum of 15 Home Confinement residents, totaling services provided to 60 individuals. These individuals will live at home and work in close proximity to their home. They will be supervised by electronic monitoring equipment by Re-Entry Development staff. These numbers reflect the BOP's best estimates of bed space needed at this time. However, the proposed sites could accommodate up to 60 offenders, and the BOP may exceed its original estimates if there is an unanticipated need for additional space in this area. Anticipated performance is to begin on January 1, 2017 with contract award approximately 120 days prior to that date.

The Bureau of Prisons has a long history of transferring offenders who are within a few months of release to a RRC for transitional programming. These offenders have often been removed from the community for an extended period of time. Sound correctional practice suggests that a RRC enhances public safety by offering offenders the opportunity to find employment, establish a residence, and re-enter the community through a structured, supportive environment.

The Bureau of Prisons takes its responsibility for contract oversight very seriously. Contract language establishes requirements for inmate accountability, programming, life safety, staffing, inmate discipline, urine and alcohol surveillance, and a variety of other areas. These requirements are closely monitored by Bureau of Prisons staff, which provide training and conduct both scheduled and unannounced on-site inspections.

Federal offenders at the RRC will come from two sources: offenders who are transferred from a prison to the RRC for pre-release programming, and offenders under the supervision of the U.S. Probation Office for whom residence at the RRC is a condition of supervision. Nationwide, the average RRC placement is six months of length, although longer/shorter placements are sometimes made.

One of the major keys to Re-Entry Development, LLC's continuing success is its focus on resident accountability. Residents are required to inform the facility where they will be at all times. Since Re-Entry Development, LLC is a work release program, federal residents are required to obtain and maintain full-time employment. The resident is subjected to physical as well as telephonic job checks. He is allotted reasonable commute time both to and from work. Should a resident be tardy for no apparent or justifiable reason then sanctions are imposed. ReEntry Development employs a digital sign in/out program called Safe-Keep to maintain accountability in a way that decreases human error and keeps documentation on each resident such as employment, release plan, times in/out, medication, etc. "This program is a multi-user, professional grade accountability and facility management program. It utilizes the most up-to-date internet security to maintain complete accountability and record keeping. This program can be accessed anywhere worldwide to provide real time solutions and information for administrators. This program



is hosted off-site and maintained by a team of network professionals to keep the information safe. Access is limited for different roles within the organization." For example, when a resident signs out of the facility, that information is immediately logged with the date, time, destination and a time limit is given for the resident to phone the facility to say he/she has arrived at their destination. If this resident does not call in a timely manner, an alert is given to security personnel via Safe-Keep to begin efforts to locate this individual. Alerts are given if a resident has not signed back into the facility at the required time as well as to remind residents to take their medicine, maintaining logs of hourly head counts, vehicle make and model (if the resident has earned driving privileges) and many other information details.

A federal resident is required to pay a percentage of his or her weekly earnings as subsistence. Should a resident have any outside obligations such as fines, court costs, restitution and/or child support payments, then a part of the remaining earnings goes towards satisfying those particular obligations. Residents are also required to maintain a savings account, which is inaccessible, until release, other than for approved purposes.

Upon arrival, residents are assigned a case manager who assists them in formulating a program plan that covers factors such as job placement, family reconciliation, short and long term goals, education aspirations, assessment of monies to be saved, and formulation of realistic and viable release plans. Program plans are constantly monitored for compliance such as mandatory attendance at social service meetings, i.e. AA/NA.

Residents are able to earn privileges such as passes to spend time with their families. Passes are closely regulated and suspended should a resident fail to comply with all the stringent requirements associated with obtaining passes. When residents return from passes, they are required to submit to alcohol and random drug testing. Failure of either test will subject a resident to harsh sanctions including the possibility of immediate removal from the program and a return to secure custody. 17-20% of our residents will return to prison or to court due to some rule violation that can range from anything as serious as unaccountability to not obtaining/maintaining employment to failure of drug/alcohol tests. At no time will Re-Entry Development, LLC house anyone who has been convicted of a sexual offense, a crime against children, murder, or deemed, by the court system, to be of a heinous nature.

Re-Entry Development, LLC will also employ security staff with shifts around the clock to constantly monitor residents. Security staff conducts documented random searches of residents as well as their living areas. Residents are also required to clean their living areas as well as assist in the overall upkeep of the facility.

Staffing of this facility will consist of five (5) administrative staff members: Facility Director, Social Service Coordinator, Home Confinement Coordinator and two (2) federal case managers. Additionally, there will be around-the-clock security provided by 13 Residential Security Officers. Anticipated annual payroll will be approximately \$700,000. Expected income earned by residents is approximately \$1.3 million.

Re-Entry Development, LLC's mission is to aspire to provide a quality program for the Bureau of Prisons and individuals it houses, in addition to providing sound correctional

techniques. Re-Entry Development, LLC views itself as a tool for individuals who are truly intent upon breaking down the barriers confronting them and successfully turning their lives around. Re-Entry Development, LLC believes in providing a quality environment and program that encourages quality performance from its residents. Re-Entry Development, LLC adheres to the principle, which advocates providing a positive example so as to increase the probability of obtaining positive results. Additionally, we believe that our residents should "give back" to their communities through volunteer efforts. Our residents have logged many hours volunteering at local animal shelters, feeding indigent senior citizens at Christmas and Thanksgiving, providing toys for the YWCA, cleaning local parks and setting up/breaking down fundraising events for local non-profits to name a few. We believe these efforts have contributed to our current success rate of 83% which is typical of Federal Bureau of Prisons Reentry programs.

Re-Entry Development, LLC further believes that its male and female residents, upon release, should return to being productive citizens and good neighbors. If Re-Entry Development, LLC only makes a difference in a small percentage of its residents, then it has made a huge difference in a child's life, hopefully ending the cycle of incarceration associated with extended separation between parent and child as well as the negative effects of broken single parent homes. Re-Entry Development, LLC's mission, simply stated, is to make a difference one resident at a time.

The Federal Bureau of Prisons is currently evaluating all proposals that were submitted for this contract. Re-Entry Development, LLC and the Bureau of Prisons invite you to express your support or concerns about this proposed RRC facility. Comments may be directed to me at 201 Bunting Drive, Mandeville, LA 70448 (501-920-8684) or to Pattie Williams, Contract Specialist, Federal Bureau of Prisons, 320 First Street, NW, Washington, DC 20534. The phone number is (202) 307-3070.

I am sincerely grateful to you for taking your valued time to review this correspondence. I hope you have gained a little insight into what Re-Entry Development, LLC is trying to accomplish in this community, as well as the other communities in which Re-Entry Development, LLC is located.

I hope in the future you will take the time to visit our facility. The doors are always open and you will always be most welcome.

Sincerely,

Terry Williams  
Executive Director



## Facts about 2035 SW Western Ave.

In 1940, the first phase of the building was built and housed the Allis Chalmers assembly plant. It consisted of 25,400 sq. feet which has since been converted to a three bay warehouse, of which two are occupied by KDOR and KDOT. The third bay, the northern most bay, is vacant and currently being improved to leasable condition.

In 1969, a two story office building was built by and for Casson Construction and other tenants. The structure contains 16,600 sq. feet of office space. It was last occupied by Kansas Children and Family Guidance Center, who vacated in 2006. From 2006 to the current period many attempts were made to lease the space, but it was not leasable due to the Casson family's failure to maintain the building and its location. Consequently, because of the neglect, the ceiling tiles and lights, walls and flooring were all damaged. Today the walls are intact, but there is no ceiling and floor covering. In its current state, the building is not leasable.

Through the years, the Casson family acquired all lots adjacent to the west of the structure on Fillmore with the exception of the two corner lots. The Casson lots are vacant.

In April of 2016, 901 Real Estate Investments, LLC purchased the property with the intent of improving the building to a leasable condition. Since its ownership, 901 has:

1. Removed debris from the damaged office space and restored the both floors to a showable condition.
2. Painted the exterior, removing all graffiti.
3. Cleared the property of unwanted brush and trees with the Fillmore lots restored to a park like setting. The properties are mowed weekly, while the two corner lots remain over grown.
4. Repaired all roofs, drains and guttering.
5. Sealed all exterior brick surfaces to resist water damage and deterioration.
6. Replace concrete where needed along Western Avenue.

The property is now in a condition which is showable and the deteriorating condition has been reversed. \$100,000 of private money has been invested into this property since April, 2016. Further, no special funding or bonds are being sought by the investors to continue to improve the property. This property does lie in a revitalization zone and the owners will seek assistance on property taxes for the improvements they make to attract tenants to the property. The owners understand it is the City of Topeka's intent to assist private investment into targeted areas of the inner city through property tax assistance.

During the time between signing an agreement to purchase the property and it's closing, the Kansas Department of Corrections issued an RFP for their parole office which is currently located in the Kansas Department of Commerce building in the 1400 block of Topeka Blvd. The RFP requires 35 offices, doesn't require visibility and prefers to be located close to public transportation. They also sought a location which was removed from schools and daycare centers. 2035 SW Western Ave met all their requirements plus offered them 10,000 square feet of newly remodeled office space. This lease will require a \$400,000 investment into the improvement of this property. Currently the lease has been approved by the owner and KDOC. The parties are awaiting the approval of a fifteen-year lease by the Kansas Legislative Building committee. If approved, this lease will bring fifty jobs to this area.

Two weeks after closing on 2035 Western, the owners were contacted by the Louisiana not-for profit organization, City of Faith. City of Faith has several contracts with the Federal Bureau of Prisons. City of Faith was interested in bidding the six Kansas county (including Shawnee) area contract for a reentry facility which is currently located directly across from Highland Park High School. In early June, City of Faith, toured 2035 SW Western, as well as, other locations in the Topeka area, before determining the 2035 Western location and its current condition allowed them their best opportunity to secure the federal contract. They requested the first floor of 2035 Western and were advised of the proposal in front of KDOC. City of Faith then agreed to the use of the second floor of 2035 Western. Currently the Federal Bureau of Prisons is in the process of selecting their operator of the six county area of which City of Faith hopes to secure and retain the jobs for the City of Topeka.

Today, 2035 SW Western Ave has benefited from \$100,000 of deferred maintenance and improvements to get it into a position to lease. While 901 has incurred these costs, it still has a building with 24,000 square feet of vacant space in a location which is not going to attract most office users. However, it is on the verge of potentially securing one and possible two leases which the location is ideally suited. The investment in the property will exceed twice the amount which was paid to secure the property in April, 2016. This will be an investment in a revitalization zone which the City of Topeka is willing to assist owners who are willing to risk/invest their own assets.

The KDOC will be an office user whose purpose is to guide northeast Kansas residents who have committed crimes against the State of Kansas and are in the process of returning these individuals back into the community to be productive citizens. This is not something new to Topeka, rather the relocation of an office six blocks away. KDOC is vacating their current location because the Kansas Department of Commerce needs the space. City of Faith seeks to house northeast Kansas residents who have committed crimes against the Federal government. City of Faith will assist their residents to seek employment and retrain them in order to return to society as productive citizens. The Federal Bureau of Prison's contract is not new to Topeka; Topeka already has the facility located right across the street from a large public high school.

City of Faith will bring 24/7 employment to the local area. If revitalization is truly the goal for this area, the potential of KDOC and City of Faith provides this opportunity. The Kansas citizens who will be served by these two facilities have paid their price and are seeking an opportunity to change their lives as they reenter society. They need help and they need guidance, which is exactly what is being proposed to take place at 2035 SW Western Ave.

We would like to invite all city employees and elected officials to tour this facility as it awaits its potential future. Please call me at 785-272-5102 for a tour.

Steve Clinkinbeard, Managing Member  
901 Real Estate Investments, LLC  
5100 SW 10<sup>th</sup> Ave  
Topeka, Ks 66604

## Re-Entry Development Neighborhood Meeting Minutes

9/26/16

All attendees were requested to sign in on attached sign in sheet. It does not appear that all in attendance followed this request.

Meeting opened with Steve Clinkinbeard, managing member of 901 Real Estate (property owner), addressing timeline of purchases the building activities to date:

- 901 Real Estate reaches agreement to purchase property in April
- Kansas Department of Corrections releases request for proposal (RFP) for 10,000 sq. ft. of office space. RFP was subsequently answered by 901 Real Estate.
- Several tours of property with KDOC for initial approval
- Federal Bureau of Prisons contract opens for bids, Re-Entry Development submitted a bid and begins searching for suitable location.
- Re-Entry Development tours 2035 SW Western Ave property and express interest.
- Federal Board of Prisons tours facility for initial approval to house Re-Entry Development for federal contract and likes the layout for their needs.
- Meet with city planning department to begin application for conditional use permit (CUP). Conditional uses include the following.

- Though 2035 Western Ave. is appropriately zoned I-1 – light industrial for use as a residential correction facility, a CUP is still required by the city for operation on the premises.
- Adjacent lots on Fillmore St. are zoned M-1 – multi family dwelling. The request is to place additional parking on these lots, CUP is required. Fencing will be put in place from vacant house on north side of Fillmore block south to home in south end of block creating a barrier between facility and neighborhood.

Additional items mentioned: The property is located in a City appointed revitalization zone to encourage private investment of the property. Misc. regular upkeep done to the building, paint outside, address overgrowth on Fillmore lots, discard old fencing, etc. has already been done by the owner.

Steve Clinkinbeard also said the approval of the CUP would bring 50 plus jobs to the 2035 Western Ave. and private investment of approximately \$400,000. He indicated he believed this was the intent of the City by creating Revitalization zones providing tax benefit to those investors who invest in such zones.

Terry Williams, Executive Director of City of Faith working in conjunction with Re-Entry Development, LLC spoke to the operations of the proposed tenant.

- Re-Entry Development, LLCs goal is to provide stability for inmate reaching the end of their sentence to allow them to readjust to the community. Specific goals include obtaining employment, reentry into family relationships, creating money management discipline.
- Federal contract is for 45 residents, 40 men 5 women

- Approximately 25-30 residents will sleep at the facility nightly with the remainder being released to their home on active electronic monitoring, these individuals will be monitored at all times and check in on scheduled basis to the facility for regular drug and alcohol testing and re-entry training. The facility will be supervised 24/7 by Re-Entry Development staff.
- An internal policy of Re-Entry Development's is to disallow entry of residents who have a criminal history that is sexual in nature, crimes towards children, and of other heinous crimes.
- Residents average stay is 6 months
- Residents are required to maintain jobs while being in the facility and work in the community.
- 24-hour video surveillance will be put into place both inside and outside the facility to increase security for the neighborhood.
- In house residents check out of the facility with a specific time to get to their job and report back to facility from work telephone if the resident fails to respond in this timeframe computerize resident tracing system notifies facility personnel and Re-Entry Development staff attempt to locate resident. If these attempts are failed, local U.S. Marshall services are contacted to join search.
- Strict rules are enforced on residents with punishment being either return to the custody of the Bureau of Prison to finish remainder of sentence, or return with additional time added to their rehabilitation depending on severity of violation. These rules include, but are not limited to, regular drug and alcohol testing for compliance, maintain gainful employment, timely check ins with facility, general behavior in facility.
- Re-Entry Development, LLC works under the supervision of City of Faith, which has an 83% success rate with residents, those who are unsuccessful are returned to the custody of the Bureau of Prisons.

At this time the meeting was opened to questions from attendees.

- It was pointed out, Topeka already has a BOP contract with Mirror, Inc. which is located directly south of Highland Park High School and Kansas Department of Corrections' Topeka Parole office is currently located 6 blocks away on 14<sup>th</sup> and Topeka Blvd. Topeka police reports no unusual problems with either location and TPD benefits by having programs such as City of Faith and the Topeka Parole office monitoring individuals with prior criminal issues.
- Attendee Josh Smith, from Shawnee County District Attorney, spoke to the concern of bringing convicts to the location due to the number of youth events held at adjacent Kansas Expo facility. It was pointed out the activities of KDOC are mostly 8 to 5, five days a week and not as likely to be times when children's events were occurring at the Expo Center. It was also mentioned City of Faith dealt with inmates which had committed crimes against the Federal Government and was not associated with KDOC.
- Topeka Police Major Darin Scott addressed problems he faces with vacant buildings in the area:
  - Per Major Scott, when a crime is committed at the Kansas Expo Center, the first action in the past has been to send patrol cars to 20<sup>th</sup> and Fillmore St. and drive into 2035 SW Western parking lot to force possible suspects hiding in dark overgrown Fillmore lots to Fillmore St. towards waiting officers.

- He spoke to the benefits gained from having activity, lighting, camera's, and maintained grounds to keep trouble away.
- He indicated programs that monitor residents, such as City of Faith and KDOC, are a benefit to local law enforcement. Also, he indicated the current two locations had not been a problem for the City of Topeka. Major Scott suggested the neighborhood could be safer due to 24/7 on duty staffing, additional lighting, fencing and security cameras.
- Jay Nichols, runs home for veterans on corner of 21<sup>st</sup> and Fillmore St. He expressed concern with increased foot traffic past his facility to reach the bus stop at 21<sup>st</sup> and Fillmore St. Terry Williams assured him that if need be, she can instruct her residents to use the bus stop located East of 21<sup>st</sup> and Western. Also, it was brought up it can be requested with the City Metro to have a bus stop in the area of 2035 SW Western Ave. The City Planning Department has since contacted Topeka Metro.
- Ann Marshall, a member of the Chesney Park NIA, spoke about the benefit of having an occupied/well-kept building instead of a vacant building. She favored the additional monitored activity.
- There was discussion about the residents of City of Faith doing volunteer work for the community and neighborhood. This work served two purposes. Inmate supervised activity and giving back to the community.

At this time the meeting was adjourned.

## Neighborhood Information Meeting

## Sign in Sheet

CU16/5 By: 901 Real Estate LLC

Date: 9/26/2016 at 5:30 pm

**Location: 2035 SW Western**

| Name             | Address                         | Email (preferred)/Phone          |
|------------------|---------------------------------|----------------------------------|
| Josh Smith       | SNEO PT House                   |                                  |
| Trey Adams       | 1511 Spokewood St. mox-nov      | tadams@reentrydevelopment.com    |
| Austin Wingersoh | 3635 SW Skyview Dr.             | austins@mindspring.com           |
| Terry Williams   | 2 Chicot Dr, Maumelle, AR 72113 | twilliams@reentrydevelopment.com |
| MAT Scott        | 320 S Kansas Suite 100 66603    | jscott@topeka.org                |
| OFC Stricklin    | 320 Kansas                      | BStricklin@Topeka.org            |
| OFC Jones        | 320 Kansas                      |                                  |
| Sarah Williams   | Maumelle<br>2002 Murphy DR A/R  | s.williams@maumelle.net          |
| Frank F. Hoge    | 2021 CFW Buchanan-              | frank.hoge@att.net               |
| Jay Nichols      | + others<br>2025-5th Fillmore   | j@Roseville.ko Cox mail.com      |
| Tom Benaka       | 1706 Fill more                  | tbenaka@scheff.net               |
| Ann Marshall     | 1713 Lane                       | a.marshall54@icloud.com          |
| Annie Driver     | COT Panning                     |                                  |
| Michael Hall     | " "                             |                                  |
| Bill Fiander     | " "                             |                                  |
| Darin Scott      | TPD                             |                                  |
|                  |                                 |                                  |
| * - Bus Stop     |                                 |                                  |
|                  |                                 |                                  |
|                  |                                 |                                  |
|                  |                                 |                                  |

**901 Real Estate Investments, LLC  
5100 SW 10<sup>th</sup> St.  
Topeka, KS 66604  
785-272-5102**

November 9, 2016

Honorable Larry Wolgast  
Mayor  
City of Topeka  
215 SE 7<sup>th</sup> St., Rm 350  
Topeka, Kansas 66603

**HAND DELIVERED**

RECEIVED  
CITY CLERK  
2016 NOV - 9 P 11:03  
TOPEKA, KANSAS

Ms. Brenda Younger  
City Clerk  
City of Topeka  
215 SE 7<sup>th</sup> St., Rm 166  
Topeka, Kansas 66603

**HAND DELIVERED**

Mr. William Fiander  
Planning Director  
620 SE Madison St.  
Topeka, Kansas 66607

**VIA E-MAIL  
bfiander@topeka.org**

**RE:   CONDITIONAL USE PERMIT APPLICATION 16/5  
      2035 SW WESTERN  
      901 REAL ESTATE INVESTMENTS, LLC**

To Whom It May Concern:

We are formally requesting that the City Governing Body return the Conditional Use Permit 16/5 to the Topeka Planning Commission for reconsideration based on the following items:

1. The October 17, 2016 Planning Commission meeting was attended by 5 of 9 members, missing were the Chairman and the Co-Chairman. No reason for the 3/2 denial was given; notwithstanding the fact that the Planning Staff had recommended approval.
2. The subject property lies in a Revitalization Area the City of Topeka has designated for redevelopment. The property has been vacant for 10 years and the present plan would have 90% of the building occupied by June 30, 2017, along with a private investment of \$400,000 in improvements to the subject property.
3. The contract City of Faith proposed was characterized as an either/or situation, meaning if the Conditional Use Permit was denied, the contract would default to the current contract holder, placing the City of Topeka in a position to determine the outcome of a



federally bid contract. This information was both incorrect and irrelevant to the issues that the commission should have appropriately considered under the objective standards of the ordinance.

4. The Federal Bureau of Prisons has inspected and approved the subject property for consideration of the contract award.
5. The City of Faith runs a low-profile operation and will occupy the second floor of the building with its main entryway on the west side of the building. The distance from this entrance to the southwest entrance of the Expo Centre is 2.5 city blocks and 3.5 city blocks from the ticket box office. All parking and green space areas for this operation are located on the west side of the building. This operation has no external signs, only a small sign at the entrance at the west side of the building.
6. The Applicants who developed this request worked four weeks with the City Planning Department whose representatives went to exhaustive efforts to review this operation. The City Planning Department recommended the Conditional Use Permit be approved, based on the factors set forth in the ordinance.
7. One of the terms of Conditional Use Permit 16/5 prohibits the City of Faith from accepting any individual who has committed a sexual offense, crimes against children or any crimes of a heinous nature as documented by the courts. Residents of this facility have committed crimes against the Federal government and not against a state government.
8. The Chesney Park Neighborhood Improvement Association is behind this project because it brings activity and jobs to their area. The City of Topeka Police Department has spoken in favor of this operation indicating they work together with operations such as City of Faith, due to their ability to know where residents are always located and that the residents are closely monitored.
9. The current facility, which is located across the street from Highland Park High School, has operated this federal reentry program for twenty years, and has no history of problems. The Bureau of Prisons has procedures and programs in place to determine who should be given the opportunity to return to society.
10. The protests from Shawnee County or those influenced by Shawnee County should be substantially discounted due to the County's conflict of interest, its lawyer and its desire to convert the existing property into an RV parking lot based on the strategic long range plan for the Expo Center. The County Counselor made an inquiry to our realtor indicating the County needed to buy this property before the owner invested any more money into it. Two Commissioners have openly stated they intend to contact members of the Governing Body of the City of Topeka to vote against this issue. One cannot decrease the value of another's property to financially benefit its position. We do not

believe it is about the children, we believe it is about the future plans of the Expo Center. Nothing has been mentioned about what impact does two new horse barns on the property directly across the street do to our property value? We question the benefit of the protest system which the City of Topeka has in place. One person filing a Protest, without stating any reason, can force a property owner in a Conditional Use Permit situation to seek one more vote at the City Council Level. In short, the County's reasons for objecting could be a pretext to the underlying purpose of keeping the value of the property low for acquisition purposes. However, there is no system in place where people who support the Conditional Use Permit can file an equally powerful statement.

11. This building's second floor has been vacant for 10 years. It has been listed for this entire time without attracting a tenant. For this current tenant, this space is properly zoned but requires a Conditional Use Permit. This permit is under attack because of the activity, but how does the City of Topeka ever approve such a Conditional Use Permit if it allows a "Not in my backyard" argument to be the determining factor. This tenant has met and exceeded the guideline as set out in the Municipal Code for approving a Conditional Use Permit.
12. The Kansas Department of Corrections has confirmed the State of Kansas is in the final stages of approving the relocation of its current Parole Office at 1430 SW Topeka Blvd to the subject property. The Kansas Department of Corrections will occupy 10,000 square feet of newly remodeled office space on the first floor and directly below the space subject to this Conditional Use Permit.

Finally, there are individuals in our area who have ran afoul of the federal law; they have been sent to prison; they have been subject to many programs designed to turn their lives around. They have reached the final leg of their rehabilitation, structured reentry back into society. Part of this process is to place them in jobs, help them get items they will need to return to society such as driver's license, social security number, opening bank accounts, buying insurance, and so forth. These are human beings the same as the children and the same as you and I. They need a hand up, not the verbal abuse they have received from some Shawnee County elected officials who are more concerned about building a horse barn in the middle of the City than focusing on society and this valuable program to our community.

The Planning Commission instructions related to the governing body determination advise that the City Council may return back to the Planning Commission by majority vote any matter that the Council determines by written communication if the Council's basis is an allegation by an interested party that the hearing was unfair, or new facts or evidence have been presented, or the Council believes that further deliberation by the Planning Commission is needed. We suggest that all three standards are manifested in this case. Under the circumstances, we are formally and respectfully requesting that the City Council return the matter to the Planning Commission for reconsideration as provided by City Ordinance.

We will be available to answer any questions or concerns of the Council at the meeting on November 15, 2016. Thank you for your consideration of this request.

Respectfully submitted,

**901 REAL ESTATE INVESTMENTS, LLC**

A handwritten signature in black ink, appearing to read "Steve Clinkinbeard", written in a cursive style.

**STEVE CLINKINBEARD  
MANAGER**

cc: John R. Hamilton



**City of Topeka**  
**Council Action Form**  
Council Chambers  
214 SE 8th Street  
Topeka, Kansas 66603  
[www.topeka.org](http://www.topeka.org)  
November 15, 2016

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|                              |                                                  |                    |
|------------------------------|--------------------------------------------------|--------------------|
| <b>DATE:</b>                 | <b>November 15, 2016</b>                         |                    |
| <b>CONTACT PERSON:</b>       | <b>Brandon Kauffman,<br/>Director of Finance</b> | <b>DOCUMENT #:</b> |
| <b>SECOND PARTY/SUBJECT:</b> |                                                  | <b>PROJECT #:</b>  |
| <b>CATEGORY/SUBCATEGORY</b>  | <b>018 Public Hearings / 011 Other</b>           |                    |
| <b>CIP PROJECT:</b>          | <b>No</b>                                        |                    |
| <b>ACTION OF COUNCIL:</b>    | <b>11-01-16 Discussion</b>                       | <b>JOURNAL #:</b>  |
|                              |                                                  | <b>PAGE #:</b>     |

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**DOCUMENT DESCRIPTION:**

**A RESOLUTION** introduced by Interim City Manager Doug Gerber providing notice of a public hearing concerning the establishment of a Redevelopment District with the City (Wheatfield TIF District) pursuant to K.S.A. 12-1770 *et seq.*, as amended.

*(Approval would set a public hearing date of December 20, 2016.)*

**POLICY ISSUE:**

The policy consideration for the Governing Body is to set a public hearing for the establishment of a TIF district for property at the northwest corner of 29th and Fairlawn for the Wheatfield Development.

**STAFF RECOMMENDATION:**

Staff requests the Governing Body move to set a public hearing date of December 20, 2016.

**BACKGROUND:**

29 Fairlawn, L.L.C., a development entity led by Jim Klausman and Floyd Easton, has purchased property of approximately 13 acres at the northwest corner of 29th and Fairlawn in southwest Topeka. The developer has requested assistance from the City of Topeka in the redevelopment of the property through the use of a TIF, community improvement district and industrial revenue bonds without tax abatement.

The plan is in the early stages of development and the development size and density depends on pending access studies being conducted with the Kansas Department of Transportation. The area qualifies as a "conservation area" under the state TIF statutes because the area contains a substantial number of deteriorating structures which create economic obsolescence.

The developer plans to create a mixed use development of retail, restaurants, multi family and office space. Tax

increment financing would be used to pay for eligible redevelopment costs, on a pay-as-you-go basis for land acquisition, site preparation, infrastructure improvements and parking facilities.

Tax Increment Financing allows the increased tax revenue resulting from the redevelopment of property to pay for eligible costs in the redevelopment project. Once a TIF district is established and a redevelopment project plan is adopted by the governing body, the increment of increased tax revenue is set aside by the County Treasurer, to be used by the City to reimburse the developer for qualified expenses. After all eligible costs have been paid, or the City has reimbursed the maximum amount approved, the property tax increment will be terminated and all tax revenue is distributed to the City, County, School District and other applicable taxing jurisdictions.

The first step in establishing the tax increment district is the adoption of a resolution which states the governing body is considering the establishment of a TIF district and sets the date for a public hearing on the matter. The earliest date a public hearing may be held for this project is December 20, 2016. After closing the public hearing, the governing body may adopt an ordinance establishing the redevelopment district. The final step in the approval process involves the adoption of a detailed project plan and approval of a development agreement by the governing body.

The initiating resolution before the governing body for consideration would direct the City Clerk to publish the resolution in the City's official newspaper and to mail copies, by certified mail, to the owners and occupants of all property located within the district and to the Board of County Commissioners and Board of Education. The resolution includes a map of the proposed district and a proposed district plan identifying potential redevelopment project areas and a general description of buildings and facilities to be constructed or improved.

#### **BUDGETARY IMPACT:**

The TIF district would be established as a reimbursement to the developer as a pay-as-you-go district, therefore the City would not take on any risk or financial obligations as a result of the redevelopment. The developer will be solely responsible for paying project debt, regardless of whether the TIF generates enough revenue to reimburse the TIF-eligible project costs.

The City has entered into a funding agreement with the developer to cover all costs of mailing and financial advisory services.

#### **SOURCE OF FUNDING:**

All costs for the redevelopment will be paid by the developer.

#### **ATTACHMENTS:**

##### **Description**

Resolution

Wheatfield Application

Redevelopment District Boundary

(Published in the Topeka Metro Newspaper \_\_\_\_\_)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION introduced by Interim City Manager Douglas Gerber, providing notice of a public hearing concerning the establishment of a Redevelopment District within the City (Wheatfield Village TIF project) pursuant to K.S.A. 12-1770 *et seq.*, as amended.

WHEREAS, pursuant to K.S.A. 12-1770 *et seq.*, as amended (the “Act”), the City of Topeka, Kansas (the “City”), is authorized to assist in the development and redevelopment of eligible areas within the City in order to promote, stimulate and develop the general and economic welfare of the State of Kansas and its communities; and

WHEREAS, the City hereby finds and determines it desirable to encourage the development and redevelopment of certain real property within the City generally located at the northwest corner of Southwest 29th Street and Fairlawn Road in the City and to consider the establishment of a redevelopment district at such location (the “Redevelopment District”); and

WHEREAS, pursuant to the Act, the City must adopt a resolution stating that the City is considering the establishment of the Redevelopment District and include in such resolution notice that a public hearing will be held to consider the establishment of said Redevelopment District.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF TOPEKA, KANSAS, that

1. Notice is hereby given that a public hearing to consider the establishment by the City of the Redevelopment District shall be held at the City Council Chambers, 214 SE 8<sup>th</sup> Street in Topeka, Kansas, on December 20, 2016, at 6:00 p.m. (or as soon thereafter as is practical).

2. The proposed boundaries of the Redevelopment District are set forth in **Exhibit A** attached hereto and incorporated herein by reference.

3. A description of the proposed district plan for the Redevelopment District which identifies all of the project areas and the general manner of all buildings, facilities and improvements in each project area that are proposed to be constructed or improved in each project area are attached hereto as **Exhibit B** and incorporated herein by reference.

4. A description and map of the proposed Redevelopment District are available for public inspection during regular office hours in the Office of the City Clerk, at Topeka City Hall, 215 SE 7<sup>th</sup> Street, Room 166, Topeka, Kansas.

5. At the public hearing, the Governing Body of the City will consider findings necessary for the establishment of the proposed Redevelopment District.

6. A copy of this Resolution shall be sent by certified mail, return receipt requested, to the Board of Commissioners of Shawnee County, Kansas, and the Board of Education of Unified School District No. 501, Shawnee County, Kansas. Copies of this Resolution also shall be mailed by certified mail, return receipt requested, to each owner and occupant of land within the District not more than 10 days following the date of adoption of this Resolution. This Resolution and **Exhibits A** and **B** attached to this Resolution and a map delineating the area to be included in the Redevelopment District attached hereto as **Exhibit C** shall be published once in the official City newspaper not less than one week or more than two weeks preceding the date fixed for the public hearing.

[Remainder of Page Intentionally Left Blank]

53 ADOPTED and APPROVED by the Governing Body on \_\_\_\_\_.

54 CITY OF TOPEKA, KANSAS

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ATTEST:

\_\_\_\_\_  
Larry E. Wolgast, Mayor

\_\_\_\_\_  
Brenda Younger, City Clerk



## **EXHIBIT A**

### **PROPOSED BOUNDARIES**

#### **DISTRICT BOUNDARY**

A portion on the Southeast Quarter of Section 9, the Southwest Quarter of Section 10, the Northwest Quarter of Section 15, and the Northeast Quarter of Section 16, all in Township 12 South, Range 15 East of the 6th P.M., in the City of Topeka, Shawnee County, Kansas described as follows:

Beginning at a point on the West line of said Southwest Quarter of Section 10 at a point 813.39 feet North of the Southwest corner of said Quarter Section, said point being on the extension of the North line of Shunga Plaza Subdivision and in the center of Shunga Creek; thence Southeasterly on the North line of said Shunga Plaza Subdivision a distance of 261.00 feet more or less, to a point 50-feet easterly of the West line of Lot 2, Block D of said Shunga Plaza Subdivision; thence South on a line parallel with and 50-feet easterly of the West line of said Lot 2, Block D a distance of 226.45 feet more or less, to the center of Southwest 28th Street as shown on the Plat of said Shunga Plaza Subdivision; thence West on the center of said Southwest 28th Street a distance of 50.08 feet, more or less; thence South on the East lines of Lots 5 and 6, Block B of said Shunga Plaza Subdivision, and the East line of Lot 1, Block A, of Phillips 66 Subdivision No.2 and it's extension thereof a distance of 590 feet more or less to the South curb line of Southwest 29th Street; thence Westerly and Southwesterly on said South curb line and its extension a distance of 680 feet more or less to a point 100 feet measured at right angles to the center of the west-bound lanes of Interstate-470; thence Northwesterly and Northerly along a line being parallel with of 100 feet Northeasterly of said center of the west-bound lanes, a distance of 1,275 feet more or less to the center of Shunga Creek; thence Easterly on the center of said Shunga Creek a distance of 1,380 feet more or less to the point of beginning.

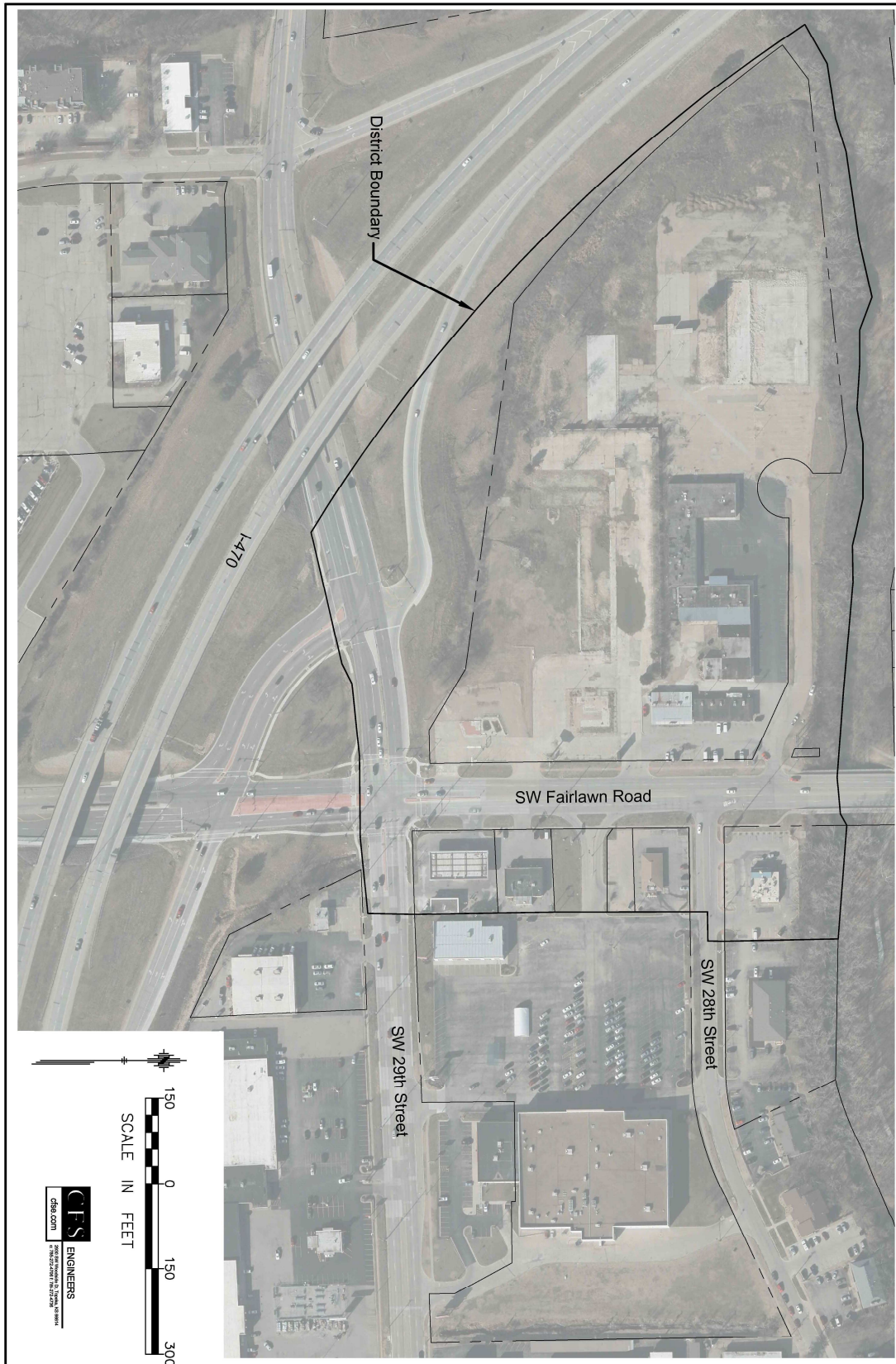
## **EXHIBIT B**

### **PROPOSED DISTRICT PLAN**

The District shall consist of one (1) or more redevelopment project areas, which are anticipated to include a mix of uses including retail, restaurant, and other commercial uses and residential uses with associated amenities, along with associated infrastructure including but not limited to structured and/or surface parking, landscaping, lighting, utilities, storm water improvements, sidewalks/walkways, streets/drives, ingress/egress improvements, green space, signalization and other infrastructure improvements.

# EXHIBIT C

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**CITY OF TOPEKA, KANSAS  
PUBLIC FINANCING REQUEST IN CONNECTION WITH  
29<sup>TH</sup> AND FAIRLAWN PROJECT**

**FOR CONSIDERATION BY:** CITY COUNCIL, CITY OF TOPEKA, KANSAS  
DOUGLAS GERBER, CITY MANAGER  
BRANDON KAUFFMAN, FINANCE DIRECTOR  
LISA ROBERTSON, CITY ATTORNEY  
PHIL WOLFE, COUNSEL

**SUBMITTED BY:** 29 FAIRLAWN, LLC

**DATE SUBMITTED:** OCTOBER 26, 2016

**A. PURPOSE:**

This submission is made by 29 Fairlawn, LLC (the “Developer”) to the City of Topeka, Kansas (the “City”) to request that the City Council consider the creation of a tax increment financing district (“TIF District”) and community improvement district (“CID” or “CID District”) (collectively, the “Districts”) for purposes of funding a portion of the costs for the redevelopment of a commercial site generally located at Southwest 29<sup>th</sup> Street and Fairlawn Road (the “Project”). Both TIF and CID financing are requested to be structured as pay-as-you-go; neither TIF bonds nor CID bonds are requested in connection with this Project.

At this time Developer is requesting only creation of a TIF District. Developer anticipates seeking creation of a CID District contemporaneous with the City Council’s consideration of a TIF Project Plan as explained below. Developer also intends to submit a formal application for industrial revenue bond financing (“IRBs”) solely for the purpose of obtaining a sales tax exemption on the purchase of construction materials and FFE for the Project (note Developer is not seeking IRBs for purposes of property tax abatement). In short, none of the requested incentives sought for this Project will have any impact upon the City’s credit.

**B. PROPOSED PROJECT:**

**1. Project Improvements**

The Project is composed of mixed commercial uses and associated amenities and infrastructure (the “Improvements”) proposed for development within or contiguous to the Districts. The Project is currently in the planning stages; at this time the following uses/improvements are anticipated to be constructed in connection with the Project:

- Retail/restaurant development.
- Multi-family residential development.
- Garage and surface parking.

- Landscaping, lighting, utilities, storm water retention/detention improvements, sidewalks/walkways, streets/drives, ingress/egress, signalization and other associated infrastructure improvements.

Additional Improvements or variation from those described above may be included as planning progresses.

## **2. Project Cost and Financing**

A comprehensive budget for the Project is currently being developed. Although a final cost analysis has not been completed, based upon preliminary estimates the total Project cost could approach \$60-80 million. The Project will be primarily funded by private debt and equity. The Developer is currently refining its economic model, but it is clear at this time a portion of the Project costs will need to be funded by economic development incentives including TIF financing and CID financing in order for the Project to be economically viable. A detailed Project Sources and Uses will be provided in connection with the submission of any TIF Project Plan.

## **3. Specific Incentives Requested**

The following incentives are requested in connection with the Project:

- TIF financing: Real property tax increment and City portion of sales tax increment
- CID financing: 1% add-on sales tax
- IRBs: For sales tax exemption only, no abatement sought

Establishment of a TIF District is governed by K.S.A. 12-1770 *et seq.* (the “TIF Act”) and establishment of a CID District is governed by K.S.A. 12-6a26 *et seq.* (the “CID Act”). A boundary map and legal description of the proposed TIF District boundaries will be provided prior to calling the public hearing to establish the TIF District. The boundaries of the CID District will encompass the proposed development in the northwest corner of 29<sup>th</sup> and Fairlawn and will be finalized upon moving forward with calling a public hearing to consider establishment of the CID District.

## **C. DEVELOPER:**

The Developer is a special-purpose entity formed for purposes of developing the Project. The principals of the Developer consist of members of the City’s business community, including Jim Klausman and Floyd Eaton.

In addition, consultants retained by the Developer to advance the Project consist of:

- John Petersen and Bob Johnson, Polsinelli (Legal)
- Matt Pennington, Drake Development (Development)
- Greg Schwerdt and Mike Hampton, Schwerdt Design Group (Architecture)
- Kevin Holland, CFS Engineers (Engineering)

## **D. STATUTORY BASIS FOR CREATION OF REQUESTED TIF DISTRICT AND CID:**

### **1. Eligible Area Designation (TIF District)**

In order to establish a TIF District, the area within the district must be established by the City as an “eligible area” pursuant to the TIF Act. Regarding the TIF Act, “eligible area” means a blighted area, conservation area, enterprise zone, intermodal transportation area, major tourism area or a major commercial entertainment and tourism area or bioscience development area (K.S.A. 12-1771a).

The City must first adopt a resolution calling a public hearing to establish a TIF District pursuant to K.S.A. 12-1771. Then, the City will hold a public hearing to consider establishment of the TIF District no less than 30 days but no more than 70 days after setting the hearing. At the public hearing, the Developer will request the City to determine that the proposed TIF District is an “eligible area” because it a conservation area as defined by the TIF Act (note that the Developer believes the TIF District would also qualify as a blighted area, but will alternatively seek the conservation area designation pursuant to the preference of the City). Following the public hearing the City Council may make a statutory finding that the proposed TIF District is a “conservation area”, which means any improved area comprising 15% or less of the land area within the corporate limits of a city in which 50% or more of the structures in the area have an age of 35 years or more, which area is not yet blighted, but may become a blighted area due to the existence of a combination of two or more of the following factors:

- (1) Dilapidation, obsolescence or deterioration of the structures;
- (2) illegal use of individual structures;
- (3) the presence of structures below minimum code standards;
- (4) building abandonment;
- (5) excessive vacancies;
- (6) overcrowding of structures and community facilities; or
- (7) inadequate utilities and infrastructure.

The Developer intends to submit a Conservation Study to the City demonstrating that all statutory factors are met for designation of the TIF District as a conservation area, including establishment of four of the seven factors described above.

### **2. CID Petition**

The first step in the process of establishing a CID is submission of a petition by landowners within the boundaries of the proposed district. Pursuant to K.S.A. 12-6a29, a municipality may create a CID upon receipt of a petition signed by the owners of more than 55% of the land area within the proposed district and signed by the owners collectively owning more than 55% by assessed value of the land area within the proposed district. The Developer will submit such a petition at a later date prior to calling the public hearing for establishment of the CID District.

## **E. PROCESS / TIMELINE**

### **1. Tax Increment Financing**

#### **a. TIF District**

The first step in creating a TIF District is the City Council's adoption of a resolution calling a public hearing to consider establishment of a TIF District. The public hearing must be set more than 30 days but no more than 70 days after adopting the resolution to call the hearing (please see a tentative incentive and entitlement schedule attached as Exhibit A). Creation of a TIF District merely defines a geographic boundary and sets the property and sales tax base for a future TIF Project Plan—at the district creation stage the City is not committing to granting any incentives in any amount whatsoever. However, moving forward with establishing a TIF District at this point is a necessary substantive step enabling the Developer to continue designing the Project, structuring the financing package for the Project, and seeking first-class tenants for the Project.

With regard to the initial statutory step of calling the public hearing for creation of the TIF District, the resolution adopted need only contain the following information:

- (1) Give notice that a public hearing will be held to consider the establishment of a TIF District and fix the date, hour and place of such public hearing;
- (2) describe the proposed boundaries of the TIF District;
- (3) describe the TIF District Plan which identifies in a general manner all of the buildings and facilities that are proposed to be constructed or improved in each redevelopment project area;
- (4) state that a description and map of the proposed TIF District are available for inspection at a time and place designated; and
- (5) state that the governing body will consider findings necessary for the establishment of a TIF District.

The proposed District Plan as required by K.S.A. 12-1771 to adopt a resolution to call a public hearing to consider establishment of a TIF District is as follows:

The District shall consist of one (1) or more redevelopment project areas, which are anticipated to include a mix of uses including retail, restaurant, and other commercial uses and residential uses with associated amenities, along with associated infrastructure including but not limited to structured and/or surface parking, landscaping, lighting, utilities, storm water improvements, sidewalks/walkways, streets/drives, ingress/egress improvements, green space, signalization and other infrastructure improvements.

### **b. TIF Project Plan**

Following establishment of the TIF District, one or more TIF Project Plans will be submitted in phases. Each project plan will contain details of the TIF Project(s) to be constructed within or contiguous to the TIF District, including details regarding financing. Each project plan submitted by Developer will also contain a feasibility study in compliance with the TIF Act for the City's consideration.

It is at the time of adoption of a TIF Project Plan, which also requires calling and holding a second public hearing, that the amount of TIF incentive to be granted to the Project is considered by the City Council.

### **2. Community Improvement District Financing**

After submission of the CID petition as described above, the next step is adoption by the City of a resolution calling a public hearing to consider establishment of the CID District. Following the requisite notice, the City Council will hold the public hearing for creation of the CID District, which Developer proposes will be held at the same City Council meeting as the consideration of the first TIF Project Plan (see Exhibit A attached hereto). It is at this public hearing that the amount of CID incentive to be granted to the Project is considered by the City Council.

### **F. REQUEST**

At this time the Developer requests to work with the City's professional staff to create a timeline for consideration of public incentive financing in connection with the Project. Please see an example of same attached as Exhibit A. Pursuant to discussions with City staff, the first step in the process of creation of a TIF District will be a work session scheduled for the November 1, 2016 City Council meeting.



**EXHIBIT A**  
**TENTATIVE INCENTIVE/ENTITLEMENT SCHEDULE**  
**(SEE ATTACHED)**

## 29<sup>th</sup> AND FAIRLAWN INCENTIVE & ENTITLEMENT SCHEDULE

| FORMATION OF TIF DISTRICT                                                                                                                                                                                                                                                                                                                                                            | DATE                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| <b>City Council Work Session Meeting</b> <ul style="list-style-type: none"> <li>Discuss potential establishment of TIF District</li> </ul>                                                                                                                                                                                                                                           | November 1, 2016                         |
| <b>City Council Meeting</b> <ul style="list-style-type: none"> <li>Approve Resolution Calling Public Hearing re: formation of TIF District<br/> <b>Note: Must have legal description and boundary map as exhibits to Resolution.</b> </li> </ul>                                                                                                                                     | November 15, 2016                        |
| City to send copy of Resolution calling public hearing by certified mail, return receipt requested, to the Board of County Commissioners and Board of Education (within 10 days of adoption of Resolution)                                                                                                                                                                           | November 25, 2016                        |
| City to send copy of Resolution calling public hearing by certified mail, return receipt requested, to owners and occupants of land within the proposed redevelopment project area (within 10 days of adoption of Resolution)                                                                                                                                                        | November 25, 2016                        |
| City to publish Resolution calling public hearing. A sketch clearly delineating the area in sufficient detail to advise....of the particular land to be included with the project area shall be published with the resolution (not less than one or more than two weeks before public hearing).<br>*Please confirm name of newspaper and deadline to provide notice for publication. | Between December 6 and December 13, 2016 |

| <b>FORMATION OF TIF DISTRICT - continued</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>DATE</b>                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| <b>City Council Meeting</b> <ul style="list-style-type: none"> <li>Hold Public Hearing on formation of TIF District (must be held no earlier than November 17 and no later than December 27, 2016)</li> </ul>                                                                                                                                                                                                                                                                                                            | December 20, 2016               |
| City to send copy of Ordinance approving formation of TIF District to Board of County Commissioners and Board of Education                                                                                                                                                                                                                                                                                                                                                                                               | No later than December 27, 2016 |
| City to publish Ordinance creating TIF District                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | After December 20, 2016         |
| 30-Day Veto Period – The Board of County Commissioners and School Board have thirty days following the conclusion of the hearing to determine, by resolution that the proposed redevelopment district will have an adverse effect on such county or school district. The board of county commissioners or board of education shall deliver a copy of such resolution to the City. If the City receives such a resolution, the City shall within thirty days of pass an ordinance terminating the redevelopment district. | January 19, 2016                |

| <b>APPROVAL OF PROJECT PLAN &amp; CID DISTRICT</b>                                                                                                                                                                    | <b>DATE</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>Planning Commission Meeting</b> <ul style="list-style-type: none"> <li>Determine that Project Plan is in conformance with Comprehensive Plan</li> </ul>                                                            | TBD         |
| <b>City Council Meeting</b> <ul style="list-style-type: none"> <li>Adopt Resolution calling public hearing for Project Plan</li> <li>Adopt Resolution calling public hearing for formation of CID District</li> </ul> | TBD         |
| City to send Resolution for Project Plan by certified mail, return receipt requested, to the Board of County Commissioners and Board of Education (within 10 days of adopting Resolution).                            | TBD         |
| City to send Resolution for Project Plan by certified mail, return receipt requested, to each owners and occupant of land within redevelopment district project area (within 10 days of adopting Resolution).         | TBD         |
| City to send Resolution for CID District by certified mail, return receipt requested to all owners with the District (at least ten days prior to hearing).                                                            | TBD         |

|                                                                                                                                                                                                                                                                                                                                                                                                                   |     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| City to publish Resolution calling public hearing for formation of CID District. (once each week for two consecutive weeks with second publication occurring at least 7 days prior to date of hearing)                                                                                                                                                                                                            | TBD |
| City to publish Resolution calling public hearing for approval of Project Plan. A sketch clearly delineating the area in sufficient detail to advise....of the particular land to be included with the project area shall be published with the resolution (not less than one or more than two weeks before public hearing).<br>*Please confirm name of newspaper and deadline to provide notice for publication. | TBD |
| <b>City Council Public Hearing</b> <ul style="list-style-type: none"> <li>• Approve Project Plan</li> <li>• Approve Development Agreement</li> <li>• Approve IRB Resolution of Intent</li> <li>• Approve formation of CID District</li> <li>• Approve Zoning</li> </ul>                                                                                                                                           | TBD |
| City to publish Ordinances approving Project Plan, CID District and Zoning                                                                                                                                                                                                                                                                                                                                        | TBD |

| <b>ZONING</b>                                | <b>DATE</b> |
|----------------------------------------------|-------------|
| Developer Submit Zoning Application          | TBD         |
| Planning Commission Public Hearing on Zoning | TBD         |
| City Council Meeting                         | TBD         |

**WHEATFIELD VILLAGE**

Project 14-5195  
October 28, 2016

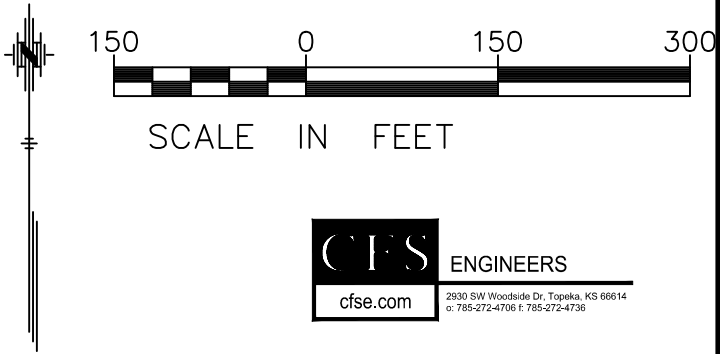
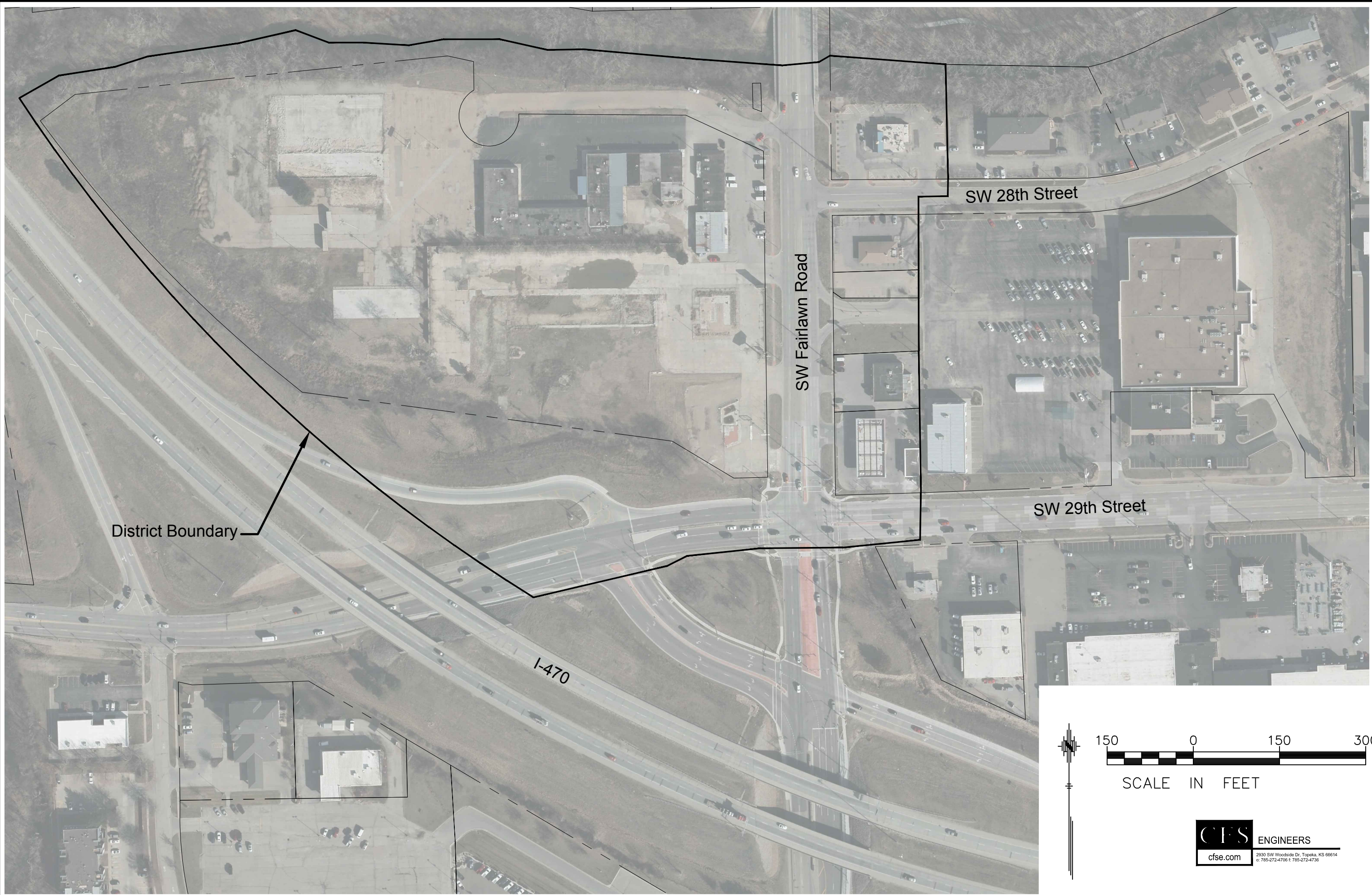
**DISTRICT BOUNDARY**

A portion on the Southeast Quarter of Section 9, the Southwest Quarter of Section 10, the Northwest Quarter of Section 15, and the Northeast Quarter of Section 16, all in Township 12 South, Range 15 East of the 6<sup>th</sup> P.M., in the City of Topeka, Shawnee County, Kansas described as follows:

Beginning at a point on the West line of said Southwest Quarter of Section 10 at a point 813.39 feet North of the Southwest corner of said Quarter Section, said point being on the extension of the North line of Shunga Plaza Subdivision and in the center of Shunga Creek; thence Southeasterly on the North line of said Shunga Plaza Subdivision a distance of 261.00 feet more or less, to a point 50-feet easterly of the West line of Lot 2, Block D of said Shunga Plaza Subdivision; thence South on a line parallel with and 50-feet easterly of the West line of said Lot 2, Block D a distance of 226.45 feet more or less, to the center of Southwest 28<sup>th</sup> Street as shown on the Plat of said Shunga Plaza Subdivision; thence West on the center of said Southwest 28<sup>th</sup> Street a distance of 50.08 feet, more or less; thence South on the East lines of Lots 5 and 6, Block B of said Shunga Plaza Subdivision, and the East line of Lot 1, Block A, of Phillips 66 Subdivision No.2 and it's extension thereof a distance of 590 feet more or less to the South curb line of Southwest 29<sup>th</sup> Street; thence Westerly and Southwesterly on said South curb line and its extension a distance of 680 feet more or less to a point 100 feet measured at right angles to the center of the west-bound lanes of Interstate-470; thence Northwesterly and Northerly along a line being parallel with of 100 feet Northeasterly of said center of the west-bound lanes, a distance of 1,275 feet more or less to the center of Shunga Creek; thence Easterly on the center of said Shunga Creek a distance of 1,380 feet more or less to the point of beginning.



J:\2014Proj\145195\DWGS\district boundary exhibit.dwg, District boundary exhibit, 10/28/2016 12:19:27 PM







**City of Topeka**  
**Council Action Form**  
**Council Chambers**  
**214 SE 8th Street**  
**Topeka, Kansas 66603**  
**www.topeka.org**  
November 15, 2016

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**DATE:** November 15, 2016  
**CONTACT PERSON:** Brandon Kauffman/kej **DOCUMENT #:**  
**SECOND PARTY/SUBJECT:** Monthly Expenditures **PROJECT #:**  
**CATEGORY/SUBCATEGORY** 014 Ordinances – Non-Codified / 005 Miscellaneous  
**CIP PROJECT:** No  
**ACTION OF COUNCIL:** **JOURNAL #:**  
**PAGE #:**

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**DOCUMENT DESCRIPTION:**

**AN ORDINANCE** introduced by Interim City Manager Doug Gerber, allowing and approving City expenditures for the period of October 1, 2016, through October 28, 2016, and enumerating said expenditures therein.

*(Approval would authorize City expenditures in the amount of \$17,274,871.43.)*

**POLICY ISSUE:**

Approve and allow weekly payments of valid operating expenditures, pursuant to Resolution No. 7607.

**STAFF RECOMMENDATION:**

Staff recommends the Governing Body adopt the ordinance.

**BACKGROUND:**

Pursuant to Resolution No. 7607, adopted on April 12, 2005, which provides authorization to pay for certain expenditures prior to approval by the Council in an expenditure ordinance, the expenditures being authorized by this ordinance have been previously paid, in accordance with established procedures and policies for such payments.

**BUDGETARY IMPACT:**

Approved expenditures for the period October 1, 2016 through October 28, 2016, in the amount of \$17,274,871.43.

**SOURCE OF FUNDING:**

Appropriated funds and fees-for-service revenues of various City departments.

**ATTACHMENTS:**

**Description**

Monthly Expenditures

Detail A/P Report for 10/1 to 10/28/16

Detail CB55 Report for 10/1 to 10/28/16



1 (Published in the Topeka Metro News \_\_\_\_\_)

2  
3  
4 ORDINANCE NO. \_\_\_\_\_

5  
6 AN ORDINANCE introduced by Interim City Manager Doug Gerber, allowing and  
7 approving City expenditures for the period of October 1, 2016,  
8 through October 28, 2016, and enumerating said expenditures herein.  
9

10 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TOPEKA, KANSAS:

11 Section 1. All expenditures made or authorized to be made by issuance of checks  
12 or electronic transfers as enumerated herein, are in accordance with City of Topeka  
13 Resolution No. 7607.

14 Section 2. The claims and expenditures listed in Exhibit A, which is on file in the  
15 City Council Office and the City Clerk's Office and incorporated herein by said reference,  
16 are hereby allowed and approved for payment.

|    |                   |                                                         |                        |
|----|-------------------|---------------------------------------------------------|------------------------|
| 17 | <u>Section 3.</u> | Total of 401 vendor checks written this period          | 2,661,026.64           |
| 18 |                   | Total vendor payments voided in this period (net)       | (00.00)                |
| 19 |                   | Total of 702 ACH transfers to vendors this period       | 11,265,415.44          |
| 20 |                   | Total of 17 payroll checks to employees this period     | 29,102.76              |
| 21 |                   | Total of 3,694 payroll electronic transfers this period | <u>3,319,326.59</u>    |
| 22 |                   | Total for expenditures in this period                   | <u>\$17,274,871.43</u> |

23 Section 4. This ordinance shall take effect and be in force after its passage,  
24 approval and publication in the official city newspaper.

25 PASSED and APPROVED by the Governing Body \_\_\_\_\_

26  
27  
28 ATTEST:

\_\_\_\_\_  
Larry E. Wolgast, Mayor

29  
30  
31 \_\_\_\_\_  
32 Brenda Younger, City Clerk

# COUNCIL REPORT OF VENDOR PAYMENTS

Between 10/1/2016 and 10/28/2016

| Check No.                                                                                                                                     | Check Date/PO # | Vendor Name and Number                                                                                                                                                                                                                                                       | Check Amount                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| <b>Electronic Payments</b>                                                                                                                    |                 |                                                                                                                                                                                                                                                                              |                                                                                                |
| 52651<br>KIN101-1016                                                                                                                          | 10/03/2016      | 1031 SW TAYLOR LLC<br>S+C October 2016Payment                                                                                                                                                                                                                                | 1<br>339.00                                                                                    |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>339.00</b>                                                                                  |
| 52652<br>COL104-1016<br>WEI111-1016                                                                                                           | 10/03/2016      | AREA, WILLIAM C<br>S+C October 2016Payment<br>S+C October 2016Payment                                                                                                                                                                                                        | 9445<br>495.00<br>287.00                                                                       |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>782.00</b>                                                                                  |
| 52653<br>LOR105-1016<br>MAR115-1016<br>WEL101-1016<br>WIC105-1016                                                                             | 10/03/2016      | BALANCED PROPERTY MANAGEMENT<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment                                                                                                                                     | 10373<br>334.00<br>450.00<br>587.00<br>424.00                                                  |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>1,795.00</b>                                                                                |
| 52654<br>ALE112-1016                                                                                                                          | 10/03/2016      | BAYLOR, CHARLES C<br>S+C October 2016Payment                                                                                                                                                                                                                                 | 8942<br>544.00                                                                                 |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>544.00</b>                                                                                  |
| 52655<br>SMI109-1016                                                                                                                          | 10/03/2016      | BERVERT, JACOB<br>S+C October 2016Payment                                                                                                                                                                                                                                    | 9431<br>650.00                                                                                 |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>650.00</b>                                                                                  |
| 52656<br>MEN112-1016                                                                                                                          | 10/03/2016      | BEST BUY SALES INC<br>S+C October 2016Payment                                                                                                                                                                                                                                | 8560<br>737.00                                                                                 |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>737.00</b>                                                                                  |
| 52657<br>DIT101-1016                                                                                                                          | 10/03/2016      | BOOS, JOHN<br>S+C October 2016Payment                                                                                                                                                                                                                                        | 10148<br>600.00                                                                                |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>600.00</b>                                                                                  |
| 52658<br>COFF104-1016<br>CUN101-1016                                                                                                          | 10/03/2016      | BREAKTHROUGH HOUSE INC<br>S+C October 2016Payment<br>S+C October 2016Payment                                                                                                                                                                                                 | 599<br>163.00<br>525.00                                                                        |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>688.00</b>                                                                                  |
| 52659<br>ALL105-1016<br>AND105-1016<br>BAK101-1016<br>BRI107-1016<br>REE101-1016                                                              | 10/03/2016      | BROOKWOOD TERRACE HOUSING LP<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment                                                                                                          | 644<br>455.00<br>342.00<br>299.00<br>455.00<br>317.00                                          |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>1,868.00</b>                                                                                |
| 52660<br>CUN103-1016                                                                                                                          | 10/03/2016      | CASTLE HOME MANAGEMENT LLC<br>S+C October 2016Payment                                                                                                                                                                                                                        | 9474<br>721.00                                                                                 |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>721.00</b>                                                                                  |
| 52661<br>ELL101-1016                                                                                                                          | 10/03/2016      | CJS REAL ESTATE<br>S+C October 2016Payment                                                                                                                                                                                                                                   | 10107<br>387.00                                                                                |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>387.00</b>                                                                                  |
| 52662<br>LAD1024-1016<br>THO102-1016                                                                                                          | 10/03/2016      | CORNERSTONE APARTMENTS LP<br>S+C October 2016Payment<br>S+C October 2016Payment                                                                                                                                                                                              | 7173<br>199.00<br>312.00                                                                       |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>511.00</b>                                                                                  |
| 52663<br>DOU104-1016<br>EDM101-1016<br>GAR108-1016<br>HAR104-1016<br>HOM101-1016<br>PET101-1016<br>PRI1029-1016<br>SIM101-1016<br>SUR111-1016 | 10/03/2016      | CORNERSTONE OF TOPEKA INC<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment<br>S+C October 2016Payment | 1117<br>372.00<br>525.00<br>425.00<br>167.00<br>460.00<br>395.00<br>470.00<br>381.00<br>450.00 |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>3,645.00</b>                                                                                |
| 52664<br>KIM1032-1016                                                                                                                         | 10/03/2016      | COX, WILLIAM R<br>S+C October 2016Payment                                                                                                                                                                                                                                    | 1151<br>750.00                                                                                 |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>750.00</b>                                                                                  |
| 52665                                                                                                                                         | 10/03/2016      | COZY HOME RENTAL MGMT LLC                                                                                                                                                                                                                                                    | 1155                                                                                           |
|                                                                                                                                               |                 |                                                                                                                                                                                                                                                                              | <b>750.00</b>                                                                                  |

# COUNCIL REPORT OF VENDOR PAYMENTS

Between 10/1/2016 and 10/28/2016

| Check No.    | Check Date/PO # | Vendor Name and Number             | Check Amount |
|--------------|-----------------|------------------------------------|--------------|
| EVA104-1016  |                 | S+C October 2016Payment            | 112.00       |
| SAN101-1016  |                 | S+C October 2016Payment            | 311.00       |
| SWE101-1016  |                 | S+C October 2016Payment            | 327.00       |
| 52666        | 10/03/2016      | DELAPP, PATRICK 1315               | 395.00       |
| ESP101-1016  |                 | S+C October 2016Payment            | 395.00       |
| 52667        | 10/03/2016      | DELTA REAL ESTATE LLC 10137        | 470.00       |
| DAN101-1016  |                 | S+C October 2016Payment            | 470.00       |
| 52668        | 10/03/2016      | DERYL D WILSON 6401                | 299.00       |
| HUG101-1016  |                 | S+C October 2016Payment            | 299.00       |
| 52669        | 10/03/2016      | DONALD, JOSEPH 12                  | 766.00       |
| LOY101-0916  |                 | S+C September 2016Payment          | 255.00       |
| LOY101-1016  |                 | S+C October 2016Payment            | 511.00       |
| 52670        | 10/03/2016      | DUNCAN, CLAUDE 1442                | 1,377.00     |
| BOX1089-1016 |                 | S+C October 2016Payment            | 334.00       |
| BUS101-1016  |                 | S+C October 2016Payment            | 645.00       |
| SPA1055-1016 |                 | S+C October 2016Payment            | 398.00       |
| 52671        | 10/03/2016      | EBERT ROOFING INC 9028             | 217.00       |
| WOO101-1016  |                 | S+C October 2016Payment            | 217.00       |
| 52672        | 10/03/2016      | ELDORADO APARTMENTS LLC 10164      | 2,191.00     |
| BAK105-1016  |                 | S+C October 2016Payment            | 477.00       |
| BRO111-1016  |                 | S+C October 2016Payment            | 312.00       |
| GRA101-1016  |                 | S+C October 2016Payment            | 492.00       |
| WAR101-1016  |                 | S+C October 2016Payment            | 910.00       |
| 52673        | 10/03/2016      | EMBASSY APARTMENTS LLC 10163       | 5,246.00     |
| BEV101-1016  |                 | S+C October 2016Payment            | 641.00       |
| CHA104-1016  |                 | S+C October 2016Payment            | 474.00       |
| DOR101-1016  |                 | S+C October 2016Payment            | 488.00       |
| HYM101-1016  |                 | S+C October 2016Payment            | 142.00       |
| JAC103-1016  |                 | S+C October 2016Payment            | 327.00       |
| MUN113-1016  |                 | S+C October 2016Payment            | 400.00       |
| PER101-1016  |                 | S+C October 2016Payment            | 742.00       |
| PUE101-1016  |                 | S+C October 2016Payment            | 477.00       |
| RHO102-1016  |                 | S+C October 2016Payment            | 615.00       |
| RIT107-1016  |                 | S+C October 2016Payment            | 312.00       |
| STO101-1016  |                 | S+C October 2016Payment            | 311.00       |
| WHI108-1016  |                 | S+C October 2016Payment            | 317.00       |
| 52674        | 10/03/2016      | EVANS, WARREN L 1584               | 575.00       |
| ALV108-1016  |                 | S+C October 2016Payment            | 575.00       |
| 52675        | 10/03/2016      | FAIRBRAKE PROPERTIES LLC 9093      | 575.00       |
| PIK1063-1016 |                 | S+C October 2016Payment            | 575.00       |
| 52676        | 10/03/2016      | GARNER REMODELING 1843             | 443.00       |
| HOU105-1016  |                 | S+C October 2016Payment            | 310.00       |
| LAW101-1016  |                 | S+C October 2016Payment            | 133.00       |
| 52677        | 10/03/2016      | GLENN OAKS CITY CENTRE GP LLC 9348 | 425.00       |
| JON107-1016  |                 | S+C October 2016Payment            | 425.00       |
| 52678        | 10/03/2016      | GOODALL, ROBERT G 9401             | 560.00       |
| RHO101-1016  |                 | S+C October 2016Payment            | 560.00       |
| 52679        | 10/03/2016      | HAPPY HOMES INC 7373               | 477.00       |

# COUNCIL REPORT OF VENDOR PAYMENTS

Between 10/1/2016 and 10/28/2016

| Check No.    | Check Date/PO # | Vendor Name and Number              | Check Amount |
|--------------|-----------------|-------------------------------------|--------------|
| MAR101-1016  |                 | S+C October 2016Payment             | 477.00       |
| 52680        | 10/03/2016      | HAROLD D GERLACH TRUST 9573         | 233.00       |
| GAN101-1016  |                 | S+C October 2016Payment             | 233.00       |
| 52681        | 10/03/2016      | HARRISON STREET INVESTMENTS 10485   | 2,250.00     |
| ALL108-1016  |                 | S+C October 2016Payment             | 267.00       |
| DOB101-1016  |                 | S+C October 2016Payment             | 375.00       |
| FER102-1016  |                 | S+C October 2016Payment             | 375.00       |
| KOZ1041-1016 |                 | S+C October 2016Payment             | 256.00       |
| NOR101-1016  |                 | S+C October 2016Payment             | 400.00       |
| RAI101-1016  |                 | S+C October 2016Payment             | 332.00       |
| SIM105-1016  |                 | S+C October 2016Payment             | 245.00       |
| 52682        | 10/03/2016      | HAUSCHILD, HARRY L 10300            | 334.00       |
| DAV102-1016  |                 | S+C October 2016Payment             | 334.00       |
| 52683        | 10/03/2016      | JAK PROPERTIES INC 8941             | 525.00       |
| ROB105-1016  |                 | S+C October 2016Payment             | 525.00       |
| 52684        | 10/03/2016      | HAINES, JARED 7736                  | 462.00       |
| BRO110-1016  |                 | S+C October 2016Payment             | 462.00       |
| 52685        | 10/03/2016      | MASSEY, JEANETTE I 8460             | 400.00       |
| BOW101-1016  |                 | S+C October 2016Payment             | 284.00       |
| MCF101-1016  |                 | S+C October 2016Payment             | 284.00       |
| 52686        | 10/03/2016      | RAGSDALE, JEFF 7375                 | 71.00        |
| SEX108-1016  |                 | S+C October 2016Payment             | 71.00        |
| 52687        | 10/03/2016      | KB INVESTMENT GROUP 9880            | 295.00       |
| ALV101-1016  |                 | S+C October 2016Payment             | 465.00       |
| BLA105-1016  |                 | S+C October 2016Payment             | 465.00       |
| 52688        | 10/03/2016      | BRUBAKER, KENNETH L 7383            | 400.00       |
| GRI101-1016  |                 | S+C October 2016Payment             | 400.00       |
| 52689        | 10/03/2016      | KENNEY, BRUCE RANDALL 10353         | 425.00       |
| MCL101-1016  |                 | S+C October 2016Payment             | 425.00       |
| 52690        | 10/03/2016      | MARTIN, IMA RUTH 6385               | 303.00       |
| SAU101-1016  |                 | S+C October 2016Payment             | 303.00       |
| 52691        | 10/03/2016      | MARTINEZ, MICHELLE 6365             | 408.00       |
| JON101-0916  |                 | S+C September 2016Payment           | 408.00       |
| JON101-DMGS  |                 | S+C October 2016Damages             | 408.00       |
| 52692        | 10/03/2016      | MYERS, MARY CHRIS 7286              | 695.00       |
| SHA101-1016  |                 | S+C October 2016Payment             | 695.00       |
| 52693        | 10/03/2016      | MELARA SANDOVAL, NELSON RENAN 10372 | 334.00       |
| BAR102-1016  |                 | S+C October 2016Payment             | 334.00       |
| 52694        | 10/03/2016      | MONARCH ASSETS LLC 10185            | 318.00       |
| BRA101-1016  |                 | S+C October 2016Payment             | 400.00       |
| KAY103-1016  |                 | S+C October 2016Payment             | 400.00       |
| 52695        | 10/03/2016      | SAGGART, PAMELA 7218                | 346.00       |
| THE101-1016  |                 | S+C October 2016Payment             | 346.00       |
| 52696        | 10/03/2016      | PARADISE PLAZA I LLC 3813           | 599.00       |
| BOU101-1016  |                 | S+C October 2016Payment             | 599.00       |

# COUNCIL REPORT OF VENDOR PAYMENTS

Between 10/1/2016 and 10/28/2016

| Check No.    | Check Date/PO # | Vendor Name and Number              | Check Amount |
|--------------|-----------------|-------------------------------------|--------------|
| WHE105-1016  |                 | S+C October 2016Payment             | 451.00       |
| 52697        | 10/03/2016      | PARADISE PLAZA II LLC 3814          | 599.00       |
| DIV101-1016  |                 | S+C October 2016Payment             | 599.00       |
| 52698        | 10/03/2016      | PARK SOUTH PARTNERS LLC 7387        | 295.00       |
| WIL101-1016  |                 | S+C October 2016Payment             | 295.00       |
| 52699        | 10/03/2016      | PC OAKBROOK LLC 9833                | 2,982.00     |
| HIL1027-1016 |                 | S+C October 2016Payment             | 560.00       |
| LYN104-1016  |                 | S+C October 2016Payment             | 189.00       |
| MCG1031-1016 |                 | S+C October 2016Payment             | 799.00       |
| MUZ101-1016  |                 | S+C October 2016Payment             | 339.00       |
| ONE103-1016  |                 | S+C October 2016Payment             | 475.00       |
| SUH101-1016  |                 | S+C October 2016Payment             | 620.00       |
| 52700        | 10/03/2016      | PETERSEN, LONNIE 3909               | 334.00       |
| SHA1042-1016 |                 | S+C October 2016Payment             | 334.00       |
| 52701        | 10/03/2016      | PIONEER ADAMS II LP 7285            | 728.00       |
| POR101-1016  |                 | S+C October 2016Payment             | 434.00       |
| REA105-1016  |                 | S+C October 2016Payment             | 294.00       |
| 52702        | 10/03/2016      | PIONEER CURTIS HOMES 3941           | 449.00       |
| GUE101-1016  |                 | S+C October 2016Payment             | 449.00       |
| 52703        | 10/03/2016      | PIONEER MOVTIME POWER PLACE LP 9278 | 1,508.00     |
| AND102-1016  |                 | S+C October 2016Payment             | 248.00       |
| DOU105-1016  |                 | S+C October 2016Payment             | 300.00       |
| MCC103-1016  |                 | S+C October 2016Payment             | 480.00       |
| TOW102-1016  |                 | S+C October 2016Payment             | 480.00       |
| 52704        | 10/03/2016      | POTTERF, KATHRYN L 10001            | 259.00       |
| NAS101-1016  |                 | S+C October 2016Payment             | 259.00       |
| 52705        | 10/03/2016      | POTTS, GERALD 6378                  | 363.00       |
| WIL1047-1016 |                 | S+C October 2016Payment             | 363.00       |
| 52706        | 10/03/2016      | RENT TOPEKA HOMES 4175              | 1,696.00     |
| AKI101-1016  |                 | S+C October 2016Payment             | 560.00       |
| BLE101-1016  |                 | S+C October 2016Payment             | 536.00       |
| TIS101-1016  |                 | S+C October 2016Payment             | 600.00       |
| 52707        | 10/03/2016      | RENTAL MANAGEMENT SOLUTIONS LL 4176 | 3,162.00     |
| CAR111-1016  |                 | S+C October 2016Payment             | 346.00       |
| HAR103-1016  |                 | S+C October 2016Payment             | 181.00       |
| HUT101-1016  |                 | S+C October 2016Payment             | 246.00       |
| MAR102-1016  |                 | S+C October 2016Payment             | 645.00       |
| SHE102-1016  |                 | S+C October 2016Payment             | 245.00       |
| SIE101-1016  |                 | S+C October 2016Payment             | 399.00       |
| SMA1044-1016 |                 | S+C October 2016Payment             | 235.00       |
| SMI104-1016  |                 | S+C October 2016Payment             | 515.00       |
| SPA102-1016  |                 | S+C October 2016Payment             | 350.00       |
| 52708        | 10/03/2016      | LAIRD SR, RICHARD D 6519            | 718.00       |
| REE103-1016  |                 | S+C October 2016Payment             | 718.00       |
| 52709        | 10/03/2016      | RLT ENTERPRISES LLC 9239            | 1,861.00     |
| CAR115-1016  |                 | S+C October 2016Payment             | 325.00       |
| ERI101-1016  |                 | S+C October 2016Payment             | 475.00       |
| FRO101-1016  |                 | S+C October 2016Payment             | 140.00       |
| LAC101-1016  |                 | S+C October 2016Payment             | 540.00       |

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| Check No.    | Check Date/PO # | Vendor Name and Number              | Check Amount |
|--------------|-----------------|-------------------------------------|--------------|
| ROB103-1016  |                 | S+C October 2016Payment             | 381.00       |
| 52710        | 10/03/2016      | CUEVAS, RODOLFO 7291                | 349.00       |
| FAR101-1016  |                 | S+C October 2016Payment             | 349.00       |
| 52711        | 10/03/2016      | RUNNING R PROPERTY MANAGEMENT 10417 | 413.00       |
| JAR101-1016  |                 | S+C October 2016Payment             | 413.00       |
| 52712        | 10/03/2016      | SHELLENBERGER, JAY 10190            | 586.00       |
| FER101-1016  |                 | S+C October 2016Payment             | 586.00       |
| 52713        | 10/03/2016      | SIGLOW PROPERTY MANAGEMENT LLC 4558 | 575.00       |
| CAR102-1016  |                 | S+C October 2016Payment             | 575.00       |
| 52714        | 10/03/2016      | ST GREGORY LLC 4712                 | 507.00       |
| CHA103-1016  |                 | S+C October 2016Payment             | 292.00       |
| HOL101-1016  |                 | S+C October 2016Payment             | 215.00       |
| 52715        | 10/03/2016      | TAGS LLC 9036                       | 287.00       |
| AMO101-1016  |                 | S+C October 2016Payment             | 287.00       |
| 52716        | 10/03/2016      | TRINITY PROPERTIES LLC 5098         | 13,261.00    |
| AND106-1016  |                 | S+C October 2016Payment             | 528.00       |
| BOO101-1016  |                 | S+C October 2016Payment             | 327.00       |
| BRA102-1016  |                 | S+C October 2016Payment             | 450.00       |
| CAR101-1016  |                 | S+C October 2016Payment             | 317.00       |
| CHA102-1016  |                 | S+C October 2016Payment             | 535.00       |
| CON101-1016  |                 | S+C October 2016Payment             | 325.00       |
| CRA100-1016  |                 | S+C October 2016Payment             | 994.00       |
| DAV115-1016  |                 | S+C October 2016Payment             | 544.00       |
| EDM102-1016  |                 | S+C October 2016Payment             | 215.00       |
| FRE108-1016  |                 | S+C October 2016Payment             | 300.00       |
| GAR109-1016  |                 | S+C October 2016Payment             | 544.00       |
| GRE102-1016  |                 | S+C October 2016Payment             | 544.00       |
| HAL101-0916  |                 | S+C September 2016Payment           | 528.00       |
| HAL101-1016  |                 | S+C October 2016Payment             | 528.00       |
| HAM101-1016  |                 | S+C October 2016Payment             | 500.00       |
| HAR101-1016  |                 | S+C October 2016Payment             | 318.00       |
| HAR102-1016  |                 | S+C October 2016Payment             | 535.00       |
| HOP101-1016  |                 | S+C October 2016Payment             | 205.00       |
| HOR101-1016  |                 | S+C October 2016Payment             | 528.00       |
| JEF105-1016  |                 | S+C October 2016Payment             | 332.00       |
| JOH103-1016  |                 | S+C October 2016Payment             | 544.00       |
| JUD1019-1016 |                 | S+C October 2016Payment             | 443.00       |
| KUT108-1016  |                 | S+C October 2016Payment             | 325.00       |
| LUC104-1016  |                 | S+C October 2016Payment             | 163.00       |
| MAR103-1016  |                 | S+C October 2016Payment             | 334.00       |
| MIC112-1016  |                 | S+C October 2016Payment             | 544.00       |
| PRI101-1016  |                 | S+C October 2016Payment             | 197.00       |
| ROW115-1016  |                 | S+C October 2016Payment             | 528.00       |
| SEI101-1016  |                 | S+C October 2016Payment             | 219.00       |
| WEL1035-1016 |                 | S+C October 2016Payment             | 332.00       |
| WHI1111-1016 |                 | S+C October 2016Payment             | 216.00       |
| WIN105-1016  |                 | S+C October 2016Payment             | 319.00       |
| 52717        | 10/03/2016      | VALLEY BROTHERS LLC 9674            | 1,400.00     |
| COL115-1016  |                 | S+C October 2016Payment             | 642.00       |
| JOH120-1016  |                 | S+C October 2016Payment             | 249.00       |
| MYE109-1016  |                 | S+C October 2016Payment             | 264.00       |
| PRY104-1016  |                 | S+C October 2016Payment             | 245.00       |
| 52718        | 10/03/2016      | VANHORN, CHARLES 10410              | 700.00       |
| AND107-1016  |                 | S+C October 2016Payment             | 700.00       |

**Between 10/1/2016 and 10/28/2016**

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|----------------|-----------------|-------------------------------------|--------------|
| 293104         | 34546           |                                     | 38.50        |
| 293105         | 34556           |                                     | 38.50        |
| 293148         | 34546           |                                     | 38.50        |
| 293623         | 34546           |                                     | 38.50        |
| 293628         | 34546           |                                     | 38.50        |
| 293690         | 34556           |                                     | 38.50        |
| 293721         | 34556           |                                     | 38.50        |
| 293805         | 34556           |                                     | 38.50        |
| 52729          | 10/07/2016      | ADVANCED ENVIRONMENTAL TESTING 8000 | 940.00       |
| 1940           | 33637           |                                     | 940.00       |
| 52730          | 10/07/2016      | ADVANCED HEALTHSTYLES FITNESS 10150 | 776.52       |
| 25748          | 36144           |                                     | 776.52       |
| 52731          | 10/07/2016      | ALEXANDER OPEN SYSTEMS 112          | 1,747.50     |
| 10087905       | 36479           |                                     | 1,705.00     |
| 10087965       | 35523           |                                     | 42.50        |
| 52732          | 10/07/2016      | AMERIPRIDE 197                      | 391.16       |
| 2300711957     | 35701           |                                     | 25.51        |
| 2300712438     | 33559           |                                     | 70.32        |
| 2300712661     | 35701           |                                     | 34.61        |
| 2300712684     | 35701           |                                     | 15.86        |
| 2300712723     | 33559           |                                     | 6.16         |
| 2300712726     | 33559           |                                     | 35.87        |
| 2300712730     | 33559           |                                     | 138.30       |
| 2300712735     | 33559           |                                     | 64.53        |
| 52733          | 10/07/2016      | ANSWER TOPEKA 237                   | 1,012.60     |
| 160900023      | 33199           |                                     | 1,012.60     |
| 52734          | 10/07/2016      | ARMSTRONG CONSTRUCTION 255          | 2,800.00     |
| 3072           | 36466           |                                     | 1,600.00     |
| 3073           | 36466           |                                     | 1,200.00     |
| 52735          | 10/07/2016      | BLUE CROSS BLUE SHIELD INC 528      | 83,214.32    |
| OCT 2016 ADMIN | 33397           |                                     | 83,214.32    |
| 52736          | 10/07/2016      | BLUE CROSS BLUE SHIELD INC 528      | 99,790.25    |
| W/E 10/04/16   | 33397           |                                     | 99,790.25    |
| 52737          | 10/07/2016      | BOETTCHEER SUPPLY INC 543           | 76.70        |
| 995020 1       | 33258           |                                     | 54.03        |
| 996198 1       | 33258           |                                     | 22.67        |
| 52738          | 10/07/2016      | BREATHING AIR SERVICES INC 601      | 476.25       |
| 2464           | 33880           |                                     | 476.25       |
| 52739          | 10/07/2016      | C & C PRODUCE 7788                  | 503.00       |
| 001032913      | 33233           |                                     | 503.00       |
| 52740          | 10/07/2016      | C&M TIRE 1183                       | 4,145.59     |
| 20213611       | 33268           |                                     | 16.13        |
| 20213689       | 33268           |                                     | 44.10        |
| 20213769       | 33268           |                                     | 133.63       |
| 20213787       | 33268           |                                     | 12.90        |
| 20213828       | 33268           |                                     | 460.68       |
| 20213831       | 33268           |                                     | 268.50       |
| 20213832       | 33268           |                                     | 32.25        |
| 20213844       | 33268           |                                     | 133.63       |
| 20213936       | 33268           |                                     | 32.25        |



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|-------------------------------------------------------------------------------------------------|------------------------------------------------------------------|--------------------------------|--------------------------------------------------------------------|
| 20214032                                                                                        | 33268                                                            |                                | 16.13                                                              |
| 20214097                                                                                        | 33268                                                            |                                | 441.34                                                             |
| 20214147                                                                                        | 33268                                                            |                                | 724.42                                                             |
| 20214252                                                                                        | 33268                                                            |                                | 47.88                                                              |
| 20214253                                                                                        | 33268                                                            |                                | 222.53                                                             |
| 20214255                                                                                        | 33268                                                            |                                | 181.35                                                             |
| 20214275                                                                                        | 33268                                                            |                                | 1,163.61                                                           |
| 20214321                                                                                        | 33268                                                            |                                | 165.88                                                             |
| 20214328                                                                                        | 33268                                                            |                                | 32.25                                                              |
| 20214334                                                                                        | 33268                                                            |                                | 16.13                                                              |
| 52741<br>AUGUST2016                                                                             | 10/07/2016<br>36029                                              | CATHOLIC CHARITIES             | 848<br>25,000.00                                                   |
| 52742<br>029860                                                                                 | 10/07/2016<br>34955                                              | CENTRAL NEBRASKA PACKING INC   | 7337<br>5,323.74                                                   |
| 52743<br>91916985                                                                               | 10/07/2016<br>35687                                              | CHEMTRADE CHEMCIALS            | 1864<br>3,292.96                                                   |
| 52744<br>35586 3                                                                                | 10/07/2016<br>35586                                              | CLARKSON CONSTRUCTION COMPANY  | 10428<br>434,563.79                                                |
| 52745<br>3965                                                                                   | 10/07/2016<br>33483                                              | COLLECTION BUREAU              | 1023<br>103.30                                                     |
| 52746<br>126447                                                                                 | 10/07/2016<br>33204                                              | CONCRETE SUPPLY OF TOPEKA      | 1066<br>1,920.00                                                   |
| 52747<br>8795 535572<br>8795 535948<br>8795 536309<br>8795 536698<br>8795 536786<br>8795 536854 | 10/07/2016<br>36110<br>36115<br>33673<br>33673<br>33673<br>33673 | CONSOLIDATED ELECTRICAL        | 6778<br>1,858.11<br>6,627.39<br>198.50<br>679.15<br>51.00<br>66.75 |
| 52748<br>IN00277955<br>IN00278338                                                               | 10/07/2016<br>33469<br>33469                                     | CONTECH ENGINEERED SOLUTIONS   | 8337<br>996.09<br>388.05                                           |
| 52749<br>36333<br>36335                                                                         | 10/07/2016<br>26717<br>32449                                     | COOK FLATT & STROBEL ENGINEERS | 1089<br>38,173.94<br>6,516.93                                      |
| 52750<br>W/E 09/29/16                                                                           | 10/07/2016<br>33776                                              | DELTA DENTAL OF KANSAS INC     | 1323<br>13,638.20                                                  |
| 52751<br>44894 BID ADMIN                                                                        | 10/07/2016<br>34149                                              | DOWNTOWN TOPEKA INC            | 1408<br>8,110.52                                                   |
| 52752<br>120006679                                                                              | 10/07/2016<br>33192                                              | DURKIN EQUIPMENT CO            | 1451<br>2,885.90                                                   |
| 52753<br>1637773                                                                                | 10/07/2016<br>33381                                              | ELECTRONICS SUPPLY CO INC      | 1505<br>123.80                                                     |
| 52754<br>36481<br>36500                                                                         | 10/07/2016<br>33817<br>36320                                     | EMBROIDERY PLUS                | 1522<br>284.18<br>148.06                                           |
| 52755                                                                                           | 10/07/2016                                                       | ETHANOL PRODUCTS LLC           | 9576                                                               |
|                                                                                                 |                                                                  |                                | <b>1,673.73</b>                                                    |

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|-----------------------------|-----------------|-------------------------------------|-------------------|
| CO2169440                   | 35689           |                                     | 1,673.73          |
| 52756                       | 10/07/2016      | EXPRESS SERVICES INC 9622           | <b>4,529.22</b>   |
| 17849838 2                  | 35841           |                                     | 807.94            |
| 17849839 0                  | 34739           |                                     | 891.52            |
| 17849840 8                  | 34635           |                                     | 2,513.92          |
| 17849841 6                  | 36125           |                                     | 315.84            |
| 52757                       | 10/07/2016      | FLEETMATICS USA LLC 8154            | <b>504.00</b>     |
| IN1365639                   | 33481           |                                     | 504.00            |
| 52758                       | 10/07/2016      | FOLEY INDUSTRIES INC 1734           | <b>859.62</b>     |
| PC200006775                 | 33273           |                                     | -455.49           |
| PC200006836                 | 33633           |                                     | -164.89           |
| PS200063337                 | 33273           |                                     | 371.08            |
| SS340005407                 | 36526           |                                     | 1,108.92          |
| 52759                       | 10/07/2016      | FRIENDS OF THE FREE STATE 1793      | <b>6,580.00</b>   |
| 27258 2                     | 27258           |                                     | 6,580.00          |
| 52760                       | 10/07/2016      | GREAT SOUTHERN BANK 9969            | <b>20,291.38</b>  |
| SEPTEMBER 20 CID CROSSWINDS |                 |                                     | 20,291.38         |
| 52761                       | 10/07/2016      | HAMM INC 6576                       | <b>2,819.94</b>   |
| 125813                      | 35706           |                                     | 2,819.94          |
| 52762                       | 10/07/2016      | HARCROS CHEMICALS INC 2090          | <b>4,618.65</b>   |
| 010204815                   | 35688           |                                     | 4,618.65          |
| 52763                       | 10/07/2016      | HARRIS & SONS ENTERPRISES INC 7996  | <b>16,887.00</b>  |
| 412                         | 35833           |                                     | 14,216.00         |
| 413                         | 36247           |                                     | 2,671.00          |
| 52764                       | 10/07/2016      | HD INDUSTRIES 2030                  | <b>673.85</b>     |
| 24537                       | 33278           |                                     | 435.86            |
| 24546                       | 33278           |                                     | 237.99            |
| 52765                       | 10/07/2016      | HENRY OUTDOOR POWER LLC 8004        | <b>2,804.50</b>   |
| 0881                        | 34878           |                                     | 50.00             |
| 0892                        | 34878           |                                     | 50.00             |
| 0902                        | 34878           |                                     | 50.00             |
| 0913                        | 34878           |                                     | 50.00             |
| 0916                        | 34788           |                                     | 1,097.50          |
| 0917                        | 34848           |                                     | 333.00            |
| 0918                        | 34849           |                                     | 84.00             |
| 0919                        | 34812           |                                     | 170.00            |
| 0920                        | 34811           |                                     | 555.00            |
| 0921                        | 34992           |                                     | 145.00            |
| 0924                        | 34999           |                                     | 40.00             |
| 0925                        | 34996           |                                     | 180.00            |
| 52766                       | 10/07/2016      | HOUSING & CREDIT COUNSELING IN 2312 | <b>6,324.17</b>   |
| 10032016A                   | 35437           |                                     | 3,574.17          |
| 10032016B                   | 35438           |                                     | 2,750.00          |
| 52767                       | 10/07/2016      | INNOVATIVE DATA SOLUTIONS INC 8065  | <b>8,195.00</b>   |
| 12727                       | 36523           |                                     | 8,195.00          |
| 52768                       | 10/07/2016      | JOINT ECONOMIC DEVELOPMENT 6898     | <b>750,580.74</b> |
| PAYMENT 9/29/1 JEDO         |                 |                                     | 750,580.74        |
| 52769                       | 10/07/2016      | KANSAS DEPT OF CORRECTIONS 2673     | <b>7,980.39</b>   |

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| 2017 08 AH   | 34163           |                                    | 3,992.23         |
| 2017 08 CI   | 34164           |                                    | 3,988.16         |
| 52770        | 10/07/2016      | KANSAS PERSONNEL SERVICES INC 2849 | <b>6,924.57</b>  |
| 3040408      | 36439           |                                    | 555.94           |
| 3040409      | 34456           |                                    | 612.00           |
| 3040410      | 33409           |                                    | 4,184.04         |
| 3040411      | 33472           |                                    | 303.85           |
| 3040412      | 33567           |                                    | 1,162.34         |
| 3040413      | 33661           |                                    | 106.40           |
| 52771        | 10/07/2016      | KANSAS STATE TREASURER 2757        | <b>41,657.92</b> |
| AUGUST 2016  | DE              |                                    | 41,657.92        |
| 52772        | 10/07/2016      | KCR INTERNATIONAL TRUCKS INC 1347  | <b>65.59</b>     |
| 130112964X1  | 33338           |                                    | 27.42            |
| 130113042    | 33269           |                                    | 6.61             |
| 130202932    | 33269           |                                    | 486.36           |
| CM130112151  | 33269           |                                    | -454.80          |
| 52773        | 10/07/2016      | KELLER CRAIG & ASSOCIATES 2811     | <b>6,000.00</b>  |
| 16 734       | 36392           |                                    | 6,000.00         |
| 52774        | 10/07/2016      | KEY WORKFORCE SOLUTIONS INC 9879   | <b>1,909.65</b>  |
| 3040401      | 33577           |                                    | 852.60           |
| 3040402      | 35505           |                                    | 848.25           |
| 3040403      | 33428           |                                    | 208.80           |
| 52775        | 10/07/2016      | KUNKEL PROPERTIES INC 9406         | <b>130.34</b>    |
| 83128 114542 | 33207           |                                    | 130.34           |
| 52776        | 10/07/2016      | LAWYERS TITLE OF TOPEKA INC 3002   | <b>2,300.00</b>  |
| 16062        | 36531           |                                    | 50.00            |
| 16117        | 33636           |                                    | 250.00           |
| 16118        | 33636           |                                    | 500.00           |
| 16132        | 33636           |                                    | 250.00           |
| 16155        | 33636           |                                    | 250.00           |
| 16163        | 33636           |                                    | 250.00           |
| 16165        | 33636           |                                    | 250.00           |
| 16166        | 33636           |                                    | 250.00           |
| 16184        | 33636           |                                    | 250.00           |
| 52777        | 10/07/2016      | LEWIS, GAIL A 9952                 | <b>2,083.00</b>  |
| 4 16         | 35243           |                                    | 2,083.00         |
| 52778        | 10/07/2016      | LOVES ENTERPRISES 3112             | <b>34,735.94</b> |
| 125501       | 34722           |                                    | 34,735.94        |
| 52779        | 10/07/2016      | LT TRUCKING & TRENCHING INC 3126   | <b>17,186.00</b> |
| 2003         | 36251           |                                    | 1,364.00         |
| 2004         | 36252           |                                    | 960.00           |
| 2006         | 36140           |                                    | 14,862.00        |
| 52780        | 10/07/2016      | MATHER FLARE RENTAL INC 5791       | <b>9,685.20</b>  |
| 3682         | 33197           |                                    | 1,110.00         |
| 3683         | 33509           |                                    | 540.00           |
| 3684         | 33539           |                                    | 151.00           |
| 3685         | 33539           |                                    | 45.00            |
| 3686         | 33539           |                                    | 22.44            |
| 3687         | 33539           |                                    | 10.88            |
| 3688         | 33539           |                                    | 112.64           |
| 3689         | 33429           |                                    | 157.50           |
| 3690         | 33429           |                                    | 972.00           |

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| 3691            | 33429           |                                     | 185.64       |
| 3696            | 33429           |                                     | 4,726.30     |
| 3698            | 33429           |                                     | 241.60       |
| 3699            | 33539           |                                     | 10.20        |
| 3700            | 33539           |                                     | 1,400.00     |
| 52781           | 10/07/2016      | MATHESON TRI-GAS INC 7179           | 380.73       |
| 14034415        | 33208           |                                     | 353.61       |
| 14046052        | 34454           |                                     | 27.12        |
| 52782           | 10/07/2016      | MILLS, RANDY W 3456                 | 936.50       |
| 33508 SEP 2016  | 33508           |                                     |              |
| 52783           | 10/07/2016      | MINNESOTA ELEVATOR INC 7834         | 7,045.93     |
| 670248          | 36497           |                                     | 1,894.00     |
| 672540          | 36498           |                                     | 2,648.49     |
| 675940          | 36322           |                                     | 2,503.44     |
| 52784           | 10/07/2016      | MORRIS, CYNTHIA 10570               | 458.33       |
| 91516           | 36558           |                                     |              |
| 52785           | 10/07/2016      | MYGOV LLC 9627                      | 3,200.00     |
| 1710            | 33638           |                                     | 1,600.00     |
| 1816            | 33638           |                                     | 1,600.00     |
| 52786           | 10/07/2016      | NATIONAL FLEET TESTING 8885         | 1,215.00     |
| NFTS090616      | 33205           |                                     |              |
| 52787           | 10/07/2016      | NEENAN COMPANY 3649                 | 230.40       |
| S2372276 001    | 33470           |                                     |              |
| 52788           | 10/07/2016      | O REILLY AUTO PARTS 3714            | 147.70       |
| 0152 268767     | 33300           |                                     | 3.40         |
| 0152 272051     | 33300           |                                     | 19.59        |
| 0152 272192     | 33300           |                                     | 11.68        |
| 0152 272201     | 33300           |                                     | 19.35        |
| 0152 272214     | 33300           |                                     | -7.65        |
| 0152 272294     | 33300           |                                     | 13.70        |
| 0152 272501     | 33300           |                                     | 37.19        |
| 0152 272658     | 33300           |                                     | 39.18        |
| 0152 273332     | 33300           |                                     | 11.26        |
| 52789           | 10/07/2016      | OMEGA DOOR AND HARDWARE 3747        | 7,183.00     |
| 058196          | 34713           |                                     |              |
| 52790           | 10/07/2016      | ONEILL EXCAVATING INC 10202         | 13,392.73    |
| 000058          | 35059           |                                     |              |
| 52791           | 10/07/2016      | PURE TECHNOLOGIES US INC 10390      | 2,200.00     |
| PTUS PIN 000011 | 35358           |                                     |              |
| 52792           | 10/07/2016      | R & R VENTURES OF TOPEKA INC 4065   | 2,688.00     |
| 2016 20         | 33747           |                                     |              |
| 52793           | 10/07/2016      | RANDY LONG TRUCKING LLC 4105        | 110,820.00   |
| 7343            | 33459           |                                     | 106,920.00   |
| 7402            | 35846           |                                     | 3,900.00     |
| 52794           | 10/07/2016      | RAY ALLEN MANUFACTURING CO INC 4115 | 1,449.68     |
| RINV014980      | 36379           |                                     | 1,221.72     |
| RINV015524      | 36379           |                                     | 227.96       |

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| 52795        | 10/07/2016      | REIN, LINNEA S 4166                 | 451.50       |
| 588577       | 33503           |                                     | 59.50        |
| 588578       | 33503           |                                     | 154.00       |
| 588579       | 33503           |                                     | 30.00        |
| 588580       | 33503           |                                     | 82.00        |
| 588582       | 33503           |                                     | 68.50        |
| 588584       | 33503           |                                     | 30.00        |
| 588585       | 33503           |                                     | 27.50        |
| 52796        | 10/07/2016      | ROBERT A ELLIS 4373                 | 8,775.00     |
| 2132         | 35017           |                                     | 8,775.00     |
| 52797        | 10/07/2016      | ROCHESTER CEMETERY ASSOCIATION 4257 | 15,000.00    |
| 44601        | CONTRACT        |                                     | 15,000.00    |
| 52798        | 10/07/2016      | SARIK LLC 9207                      | 5,335.69     |
| 2884         | 34873           |                                     | 1,598.89     |
| 2885         | 34873           |                                     | 768.90       |
| 2886         | 34874           |                                     | 976.38       |
| 2887         | 34873           |                                     | 1,991.52     |
| 52799        | 10/07/2016      | SELLERS EQUIPMENT INC 4470          | 2,439.73     |
| IC224187     | 33350           |                                     | 1,811.83     |
| IC224275     | 33303           |                                     | 627.90       |
| 52800        | 10/07/2016      | SHI INTERNATIONAL CORPORATION 4540  | 16,555.50    |
| B05502976    | 36245           |                                     | 16,555.50    |
| 52801        | 10/07/2016      | SIMPLIFILE LC 9508                  | 1,543.61     |
| SEPTEMBER 20 | DE              |                                     | 1,543.61     |
| 52802        | 10/07/2016      | SOUTHERN UNIFORM & EQUIPMENT 4672   | 2,839.62     |
| 38475        | 36259           |                                     | 2,839.62     |
| 52803        | 10/07/2016      | STAPLES CONTRACT N COMMERCIAL 4725  | 1,816.36     |
| 3313094872   | 36241           |                                     | 21.54        |
| 3314071881   | 36296           |                                     | 330.17       |
| 3314537409   | 36329           |                                     | 48.84        |
| 3314635596   | 35661           |                                     | -88.72       |
| 3314635597   | 36289           |                                     | 26.12        |
| 3314635598   | 36329           |                                     | 1.16         |
| 3314635599   | 36332           |                                     | 149.34       |
| 3314635600   | 36333           |                                     | 395.17       |
| 3314746334   | 36346           |                                     | 36.59        |
| 3314746335   | 36347           |                                     | 111.63       |
| 3314876296   | 36002           |                                     | 24.27        |
| 3314876304   | 36289           |                                     | 66.78        |
| 3314876307   | 36307           |                                     | -67.03       |
| 3314876308   | 36346           |                                     | 20.79        |
| 3314876309   | 36365           |                                     | 149.91       |
| 3314876310   | 36366           |                                     | 327.72       |
| 3314876311   | 36366           |                                     | 32.64        |
| 3314876312   | 36371           |                                     | 103.80       |
| 3314876313   | 36372           |                                     | 125.64       |
| 52804        | 10/07/2016      | SUNFLOWER PAVING INC 4815           | 143,532.18   |
| 35664 1      | 35664           |                                     | 143,532.18   |
| 52805        | 10/07/2016      | THE TERMINIX INTERNATIONAL 10096    | 203.98       |
| 21243677     | 33231           |                                     | 203.98       |
| 52806        | 10/07/2016      | TOPEKA CEMETERY INC 5019            | 37,500.00    |

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| 44602         | CONTRACT        |                                   | 37,500.00    |
| 52807         | 10/07/2016      | TRUCK PARTS & EQUIPMENT INC 5102  | 1,418.74     |
| 427177        | 33310           |                                   | 240.84       |
| 427201        | 33310           |                                   | 25.55        |
| 427351        | 33310           |                                   | 6.40         |
| 427663        | 33310           |                                   | 2.21         |
| 427735        | 33310           |                                   | 47.76        |
| 427848        | 33310           |                                   | 262.04       |
| 427933        | 33310           |                                   | 343.90       |
| 427994        | 33310           |                                   | 482.22       |
| 428113        | 33310           |                                   | 7.82         |
| 52808         | 10/07/2016      | U S LIME COMPANY - ST CLAIR 5117  | 15,574.62    |
| 159336        | 35739           |                                   | 3,837.34     |
| 159372        | 35739           |                                   | 3,790.35     |
| 159391        | 35739           |                                   | 3,984.81     |
| 159403        | 35739           |                                   | 3,962.12     |
| 52809         | 10/07/2016      | UMB BANK NA 5127                  | 91,464.55    |
| PCARD10032016 |                 |                                   | 91,283.49    |
| PCARD10042016 |                 |                                   | 181.06       |
| 52810         | 10/07/2016      | UNIVERSAL SYSTEMS INC 5161        | 4,430.40     |
| 13886         | 34724           |                                   | 346.00       |
| 349112        | 34724           |                                   | 4,084.40     |
| 52811         | 10/07/2016      | VARNER, DANIEL D 9518             | 1,350.00     |
| PO35272 SEPTE | 35272           |                                   | 1,350.00     |
| 52812         | 10/07/2016      | WALKER TOWEL & UNIFORM 5266       | 164.30       |
| 2185328       | 33404           |                                   | 88.05        |
| 2189098       | 33218           |                                   | 12.45        |
| 2189108       | 33374           |                                   | 32.25        |
| 2189717       | 33218           |                                   | 7.65         |
| 2189718       | 33218           |                                   | 23.90        |
| 52813         | 10/07/2016      | ACE ELECTRIC JONES COMPANY INC 35 | 5,706.72     |
| 3494          | 33947           |                                   | 5,428.52     |
| 3527          | 35208           |                                   | 278.20       |
| 52814         | 10/07/2016      | ANCOR INFORMATION MANAGEMENT 7058 | 22,000.00    |
| 1116 PA       | 33431           |                                   | 22,000.00    |
| 52815         | 10/07/2016      | BERRY COMPANIES INC 5408          | 1,177.16     |
| 06160218      | 33314           |                                   | 1,146.16     |
| 06160284      | 33314           |                                   | 26.13        |
| 06160385      | 33314           |                                   | 4.87         |
| 52816         | 10/07/2016      | BETTIS ASPHALT & CONSTRUCTION 470 | 21,649.99    |
| 1608 078      | 34357           |                                   | 21,330.59    |
| 1609 045      | 34847           |                                   | 319.40       |
| 52817         | 10/07/2016      | BORDER STATES INDUSTRIES INC 9824 | 2,011.32     |
| S5454147 001  | 33417           |                                   | 1,044.00     |
| S5457198 001  | 33417           |                                   | 131.97       |
| S5458924 001  | 33417           |                                   | 169.29       |
| S5458924 002  | 33417           |                                   | 598.02       |
| S5458924 003  | 33417           |                                   | 68.04        |
| 52818         | 10/07/2016      | CAPITAL BELT & SUPPLY INC 776     | 160.21       |
| 95471         | 33474           |                                   | 80.33        |

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| 95525          | 33474           |                                   | 79.88        |
| 52819          | 10/07/2016      | CAPITAL CITY OIL CO INC 778       | 19,031.48    |
| 1058959        | 33331           |                                   | 18,321.20    |
| 1058996        | 33263           |                                   | 233.50       |
| FJ463          | 33331           |                                   | 476.78       |
| 52820          | 10/07/2016      | CONSOLIDATED ELECTRICAL 4174      | 3,179.76     |
| 8792 570249    | 33564           |                                   | 2,368.57     |
| 8792 570826    | 33564           |                                   | 44.03        |
| 8792 571066    | 33564           |                                   | 201.89       |
| 8792 571076    | 33564           |                                   | 565.27       |
| 52821          | 10/07/2016      | DAVIN ELECTRIC INC 1264           | 3,600.00     |
| 1526 11        | 32113           |                                   | 3,600.00     |
| 52822          | 10/07/2016      | FLU-CON INC 1729                  | 95.50        |
| P 19792 0      | 33272           |                                   | 95.50        |
| 52823          | 10/07/2016      | GRAYBAR 1977                      | 1,138.72     |
| 987525440      | 33246           |                                   | 1,138.72     |
| 52824          | 10/07/2016      | HD SUPPLY WATERWORKS LTD 2146     | 26,283.83    |
| F990707        | 36103           |                                   | 3,862.30     |
| F990809        | 36102           |                                   | 7,956.00     |
| G090046        | 36315           |                                   | 10,557.53    |
| G139386        | 36103           |                                   | 3,908.00     |
| 52825          | 10/07/2016      | IBT INC 2377                      | 241.40       |
| 6874366        | 33283           |                                   | 105.73       |
| 6874367        | 33283           |                                   | 135.67       |
| 52826          | 10/07/2016      | KEY EQUIPMENT & SUPPLY CO 2847    | 285.45       |
| 247570         | 34941           |                                   | 285.45       |
| 52827          | 10/07/2016      | KRIZ DAVIS COMPANY 2916           | 86.83        |
| S101389901 001 | 33415           |                                   | -278.82      |
| S101390898 001 | 33415           |                                   | 11.74        |
| S101392545 001 | 33415           |                                   | 67.33        |
| S101399928 001 | 33667           |                                   | 7.70         |
| S101400823 001 | 33415           |                                   | 77.99        |
| S101411666 001 | 33667           |                                   | 200.89       |
| 52828          | 10/07/2016      | LINDYSPRING WATER LLC 3071        | 18.45        |
| 1047573        | 33863           |                                   | 18.45        |
| 52829          | 10/07/2016      | MCELROY'S INC 3289                | 444.31       |
| SVC36769       | 36545           |                                   | 444.31       |
| 52830          | 10/07/2016      | SALISBURY SUPPLY COMPANY INC 4352 | 751.91       |
| 91698          | 33565           |                                   | 122.63       |
| 91843          | 33540           |                                   | 20.45        |
| 91858          | 33565           |                                   | 56.29        |
| 91993          | 33565           |                                   | -56.29       |
| 91997          | 33565           |                                   | 106.33       |
| 92146          | 33565           |                                   | 502.50       |
| 52831          | 10/07/2016      | SOWARDS GLASS 4679                | 2,510.45     |
| 20391          | 35893           |                                   | 2,510.45     |
| 52832          | 10/07/2016      | TAZCO INC 4885                    | 71,790.34    |
| 3280           | 35942           |                                   | 21,280.40    |

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| 3281      | 36051           |                                   | 10,358.90    |
| 3282      | 35549           |                                   | 2,343.00     |
| 3283      | 35802           |                                   | 12,039.39    |
| 3284      | 36141           |                                   | 2,094.40     |
| 3285      | 36354           |                                   | 3,426.50     |
| 3286      | 36159           |                                   | 20,247.75    |
| 52833     | 10/07/2016      | TFM COMM INC 4914                 | 68.00        |
| 183389    | 33403           |                                   | 68.00        |
| 52834     | 10/07/2016      | TOPEKA BLUE PRINT INC 5015        | 49.55        |
| 167336    | 33919           |                                   | 49.55        |
| 52835     | 10/14/2016      | LATHROP & GAGE LLP 9731           | 4,563.24     |
| 1776522   | 28817           |                                   | 4,563.24     |
| 52836     | 10/14/2016      | 4R CONSTRUCTION COMPANY LLC 10254 | 19,762.00    |
| 000 231   | 36290           |                                   | 7,937.00     |
| 000 233   | 36100           |                                   | 11,825.00    |
| 52837     | 10/14/2016      | A 1 LOCK & KEY LLC 13             | 7.50         |
| 87323     | 33188           |                                   | 7.50         |
| 52838     | 10/14/2016      | A-1 RENTAL INC 20                 | 305.00       |
| 52779     | 33456           |                                   | 90.00        |
| 52781     | 33455           |                                   | 125.00       |
| 52782     | 35755           |                                   | 90.00        |
| 52839     | 10/14/2016      | AAA CLUB ALLIANCE INC 10251       | 1,763.00     |
| 2431016   | 34558           |                                   | 650.00       |
| 244065    | 34556           |                                   | 38.50        |
| 286471    | 34556           |                                   | 38.50        |
| 286472    | 34546           |                                   | 38.50        |
| 286585    | 34556           |                                   | 73.50        |
| 286587    | 34556           |                                   | 38.50        |
| 289146    | 34556           |                                   | 38.50        |
| 289183    | 34546           |                                   | 38.50        |
| 289246    | 34556           |                                   | 38.50        |
| 289471    | 34556           |                                   | 38.50        |
| 289472    | 34556           |                                   | 38.50        |
| 289528    | 34556           |                                   | 38.50        |
| 290740    | 34556           |                                   | 38.50        |
| 293109    | 34556           |                                   | 38.50        |
| 293112    | 34556           |                                   | 38.50        |
| 293152    | 34556           |                                   | 38.50        |
| 293197    | 34556           |                                   | 38.50        |
| 293198    | 34556           |                                   | 38.50        |
| 293199    | 34556           |                                   | 77.00        |
| 293200    | 34556           |                                   | 38.50        |
| 293250    | 34556           |                                   | 38.50        |
| 293692    | 34556           |                                   | 38.50        |
| 293693    | 34556           |                                   | 38.50        |
| 293695    | 34556           |                                   | 38.50        |
| 293702    | 34556           |                                   | 38.50        |
| 293703    | 34556           |                                   | 38.50        |
| 293722    | 34556           |                                   | 38.50        |
| 293809    | 34556           |                                   | 38.50        |
| 52840     | 10/14/2016      | ALAMAR UNIFORMS LLC 103           | 831.67       |
| 517001    | 33884           |                                   | 351.71       |
| 517001 01 | 33884           |                                   | 479.96       |
| 52841     | 10/14/2016      | ALEXANDER OPEN SYSTEMS 112        | 4,080.00     |



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| 10088461              | 36264                 |                                 | 4,080.00     |
| 52842<br>SEPTEMBER 20 | 10/14/2016<br>POSTAGE | AMERICAN PRESORT 177            | 9,498.54     |
| 52843                 | 10/14/2016            | AMERIPRIDE 197                  | 393.57       |
| 2300714453            | 35701                 |                                 | 27.92        |
| 2300714973            | 35701                 |                                 | 34.61        |
| 2300715002            | 35701                 |                                 | 15.86        |
| 2300715031            | 33559                 |                                 | 6.16         |
| 2300715037            | 33559                 |                                 | 35.87        |
| 2300715041            | 33559                 |                                 | 138.30       |
| 2300715047            | 33559                 |                                 | 64.53        |
| 2300715300            | 33559                 |                                 | 70.32        |
| 52844<br>34909 5      | 10/14/2016<br>34909   | AMINO BROTHERS CO INC 8026      | 369,020.43   |
| 52845<br>160900022    | 10/14/2016<br>33234   | ANSWER TOPEKA 237               | 74.50        |
| 52846<br>SEPTEMBER 16 | 10/14/2016<br>PAYROLL | APPLICATION SOFTWARE INC 8140   | 732.00       |
| 52847<br>3074         | 10/14/2016<br>36358   | ARMSTRONG CONSTRUCTION 255      | 3,950.00     |
| 52848<br>730058547    | 10/14/2016<br>33949   | BARTLETT & WEST ENGINEERS 391   | 142.00       |
| 730058555             | 35611                 |                                 | 13,106.28    |
| 730058592             | 35020                 |                                 | 750.00       |
| 52849<br>13152        | 10/14/2016<br>33643   | BENEFITFOCUS 8410               | 2,556.00     |
| 52850<br>03021516     | 10/14/2016<br>33257   | BERRY COMPANIES INC 463         | 728.49       |
| 52851<br>I593011598   | 10/14/2016<br>33322   | BINSWANGER ENTERPRISES LLC 7825 | 50.00        |
| 52852<br>W/E 10/11/16 | 10/14/2016<br>33397   | BLUE CROSS BLUE SHIELD INC 528  | 218,247.84   |
| 52853<br>999035 1     | 10/14/2016<br>33258   | BOETTCHEER SUPPLY INC 543       | 54.03        |
| 52854<br>BMS472258    | 10/14/2016<br>33480   | BRENNTAG MID SOUTH 607          | 3,207.07     |
| 52855<br>001036023    | 10/14/2016<br>33233   | C & C PRODUCE 7788              | 598.50       |
| 52856<br>20214437     | 10/14/2016<br>33268   | C&M TIRE 1183                   | 718.60       |
| 52857<br>3966         | 10/14/2016<br>33749   | COLLECTION BUREAU 1023          | 2,306.73     |
| 3967                  | 36165                 |                                 | 5.94         |
| 3968                  | 35599                 |                                 | 124.80       |
| 3969                  | 33822                 |                                 | 1,924.22     |
| 4032                  | 36165                 |                                 | 5.94         |

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| 4038                                                          | 36157                                          |                                        | 0.84                                                        |
| 52858<br>126946                                               | 10/14/2016<br>33204                            | CONCRETE SUPPLY OF TOPEKA<br>1066      | 1,152.00<br><b>1,152.00</b>                                 |
| 52859<br>8795 537135                                          | 10/14/2016<br>33673                            | CONSOLIDATED ELECTRICAL<br>6778        | 166.49<br><b>166.49</b>                                     |
| 52860<br>33392 9                                              | 10/14/2016<br>33392                            | CONSOLIDATED RURAL WATER<br>1075       | 4,016.35<br><b>4,016.35</b>                                 |
| 52861<br>36356<br>36366                                       | 10/14/2016<br>32643<br>36189                   | COOK FLATT & STROBEL ENGINEERS<br>1089 | 2,500.00<br>68,874.66<br><b>71,374.66</b>                   |
| 52862<br>W/E 10/06/16<br>W/E 10/13/16                         | 10/14/2016<br>33776<br>33776                   | DELTA DENTAL OF KANSAS INC<br>1323     | 7,885.70<br>9,009.00<br><b>16,894.70</b>                    |
| 52863<br>2420                                                 | 10/14/2016<br>34149                            | DOWNTOWN TOPEKA INC<br>1408            | 8,366.73<br><b>8,366.73</b>                                 |
| 52864<br>120006707<br>120006713                               | 10/14/2016<br>33192<br>33192                   | DURKIN EQUIPMENT CO<br>1451            | 743.80<br>2,631.75<br><b>3,375.55</b>                       |
| 52865<br>36511                                                | 10/14/2016<br>33817                            | EMBROIDERY PLUS<br>1522                | 893.50<br><b>893.50</b>                                     |
| 52866<br>CO2169786<br>CO2170008                               | 10/14/2016<br>35689<br>35689                   | ETHANOL PRODUCTS LLC<br>9576           | 1,677.74<br>1,749.20<br><b>3,426.94</b>                     |
| 52867<br>17873885 2<br>17873886 0<br>17873887 8<br>17873889 4 | 10/14/2016<br>34739<br>35841<br>34739<br>34635 | EXPRESS SERVICES INC<br>9622           | 229.77<br>334.32<br>1,114.40<br>3,292.80<br><b>4,971.29</b> |
| 52868<br>126498                                               | 10/14/2016<br>35706                            | HAMM INC<br>6576                       | 922.75<br><b>922.75</b>                                     |
| 52869<br>010204933                                            | 10/14/2016<br>35688                            | HARCROS CHEMICALS INC<br>2090          | 4,635.05<br><b>4,635.05</b>                                 |
| 52870<br>0922<br>0933                                         | 10/14/2016<br>34991<br>34991                   | HENRY OUTDOOR POWER LLC<br>8004        | 65.00<br>65.00<br><b>130.00</b>                             |
| 52871<br>725066 003                                           | 10/14/2016<br>35457                            | HOUSE OF TOOL & ENGINEERING<br>10409   | 1,949.72<br><b>1,949.72</b>                                 |
| 52872<br>296                                                  | 10/14/2016<br>33513                            | INNOVATIVE BUSINESS CONCEPTS<br>8226   | 29.83<br><b>29.83</b>                                       |
| 52873<br>31881 2 FINAL                                        | 10/14/2016<br>31881                            | J WARREN COMPANY INC<br>2469           | 22,198.98<br><b>22,198.98</b>                               |
| 52874<br>251083                                               | 10/14/2016<br>36461                            | J-DOT INC<br>531                       | 140.00<br><b>140.00</b>                                     |
| 52875                                                         | 10/14/2016                                     | KANE, ALAN C<br>9152                   | <b>18,240.00</b>                                            |

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| 1012        | 33424           |                                    | 18,240.00    |
| 52876       | 10/14/2016      | KANSAS PERSONNEL SERVICES INC 2849 | 7,309.66     |
| 3040330     | 36581           |                                    | 580.00       |
| 3040407     | 36581           |                                    | 580.00       |
| 3040485     | 36439           |                                    | 585.20       |
| 3040487     | 34456           |                                    | 772.65       |
| 3040488     | 33409           |                                    | 3,938.21     |
| 3040490     | 33567           |                                    | 853.60       |
| 52877       | 10/14/2016      | KCR INTERNATIONAL TRUCKS INC 1347  | 1,584.94     |
| 130113244   | 33269           |                                    | 11.47        |
| 130113286   | 33269           |                                    | 22.74        |
| 130113291   | 33269           |                                    | 744.91       |
| 130113401   | 33269           |                                    | 37.41        |
| 130202954   | 33269           |                                    | 768.41       |
| 52878       | 10/14/2016      | KELLER CRAIG & ASSOCIATES 2811     | 2,000.00     |
| 16 801      | 36492           |                                    | 2,000.00     |
| 52879       | 10/14/2016      | KEY WORKFORCE SOLUTIONS INC 9879   | 1,099.10     |
| 3040478     | 33577           |                                    | 394.40       |
| 3040479     | 33428           |                                    | 704.70       |
| 52880       | 10/14/2016      | LEAGUE OF KANSAS 3010              | 605.00       |
| 16 2367     | 35441           |                                    | 100.00       |
| 16 2368     | 35441           |                                    | 100.00       |
| 16 2813     | 36553           |                                    | 135.00       |
| 16 2814     | 36553           |                                    | 135.00       |
| 16 2815     | 36553           |                                    | 135.00       |
| 52881       | 10/14/2016      | LT TRUCKING & TRENCHING INC 3126   | 14,807.80    |
| 2007        | 35946           |                                    | 14,807.80    |
| 52882       | 10/14/2016      | MATHER FLARE RENTAL INC 5791       | 550.00       |
| 3714        | 33989           |                                    | 550.00       |
| 52883       | 10/14/2016      | MEDTRAK SERVICES LLC 3330          | 107,542.73   |
| 213256      | 33777           |                                    | 80,206.03    |
| 213509      | 33777           |                                    | 27,235.17    |
| 213510      | 33777           |                                    | 101.53       |
| 52884       | 10/14/2016      | MICHAEL & SONS INC 3377            | 16,672.71    |
| 675374      | 36249           |                                    | 6,145.00     |
| 675375      | 36412           |                                    | 10,527.71    |
| 52885       | 10/14/2016      | O REILLY AUTO PARTS 3714           | 57.47        |
| 0152 258353 | 33300           |                                    | 19.73        |
| 0152 261286 | 33300           |                                    | -92.20       |
| 0152 267531 | 33300           |                                    | -9.78        |
| 0152 273306 | 33300           |                                    | 136.13       |
| 0191 227651 | 33300           |                                    | 3.59         |
| 52886       | 10/14/2016      | OMEGA DOOR AND HARDWARE 3747       | 923.44       |
| 057634      | 33733           |                                    | 383.84       |
| 057741      | 33733           |                                    | 287.60       |
| 057743      | 33733           |                                    | 180.00       |
| 057839      | 33733           |                                    | 72.00        |
| 52887       | 10/14/2016      | PACE ANALYTICAL SERVICES 3794      | 160.00       |
| 168628      | 33433           |                                    | 160.00       |

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|-------------|-----------------|-------------------------------------|--------------|
| 52888       | 10/14/2016      | POLYDYNE INC 5879                   | 31,518.43    |
| 1078335     | 33442           |                                     | 19,800.00    |
| 1078815     | 35691           |                                     | 11,718.43    |
| 52889       | 10/14/2016      | PROFESSIONAL ENGINEERING 4018       | 2,007.50     |
| 513944R     | 33435           |                                     | 677.50       |
| 513945R     | 33398           |                                     | 1,330.00     |
| 52890       | 10/14/2016      | QUALITY BUILT CONSTRUCTION LLC 9575 | 61,559.55    |
| 35878 1     | 35878           |                                     | 61,559.55    |
| 52891       | 10/14/2016      | RED THE UNIFORM TAILOR INC 4131     | 1,534.00     |
| 00R23728    | 35427           |                                     | 742.00       |
| 00R23927    | 36262           |                                     | 792.00       |
| 52892       | 10/14/2016      | SARIK LLC 9207                      | 1,647.50     |
| 2894        | 34874           |                                     | 976.38       |
| 2896        | 34873           |                                     | 671.12       |
| 52893       | 10/14/2016      | SOUTHERN UNIFORM & EQUIPMENT 4672   | 5,273.85     |
| 39125       | 36259           |                                     | 2,884.05     |
| 39128       | 36259           |                                     | 2,389.80     |
| 52894       | 10/14/2016      | STAPLES CONTRACT N COMMERCIAL 4725  | 1,750.52     |
| 3315033887  | 36340           |                                     | 54.36        |
| 3315033897  | 36360           |                                     | 217.44       |
| 3315033899  | 36369           |                                     | 271.80       |
| 3315193666  | 36295           |                                     | 113.99       |
| 3315193671  | 36329           |                                     | 42.75        |
| 3315193672  | 36376           |                                     | 67.51        |
| 3315193673  | 36376           |                                     | 10.92        |
| 3315193674  | 36385           |                                     | 27.02        |
| 3315193679  | 36386           |                                     | 24.12        |
| 3315193680  | 36386           |                                     | 142.13       |
| 3315193683  | 36388           |                                     | 21.84        |
| 3315193685  | 36389           |                                     | 71.70        |
| 3315491449  | 36289           |                                     | -29.40       |
| 3315577228  | 36362           |                                     | 38.85        |
| 3315577229  | 36429           |                                     | 143.84       |
| 3315577230  | 36432           |                                     | 377.65       |
| 3315577231  | 36442           |                                     | 70.20        |
| 3315577232  | 36444           |                                     | 34.76        |
| 3315577233  | 36323           |                                     | 94.99        |
| 3315930612  | 36376           |                                     | -7.10        |
| 3317781464  | 36362           |                                     | -38.85       |
| 52895       | 10/14/2016      | THE GOODYEAR TIRE & RUBBER CO 9375  | 332.36       |
| 123 1053515 | 33327           |                                     | 332.36       |
| 52896       | 10/14/2016      | THE TERMINIX INTERNATIONAL 10096    | 203.98       |
| 21243678    | 33231           |                                     | 203.98       |
| 52897       | 10/14/2016      | THE TIRE CUTTERS INC 5633           | 1,165.00     |
| 49588       | 33494           |                                     | 375.00       |
| 49644       | 33494           |                                     | 115.00       |
| 51506       | 33494           |                                     | 300.00       |
| 52290       | 33494           |                                     | 375.00       |
| 52898       | 10/14/2016      | TORGESON TRENCHING SERVICE 5062     | 2,904.00     |
| 1022048     | 33236           |                                     | 2,904.00     |
| 52899       | 10/14/2016      | TRIA HEALTH LLC 6938                | 3,750.00     |

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| 1016 0006      | 33574           |                                    | 3,750.00     |
| 52900          | 10/14/2016      | U S LIME COMPANY - ST CLAIR 5117   | 7,716.83     |
| 159469         | 35739           |                                    | 3,819.52     |
| 159488         | 35739           |                                    | 3,897.31     |
| 52901          | 10/14/2016      | UMB BANK NA 5127                   | 31,946.17    |
| PCARD10072016  |                 |                                    | 31,891.95    |
| PCARD10102016  |                 |                                    | 54.22        |
| 52903          | 10/14/2016      | VICTOR L PHILLIPS COMPANY INC 5225 | 4,114.35     |
| WT35765        | 33312           |                                    | 1,461.68     |
| WT35814        | 33312           |                                    | 2,652.67     |
| 52904          | 10/14/2016      | WALKER TOWEL & UNIFORM 5266        | 218.45       |
| 2191422        | 33404           |                                    | 88.05        |
| 2192098        | 33218           |                                    | 12.45        |
| 2192699        | 33218           |                                    | 7.65         |
| 2192700        | 33218           |                                    | 23.90        |
| 2192705        | 33557           |                                    | 8.00         |
| 2193277        | 33557           |                                    | 16.90        |
| 2193278        | 33557           |                                    | 2.40         |
| 2193279        | 33557           |                                    | 27.70        |
| 2193280        | 33557           |                                    | 4.80         |
| 2193281        | 33557           |                                    | 15.00        |
| 2193282        | 33557           |                                    | 11.60        |
| 52905          | 10/14/2016      | WOOLPERT INC 5533                  | 1,690.50     |
| 2016007347     | 35247           |                                    | 1,690.50     |
| 52906          | 10/14/2016      | BERVERT, JACOB 9431                | 274.00       |
| BRO103-1016    |                 | S+C October 2016Payment            | 274.00       |
| 52907          | 10/14/2016      | CJS REAL ESTATE 10107              | 746.00       |
| DEM102-0916    |                 | S+C September 2016Payment          | 19.00        |
| DEM102-1016    |                 | S+C October 2016Payment            | 282.00       |
| DEM102-DEP     |                 | S+C October 2016 DEPOSIT           | 445.00       |
| 52908          | 10/14/2016      | COZY HOME RENTAL MGMT LLC 1155     | 285.00       |
| BAR103-0916    |                 | S+C September 2016Payment          | 9.00         |
| BAR103-1016    |                 | S+C October 2016Payment            | 276.00       |
| 52909          | 10/14/2016      | PIONEER CURTIS HOMES 3941          | 445.00       |
| BAR104-0916    |                 | S+C September 2016Payment          | 11.00        |
| BAR104-1016    |                 | S+C October 2016Payment            | 334.00       |
| BAR104-DEP     |                 | S+C October 2016 DEPOSIT           | 100.00       |
| 52910          | 10/14/2016      | POTTS, GERALD 6378                 | 944.00       |
| RED102-1016    |                 | ESF Deposit & 1st Month Rent 2     | 944.00       |
| 52911          | 10/14/2016      | GRIFFITH, EKWENSI A 9370           | 2,000.00     |
| 2016           | 36565           |                                    | 2,000.00     |
| 52912          | 10/14/2016      | AFSCME MISSOURI STATE COUNCIL 83   | 1,905.75     |
| UNA1161014161! |                 | Union Dues - AFSCME                | 311.85       |
| UNA1161014161! |                 | Union Dues - AFSCME                | 311.85       |
| UNA1161014161! |                 | Union Dues - AFSCME                | 519.75       |
| UNA1161014161! |                 | Union Dues - AFSCME                | 762.30       |
| 52913          | 10/14/2016      | AMERICAN HERITAGE LIFE 147         | 2,555.24     |
| SD55161014161! |                 | SHORT TERM DISABILITY EE AT        | 578.39       |
| SD55161014161! |                 | SHORT TERM DISABILITY EE AT        | 320.99       |

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| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 106.63       |
| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 160.90       |
| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 211.17       |
| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 25.36        |
| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 274.45       |
| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 214.97       |
| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 174.69       |
| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 429.17       |
| SD551610141619       |                 | SHORT TERM DISABILITY EE AT        | 58.52        |
| 52914                | 10/14/2016      | CITY OF TOPEKA FRIENDSHIP FUND 948 | 304.50       |
| FR101610141619       |                 | Friendship Fund                    | 48.00        |
| FR101610141619       |                 | Friendship Fund                    | 20.00        |
| FR101610141619       |                 | Friendship Fund                    | 31.00        |
| FR101610141619       |                 | Friendship Fund                    | 16.00        |
| FR101610141619       |                 | Friendship Fund                    | 4.00         |
| FR101610141619       |                 | Friendship Fund                    | 8.00         |
| FR101610141619       |                 | Friendship Fund                    | 4.00         |
| FR101610141619       |                 | Friendship Fund                    | 12.00        |
| FR101610141619       |                 | Friendship Fund                    | 21.00        |
| FR101610141619       |                 | Friendship Fund                    | 94.50        |
| FR101610141619       |                 | Friendship Fund                    | 40.00        |
| FR101610141619       |                 | Friendship Fund                    | 6.00         |
| 52915                | 10/14/2016      | FIREMENS OFF DUTY RELIEF FUND 1676 | 3,358.73     |
| FO101610141619       |                 | Firefighter's Off Duty Relief      | 3,358.73     |
| 52916                | 10/14/2016      | INTERNATIONAL ASSOCIATION OF 2424  | 7,349.76     |
| ADMIN FEE 10/14/2016 | PAYROLL         |                                    | -14.28       |
| UNI11610141619       |                 | Union Dues - IAFF                  | 7,364.04     |
| 52917                | 10/14/2016      | KANSAS ASSOCIATION OF PUBLIC 2630  | 1,877.99     |
| UNK11610141619       |                 | Union Dues - KAPE                  | 221.84       |
| UNK11610141619       |                 | Union Dues - KAPE                  | 266.68       |
| UNK11610141619       |                 | Union Dues - KAPE                  | 68.03        |
| UNK11610141619       |                 | Union Dues - KAPE                  | 44.84        |
| UNK11610141619       |                 | Union Dues - KAPE                  | 44.84        |
| UNK11610141619       |                 | Union Dues - KAPE                  | 219.46       |
| UNK11610141619       |                 | Union Dues - KAPE                  | 238.18       |
| UNK11610141619       |                 | Union Dues - KAPE                  | 774.12       |
| 52918                | 10/14/2016      | KANSAS PAYMENT CENTER 2732         | 228.92       |
| 00000007416101       |                 | Child Support - Amt                | 228.92       |
| 52919                | 10/14/2016      | KANSAS PAYMENT CENTER 2732         | 163.43       |
| 00000008616101       |                 | Child Support - Amt                | 163.43       |
| 52920                | 10/14/2016      | KANSAS PAYMENT CENTER 2732         | 442.15       |
| 00000011916101       |                 | Child Support - Amt                | 442.15       |
| 52921                | 10/14/2016      | KANSAS PAYMENT CENTER 2732         | 320.92       |
| 00000014516101       |                 | Child Support - Amt                | 320.92       |
| 52922                | 10/14/2016      | KANSAS PAYMENT CENTER 2732         | 183.69       |
| 00000020416101       |                 | Child Support - Amt                | 183.69       |
| 52923                | 10/14/2016      | KANSAS PAYMENT CENTER 2732         | 991.10       |
| 00000022216101       |                 | Child Support - Amt                | 991.10       |
| 52924                | 10/14/2016      | KANSAS PAYMENT CENTER 2732         | 53.08        |
| 00000024216101       |                 | Child Support - Amt                | 53.08        |

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| 52925          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>112.15</b> |
| 00000031616101 |                 | Child Support - Amt        | 112.15        |
| 52926          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>259.85</b> |
| 00000032416101 |                 | Child Support - Amt        | 259.85        |
| 52927          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>277.38</b> |
| 00000034016101 |                 | Child Support - Amt        | 277.38        |
| 52928          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>498.46</b> |
| 00000034316101 |                 | Child Support - Amt        | 498.46        |
| 52929          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>184.15</b> |
| 00000034516101 |                 | Child Support - Amt        | 184.15        |
| 52930          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>183.29</b> |
| 00000034816101 |                 | Child Support - Amt        | 183.29        |
| 52931          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>25.15</b>  |
| 00000038016101 |                 | Child Support - Amt        | 25.15         |
| 52932          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>368.88</b> |
| 00000038516101 |                 | Child Support - Amt        | 368.88        |
| 52933          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>144.46</b> |
| 00000041716101 |                 | Child Support - Amt        | 144.46        |
| 52934          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>185.13</b> |
| 00000044716101 |                 | Child Support - Amt        | 185.13        |
| 52935          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>230.77</b> |
| 00000049016101 |                 | Child Support - Amt        | 230.77        |
| 52936          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>267.69</b> |
| 00000064116101 |                 | Child Support - Amt        | 267.69        |
| 52937          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>323.08</b> |
| 00000064116101 |                 | Child Support - Amt        | 323.08        |
| 52938          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>415.51</b> |
| 00000066716101 |                 | Child Support - Amt        | 415.51        |
| 52939          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>346.15</b> |
| 00000068216101 |                 | Child Support - Amt        | 346.15        |
| 52940          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>192.00</b> |
| 00000070816101 |                 | Child Support - Amt        | 192.00        |
| 52941          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>121.88</b> |
| 00000073216101 |                 | Child Support - Amt        | 121.88        |
| 52942          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>209.08</b> |
| 00000075416101 |                 | Child Support - Amt        | 209.08        |
| 52943          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>230.77</b> |
| 00000077916101 |                 | Child Support - Amt        | 230.77        |
| 52944          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>185.08</b> |
| 00000078516101 |                 | Child Support - Amt        | 185.08        |
| 52945          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | <b>256.15</b> |

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| 00000082716101 |                 | Child Support - Amt        | 256.15       |
| 52946          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 184.62       |
| 00000086316101 |                 | Child Support - Amt        | 184.62       |
| 52947          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 443.08       |
| 00000086616101 |                 | Child Support - Amt        | 443.08       |
| 52948          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 464.91       |
| 00000091116101 |                 | Child Support - Amt        | 464.91       |
| 52949          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 147.23       |
| 00000092416101 |                 | Child Support - Amt        | 147.23       |
| 52950          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 88.64        |
| 00000093616101 |                 | Child Support - Amt        | 88.64        |
| 52951          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 304.15       |
| 00000095916101 |                 | Child Support - Amt        | 304.15       |
| 52952          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 487.38       |
| 00000098216101 |                 | Child Support - Amt        | 487.38       |
| 52953          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 144.51       |
| 00000101516101 |                 | Child Support - Amt        | 144.51       |
| 52954          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 124.15       |
| 00000102216101 |                 | Child Support - Amt        | 124.15       |
| 52955          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 182.77       |
| 00000104316101 |                 | Child Support - Amt        | 182.77       |
| 52956          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 153.69       |
| 00000109316101 |                 | Child Support - Amt        | 153.69       |
| 52957          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 71.08        |
| 00000109716101 |                 | Child Support - Amt        | 71.08        |
| 52958          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 392.43       |
| 00000112916101 |                 | Child Support - Amt        | 392.43       |
| 52959          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 335.64       |
| 00000118116101 |                 | Child Support - Amt        | 335.64       |
| 52960          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 113.11       |
| 00000118916101 |                 | Child Support - Amt        | 113.11       |
| 52961          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 219.69       |
| 00000118916101 |                 | Child Support - Amt        | 219.69       |
| 52962          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 56.31        |
| 00000120016101 |                 | Child Support - Amt        | 56.31        |
| 52963          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 183.23       |
| 00000147416101 |                 | Child Support - Amt        | 183.23       |
| 52964          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 369.23       |
| 00000197316101 |                 | Child Support - Amt        | 369.23       |
| 52965          | 10/14/2016      | KANSAS PAYMENT CENTER 2732 | 384.46       |
| 00000197916101 |                 | Child Support - Amt        | 384.46       |



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| 52966<br>00000215416101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 115.38<br><b>115.38</b>     |
| 52967<br>00000219116101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 160.62<br><b>160.62</b>     |
| 52968<br>00000225916101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 412.62<br><b>412.62</b>     |
| 52969<br>00000233516101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 180.46<br><b>180.46</b>     |
| 52970<br>00000237916101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 66.92<br><b>66.92</b>       |
| 52971<br>00000241016101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 100.60<br><b>100.60</b>     |
| 52972<br>00000247616101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 1,127.54<br><b>1,127.54</b> |
| 52973<br>00000247816101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 461.53<br><b>461.53</b>     |
| 52974<br>00000249316101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 68.77<br><b>68.77</b>       |
| 52975<br>00000250316101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 57.23<br><b>57.23</b>       |
| 52976<br>00000251516101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 127.85<br><b>127.85</b>     |
| 52977<br>00000252916101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 297.23<br><b>297.23</b>     |
| 52978<br>00000257816101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 50.00<br><b>50.00</b>       |
| 52979<br>00000264216101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 82.62<br><b>82.62</b>       |
| 52980<br>00000264216101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 66.00<br><b>66.00</b>       |
| 52981<br>00000264216101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 46.15<br><b>46.15</b>       |
| 52982<br>00000268916101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 80.77<br><b>80.77</b>       |
| 52983<br>00000268916101  | 10/14/2016      | KANSAS PAYMENT CENTER<br>Child Support - Amt 2732 | 143.08<br><b>143.08</b>     |
| 52984<br>VS2016101416101 | 10/14/2016      | NATIONAL GUARDIAN LIFE<br>VISION EE PRE TAX 5737  | 483.03<br><b>4,485.96</b>   |
| VS2016101416101          |                 | VISION EE PRE TAX                                 | 1,082.07                    |
| VS2016101416101          |                 | VISION EE PRE TAX                                 | 202.41                      |
| VS2016101416101          |                 | VISION EE PRE TAX                                 | 126.36                      |
| VS2016101416101          |                 | VISION EE PRE TAX                                 | 154.17                      |
| VS2016101416101          |                 | VISION EE PRE TAX                                 | 135.63                      |

# COUNCIL REPORT OF VENDOR PAYMENTS

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|---------------|-----------------|--------------------------------|--------------|
| VS20161014161 |                 | VISION EE PRE TAX              | 57.51        |
| VS20161014161 |                 | VISION EE PRE TAX              | 259.83       |
| VS20161014161 |                 | VISION EE PRE TAX              | 229.95       |
| VS20161014161 |                 | VISION EE PRE TAX              | 1,324.98     |
| VS20161014161 |                 | VISION EE PRE TAX              | 368.01       |
| VS20161014161 |                 | VISION EE PRE TAX              | 62.01        |
| 52985         | 10/14/2016      | TEAMSTERS LOCAL UNION 696      | 4892         |
| UNT1161014161 |                 | Union Dues - Teamsters         | 1,008.00     |
| 52986         | 10/14/2016      | UNITED WAY OF GREATER TOPEKA   | 5157         |
| UW10161014161 |                 | United Way                     | 27.00        |
| UW10161014161 |                 | United Way                     | 7.00         |
| UW10161014161 |                 | United Way                     | 1.00         |
| UW10161014161 |                 | United Way                     | 1.00         |
| UW10161014161 |                 | United Way                     | 6.00         |
| UW10161014161 |                 | United Way                     | 16.00        |
| UW10161014161 |                 | United Way                     | 12.00        |
| UW10161014161 |                 | United Way                     | 13.00        |
| UW10161014161 |                 | United Way                     | 8.00         |
| 52987         | 10/14/2016      | UNITED WORKERS OF              | 10010        |
| UNW2161014161 |                 | Union Dues - UWETT             | 675.00       |
| 52988         | 10/14/2016      | BETTIS ASPHALT & CONSTRUCTION  | 470          |
| 1609 091      | 35163           |                                | 452,758.95   |
| 1609 092      | 35162           |                                | 920,070.50   |
| 1609 103      | 35545           |                                | 513,232.22   |
| 52989         | 10/14/2016      | BORDER STATES INDUSTRIES INC   | 9824         |
| S5459876 001  | 33417           |                                | 1,044.00     |
| S5463157 001  | 33417           |                                | 1,646.88     |
| 52990         | 10/14/2016      | CAPITAL BELT & SUPPLY INC      | 776          |
| 95617         | 33474           |                                | 79.85        |
| 52991         | 10/14/2016      | CAPITAL CITY OIL CO INC        | 778          |
| 1059221       | 33331           |                                | 18,462.40    |
| 1059366       | 33263           |                                | 441.15       |
| FK 118        | 33331           |                                | 814.40       |
| 52992         | 10/14/2016      | CHAMPION BRANDS LLC            | 883          |
| 507116        | 33336           |                                | 1,754.86     |
| 507117        | 33336           |                                | 612.00       |
| 52993         | 10/14/2016      | CONSOLIDATED ELECTRICAL        | 4174         |
| 8792 570558   | 33672           |                                | 366.29       |
| 8792 570675   | 33672           |                                | 535.44       |
| 52994         | 10/14/2016      | COPE PLASTICS                  | 1102         |
| 00354886      | 36101           |                                | 387.00       |
| 52995         | 10/14/2016      | FLU-CON INC                    | 1729         |
| P 19897 0     | 33272           |                                | 78.90        |
| 52996         | 10/14/2016      | HD SUPPLY WATERWORKS LTD       | 2146         |
| G138796       | 36315           |                                | 168.24       |
| 52997         | 10/14/2016      | NORTHEAST KANSAS HYDRAULICS IN | 3705         |
| 30683         | 33299           |                                | 1,322.34     |
| 30689         | 33299           |                                | 693.85       |

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|------------|-----------------|-------------------------------------|--------------|
| 52998      | 10/14/2016      | SALISBURY SUPPLY COMPANY INC 4352   | 1,597.27     |
| 92460      | 33540           |                                     | 174.04       |
| 92640      | 33565           |                                     | 35.98        |
| 92662      | 33565           |                                     | 1,347.25     |
| 93085      | 33565           |                                     | 40.00        |
| 52999      | 10/14/2016      | TFM COMM INC 4914                   | 791.70       |
| 183612     | 33217           |                                     | 35.19        |
| 183614     | 35221           |                                     | 756.51       |
| 53000      | 10/14/2016      | TOPEKA ELECTRIC MOTOR REPAIR 5025   | 4,171.00     |
| 43234      | 33634           |                                     | 4,171.00     |
| 53001      | 10/14/2016      | TRAFFIC SIGNAL CONTROLS 5079        | 2,069.70     |
| 68408      | 36128           |                                     | 2,069.70     |
| 53002      | 10/21/2016      | AAA CLUB ALLIANCE INC 10251         | 910.50       |
| 244067     | 34546           |                                     | 38.50        |
| 286475     | 34556           |                                     | 38.50        |
| 286588     | 34556           |                                     | 38.50        |
| 289187     | 34546           |                                     | 63.50        |
| 289531     | 34556           |                                     | 38.50        |
| 289938     | 34556           |                                     | 38.50        |
| 293113     | 34556           |                                     | 38.50        |
| 293156     | 34556           |                                     | 38.50        |
| 293201     | 34556           |                                     | 38.50        |
| 293203     | 34556           |                                     | 38.50        |
| 293206     | 34556           |                                     | 38.50        |
| 293251     | 34556           |                                     | 38.50        |
| 293253     | 34556           |                                     | 38.50        |
| 293299     | 34556           |                                     | 38.50        |
| 293300     | 34556           |                                     | 38.50        |
| 293301     | 34556           |                                     | 38.50        |
| 293302     | 34556           |                                     | 38.50        |
| 293635     | 34556           |                                     | 38.50        |
| 293637     | 34556           |                                     | 38.50        |
| 293725     | 34556           |                                     | 38.50        |
| 293726     | 34556           |                                     | 38.50        |
| 293819     | 34556           |                                     | 38.50        |
| 293820     | 34556           |                                     | 38.50        |
| 53003      | 10/21/2016      | ADVANCED ENVIRONMENTAL TESTING 8000 | 1,240.00     |
| 1955       | 33637           |                                     | 1,240.00     |
| 53004      | 10/21/2016      | ALEXANDER OPEN SYSTEMS 112          | 34,750.27    |
| BT000925   | 35523           |                                     | 7,500.00     |
| I0088334   | 36221           |                                     | 27,250.27    |
| 53005      | 10/21/2016      | AMERIPRIDE 197                      | 563.14       |
| 2300705192 | 35842           |                                     | 172.75       |
| 2300716875 | 35701           |                                     | 24.74        |
| 2300717480 | 35701           |                                     | 34.61        |
| 2300717521 | 35701           |                                     | 15.86        |
| 2300717631 | 33559           |                                     | 6.16         |
| 2300717634 | 33559           |                                     | 35.87        |
| 2300717642 | 33559           |                                     | 138.30       |
| 2300717654 | 33559           |                                     | 64.53        |
| 2300717749 | 33559           |                                     | 70.32        |
| 53006      | 10/21/2016      | ANDRITZ SEPARATION INC 222          | 2,772.87     |
| 8480067533 | 35900           |                                     | 2,772.87     |
| 53007      | 10/21/2016      | BERGKAMP INC 454                    | 74.23        |

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|---------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------|--------------------------------------------------------|
| 23875                                                         | 33255                                                            |                                     | 74.23                                                  |
| 53008<br>W/E 10/18/16                                         | 10/21/2016<br>33397                                              | BLUE CROSS BLUE SHIELD INC 528      | 143,869.74                                             |
| 53009<br>183527                                               | 10/21/2016<br>34244                                              | BOBS JANITORIAL SERVICE & SUPP 539  | 1,167.00                                               |
| 53010<br>998166 1                                             | 10/21/2016<br>33258                                              | BOETTCHEER SUPPLY INC 543           | 16.12                                                  |
| 53011<br>001038829                                            | 10/21/2016<br>33233                                              | C & C PRODUCE 7788                  | 591.00                                                 |
| 53012<br>20214595                                             | 10/21/2016<br>33268                                              | C&M TIRE 1183                       | 16.13                                                  |
| 53013<br>91927289                                             | 10/21/2016<br>35687                                              | CHEMTRADE CHEMCIALS 1864            | 3,296.16                                               |
| 53014<br>19681                                                | 10/21/2016<br>36443                                              | CHRYSLIS SOFTWARE INC 10053         | 16,650.00                                              |
| 53015<br>3970<br>4030<br>4033<br>4035<br>4036<br>4037         | 10/21/2016<br>33436<br>33483<br>35599<br>33822<br>33778<br>33436 | COLLECTION BUREAU 1023              | 150.91<br>106.22<br>20.50<br>944.80<br>107.34<br>60.00 |
| 53016<br>16116017                                             | 10/21/2016<br>33841                                              | COLUMBIA CAPITAL MANAGEMENT LL 1038 | 4,000.00                                               |
| 53017<br>8795 537317                                          | 10/21/2016<br>33673                                              | CONSOLIDATED ELECTRICAL 6778        | 72.16                                                  |
| 53018<br>132251                                               | 10/21/2016<br>36623                                              | COPY CENTER OF TOPEKA 1107          | 321.50                                                 |
| 53019<br>98950                                                | 10/21/2016<br>34936                                              | CUT N EDGE INC 5919                 | 394.00                                                 |
| 53020<br>0816492488<br>0916493004<br>0916493533<br>0916494802 | 10/21/2016<br>33238<br>33238<br>33238<br>33238                   | DILLONS COMPANY 2918                | 24.10<br>29.52<br>4.79<br>25.28                        |
| 53021<br>1639513                                              | 10/21/2016<br>33381                                              | ELECTRONICS SUPPLY CO INC 1505      | 873.85                                                 |
| 53022<br>36537<br>36538                                       | 10/21/2016<br>36490<br>36490                                     | EMBROIDERY PLUS 1522                | 203.60<br>578.75                                       |
| 53023<br>CO2170468                                            | 10/21/2016<br>35689                                              | ETHANOL PRODUCTS LLC 9576           | 1,801.08                                               |
| 53024<br>902805465<br>902812432                               | 10/21/2016<br>33441<br>33441                                     | EVOQUA WATER TECHNOLOGIES LLC 9245  | 11,355.00<br>7,080.00                                  |

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| 53025       | 10/21/2016      | EXPRESS SERVICES INC 9622            | <b>7,465.21</b> |
| 17849837 4  | 34739           |                                      | 306.36          |
| 17873890 2  | 36125           |                                      | 669.28          |
| 17909303 4  | 34739           |                                      | 740.37          |
| 17909305 9  | 35841           |                                      | 445.76          |
| 17909308 3  | 34739           |                                      | 1,002.96        |
| 17909312 5  | 34635           |                                      | 3,698.88        |
| 17909314 1  | 36125           |                                      | 601.60          |
| 53026       | 10/21/2016      | FOLEY INDUSTRIES INC 1734            | <b>4,472.06</b> |
| PS200064307 | 33273           |                                      | 96.14           |
| SS240009055 | 33273           |                                      | 4,375.92        |
| 53027       | 10/21/2016      | FORENSIC PSYCHOLOGY ASSOCIATES 10189 | <b>4,050.00</b> |
| 1229        | 34690           |                                      | 2,025.00        |
| 1235        | 34690           |                                      | 2,025.00        |
| 53028       | 10/21/2016      | G COOPERS INC 1100                   | <b>5,826.00</b> |
| 36835       | 36345           |                                      | 5,826.00        |
| 53029       | 10/21/2016      | GALLS INC 1829                       | <b>72.48</b>    |
| 006145874   | 34968           |                                      | 72.48           |
| 53030       | 10/21/2016      | HAMM INC 6576                        | <b>3,044.35</b> |
| 127859      | 35706           |                                      | 3,044.35        |
| 53031       | 10/21/2016      | HENRY OUTDOOR POWER LLC 8004         | <b>2,770.50</b> |
| 0923        | 34878           |                                      | 50.00           |
| 0926        | 34788           |                                      | 1,097.50        |
| 0927        | 34848           |                                      | 333.00          |
| 0929        | 34812           |                                      | 170.00          |
| 0930        | 34811           |                                      | 555.00          |
| 0931        | 34992           |                                      | 145.00          |
| 0932        | 35230           |                                      | 150.00          |
| 0934        | 34878           |                                      | 50.00           |
| 0935        | 34999           |                                      | 40.00           |
| 0936        | 34996           |                                      | 180.00          |
| 53032       | 10/21/2016      | HERNLY ENVIRONMENTAL INC 9487        | <b>225.00</b>   |
| 687         | 36520           |                                      | 225.00          |
| 53033       | 10/21/2016      | INNOVATIVE BUSINESS CONCEPTS 8226    | <b>33.00</b>    |
| 311         | 33513           |                                      | 33.00           |
| 53034       | 10/21/2016      | JC EHRLICH COMPANY INC 9677          | <b>627.00</b>   |
| 30983563    | 33897           |                                      | 10.00           |
| 30983564    | 33897           |                                      | 50.00           |
| 30983565    | 33897           |                                      | 50.00           |
| 30983566    | 33897           |                                      | 19.00           |
| 30983567    | 33897           |                                      | 19.00           |
| 30983568    | 33897           |                                      | 10.00           |
| 30983569    | 33897           |                                      | 10.00           |
| 30983570    | 33897           |                                      | 10.00           |
| 30983571    | 33897           |                                      | 10.00           |
| 30983572    | 33897           |                                      | 10.00           |
| 30983573    | 33897           |                                      | 10.00           |
| 30983574    | 33897           |                                      | 10.00           |
| 30983575    | 33897           |                                      | 10.00           |
| 30983576    | 33897           |                                      | 10.00           |
| 30983577    | 33897           |                                      | 10.00           |
| 30983578    | 33897           |                                      | 10.00           |
| 30983579    | 33897           |                                      | 10.00           |

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| 30983580         | 33897           |                                | 10.00            |
| 30983581         | 33897           |                                | 7.00             |
| 30983582         | 33897           |                                | 7.00             |
| 30983583         | 33897           |                                | 7.00             |
| 30983584         | 33897           |                                | 7.00             |
| 30983585         | 33897           |                                | 7.00             |
| 30983586         | 33897           |                                | 7.00             |
| 30983587         | 33897           |                                | 7.00             |
| 30983588         | 33897           |                                | 7.00             |
| 30983589         | 33897           |                                | 7.00             |
| 30983590         | 33897           |                                | 7.00             |
| 30983591         | 33897           |                                | 7.00             |
| 30983592         | 33897           |                                | 7.00             |
| 30983593         | 33897           |                                | 7.00             |
| 30983594         | 33897           |                                | 7.00             |
| 30983595         | 33897           |                                | 10.50            |
| 30983596         | 33897           |                                | 10.50            |
| 30983597         | 33897           |                                | 10.50            |
| 30983598         | 33897           |                                | 10.50            |
| 30983599         | 33897           |                                | 10.50            |
| 30983600         | 33897           |                                | 10.50            |
| 30983601         | 33897           |                                | 10.50            |
| 30983602         | 33897           |                                | 10.50            |
| 30983603         | 33897           |                                | 10.50            |
| 30983604         | 33897           |                                | 10.50            |
| 30983605         | 33897           |                                | 10.50            |
| 30983606         | 33897           |                                | 10.50            |
| 30983607         | 33897           |                                | 10.50            |
| 30983608         | 33897           |                                | 10.50            |
| 30983609         | 33897           |                                | 10.50            |
| 30983610         | 33897           |                                | 10.50            |
| 30983611         | 33897           |                                | 10.50            |
| 30983612         | 33897           |                                | 10.50            |
| 30983613         | 33897           |                                | 10.50            |
| 30983614         | 33897           |                                | 10.50            |
| 30983615         | 33897           |                                | 10.50            |
| 30983616         | 33897           |                                | 10.50            |
| 30983617         | 33897           |                                | 10.00            |
| 30983618         | 33897           |                                | 10.00            |
| 53035            | 10/21/2016      | KAN EQUIPMENT INC              | 2621             |
| 6 224956         | 33288           |                                | 471.64           |
|                  |                 |                                | <b>471.64</b>    |
| 53036            | 10/21/2016      | KANSAS BUREAU OF INVESTIGATION | 2647             |
| 36648 DNA 1/1-3. | 36648           |                                | 16,983.66        |
| 36648 DNA 4/1-6. | 36648           |                                | 16,983.66        |
| 36648 DNA 7/1-9. | 36648           |                                | 19,814.27        |
|                  |                 |                                | <b>53,781.59</b> |
| 53037            | 10/21/2016      | KANSAS GAS SERVICE             | 2707             |
| 51000034314520   |                 | 620 MADISON - COMMONS .14%     | 0.11             |
| 51000034314520   |                 | 620 MADISON - HOLLIDAY ROOM 5. | 4.33             |
| 51000034314520   |                 | 620 MADISON - WELLNESS CLINIC  | 2.57             |
| 51000034314520   |                 | 620 MADISON - TPD INTERNAL AFF | 1.15             |
| 51000034314520   |                 | 620 MADISON - WATER 3.6%       | 2.83             |
| 51000034314520   |                 | 620 MADISON - HND 14.6%        | 11.48            |
| 51000034314520   |                 | 620 MADISON - IT 5.3%          | 4.17             |
| 51000034314520   |                 | 620 MADISON - TSG 5.6%         | 4.40             |
| 51000034314520   |                 | 620 MADISON - PARKING 3.12%    | 2.45             |
| 51000034314520   |                 | 620 MADISON - ENG 18.8%        | 14.79            |
| 51000034314520   |                 | 620 MADISON - CODE 4.9%        | 3.85             |
| 51000034314520   |                 | 620 MADISON - DSD PERMIT 6.45% | 5.07             |
| 51000034314520   |                 | 620 MADISON - DSD INSPECTION 6 | 5.07             |
| 51000034314520   |                 | 620 MADISON - TPD EMER COMM 2. | 2.30             |

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| 51000034314520 |                 | 620 MADISON - FIRE INS 2.52%   | 1.98         |
| 51000034314520 |                 | 620 MADISON - PW ADMIN 4.07%   | 3.20         |
| 51000034314520 |                 | 620 MADISON - PLANNING 11.3%   | 8.90         |
| 51001191514520 |                 | 504 NW WINTER                  | 48.53        |
| 51001708814474 |                 | 1200 NE DIVISION               | 41.41        |
| 51007832216467 |                 | 1115 NE POPLAR                 | 281.04       |
| 51007832216467 |                 | 1115 NE POPLAR                 | 515.84       |
| 51011344914474 |                 | 2816 SW 29TH                   | 31.26        |
| 51013629514474 |                 | 324 SE JEFFERSON ACA           | 46.41        |
| 51014508715501 |                 | 2521 SE 2ND ST                 | 34.37        |
| 51014508716424 |                 | 2200 SW CENTRAL PRK            | 40.70        |
| 51018419516294 |                 | 6305 SW 9TH                    | 40.70        |
| 51020266714474 |                 | 927 NW HARRISON - TRAFFIC      | 47.24        |
| 51020418414475 |                 | 5961 SW 10TH                   | 31.26        |
| 51020900114474 |                 | 1115 NE POPLAR                 | 42.84        |
| 51023202614474 |                 | 318 SE JEFFERSON #3            | 67.80        |
| 51026676414474 |                 | 312 SE JEFFERSON FIRE ADMIN 54 | 25.43        |
| 51026676414474 |                 | 312 SE JEFFERSON FLEET 46%     | 21.67        |
| 51029659016010 |                 | 2101 SW URISH #12              | 79.85        |
| 51029919914474 |                 | 1215 SW OAKLEY #7              | 72.75        |
| 51030363914521 |                 | 320 S KANSAS AVE CHIEF OFF 3.0 | 5.29         |
| 51030363914521 |                 | 320 S KANSAS AVE EXEC SRV 1.0  | 1.76         |
| 51030363914521 |                 | 320 S KANSAS AVE TRAIN 1.0%    | 1.76         |
| 51030363914521 |                 | 320 S KANSAS AVE ADULT CRIME 7 | 12.35        |
| 51030363914521 |                 | 320 S KANSAS AVE CRIME SCENE 1 | 1.76         |
| 51030363914521 |                 | 320 S KANSAS AVE FIELD OPS 26. | 46.41        |
| 51030363914521 |                 | 320 S KANSAS AVE COMM POLICE 2 | 3.53         |
| 51030363914521 |                 | 320 S KANSAS AVE SCHOOL RES 2. | 3.53         |
| 51030363914521 |                 | 320 S KANSAS AVE MOTORCYCLE UN | 1.76         |
| 51030363914521 |                 | 320 S KANSAS AVE ANIMAL CONTRO | 5.29         |
| 51030363914521 |                 | 320 S KANSAS AVE REC/PROP 6.0% | 10.58        |
| 51030363914521 |                 | 320 S KANSAS AVE PD IT .32%    | 0.56         |
| 51030363914521 |                 | 320 S KANSAS AVE NARC 3.0%     | 5.29         |
| 51030363914521 |                 | 320 S KANSAS AVE BIKE UNIT 1.0 | 1.76         |
| 51030363914521 |                 | 320 S KANSAS AVE CANINE UNIT 2 | 3.53         |
| 51030363914521 |                 | 320 S KANSAS AVE - FLEET 8.44% | 14.89        |
| 51030363914521 |                 | 320 S KANSAS AVE - CORONER 4.0 | 7.06         |
| 51030363914521 |                 | 320 S KANSAS AVE - SHERIFF 27. | 49.28        |
| 51031823814474 |                 | 934 NE QUINCY #1               | 45.68        |
| 51036856214474 |                 | 2010 SW 37TH #10               | 74.87        |
| 51040018714474 |                 | 1600 NW BUTTON                 | 343.94       |
| 51040186315501 |                 | 500 NE STRAIT                  | 31.26        |
| 51042095514474 |                 | 1419 NE SEWARD #6              | 44.18        |
| 51044161414474 |                 | 201 NW TOPEKA-STREET 47.8%     | 35.98        |
| 51044161414474 |                 | 201 NW TOPEKA-FLEET 25.1%      | 18.90        |
| 51044161414474 |                 | 201 NW TOPEKA-FORESTRY 22.4%   | 16.86        |
| 51044161414474 |                 | 201 NW TOPEKA-FACILITIES 4.7%  | 3.54         |
| 51045578114474 |                 | 2521 SE 2ND ST                 | 33.58        |
| 51046426414475 |                 | 545 NE LAKE                    | 31.26        |
| 51051368914474 |                 | 2000 NW 17TH #11               | 76.30        |
| 51053899415667 |                 | 1901 SW WESTERN                | 31.26        |
| 51058991414474 |                 | 3245 NW WATERWORKS             | 122.45       |
| 51059103214474 |                 | 813 SW CLAY #4                 | 54.24        |
| 51060942714236 |                 | 215 SE 7TH - COMMONS 2.69%     | 5.84         |
| 51060942714236 |                 | 215 SE 7TH - CONTRACTS 1.95%   | 4.24         |
| 51060942714236 |                 | 215 SE 7TH - IT/ERP 7.32%      | 15.90        |
| 51060942714236 |                 | 215 SE 7TH - FACILITIES .20%   | 0.43         |
| 51060942714236 |                 | 215 SE 7TH - TPAC 60%          | 130.34       |
| 51060942714236 |                 | 215 SE 7TH - COURT 5.6%        | 12.17        |
| 51060942714236 |                 | 215 SE 7TH - CREDIT UNION 1.2% | 2.61         |
| 51060942714236 |                 | 215 SE 7TH - CITY CLERK 1.6%   | 3.48         |
| 51060942714236 |                 | 215 SE 7TH - HR/WEELLNESS 4.7% | 10.21        |
| 51060942714236 |                 | 215 SE 7TH - PROSECUTION 1.86% | 4.04         |
| 51060942714236 |                 | 215 SE 7TH - PROBATION 2.4%    | 5.21         |

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| 51060942714236 |                 | 215 SE 7TH - COUNCIL OFFICE 1. | 2.39         |
| 51060942714236 |                 | 215 SE 7TH - CITY4 .86%        | 1.87         |
| 51060942714236 |                 | 215 SE 7TH - LEGAL 1.3%        | 2.82         |
| 51060942714236 |                 | 215 SE 7TH - LEGAL SPEC LIABIL | 2.82         |
| 51060942714236 |                 | 215 SE 7TH - MAYOR .82%        | 1.78         |
| 51060942714236 |                 | 215 SE 7TH - CITY MGR 1.3%     | 2.82         |
| 51060942714236 |                 | 215 SE 7TH - FINANCE 3.80%     | 8.27         |
| 51061145114474 |                 | 701 SW GAGE                    | 71.90        |
| 51061145114474 |                 | 823 SW GAGE ZOO                | 73.60        |
| 51061145114474 |                 | 821 SW GAGE                    | 70.22        |
| 51061145114474 |                 | 635 SW GAGE #C ZOO             | 71.90        |
| 51061145114474 |                 | 635 SW GAGE #B-B ZOO           | 71.90        |
| 51061145114474 |                 | 4200 SW 6TH BIG GAGE           | 83.70        |
| 51061145114474 |                 | 815 SW GAGE APES               | 78.65        |
| 51061145114474 |                 | 639 SW GAGE RAINFOREST         | 154.48       |
| 51061145120239 |                 | 635 SW GAGE #QUAR - ZOO        | 32.80        |
| 51061403614474 |                 | 2447 SE 29TH #9                | 72.03        |
| 51066777514474 |                 | 720 SW 21ST #5                 | 77.03        |
| 51071373414474 |                 | 2700 SW FAIRLAWN #8            | 84.86        |
| 51071699416020 |                 | 1215 SW 38TH                   | 32.01        |
| 51073291014474 |                 | 1901 SW WESTERN - WATER        | 82.01        |
| 51073565515665 |                 | 619 SE RICE RD #2              | 91.98        |
| 53038          | 10/21/2016      | KANSAS PERSONNEL SERVICES INC  | 2849         |
| 3040484        | 36581           |                                | 580.00       |
| 3040486        | 33661           |                                | 106.40       |
| 3040489        | 33472           |                                | 296.86       |
| 3040560        | 36439           |                                | 376.72       |
| 3040561        | 33661           |                                | 422.28       |
| 3040562        | 34456           |                                | 612.00       |
| 3040563        | 33409           |                                | 4,018.28     |
| 3040564        | 33472           |                                | 293.37       |
| 3040565        | 33567           |                                | 439.32       |
| 53039          | 10/21/2016      | KCR INTERNATIONAL TRUCKS INC   | 1347         |
| 130113475      | 33269           |                                | 4.81         |
| 130113501      | 33269           |                                | 197.65       |
| 130113541      | 33269           |                                | 63.27        |
| 130113565      | 33269           |                                | 90.50        |
| CM130113565    | 33269           |                                | -60.42       |
| 53040          | 10/21/2016      | KEY WORKFORCE SOLUTIONS INC    | 9879         |
| 3040480        | 35505           |                                | 870.00       |
| 3040553        | 33577           |                                | 498.80       |
| 3040554        | 33428           |                                | 652.50       |
| 3040555        | 35505           |                                | 870.00       |
| 53041          | 10/21/2016      | LIGHTHOUSE CONTRACTING INC     | 3061         |
| 1808 P         | 36467           |                                | 6,398.00     |
| 3P MINN        | 34649           |                                | 4,000.00     |
| 53042          | 10/21/2016      | LP S EXCAVATING INC            | 3125         |
| 2016133        | 36074           |                                | 16,500.73    |
| 53043          | 10/21/2016      | LT TRUCKING & TRENCHING INC    | 3126         |
| 2010           | 36635           |                                | 1,000.00     |
| 2011           | 36076           |                                | 2,990.00     |
| 53044          | 10/21/2016      | MARK A BELL                    | 1024         |
| 17056          | 33266           |                                | 1,591.44     |
| 53045          | 10/21/2016      | MATHER FLARE RENTAL INC        | 5791         |
| 3662           | 33429           |                                | 1,280.72     |

**7,145.23**

**295.81**

**2,891.30**

**10,398.00**

**16,500.73**

**3,990.00**

**1,591.44**

**26,318.14**



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| 3663          | 33429           |                                | 2,865.40     |            |
| 3667          | 33429           |                                | 3,070.24     |            |
| 3668          | 33429           |                                | 464.64       |            |
| 3669          | 33429           |                                | 2,117.06     |            |
| 3670          | 33429           |                                | 589.60       |            |
| 3671          | 33429           |                                | 937.60       |            |
| 3672          | 33429           |                                | 1,202.04     |            |
| 3673          | 33429           |                                | 2,263.20     |            |
| 3710          | 33539           |                                | 285.00       |            |
| 3715          | 33429           |                                | 281.60       |            |
| 3716          | 33539           |                                | 520.00       |            |
| 3719          | 33429           |                                | 980.00       |            |
| 3720          | 33539           |                                | 3,525.00     |            |
| 3721          | 33539           |                                | 20.00        |            |
| 3723          | 33197           |                                | 217.60       |            |
| 3724          | 33429           |                                | 863.36       |            |
| 3725          | 33539           |                                | 375.00       |            |
| 3729          | 33197           |                                | 2,091.00     |            |
| 3730          | 33429           |                                | 171.36       |            |
| 3734          | 33539           |                                | 220.00       |            |
| 3735          | 33539           |                                | 180.36       |            |
| 3738          | 33429           |                                | 1,492.96     |            |
| 3739          | 33429           |                                | 304.40       |            |
|               |                 |                                |              |            |
| 53046         | 10/21/2016      | MATHESON TRI-GAS INC           | 7179         | 628.05     |
| 51053270      | 33208           |                                |              | 160.20     |
| 51053271      | 33208           |                                |              | 55.20      |
| 51053272      | 33208           |                                |              | 41.40      |
| 51053274      | 33372           |                                |              | 50.85      |
| 51053277      | 33419           |                                |              | 240.30     |
| 51053278      | 33419           |                                |              | 80.10      |
|               |                 |                                |              |            |
| 53047         | 10/21/2016      | MEDTRAK SERVICES LLC           | 3330         | 113,184.15 |
| 214336        | 33777           |                                |              | 70,079.97  |
| 214589        | 33777           |                                |              | 42,629.74  |
| 214590        | 33777           |                                |              | 474.44     |
|               |                 |                                |              |            |
| 53048         | 10/21/2016      | NEENAH FOUNDRY COMPANY INC     | 3648         | 24,900.00  |
| 190242        | 35968           |                                |              | 24,900.00  |
|               |                 |                                |              |            |
| 53049         | 10/21/2016      | NOMAD GLOBAL COMMUNICATION     | 10472        | 99,316.95  |
| 12607         | 35987           |                                |              | 99,316.95  |
|               |                 |                                |              |            |
| 53050         | 10/21/2016      | NPS SALES INC                  | 8330         | 19.50      |
| L61554        | 35820           |                                |              | 19.50      |
|               |                 |                                |              |            |
| 53051         | 10/21/2016      | OMEGA DOOR AND HARDWARE        | 3747         | 839.77     |
| 056180        | 33733           |                                |              | 540.72     |
| 056787        | 33733           |                                |              | 299.05     |
|               |                 |                                |              |            |
| 53052         | 10/21/2016      | OPTIV SECURITY INC             | 1700         | 19,626.03  |
| INV 100035006 | 36487           |                                |              | 50.84      |
| INV100034962  | 36481           |                                |              | 19,575.19  |
|               |                 |                                |              |            |
| 53053         | 10/21/2016      | PROFESSIONAL FIRE ALARM SYSTEM | 4019         | 360.00     |
| 11511 0725    | 36561           |                                |              | 360.00     |
|               |                 |                                |              |            |
| 53054         | 10/21/2016      | PROTECTION 1 ALARM MONITORING  | 6532         | 1,529.32   |
| 112119751     | 33885           |                                |              | 237.06     |
| 112258989     | PROTECTION 1    |                                |              | 1,292.26   |
|               |                 |                                |              |            |
| 53055         | 10/21/2016      | R & R VENTURES OF TOPEKA INC   | 4065         | 2,304.00   |
| 2016 21       | 33747           |                                |              | 2,304.00   |

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| 53056          | 10/21/2016      | R E PEDROTTI COMPANY 4067          | 19,525.40    |
| 00054465 TOKSE | 33662           |                                    | 100.00       |
| 00054493 TOKSV | 32932           |                                    | 19,425.40    |
| 53057          | 10/21/2016      | REIN, LINNEA S 4166                | 540.50       |
| 276952         | 33503           |                                    | 30.00        |
| 276953         | 33503           |                                    | 55.00        |
| 276955         | 33503           |                                    | 28.50        |
| 588593         | 33503           |                                    | 37.00        |
| 588595         | 33503           |                                    | 60.00        |
| 588596         | 33503           |                                    | 30.00        |
| 588597         | 33503           |                                    | 300.00       |
| 53058          | 10/21/2016      | ROBERTS, WAYNE J 10153             | 9,392.00     |
| 106            | 35793           |                                    | 9,392.00     |
| 53059          | 10/21/2016      | SARIK LLC 9207                     | 3,688.19     |
| 2895           | 34873           |                                    | 768.90       |
| 2902           | 34873           |                                    | 927.77       |
| 2905           | 34873           |                                    | 1,991.52     |
| 53060          | 10/21/2016      | SCHMIDT, BECK & BOYD 8999          | 16,413.94    |
| 2026           | 32055           |                                    | 16,413.94    |
| 53061          | 10/21/2016      | SOUND PRODUCTS INC 4663            | 47.96        |
| 3190125 IN     | 33833           |                                    | 47.96        |
| 53062          | 10/21/2016      | SOUTHERN UNIFORM & EQUIPMENT 4672  | 955.80       |
| 39240          | 36259           |                                    | 46.05        |
| 39241          | 36259           |                                    | 791.25       |
| 39414          | 36259           |                                    | 118.50       |
| 53063          | 10/21/2016      | STAPLES CONTRACT N COMMERCIAL 4725 | 1,048.64     |
| 3315782871     | 36462           |                                    | 31.34        |
| 3315930593     | 36376           |                                    | 6.07         |
| 3315930607     | 36376           |                                    | 4.55         |
| 3315930620     | 36455           |                                    | 122.40       |
| 3315930621     | 36456           |                                    | 40.21        |
| 3315930624     | 36462           |                                    | 29.71        |
| 3316146684     | 36388           |                                    | 287.82       |
| 3316146685     | 36388           |                                    | 53.22        |
| 3316146686     | 36462           |                                    | 0.64         |
| 3316146687     | 36484           |                                    | 73.97        |
| 3316146688     | 36485           |                                    | 83.54        |
| 3316146689     | 36486           |                                    | 410.47       |
| 3316146690     | 36500           |                                    | 4.36         |
| 3316450226     | 36500           |                                    | 36.84        |
| 3317883994     | 36486           |                                    | -136.50      |
| 53064          | 10/21/2016      | SUNGARD PUBLIC SECTOR INC 4820     | 1,299.23     |
| 126834         | 33427           |                                    | 1,299.23     |
| 53065          | 10/21/2016      | THE TERMINIX INTERNATIONAL 10096   | 203.98       |
| 21243679       | 33231           |                                    | 203.98       |
| 53066          | 10/21/2016      | TRAFFIC CONTROL CORPORATION 8892   | 800.00       |
| 93648          | 36127           |                                    | 800.00       |
| 53067          | 10/21/2016      | TRUCK PARTS & EQUIPMENT INC 5102   | 1,000.24     |
| 429094         | 33310           |                                    | 110.08       |
| 429095         | 33310           |                                    | 30.43        |

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| 429096          | 33310           |                                    | -80.27           |
| 429269          | 33310           |                                    | 940.00           |
| 53068           | 10/21/2016      | U S LIME COMPANY - ST CLAIR 5117   | <b>15,373.69</b> |
| 159522          | 35739           |                                    | 3,738.50         |
| 159552          | 35739           |                                    | 3,898.92         |
| 159570          | 35739           |                                    | 3,879.48         |
| 159593          | 35739           |                                    | 3,856.79         |
| 53069           | 10/21/2016      | UMB BANK NA 5127                   | <b>50,965.15</b> |
| PCARD10142016   |                 |                                    | 48,234.32        |
| PCARD10182016   |                 |                                    | 2,730.83         |
| 53070           | 10/21/2016      | VETERINARY MEDICAL & SURGICAL 5222 | <b>417.24</b>    |
| 97367           | 33626           |                                    | 417.24           |
| 53071           | 10/21/2016      | WALKER TOWEL & UNIFORM 5266        | <b>76.25</b>     |
| 2195095         | 33218           |                                    | 12.45            |
| 2195104         | 33374           |                                    | 32.25            |
| 2195702         | 33218           |                                    | 7.65             |
| 2195703         | 33218           |                                    | 23.90            |
| 53072           | 10/21/2016      | WATER MOVERS INC 9950              | <b>603.00</b>    |
| 9001027712      | 32466           |                                    | 603.00           |
| 53073           | 10/21/2016      | TAGS LLC 9036                      | <b>659.50</b>    |
| FIN101-1016     |                 | ESF Deposit & 1st Month Rent 2     | 659.50           |
| 53074           | 10/21/2016      | VALEO BEHAVIORAL HEALTH CARE 5187  | <b>539.80</b>    |
| 33614 QTR 3 201 | 33614           |                                    | 539.80           |
| 53075           | 10/21/2016      | ACE ELECTRIC JONES COMPANY INC 35  | <b>9,306.31</b>  |
| 3471            | 35208           |                                    | 774.00           |
| 3512            | 35208           |                                    | 234.00           |
| 3565            | 33728           |                                    | 8,298.31         |
| 53076           | 10/21/2016      | BERRY COMPANIES INC 5408           | <b>191.42</b>    |
| 06160723        | 33314           |                                    | 156.84           |
| 06160850        | 33314           |                                    | 34.58            |
| 53077           | 10/21/2016      | BETTIS ASPHALT & CONSTRUCTION 470  | <b>551.47</b>    |
| 1609 142        | 34847           |                                    | 551.47           |
| 53078           | 10/21/2016      | BORDER STATES INDUSTRIES INC 9824  | <b>59.22</b>     |
| S5464672 001    | 33417           |                                    | 34.04            |
| S5465795 001    | 33417           |                                    | 25.18            |
| 53079           | 10/21/2016      | CAPITAL CITY OIL CO INC 778        | <b>19,378.24</b> |
| 1059367         | 33333           |                                    | 207.00           |
| 1059728         | 33331           |                                    | 18,679.75        |
| FJ585           | 36645           |                                    | 491.49           |
| 53080           | 10/21/2016      | FLU-CON INC 1729                   | <b>146.78</b>    |
| P 20071 0       | 33272           |                                    | 70.79            |
| P 20101 0       | 33272           |                                    | 75.99            |
| 53081           | 10/21/2016      | GRAYBAR 1977                       | <b>551.37</b>    |
| 987718437       | 33246           |                                    | 551.37           |
| 53082           | 10/21/2016      | HD SUPPLY WATERWORKS LTD 2146      | <b>2,863.80</b>  |
| F979365         | 36077           |                                    | 2,863.80         |

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| 53083           | 10/21/2016      | KRIZ DAVIS COMPANY 2916             | 355.26       |
| S101417618 001  | 33415           |                                     |              |
| 53084           | 10/21/2016      | NORTHEAST KANSAS HYDRAULICS IN 3705 | 237.50       |
| 30680           | 33299           |                                     |              |
| 53085           | 10/21/2016      | OLDCASTLE PRECAST INC 3739          | 613.36       |
| 120035839       | 33476           |                                     |              |
| 53086           | 10/21/2016      | SALISBURY SUPPLY COMPANY INC 4352   | 361.58       |
| 93362           | 33565           |                                     | 64.44        |
| 93385           | 33302           |                                     | 57.20        |
| 93405           | 33540           |                                     | 18.76        |
| 93548           | 33565           |                                     | 53.05        |
| 93725           | 33540           |                                     | 168.13       |
| 53087           | 10/21/2016      | SCHMIDTLEIN EXCAVATING INC 4406     | 190,809.19   |
| 16124 02        | 35727           |                                     |              |
| 53088           | 10/21/2016      | TFM COMM INC 4914                   | 650.00       |
| 183683          | 36567           |                                     |              |
| 53089           | 10/21/2016      | TOPEKA BLUE PRINT INC 5015          | 332.75       |
| 167372          | 33919           |                                     | 68.40        |
| 167680          | 33584           |                                     | 205.00       |
| 168124          | 33919           |                                     | 59.35        |
| 53090           | 10/28/2016      | COOK & ASSOCIATES LLC 10126         | 9,660.00     |
| 44766 2016      | CONTRACT        |                                     |              |
| 53091           | 10/28/2016      | DERNOVISH, DARIAN 10562             | 62.50        |
| 36671 SEPT 2016 | 36671           |                                     |              |
| 53092           | 10/28/2016      | DUNBAR, DANIEL ALAN 10561           | 462.50       |
| 36670 SEPT 2016 | 36670           |                                     |              |
| 53093           | 10/28/2016      | HENSON HUTTON MUDRICK & 2199        | 6,962.00     |
| 33813           | 36403           |                                     | 6,162.00     |
| 33814           | 36678           |                                     | 487.50       |
| 33883           | 36663           |                                     | 312.50       |
| 53094           | 10/28/2016      | KNUTZEN, THOMAS E 10563             | 75.00        |
| 36672 SEPT 2016 | 36672           |                                     |              |
| 53095           | 10/28/2016      | WHITNEY B DAMRON PA 5418            | 1,035.71     |
| 33615 SEP 2016  | 33615           |                                     |              |
| 53096           | 10/28/2016      | FEIGHNY, MARY M 7706                | 78.34        |
| 42657.4851      |                 | OVERLAND PARK KS 10/7/16            |              |
| 53097           | 10/28/2016      | 4R CONSTRUCTION COMPANY LLC 10254   | 17,015.84    |
| 000 232         | 36290           |                                     | 6,615.84     |
| 000 234         | 36099           |                                     | 10,400.00    |
| 53098           | 10/28/2016      | AAA CLUB ALLIANCE INC 10251         | 1,155.00     |
| 244070          | 34546           |                                     | 38.50        |
| 286355          | 34546           |                                     | 38.50        |
| 286444          | 34556           |                                     | 38.50        |
| 286589          | 34556           |                                     | 38.50        |
| 286592          | 34556           |                                     | 38.50        |
| 289534          | 34556           |                                     | 38.50        |
| 289536          | 34546           |                                     | 38.50        |

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| 289935     | 34546           |                                     | 38.50        |
| 293117     | 34556           |                                     | 38.50        |
| 293124     | 34556           |                                     | 38.50        |
| 293159     | 34556           |                                     | 38.50        |
| 293160     | 34546           |                                     | 38.50        |
| 293162     | 34556           |                                     | 38.50        |
| 293202     | 34546           |                                     | 38.50        |
| 293207     | 34556           |                                     | 38.50        |
| 293209     | 34556           |                                     | 38.50        |
| 293210     | 34556           |                                     | 38.50        |
| 293211     | 34556           |                                     | 38.50        |
| 293212     | 34556           |                                     | 38.50        |
| 293249     | 34546           |                                     | 38.50        |
| 293298     | 34546           |                                     | 38.50        |
| 293304     | 34556           |                                     | 38.50        |
| 293305     | 34556           |                                     | 38.50        |
| 293307     | 34556           |                                     | 38.50        |
| 293639     | 34556           |                                     | 38.50        |
| 293730     | 34556           |                                     | 38.50        |
| 293731     | 34556           |                                     | 38.50        |
| 293750     | 34556           |                                     | 38.50        |
| 293752     | 34546           |                                     | 38.50        |
| 293823     | 34556           |                                     | 38.50        |
|            |                 |                                     |              |
| 53099      | 10/28/2016      | ADVANCED ENVIRONMENTAL TESTING 8000 | 3,616.00     |
| 1953       | 36398           |                                     | 1,569.00     |
| 1954       | 36423           |                                     | 1,107.00     |
| 1964       | 33637           |                                     | 940.00       |
|            |                 |                                     |              |
| 53100      | 10/28/2016      | ALEXANDER OPEN SYSTEMS 112          | 915.78       |
| I0088803   | 36480           |                                     |              |
|            |                 |                                     |              |
| 53101      | 10/28/2016      | AMERICAN MESSAGING SERVICES 5814    | 124.75       |
| F1050996QJ | 33400           |                                     |              |
|            |                 |                                     |              |
| 53102      | 10/28/2016      | AMERIPRIDE 197                      | 1,369.71     |
| 2300707558 | 35842           |                                     | 159.15       |
| 2300709988 | 35842           |                                     | 163.36       |
| 2300712658 | 35842           |                                     | 162.96       |
| 2300714970 | 35842           |                                     | 162.96       |
| 2300717475 | 35842           |                                     | 162.96       |
| 2300719418 | 35701           |                                     | 29.71        |
| 2300719933 | 33559           |                                     | 75.98        |
| 2300720144 | 35842           |                                     | 178.51       |
| 2300720148 | 35701           |                                     | 37.42        |
| 2300720203 | 35701           |                                     | 17.13        |
| 2300720246 | 33559           |                                     | 6.65         |
| 2300720249 | 33559           |                                     | 38.75        |
| 2300720252 | 33559           |                                     | 156.82       |
| 2300720256 | 33559           |                                     | 69.67        |
| 2310040136 | 35842           |                                     | -15.55       |
| 2310040159 | 33559           |                                     | -18.52       |
| 2310040160 | 33559           |                                     | -5.14        |
| 2310040161 | 33559           |                                     | -5.66        |
| 2310040162 | 35701           |                                     | -1.27        |
| 2310040163 | 33559           |                                     | -0.49        |
| 2310040164 | 33559           |                                     | -2.88        |
| 2310040165 | 35701           |                                     | -2.81        |
|            |                 |                                     |              |
| 53103      | 10/28/2016      | ARMSTRONG CONSTRUCTION 255          | 2,000.00     |
| 3075       | 36587           |                                     | 2,000.00     |
|            |                 |                                     |              |
| 53104      | 10/28/2016      | BARTLETT & WEST ENGINEERS 391       | 243,936.65   |

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|--------------|-----------------|-------------------------------------|--------------|
| 730058286    | 35339           |                                     | 8,070.00     |
| 730058434    | 31654           |                                     | 18,900.00    |
| 730058436    | 31654           |                                     | 14,869.44    |
| 730058508    | 35339           |                                     | 2,400.00     |
| 730058548    | 34475           |                                     | 142.00       |
| 730058551    | 36210           |                                     | 710.00       |
| 730058552    | 36207           |                                     | 1,700.00     |
| 730058564    | 29826           |                                     | 8,800.00     |
| 730058635    | 24381           |                                     | 29,037.48    |
| 730058638    | 27680           |                                     | 26,019.42    |
| 730058651    | 34248           |                                     | 6,908.04     |
| 730058652    | 35798           |                                     | 23,995.98    |
| 730058653    | 32656           |                                     | 41,330.67    |
| 730058672    | 36280           |                                     | 61,053.62    |
| 53105        | 10/28/2016      | BENEFITFOCUS 8410                   | 2,562.00     |
| 14144        | 33643           |                                     | 2,562.00     |
| 53106        | 10/28/2016      | BLUE CROSS BLUE SHIELD INC 528      | 97,090.81    |
| W/E 10/25/16 | 33397           |                                     | 97,090.81    |
| 53107        | 10/28/2016      | C & C PRODUCE 7788                  | 596.00       |
| 001041613    | 33233           |                                     | 596.00       |
| 53108        | 10/28/2016      | C&M TIRE 1183                       | 675.72       |
| 20214353     | 33268           |                                     | 675.72       |
| 53109        | 10/28/2016      | CENTURY BUSINESS TECHNOLOGIES 870   | 2,407.69     |
| 427333       | 33174           |                                     | 0.71         |
| 427334       | 33174           |                                     | 288.74       |
| 427950       | 33174           |                                     | 1,558.24     |
| 428876       | 33174           |                                     | 560.00       |
| 53110        | 10/28/2016      | CHEMTRADE CHEMCIALS 1864            | 3,204.78     |
| 91934576     | 35687           |                                     | 3,204.78     |
| 53111        | 10/28/2016      | COLLECTION BUREAU 1023              | 8,219.97     |
| 4029         | 33203           |                                     | 6,220.14     |
| 4031         | 33749           |                                     | 1,999.83     |
| 53112        | 10/28/2016      | COMMUNITY RESOURCES COUNCIL 1056    | 14,500.00    |
| 34035 3      | 34035           | CONTRACT 45453                      | 14,500.00    |
| 53113        | 10/28/2016      | CONCRETE SUPPLY OF TOPEKA 1066      | 384.00       |
| 129174       | 33204           |                                     | 384.00       |
| 53114        | 10/28/2016      | CONSOLIDATED ELECTRICAL 6778        | 75.06        |
| 8795 537560  | 33673           |                                     | 33.48        |
| 8795 537640  | 33673           |                                     | 41.58        |
| 53115        | 10/28/2016      | COOK FLATT & STROBEL ENGINEERS 1089 | 6,897.02     |
| 36362        | 35754           |                                     | 4,410.00     |
| 36373        | 31030           |                                     | 2,487.02     |
| 53116        | 10/28/2016      | CORNERSTONE OF TOPEKA INC 1116      | 26,216.51    |
| 13928        | 34451           |                                     | 26,216.51    |
| 53117        | 10/28/2016      | DELL FINANCIAL SERVICES LP 1320     | 50,935.04    |
| 78692795     | 28246           |                                     | 18,283.18    |
| 78692796     | 24437           |                                     | 32,651.86    |
| 53118        | 10/28/2016      | ED ROEHR SAFETY PRODUCTS 1484       | 15.00        |

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| 454426          | 36260           |                                      | 15.00        |
| 53119           | 10/28/2016      | ELECTRONICS SUPPLY CO INC 1505       | 976.21       |
| 1640427         | 33381           |                                      | 665.70       |
| 1640428         | 33381           |                                      | 310.51       |
| 53120           | 10/28/2016      | EMBROIDERY PLUS 1522                 | 586.64       |
| 36582           | 33817           |                                      | 546.00       |
| 36594           | 33817           |                                      | 40.64        |
| 53121           | 10/28/2016      | ETHANOL PRODUCTS LLC 9576            | 1,742.99     |
| CO2170996       | 35689           |                                      | 1,742.99     |
| 53122           | 10/28/2016      | EVOQUA WATER TECHNOLOGIES LLC 9245   | 1,250.00     |
| 902815762       | 33441           |                                      | 1,250.00     |
| 53123           | 10/28/2016      | EXELON CORPORATION 8898              | 1,616.17     |
| 0035695545      | CONSTELLATION   |                                      | 1,616.17     |
| 53124           | 10/28/2016      | EXPRESS SERVICES INC 9622            | 7,961.20     |
| 17873888 6      | 36681           |                                      | 570.40       |
| 17909310 9      | 36681           |                                      | 570.40       |
| 17926892 5      | 34739           |                                      | 451.03       |
| 17926894 1      | 35841           |                                      | 515.41       |
| 17926896 6      | 34739           |                                      | 1,110.92     |
| 17926898 2      | 36681           |                                      | 570.40       |
| 17926900 6      | 34635           |                                      | 3,744.00     |
| 17926902 2      | 36125           |                                      | 428.64       |
| 53125           | 10/28/2016      | FALLEY, LAWRENCE J 9945              | 42.76        |
| 33906 C#26585 1 | 33906           |                                      | 42.76        |
| 53126           | 10/28/2016      | FLEETMATICS USA LLC 8154             | 420.00       |
| IN1398547       | 35487           |                                      | 420.00       |
| 53127           | 10/28/2016      | FORENSIC PSYCHOLOGY ASSOCIATES 10189 | 240.00       |
| 1257            | 33692           |                                      | 240.00       |
| 53128           | 10/28/2016      | GARDA CL SOUTHWEST INC 1839          | 742.50       |
| 10242717        | 33684           |                                      | 742.50       |
| 53129           | 10/28/2016      | GATES ELECTRIC 1850                  | 318.00       |
| 8039            | 35766           |                                      | 318.00       |
| 53130           | 10/28/2016      | GO BLUE LLC 7071                     | 2,374.40     |
| 2015 2717       | 33830           |                                      | 2,374.40     |
| 53131           | 10/28/2016      | HAMM INC 6576                        | 3,115.42     |
| 128663          | 35706           |                                      | 2,264.97     |
| 128664          | 35706           |                                      | 850.45       |
| 53132           | 10/28/2016      | HARRIS & SONS ENTERPRISES INC 7996   | 8,845.25     |
| 419             | 36143           |                                      | 2,615.25     |
| 422             | 36254           |                                      | 6,230.00     |
| 53133           | 10/28/2016      | HELPING HANDS HUMANE SOCIETY I 2183  | 25,635.91    |
| 44141 2016      | CONTRACT        |                                      | 25,635.91    |
| 53134           | 10/28/2016      | HENRY OUTDOOR POWER LLC 8004         | 4,553.00     |
| 0928            | 34849           |                                      | 84.00        |
| 0937            | 34788           |                                      | 1,097.50     |
| 0938            | 34848           |                                      | 333.00       |

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| 0939           | 34849           |                                    | 84.00        |
| 0940           | 34812           |                                    | 170.00       |
| 0941           | 34811           |                                    | 555.00       |
| 0942           | 34992           |                                    | 145.00       |
| 0943           | 34991           |                                    | 65.00        |
| 0945           | 34999           |                                    | 40.00        |
| 0946           | 34996           |                                    | 180.00       |
| 0947           | 34788           |                                    | 1,097.50     |
| 0948           | 34848           |                                    | 333.00       |
| 0949           | 34849           |                                    | 84.00        |
| 0954           | 34991           |                                    | 65.00        |
| 0956           | 34999           |                                    | 40.00        |
| 0957           | 34996           |                                    | 180.00       |
| 53135          | 10/28/2016      | IMPACT MARKETING GROUP INC 10052   | 2,500.00     |
| 35849 4        | 35849           |                                    | 2,500.00     |
| 53136          | 10/28/2016      | INNOVATIVE BUSINESS CONCEPTS 8226  | 1,263.52     |
| 41849 2016     | CONTRACT        |                                    | 1,263.52     |
| 53137          | 10/28/2016      | JC EHRLICH COMPANY INC 9677        | 26.00        |
| 30987606       | 33897           |                                    | 26.00        |
| 53138          | 10/28/2016      | KAN EQUIPMENT INC 2621             | 200.96       |
| 6 225106       | 33288           |                                    | 189.57       |
| 6 225236       | 33288           |                                    | 11.39        |
| 53139          | 10/28/2016      | KANSAS PERSONNEL SERVICES INC 2849 | 6,768.35     |
| 3040639        | 36581           |                                    | 522.00       |
| 3040640        | 36439           |                                    | 585.20       |
| 3040641        | 33661           |                                    | 425.60       |
| 3040642        | 34456           |                                    | 657.90       |
| 3040643        | 33409           |                                    | 3,768.27     |
| 3040644        | 33472           |                                    | 296.86       |
| 3040645        | 33567           |                                    | 512.52       |
| 53140          | 10/28/2016      | KANSAS STATE TREASURER 2757        | 28,066.04    |
| SEPTEMBER 2016 | DE              |                                    | 28,066.04    |
| 53141          | 10/28/2016      | KCR INTERNATIONAL TRUCKS INC 1347  | 520.15       |
| 130113721      | 33269           |                                    | 19.86        |
| 130113750      | 33269           |                                    | 382.76       |
| 130113750X1    | 33269           |                                    | 117.53       |
| 53142          | 10/28/2016      | KEY WORKFORCE SOLUTIONS INC 9879   | 1,653.00     |
| 3040634        | 33428           |                                    | 783.00       |
| 3040635        | 35505           |                                    | 870.00       |
| 53143          | 10/28/2016      | LANGUAGE LINE SERVICES INC 2967    | 115.50       |
| 3919592        | 34745           |                                    | 115.50       |
| 53144          | 10/28/2016      | LAWYERS TITLE OF TOPEKA INC 3002   | 3,102.77     |
| 16143          | 33636           |                                    | 250.00       |
| 16238          | 33636           |                                    | 250.00       |
| 16256          | 33636           |                                    | 250.00       |
| 16287          | 33636           |                                    | 250.00       |
| 36614 0 SE NOR | 36614           |                                    | 2,102.77     |
| 53145          | 10/28/2016      | LEAGUE OF KANSAS 3010              | 830.00       |
| 16 2829        | 36650           |                                    | 20.00        |
| 16 2856        | 36657           |                                    | 260.00       |
| 200000810      | 36654           |                                    | 275.00       |
| 200000811      | 36654           |                                    | 275.00       |



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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 53146<br>2512MINF<br>GIRARD2                                                                                                                                                                                                                                      | 10/28/2016<br>34649<br>35296                                                                                                                                                 | LIGHTHOUSE CONTRACTING INC<br>3061    | 7,335.00<br>2,810.00<br>4,525.00                                                                                                                                            |
| 53147<br>2012                                                                                                                                                                                                                                                     | 10/28/2016<br>36248                                                                                                                                                          | LT TRUCKING & TRENCHING INC<br>3126   | 33,542.60<br>33,542.60                                                                                                                                                      |
| 53148<br>2015 735                                                                                                                                                                                                                                                 | 10/28/2016<br>36094                                                                                                                                                          | MOORE PLUMBING INC<br>3506            | 4,400.00<br>4,400.00                                                                                                                                                        |
| 53149<br>056599<br>056603                                                                                                                                                                                                                                         | 10/28/2016<br>36675<br>36674                                                                                                                                                 | OMEGA DOOR AND HARDWARE<br>3747       | 1,647.84<br>519.72<br>1,128.12                                                                                                                                              |
| 53150<br>1660013316                                                                                                                                                                                                                                               | 10/28/2016<br>33466                                                                                                                                                          | PACE ANALYTICAL SERVICES<br>3794      | 369.00<br>369.00                                                                                                                                                            |
| 53151<br>514003<br>514007                                                                                                                                                                                                                                         | 10/28/2016<br>15649<br>35091                                                                                                                                                 | PROFESSIONAL ENGINEERING<br>4018      | 24,868.84<br>21,506.89<br>3,361.95                                                                                                                                          |
| 53152<br>2916<br>2917<br>2918                                                                                                                                                                                                                                     | 10/28/2016<br>34873<br>34874<br>34873                                                                                                                                        | SARIK LLC<br>9207                     | 3,266.73<br>768.90<br>976.38<br>1,521.45                                                                                                                                    |
| 53153<br>34577 AUG 2016                                                                                                                                                                                                                                           | 10/28/2016<br>34577                                                                                                                                                          | SHAWNEE COUNTY<br>4503                | 66,488.96<br>66,488.96                                                                                                                                                      |
| 53154<br>3315671948<br>3317018788<br>3317018795<br>3317018796<br>3317018799<br>3317018802<br>3317018804<br>3317330876<br>3317330877<br>3317396643<br>3317396644<br>3317396645<br>3317396646<br>3317396647<br>3317470927<br>3317470928<br>3317470929<br>3317470930 | 10/28/2016<br>36405<br>36376<br>36432<br>36500<br>36518<br>36524<br>36524<br>36525<br>36529<br>36444<br>36485<br>36486<br>36549<br>36550<br>36486<br>36550<br>36559<br>36560 | STAPLES CONTRACT N COMMERCIAL<br>4725 | 1,162.81<br>163.08<br>45.12<br>11.39<br>167.09<br>203.97<br>88.76<br>3.32<br>86.46<br>50.04<br>71.10<br>26.58<br>17.04<br>3.78<br>41.46<br>49.58<br>13.05<br>90.79<br>30.20 |
| 53155<br>35885 1                                                                                                                                                                                                                                                  | 10/28/2016<br>35885                                                                                                                                                          | SUNFLOWER PAVING INC<br>4815          | 66,938.10<br>66,938.10                                                                                                                                                      |
| 53156<br>422468                                                                                                                                                                                                                                                   | 10/28/2016<br>33357                                                                                                                                                          | SUPERIOR SIGNALS INC<br>6761          | 656.00<br>656.00                                                                                                                                                            |
| 53157<br>123 1053583<br>123 1053587<br>123 1053588<br>123 1053594<br>123 1053596                                                                                                                                                                                  | 10/28/2016<br>33361<br>33327<br>33327<br>33327<br>33327                                                                                                                      | THE GOODYEAR TIRE & RUBBER CO<br>9375 | 6,700.59<br>1,430.55<br>136.01<br>408.51<br>1,553.44<br>39.92                                                                                                               |

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| 123 1053613            | 33327           |                                    | 2,793.36     |
| 123 1053621            | 33327           |                                    | 115.58       |
| 123 1053630            | 33327           |                                    | 223.22       |
| 53158                  | 10/28/2016      | THE TERMINIX INTERNATIONAL 10096   | 340.00       |
| 21246238               | 33231           |                                    | 203.98       |
| 21246506               | 33206           |                                    | 45.34        |
| 21246515               | 33206           |                                    | 45.34        |
| 21246768               | 33206           |                                    | 45.34        |
| 53159                  | 10/28/2016      | U S LIME COMPANY - ST CLAIR 5117   | 15,295.88    |
| 159623                 | 35739           |                                    | 3,847.06     |
| 159642                 | 35739           |                                    | 3,795.21     |
| 159712                 | 35739           |                                    | 3,847.06     |
| 159719                 | 35739           |                                    | 3,806.55     |
| 53160                  | 10/28/2016      | UMB BANK NA 5127                   | 93,440.55    |
| PCARD10212016          |                 |                                    | 93,440.55    |
| 53161                  | 10/28/2016      | VANDERBILT'S NO 6 5199             | 169.99       |
| 394568                 | 36421           |                                    | 169.99       |
| 53162                  | 10/28/2016      | VICTOR L PHILLIPS COMPANY INC 5225 | 2,018.12     |
| WT35864                | 33312           |                                    | 464.91       |
| WT35869                | 33312           |                                    | 1,553.21     |
| 53163                  | 10/28/2016      | WALKER TOWEL & UNIFORM 5266        | 130.40       |
| 2198118                | 33218           |                                    | 12.45        |
| 2198730                | 33218           |                                    | 7.65         |
| 2198731                | 33218           |                                    | 23.90        |
| 2198735                | 33557           |                                    | 8.00         |
| 2199385                | 33557           |                                    | 16.90        |
| 2199386                | 33557           |                                    | 2.40         |
| 2199387                | 33557           |                                    | 27.70        |
| 2199388                | 33557           |                                    | 4.80         |
| 2199389                | 33557           |                                    | 15.00        |
| 2199390                | 33557           |                                    | 11.60        |
| 53164                  | 10/28/2016      | WATER MOVERS INC 9950              | 603.00       |
| 9000877552             | 32466           |                                    | 603.00       |
| 53165                  | 10/28/2016      | WILDCAT CONCRETE SERVICES INC 5437 | 18,990.90    |
| 14034 02 FINAL         | 31762           |                                    | 18,990.90    |
| 53166                  | 10/28/2016      | WILLIS OF GREATER KANSAS INC 5472  | 6,000.00     |
| 1535420                | 36350           |                                    | 6,000.00     |
| 53167                  | 10/28/2016      | DELAPP, PATRICK 1315               | 633.00       |
| ROW105-1016            |                 | ESF Past Due Rent 2016Payment      | 633.00       |
| 53168                  | 10/28/2016      | AMERICAN HERITAGE LIFE 147         | 2,566.94     |
| ADJ-SHREVE J ( PARYOLL |                 |                                    | 11.70        |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 578.39       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 320.99       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 106.63       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 160.90       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 211.17       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 25.36        |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 274.45       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 214.97       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 174.69       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 429.17       |
| SD551610281532         |                 | SHORT TERM DISABILITY EE AT        | 58.52        |

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| 53169           | 10/28/2016      | CITY OF TOPEKA FRIENDSHIP FUND 948 | 303.50       |
| FR101610281532  |                 | Friendship Fund                    | 48.00        |
| FR101610281532  |                 | Friendship Fund                    | 19.00        |
| FR101610281532  |                 | Friendship Fund                    | 31.00        |
| FR101610281532  |                 | Friendship Fund                    | 16.00        |
| FR101610281532  |                 | Friendship Fund                    | 4.00         |
| FR101610281532  |                 | Friendship Fund                    | 8.00         |
| FR101610281532  |                 | Friendship Fund                    | 4.00         |
| FR101610281532  |                 | Friendship Fund                    | 12.00        |
| FR101610281532  |                 | Friendship Fund                    | 21.00        |
| FR101610281532  |                 | Friendship Fund                    | 94.50        |
| FR101610281532  |                 | Friendship Fund                    | 40.00        |
| FR101610281532  |                 | Friendship Fund                    | 6.00         |
| 53170           | 10/28/2016      | COLONIAL LIFE & ACCIDENT 8789      | 7,127.50     |
| 10/14/16 PAYROI | PAYROLL         |                                    | 3,577.10     |
| 10/28/16 PAYROI | PAYROLL         |                                    | 3,526.74     |
| ADJ-ROUSE OC    | PAYROLL         |                                    | 23.66        |
| 53171           | 10/28/2016      | INTERNATIONAL ASSOCIATION OF 2424  | 7,316.64     |
| ADMIN FEE 10/28 | PAYROLL         |                                    | -13.62       |
| UNI11610281532  |                 | Union Dues - IAFF                  | 7,330.26     |
| 53172           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 228.92       |
| 00000007416102  |                 | Child Support - Amt                | 228.92       |
| 53173           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 163.43       |
| 00000008616102  |                 | Child Support - Amt                | 163.43       |
| 53174           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 442.15       |
| 00000011916102  |                 | Child Support - Amt                | 442.15       |
| 53175           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 320.92       |
| 00000014516102  |                 | Child Support - Amt                | 320.92       |
| 53176           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 183.69       |
| 00000020416102  |                 | Child Support - Amt                | 183.69       |
| 53177           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 991.11       |
| 00000022216102  |                 | Child Support - Amt                | 991.11       |
| 53178           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 53.08        |
| 00000024216102  |                 | Child Support - Amt                | 53.08        |
| 53179           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 112.15       |
| 00000031616102  |                 | Child Support - Amt                | 112.15       |
| 53180           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 259.85       |
| 00000032416102  |                 | Child Support - Amt                | 259.85       |
| 53181           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 277.38       |
| 00000034016102  |                 | Child Support - Amt                | 277.38       |
| 53182           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 498.46       |
| 00000034316102  |                 | Child Support - Amt                | 498.46       |
| 53183           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 184.15       |
| 00000034516102  |                 | Child Support - Amt                | 184.15       |
| 53184           | 10/28/2016      | KANSAS PAYMENT CENTER 2732         | 183.29       |
| 00000034816102  |                 | Child Support - Amt                | 183.29       |

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| 53185<br>00000038016102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>25.15  | <b>25.15</b>        |
| 53186<br>00000038516102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>368.88 | <b>368.88</b>       |
| 53187<br>00000041716102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>144.46 | <b>144.46</b>       |
| 53188<br>00000044716102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>185.13 | <b>185.13</b>       |
| 53189<br>00000049016102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>230.77 | <b>230.77</b>       |
| 53190<br>00000064116102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>267.69 | <b>267.69</b>       |
| 53191<br>00000064116102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>323.08 | <b>323.08</b>       |
| 53192<br>00000066716102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>415.51 | <b>415.51</b>       |
| 53193<br>00000068216102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>346.15 | <b>346.15</b>       |
| 53194<br>00000070816102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>192.00 | <b>192.00</b>       |
| 53195<br>00000073216102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>121.88 | <b>121.88</b>       |
| 53196<br>00000075416102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>209.08 | <b>209.08</b>       |
| 53197<br>00000077916102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>230.77 | <b>230.77</b>       |
| 53198<br>00000078516102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>185.08 | <b>185.08</b>       |
| 53199<br>00000082716102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>256.15 | <b>256.15</b>       |
| 53200<br>00000086316102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>184.62 | <b>184.62</b>       |
| 53201<br>00000086616102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>443.08 | <b>443.08</b>       |
| 53202<br>00000091116102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>464.91 | <b>464.91</b>       |
| 53203<br>00000092416102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>147.23 | <b>147.23</b>       |
| 53204<br>00000093616102 | 10/28/2016             | KANSAS PAYMENT CENTER<br>Child Support - Amt | 2732<br>88.64  | <b>88.64</b>        |

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| Check No.      | Check Date/PO # | Vendor Name and Number     | Check Amount  |
|----------------|-----------------|----------------------------|---------------|
| 53205          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>304.15</b> |
| 00000095916102 |                 | Child Support - Amt        | 304.15        |
| 53206          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>487.38</b> |
| 00000098216102 |                 | Child Support - Amt        | 487.38        |
| 53207          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>144.51</b> |
| 00000101516102 |                 | Child Support - Amt        | 144.51        |
| 53208          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>124.15</b> |
| 00000102216102 |                 | Child Support - Amt        | 124.15        |
| 53209          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>182.77</b> |
| 00000104316102 |                 | Child Support - Amt        | 182.77        |
| 53210          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>153.69</b> |
| 00000109316102 |                 | Child Support - Amt        | 153.69        |
| 53211          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>71.08</b>  |
| 00000109716102 |                 | Child Support - Amt        | 71.08         |
| 53212          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>392.43</b> |
| 00000112916102 |                 | Child Support - Amt        | 392.43        |
| 53213          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>335.64</b> |
| 00000118116102 |                 | Child Support - Amt        | 335.64        |
| 53214          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>113.11</b> |
| 00000118916102 |                 | Child Support - Amt        | 113.11        |
| 53215          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>219.69</b> |
| 00000118916102 |                 | Child Support - Amt        | 219.69        |
| 53216          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>56.31</b>  |
| 00000120016102 |                 | Child Support - Amt        | 56.31         |
| 53217          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>183.23</b> |
| 00000147416102 |                 | Child Support - Amt        | 183.23        |
| 53218          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>369.23</b> |
| 00000197316102 |                 | Child Support - Amt        | 369.23        |
| 53219          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>384.46</b> |
| 00000197916102 |                 | Child Support - Amt        | 384.46        |
| 53220          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>115.38</b> |
| 00000215416102 |                 | Child Support - Amt        | 115.38        |
| 53221          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>160.62</b> |
| 00000219116102 |                 | Child Support - Amt        | 160.62        |
| 53222          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>412.62</b> |
| 00000225916102 |                 | Child Support - Amt        | 412.62        |
| 53223          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>180.46</b> |
| 00000233516102 |                 | Child Support - Amt        | 180.46        |
| 53224          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>66.92</b>  |
| 00000237916102 |                 | Child Support - Amt        | 66.92         |
| 53225          | 10/28/2016      | KANSAS PAYMENT CENTER 2732 | <b>99.37</b>  |

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|----------------|-----------------|-----------------------------------|--------------|
| 00000241016102 |                 | Child Support - Amt               | 99.37        |
| 53226          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 1,127.54     |
| 00000247616102 |                 | Child Support - Amt               | 1,127.54     |
| 53227          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 461.53       |
| 00000247816102 |                 | Child Support - Amt               | 461.53       |
| 53228          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 68.77        |
| 00000249316102 |                 | Child Support - Amt               | 68.77        |
| 53229          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 57.23        |
| 00000250316102 |                 | Child Support - Amt               | 57.23        |
| 53230          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 127.85       |
| 00000251516102 |                 | Child Support - Amt               | 127.85       |
| 53231          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 297.23       |
| 00000252916102 |                 | Child Support - Amt               | 297.23       |
| 53232          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 50.00        |
| 00000257816102 |                 | Child Support - Amt               | 50.00        |
| 53233          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 82.62        |
| 00000264216102 |                 | Child Support - Amt               | 82.62        |
| 53234          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 66.00        |
| 00000264216102 |                 | Child Support - Amt               | 66.00        |
| 53235          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 46.15        |
| 00000264216102 |                 | Child Support - Amt               | 46.15        |
| 53236          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 80.77        |
| 00000268916102 |                 | Child Support - Amt               | 80.77        |
| 53237          | 10/28/2016      | KANSAS PAYMENT CENTER 2732        | 143.08       |
| 00000268916102 |                 | Child Support - Amt               | 143.08       |
| 53238          | 10/28/2016      | NATIONAL GUARDIAN LIFE 5737       | 4,428.36     |
| VS201610281532 |                 | VISION EE PRE TAX                 | 459.99       |
| VS201610281532 |                 | VISION EE PRE TAX                 | 1,059.03     |
| VS201610281532 |                 | VISION EE PRE TAX                 | 190.89       |
| VS201610281532 |                 | VISION EE PRE TAX                 | 126.36       |
| VS201610281532 |                 | VISION EE PRE TAX                 | 154.17       |
| VS201610281532 |                 | VISION EE PRE TAX                 | 135.63       |
| VS201610281532 |                 | VISION EE PRE TAX                 | 57.51        |
| VS201610281532 |                 | VISION EE PRE TAX                 | 259.83       |
| VS201610281532 |                 | VISION EE PRE TAX                 | 229.95       |
| VS201610281532 |                 | VISION EE PRE TAX                 | 1,324.98     |
| VS201610281532 |                 | VISION EE PRE TAX                 | 368.01       |
| VS201610281532 |                 | VISION EE PRE TAX                 | 62.01        |
| 53239          | 10/28/2016      | UNITED WAY OF GREATER TOPEKA 5157 | 91.00        |
| UW10161028153  |                 | United Way                        | 27.00        |
| UW10161028153  |                 | United Way                        | 7.00         |
| UW10161028153  |                 | United Way                        | 1.00         |
| UW10161028153  |                 | United Way                        | 1.00         |
| UW10161028153  |                 | United Way                        | 6.00         |
| UW10161028153  |                 | United Way                        | 16.00        |
| UW10161028153  |                 | United Way                        | 12.00        |
| UW10161028153  |                 | United Way                        | 13.00        |
| UW10161028153  |                 | United Way                        | 8.00         |

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|-------------------------------------------------------|---------------------------------------|--------------------------------------|-------------------------------------------------------|
| 53240<br>06161206                                     | 10/28/2016<br>33314                   | BERRY COMPANIES INC<br>5408          | 397.85<br><b>397.85</b>                               |
| 53241<br>1609 166<br>1610 009                         | 10/28/2016<br>30774<br>35545          | BETTIS ASPHALT & CONSTRUCTION<br>470 | 422,031.53<br>136,394.80<br><b>558,426.33</b>         |
| 53242<br>S5463602 002<br>S5470567 001<br>S5470567 002 | 10/28/2016<br>33417<br>33417<br>33417 | BORDER STATES INDUSTRIES INC<br>9824 | 1,057.01<br>14.23<br>20.74<br><b>1,091.98</b>         |
| 53243<br>1060018<br>FK 402                            | 10/28/2016<br>33331<br>33331          | CAPITAL CITY OIL CO INC<br>778       | 15,961.68<br>699.90<br><b>16,661.58</b>               |
| 53244<br>507912<br>82445                              | 10/28/2016<br>33336<br>33336          | CHAMPION BRANDS LLC<br>883           | 811.70<br>-20.00<br><b>791.70</b>                     |
| 53245<br>8792 572004                                  | 10/28/2016<br>33564                   | CONSOLIDATED ELECTRICAL<br>4174      | 401.77<br><b>401.77</b>                               |
| 53246<br>12592<br>12597                               | 10/28/2016<br>36540<br>36585          | EMCON INC<br>1523                    | 9,477.00<br>4,875.00<br><b>14,352.00</b>              |
| 53247<br>6086808                                      | 10/28/2016<br>33475                   | FERGUSON ENTERPRISES INC<br>1639     | 292.50<br><b>292.50</b>                               |
| 53248<br>P 20226 0<br>P 20227 0<br>P 20292 0          | 10/28/2016<br>33272<br>33272<br>33272 | FLU-CON INC<br>1729                  | 9.40<br>19.34<br>320.92<br><b>349.66</b>              |
| 53249<br>079982                                       | 10/28/2016<br>33449                   | HD SUPPLY FACILITIES<br>5175         | 69.39<br><b>69.39</b>                                 |
| 53250<br>G135758<br>G223978<br>G246624                | 10/28/2016<br>36368<br>36315<br>36315 | HD SUPPLY WATERWORKS LTD<br>2146     | 2,057.33<br>6,886.33<br>11,727.45<br><b>20,671.11</b> |
| 53251<br>400623                                       | 10/28/2016<br>33375                   | HME INC<br>2261                      | 125.60<br><b>125.60</b>                               |
| 53252<br>SVC37540                                     | 10/28/2016<br>35508                   | MCELROY'S INC<br>3289                | 8,400.00<br><b>8,400.00</b>                           |
| 53253<br>120035878<br>120035916<br>120035917          | 10/28/2016<br>33476<br>33476<br>33476 | OLDCASTLE PRECAST INC<br>3739        | 613.36<br>613.36<br>613.36<br><b>1,840.08</b>         |
| 53254<br>94025<br>94486                               | 10/28/2016<br>33302<br>33540          | SALISBURY SUPPLY COMPANY INC<br>4352 | 2.64<br>208.88<br><b>211.52</b>                       |
| 53255<br>15128 13<br>16122 03                         | 10/28/2016<br>31386<br>35145          | SCHMIDTLEIN EXCAVATING INC<br>4406   | 249,773.42<br>151,017.01<br><b>400,790.43</b>         |

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| 53256                         | 10/28/2016      | TAZCO INC 4885                     | 11,201.15    |
| 3289                          | 36250           |                                    | 3,465.15     |
| 3290                          | 36269           |                                    | 7,736.00     |
| 53257                         | 10/28/2016      | TFM COMM INC 4914                  | 9,445.00     |
| 183276                        | 36464           |                                    | 8,129.00     |
| 183393                        | 36653           |                                    | 468.00       |
| 183522                        | 36464           |                                    | 468.00       |
| 183745                        | 33403           |                                    | 380.00       |
| 53258                         | 10/28/2016      | TOPEKA ELECTRIC MOTOR REPAIR 5025  | 11,535.95    |
| 43255                         | 33634           |                                    | 5,067.95     |
| 43353                         | 33634           |                                    | 6,468.00     |
| Total for Electronic Payments |                 |                                    | 8,639,502.37 |
| <b>Need to Define MNL</b>     |                 |                                    |              |
| 283                           | 10/07/2016      | GREAT WEST LIFE & ANNUITY 9755     | 58,151.81    |
| 638608758                     | PAYROLL         |                                    | 58,151.81    |
| 284                           | 10/07/2016      | DEPT OF TREASURY 9805              | 534,855.89   |
| PAYROLL 9/30/16               | PAYROLL         |                                    | 534,855.89   |
| 285                           | 10/07/2016      | KANSAS DEPT OF REVENUE 9806        | 93,358.94    |
| PAYROLL 9/30/16               | PAYROLL         |                                    | 93,358.94    |
| 286                           | 10/07/2016      | KPERS 9818                         | 565,529.32   |
| PAYROLL-KPER:                 | PAYROLL         |                                    | 164,680.45   |
| PAYROLL-KPF 9                 | PAYROLL         |                                    | 400,848.87   |
| 287                           | 10/14/2016      | KPERS 9818                         | 791.72       |
| PAYROLL-WAR                   | PAYROLL         |                                    | 791.72       |
| 288                           | 10/21/2016      | ASI DAILY EMPLOYEE PAYMENTS 9872   | 10,477.89    |
| W/E 10/7/16                   | ACH DEBT        |                                    | 4,262.24     |
| W/E 9/30/16                   | ACH DEBT        |                                    | 6,215.65     |
| 289                           | 10/21/2016      | GREAT WEST LIFE & ANNUITY 9755     | 81,821.93    |
| 640300902                     | PAYROLL         |                                    | 81,821.93    |
| 290                           | 10/21/2016      | TRANSFIRST HOLDINGS INC 9923       | 40,289.88    |
| CC FEE SEPT 20                | ACH DEBT        |                                    | 40,289.88    |
| 291                           | 10/21/2016      | CORVEL HEALTHCARE CORPORATION 8818 | 54,799.96    |
| W/E 10/7/16                   | ACH DEBT        |                                    | 33,915.31    |
| W/E 9/30/16                   | ACH DEBT        |                                    | 20,884.65    |
| 292                           | 10/21/2016      | DEPT OF TREASURY 9805              | 507,228.20   |
| PAYROLL 10/14/                | PAYROLL         |                                    | 507,228.20   |
| 293                           | 10/21/2016      | KANSAS DEPT OF REVENUE 9806        | 87,822.68    |
| PAYROLL 10/14/                | PAYROLL         |                                    | 87,822.68    |
| 294                           | 10/21/2016      | KPERS 9818                         | 566,727.63   |
| PAYROLL-KPER:                 | PAYROLL         |                                    | 166,813.82   |
| PAYROLL-KPF 1                 | PAYROLL         |                                    | 399,913.81   |
| Total for Need to Define MNL  |                 |                                    | 2,601,855.85 |
| <b>Need to Define PPD</b>     |                 |                                    |              |
| 6070                          | 10/07/2016      | CLEMONS, TED PAUL 9985             | 83.76        |
| 42646.4397                    |                 | KANSAS CITY KS 9/26-28/16 ICMA     | 83.76        |



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| 6071<br>42592.6853<br>42641.3687 | 10/07/2016      | HAYDEN-ORTEGA, KRISTYN<br>ADV-SAN DIEGO CA 9/8-9/13<br>RCN-SANDIEGO CA 9/8-9/13 2016 | 2134<br>-156.80<br>182.12 |
| 6072<br>42641.4448               | 10/07/2016      | KAUFFMAN, BRANDON<br>KANSAS CITY KS 9/26-28/16 ICMA                                  | 9476<br>261.28            |
| 6073<br>42646.4413               | 10/07/2016      | LEE, NICOLE<br>KANSAS CITY KS 9/26-28/16 ICMA                                        | 9502<br>143.52            |
| 6074<br>42621.3966               | 10/07/2016      | GANIEANY JR, LUTHER L<br>ADV-SAN DIEGO CA 10/13-19/16                                | 7783<br>448.00            |
| 6075<br>42646.4083               | 10/07/2016      | PADILLA, DANIEL L<br>EE-MILEAGE 9/01/16-9/29/16                                      | 10480<br>106.92           |
| 6076<br>42640.3878               | 10/07/2016      | PINKLEY, LISA G<br>SALINA KS 9/21-23/16                                              | 3939<br>79.05             |
| 6077<br>42642.6394               | 10/07/2016      | ROHLF, NINA M<br>SALINA KS 9/21-23/16                                                | 10554<br>79.05            |
| 6078<br>42629.4742               | 10/07/2016      | WILCOX, MISHELLE<br>EE-HRA FOOD ITEMS                                                | 5436<br>9.81              |
| 6079<br>42640.4914               | 10/07/2016      | WOLFE, PHIL<br>EE-MILEAGE 5/1-9/30/16                                                | 5518<br>48.82             |
| 6080<br>42547.5745<br>42637.5226 | 10/14/2016      | CHRISTIAN, DEREK C<br>EE-MILEAGE 4/1-6/30/16<br>EE-MILEAGE 7/1-9/6/16                | 10548<br>25.92<br>93.64   |
| 6081<br>42620.5127               | 10/14/2016      | CLARK, COREY R<br>EE-AB CLASS DL 9/28/16                                             | 10533<br>29.73            |
| 6082<br>42608.3300               | 10/14/2016      | EVANS, DUSTIN<br>EE-CLASS 7/1/16 ONLINE                                              | 7948<br>40.00             |
| 6084<br>42647.3977               | 10/14/2016      | MANN, TRAVIS<br>EE-SAFETY BOOTS-KAPE                                                 | 10579<br>110.14           |
| 6085<br>42634.3049               | 10/14/2016      | MONTALVO, HOWARD<br>EE-FOP BOOT REIMBURSEMENT                                        | 6339<br>131.05            |
| 6086<br>42627.5114               | 10/14/2016      | PEEK, JASON MATTHEW<br>MINNEAPOLIS MN 8/26 - 8/31/16                                 | 10395<br>366.44           |
| 6087<br>42648.5338               | 10/14/2016      | RICE JR, PRENTISS<br>EE-AB CLASS DL 9/28/16                                          | 9608<br>35.88             |
| 6088<br>42639.3993               | 10/14/2016      | SIMPSON, SHANNA B<br>ADV-WACO TEXAS 10/17-19/16                                      | 9313<br>103.25            |
| 6089<br>42637.5232               | 10/14/2016      | SINGLETON, BLAKE<br>EE-MILEAGE 7/1-9/30/16                                           | 10326<br>23.98            |
| 6090<br>42641.4329               | 10/14/2016      | SKRZYPEK, STEVENSON<br>EE-AB CLASS DL 9/28/16                                        | 4597<br>35.00             |
| 6091                             | 10/14/2016      | THOMPSON, ADAM                                                                       | 10532                     |

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| 42620.5117                       |                     | EE-AB CLASS DL 9/28/16                                                            | 29.00                    |
| 6092<br>34274 2                  | 10/21/2016<br>34274 | KARY, ADAM J<br>8265                                                              | 775.00                   |
| 6093<br>34322 1                  | 10/21/2016<br>34322 | ANDREW T LANGDON<br>6234                                                          | 99.00                    |
| 6094<br>33996 2                  | 10/21/2016<br>33996 | BERG, JEREMY R<br>452                                                             | 416.12                   |
| 6095<br>34054 3                  | 10/21/2016<br>34054 | BIGGS, GERALD K<br>6257                                                           | 95.08                    |
| 6096<br>36618 1                  | 10/21/2016<br>36618 | CHAPMAN, BRIAN LEE<br>10550                                                       | 510.40                   |
| 6097<br>34063 1                  | 10/21/2016<br>34063 | CHILD, DEREK D<br>9461                                                            | 800.00                   |
| 6098<br>34081 1                  | 10/21/2016<br>34081 | CROSS, JENNIFER A<br>1184                                                         | 800.00                   |
| 6099<br>34082 1                  | 10/21/2016<br>34082 | CROSS, MICHAEL P<br>1185                                                          | 800.00                   |
| 6100<br>34088 1                  | 10/21/2016<br>34088 | DARR, ANTHONY T<br>6208                                                           | 797.61                   |
| 6101<br>34053 1                  | 10/21/2016<br>34053 | CAMPBELL, DARREN D<br>6232                                                        | 165.61                   |
| 6102<br>34125 2                  | 10/21/2016<br>34125 | DEUTSCH, JASON E<br>1339                                                          | 199.00                   |
| 6103<br>34140 3                  | 10/21/2016<br>34140 | EVANS, AMANDA RAEANN<br>10223                                                     | 409.78                   |
| 6104<br>34171 2                  | 10/21/2016<br>34171 | FALLEY, JANENE K<br>1611                                                          | 112.34                   |
| 6105<br>42635.6438<br>42653.4004 | 10/21/2016          | FISH, DAVID E<br>WASHINGTON DC 9/12-14/16<br>MANHATTAN KS 10/6-7/16               | 1689<br>252.64<br>95.12  |
| 6106<br>42636.4380               | 10/21/2016          | GALLEGO, JOHN R<br>EE-METER READER WALKING SHOES                                  | 10547<br>49.10           |
| 6107<br>42653.4701<br>42653.4912 | 10/21/2016          | GERBER, DOUGLAS EUGENE<br>EE-MILEAGE LOG 802-10/9/16<br>KANSAS CITY MO 9/25-28/16 | 9621<br>176.69<br>538.10 |
| 6108<br>34089 1                  | 10/21/2016<br>34089 | GONZALES, JOHN<br>6227                                                            | 275.00                   |
| 6109<br>42647.4569               | 10/21/2016          | HAUGEN, MICHAEL<br>BALTIMORE MD 9/27-10/1/16                                      | 6345<br>1,006.17         |
| 6110<br>34221 2                  | 10/21/2016<br>34221 | IAMS, KERRIE<br>2374                                                              | 246.32                   |

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|--------------------|---------------------|-----------------------------------------------------------|-------------------------|
| 6111<br>42657.5875 | 10/21/2016          | COLSON, JIM<br>EE-LUNCH W/RUSSELL & BROWN 8801            | 40.29<br><b>40.29</b>   |
| 6112<br>34401 3    | 10/21/2016<br>34401 | JOHN A TRIMBLE 6230                                       | 146.30<br><b>146.30</b> |
| 6113<br>42646.3719 | 10/21/2016          | JOHNSON, RYAN<br>EE-ELECTRICAL CEU COURSE 10551           | 80.00<br><b>80.00</b>   |
| 6114<br>34339 1    | 10/21/2016<br>34339 | MILLER, JOSHUA W 8272                                     | 800.00<br><b>800.00</b> |
| 6117<br>34402 1    | 10/21/2016<br>34402 | VANDONGE, KURTIS 7956                                     | 800.00<br><b>800.00</b> |
| 6118<br>34090 1    | 10/21/2016<br>34090 | LOUIS A CORTEZ 6237                                       | 122.95<br><b>122.95</b> |
| 6119<br>34336 2    | 10/21/2016<br>34336 | MUNOZ, MARK 8267                                          | 126.76<br><b>126.76</b> |
| 6120<br>34298 1    | 10/21/2016<br>34298 | MCGINLEY, SHANE L 3295                                    | 900.00<br><b>900.00</b> |
| 6121<br>34299 3    | 10/21/2016<br>34299 | MCLAUGHLIN, PATRICK M 3311                                | 121.72<br><b>121.72</b> |
| 6122<br>42536.6385 | 10/21/2016          | MILLER, JOHN R<br>EE-ANCHOR & BOLT-PROJECTOR 10534        | 12.69<br><b>12.69</b>   |
| 6123<br>34302 2    | 10/21/2016<br>34302 | MINK, GRANT H 3462                                        | 40.00<br><b>40.00</b>   |
| 6124<br>34327 2    | 10/21/2016<br>34327 | PALMBERG, BRADEN K 6269                                   | 449.63<br><b>449.63</b> |
| 6125<br>34323 1    | 10/21/2016<br>34323 | PATRICK S LADD 6245                                       | 67.84<br><b>67.84</b>   |
| 6126<br>34308 2    | 10/21/2016<br>34308 | PING, DONNA 3936                                          | 192.20<br><b>192.20</b> |
| 6127<br>42649.5449 | 10/21/2016          | ROBERTSON, LISA M<br>SAN DIEGO CA 9/28-10/2/16 IMLA 10238 | 380.54<br><b>380.54</b> |
| 6128<br>42654.5594 | 10/21/2016          | ROST, RACHAEL<br>WICHITA KS 10/5-7/16 9672                | 79.65<br><b>79.65</b>   |
| 6129<br>34315 1    | 10/21/2016<br>34315 | ROTH JR, STEPHEN H 6194                                   | 800.00<br><b>800.00</b> |
| 6130<br>34405 3    | 10/21/2016<br>34405 | SCOTT, JAMES DARIN 6299                                   | 18.85<br><b>18.85</b>   |
| 6131<br>42655.5951 | 10/21/2016          | SCROGGINS, CARLTON O<br>EE-BIKE VOLS PIZZA LUNCH 4447     | 200.28<br><b>200.28</b> |
| 6132<br>34376 2    | 10/21/2016<br>34376 | SIMMONS, ROBERT W 4570                                    | 432.26<br><b>432.26</b> |
| 6133               | 10/21/2016          | STAHL, ALAN 10507                                         | <b>240.30</b>           |

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| Check No.     | Check Date/PO # | Vendor Name and Number       | Check Amount |
|---------------|-----------------|------------------------------|--------------|
| 42597.6563    |                 | INDIANAPOLIS IN 4/21-23/16   | 132.30       |
| 42597.6578    |                 | PHOENIX AZ 4/23-27/16        | 108.00       |
| 6134          | 10/21/2016      | STANLEY, EDWARD D            | 4721         |
| 34388 1       | 34388           |                              | 461.43       |
| 6135          | 10/21/2016      | BLOCK, STEVEN                | 7073         |
| 34056 1       | 34056           |                              | 455.20       |
| 6136          | 10/21/2016      | STRATHMAN, JARED D           | 4791         |
| 34389 1       | 34389           |                              | 304.95       |
| 6137          | 10/21/2016      | VARGAS, MICHAEL J            | 6207         |
| 34399 3       | 34399           |                              | 569.13       |
| 6138          | 10/21/2016      | WALL, ALEXANDER              | 8190         |
| 34409 1       | 34409           |                              | 487.84       |
| 6139          | 10/21/2016      | WATKINS, STEVEN              | 9690         |
| 42646.3704    |                 | EE-ELECTRICAL CEU COURSE     | 80.00        |
| 6140          | 10/21/2016      | WHEELLES, JERALYN J          | 5397         |
| 34265 1       | 34265           |                              | 800.00       |
| 6141          | 10/21/2016      | WHITE JR, WILLIAM J          | 5405         |
| 34396 1       | 34396           |                              | 435.76       |
| 6143          | 10/21/2016      | WILSON, DANIEL B             | 6199         |
| 34197 3       | 34197           |                              | 45.00        |
| 6144          | 10/28/2016      | JONES, AARON T               | 6244         |
| EE 42653 3993 | 36161           |                              | 990.00       |
| 6145          | 10/28/2016      | EWERT, TRACY MARIA           | 10145        |
| 42652.9289    |                 | EE-FOP BOOT REIMBURSEMENT    | 99.12        |
| 6146          | 10/28/2016      | FIANDER, WILLIAM B           | 1648         |
| 42655.3802    |                 | LAWRENCE KS 10/6-7 TOLLS APA | 15.25        |
| 6147          | 10/28/2016      | FLOTT, BRIAN J               | 1726         |
| 42640.3561    |                 | NORMAN OK 8/30-9/1/2016      | 40.80        |
| 6148          | 10/28/2016      | GEIER, JASON EDWARD          | 10559        |
| 42647.4458    |                 | ADV-RENO NV 10/31-11/4/16    | 220.80       |
| 6149          | 10/28/2016      | HAMMOND, CHARLES J           | 10531        |
| 42655.4101    |                 | CONCORDIA KS 8/1-2/16        | 53.55        |
| 6150          | 10/28/2016      | JUDD, JASON M                | 2600         |
| 34253 2       | 34253           |                              | 199.50       |
| 6151          | 10/28/2016      | KINNETT, JOSEPH              | 2874         |
| 34260 1       | 34260           |                              | 140.00       |
| 6152          | 10/28/2016      | MALONEY, JOSEPH              | 9772         |
| 42660.4062    |                 | SAN FRANCISCO CA 10/6-9/16   | 742.84       |
| 6153          | 10/28/2016      | RODMAN, THOMAS C             | 6616         |
| 42640.3543    |                 | NORMAN OK 8/30-9/1/2016      | 40.80        |
| 6154          | 10/28/2016      | SKRZYPEK, STEVENSON          | 4597         |
|               |                 |                              | 53.55        |

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| Check No.                           | Check Date/PO # | Vendor Name and Number             | Check Amount     |
|-------------------------------------|-----------------|------------------------------------|------------------|
| 42655.4089                          |                 | CONCORDIA KS 8/1-2/16              | 53.55            |
| 6155                                | 10/28/2016      | STAHL, ALAN 10507                  | 40.80            |
| 42640.3310                          |                 | NORMAN OK 8/30-9/1/16              | 40.80            |
| 6156                                | 10/28/2016      | WILKINS JR, WILLIE C 5442          | 800.00           |
| 34398 1                             | 34398           |                                    | 800.00           |
| <b>Total for Need to Define PPD</b> |                 |                                    | <b>24,057.22</b> |
| <b>Check Payments</b>               |                 |                                    |                  |
| 722642                              | 10/03/2016      | FAIRLAWN PARTNERS LLC 7176         | 974.00           |
| FRI1060-1016                        |                 | S+C October 2016Payment            | 324.00           |
| SIS101-1016                         |                 | S+C October 2016Payment            | 288.00           |
| WIL1050-1016                        |                 | S+C October 2016Payment            | 362.00           |
| 722643                              | 10/03/2016      | HANRAHAN, DONALD P 6407            | 293.00           |
| BOZ101-1016                         |                 | S+C October 2016Payment            | 293.00           |
| 722644                              | 10/03/2016      | JEFFERSON MADISON BUILDING LP 4374 | 1,110.00         |
| BRO118-1016                         |                 | S+C October 2016Payment            | 198.00           |
| HAT104-DMGS                         |                 | S+C October 2016Damages            | 520.00           |
| SAF101-1016                         |                 | S+C October 2016Payment            | 77.00            |
| SER105-1016                         |                 | S+C October 2016Payment            | 315.00           |
| 722645                              | 10/03/2016      | KANSAS CARRIAGE HOUSE LLC 10256    | 470.00           |
| BUR101-1016                         |                 | S+C October 2016Payment            | 470.00           |
| 722646                              | 10/03/2016      | KANSAS GAS SERVICE INC 2708        | 1,468.00         |
| ALV108-1016                         |                 | 510518443                          | 42.00            |
| AND107-1016                         |                 | 512318567                          | 145.00           |
| BRI107-1016                         |                 | 510752268                          | 35.00            |
| BUS101-1016                         |                 | 512101896                          | 138.00           |
| CAR102-1016                         |                 | 512096422                          | 45.00            |
| CRO101-1016                         |                 | 512426625                          | 79.00            |
| DIV101-1016                         |                 | 512181970                          | 64.00            |
| ESP101-1016                         |                 | 510148704                          | 74.00            |
| KAY103-1016                         |                 | 512348978                          | 125.00           |
| KIM1032-1016                        |                 | 510137930                          | 54.00            |
| MAR102-1016                         |                 | 510912803                          | 166.00           |
| MAR115-1016                         |                 | 510536371                          | 47.00            |
| NOR101-1016                         |                 | 510465073                          | 33.00            |
| RET101-1016                         |                 | 512062323                          | 116.00           |
| SHA101-1016                         |                 | 512171948                          | 147.00           |
| SMI109-1016                         |                 | 510026004                          | 88.00            |
| WEL101-1016                         |                 | 512127483                          | 70.00            |
| 722647                              | 10/03/2016      | KP PROPERTIES 10484                | 184.00           |
| NAV101-1016                         |                 | S+C October 2016Payment            | 184.00           |
| 722648                              | 10/03/2016      | OAKWOOD MANOR L P 3719             | 174.00           |
| COO106-1016                         |                 | S+C October 2016Payment            | 174.00           |
| 722649                              | 10/03/2016      | PALMER, ROBERT C 9526              | 717.00           |
| MUN112-1016                         |                 | S+C October 2016Payment            | 717.00           |
| 722650                              | 10/03/2016      | RAK INVESTMENTS II LLC 7908        | 328.00           |
| MON109-1016                         |                 | S+C October 2016Payment            | 328.00           |
| 722651                              | 10/03/2016      | REAGER, CRAIG 9752                 | 990.00           |
| SMI118-1016                         |                 | S+C October 2016Payment            | 990.00           |
| 722652                              | 10/03/2016      | TOPEKA RENTALS LLC 5046            | 10,338.00        |

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|--------------|-----------------|---------------------------|-----------------|
| ACK103-1016  |                 | S+C October 2016Payment   | 525.00          |
| BIC102-1016  |                 | S+C October 2016Payment   | 296.00          |
| BOY102-1016  |                 | S+C October 2016Payment   | 105.00          |
| CAS113-1016  |                 | S+C October 2016Payment   | 324.00          |
| CHA101-1016  |                 | S+C October 2016Payment   | 310.00          |
| CRU101-1016  |                 | S+C October 2016Payment   | 695.00          |
| DOM101-1016  |                 | S+C October 2016Payment   | 265.00          |
| FIL101-1016  |                 | S+C October 2016Payment   | 525.00          |
| FLO101-1016  |                 | S+C October 2016Payment   | 525.00          |
| FOW101-1016  |                 | S+C October 2016Payment   | 345.00          |
| FRO102-1016  |                 | S+C October 2016Payment   | 515.00          |
| HAR105-1016  |                 | S+C October 2016Payment   | 475.00          |
| HOL109-1016  |                 | S+C October 2016Payment   | 315.00          |
| HOU101-1016  |                 | S+C October 2016Payment   | 625.00          |
| HUG102-1016  |                 | S+C October 2016Payment   | 525.00          |
| NEL103-1016  |                 | S+C October 2016Payment   | 321.00          |
| PER108-1016  |                 | S+C October 2016Payment   | 63.00           |
| PUR102-1016  |                 | S+C October 2016Payment   | 330.00          |
| THO107-1016  |                 | S+C October 2016Payment   | 410.00          |
| TUC101-1016  |                 | S+C October 2016Payment   | 525.00          |
| WAT101-0916  |                 | S+C September 2016Payment | 216.00          |
| WAT101-1016  |                 | S+C October 2016Payment   | 540.00          |
| WAT101-DEP   |                 | S+C October 2016Deposit   | 540.00          |
| WOO1111-1016 |                 | S+C October 2016Payment   | 483.00          |
| WUN101-1016  |                 | S+C October 2016Payment   | 540.00          |
| 722653       | 10/03/2016      | WESTAR ENERGY             | 5377            |
| ALL105-1016  |                 | 988117844                 | 73.00           |
| ALV108-1016  |                 | 7220042023                | 43.00           |
| AND107-1016  |                 | 8910987645                | 146.00          |
| ATK103-1016  |                 | 1236875989                | 62.00           |
| BAK105-1016  |                 | 2115660183                | 50.00           |
| BEV101-1016  |                 | 1829281648                | 44.00           |
| BLA105-1016  |                 | 9025683602                | 102.00          |
| BOU101-1016  |                 | 7641207460                | 88.00           |
| BRA102-1016  |                 | 9912228668                | 69.00           |
| BRI107-1016  |                 | 1544479540                | 38.00           |
| BUS101-1016  |                 | 6129260622                | 138.00          |
| CAR102-1016  |                 | 3721699906                | 45.00           |
| CAR115-1016  |                 | 4236773947                | 59.00           |
| COL115-1016  |                 | 740576701                 | 75.00           |
| CRO101-1016  |                 | 7617206904                | 80.00           |
| CUN103-1016  |                 | 720738689                 | 273.00          |
| DIT101-1016  |                 | 2452946040                | 14.00           |
| DIV101-1016  |                 | 3563085328                | 100.00          |
| DOB101-1016  |                 | 949755186                 | 125.00          |
| ERI101-1016  |                 | 3372475229                | 135.00          |
| ESP101-1016  |                 | 4864272608                | 75.00           |
| FER102-1016  |                 | 6197216421                | 139.00          |
| FOW101-1016  |                 | 8115557909                | 35.00           |
| GAR108-1016  |                 | 9700322460                | 68.00           |
| GRI101-1016  |                 | 5274343426                | 130.00          |
| GUE101-1016  |                 | 6740249205                | 95.00           |
| HAM101-1016  |                 | 3143055826                | 85.00           |
| HIL1027-1016 |                 | 7842696027                | 75.00           |
| HOM101-1016  |                 | 9484706308                | 125.00          |
| JON107-1016  |                 | 8049247045                | 40.00           |
| MAR102-1016  |                 | 8070085744                | 167.00          |
| MAR115-1016  |                 | 6569783086                | 47.00           |
| MCC103-1016  |                 | 1320802347                | 55.00           |
| MCG1031-1016 |                 | 1449386986                | 195.00          |
| MCL101-1016  |                 | 2857130862                | 95.00           |
| MEN112-1016  |                 | 2632736284                | 61.00           |
| NOR101-1016  |                 | 9715194165                | 33.00           |
|              |                 |                           | <b>4,777.00</b> |

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| ONE103-1016                   |                 | 8362355788                   | 59.00            |
| PET101-1016                   |                 | 8252675002                   | 91.00            |
| PIK1063-1016                  |                 | 2660690846                   | 106.00           |
| POR101-1016                   |                 | 8874362604                   | 70.00            |
| PRI1029-1016                  |                 | 3200745547                   | 44.00            |
| PUE101-1016                   |                 | 9601175785                   | 50.00            |
| RET101-1016                   |                 | 6987976363                   | 116.00           |
| RHO102-1016                   |                 | 2623819181                   | 60.00            |
| SHA101-1016                   |                 | 2960808586                   | 148.00           |
| SIE101-1016                   |                 | 8523564425                   | 45.00            |
| SMI109-1016                   |                 | 1565708528                   | 88.00            |
| SPA102-1016                   |                 | 662480202                    | 70.00            |
| SUH101-1016                   |                 | 8817274729                   | 87.00            |
| SUR111-1016                   |                 | 2229941120                   | 59.00            |
| TIS101-1016                   |                 | 5523244345                   | 89.00            |
| TOW102-1016                   |                 | 6429386725                   | 55.00            |
| WAR101-1016                   |                 | 8907852400                   | 68.00            |
| WEB107-1016                   |                 | 9958330481                   | 123.00           |
| WEL101-1016                   |                 | 5146994064                   | 70.00            |
| 722654                        | 10/07/2016      | BROOKS, LARRY                | 10538            |
| 36502 PERM RO'                | 36502           |                              | 6,930.00         |
|                               |                 |                              | <b>6,930.00</b>  |
| 722655                        | 10/07/2016      | EASTER, RALPH                | 10539            |
| 36503 PERM RO'                | 36503           |                              | 3,775.00         |
|                               |                 |                              | <b>3,775.00</b>  |
| 722656                        | 10/07/2016      | PARRISH, MABEL ANN           | 10549            |
| 36537 PERM RO'                | 36537           |                              | 3,465.00         |
| 36537 TEMP EAS                | 36537           |                              | 10.00            |
|                               |                 |                              | <b>3,475.00</b>  |
| 722657                        | 10/07/2016      | TWO TIMES LLC                | 10556            |
| 36538 TEMP EAS                | 36538           |                              | 5,830.00         |
|                               |                 |                              | <b>5,830.00</b>  |
| 722658                        | 10/07/2016      | AMERI-CRETE INC              | 9644             |
| 1721                          | 36060           |                              | 10,600.99        |
|                               |                 |                              | <b>10,600.99</b> |
| 722659                        | 10/07/2016      | AMERICAN ASSOCIATION OF      | 279              |
| 111165                        | 36449           |                              | 5,000.00         |
|                               |                 |                              | <b>5,000.00</b>  |
| 722660                        | 10/07/2016      | ASP ENTERPRISES INC          | 10426            |
| 0208965 IN                    | 36527           |                              | 375.00           |
|                               |                 |                              | <b>375.00</b>    |
| 722661                        | 10/07/2016      | ASPEN FENCE CO LLC           | 10552            |
| 262552                        | 36509           |                              | 1,200.00         |
|                               |                 |                              | <b>1,200.00</b>  |
| 722662                        | 10/07/2016      | AT&T                         | 281              |
| 148547694 9/25/WELLNESS UVERS |                 |                              | 75.00            |
|                               |                 |                              | <b>75.00</b>     |
| 722663                        | 10/07/2016      | BROWNS SUPER SERVICE INC     | 670              |
| 48400                         | 33261           |                              | 175.00           |
|                               |                 |                              | <b>175.00</b>    |
| 722664                        | 10/07/2016      | BUTLER ANIMAL HEALTH HOLDING | 9758             |
| KH98368                       | 33368           |                              | 116.94           |
| KJ12864                       | 33368           |                              | 26.51            |
| KK07971                       | 33368           |                              | 153.45           |
| KK09106                       | 33368           |                              | 159.77           |
| KL29794                       | 33368           |                              | 334.59           |
|                               |                 |                              | <b>791.26</b>    |
| 722665                        | 10/07/2016      | CIBER INC                    | 935              |
| 04 938669                     | 36270           |                              | 9,120.00         |
|                               |                 |                              | <b>9,120.00</b>  |
| 722666                        | 10/07/2016      | COLLINS LAND SERVICE         | 1025             |
|                               |                 |                              | <b>14,500.00</b> |

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|------------|-----------------|------------------------------------|--------------|
| 34901      | 34901           |                                    | 14,500.00    |
| 722667     | 10/07/2016      | CONRAD FIRE EQUIPMENT INC 1073     | 4,683.52     |
| 510382     | 33267           |                                    | 345.07       |
| 510383     | 33267           |                                    | 1,092.10     |
| 510428     | 33267           |                                    | 91.08        |
| 510553     | 33267           |                                    | 110.22       |
| 510554     | 33267           |                                    | 1,794.86     |
| 510560     | 33267           |                                    | 744.87       |
| 510636     | 33267           |                                    | 31.75        |
| 510638     | 33267           |                                    | 16.41        |
| 510640     | 33267           |                                    | 457.16       |
| 722668     | 10/07/2016      | DOUG RICHERT PONTIAC CADILLAC 1397 | 1,777.68     |
| 560131     | 33270           |                                    | 285.00       |
| 560287     | 33270           |                                    | 1,492.68     |
| 722669     | 10/07/2016      | ED BOZARTH CHEVROLET INC 578       | 30.00        |
| 983149     | 33259           |                                    | 30.00        |
| 722670     | 10/07/2016      | ELLIOTT AUTO SUPPLY COMPANY 5676   | 2,981.49     |
| 2 4267005  | 33355           |                                    | 14.98        |
| 2 4271101  | 33243           |                                    | 43.30        |
| 8 653794   | 33243           |                                    | 85.81        |
| 8 653920   | 33355           |                                    | 7.49         |
| 8 654287   | 33355           |                                    | 176.12       |
| 8 654443   | 33355           |                                    | 371.29       |
| 8 655019   | 33243           |                                    | 25.38        |
| 8 655114   | 33355           |                                    | 766.46       |
| 8 655243   | 33243           |                                    | -8.34        |
| 8 Z03912   | 33355           |                                    | 403.43       |
| 8 Z03915   | 33355           |                                    | 82.25        |
| 8 Z03966   | 33355           |                                    | 150.66       |
| 8 Z04006   | 33355           |                                    | 246.69       |
| 8 Z04007   | 33355           |                                    | 344.72       |
| 8 Z04009   | 33355           |                                    | 271.25       |
| 722671     | 10/07/2016      | ENVIRO LINE CO INC 1541            | 8,904.75     |
| 0027750 IN | 35726           |                                    | 8,904.75     |
| 722672     | 10/07/2016      | FINLAY AUTOMOTIVE SUPPLY INC 10237 | 738.98       |
| 029611     | 34115           |                                    | 54.51        |
| 031413     | 34115           |                                    | 75.47        |
| 031631     | 34115           |                                    | 241.93       |
| 031705     | 34115           |                                    | 231.91       |
| 031803     | 34115           |                                    | -84.69       |
| 031998     | 34115           |                                    | 165.98       |
| 032011     | 34115           |                                    | 8.42         |
| 032431     | 34115           |                                    | 45.45        |
| 722673     | 10/07/2016      | FISHER PARKING & SECURITY 5802     | 1,591.67     |
| 15932      | 36496           |                                    | 396.00       |
| 15941      | 36495           |                                    | 238.67       |
| 16015      | 36493           |                                    | 957.00       |
| 722674     | 10/07/2016      | HALL COMMERCIAL PRINTING 2053      | 102.00       |
| 161658     | 36453           |                                    | 41.00        |
| 161679     | 36453           |                                    | 61.00        |
| 722675     | 10/07/2016      | HERITAGE STRATEGIES LLC 8830       | 10,160.00    |
| 4 0916     | 32558           |                                    | 10,160.00    |
| 722676     | 10/07/2016      | SPENCER & COMPANY 2321             | 4,513.83     |



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|------------|-----------------|-------------------------------------|------------------|
| S 14404    | 33345           |                                     | 22.75            |
| W 16062    | 33281           |                                     | 4,491.08         |
| 722677     | 10/07/2016      | INTERNATIONAL MUNICIPAL SIGNAL 2434 | <b>2,760.00</b>  |
| 36387      | 36387           |                                     | 2,760.00         |
| 722678     | 10/07/2016      | DRAPER, JEROME 8786                 | <b>1,499.75</b>  |
| 11708      | 36482           |                                     | 1,499.75         |
| 722679     | 10/07/2016      | JMA INFORMATION TECHNOLOGY 2536     | <b>5,578.46</b>  |
| 36045      | 36349           |                                     | 5,578.46         |
| 722680     | 10/07/2016      | JUSTICE SYSTEMS 2606                | <b>49,950.00</b> |
| 1500913 IN | 36516           |                                     | 49,950.00        |
| 722681     | 10/07/2016      | KANSAS AUTOMOTIVE INC 2639          | <b>3,533.34</b>  |
| 2912587    | 33289           |                                     | 19.69            |
| 2913917    | 33289           |                                     | 2.96             |
| 2913936    | 33214           |                                     | 2.69             |
| 2914134    | 33289           |                                     | 59.46            |
| 2914141    | 33214           |                                     | 5.19             |
| 2914282    | 33289           |                                     | 6.18             |
| 2914426    | 33289           |                                     | 13.02            |
| 2914549    | 33289           |                                     | 64.88            |
| 2914573    | 33289           |                                     | 33.98            |
| 2914621    | 33289           |                                     | 13.73            |
| 2914669    | 33346           |                                     | 227.72           |
| 2914780    | 33289           |                                     | 19.94            |
| 2914887    | 33346           |                                     | 62.96            |
| 2914906    | 33289           |                                     | 19.94            |
| 2914963    | 33289           |                                     | 605.38           |
| 2914966    | 33346           |                                     | 71.34            |
| 2914970    | 33289           |                                     | 10.71            |
| 2915140    | 33289           |                                     | 13.02            |
| 2915225    | 33289           |                                     | 247.48           |
| 2915401    | 33289           |                                     | 6.72             |
| 2915424    | 33289           |                                     | 1.46             |
| 2915443    | 33289           |                                     | 21.49            |
| 2915477    | 33289           |                                     | 67.00            |
| 2915513    | 33289           |                                     | 6.88             |
| 2915616    | 33289           |                                     | 10.19            |
| 2915642    | 33289           |                                     | 30.90            |
| 2915692    | 33289           |                                     | 8.94             |
| 2915815    | 33289           |                                     | 5.64             |
| 2915916    | 33289           |                                     | 101.96           |
| 2916082    | 33289           |                                     | -15.00           |
| 2916087    | 33289           |                                     | 62.35            |
| 2916091    | 33289           |                                     | 62.35            |
| 2916099    | 33214           |                                     | 2.38             |
| 2916209    | 33289           |                                     | 86.96            |
| 2916240    | 33289           |                                     | 17.22            |
| 2916308    | 33289           |                                     | 101.96           |
| 2916373    | 33289           |                                     | 7.13             |
| 2916411    | 33289           |                                     | 57.07            |
| 2916447    | 33346           |                                     | 40.44            |
| 2916523    | 33289           |                                     | 102.68           |
| 2916529    | 33289           |                                     | 28.99            |
| 2916543    | 33289           |                                     | 42.46            |
| 2916770    | 33289           |                                     | 7.76             |
| 2916820    | 33289           |                                     | 35.50            |
| 2917008    | 33289           |                                     | 22.63            |
| 2917023    | 33214           |                                     | 132.78           |
| 2917068    | 33289           |                                     | 23.12            |

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| 2917082   | 33289           |                         | 22.63        |          |
| 2917294   | 33289           |                         | 5.48         |          |
| 2917295   | 33214           |                         | 9.99         |          |
| 2917312   | 33210           |                         | 18.00        |          |
| 2917366   | 33214           |                         | 13.16        |          |
| 2917440   | 33289           |                         | 71.83        |          |
| 2917475   | 33214           |                         | 5.28         |          |
| 2917591   | 33289           |                         | 8.49         |          |
| 2917612   | 33289           |                         | 14.47        |          |
| 2917616   | 33289           |                         | 14.07        |          |
| 2917690   | 33289           |                         | 11.90        |          |
| 2917758   | 33289           |                         | 28.69        |          |
| 2917836   | 33289           |                         | 5.40         |          |
| 2917987   | 33289           |                         | 52.26        |          |
| 2918033   | 33289           |                         | 12.94        |          |
| 2918056   | 33289           |                         | 59.46        |          |
| 2918057   | 33214           |                         | 1.74         |          |
| 2918063   | 33289           |                         | 4.41         |          |
| 2918158   | 33214           |                         | 5.04         |          |
| 2918215   | 33214           |                         | 9.08         |          |
| 2918268   | 33289           |                         | 11.56        |          |
| 2918414   | 33289           |                         | 2.40         |          |
| 2918438   | 33289           |                         | 19.94        |          |
| 2918577   | 33289           |                         | 5.60         |          |
| 2918578   | 33289           |                         | 34.76        |          |
| 2918610   | 33289           |                         | 143.12       |          |
| 2918635   | 33214           |                         | 46.88        |          |
| 2918636   | 33214           |                         | 19.00        |          |
| 2918672   | 33214           |                         | 51.40        |          |
| 2918767   | 33346           |                         | 81.53        |          |
| 2918843   | 33289           |                         | 73.38        |          |
| 2918899   | 33346           |                         | 60.52        |          |
| 2918979   | 33214           |                         | 1.75         |          |
| 2918980   | 33214           |                         | 7.25         |          |
| 2919552   | 33289           |                         | 16.48        |          |
| 2919703   | 33289           |                         | 3.22         |          |
| 722682    | 10/07/2016      | KANSAS JUDICIAL COUNCIL | 2719         | 85.00    |
| 36263     | 36474           |                         |              | 85.00    |
| 722683    | 10/07/2016      | LAIRD NOLLER FORD INC   | 2939         | 1,559.85 |
| 1180926   | 33294           |                         |              | -50.00   |
| 1181137   | 33294           |                         |              | 87.83    |
| 1181165   | 33294           |                         |              | -300.00  |
| 1181408   | 33294           |                         |              | 187.22   |
| 1181432   | 33294           |                         |              | 145.75   |
| 1181437   | 33294           |                         |              | 167.52   |
| 1181499   | 33294           |                         |              | 46.40    |
| 1181586   | 33348           |                         |              | 24.32    |
| 1181671   | 33294           |                         |              | 22.40    |
| 1181709   | 33294           |                         |              | 13.72    |
| 1181911   | 33294           |                         |              | 79.14    |
| 1182092   | 33294           |                         |              | 64.89    |
| 1182127   | 33294           |                         |              | 132.16   |
| 1182130   | 33294           |                         |              | 36.63    |
| 8098501   | 33294           |                         |              | 254.25   |
| 8098949   | 33294           |                         |              | 647.62   |
| 722684    | 10/07/2016      | LAMONT E STALLWORTH     | 10568        | 3,000.00 |
| 36552     | 36552           |                         |              | 3,000.00 |
| 722685    | 10/07/2016      | LEWIS AUTO SALVAGE INC  | 3046         | 35.00    |
| 534320    | 33295           |                         |              | 35.00    |

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|------------------------------------------------------------------------------|---------------------------------------------------------------------------|--------------------------------------|------------------------------------------------------------------------------------|
| 722686<br>28578                                                              | 10/07/2016<br>36515                                                       | LOGIN INC 3092                       | 1,750.00<br><b>1,750.00</b>                                                        |
| 722687<br>1314709                                                            | 10/07/2016<br>35808                                                       | MISSOURI-KANSAS SUPPLY COMPANY 10451 | 11,853.43<br><b>11,853.43</b>                                                      |
| 722688<br>36420 SEP 2016                                                     | 10/07/2016<br>36420                                                       | MOTHERS AGAINST DRUNK DRIVING 3544   | 270.00<br><b>270.00</b>                                                            |
| 722689<br>7801 20                                                            | 10/07/2016<br>33462                                                       | NAILL ENTERPRISES LTD 4931           | 96.15<br><b>96.15</b>                                                              |
| 722690<br>1832753                                                            | 10/07/2016<br>36441                                                       | NATIONAL BUSINESS INSTITUTE 10440    | 346.95<br><b>346.95</b>                                                            |
| 722691<br>2040596                                                            | 10/07/2016<br>36510                                                       | NATIONAL JUDICIAL COLLEGE 3625       | 1,280.00<br><b>1,280.00</b>                                                        |
| 722692<br>092016TPD                                                          | 10/07/2016<br>33695                                                       | OYLER, ANNA L 9790                   | 150.00<br><b>150.00</b>                                                            |
| 722693<br>29 A<br>29 B                                                       | 10/07/2016<br>35306<br>35306                                              | SANCHEZ PROFESSIONAL CLEANING 10169  | 508.75<br>90.00<br><b>598.75</b>                                                   |
| 722694<br>36557                                                              | 10/07/2016<br>36557                                                       | SCHMITT, DENNIS LEE 10567            | 949.02<br><b>949.02</b>                                                            |
| 722695<br>2010 5357                                                          | 10/07/2016<br>34875                                                       | SEABROOKS INC 10180                  | 279.00<br><b>279.00</b>                                                            |
| 722696<br>92636                                                              | 10/07/2016<br>33228                                                       | SHAWNEE COUNTY 4521                  | 33.75<br><b>33.75</b>                                                              |
| 722697<br>20160275                                                           | 10/07/2016<br>34700                                                       | SHAWNEE COUNTY 4522                  | 29,134.57<br><b>29,134.57</b>                                                      |
| 722698<br>33591 AUG 2016                                                     | 10/07/2016<br>33591                                                       | SHAWNEE COUNTY RURAL WATER 5719      | 1,498.00<br><b>1,498.00</b>                                                        |
| 722699<br>923800<br>923801<br>923802<br>923803<br>923804<br>923805<br>923806 | 10/07/2016<br>33701<br>33701<br>33701<br>33701<br>33701<br>33701<br>33701 | SOUTHWEST PAPER COMPANY INC 4674     | 66.21<br>54.54<br>168.96<br>109.53<br>126.32<br>43.21<br>447.59<br><b>1,016.36</b> |
| 722700<br>986018815 106                                                      | 10/07/2016<br>DE                                                          | SPRINT 4704                          | 804.80<br><b>804.80</b>                                                            |
| 722701<br>2772<br>2773                                                       | 10/07/2016<br>36472<br>36472                                              | STATE OF KANSAS 2775                 | 1,450.00<br>4,350.00<br><b>5,800.00</b>                                            |
| 722702<br>0265563 IN                                                         | 10/07/2016<br>36183                                                       | SYMBOLARTS 4849                      | 515.00<br><b>515.00</b>                                                            |
| 722703<br>50119                                                              | 10/07/2016<br>33308                                                       | RAD INC 5042                         | 132.06<br><b>132.06</b>                                                            |

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| 722704         | 10/07/2016      | TYLER TECHNOLOGIES INC 10407     | 54,156.00    |
| 030 1713       | 35853           |                                  | 47,776.00    |
| 030 1714       | 35853           |                                  | 5,100.00     |
| 030 3584       | 35853           |                                  | 1,280.00     |
| 722705         | 10/07/2016      | UNITED PARCEL SERVICE INC 5140   | 28.85        |
| 0000693358396  | 33250           |                                  | 28.85        |
| 722706         | 10/07/2016      | VOHNE LICHE KENNELS INC 8313     | 16,000.00    |
| 11194          | 36424           |                                  | 16,000.00    |
| 722707         | 10/07/2016      | WELLS, DAVID L 5359              | 2,648.00     |
| 056            | 33367           |                                  | 2,648.00     |
| 722708         | 10/07/2016      | MEEGAN BRADSHAW 10576            | 23.70        |
| PK00003454     |                 | REFUND NINTH ST GARAGE           | 23.70        |
| 722709         | 10/07/2016      | MATHIEW LESSARD 10577            | 25.10        |
| PK00003460     |                 | REFUND NINTH ST GARAGE           | 25.10        |
| 722730         | 10/07/2016      | STACY SCOTT 10578                | 24.86        |
| PK00003457     |                 | REFUND CROSBY PLACE GARAGE       | 24.86        |
| 722731         | 10/07/2016      | AMERICAN PUBLIC WORKS 178        | 170.00       |
| 36411 WATER AI | 36411           |                                  | 170.00       |
| 722732         | 10/07/2016      | FASTENAL COMPANY 1619            | 41.16        |
| KSTOP232679    | 33382           |                                  | 2,027.97     |
| KSTOP232780    | 33382           |                                  | 6.98         |
| KSTOP232783    | 33271           |                                  | 13.04        |
| KSTOP232822    | 33382           |                                  |              |
| 722733         | 10/07/2016      | GRAINGER 1964                    | 1,465.01     |
| 9225652487     | 36353           |                                  | 1,465.01     |
| 722734         | 10/07/2016      | HILL & COMPANY INC 2241          | 4,464.60     |
| 2717347        | 36224           |                                  | 4,464.60     |
| 722735         | 10/07/2016      | HYDRO FLEX CORPORATION 2368      | 274.16       |
| 44841          | 33282           |                                  | 274.16       |
| 722736         | 10/07/2016      | KANSAS SAND & CONCRETE 2744      | 210.00       |
| 90089947       | 33407           |                                  | 870.00       |
| 90089086       | 33407           |                                  | 307.50       |
| 90089087       | 33538           |                                  | 186.25       |
| 90089095       | 33538           |                                  | 580.00       |
| 90089946       | 33407           |                                  |              |
| 722737         | 10/07/2016      | MIDWEST MOTOR SUPPLY CO INC 2854 | 531.78       |
| 5169483        | 33478           |                                  | 737.82       |
| 5173933        | 33478           |                                  | 662.75       |
| 5174094        | 33478           |                                  |              |
| 722738         | 10/07/2016      | ROACH HARDWARE 4230              | 5.97         |
| 101673         | 33413           |                                  | 5.93         |
| 120230         | 33413           |                                  | 26.15        |
| 120322         | 33413           |                                  | 11.38        |
| 120326         | 33413           |                                  | 3.99         |
| 120380         | 33413           |                                  |              |
| 722739         | 10/07/2016      | SAMCO INC 4355                   | 2,111.58     |

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| SVC05052                                   | 36024                        |                                                                    | 2,111.58                                  |
| 722740<br>SEPTEMBER 20                     | 10/07/2016<br>DE             | SHAWNEE COUNTY<br>4504                                             | <b>100,782.92</b><br>100,782.92           |
| 722741<br>SEPTEMBER 20                     | 10/07/2016<br>DE             | SHAWNEE COUNTY<br>4518                                             | <b>698,929.15</b><br>698,929.15           |
| 722742<br>SEPTEMBER 20                     | 10/07/2016<br>DE             | SHAWNEE COUNTY<br>7574                                             | <b>17,337.58</b><br>17,337.58             |
| 722743<br>61021                            | 10/07/2016<br>33569          | TESSENDORF WELDING & MACHINE I<br>4909                             | <b>50.00</b><br>50.00                     |
| 722744<br>RSA005133 1<br>RSA005134 1       | 10/07/2016<br>35483<br>35483 | THE G W VAN KEPPEL COMPANY<br>8106                                 | <b>29,500.00</b><br>25,000.00<br>4,500.00 |
| 722745<br>00000230316101                   | 10/14/2016                   | BUTLER & ASSOCIATES PA<br>Garnishment - Pct of Net<br>730          | <b>105.74</b><br>105.74                   |
| 722746<br>00000230316101                   | 10/14/2016                   | BUTLER & ASSOCIATES PA<br>Garnishment - Pct of Net<br>730          | <b>105.74</b><br>105.74                   |
| 722747<br>78849                            | 10/14/2016<br>36402          | FISHER PATTERSON SAYLER &<br>1690                                  | <b>4,450.00</b><br>4,450.00               |
| 722748<br>00000230316101                   | 10/14/2016                   | H KENT HOLLINS ATTORNEY AT LAW<br>Garnishment - Pct of Net<br>6502 | <b>105.74</b><br>105.74                   |
| 722749<br>00000246816101                   | 10/14/2016                   | H KENT HOLLINS ATTORNEY AT LAW<br>Garnishment - Pct of Net<br>6502 | <b>96.88</b><br>96.88                     |
| 722750<br>00000246816101                   | 10/14/2016                   | H KENT HOLLINS ATTORNEY AT LAW<br>Garnishment - Pct of Net<br>6502 | <b>96.88</b><br>96.88                     |
| 722751<br>16 921S                          | 10/14/2016<br>36551          | JANE E PILES INC<br>8361                                           | <b>783.00</b><br>783.00                   |
| 722752<br>00000237916101                   | 10/14/2016                   | MARTIN PRINGLE OLIVER WALLACE<br>Garnishment - Pct of Net<br>3214  | <b>180.11</b><br>180.11                   |
| 722753<br>00000102216101                   | 10/14/2016                   | MCNEILEPAPPAS PC<br>Garnishment - Pct of Net<br>10454              | <b>226.95</b><br>226.95                   |
| 722754<br>36606 PERM EAS<br>36606 TEMP EAS | 10/14/2016<br>36606<br>36606 | BOOS, CLEMENS D<br>10565                                           | <b>500.00</b><br>479.00<br>21.00          |
| 722755<br>36604 TEMP EAS                   | 10/14/2016<br>36604          | EKLUND, MARGIE L<br>10566                                          | <b>885.00</b><br>885.00                   |
| 722756<br>36617 R-O-W EA                   | 10/14/2016<br>36617          | KLOOS, MICHAEL RICHARD<br>10582                                    | <b>850.00</b><br>850.00                   |
| 722757<br>36612 R-O-W EA<br>36612 TEMP EAS | 10/14/2016<br>36612<br>36612 | RUGELIO-LARA, MARIA ELENA<br>10586                                 | <b>6,675.00</b><br>6,615.00<br>60.00      |
| 722758<br>23089                            | 10/14/2016<br>36134          | 911 CUSTOM LLC<br>8345                                             | <b>10,125.00</b><br>10,125.00             |

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| 722759<br>6114026                              | 10/14/2016<br>33454                            | ACCURATE ENVIRONMENTAL LLC 9725    | 1,595.00<br><b>1,595.00</b>                           |
| 722760<br>1727                                 | 10/14/2016<br>35667                            | AMERI-CRETE INC 9644               | 12,394.62<br><b>12,394.62</b>                         |
| 722761<br>147404396                            | 10/14/2016<br>10/01 POLICE UVERSE              | AT&T 281                           | 100.00<br><b>100.00</b>                               |
| 722762<br>0738033665                           | 10/14/2016<br>0925 CIRCUITS                    | AT&T 282                           | 274.56<br><b>274.56</b>                               |
| 722763<br>0780773571                           | 10/14/2016<br>0925 CIRCUITS                    | AT&T 282                           | 811.49<br><b>811.49</b>                               |
| 722764<br>681667<br>681668<br>681669<br>681761 | 10/14/2016<br>33307<br>33307<br>33307<br>33307 | BIG TWIN INC 5031                  | 10.71<br>207.00<br>391.84<br>-105.97<br><b>503.58</b> |
| 722765<br>19854                                | 10/14/2016<br>35836                            | BRATWEAR LLC 595                   | 1,987.00<br><b>1,987.00</b>                           |
| 722766<br>48648<br>48720                       | 10/14/2016<br>33261<br>33261                   | BROWNS SUPER SERVICE INC 670       | 175.00<br>250.00<br><b>425.00</b>                     |
| 722767<br>SLS 10053445                         | 10/14/2016<br>35692                            | CARUS CORPORTATION 834             | 34,818.50<br><b>34,818.50</b>                         |
| 722768<br>617956                               | 10/14/2016<br>35407                            | CBS MANHATTAN LLC 854              | 994.00<br><b>994.00</b>                               |
| 722769<br>17124                                | 10/14/2016<br>36488                            | CHAVEZ RESTORATION & CLEANING 7037 | 942.50<br><b>942.50</b>                               |
| 722770<br>1506                                 | 10/14/2016<br>35109                            | CITY OF GOODYEAR 10301             | 8,834.58<br><b>8,834.58</b>                           |
| 722771<br>510780                               | 10/14/2016<br>33267                            | CONRAD FIRE EQUIPMENT INC 1073     | 85.27<br><b>85.27</b>                                 |
| 722772<br>25001722                             | 10/14/2016<br>33329                            | CRAFCO INC 9801                    | 202.37<br><b>202.37</b>                               |
| 722773<br>559759                               | 10/14/2016<br>33270                            | DOUG RICHERT PONTIAC CADILLAC 1397 | 13,273.22<br><b>13,273.22</b>                         |
| 722774<br>8 655659<br>8 Z04050                 | 10/14/2016<br>33355<br>33355                   | ELLIOTT AUTO SUPPLY COMPANY 5676   | 261.50<br>574.85<br><b>836.35</b>                     |
| 722775<br>0027780 IN                           | 10/14/2016<br>35726                            | ENVIRO LINE CO INC 1541            | 26,844.19<br><b>26,844.19</b>                         |
| 722776<br>5 568 53523                          | 10/14/2016<br>33384                            | FEDEX 1632                         | 222.91<br><b>222.91</b>                               |
| 722777<br>032746<br>032747                     | 10/14/2016<br>34116<br>34116                   | FINLAY AUTOMOTIVE SUPPLY INC 10237 | 344.96<br>76.66<br><b>463.70</b>                      |

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| 032855      | 34115           |                                     | 42.08             |
| 722778      | 10/14/2016      | FISHER PARKING & SECURITY 5802      | <b>40,604.75</b>  |
| 16028       | 36499           |                                     | 32,890.50         |
| 16031       | 33501           |                                     | 7,714.25          |
| 722779      | 10/14/2016      | GASOCHEM INTERNATIONAL LLC 9927     | <b>6,176.88</b>   |
| 2016 14     | 33467           |                                     | 6,176.88          |
| 722780      | 10/14/2016      | GT DISTRIBUTORS INC 2008            | <b>501.18</b>     |
| INV0587546  | 36184           |                                     | 501.18            |
| 722781      | 10/14/2016      | HALL COMMERCIAL PRINTING 2053       | <b>699.40</b>     |
| 161599      | 36453           |                                     | 641.40            |
| 161690      | 36453           |                                     | 58.00             |
| 722782      | 10/14/2016      | HEALTHSTAT INC 9951                 | <b>100,983.95</b> |
| 42715       | 34744           |                                     | 46,301.07         |
| 42854       | 34744           |                                     | 54,682.88         |
| 722783      | 10/14/2016      | SPENCER & COMPANY 2321              | <b>482.95</b>     |
| S 14407     | 33345           |                                     | 136.50            |
| S 14422     | 33281           |                                     | 52.20             |
| W 1 674     | 33281           |                                     | 294.25            |
| 722784      | 10/14/2016      | JAMES L DUNLAP 2533                 | <b>10.00</b>      |
| 297753      | 33285           |                                     | 5.00              |
| 297759      | 33285           |                                     | 5.00              |
| 722785      | 10/14/2016      | JOHN DEERE FINANCIAL FSB 5769       | <b>191.66</b>     |
| 603877      | 33316           |                                     | 191.66            |
| 722786      | 10/14/2016      | KA-COMM INC 2615                    | <b>3,955.82</b>   |
| 142171      | 36123           |                                     | 3,955.82          |
| 722787      | 10/14/2016      | KANSAS AUTOMOTIVE INC 2639          | <b>283.45</b>     |
| 2915118     | 33346           |                                     | 60.52             |
| 2919834     | 33214           |                                     | 45.41             |
| 2920243     | 33214           |                                     | 6.76              |
| 2920277     | 33346           |                                     | 43.30             |
| 2920442     | 33214           |                                     | 119.34            |
| 2920556     | 33289           |                                     | 8.12              |
| 722788      | 10/14/2016      | KESTER ANIMAL CLINIC LC 7652        | <b>30.00</b>      |
| 201184181   | 33487           |                                     | 30.00             |
| 722789      | 10/14/2016      | LAIRD NOLLER FORD INC 2939          | <b>203.86</b>     |
| 1182218     | 33294           |                                     | 109.81            |
| 1182238     | 33294           |                                     | 94.05             |
| 722790      | 10/14/2016      | LAKELAND ENGINEERING EQUIPMENT 9558 | <b>18,149.00</b>  |
| 11147202 01 | 36306           |                                     | 10,236.00         |
| 11147202 02 | 36306           |                                     | 7,913.00          |
| 722791      | 10/14/2016      | LKQ MIDAMERICA AUTO PARTS INC 8236  | <b>1,425.00</b>   |
| 78565259    | 33323           |                                     | 1,425.00          |
| 722792      | 10/14/2016      | MIDWAY SALES & DISTRIBUTING 3405    | <b>71.79</b>      |
| 1997947     | 33464           |                                     | 23.32             |
| 2000842     | 33464           |                                     | 48.47             |
| 722793      | 10/14/2016      | MOBILE HYDRAULIC EQUIPMENT 6798     | <b>1,551.40</b>   |

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| 71010            | 35834           |                                     | 1,551.40     |
| 722794           | 10/14/2016      | NAILL ENTERPRISES LTD 4931          | 96.15        |
| 7801 21          | 33462           |                                     |              |
| 722795           | 10/14/2016      | OZARK INTEGRATED PEST SERVICE 3791  | 265.00       |
| 1454092316       | 33422           |                                     | 35.00        |
| 1455092316       | 33422           |                                     | 230.00       |
| 722796           | 10/14/2016      | POLICE IMPREST FUNDS 3971           | 2,325.00     |
| 33717 12         | 33717           |                                     |              |
| 722797           | 10/14/2016      | ROLLING PRAIRIE 9658                | 113.75       |
| 51537            | 33362           |                                     |              |
| 722798           | 10/14/2016      | SANCHEZ PROFESSIONAL CLEANING 10169 | 598.75       |
| 30 A             | 35306           |                                     | 508.75       |
| 30 B             | 35306           |                                     | 90.00        |
| 722799           | 10/14/2016      | SBC GLOBAL SERVICES INC 286         | 7,737.88     |
| SB953524         | 33235           |                                     | 6,607.65     |
| SW126989         | 33235           |                                     | 1,130.23     |
| 722800           | 10/14/2016      | SHAWNEE COUNTY 4519                 | 150.00       |
| 33608 4          | 33608           |                                     |              |
| 722801           | 10/14/2016      | SHAWNEE COUNTY 4522                 | 5,088.50     |
| 20160278         | 34700           |                                     |              |
| 722802           | 10/14/2016      | TOPEKA FOUNDRY & IRON WORKS IN 5029 | 108.26       |
| 7411 BS16        | 33306           |                                     | 29.06        |
| 7422 BS16        | 33306           |                                     | 79.20        |
| 722803           | 10/14/2016      | UNITED STATES POSTAL SERVICE 5147   | 10,000.00    |
| 33452 P#PI 309 5 | 33452           |                                     |              |
| 722804           | 10/14/2016      | WESTAR ENERGY INC 5376              | 503,679.93   |
| 0115356084-9.16  |                 | METERED TRAFFIC SIGNALS             | 9,999.96     |
| 0262780905-9.16  |                 | 1127 INNOVATION PKWY PUMP           | 48.90        |
| 0552066743-9.16  |                 | 4103 SW POSTOAK DRIVE               | 261.89       |
| 0681383808-9.16  |                 | 101 SW US HIGHWAY 75 SIGN           | 42.82        |
| 0749842804-9.16  |                 | 2200 WATERWORKS DR                  | 23.96        |
| 0793252472-9.16  |                 | 927 HARRISON OFFICE                 | 1,316.71     |
| 0843913860-9.16  |                 | 5261 NW BRICKYARD RD                | 28.52        |
| 0846578667-9.16  |                 | 801 NE KINCAID RD                   | 104.25       |
| 1047755001-9.16  |                 | 635 SW GAGE BLVD B ZOO BEARS        | 70.43        |
| 1079563957-9.16  |                 | 1215 SW OAKLEY AVE                  | 410.47       |
| 1119938145-9.16  |                 | 402 SE BRANNER ST LT                | 66.55        |
| 1213827529-9.16  |                 | 635 SW Gage #19 - ARC BUILDING      | 518.39       |
| 1315447745-9.16  |                 | 5928 SW 53RD ST PUMP                | 55.19        |
| 1348331074-9.16  |                 | 3305 SE WESTEDGE                    | 59.02        |
| 1408512766-9.16  |                 | 1215 SW 38TH                        | 1,707.45     |
| 1421891304-9.16  |                 | 215 SE 7TH - COMMONS 2.69%          | 278.50       |
| 1421891304A-9.1  |                 | 215 SE 7TH - CONTRACTS 1.95%        | 201.89       |
| 1421891304B-9.1  |                 | 215 SE 7TH - IT/ERP 7.32%           | 757.85       |
| 1421891304C-9.1  |                 | 215 SE 7TH - FACILITIES .20%        | 20.71        |
| 1421891304D-9.1  |                 | 215 SE 7TH - TPAC 60%               | 6,211.93     |
| 1421891304E-9.1  |                 | 215 SE 7TH - COURT 5.6%             | 579.78       |
| 1421891304F-9.1  |                 | 215 SE 7TH - CREDIT UNION 1.2%      | 124.24       |
| 1421891304G-9.1  |                 | 215 SE 7TH - CITY CLERK 1.6%        | 165.65       |
| 1421891304H-9.1  |                 | 215 SE 7TH - HR/WELLNESS 4.7%       | 486.60       |
| 1421891304I-9.16 |                 | 215 SE 7TH - PROSECUTION 1.86%      | 192.57       |
| 1421891304J-9.1  |                 | 215 SE 7TH - PROBATION 2.4%         | 248.48       |



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| 1421891304K-9.1  |                 | 215 SE 7TH - COUNCIL OFFICE 1. | 113.89       |
| 1421891304L-9.1  |                 | 215 SE 7TH - CITY4 .86%        | 89.04        |
| 1421891304M-9.1  |                 | 215 SE 7TH - LEGAL 1.3%        | 134.59       |
| 1421891304N-9.1  |                 | 215 SE 7TH - LEGAL SPEC LIABIL | 134.59       |
| 1421891304NO-9   |                 | 215 SE 7TH - MAYOR .82%        | 84.90        |
| 1421891304OP-9   |                 | 215 SE 7TH - CITY MGR 1.3%     | 134.59       |
| 1421891304Q-9.1  |                 | 215 SE 7TH - FINANCE 3.80%     | 393.42       |
| 1519476504-9.16  |                 | 813 SW CLAY STREET             | 682.38       |
| 1601805968-9.16  |                 | 3500 SW WANAMAKER ST LT        | 70.00        |
| 1644917029-9.16  |                 | 3245 NW WATER WORKS DR         | 100,544.34   |
| 1671696488-9.16  |                 | 7215 SW TOPEKA BLVD            | 34.07        |
| 1677223701-9.16  |                 | 635 SW GAGE BLVD A - VET CLINI | 488.35       |
| 1709729387-9.16  |                 | 201 NW TOPEKA-STREET           | 23.85        |
| 1720154406-9.16  |                 | 6834 SW 17TH STREET PUMP       | 192.99       |
| 1737172307-9.16  |                 | 6531 SW 29TH ST S LT           | 108.37       |
| 1747452090-9.16  |                 | 2400 NW WATERWORKS             | 7,978.75     |
| 1762092009-9.16  |                 | 1908 SE 29TH ST B              | 34.49        |
| 1793486451-9.16  |                 | 120 NW CRANE -SW               | 23.85        |
| 1830815552-9.16  |                 | 420 NW WAITE ST                | 24.17        |
| 1883517398-9.16  |                 | 619 SE RICE RD                 | 729.44       |
| 1894285067-9.16  |                 | 1115 NE POPLAR ST B            | 39.20        |
| 1911987884-9.16  |                 | 4827 NW 17TH ST PUMP (SUNFLOWE | 27.79        |
| 1947734359-9.16  |                 | 201 NW TOPEKA-STREET PAL       | 521.50       |
| 1977020420-9.16  |                 | 2521 SE 2ND ST                 | 85.01        |
| 2069150421-9.16  |                 | 7325 SW 40TH                   | 37.78        |
| 2158288989-9.16  |                 | 400 BROADMOOR                  | 35.27        |
| 2189423730-9.16  |                 | 2700 SW FAIRLAWN RD            | 839.12       |
| 2266273903-9.16  |                 | 825 S KANSAS AVE G CENTRE CITY | 1,280.40     |
| 2272608403-9.16  |                 | 800 SE MONROE ST (PAL)         | 190.21       |
| 2273632565-9.16  |                 | 1800 NE GRANTVILLE RD          | 254.40       |
| 2336545121-9.16  |                 | 635 SW GAGE BLVD C - CARNIVORE | 82.56        |
| 2336829480-9.16  |                 | NINTH STREET/215 SE 9TH        | 2,098.57     |
| 2362208215-9.16  |                 | 1915 WESTERN                   | 1,368.78     |
| 2437202074-9.16  |                 | 200 NE QUINCY ST               | 49.45        |
| 249842055-9.16   |                 | 215 SE 7TH - COMMONS 2.69%     | 130.06       |
| 249842055A-9.16  |                 | 215 SE 7TH - CONTRACTS 1.95%   | 94.28        |
| 249842055B-9.16  |                 | 215 SE 7TH - IT/ERP 7.32%      | 353.92       |
| 249842055C-9.16  |                 | 215 SE 7TH - FACILITIES .20%   | 9.67         |
| 249842055D-9.16  |                 | 215 SE 7TH - TPAC 60%          | 2,901.02     |
| 249842055E-9.16  |                 | 215 SE 7TH - COURT 5.6%        | 270.76       |
| 249842055F-9.16  |                 | 215 SE 7TH - CREDIT UNION 1.2% | 58.02        |
| 249842055G-9.16  |                 | 215 SE 7TH - CITY CLERK 1.6%   | 77.36        |
| 249842055H-9.16  |                 | 215 SE 7TH - HR/WEELLNESS 4.7% | 227.25       |
| 249842055I-9.16  |                 | 215 SE 7TH - PROSECUTION 1.86% | 89.93        |
| 249842055J-9.16  |                 | 215 SE 7TH - PROBATION 2.4%    | 116.04       |
| 249842055K-9.16  |                 | 215 SE 7TH - COUNCIL OFFICE 1. | 53.19        |
| 249842055L-9.16  |                 | 215 SE 7TH - CITY4 .86%        | 41.58        |
| 249842055M-9.16  |                 | 215 SE 7TH - LEGAL 1.3%        | 62.86        |
| 249842055N-9.16  |                 | 215 SE 7TH - LEGAL SPEC LIABIL | 62.86        |
| 249842055O-9.16  |                 | 215 SE 7TH - MAYOR .82%        | 39.65        |
| 249842055P-9.16  |                 | 215 SE 7TH - CITY MGR 1.3%     | 62.86        |
| 249842055Q-9.16  |                 | 215 SE 7TH - FINANCE 3.80%     | 183.72       |
| 2518492210-9.16  |                 | CORONADO/917 QUINCY            | 2,433.33     |
| 2527930189-9.16  |                 | 620 MADISON - COMMONS .14%     | 12.42        |
| 2527930189A-9.1  |                 | 620 MADISON - HOLLIDAY ROOM 5. | 488.09       |
| 2527930189B-9.1  |                 | 620 MADISON - WELLNESS CLINIC  | 290.19       |
| 2527930189C-9.1  |                 | 620 MADISON - TPD INTERNAL AFF | 129.57       |
| 2527930189D-9.1  |                 | 620 MADISON - WATER 3.6%       | 319.48       |
| 2527930189E-9.1  |                 | 620 MADISON - HND 14.6%        | 1,295.67     |
| 2527930189F-9.1  |                 | 620 MADISON - IT 5.3%          | 470.34       |
| 2527930189G-9.1  |                 | 620 MADISON - TSG 5.6%         | 496.97       |
| 2527930189H-9.1  |                 | 620 MADISON - PARKING 3.12%    | 276.88       |
| 2527930189I-9.16 |                 | 620 MADISON - ENG 18.8%        | 1,668.39     |
| 2527930189J-9.1  |                 | 620 MADISON - CODE 4.9%        | 434.85       |

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| 2527930189K-9.1 |                 | 620 MADISON - DSD PERMIT 6.45%  | 572.40       |
| 2527930189L-9.1 |                 | 620 MADISON - DSD INSPECTION 6  | 572.40       |
| 2527930189M-9.1 |                 | 620 MADISON - TPD EMER COMM 2.  | 259.13       |
| 2527930189N-9.1 |                 | 620 MADISON - FIRE INS 2.52%    | 223.64       |
| 2527930189O-9.1 |                 | 620 MADISON - PW ADMIN 4.07%    | 361.19       |
| 2527930189P-9.1 |                 | 620 MADISON - PLANNING 11.3%    | 1,002.81     |
| 2556481079-9.16 |                 | 8TH & MADISON (PAL)             | 208.54       |
| 2772553529-9.16 |                 | 4130 SE EAST EDGE RD PUMP       | 301.42       |
| 2868104065-9.16 |                 | 201 NW TOPEKA-STREET            | 139.81       |
| 2909742456-9.16 |                 | 200 N KANSAS AVE                | 23.85        |
| 2952910200-9.16 |                 | 3305 SW 46TH                    | 55.50        |
| 2978671422-9.16 |                 | 635 SW GAGE BLVD 2 - CONCESSION | 730.58       |
| 3068995963-9.16 |                 | 2739 SE LAKE TERR               | 27.90        |
| 309522996-9.16  |                 | 201 NW TOPEKA-STREET PAL        | 186.17       |
| 3145100253-9.16 |                 | 1901 WESTERN                    | 2,043.34     |
| 3182415820-9.16 |                 | 3919 SE 29TH STREET             | 116.26       |
| 3216962429-9.16 |                 | 5950 SW 41ST                    | 22.50        |
| 3235310123-9.16 |                 | 550 NW 46TH                     | 111.59       |
| 3358892424-9.16 |                 | 635 SW GAGE BLVD #14 - QUARAN   | 157.25       |
| 3359889707-9.16 |                 | 318 NW CRANE ST                 | 31.69        |
| 3377855825-9.16 |                 | 3332 SW WANAMAKER ST LT         | 71.70        |
| 3379200926-9.16 |                 | 3140 SW WANAMAKER ST LT CENTER  | 73.84        |
| 342334703-9.16  |                 | 6315 SW 29TH ST ST LT           | 136.50       |
| 3429732386-9.16 |                 | QUINCY ST PUMP FPM              | 29.08        |
| 3468280796-9.16 |                 | 201 NE CURTIS ST                | 122.61       |
| 3481742208-9.16 |                 | 1419 NE SEWARD AVE              | 520.86       |
| 3675168021-9.16 |                 | 3105 NW GREEN HILLS RD HALF DA  | 48.94        |
| 3675521733-9.16 |                 | 1200 JEFFERSON                  | 271.99       |
| 3703989372-9.16 |                 | 810 NW US HIGHWAY 24 PUMP       | 50.29        |
| 3704094176-9.16 |                 | 2744 SE 33RD TERR.              | 87.13        |
| 3769422865-9.16 |                 | 639 SW GAGE BLVD- ZOO RAIN FO   | 2,503.20     |
| 3791139844-9.16 |                 | 3441 SHORELINE DR.              | 78.44        |
| 3890967088-9.16 |                 | 635 SW GAGE BLVD #1 - OFFICE    | 1,619.56     |
| 3962419033-9.16 |                 | 545 NE LAKE                     | 4,596.49     |
| 4010895542-9.16 |                 | 400 NE SPRUCE LN PUMP           | 110.39       |
| 4058088318-9.16 |                 | 5000 1/2 SW REDBUD LN.          | 99.75        |
| 4141273470-9.16 |                 | 934 NE QUINCY                   | 35.99        |
| 416151990-9.16  |                 | BURNETTS MOUND (tower)          | 68.72        |
| 4181861543-9.16 |                 | 500 NE STRAIT AVE.              | 6,125.85     |
| 4208864031-9.16 |                 | WINTER & I70                    | 79.27        |
| 4264149424-9.16 |                 | 4748 NW GREEN HILLS RD          | 69.56        |
| 4269643687-9.16 |                 | 2901 SE CROCO                   | 46.53        |
| 4284165684-9.16 |                 | 815 SW GAGE BLVD-ZOO COMMISSAR  | 575.40       |
| 4398184091-9.16 |                 | 1901 WESTERN AVE A              | 160.74       |
| 4451931225-9.16 |                 | 2906 SW KANZA DR LT             | 153.69       |
| 4495154762-9.16 |                 | 315 SE 21ST                     | 57.11        |
| 4495259422-9.16 |                 | 6402 SW 21ST ST ST LT           | 77.50        |
| 4500418622-9.16 |                 | 201 NW TOPEKA-STREET 55.2. %    | 1,364.41     |
| 4500418622A-9.1 |                 | 201 NW TOPEKA-FLEET 28.2%       | 697.03       |
| 4500418622B-9.1 |                 | 201 NW TOPEKA-FORESTRY 13.7%    | 338.63       |
| 4500418622C-9.1 |                 | 201 NW TOPEKA-FACILITIES 2.9%   | 71.68        |
| 4542484126-9.16 |                 | JACKSON/512 SW JACKSON          | 2,315.74     |
| 4565831865-9.16 |                 | 6305 SW 9TH B B                 | 2,102.79     |
| 4634088434-9.16 |                 | 1019 SW 22ND                    | 6,643.35     |
| 4672756422-9.16 |                 | 3205 NW HICKORY RIDGE LN        | 81.45        |
| 4688166907-9.16 |                 | 3300 SE DOWNING DR              | 113.80       |
| 4727296348-9.16 |                 | 324 SE JEFFERSON - FIRE         | 23.85        |
| 4732150028-9.16 |                 | 3033 SW WANAMAKER ST LT         | 59.44        |
| 4756774986-9.16 |                 | 3930 SW WANAMAKER               | 25.22        |
| 4789320685-9.16 |                 | 415 SE 43RD PUMP                | 88.22        |
| 4901109460-9.16 |                 | TOWNSITE/120 SE 6TH             | 5,045.38     |
| 5026432749-9.16 |                 | 2816 SW 29TH ST.- WW            | 3,323.48     |
| 5033670348-9.16 |                 | 700 JEFFERSON- COMMONS .14%     | 0.24         |
| 5033670348A-9.1 |                 | 700 JEFFERSON- HOLLIDAY ROOM 5  | 9.62         |

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| 5033670348B-9.1 |                 | 700 JEFFERSON - WELLNESS CLINI | 5.72         |
| 5033670348C-9.1 |                 | 700 JEFFERSON - TPD INTERNAL A | 2.55         |
| 5033670348D-9.1 |                 | 700 JEFFERSON- WATER 3.6%      | 6.29         |
| 5033670348E-9.1 |                 | 700 JEFFERSON- HND 14.6%       | 25.53        |
| 5033670348F-9.1 |                 | 700 JEFFERSON- IT 5.3%         | 9.27         |
| 5033670348G-9.1 |                 | 700 JEFFERSON- TSG 5.6%        | 9.79         |
| 5033670348H-9.1 |                 | 700 JEFFERSON- PARKING 3.12%   | 5.45         |
| 5033670348I-9.1 |                 | 700 JEFFERSON- ENG 18.8%       | 32.87        |
| 5033670348J-9.1 |                 | 700 JEFFERSON- CODE 4.9%       | 8.57         |
| 5033670348K-9.1 |                 | 700 JEFFERSON- DSD PERMIT 6.45 | 11.28        |
| 5033670348L-9.1 |                 | 700 JEFFERSON- DSD INSPECTION  | 11.28        |
| 5033670348M-9.1 |                 | 700 JEFFERSON- TPD EMER COMM 2 | 5.11         |
| 5033670348N-9.1 |                 | 700 JEFFERSON- FIRE INS 2.52%  | 4.41         |
| 5033670348O-9.1 |                 | 700 JEFFERSON- PW ADMIN 4.07%  | 7.12         |
| 5033670348P-9.1 |                 | 700 JEFFERSON- PLANNING 11.3%  | 19.74        |
| 5044012316-9.16 |                 | 6400 UNIVERSITY                | 654.33       |
| 5080166655-9.16 |                 | CRANE & N HARRISON (PAL)(Impou | 622.09       |
| 5162823140-9.16 |                 | ITS CAMERAS                    | 80.84        |
| 5209177869-9.16 |                 | 322 NW CRANE ST (Impound)      | 257.27       |
| 5237660226-9.16 |                 | 1439 NE ATCHISON AVE           | 201.63       |
| 5256371057-9.16 |                 | N TYLER & KS RV                | 23.96        |
| 5278673283-9.16 |                 | 3306 SE CROCO RD               | 284.93       |
| 528113064-9.16  |                 | 2222 NW 35TH ST                | 297.29       |
| 52866323-9.16   |                 | 6009 SW 29TH ST ST LT          | 89.81        |
| 5288815051-9.16 |                 | 5961 SW 10TH                   | 2,698.42     |
| 5365632154-9.16 |                 | 322 NW CRANE ST (PAL)          | 258.40       |
| 5380218945-9.16 |                 | 831 NE US HWY 24               | 31.84        |
| 5652128807-9.16 |                 | 1641 SW ANCASTER               | 121.34       |
| 5755425065-9.16 |                 | 635 SW GAGE BLVD - A-QUARANTEE | 278.55       |
| 575745505-9.16  |                 | 4545 NW 43RD ST PUMP           | 44.71        |
| 6029216846-9.16 |                 | 635 SW GAGE BLVD #24 - APES    | 1,213.98     |
| 6043959044-9.16 |                 | CRANE & N HARRISON (PAL) (Impo | 18.20        |
| 6145729420-9.16 |                 | 318 NW CRANE ST                | 364.78       |
| 6149102541-9.16 |                 | 600 SW 42ND ST TANK            | 23.85        |
| 6358801391-9.16 |                 | 2700 NE MERIDEN RD             | 2,227.97     |
| 6385101124-9.16 |                 | 4540 NW SIOUX                  | 222.25       |
| 6418900406-9.16 |                 | 230 SE ALKIRE                  | 48.15        |
| 6473225120-9.16 |                 | 4300 SE 23RD TERR              | 787.87       |
| 6548990643-9.16 |                 | PARKNSHOP/611 QUINCY           | 1,177.58     |
| 6600935533-9.16 |                 | BURNETT'S MOUND                | 75.22        |
| 6684018868-9.16 |                 | 5002 NW KENDALL DR             | 39.90        |
| 6806672566-9.16 |                 | 1610 BUTTON RD.                | 163.00       |
| 6878412783-9.16 |                 | 3245 NW WATER WORKS DR         | 77.04        |
| 6987642013-9.16 |                 | 2860 SE GOLDEN                 | 41.86        |
| 7006406272-9.16 |                 | 2000 NW TYLER                  | 91.31        |
| 7052702107-9.16 |                 | 2101 SW URISH RD               | 748.79       |
| 7054526981-9.16 |                 | DECORATIVE STREET LIGHTS       | 1,153.92     |
| 7093577888-9.16 |                 | 2000 NW 17TH ST                | 971.91       |
| 7108482567-9.16 |                 | 223 SW TUFFY KELLOGG DR LT     | 111.04       |
| 7129070441-9.16 |                 | 324 SE JEFFERSON               | 2,449.00     |
| 7165756657-9.16 |                 | 400 US HWY 24                  | 67.79        |
| 7222261768-9.16 |                 | 138 N KS AVE                   | 76.71        |
| 7291675894-9.16 |                 | 300 SE 40TH                    | 103.48       |
| 731539692-9.16  |                 | BURNETTES MOUND (PAL) ( tower) | 65.87        |
| 7391817447-9.16 |                 | 123 SE 29TH ST LT              | 43.99        |
| 7479004144-9.16 |                 | 112 SW 8TH CROSBY PLACE        | 1,240.30     |
| 7548807911-9.16 |                 | 4035 SW 6TH AVE - ZOO LIGHTING | 93.23        |
| 7561894529-9.16 |                 | 8TH & MONROE (PAL)             | 99.69        |
| 7634627729-9.16 |                 | 3030 SE CROCO RD.              | 81.42        |
| 7672355786-9.16 |                 | 3450 SW BELLE AVE POND         | 298.23       |
| 7678466617-9.16 |                 | 200 NE CRANE                   | 160.73       |
| 7781238941-9.16 |                 | STREET LIGHTS                  | 144,373.76   |
| 7858393411-9.16 |                 | 3712 SW STONEBRIDGE CT.        | 46.45        |
| 7891221852-9.16 |                 | 300 SE JEFERSON - FIRE 54%     | 369.09       |

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|------------------|-----------------|--------------------------------|--------------|
| 7891221852A-9.1  |                 | 300 SE JEFERSON - FLEET 46%    | 314.41       |
| 8045856673-9.16  |                 | 932 NE Quincy - FIRE           | 512.20       |
| 8101041023-9.16  |                 | 3158 1/2 SE 6TH AVE            | 25.86        |
| 8276026298-9.16  |                 | 322 NW CRANE ST (PAL) (Impound | 31.69        |
| 8290044485-9.16  |                 | 3414 SE 35TH ST.               | 108.54       |
| 8336454201-9.16  |                 | 1600 NW BUTTON RD.             | 31,879.64    |
| 8345937008-9.16  |                 | 635 SW GAGE BLVD ZOO HYENA     | 128.21       |
| 8513066501-9.16  |                 | 2300 SE 45TH ST                | 63.82        |
| 857144328-9.16   |                 | 2000 NW 17TH ST                | 31.69        |
| 8573461924-9.16  |                 | 1103 QUINCY/TANK               | 27.25        |
| 8595931907-9.16  |                 | 201 NW TOPEKA-STREET           | 23.96        |
| 8718757529-9.16  |                 | 1703 INDIAN HILLS              | 154.17       |
| 8797295426-9.16  |                 | 3107 SE SILVERLEAF CT          | 48.14        |
| 8828977802-9.16  |                 | 6305 SW 9TH ST                 | 1,666.56     |
| 889044562-9.16   |                 | 1419 NE SEWARD AVE             | 14.49        |
| 8917561729-9.16  |                 | 120 NW CRANE - EMER WATER PUMP | 378.56       |
| 8927971666-9.16  |                 | 1200 DIVISION ST.              | 11,427.78    |
| 8990425420-9.16  |                 | PEDESTRIAN ST LIGHTS           | 2,615.71     |
| 9163909456-9.16  |                 | 5610 SW FOXCROFT CIR.          | 57.42        |
| 9172705484-9.16  |                 | 6255 CALIFORNIA (Gun Range)    | 207.68       |
| 9244495706-9.16  |                 | 2001 NW WINTER ST              | 35.58        |
| 9281634463-9.16  |                 | 635 SW GAGE BLVD - EXHIBIT     | 99.11        |
| 9381575612-9.16  |                 | 1115 NE POPLAR ST              | 45,143.36    |
| 9388419420-9.16  |                 | 1908 SE 29TH ST A              | 79.05        |
| 9396200104-9.16  |                 | 1325 SW 16TH STREET            | 28.98        |
| 9406297791-9.16  |                 | 720 SW 21st STREET             | 1,332.87     |
| 9415932749-9.16  |                 | 1615 NW 8TH ST                 | 34.29        |
| 9464440167-9.16  |                 | 1801 SW 44TH                   | 115.49       |
| 9511026279-9.16  |                 | SCHOOL SPEED FLASHER           | 371.00       |
| 9553074355-9.16  |                 | 434 SE NORWOOD                 | 3,678.77     |
| 9561558646-9.16  |                 | 2447 SE 29TH STREET #9 99.98%  | 979.64       |
| 9610319286-9.16  |                 | 1900 SW 17TH ST LT             | 100.16       |
| 9619954781-9.16  |                 | 6548 SW 21ST ST ST LT          | 75.11        |
| 9662481100-9.16  |                 | 5605 SW FOXCROFT CIR S         | 39.94        |
| 9673824013-9.16  |                 | 320 S KANSAS AVE CHIEF OFF 3.0 | 715.98       |
| 9673824013B-9.1  |                 | 320 S KANSAS AVE EXEC SRV 1.0  | 238.66       |
| 9673824013C-9.1  |                 | 320 S KANSAS AVE TRAIN 1.0%    | 238.66       |
| 9673824013D-9.1  |                 | 320 S KANSAS AVE ADULT CRIME 7 | 1,670.63     |
| 9673824013E-9.1  |                 | 320 S KANSAS AVE CRIME SCENE 1 | 238.66       |
| 9673824013F-9.1  |                 | 320 S KANSAS AVE FIELD OPS 26. | 6,279.18     |
| 9673824013G-9.1  |                 | 320 S KANSAS AVE COMM POLICE 2 | 477.32       |
| 9673824013H-9.1  |                 | 320 S KANSAS AVE SCHOOL RES 2. | 477.32       |
| 9673824013I-9.16 |                 | 320 S KANSAS AVE MOTORCYCLE UN | 238.66       |
| 9673824013J-9.1  |                 | 320 S KANSAS AVE ANIMAL CONTRO | 715.98       |
| 9673824013K-9.1  |                 | 320 S KANSAS AVE REC/PROP 6.0% | 1,431.97     |
| 9673824013L-9.1  |                 | 320 S KANSAS AVE PD IT .32%    | 76.37        |
| 9673824013M-9.1  |                 | 320 S KANSAS AVE NARC 3.0%     | 715.98       |
| 9673824013N-9.1  |                 | 320 S KANSAS AVE BIKE UNIT 1.0 | 238.66       |
| 9673824013O-9.1  |                 | 320 S KANSAS AVE CANINE UNIT 2 | 477.32       |
| 9673824013P-9.1  |                 | 320 S KANSAS AVE - FLEET 8.44% | 2,014.30     |
| 9673824013Q-9.1  |                 | 320 S KANSAS AVE - CORONER 4.0 | 954.65       |
| 9673824013R-9.1  |                 | 320 S KANSAS AVE - SHERIFF 27. | 6,665.81     |
| 969270611-9.16   |                 | 3700 FAIRLAWN PUMP             | 8,414.45     |
| 9772420004-9.16  |                 | 6900 SW CRESTWOOD              | 43.82        |
| 9785702480-9.16  |                 | 2306 SE SAGIS CT               | 87.15        |
| 9804384888-9.16  |                 | 1901 SW 17TH ST ST LT          | 103.14       |
| 9905880069-9.16  |                 | 1200 NE DIVISION (PAL)         | 32.28        |
| 994842527-9.16   |                 | 2010 SW 37TH ST                | 675.64       |
| 722805           | 10/14/2016      | TOPEKA HOUSING AUTHORITY       | 10159        |
| DIS104-1016      |                 | ESF Deposit & 1st Month Rent 2 | 219.00       |
| 722806           | 10/14/2016      | ARC PHYSICAL THERAPY PLUS      | 9956         |
| 1012227          | 33984           |                                | 2,100.00     |

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|-----------------|
| 722807<br>INDEMNITY 9/1-3                                                                                                                                                                                                                                                                                                  | 10/14/2016<br>33957                                                                                                                                                                                              | CORVEL CORPORATION INC<br>8931                       | <b>5,937.00</b> |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 5,937.00        |
| 722808<br>E146612561<br>E148002481<br>E148006931<br>E148145101<br>E148693771<br>E149125751<br>E149243641<br>E149890561<br>E149890571<br>E149914641<br>E150359451<br>E150359461<br>E151317271<br>E151317281<br>E151317291<br>E151317431<br>E151872111<br>E151872311<br>E151968781<br>E152000821<br>E152000831<br>E152566550 | 10/14/2016<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591<br>36591 | COTTON ONEIL CLINIC<br>1131                          | <b>2,483.68</b> |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 25.27           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 82.35           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 71.94           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 10.41           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 37.73           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 37.73           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 71.94           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 119.05          |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 37.73           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 194.25          |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 71.94           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 10.41           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 412.41          |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 675.95          |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 284.28          |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 25.27           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 44.49           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 105.83          |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 10.41           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 10.41           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 71.94           |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 71.94           |
| 722809<br>36554                                                                                                                                                                                                                                                                                                            | 10/14/2016<br>36554                                                                                                                                                                                              | ILIFF MD, RICHARD DOUGLAS<br>2383                    | <b>93.94</b>    |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 93.94           |
| 722810<br>PK00000981                                                                                                                                                                                                                                                                                                       | 10/14/2016                                                                                                                                                                                                       | JEFFERY COFFMAN<br>REFUND NINTH ST GARAGE<br>10575   | <b>23.73</b>    |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 23.73           |
| 722811<br>PK00000980                                                                                                                                                                                                                                                                                                       | 10/14/2016                                                                                                                                                                                                       | KAY FORDHAM<br>REFUND NINTH ST GARAGE<br>10574       | <b>23.73</b>    |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 23.73           |
| 722827<br>PK00000979                                                                                                                                                                                                                                                                                                       | 10/14/2016                                                                                                                                                                                                       | TEK SYSTEMS<br>REFUND NINTH ST GARAGE<br>10573       | <b>14.03</b>    |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 14.03           |
| 722828<br>PK00000978                                                                                                                                                                                                                                                                                                       | 10/14/2016                                                                                                                                                                                                       | STEVE TOALSON<br>REFUND 8TH & MADISON LOT<br>10572   | <b>8.40</b>     |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 8.40            |
| 722829<br>00000065816101                                                                                                                                                                                                                                                                                                   | 10/14/2016                                                                                                                                                                                                       | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494 | <b>144.00</b>   |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 144.00          |
| 722830<br>00000006716101                                                                                                                                                                                                                                                                                                   | 10/14/2016                                                                                                                                                                                                       | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494 | <b>94.62</b>    |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 94.62           |
| 722831<br>00000023216101                                                                                                                                                                                                                                                                                                   | 10/14/2016                                                                                                                                                                                                       | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494 | <b>97.22</b>    |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 97.22           |
| 722832<br>00000080616101                                                                                                                                                                                                                                                                                                   | 10/14/2016                                                                                                                                                                                                       | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494 | <b>136.62</b>   |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 136.62          |
| 722833<br>00000119216101                                                                                                                                                                                                                                                                                                   | 10/14/2016                                                                                                                                                                                                       | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494 | <b>63.70</b>    |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 63.70           |
| 722834<br>00000067716101                                                                                                                                                                                                                                                                                                   | 10/14/2016                                                                                                                                                                                                       | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494 | <b>484.61</b>   |
|                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                  |                                                      | 484.61          |
| 722835                                                                                                                                                                                                                                                                                                                     | 10/14/2016                                                                                                                                                                                                       | CHAPTER 13 TRUSTEE<br>2494                           | <b>36.92</b>    |

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| 00000238516101  |                 | Bankruptcy - Amt 26 PP               | 36.92           |
| 722836          | 10/14/2016      | CHAPTER 13 TRUSTEE 2494              | <b>87.69</b>    |
| 00000004416101  |                 | Bankruptcy - Amt 26 PP               | 87.69           |
| 722837          | 10/14/2016      | CHAPTER 13 TRUSTEE 2494              | <b>202.61</b>   |
| 00000229616101  |                 | Bankruptcy - Amt 26 PP               | 202.61          |
| 722838          | 10/14/2016      | CHAPTER 13 TRUSTEE 2494              | <b>95.54</b>    |
| 00000250316101  |                 | Bankruptcy - Amt 26 PP               | 95.54           |
| 722839          | 10/14/2016      | CHAPTER 13 TRUSTEE 2494              | <b>138.46</b>   |
| 00000100916101  |                 | Bankruptcy - Amt 26 PP               | 138.46          |
| 722840          | 10/14/2016      | CHAPTER 13 TRUSTEE 2494              | <b>183.69</b>   |
| 00000015216101  |                 | Bankruptcy - Amt 26 PP               | 183.69          |
| 722841          | 10/14/2016      | CHAPTER 13 TRUSTEE 2494              | <b>60.00</b>    |
| 00000254716101  |                 | Bankruptcy - Amt 26 PP               | 60.00           |
| 722842          | 10/14/2016      | FAMILY SUPPORT PAYMENT CENTER 6780   | <b>428.80</b>   |
| 00000241016101  |                 | Child Support - Amt                  | 428.80          |
| 722843          | 10/14/2016      | FAMILY SUPPORT PAYMENT CENTER 6780   | <b>125.54</b>   |
| 00000258816101  |                 | Child Support - Amt                  | 125.54          |
| 722844          | 10/14/2016      | FRATERNAL ORDER OF POLICEMEN 1773    | <b>9,580.92</b> |
| UNF116101416101 |                 | Union Dues - FOP                     | 77.76           |
| UNF116101416101 |                 | Union Dues - FOP                     | 9,503.16        |
| 722845          | 10/14/2016      | ILLINOIS STUDENT ASSISTANCE 9196     | <b>303.69</b>   |
| 00000035416101  |                 | Student Loan Federal - Pct           | 303.69          |
| 722846          | 10/14/2016      | KANSAS DEPARTMENT OF REVENUE 6574    | <b>324.09</b>   |
| 00000111616101  |                 | Tax Levy State - Pct                 | 324.09          |
| 722847          | 10/14/2016      | PIONEER CREDIT RECOVERY INC 3940     | <b>248.86</b>   |
| 00000215516101  |                 | Student Loan Federal - Pct           | 248.86          |
| 722848          | 10/14/2016      | SUPPORTKIDS SERVICES INC 4283        | <b>187.62</b>   |
| 00000089816101  |                 | Child Support - Amt                  | 187.62          |
| 722849          | 10/14/2016      | OFFICE OF THE ATTORNEY GENERAL 10437 | <b>92.31</b>    |
| 00000265316101  |                 | Child Support - Amt                  | 92.31           |
| 722850          | 10/14/2016      | UNITED STATES GOVERNMENT 9489        | <b>165.90</b>   |
| 00000215516101  |                 | Student Loan Federal - Pct           | 165.90          |
| 722851          | 10/14/2016      | US DEPT OF TREASURY ON BEHALF 10515  | <b>238.37</b>   |
| 00000078516101  |                 | Garnishment - Pct of Net             | 238.37          |
| 722852          | 10/14/2016      | WILLIAM GRIFFIN CHAPTER 5446         | <b>2,145.24</b> |
| 00000055616101  |                 | Bankruptcy - Amt 26 PP               | 2,145.24        |
| 722853          | 10/14/2016      | WILLIAM GRIFFIN CHAPTER 5446         | <b>1,246.16</b> |
| 00000041316101  |                 | Bankruptcy - Amt 26 PP               | 1,246.16        |
| 722854          | 10/14/2016      | WILLIAM GRIFFIN CHAPTER 5446         | <b>807.70</b>   |
| 00000080116101  |                 | Bankruptcy - Amt 26 PP               | 807.70          |
| 722855          | 10/14/2016      | AMERICAN PUBLIC WORKS 178            | <b>85.00</b>    |

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| 36555 WEDEKIN | 36555           |                                     | 85.00        |
| 722856        | 10/14/2016      | APPLIED INDUSTRIAL 245              | 60.55        |
| 7008826426    | 33201           |                                     | 60.55        |
| 722857        | 10/14/2016      | FASTENAL COMPANY 1619               | 1.34         |
| KSTOP233028   | 33271           |                                     | 1.34         |
| 722858        | 10/14/2016      | KANSAS CORRECTIONAL INDUSTRIES 2662 | 18,449.86    |
| 170956        | 36375           |                                     | 18,449.86    |
| 722859        | 10/14/2016      | KANSAS SAND & CONCRETE 2744         | 1,186.25     |
| 90091607      | 33805           |                                     | 606.25       |
| 90092970      | 33407           |                                     | 580.00       |
| 722860        | 10/14/2016      | MID-STATES MATERIALS LLC 3401       | 3,518.55     |
| 58665         | 33425           |                                     | 3,518.55     |
| 722861        | 10/14/2016      | ROACH HARDWARE 4230                 | 271.85       |
| 120458        | 33413           |                                     | 35.91        |
| 120470        | 33413           |                                     | 23.08        |
| 120489        | 33413           |                                     | 9.95         |
| 120500        | 33413           |                                     | 6.02         |
| 120509        | 33413           |                                     | 59.91        |
| 120550        | 33413           |                                     | 55.25        |
| 120561        | 33413           |                                     | -16.50       |
| 120610        | 33413           |                                     | 53.40        |
| 120620        | 33413           |                                     | 23.07        |
| 120626        | 33413           |                                     | 21.76        |
| 722862        | 10/21/2016      | 1ST DUE EMERGENCY RESPONSE 5911     | 243.00       |
| 16 2512       | 33603           |                                     | 243.00       |
| 722863        | 10/21/2016      | ACROSS THE STREET PRODUCTIONS 10506 | 6,930.00     |
| 12 4304       | 36571           |                                     | 6,930.00     |
| 722864        | 10/21/2016      | AT&T 281                            | 620.80       |
| 3071043306    | 33687           |                                     | 620.80       |
| 722865        | 10/21/2016      | BRATWEAR LLC 595                    | 687.00       |
| 19967         | 35836           |                                     | 687.00       |
| 722866        | 10/21/2016      | BRIDGESTONE AMERICAS INC 1855       | 2,862.09     |
| 526 52023     | 33274           |                                     | 37.00        |
| 526 52049     | 33274           |                                     | 1,214.34     |
| 526 52072     | 33274           |                                     | 150.00       |
| 526 52080     | 33274           |                                     | 358.64       |
| 526 52081     | 33274           |                                     | 820.48       |
| 526 52082     | 33274           |                                     | 281.63       |
| 722867        | 10/21/2016      | BROWNS SUPER SERVICE INC 670        | 175.00       |
| 48846         | 33261           |                                     | 175.00       |
| 722868        | 10/21/2016      | CELLCO PARTNERSHIP 9497             | 1,028.76     |
| 9772886011    | DE              |                                     | 1,028.76     |
| 722869        | 10/21/2016      | CITY OF CONCORDIA 10564             | 650.00       |
| 16 106        | 36622           |                                     | 650.00       |
| 722870        | 10/21/2016      | COREFIRST BANK & TRUST 1111         | 4,948.25     |
| SEPTEMBER 20  | 36638           |                                     | 4,948.25     |

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| 722871         | 10/21/2016      | CREATIVE BUSINESS SOLUTIONS 1165    | 633.75       |
| 5777           | 35717           |                                     | 492.50       |
| 5778           | 34572           |                                     | 141.25       |
| 722872         | 10/21/2016      | ED BOZARTH CHEVROLET INC 578        | 17,714.00    |
| 118427         | 36483           |                                     | 17,714.00    |
| 722873         | 10/21/2016      | ENVIRONMENTAL ENERGY INC 1545       | 65.00        |
| 52430          | 35319           |                                     | 65.00        |
| 722874         | 10/21/2016      | ENVISION INDUSTRIES INC 1549        | 29.64        |
| 0003466956     | 33371           |                                     | 29.64        |
| 722875         | 10/21/2016      | EXPERIAN INFORMATION SOLUTIONS 5760 | 149.33       |
| CD1706005283   | 33426           |                                     | 61.20        |
| CD1706005284   | 33426           |                                     | 88.13        |
| 722876         | 10/21/2016      | FINLAY AUTOMOTIVE SUPPLY INC 10237  | 160.07       |
| 034129         | 34116           |                                     | 36.95        |
| 034133         | 34116           |                                     | 43.86        |
| 034290         | 34116           |                                     | 79.26        |
| 722877         | 10/21/2016      | SPENCER & COMPANY 2321              | 10,628.83    |
| S 14559        | 33281           |                                     | 72.50        |
| S 14572        | 33281           |                                     | 299.99       |
| W 16573        | 33281           |                                     | 6,447.67     |
| W 16597        | 33281           |                                     | 2,011.59     |
| W 16598        | 33281           |                                     | 1,797.08     |
| 722878         | 10/21/2016      | HY-VEE FOOD STORE #1658 INC 2371    | 167.97       |
| 4304423522     | 36621           |                                     | 167.97       |
| 722879         | 10/21/2016      | JAMES L DUNLAP 2533                 | 12.92        |
| 251833         | 33285           |                                     | 5.00         |
| 251838         | 33285           |                                     | 7.92         |
| 722880         | 10/21/2016      | KANSAS AUTOMOTIVE INC 2639          | 61.78        |
| 2918726        | 33289           |                                     | 15.38        |
| 2920091        | 33289           |                                     | 15.08        |
| 2920169        | 33289           |                                     | -4.03        |
| 2920170        | 33346           |                                     | 4.03         |
| 2920311        | 33289           |                                     | 16.32        |
| 2920643        | 33210           |                                     | 15.00        |
| 722881         | 10/21/2016      | KANSAS DEPT OF HEALTH & ENVIR 2674  | 310.00       |
| W6000 JUL-SEP  | 33410           |                                     | 310.00       |
| 722882         | 10/21/2016      | KANSAS DEPT OF REVENUE 2691         | 16,439.52    |
| 01013402988 F0 |                 | SALES TAX WATE                      | 16,439.52    |
| 722883         | 10/21/2016      | KANSAS DEPT OF REVENUE 2691         | 48,468.33    |
| 6292 YPHN J42X |                 | SALES TAX WATE                      | 48,468.33    |
| 722884         | 10/21/2016      | KANSAS DEPT OF REVENUE 2691         | 4,017.86     |
| 6293 MXM2 2A3  |                 | SALES TAX ZOO                       | 4,017.86     |
| 722885         | 10/21/2016      | KANSAS ONE CALL SYSTEM INC 2728     | 3,185.00     |
| 6090479        | 33412           |                                     | 3,185.00     |
| 722886         | 10/21/2016      | KUCERA INTERNATIONAL INC 10139      | 8,131.50     |
| 23214REV       | 34869           |                                     | 8,131.50     |



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| 722887          | 10/21/2016      | LOWER HEATING & A/C INC 3119        | 2,034.65     |
| 101918          | 33731           |                                     | 1,081.69     |
| 103066          | 33670           |                                     | 952.96       |
| 722888          | 10/21/2016      | MAYFIELD CREATIVE INC 9957          | 1,870.00     |
| 806             | 31907           |                                     | 1,870.00     |
| 722889          | 10/21/2016      | MORRIS COMMUNICATIONS 5016          | 7,303.24     |
| 10003893151609  | 36494           |                                     | 7,303.24     |
| 722890          | 10/21/2016      | NAILL ENTERPRISES LTD 4931          | 96.15        |
| 7801 22         | 33462           |                                     | 96.15        |
| 722891          | 10/21/2016      | OCCUPATIONAL MEDICINE OF MID 10555  | 43.00        |
| 00460000000085  | 36625           |                                     | 43.00        |
| 722892          | 10/21/2016      | PETDATA INC 10112                   | 2,714.75     |
| 5366            | 34430           |                                     | 2,714.75     |
| 722893          | 10/21/2016      | RESILITE SPORTS PROD INC 10458      | 18,792.00    |
| 103003          | 36001           |                                     | 18,792.00    |
| 722894          | 10/21/2016      | SANCHEZ PROFESSIONAL CLEANING 10169 | 598.75       |
| 31 A            | 35306           |                                     | 508.75       |
| 31 B            | 35306           |                                     | 90.00        |
| 722895          | 10/21/2016      | SHAVER, MICHAELA C 4492             | 275.00       |
| 1871            | 36656           |                                     | 275.00       |
| 722896          | 10/21/2016      | SHAWNEE COUNTY 4505                 | 7,500.00     |
| 131             | 33621           |                                     | 7,500.00     |
| 722897          | 10/21/2016      | SHAWNEE COUNTY RURAL WATER 5719     | 1,498.00     |
| 33591 SEP 2016  | 33591           |                                     | 1,498.00     |
| 722898          | 10/21/2016      | TOPEKA FOUNDRY & IRON WORKS IN 5029 | 61.13        |
| 7472 TF16       | 33306           |                                     | 61.13        |
| 722899          | 10/21/2016      | RAD INC 5042                        | 6.54         |
| 47815           | 33308           |                                     | 6.54         |
| 722900          | 10/21/2016      | TRAVELERS INSURANCE COMPANY 5089    | 18,501.84    |
| 000509341 #3976 | 35828           |                                     | 18,501.84    |
| 722901          | 10/21/2016      | VERMEER GREAT PLAINS INC 5218       | 159.63       |
| P24447          | 33311           |                                     | 159.63       |
| 722902          | 10/21/2016      | WESTAR ENERGY 5377                  | 594.94       |
| THO108-1016     | 3603534722      |                                     | 594.94       |
| 722921          | 10/21/2016      | APPLIED INDUSTRIAL 245              | 318.02       |
| 7008904013      | 33201           |                                     | 11.64        |
| 7008904014      | 33201           |                                     | 11.64        |
| 722922          | 10/21/2016      | GRAINGER 1964                       | 96.22        |
| 9237154373      | 33277           |                                     | 1,259.04     |
| 9240245598      | 36501           |                                     | 1,259.04     |
| 722923          | 10/21/2016      | KANSAS SAND & CONCRETE 2744         | 428.75       |
| 90090727        | 33538           |                                     | 428.75       |
| 90090728        | 33538           |                                     | 485.00       |
| 90090918        | 33538           |                                     | 428.75       |

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| 90092430       | 33538           |                                | 428.75          |
| 90095269       | 33407           |                                | 1,740.00        |
| 90095270       | 33407           |                                | 262.00          |
| 90095995       | 33805           |                                | 232.00          |
| 722924         | 10/21/2016      | MCCRAY LUMBER COMPANY          | 3280            |
| TO00702944 001 | 33465           |                                | 42.93           |
|                |                 |                                | <b>42.93</b>    |
| 722925         | 10/21/2016      | MID-STATES MATERIALS LLC       | 3401            |
| 58732          | 33473           |                                | 454.76          |
|                |                 |                                | <b>454.76</b>   |
| 722926         | 10/21/2016      | MIDWEST MOTOR SUPPLY CO INC    | 2854            |
| 5200668        | 33478           |                                | 628.67          |
| 5201055        | 33478           |                                | 357.17          |
| 5201069        | 33478           |                                | 792.65          |
|                |                 |                                | <b>1,778.49</b> |
| 722927         | 10/21/2016      | ROACH HARDWARE                 | 4230            |
| 120801         | 33413           |                                | 23.15           |
|                |                 |                                | <b>23.15</b>    |
| 722928         | 10/21/2016      | SAFETY SUPPLIES                | 4336            |
| SSI 16088      | 33421           |                                | 2,050.17        |
| SSI 1609110    | 33421           |                                | 400.00          |
|                |                 |                                | <b>2,450.17</b> |
| 722929         | 10/21/2016      | TESSENDORF WELDING & MACHINE I | 4909            |
| 61050          | 33569           |                                | 113.95          |
|                |                 |                                | <b>113.95</b>   |
| 722930         | 10/21/2016      | ALANIS-NEGRETE, J REYES        | 9715            |
| CR 2007 001176 | DEANN K MASSEY  |                                | 25.00           |
|                |                 |                                | <b>25.00</b>    |
| 722931         | 10/21/2016      | BARNES, DENNIS                 | 9995            |
| CR 2015 000534 | BEVERLY MARTIN  |                                | 50.00           |
|                |                 |                                | <b>50.00</b>    |
| 722932         | 10/21/2016      | ALMANZA, DAVID                 | 6818            |
| CR 2009 000656 | SR HERRICK JR   |                                | 25.00           |
|                |                 |                                | <b>25.00</b>    |
| 722933         | 10/21/2016      | KANSAS BUREAU OF INVESTIGATION | 2646            |
| CR 2015 001036 | JT HAYES        |                                | 50.00           |
|                |                 |                                | <b>50.00</b>    |
| 722934         | 10/21/2016      | MELANSON, POLYANA              | 10441           |
| CR 2015 000789 | WA MORTON       |                                | 25.00           |
|                |                 |                                | <b>25.00</b>    |
| 722935         | 10/21/2016      | THE EYE DOCTORS                | 8899            |
| CR 2010 000593 | DIANA L RELLEA  |                                | 30.00           |
|                |                 |                                | <b>30.00</b>    |
| 722936         | 10/28/2016      | BUTLER & ASSOCIATES PA         | 730             |
| 00000230316102 |                 | Garnishment - Pct of Net       | 108.16          |
|                |                 |                                | <b>108.16</b>   |
| 722937         | 10/28/2016      | BUTLER & ASSOCIATES PA         | 730             |
| 00000230316102 |                 | Garnishment - Pct of Net       | 108.16          |
|                |                 |                                | <b>108.16</b>   |
| 722938         | 10/28/2016      | H KENT HOLLINS ATTORNEY AT LAW | 6502            |
| 00000230316102 |                 | Garnishment - Pct of Net       | 108.18          |
|                |                 |                                | <b>108.18</b>   |
| 722939         | 10/28/2016      | H KENT HOLLINS ATTORNEY AT LAW | 6502            |
| 00000246816102 |                 | Garnishment - Pct of Net       | 96.88           |
|                |                 |                                | <b>96.88</b>    |
| 722940         | 10/28/2016      | H KENT HOLLINS ATTORNEY AT LAW | 6502            |
| 00000246816102 |                 | Garnishment - Pct of Net       | 96.88           |
|                |                 |                                | <b>96.88</b>    |
| 722941         | 10/28/2016      | MARTIN PRINGLE OLIVER WALLACE  | 3214            |
| 00000237916102 |                 | Garnishment - Pct of Net       | 172.23          |
|                |                 |                                | <b>172.23</b>   |

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| 722942         | 10/28/2016      | MCNEILEPAPPAS PC 10454             | 226.95       |
| 00000102216102 |                 | Garnishment - Pct of Net           |              |
| 722943         | 10/28/2016      | VCA CENVET INC 5886                | 1,285.01     |
| 201609 0       | 33370           |                                    |              |
| 722944         | 10/28/2016      | AT&T 281                           | 19,704.81    |
| OCTOBER 2016   | MONTHLY PHONE   |                                    |              |
| 722945         | 10/28/2016      | AT&T 281                           | 475.98       |
| 5076204305     | LONG DISTANCE   |                                    |              |
| 722946         | 10/28/2016      | AT&T CAPITAL SERVICES 284          | 7,131.57     |
| 2995832        | 28170           |                                    |              |
| 722947         | 10/28/2016      | AUTO ZONE INC 310                  | 189.09       |
| 1634175352     | 34547           |                                    |              |
| 722948         | 10/28/2016      | BA DESIGNS LLC 327                 | 1,078.56     |
| BA17699        | 36367           |                                    |              |
| 722949         | 10/28/2016      | BIG TWIN INC 5031                  | 333.35       |
| 682785         | 33307           |                                    |              |
| 722950         | 10/28/2016      | BOYLES INC 574                     | 36.70        |
| 410107         | 33786           |                                    |              |
| 722951         | 10/28/2016      | CE WATER MANAGEMENT INC 858        | 2,145.00     |
| C46743         | 33818           |                                    | 1,145.00     |
| C46744         | 33818           |                                    | 625.00       |
| C46747         | 33818           |                                    | 375.00       |
| 722952         | 10/28/2016      | CHICAGO ZOOLOGICAL SOCIETY 918     | 1,000.00     |
| 119            | 36556           |                                    |              |
| 722953         | 10/28/2016      | CONRAD FIRE EQUIPMENT INC 1073     | 1,448.10     |
| 511015         | 33267           |                                    | 32.67        |
| 511025         | 33267           |                                    | 825.67       |
| 511285         | 33883           |                                    | 227.15       |
| 511296         | 33883           |                                    | 362.61       |
| 722954         | 10/28/2016      | CONSOLIDATED RURAL WATER 1076      | 1,244.00     |
| 33461 OCT 2016 | 33461           |                                    |              |
| 722955         | 10/28/2016      | DAVID CLARK COMPANY 1259           | 1,464.80     |
| RINV707754     | 35094           |                                    |              |
| 722956         | 10/28/2016      | DOUG RICHERT PONTIAC CADILLAC 1397 | 25.70        |
| 260910         | 33270           |                                    |              |
| 722957         | 10/28/2016      | FAAC INCORPORATED 10286            | 84,995.00    |
| 10200          | 35204           |                                    |              |
| 722958         | 10/28/2016      | GENERAL PARTS INC 814              | 191.56       |
| 2386 232062    | 33264           |                                    | -124.25      |
| 2386 332009    | 33264           |                                    | 172.59       |
| 2386 332023    | 33264           |                                    | 143.22       |
| 722959         | 10/28/2016      | SPENCER & COMPANY 2321             | 3,198.29     |
| S 14591        | 33281           |                                    | 172.16       |
| S 14737        | 33281           |                                    | 352.31       |
| S 14739        | 33281           |                                    | 271.76       |

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| S 14744        | 33281           |                                      | 32.58           |
| W 16776        | 33281           |                                      | 1,495.89        |
| W 16842        | 33281           |                                      | 873.59          |
| 722960         | 10/28/2016      | INFORMATION NETWORK OF KANSAS 2395   | <b>2,625.58</b> |
| 1361650        | 34024           |                                      | 2,580.77        |
| 1420602        | 34024           |                                      | 44.81           |
| 722961         | 10/28/2016      | INNOVA CONSULTING LLC 10432          | <b>2,880.00</b> |
| 1772           | 35889           |                                      | 2,880.00        |
| 722962         | 10/28/2016      | JAMES L DUNLAP 2533                  | <b>5.00</b>     |
| 451726         | 33285           |                                      | 5.00            |
| 722963         | 10/28/2016      | KA-COMM INC 2615                     | <b>281.48</b>   |
| 142446         | 33287           |                                      | 281.48          |
| 722964         | 10/28/2016      | KANSAS ATTORNEY GENERAL 2637         | <b>60.00</b>    |
| 36677 FEIGHNY  | 36677           |                                      | 10.00           |
| 36677 GANIEAN  | 36677           |                                      | 10.00           |
| 36677 GREENW   | 36677           |                                      | 10.00           |
| 36677 JEFFERS  | 36677           |                                      | 10.00           |
| 36677 KITT CHU | 36677           |                                      | 10.00           |
| 36677 STARR SH | 36677           |                                      | 10.00           |
| 722965         | 10/28/2016      | KANSAS AUDIO VIDEO INC 2638          | <b>610.50</b>   |
| 42944200       | 36410           |                                      | 610.50          |
| 722966         | 10/28/2016      | LINEAGE MAILING SERVICES LLC 9223    | <b>1,734.93</b> |
| 387830         | 35246           |                                      | 1,734.93        |
| 722967         | 10/28/2016      | MIDWEST COATING 3407                 | <b>239.59</b>   |
| 3253           | 32442           |                                      | 239.59          |
| 722968         | 10/28/2016      | MIDWEST ELECTRICAL 10362             | <b>7,500.00</b> |
| 16 212         | 35203           |                                      | 7,500.00        |
| 722969         | 10/28/2016      | MISSOURI-KANSAS SUPPLY COMPANY 10451 | <b>4,058.00</b> |
| 1317810        | 36397           |                                      | 4,058.00        |
| 722970         | 10/28/2016      | MM EXCAVATING LLC 9938               | <b>3,667.50</b> |
| 345605         | 35711           |                                      | 1,504.50        |
| 345606         | 35709           |                                      | 1,434.00        |
| 345607         | 36253           |                                      | 729.00          |
| 722971         | 10/28/2016      | MOTION INDUSTRIES INC 3545           | <b>1,075.12</b> |
| KS08 192390    | 33418           |                                      | 1,075.12        |
| 722972         | 10/28/2016      | NAILL ENTERPRISES LTD 4931           | <b>96.15</b>    |
| 7801 23        | 33462           |                                      | 96.15           |
| 722973         | 10/28/2016      | NATIONAL TESTING NETWORK INC 10389   | <b>450.00</b>   |
| 3553           | 35673           |                                      | 450.00          |
| 722974         | 10/28/2016      | PREMIER FARM & HOME LLC 4002         | <b>154.95</b>   |
| 164966         | 33576           |                                      | 154.95          |
| 722975         | 10/28/2016      | PRODUCTS PLUS INC 9311               | <b>522.00</b>   |
| 5625100516     | 33360           |                                      | 270.00          |
| 5642100516     | 33360           |                                      | 252.00          |
| 722976         | 10/28/2016      | PUR O ZONE INC 6773                  | <b>733.80</b>   |

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| 710408        | 33725           |                                     | 733.80            |
| 722977        | 10/28/2016      | SAMS CLUB 4357                      | <b>1,081.86</b>   |
| 001318        | 36450           |                                     | 629.86            |
| 001379        | 33861           |                                     | 318.40            |
| 003559        | 33606           |                                     | 133.60            |
| 722978        | 10/28/2016      | SANCHEZ PROFESSIONAL CLEANING 10169 | <b>1,406.05</b>   |
| 32 A          | 35306           |                                     | 508.75            |
| 32 B          | 35306           |                                     | 90.00             |
| 6             | 35306           |                                     | 807.30            |
| 722979        | 10/28/2016      | SCHULTE SUPPLY INC 9563             | <b>4,960.00</b>   |
| S1118642 001  | 36316           |                                     | 4,960.00          |
| 722980        | 10/28/2016      | SCOTTY WILSON ENTERPRISES INC 4442  | <b>13,100.00</b>  |
| 407482        | 36277           |                                     | 6,800.00          |
| 407483        | 36278           |                                     | 6,300.00          |
| 722981        | 10/28/2016      | SEABROOKS INC 10180                 | <b>279.00</b>     |
| 2010 5450     | 34875           |                                     | 279.00            |
| 722982        | 10/28/2016      | SHAWNEE COUNTY 4505                 | <b>4,691.64</b>   |
| 835           | 34072           |                                     | 322.50            |
| 842           | 34072           |                                     | 247.01            |
| 871           | 34072           |                                     | 607.65            |
| 877           | 34072           |                                     | 92.99             |
| 878           | 34072           |                                     | 129.13            |
| 901           | 34072           |                                     | 3,292.36          |
| 722983        | 10/28/2016      | SHAWNEE COUNTY 4520                 | <b>124,999.00</b> |
| 43590 2016    | DE              |                                     | 124,999.00        |
| 722984        | 10/28/2016      | SURPLUS PROPERTY FUND 4836          | <b>87.90</b>      |
| 6             | 36528           |                                     | 87.90             |
| 722985        | 10/28/2016      | T&T BOUNCE LLC 10580                | <b>100.00</b>     |
| 1240          | 36378           |                                     | 100.00            |
| 722986        | 10/28/2016      | TEEL INC 9680                       | <b>3,950.00</b>   |
| T10238        | 36589           |                                     | 3,950.00          |
| 722987        | 10/28/2016      | RAD INC 5042                        | <b>20.65</b>      |
| 50694         | 33308           |                                     | 20.65             |
| 722988        | 10/28/2016      | TRANSUNION RISK AND 9436            | <b>115.75</b>     |
| SEP 2016 ACCT | 33511           |                                     | 115.75            |
| 722989        | 10/28/2016      | TYLER TECHNOLOGIES INC 10407        | <b>3,701.00</b>   |
| 030 1936      | 35853           |                                     | 3,701.00          |
| 722990        | 10/28/2016      | UNDERGROUND VAULTS & STORAGE 5130   | <b>37.60</b>      |
| 394156        | 36687           |                                     | 37.60             |
| 722991        | 10/28/2016      | UNITED PARCEL SERVICE INC 5140      | <b>13.97</b>      |
| 0000656FE0416 | 34532           |                                     | 13.97             |
| 722992        | 10/28/2016      | VARSITY BRANDS HOLDING CO INC 10379 | <b>486.00</b>     |
| 98313552      | 35241           |                                     | 486.00            |
| 722993        | 10/28/2016      | VERITIV OPERATING COMPANY 10171     | <b>585.67</b>     |
| 9019838479    | 35352           |                                     | 585.67            |

# COUNCIL REPORT OF VENDOR PAYMENTS

Between 10/1/2016 and 10/28/2016

| Check No.                                                                                                                                                                                                                                                                          | Check Date/PO #                                                                                                                                                                                         | Vendor Name and Number                                                 | Check Amount                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 722994<br>7703                                                                                                                                                                                                                                                                     | 10/28/2016<br>36512                                                                                                                                                                                     | WEATHER OR NOT INC<br>5340                                             | 1,337.00                                                                                                                                                                                             |
| 722995<br>834780654                                                                                                                                                                                                                                                                | 10/28/2016<br>35455                                                                                                                                                                                     | WEST PUBLISHING CORPORATION<br>4972                                    | 676.00                                                                                                                                                                                               |
| 722996<br>NIS101-1016                                                                                                                                                                                                                                                              | 10/28/2016                                                                                                                                                                                              | JEFFERSON MADISON BUILDING LP<br>ESF Past Due Rent 2016Payment<br>4374 | 435.00                                                                                                                                                                                               |
| 722997<br>MCD105-1016<br>NIT101-1016<br>ROW105-1016                                                                                                                                                                                                                                | 10/28/2016                                                                                                                                                                                              | KANSAS GAS SERVICE INC<br>512458432<br>512099072<br>510949633          | 2708<br>465.40<br>352.17<br>467.49                                                                                                                                                                   |
| 722998<br>MCD105-1016<br>NIT101-1016<br>ROW105-1016                                                                                                                                                                                                                                | 10/28/2016                                                                                                                                                                                              | WESTAR ENERGY<br>7229773609<br>1516163920<br>9575477805                | 5377<br>551.39<br>661.01<br>523.75                                                                                                                                                                   |
| 722999<br>E137695461<br>E137695471<br>E140775582<br>E140775592<br>E140775602<br>E141025802<br>E146163311<br>E147508981<br>E148084651<br>E149187501<br>E151213901<br>E151359841<br>E151359851<br>E151571991<br>EZ650252<br>EZ650262<br>EZ650272<br>EZ650282<br>EZ650292<br>EZ686381 | 10/28/2016<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668<br>36668 | COTTON ONEIL CLINIC<br>1131                                            | 2,247.46<br>46.90<br>10.41<br>155.96<br>432.18<br>201.64<br>423.49<br>116.24<br>37.73<br>126.42<br>46.90<br>37.73<br>71.94<br>10.41<br>48.14<br>27.18<br>54.36<br>81.54<br>125.52<br>105.75<br>87.02 |
| 723000<br>60015236700<br>60015441801<br>60017730900<br>60017995700                                                                                                                                                                                                                 | 10/28/2016<br>36667<br>36667<br>36667<br>36667                                                                                                                                                          | STORMONT VAIL HEALTHCARE<br>5753                                       | 17,300.76<br>194.73<br>16,518.85<br>47.29<br>539.89                                                                                                                                                  |
| 723008<br>00000065816102                                                                                                                                                                                                                                                           | 10/28/2016                                                                                                                                                                                              | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494                   | 144.00                                                                                                                                                                                               |
| 723009<br>00000006716102                                                                                                                                                                                                                                                           | 10/28/2016                                                                                                                                                                                              | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494                   | 94.62                                                                                                                                                                                                |
| 723010<br>00000023216102                                                                                                                                                                                                                                                           | 10/28/2016                                                                                                                                                                                              | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494                   | 97.22                                                                                                                                                                                                |
| 723011<br>00000080616102                                                                                                                                                                                                                                                           | 10/28/2016                                                                                                                                                                                              | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494                   | 136.62                                                                                                                                                                                               |
| 723012<br>00000119216102                                                                                                                                                                                                                                                           | 10/28/2016                                                                                                                                                                                              | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP<br>2494                   | 63.70                                                                                                                                                                                                |

# COUNCIL REPORT OF VENDOR PAYMENTS

Between 10/1/2016 and 10/28/2016

| Check No.                                  | Check Date/PO # | Vendor Name and Number                                               | Check Amount              |
|--------------------------------------------|-----------------|----------------------------------------------------------------------|---------------------------|
| 723013<br>00000067716102                   | 10/28/2016      | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP                         | 2494<br>484.61            |
| 723014<br>00000238516102                   | 10/28/2016      | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP                         | 2494<br>36.92             |
| 723015<br>00000004416102                   | 10/28/2016      | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP                         | 2494<br>87.69             |
| 723016<br>00000229616102                   | 10/28/2016      | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP                         | 2494<br>202.61            |
| 723017<br>00000250316102                   | 10/28/2016      | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP                         | 2494<br>95.54             |
| 723018<br>00000100916102                   | 10/28/2016      | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP                         | 2494<br>138.46            |
| 723019<br>00000015216102                   | 10/28/2016      | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP                         | 2494<br>183.69            |
| 723020<br>00000254716102                   | 10/28/2016      | CHAPTER 13 TRUSTEE<br>Bankruptcy - Amt 26 PP                         | 2494<br>60.00             |
| 723021<br>00000241016102                   | 10/28/2016      | FAMILY SUPPORT PAYMENT CENTER<br>Child Support - Amt                 | 6780<br>423.58            |
| 723022<br>00000258816102                   | 10/28/2016      | FAMILY SUPPORT PAYMENT CENTER<br>Child Support - Amt                 | 6780<br>125.54            |
| 723023<br>UNF1161028153;<br>UNF1161028153; | 10/28/2016      | FRATERNAL ORDER OF POLICEMEN<br>Union Dues - FOP<br>Union Dues - FOP | 1773<br>77.76<br>9,468.28 |
| 723024<br>00000035416102                   | 10/28/2016      | ILLINOIS STUDENT ASSISTANCE<br>Student Loan Federal - Pct            | 9196<br>303.69            |
| 723025<br>00000111616102                   | 10/28/2016      | KANSAS DEPARTMENT OF REVENUE<br>Tax Levy State - Pct                 | 6574<br>324.09            |
| 723026<br>00000215516102                   | 10/28/2016      | PIONEER CREDIT RECOVERY INC<br>Student Loan Federal - Pct            | 3940<br>231.87            |
| 723027<br>00000089816102                   | 10/28/2016      | SUPPORTKIDS SERVICES INC<br>Child Support - Amt                      | 4283<br>191.75            |
| 723028<br>00000265316102                   | 10/28/2016      | OFFICE OF THE ATTORNEY GENERAL<br>Child Support - Amt                | 10437<br>92.31            |
| 723029<br>00000215516102                   | 10/28/2016      | UNITED STATES GOVERNMENT<br>Student Loan Federal - Pct               | 9489<br>154.58            |
| 723030<br>00000109316102                   | 10/28/2016      | UNITED STATES TREASURY<br>Tax Levy Federal - Pct                     | 5156<br>1,430.72          |
| 723031<br>00000078516102                   | 10/28/2016      | US DEPT OF TREASURY ON BEHALF<br>Garnishment - Pct of Net            | 10515<br>239.27           |
| 723032<br>00000055616102                   | 10/28/2016      | WILLIAM GRIFFIN CHAPTER<br>Bankruptcy - Amt 26 PP                    | 5446<br>2,145.24          |

# COUNCIL REPORT OF VENDOR PAYMENTS

Between 10/1/2016 and 10/28/2016

| Check No.                                                                                  | Check Date/PO #                                                           | Vendor Name and Number                            | Check Amount                                                                 |
|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------------------------------------------|
| 723033<br>00000041316102                                                                   | 10/28/2016<br>33265                                                       | WILLIAM GRIFFIN CHAPTER<br>Bankruptcy - Amt 26 PP | 5446<br>1,246.16                                                             |
| 723034<br>00000080116102                                                                   | 10/28/2016<br>33271                                                       | WILLIAM GRIFFIN CHAPTER<br>Bankruptcy - Amt 26 PP | 5446<br>807.70                                                               |
| 723035<br>86588                                                                            | 10/28/2016<br>33265                                                       | CENTRAL STATES MACHINING & WEL                    | 869<br>150.00                                                                |
| 723036<br>KSTOP233474<br>KSTOP233604                                                       | 10/28/2016<br>33271<br>33271                                              | FASTENAL COMPANY                                  | 1619<br>23.42<br>7.27                                                        |
| 723037<br>9243460152                                                                       | 10/28/2016<br>36533                                                       | GRAINGER                                          | 1964<br>460.21                                                               |
| 723038<br>2711732                                                                          | 10/28/2016<br>36680                                                       | HILL & COMPANY INC                                | 2241<br>216.60                                                               |
| 723039<br>44894                                                                            | 10/28/2016<br>33282                                                       | HYDRO FLEX CORPORATION                            | 2368<br>175.76                                                               |
| 723040<br>90096449<br>90096450<br>90096760<br>90096787<br>90096811<br>90097254<br>90098081 | 10/28/2016<br>33538<br>33407<br>33407<br>33407<br>33407<br>33407<br>33407 | KANSAS SAND & CONCRETE                            | 2744<br>489.38<br>580.00<br>928.00<br>580.00<br>123.00<br>1,740.00<br>524.00 |
| 723041<br>5187416<br>5188086<br>5189348<br>5216807<br>5217459                              | 10/28/2016<br>33478<br>33211<br>33478<br>33478<br>33478                   | MIDWEST MOTOR SUPPLY CO INC                       | 2854<br>793.30<br>30.06<br>540.60<br>688.29<br>671.00                        |
| 723042<br>120799<br>120892<br>120896<br>120959<br>120999<br>121014                         | 10/28/2016<br>33413<br>33413<br>33413<br>33413<br>33413<br>33413          | ROACH HARDWARE                                    | 4230<br>2.39<br>13.12<br>1.99<br>35.91<br>44.03<br>33.98                     |
| 723043<br>60981<br>60985<br>61053                                                          | 10/28/2016<br>33569<br>33569<br>33569                                     | TESSENDORF WELDING & MACHINE I                    | 4909<br>200.00<br>396.20<br>288.00                                           |
| 723044<br>CR 2013 001413                                                                   | 10/28/2016<br>JOHN W COLLINS                                              | FULTZ, ROBERT                                     | 9448<br>25.00                                                                |
| Total for Check Payments                                                                   |                                                                           |                                                   | 2,634,532.02                                                                 |
| TOTAL OF PAYMENTS                                                                          |                                                                           |                                                   | 13,899,947.46                                                                |



# Payment Listing

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CB255 Date: 11/01/16  
Time: 11:01

JOB SUBMISSION PARAMETERS

User Name: INFORBC\KJOHNSON  
Job Name: CB255KEJ2  
Step Nbr: 1

Cash Code: 07 US BANK OPERATING ACCT  
or Cash Code Group:

Transaction Code: SYS AP SYSTEM PAYMENT  
Check Date: 100116 - 102816  
Check Nbr: -  
Company: 1 CITY OF TOPEKA

Transaction Status: P Paid  
Report Sequence: C By Transaction Code  
Detail Option: Summary

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# Payment Listing

CB255 Date 11/01/16  
Time 11:01

Page 1

Payment Listing  
Cash Code 07 US BANK OPERATING ACCT  
By Transaction Code (Status: Paid )

Transaction Code SYS AP SYSTEM PAYMENT

| Reference<br>Number | Payment<br>Nbr | Co. | Post<br>Date | Pay<br>Date | Void<br>Date | Amount   | Status     | Payee Name           | Pay<br>Group | Proc<br>Grp |
|---------------------|----------------|-----|--------------|-------------|--------------|----------|------------|----------------------|--------------|-------------|
| ARENZ KAYL          | 722710         | 1   | 09/29/16     | 10/07/16    |              | 257.72   | Historical | KAYLEE E ARENZ       | COT          |             |
| COUNCELMAN          | 722711         | 1   | 09/29/16     | 10/07/16    |              | 67.32    | Historical | BRETT L COUNSELMAN   | COT          |             |
| DEBAERE BR          | 722712         | 1   | 09/29/16     | 10/07/16    |              | 99.16    | Historical | BRANDON DEBAERE      | COT          |             |
| GASTON WIL          | 722713         | 1   | 10/05/16     | 10/07/16    |              | 28.87    | Historical | WILLIAM J GASTON     | COT          |             |
| HOLLOWAY R          | 722714         | 1   | 09/29/16     | 10/07/16    |              | 57.39    | Historical | ROZANNE HOLLOWAY     | COT          |             |
| RUGGERO ME          | 722715         | 1   | 09/29/16     | 10/07/16    |              | 23.75    | Historical | MELISSA RUGGERO      | COT          |             |
| SNIDER II           | 722716         | 1   | 09/29/16     | 10/07/16    |              | 214.30   | Historical | DAVID F SNIDER II    | COT          |             |
| TAYLOR F D          | 722717         | 1   | 09/29/16     | 10/07/16    |              | 49.10    | Historical | F DARRELL TAYLOR     | COT          |             |
| WILSON MIC          | 722718         | 1   | 09/29/16     | 10/07/16    |              | 47.41    | Historical | MICHELLE M WILSON    | COT          |             |
| WOODLAND            | 722719         | 1   | 09/29/16     | 10/07/16    |              | 126.51   | Historical | WOODLAND PARK AT SOL | COT          |             |
| WOODLAND 1          | 722720         | 1   | 09/29/16     | 10/07/16    |              | 756.89   | Historical | WOODLAND PARK AT SOL | COT          |             |
| GARINGER A          | 722721         | 1   | 09/21/16     | 10/07/16    |              | 12.48    | Historical | AMY MICHELLE GARINGE | COT          |             |
| KLICK PATR          | 722722         | 1   | 09/26/16     | 10/07/16    |              | 10.00    | Historical | PATRICK KLICK        | COT          |             |
| LAX TAYLOR          | 722723         | 1   | 09/21/16     | 10/07/16    |              | 10.00    | Historical | TAYLOR ANN LAX       | COT          |             |
| RAKE DOUGL          | 722724         | 1   | 09/21/16     | 10/07/16    |              | 10.00    | Historical | DOUGLAS A RAKE       | COT          |             |
| ROT KELS            | 722725         | 1   | 09/29/16     | 10/07/16    |              | 295.38   | Historical | KELSEY MARIE ROT     | COT          |             |
| ROT KELSEY          | 722726         | 1   | 09/26/16     | 10/07/16    |              | 305.38   | Historical | KELSEY MARIE ROT     | COT          |             |
| BALDWIN GE          | 722727         | 1   | 09/29/16     | 10/07/16    |              | 167.00   | Historical | GERALD HOMER BALDWIN | COT          |             |
| HULSE ALEX          | 722728         | 1   | 09/29/16     | 10/07/16    |              | 63.00    | Historical | ALEX LYNN HULSE      | COT          |             |
| MASHAL/HOF          | 722729         | 1   | 10/03/16     | 10/07/16    |              | 12000.00 | Historical | NAEL MASHAL AND JASO | COT          |             |
| CARNIVAL G          | 722812         | 1   | 10/11/16     | 10/14/16    |              | 865.43   | Historical | CARNIVAL GUY EVENTS  | COT          |             |
| HUBERT KEL          | 722813         | 1   | 10/04/16     | 10/14/16    |              | 771.00   | Historical | KELLY HUBERT         | COT          |             |
| BROWN TRAC          | 722814         | 1   | 10/11/16     | 10/14/16    |              | 541.54   | Historical | TRACY A BROWN        | COT          |             |
| GARLAND TI          | 722815         | 1   | 10/11/16     | 10/14/16    |              | 256.87   | Historical | TIFFANY R GARLAND    | COT          |             |
| GIBERSON S          | 722816         | 1   | 10/11/16     | 10/14/16    |              | 5.00     | Historical | STEPHEN E GIBERSON   | COT          |             |
| HARROP LEI          | 722817         | 1   | 10/11/16     | 10/14/16    |              | 21.60    | Historical | LEIA J HARROP        | COT          |             |
| HODGES JR           | 722818         | 1   | 10/11/16     | 10/14/16    |              | 63.75    | Historical | PAT HODGES JR        | COT          |             |
| HUGGINS EM          | 722819         | 1   | 10/11/16     | 10/14/16    |              | 12.61    | Historical | EMILY N HUGGINS      | COT          |             |
| ISLAMIC SO          | 722820         | 1   | 10/11/16     | 10/14/16    |              | 631.80   | Historical | ISLAMIC SOCIETY      | COT          |             |
| NOBLE JEAN          | 722821         | 1   | 10/11/16     | 10/14/16    |              | 56.38    | Historical | JEAN L NOBLE         | COT          |             |
| REED DONAL          | 722822         | 1   | 10/11/16     | 10/14/16    |              | 1296.51  | Historical | DONALD E REED        | COT          |             |
| RUSSO ADRI          | 722823         | 1   | 10/11/16     | 10/14/16    |              | 50.28    | Historical | ADRIAN CS RUSSO      | COT          |             |
| SAENZ LIZE          | 722824         | 1   | 10/11/16     | 10/14/16    |              | 27.61    | Historical | LIZETH J SAENZ       | COT          |             |
| SHERLOCK A          | 722825         | 1   | 10/11/16     | 10/14/16    |              | 7.50     | Historical | AMANDA R SHERLOCK    | COT          |             |
| TOPEKA PRE          | 722826         | 1   | 10/11/16     | 10/14/16    |              | 2489.40  | Historical | TOPEKA PRESBYTERIAN  | COT          |             |
| MOTEN II R          | 722903         | 1   | 10/13/16     | 10/21/16    |              | 1.00     | Historical | REGINALD MOTEN II    | COT          |             |
| BAYLESS JA          | 722904         | 1   | 10/14/16     | 10/21/16    |              | 175.00   | Historical | JANET L BAYLESS      | COT          |             |
| PEED RANDI          | 722905         | 1   | 10/14/16     | 10/21/16    |              | 36.49    | Historical | RANDI PEED           | COT          |             |
| RILEY RAMO          | 722906         | 1   | 10/14/16     | 10/21/16    |              | 838.19   | Historical | RAMON L RILEY        | COT          |             |
| SCOTT BLAK          | 722907         | 1   | 10/14/16     | 10/21/16    |              | 106.20   | Historical | BLAKE D SCOTT        | COT          |             |
| ZIMMERMAN           | 722908         | 1   | 10/12/16     | 10/21/16    |              | 306.73   | Historical | ZIMMERMAN PLBG, HTG  | COT          |             |
| HOWBERT DI          | 722909         | 1   | 10/07/16     | 10/21/16    |              | 200.00   | Historical | DILLON TYLER HOWBERT | COT          |             |
| DELATORRE           | 722910         | 1   | 10/11/16     | 10/21/16    |              | 257.00   | Historical | RAFAEL DELATORRE     | COT          |             |
| HAMIL/UHLE          | 722911         | 1   | 10/11/16     | 10/21/16    |              | 46.02    | Historical | JAN HAMILTON         | COT          |             |
| JOHNSTON A          | 722912         | 1   | 10/06/16     | 10/21/16    |              | 108.12   | Historical | ARTHUR WILLIAM JOHNS | COT          |             |
| WALTER EMI          | 722913         | 1   | 10/06/16     | 10/21/16    |              | 66.00    | Historical | EMILY N WALTER       | COT          |             |
| DICE CHARL          | 722914         | 1   | 10/06/16     | 10/21/16    |              | 10.00    | Historical | CHARLES R DICE       | COT          |             |
| MALONE JR           | 722915         | 1   | 10/06/16     | 10/21/16    |              | 10.00    | Historical | GROFFER MALONE JR    | COT          |             |
| RAY CHRIST          | 722916         | 1   | 10/06/16     | 10/21/16    |              | 15.08    | Historical | CHRISTINA M RAY      | COT          |             |

# Payment Listing

CB255 Date 11/01/16  
Time 11:01

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Payment Listing  
Cash Code 07 US BANK OPERATING ACCT  
By Transaction Code (Status: Paid )

Transaction Code SYS AP SYSTEM PAYMENT

| Reference<br>Number | Payment<br>Nbr | Co. | Post<br>Date | Pay<br>Date | Void<br>Date | Amount  | Status     | Payee Name           | Pay<br>Group | Proc<br>Grp |
|---------------------|----------------|-----|--------------|-------------|--------------|---------|------------|----------------------|--------------|-------------|
| BRADSTREET          | 722917         | 1   | 10/11/16     | 10/21/16    |              | 10.00   | Historical | ROBERT N BRADSTREET  | COT          |             |
| REYNOLDS M          | 722918         | 1   | 10/11/16     | 10/21/16    |              | 10.00   | Historical | MARCUS REYNOLDS      | COT          |             |
| BILLINGSLE          | 722919         | 1   | 10/07/16     | 10/21/16    |              | 15.62   | Historical | DAVID M BILLINGSLEY  | COT          |             |
| METAL RICK          | 722920         | 1   | 10/11/16     | 10/21/16    |              | 10.00   | Historical | RICK ALLEN METAL     | COT          |             |
| MCCARTY JO          | 723001         | 1   | 10/19/16     | 10/28/16    |              | 2204.41 | Historical | JOHN MCCARTY         | COT          |             |
| LEMUS BESA          | 723002         | 1   | 10/11/16     | 10/28/16    |              | 10.00   | Historical | BETSABE CARMEN LEMUS | COT          |             |
| ANDERSON L          | 723003         | 1   | 10/14/16     | 10/28/16    |              | 62.02   | Historical | LYNDELLE MARIE ANDER | COT          |             |
| BECKLEY AM          | 723004         | 1   | 10/20/16     | 10/28/16    |              | 66.50   | Historical | AMBER N BECKLEY      | COT          |             |
| HAMIL/UHLE          | 723005         | 1   | 10/21/16     | 10/28/16    |              | 137.37  | Historical | JAN HAMILTON         | COT          |             |
| MILES SETH          | 723006         | 1   | 10/14/16     | 10/28/16    |              | 51.00   | Historical | SETH D MILES         | COT          |             |
| RUTLEDGE-P          | 723007         | 1   | 10/18/16     | 10/28/16    |              | 42.93   | Historical | MAKARA D RUTLEDGE-PA | COT          |             |

Transaction Code SYS Total ----- 26494.62

Cash Code 07 Total ----- 26494.62

Report Total ----- 26494.62

\*\*\* REPORT COMPLETED \*\*\*



**City of Topeka**  
**Council Action Form**  
**Council Chambers**  
**214 SE 8th Street**  
**Topeka, Kansas 66603**  
**www.topeka.org**  
November 15, 2016

---

**DATE:** November 15, 2016  
**CONTACT PERSON:** Nickie Lee, Budget and Performance Manager  
**DOCUMENT #:**  
**SECOND PARTY/SUBJECT:** Budget Amendment/Establish Public Hearing Date  
**PROJECT #:**  
**CATEGORY/SUBCATEGORY** 004 Budgets or Appropriations / 001 Operating Budget - City  
**CIP PROJECT:** No  
**ACTION OF COUNCIL:**  
**JOURNAL #:**  
**PAGE #:**

---

**DOCUMENT DESCRIPTION:**

**AUTHORIZING** a public hearing for December 6, 2016, for the purpose of hearing and answering objections of taxpayers relating to the proposed amendments to the 2016 Operating Budget.

*(Approval authorizes publication of the Notice of Public Hearing for December 6, 2016, in the November 21, 2016, edition of the Topeka Metro Newspaper. The amendment would increase the expenditure level of the 2016 Adopted Budget in the specified funds from \$41,312,719 to \$46,788,445, a \$5,475,726 increase.)*

**POLICY ISSUE:**

K.S.A. 79-2929 allows for governing bodies to amend a budget based upon a standard process outlined in statute that follows a similar process for the budget adoption. Any amended budgets for proposed increases in expenditures are required to be balanced by previous unbudgeted revenues or balances other than ad valorem property taxes. At no time after setting the maximum taxes levied can the governing body increase the ad valorem property taxes.

During budget planning, staff are planning for budgets typically eight months in advance of the beginning of the upcoming fiscal year. The governing body typically will adopt the budget four months in advance of the upcoming fiscal year. Amendments are needed due to the changing nature of the City's budget, especially if more revenues are received than estimated.

As required by State law, the governing body must hold a public hearing to consider amendments to the 2016 Operating Budget. Approval would set a public hearing date of December 6, 2016, and authorize the publication of the public hearing notice in the Topeka Metro Newspaper on November 21, 2016. Approval of the amendments would be considered on December 13th, the week following the public hearing.

**STAFF RECOMMENDATION:**

Staff recommends the Governing Body move to set the public hearing date on December 6, 2016, and authorize publication of the public hearing notice in the Topeka Metro Newspaper on November 21, 2016.

**BACKGROUND:**

The proposed amendments for the 2016 budget would increase the adopted budget from \$41,312,719 to \$46,788,445, a \$5,475,726 increase for the following funds:

**Special Alcohol Fund (228):**

The 2016 adopted budget was \$600,000, and is recommended to increase to \$615,000, which would come from the existing cash balance in the fund. Revenue is generated from the liquor tax and is allocated per recommendations by the Topeka-Shawnee County Alcohol-Drug Abuse Advisory Council. The amendment is needed due to a prior year encumbrance which was not anticipated to be expended in the 2016 budget.

**Historic Preservation Fund (289):**

The 2016 adopted budget was \$120,103 and is recommended to increase to \$215,000. This fund provides funding for acquisition, rehabilitation and preservation of historic landmarks or historic resources located within the City that facilitate tourism. Revenue was generated from the Transient Guest Tax collections prior to 2016, at which point the 1% allocation was reallocated for new recipients. Expenditures are estimated based on the amount of money which is expected to be granted out that year. In 2016, the City carried over more than expected, resulting in the additional authority needed to expend the grant funds which were allocated per the TGT Committee.

**Countywide Half Cent Fund (290):**

The 2016 adopted budget was \$8,738,569 and is recommended to increase to \$9,200,000. The countywide 1/2 cent sales tax fund provides for collections for the street improvements, economic development and county bridge improvements as approved by voters in Phase I of the countywide tax in 2004. Revenues were higher than originally projected in the budget. Once the City receives its distributions, it sends those to the Joint Economic Development Organization who then expends the funds according to the interlocal agreement.

**Facilities Fund (615):**

The 2016 adopted budget was \$1,498,445 and is recommended to increase to \$1,878,445. This fund provides for the labor and maintenance costs to maintain and repair City facilities; it is not used for large projects which are usually funded through the CIP. A budget amendment is needed due to a larger amount of repairs to facilities due to deferred maintenance, including a \$200k repair for the Law Enforcement Center roof that was not anticipated this year.

**Citywide Half Cent Sales Tax Fund (292):**

The 2016 adopted budget was \$28,375,602, and is recommended to increase to \$32,500,000. The fund accounts for revenues received from citywide half cent sales tax and is utilized for maintenance of existing streets. The budget for this fund was increased to \$28m in order to spend down a balance which had been accumulating. While the entire \$32m will not be spent in 2016, a budget amendment is required as encumbrances have been established to accommodate for a large amount of projects that will be completed in 2016 and 2017.

**Fleet Fund (614):**

The 2016 adopted budget was \$1,980,000 and is recommended to increase to \$2,380,000. These funds are collected to cover operations of the Fleet internal service fund. Due to efficiencies and expenditure management, the Fund has built a cash balance which is proposed to be transferred to a Fleet Reserve Fund. The reserve fund will be used to establish a fleet replacement program for a specified portion of the fleet.

**BUDGETARY IMPACT:**

The amendment would increase the expenditure level of the 2016 Adopted Budget from \$41,312,719 to \$46,788,445, a \$5,475,726 increase.

**SOURCE OF FUNDING:**

The following source of funding includes:

Special Alcohol (228): Fund Balance  
Historic Preservation Fund (289): Fund Balance  
Countywide Half Cent Fund (290): Revenue  
Citywide Half Cent Fund (292): Fund Balance  
Facilities Fund (615): Fund Balance  
Fleet Fund (614): Fund Balance

**ATTACHMENTS:**

**Description**

2016 Budget Amendment Notice of Public Hearing  
2016 Budget Amendment State Forms  
2016 Budget Amendment Summary

2016

**Notice of Budget Hearing for Amending the  
2016 Budget**

The governing body of  
**City of Topeka, KS**

will meet on the day of December 6, 2016 at 6:00 PM at City Council Chambers, 214 E Eighth St for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at Office of the City Clerk at City Hall  
and will be available at this hearing.

**Summary of Amendments**

| <b>Fund</b>           | 2016<br>Adopted Budget |                                  |              | 2016<br>Proposed Amended<br>Expenditures |
|-----------------------|------------------------|----------------------------------|--------------|------------------------------------------|
|                       | Actual<br>Tax Rate     | Amount of Tax<br>that was Levied | Expenditures |                                          |
| Special Alcohol       |                        |                                  | 600,000      | 615,000                                  |
| Citywide 1/2 Cent     |                        |                                  | 28,375,602   | 32,500,000                               |
| Countywide 1/2 Cent   |                        |                                  | 8,738,569    | 9,200,000                                |
| Historic Preservation |                        |                                  | 120,103      | 215,000                                  |
| Fleet                 |                        |                                  | 1,980,000    | 2,380,000                                |
| Facilities            |                        |                                  | 1,498,445    | 1,878,445                                |
|                       |                        |                                  | 0            | 0                                        |
|                       |                        |                                  | 0            | 0                                        |
|                       |                        |                                  | 0            | 0                                        |
|                       |                        |                                  | 0            | 0                                        |

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Brenda Younger  
Official Title: City Clerk

**Input sheet for amending the budget form:**

Enter Municipality Name ( can be longer than green cell)

Enter County Name (can be longer than the green cell)

Enter the year being amended

Year of ad valorem tax 2015

Enter name of fund(s) being amended:

fund1  
fund2  
fund3  
fund4  
fund5  
fund6  
fund7  
fund8  
fund9  
fund10

| <u>Fund Name</u>      | <u>*K.S.A.</u>           | <u>*Tax Rate</u> | <u>*Levy Amount</u> |
|-----------------------|--------------------------|------------------|---------------------|
| Special Alcohol       | KSA 79-41A04             |                  |                     |
| Citywide 1/2 Cent     | City Code Section 138-36 |                  |                     |
| Countywide 1/2 Cent   | Interlocal               |                  |                     |
| Historic Preservation | City Code 2-2331         |                  |                     |
| Fleet                 | Ordinance #15665         |                  |                     |
| Facilities            | Administrative           |                  |                     |
|                       |                          |                  |                     |
|                       |                          |                  |                     |
|                       |                          |                  |                     |
|                       |                          |                  |                     |
|                       |                          |                  |                     |

\*Complete only for tax levied funds



This tab will put the date and time and location of the budget hearing on the Budget Summary page. Also, provide the location where as the budget can be reviewed. Please input information in the green areas.

Official Name: Brenda Younger

Official Title: City Clerk

Date: December 6, 2016

Time: 6:00 PM

Must be at least 10 days between date published and hearing held. Latest date for notice to be published in your newspaper Nov. 26, 2016.

Location: City Council Chambers, 214 E Eighth St

Available at: Office of the City Clerk at City Hall

### **Examples**

Official Title: City Clerk, City Treasurer, Mayor

Date: August 12, 2010

Time: 7:00 PM or 7:00 AM

Location: City Hall

Available at: City Hall

2016

**Amended  
Certificate  
For Calendar Year 2016**

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

|                       |                      | Page<br>No. | 2016<br>Amended Budget                   |                                 |                                          |
|-----------------------|----------------------|-------------|------------------------------------------|---------------------------------|------------------------------------------|
|                       |                      |             | Amount of<br>2015<br>Tax that was Levied | Adopted<br>2016<br>Expenditures | Proposed Amended<br>2016<br>Expenditures |
| Table of Contents:    |                      |             |                                          |                                 |                                          |
| <b>Fund</b>           | <b><u>K.S.A.</u></b> |             |                                          |                                 |                                          |
| Special Alcohol       | KSA 79-41A04         | 2           |                                          | 600,000                         | 615,000                                  |
| Citywide 1/2 Cent     | City Code Section    | 3           |                                          | 28,375,602                      | 32,500,000                               |
| Countywide 1/2 Cent   | Interlocal           | 4           |                                          | 8,738,569                       | 9,200,000                                |
| Historic Preservation | City Code 2-2331     | 5           |                                          | 120,103                         | 215,000                                  |
| Fleet                 | Ordinance #15665     | 6           |                                          | 1,980,000                       | 2,380,000                                |
| Facilities            | Administrative       | 7           |                                          | 1,498,445                       | 1,878,445                                |
|                       |                      | 8           |                                          |                                 |                                          |
|                       |                      | 9           |                                          |                                 |                                          |
|                       |                      | 10          |                                          |                                 |                                          |
|                       |                      |             |                                          |                                 |                                          |
| Totals                |                      | xxxxxxxx    | 0                                        | 41,312,719                      | 46,788,445                               |
| Summary of Amendments |                      | 11          |                                          |                                 |                                          |

Attested date: \_\_\_\_\_

\_\_\_\_\_  
County Clerk

Assisted by:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Email:

\_\_\_\_\_  
Governing Body

City of Topeka, KS

2016

Adopted Budget

| Special Alcohol                       | 2016<br>Adopted<br>Budget | 2016<br>Proposed<br>Budget |
|---------------------------------------|---------------------------|----------------------------|
| Unencumbered Cash Balance January 1   | 236,724                   | 196,025                    |
| Receipts:                             |                           |                            |
| Ad Valorem Tax                        |                           |                            |
| Delinquent Tax                        |                           |                            |
| Motor Vehicle Tax                     |                           |                            |
| Recreational Vehicle Tax              |                           |                            |
| 16/20M Vehicle Tax                    |                           |                            |
| Liquor Tax                            | 526,261                   | 526,261                    |
|                                       |                           |                            |
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|                                       |                           |                            |
| Interest on Idle Funds                |                           |                            |
| <b>Total Receipts</b>                 | <b>526,261</b>            | <b>526,261</b>             |
| <b>Resources Available:</b>           | <b>762,985</b>            | <b>722,286</b>             |
| Expenditures:                         |                           |                            |
| Grants to Outside Agencies            | 600,000                   | 615,000                    |
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| <b>Total Expenditures</b>             | <b>600,000</b>            | <b>615,000</b>             |
| Unencumbered Cash Balance December 31 | 162,985                   | 107,286                    |

City of Topeka, KS

2016

Adopted Budget

| Citywide 1/2 Cent                     | 2016<br>Adopted<br>Budget | 2016<br>Proposed<br>Budget |
|---------------------------------------|---------------------------|----------------------------|
| Unencumbered Cash Balance January 1   | 16,902,326                | 17,828,969                 |
| Receipts:                             |                           |                            |
| Ad Valorem Tax                        |                           |                            |
| Delinquent Tax                        |                           |                            |
| Motor Vehicle Tax                     |                           |                            |
| Recreational Vehicle Tax              |                           |                            |
| 16/20M Vehicle Tax                    |                           |                            |
| Sales Tax                             | 14,671,708                | 14,799,350                 |
| Interest Earnings                     | 30,000                    | 265,602                    |
|                                       |                           |                            |
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| Interest on Idle Funds                |                           |                            |
| <b>Total Receipts</b>                 | <b>14,701,708</b>         | <b>15,064,952</b>          |
| <b>Resources Available:</b>           | <b>31,604,034</b>         | <b>32,893,921</b>          |
| Expenditures:                         |                           |                            |
| Projects                              | 26,816,979                | 31,062,870                 |
| Personnel                             | 165,410                   | 130,000                    |
| Contractual                           | 700,192                   | 700,192                    |
| Commodities                           | 693,021                   | 606,938                    |
| Other Payments                        | 0                         | 0                          |
| Capital Outlay                        |                           |                            |
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|                                       |                           |                            |
| <b>Total Expenditures</b>             | <b>28,375,602</b>         | <b>32,500,000</b>          |
| Unencumbered Cash Balance December 31 | 3,228,432                 | 393,921                    |

City of Topeka, KS

2016

Adopted Budget

| Countywide 1/2 Cent                   | 2016<br>Adopted<br>Budget | 2016<br>Proposed<br>Budget |
|---------------------------------------|---------------------------|----------------------------|
| Unencumbered Cash Balance January 1   | 671,477                   | 427,927                    |
| Receipts:                             |                           |                            |
| Ad Valorem Tax                        |                           |                            |
| Delinquent Tax                        |                           |                            |
| Motor Vehicle Tax                     |                           |                            |
| Recreational Vehicle Tax              |                           |                            |
| 16/20M Vehicle Tax                    |                           |                            |
| Sales Tax and Excess                  | 8,738,569                 | 9,200,000                  |
| Intergovernmental                     | 8,200,000                 | 10,000,000                 |
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| Interest on Idle Funds                |                           |                            |
| <b>Total Receipts</b>                 | <b>16,938,569</b>         | <b>19,200,000</b>          |
| <b>Resources Available:</b>           | <b>17,610,046</b>         | <b>19,627,927</b>          |
| Expenditures:                         |                           |                            |
| Personnel                             |                           |                            |
| Contractual                           | 8,738,569                 | 9,200,000                  |
| Commodities                           |                           |                            |
| Other Payments                        |                           |                            |
| Capital Outlay                        |                           |                            |
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| <b>Total Expenditures</b>             | <b>8,738,569</b>          | <b>9,200,000</b>           |
| Unencumbered Cash Balance December 31 | 8,871,477                 | 10,427,927                 |

City of Topeka, KS

2016

Adopted Budget

| Historic Preservation                 | 2016<br>Adopted<br>Budget | 2016<br>Proposed<br>Budget |
|---------------------------------------|---------------------------|----------------------------|
| Unencumbered Cash Balance January 1   | 120,103                   | 148,617                    |
| Receipts:                             |                           |                            |
| Ad Valorem Tax                        |                           |                            |
| Delinquent Tax                        |                           |                            |
| Motor Vehicle Tax                     |                           |                            |
| Recreational Vehicle Tax              |                           |                            |
| 16/20M Vehicle Tax                    |                           |                            |
| Transfer from Transient Tax           | 120,103                   | 66,383                     |
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| Interest on Idle Funds                |                           |                            |
| <b>Total Receipts</b>                 | <b>120,103</b>            | <b>66,383</b>              |
| <b>Resources Available:</b>           | <b>240,206</b>            | <b>215,000</b>             |
| Expenditures:                         |                           |                            |
| Personnel                             | 0                         | 0                          |
| Contractual                           | 120,103                   | 215,000                    |
| Commodities                           | 0                         | 0                          |
| Other Payments                        | 0                         | 0                          |
| Capital Outlay                        | 0                         | 0                          |
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| <b>Total Expenditures</b>             | <b>120,103</b>            | <b>215,000</b>             |
| Unencumbered Cash Balance December 31 | 120,103                   | 0                          |

City of Topeka, KS

2016

Adopted Budget

| Fleet                                 | 2016<br>Adopted<br>Budget | 2016<br>Proposed<br>Budget |
|---------------------------------------|---------------------------|----------------------------|
| Unencumbered Cash Balance January 1   | 557,727                   | 898,835                    |
| Receipts:                             |                           |                            |
| Ad Valorem Tax                        |                           |                            |
| Delinquent Tax                        |                           |                            |
| Motor Vehicle Tax                     |                           |                            |
| Recreational Vehicle Tax              |                           |                            |
| 16/20M Vehicle Tax                    |                           |                            |
| Department Fees                       | 1,980,000                 | 1,980,000                  |
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| Interest on Idle Funds                |                           |                            |
| <b>Total Receipts</b>                 | <b>1,980,000</b>          | <b>1,980,000</b>           |
| <b>Resources Available:</b>           | <b>2,537,727</b>          | <b>2,878,835</b>           |
| Expenditures:                         |                           |                            |
| Personnel                             | 1,375,208                 | 1,375,208                  |
| Contractual                           | 398,799                   | 398,799                    |
| Commodities                           | 92,153                    | 92,153                     |
| Other Payments                        | 0                         | 100,000                    |
| Capital Outlay                        | 113,840                   | 113,840                    |
| Transfer to Reserve                   |                           | 300,000                    |
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| <b>Total Expenditures</b>             | <b>1,980,000</b>          | <b>2,380,000</b>           |
| Unencumbered Cash Balance December 31 | 557,727                   | 498,835                    |





2016

**Notice of Budget Hearing for Amending the  
2016 Budget**

The governing body of

**City of Topeka, KS**

will meet on the day of December 6, 2016 at 6:00 PM at City Council Chambers, 214 E Eighth St for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at Office of the City Clerk at City Hall  
and will be available at this hearing.

**Summary of Amendments**

| <b>Fund</b>           | 2016<br>Adopted Budget |                                  |              | 2016<br>Proposed Amended<br>Expenditures |
|-----------------------|------------------------|----------------------------------|--------------|------------------------------------------|
|                       | Actual<br>Tax Rate     | Amount of Tax<br>that was Levied | Expenditures |                                          |
| Special Alcohol       |                        |                                  | 600,000      | 615,000                                  |
| Citywide 1/2 Cent     |                        |                                  | 28,375,602   | 32,500,000                               |
| Countywide 1/2 Cent   |                        |                                  | 8,738,569    | 9,200,000                                |
| Historic Preservation |                        |                                  | 120,103      | 215,000                                  |
| Fleet                 |                        |                                  | 1,980,000    | 2,380,000                                |
| Facilities            |                        |                                  | 1,498,445    | 1,878,445                                |
|                       |                        |                                  | 0            | 0                                        |
|                       |                        |                                  | 0            | 0                                        |
|                       |                        |                                  | 0            | 0                                        |
|                       |                        |                                  | 0            | 0                                        |

Brenda Younger  
Official Title: City Clerk

## 2016 Budget Amendment Summary



Below is a summary of each of the proposed amendments to the 2016 budget.

**Special Alcohol (228)** – The 2016 adopted budget was \$600,000, and is recommended to increase to \$615,000, which would come from the existing cash balance in the fund. Revenue is generated from the liquor tax and is allocated per recommendations by the Topeka-Shawnee County Alcohol-Drug Abuse Advisory Council. The amendment is needed due to a prior year encumbrance which was not anticipated to be expended in the 2016 budget.

**Citywide Half Cent Sales Tax (292)** – The 2016 adopted budget was \$28,375,602, and is recommended to increase to \$32,500,000. The fund accounts for revenues received from citywide half cent sales tax and is utilized for maintenance of existing streets. The budget for this fund was increased to \$28m in order to spend down a balance which had been accumulating. While the entire \$32m will not be spent in 2016, a budget amendment is required as encumbrances have been established to accommodate for a large amount of projects that will be completed in 2016 and 2017.

**Countywide Half Cent Sales Tax Fund (290)** – The 2016 adopted budget was \$8,738,569 and is recommended to increase to \$9,200,000. The countywide 1/2 cent sales tax fund provides for collections for the street improvements, economic development and county bridge improvements as approved by voters in Phase I of the countywide tax in 2004. Revenues were higher than originally projected in the budget. Once the City receives its distributions, it sends those to the Joint Economic Development Organization who then expends the funds according to the interlocal agreement.

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**Facilities Fund (615)** – The 2016 adopted budget was \$1,498,445 and is recommended to increase to \$1,878,445. This fund provides for the labor and maintenance costs to maintain and repair City facilities. A budget amendment is needed due to a larger amount of repairs to facilities due to deferred maintenance, including a \$200k repair for the Law Enforcement Center roof that was not anticipated this year.



**City of Topeka**  
**Council Action Form**  
**Council Chambers**  
**214 SE 8th Street**  
**Topeka, Kansas 66603**  
**[www.topeka.org](http://www.topeka.org)**  
November 15, 2016

---

**DATE:** November 15, 2016  
**CONTACT PERSON:** Sasha Haehn/Nickie Lee **DOCUMENT #:**  
**SECOND PARTY/SUBJECT:** Special Alcohol Grant **PROJECT #:**  
Fund  
**CATEGORY/SUBCATEGORY** 006 Communication / 005 Other  
**CIP PROJECT:** No  
**ACTION OF COUNCIL:** **JOURNAL #:**  
**PAGE #:**

---

**DOCUMENT DESCRIPTION:**

**DISCUSSION** of funding recommendations by Alcohol and Drug Abuse Advisory Council in the amount of \$620,000 for the 2017 Special Alcohol Fund.

*(The recommended amount is based on the projected Liquor Tax collected by the State and required to be allocated to alcohol and drug programs. This is a slightly higher amount than in 2016.)*

**POLICY ISSUE:**

State law requires the City to allocate a third of their liquor tax money to alcohol and drug programs.

**STAFF RECOMMENDATION:**

Staff recommends the Governing Body approve the 2017 Special Alcohol Fund grant recommendations as provided by the Alcohol and Drug Abuse Advisory Council.

**BACKGROUND:**

The City receives the liquor tax collected by the State of Kansas. State statute requires that a third of it goes to each of the following areas: General fund, recreational activities and drug prevention programs.

The amount to be allocated is \$20,000 more than in 2016. The review team is recommending the following amounts for 2017:

- Prevention Programs (PARS) \$190,000 - 5% increase from 2016
- PARS Youth Evaluation Program \$57,000 - 1.5% increase from 2016
- Topeka Youth Project (Jobs for Young Adult Program) \$40,000 - 3% increase from 2016
- Valeo (Social Detox Program) \$282,437 - 0% increase from 2016
- Third Judicial District (Drug Court Program) \$28,600 - 0% increase from 2016

- Kansas Children Service League (Successful Connections Drug Endangered Child Program) \$14,165 - 4% increase from 2016
- Boys and Girls Club (Smart Moves Teen Ctr) \$7,798 - 100% increase from 2016

**BUDGETARY IMPACT:**

\$620,000 will be expended from the Special Alcohol Program Fund in 2017.

**SOURCE OF FUNDING:**

Liquor Tax collected by the State and allocated to the City for the purpose of awarding grants to alcohol and drug programs.

**ATTACHMENTS:**

**Description**

2017 Special Alcohol Recommendations

**Topeka-Shawnee County Alcohol-Drug Abuse Advisory Council's 2017 Recommendations  
For 2017 City of Topeka Special Alcohol and Drug Program Grant Requests  
Total funds projected: \$620,000**

The Topeka-Shawnee County Alcohol-Drug Abuse Advisory Council recommends the following programs for funding from 2017 City of Topeka Special Alcohol-Drug (liquor-by-the-drink) Program tax funds as authorized in State of Kansas Statute-K.S.A. Chapter 79, Article 41a (last amended in 2012) and K.A.R. Agency 92, Article 42 (last amended in March 2010):

***“Moneys in the special alcohol and drug programs fund shall be expended only for the purchase, establishment, maintenance or expansion of services or programs whose principle purpose is alcoholism and drug abuse or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers. In any county in which there has been organized an alcohol and drug advisory committee, the board of county commissioners shall request and obtain, prior to making an expenditures from the special alcohol and drug programs fund, the recommendations of the advisory committee concerning such expenditure.”***

***City of Topeka 2017 Recommendations***

| <b>Agency</b>                  | <b>Program</b>                           | <b>2015<br/>Funded</b> | <b>2016<br/>Funded</b> | <b>2017 Recommendations</b> |
|--------------------------------|------------------------------------------|------------------------|------------------------|-----------------------------|
| Boys & Girls Club              | Smart Moves K-5                          | \$0                    | \$0                    | <b>\$0</b>                  |
| Boys & Girls Club              | Smart Moves Teen Ctr                     | \$0                    | \$0                    | <b>\$7,798</b>              |
| Ks Big Brother Big Sisters     | Substance Abuse Prev for At-Risk Youth   | \$0                    | \$0                    | <b>\$0</b>                  |
| PARS                           | Prevention Programs                      | \$186,000              | \$180,450              | <b>\$190,000</b>            |
| PARS                           | Eval & Intervention aka Youth Eval Progm | \$55,000               | \$56,133               | <b>\$57,000</b>             |
| Third Judicial                 | Drug Court                               | \$25,000               | \$28,600               | <b>\$28,600</b>             |
| Topeka Youth Project           | Jobs for Young Adults                    | \$40,000               | \$38,800               | <b>\$40,000</b>             |
| KCSL formerly under United Way | Drug Endangered Child                    | \$14,000               | \$13,580               | <b>\$14,165</b>             |
| Valeo                          | Social Detox                             | \$230,000              | \$282,437              | <b>\$282,437</b>            |
| <b>TOTAL</b>                   |                                          | <b>\$550,000</b>       | <b>\$600,000</b>       | <b>\$620,000</b>            |

*The following programs meet the “principal purpose” criteria for funding as stated and also use the Institute of Medicine’s core strategies and/or programs and strategies that are represented in the National Registry of Evidence-Based Programs.*

**Program Name: Prevention and Recovery Services PARS) Community Prevention Program**

The Community Prevention Program at PARS is comprised of an array of services designed to work together to decrease substance abuse amongst area youth. Services are provided to youth, families and the community at-large using a multi-faceted approach. PARS uses the Institute of Medicine’s Behavioral Health Continuum of Care model as a basis for overall program operations, a portion of which is funded by this application. A combination of strategies will contribute to population-level results, yielding a large impact on Topeka/Shawnee County.

| Agency | Program                      | 2014 Funded | 2015 Funded | 2016 Funded | 2017 Review Committee Recommendations |
|--------|------------------------------|-------------|-------------|-------------|---------------------------------------|
| PARS   | Community Prevention Program | \$183,950   | \$186,000   | \$180,450   | \$190,000                             |

**Program Name: Prevention and Recovery Services’ Evaluation & Intervention aka Youth Evaluation Program**

The Substance Abuse Evaluation & Intervention program complements an array of services offered by PARS that are designed to work together to decrease substance abuse among area youth. Services are provided to youth, families and the community at-large using a multi-faceted approach. PARS provides substance abuse evaluations in English and Spanish for youth and adults. PARS uses the Institute of Medicine’s (IOM) Behavioral Health Continuum of Care model as a basis for overall program operations. Most youth who access this service are referred as a result of a violation of school policy concerning alcohol and/or drugs on campus. PARS has a long-standing partnership with all public Shawnee County Schools and a few private schools to provide evaluations free of charge. In fact, this program is even mentioned in many school policies regarding alcohol and drug violations. Youth referred from other sources receive services at a greatly reduced fee. Evaluations for adults, although part of the overall program, are paid for by other sources.

| Agency | Program                   | 2014 Funded | 2015 Funded | 2016 Funded | 2017 Review Committee Recommendations |
|--------|---------------------------|-------------|-------------|-------------|---------------------------------------|
| PARS   | Evaluation & Intervention | \$57,205    | \$55,000    | \$56,133    | \$57,000                              |

**Program Name: 3<sup>rd</sup> Judicial District's Drug Court**

The Drug Court Program is a voluntary pre-adjudication/conviction diversion program that combines judicial supervision, probation supervision and substance abuse treatment to improve communication and provide support structure for drug addicted offenders. These City funds pay for a portion of treatment services.

| <b>Agency</b>                        | <b>Program</b> | <b>2014<br/>Funded</b> | <b>2015<br/>Funded</b> | <b>2016<br/>Funded</b> | <b>2017 Review<br/>Committee<br/>Recommendations</b> |
|--------------------------------------|----------------|------------------------|------------------------|------------------------|------------------------------------------------------|
| 3 <sup>rd</sup> Judicial<br>District | Drug Court     | \$24,482               | \$25,000               | \$28,600               | \$28,600                                             |

**Program Name: Topeka Youth Project's Jobs for Young Adults**

Jobs for Young Adults (JYA) is a drug alcohol prevention program for youth 16-20.

Workshops are held monthly providing 28-32 hours of job readiness, life skills and healthy living training. Participants gain employment with a 4 month follow-up with employers. Youth aging out of foster care and the juvenile justice system will also attend our new addition "Connecting to Knowledge" a Kansas Gold Star mentoring program. JYA works with more than 200 employers.

| <b>Agency</b>              | <b>Program</b>           | <b>2014<br/>Funded</b> | <b>2015<br/>Funded</b> | <b>2016<br/>Funded</b> | <b>2017 Review<br/>Committee<br/>Recommendations</b> |
|----------------------------|--------------------------|------------------------|------------------------|------------------------|------------------------------------------------------|
| Topeka<br>Youth<br>Project | Jobs for<br>Young Adults | \$44,180               | \$40,000               | \$38,800               | \$40,000                                             |

**Program Name: Kansas Children's Service League's Drug Endangered Children (DEC) Program**

KCSL's Drug Endangered Children's (DEC) program proposes serving 60 families in Shawnee County during 2017. This program is based on evidence regarding the importance of home visitation and strengths based work with people using substances. KCSL's DEC program includes early identification of substance using parents and intensive (weekly) support to families facing multiple challenges with the goals to: 1) prevent child maltreatment; 2) engage the parent into substance abuse assessment and treatment services; 3) provide recovery support; and 4) increase positive parenting skills and parent-child interactions.

| <b>Agency</b>                      | <b>Program</b>              | <b>2014<br/>Funded</b> | <b>2015<br/>Funded</b> | <b>2016<br/>Funded</b> | <b>2017 Review<br/>Committee<br/>Recommendations</b> |
|------------------------------------|-----------------------------|------------------------|------------------------|------------------------|------------------------------------------------------|
| Ks Children's<br>Service<br>League | Drug<br>Endangered<br>Child | \$0                    | \$14,000               | \$13,580               | \$14,165                                             |

**Program Name: Valeo Recovery Center (VRC) Social Detoxification Program**

Social Detox is a safe, non-medical, therapeutic environment for acute withdrawal from substance use. The goals of Social Detox are: 1) to provide timely access for persons in need of Social Detox services; 2) to facilitate successful completion of the detoxification process, which includes reduction of symptoms associated with withdrawal from substance use and completion of a clinical assessment of treatment needs, and 3) to transfer clients to appropriate treatment modalities based on the assessment determination of need for care. The length of stay in Social Detox ranges from 24 hours to six days. Social Detox is a service that is provided 24 hours a day, 7 days a week, including weekends and holidays. VRC Social Detox currently provides more than three hundred and twenty bed days per month as a crisis service for the community. Social Detox is an unduplicated service in this community which has been in continuous operation for approximately 35 years.

| Agency | Program      | 2014 Funded | 2015 Funded | 2016 Funded | 2017 Review Committee Recommendations |
|--------|--------------|-------------|-------------|-------------|---------------------------------------|
| Valeo  | Social Detox | \$236,600   | \$230,000   | \$282,437*  | \$282,437                             |

\*This increase in 2016 is due to transferring historical funding of \$50,000 from VRC's Reintegration Program to its Social Detox Program, since there is some doubt about the Reintegration Program's viability in 2016 due to reductions in other basic funding.

**Program Name: Smart Moves at Boys & Girls Clubs of Topeka's Teen Center**

The SMART (Skills Mastery and Resistance Training) Moves program is a nationally acclaimed prevention program originally developed in the 1980s with the help of prevention specialists and Boys & Girls Clubs around the country. Newly revised in 2011, the program incorporates the latest information and approaches that Boys & Girls Clubs of America has learned about effective prevention. Participants will be exposed to various activities designed to hone their decision-making and critical-thinking skills, as well as learn how to avoid and/or resist alcohol, tobacco, and other drugs.

| Agency          | Program                    | 2014 Funded | 2015 Funded | 2016 Funded | 2017 Review Committee Recommendations |
|-----------------|----------------------------|-------------|-------------|-------------|---------------------------------------|
| Boys-Girls Club | Smart Moves at Teen Center | \$0         | \$0         | \$0         | \$7,798                               |



**Program Name: Smart Moves for K-5 Club Members**

The SMART (Skills Mastery and Resistance Training) Moves program is a nationally acclaimed prevention program originally developed in the 1980s with the help of prevention specialists and Boys & Girls Clubs around the country. Newly revised in 2011, the program incorporates the latest information and approaches that Boys & Girls Clubs of America has learned about effective prevention. Participants will be exposed to various activities designed to hone their decision-making and critical-thinking skills, as well as learn how to avoid and/or resist alcohol, tobacco, and other drugs.

| <b>Agency</b>      | <b>Program</b>                         | <b>2014<br/>Funded</b> | <b>2015<br/>Funded</b> | <b>2016<br/>Funded</b> | <b>2017 Review<br/>Committee<br/>Recommendations</b> |
|--------------------|----------------------------------------|------------------------|------------------------|------------------------|------------------------------------------------------|
| Boys-Girls<br>Club | Smart Moves<br>for K-5 Club<br>Members | \$0                    | \$0                    | \$0                    | \$0                                                  |

**Program Name: Kansas Big Brothers-Big Sisters Substance Abuse Prevention for At-Risk Youth**

Through KSBBBS' Substance Abuse Prevention for At-Risk Youth project, 14 youth (littles), ages 9-17, with family histories of drug and/or alcohol abuse will be matched to a carefully screened mentor (Big) through KSBBBS' community-based mentoring program. These mentors are caring volunteers for the youth to learn life skills that help ensure their success in school and in life. Matches in our community-based program will spend 2-3 hours together each week outside of school hours. Meetings between the volunteer and youth may include going to a community event, playing catch, baking cookies, or participating in other activities that interest the volunteer and youth. On average it costs \$1,500 to make and support one mentoring match a year.

| <b>Agency</b>                     | <b>Program</b>                                           | <b>2014<br/>Funded</b> | <b>2015<br/>Funded</b> | <b>2016<br/>Funded</b> | <b>2017 Review<br/>Committee<br/>Recommendations</b> |
|-----------------------------------|----------------------------------------------------------|------------------------|------------------------|------------------------|------------------------------------------------------|
| KS Big<br>Brothers-Big<br>Sisters | Substance<br>Abuse<br>Prevention<br>for At-Risk<br>Youth | \$0                    | \$0                    | \$0                    | \$0                                                  |



**City of Topeka**  
**Council Action Form**  
**Council Chambers**  
**214 SE 8th Street**  
**Topeka, Kansas 66603**  
**[www.topeka.org](http://www.topeka.org)**  
November 15, 2016

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|                              |                                            |                    |
|------------------------------|--------------------------------------------|--------------------|
| <b>DATE:</b>                 | <b>November 15, 2016</b>                   |                    |
| <b>CONTACT PERSON:</b>       | <b>Brenda Younger, City Clerk</b>          | <b>DOCUMENT #:</b> |
| <b>SECOND PARTY/SUBJECT:</b> | <b>Special Events and Vendor Licensing</b> | <b>PROJECT #:</b>  |
| <b>CATEGORY/SUBCATEGORY</b>  | <b>006 Communication / 005 Other</b>       |                    |
| <b>CIP PROJECT:</b>          | <b>No</b>                                  |                    |
| <b>ACTION OF COUNCIL:</b>    | <b>11-01-16 Discussion.</b>                | <b>JOURNAL #:</b>  |
|                              |                                            | <b>PAGE #:</b>     |

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**DOCUMENT DESCRIPTION:**

**DISCUSSION concerning proposed changes to the Special Event Procedure and Vendor licenses.**

*(Continue discussion from the meeting of November 1, 2016. Implementation of a special events procedure and vendor license code updates would take effect January 1, 2017.)*

**POLICY ISSUE:**

Approval would provide for changes to the special events procedure and vendor licenses. If approved, changes would go into effect January 1, 2017.

**STAFF RECOMMENDATION:**

Continue discussion from the November 1, 2016 Council meeting.

**BACKGROUND:**

Staff is proposing an enhanced special events procedure and updates to the Topeka Municipal Code concerning vendor licenses.

Currently there is no City code provision that pertains to special events. The ordinance staff has been applying in its attempts to regulate special events is TMC 12.05.010 pertaining to "block parties" dating back to 1981. Street vendors and food trucks are generally a part of special events. The City code regulating vendors (street, transient, peddlers, solicitors and mobile food service) is TMC Chapter 5.115 dating back to 1976. In regards to mobile food vendors, the terms used in Code need to be further defined as it encompasses mobile restaurants, mobile carts and food trucks. All of these factors as well as the changing nature of special events being more logistically challenging for the police department, fire department, and street and traffic divisions; and with the revitalization of Downtown and NOTO, there will be even more events scheduled and street vendors requesting

permits.

The current special event application fee is \$25 per special event application. The following items highlight the proposed special events procedure.

- \$50 Application Fee (Parades, Runs, Community Events)
- \$25 Neighborhood Block Party Fee
- Debris Deposit Proposed
- Submit Application at least 10 business days before a block party; 30 business days before general event; 45 business days if event is on a holiday; and 60 business days if seeking alcohol resolution
- Street Closures: Applicant must provide written notice at least 10 days before an event to residents/businesses effected by event
- Applicant responsible for placing/removing barricades
- Applicant responsible for removal of trash/debris
- Vendors will be required to obtain permission from the event organizer to participate in the special event

Below is a summary of the proposed vendor licenses, fees and duration.

- Transient Vendor - \$10 per day and is required for sales on private property or a temporary business - this license will replace the Transient Merchant License that is \$140 for 30 days
- Peddler and Solicitor \$250 per year - required for door-to-door sales - currently this license is \$140 for 30 days
- Sidewalk Vendor \$10 per day (New License)
- Flea Market Promoter \$100 per year (New License)
- Mobile Food Vendor \$300 per year - currently this license is \$250 for 6 months

#### **BUDGETARY IMPACT:**

Budgetary impact will be based on the percentage of costs assessed. Personnel and equipment costs vary by each event.

#### **SOURCE OF FUNDING:**

Corresponding Department Operational Budgets (Police, Fire, Public Works and General Fund)

#### **ATTACHMENTS:**

##### **Description**

Special Events Ordinance (11/15/16) - Revisions After the November 1, 2016 Council Meeting

Vendor License Ordinance (11/15/16) - Revisions After the November 1, 2016 Council Meeting

Overview of Comments from the November 1, 2016 Council Meeting

Special Event Cost Analysis - Attachment A - November 1, 2016

Summary of Special Event Ordinance Changes - As Submitted at the November 1, 2016 Council Meeting

Summary of Vendor License Ordinance Changes - As Submitted at the November 1, 2016 Council Meeting

TMC Section 12.05.010 - Current Code Section

Special Event Application - Current

## Revisions After Nov. 1 Council Meeting

(Published in the Topeka Metro News \_\_\_\_\_)

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE introduced by Interim City Manager Doug Gerber, repealing in their entireties § 10.50.010, § 10.50.050 through § 10.50.150 and § 12.05.010, as well as creating new Chapter 12.70, all concerning special events, parades, and block parties.

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

Section 1. That section 10.50.010, Definitions, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **Definitions.**

~~The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:~~

~~“Parade” means any parade, march, ceremony, show, exhibition, pageant or procession of any kind, or any similar display, in or upon any street, sidewalk, park or other place in the city~~

~~“Parade permit” means a permit required by this chapter.~~

Section 2. That section 10.50.050, Required – Exceptions, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **Required – Exceptions.**

~~(a) No person shall engage in, participate in, aid, form or start any parade, unless a parade permit shall have been obtained from the chief of police.~~

~~(b) This section shall not apply to:~~

~~(1) Funeral processions.~~

## Revisions After Nov. 1 Council Meeting

~~(2) Students going to and from school classes or participating in educational activities, provided such conduct is under the immediate direction and supervision of the proper school authorities.~~

~~(3) A governmental agency acting within the scope of its functions.~~

Section 3. That section 10.50.060, Application, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **Application.**

~~(a) A person seeking issuance of a parade permit shall file an application with the chief of police on forms provided by such officer.~~

~~(b) An application for a parade permit shall be filed with the chief of police not less than 15 days nor more than 60 days before the date on which it is proposed to conduct the parade.~~

~~(c) The application for a parade permit shall set forth the following information:~~

~~(1) The name, address and telephone number of the person seeking to conduct such parade;~~

~~(2) If the parade is proposed to be conducted for, on behalf of or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorized and responsible heads of such organization;~~

~~(3) The name, address and telephone number of the person who will be the parade chairperson and who will be responsible for its conduct;~~

~~(4) The date when the parade is to be conducted;~~

~~(5) The route to be traveled, the starting point and the termination point;~~

## Revisions After Nov. 1 Council Meeting

~~(6) The approximate number of persons, and animals, if any, participating and the description of the vehicles;~~

~~(7) The hours when such parade will start and terminate;~~

~~(8) A statement as to whether the parade will occupy all or only a portion of the width of the streets, sidewalks, parks or other public places proposed to be traversed;~~

~~(9) The location by street of any assembly area for such parade;~~

~~(10) The time at which units of the parade will begin to assemble at any such assembly area;~~

~~(11) The interval of space to be maintained between units of such parade;~~

~~(12) If the parade is designed to be held by, on behalf of or for any person other than the applicant, the applicant for such permit shall file with the chief of police a communication in writing from such person authorizing the applicant to apply for the permit in his behalf; and~~

~~(13) Any additional information which the chief of police shall find reasonably necessary to a fair determination as to whether a permit should be issued.~~

Section 4. That section 10.50.070, Fee, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **Fee.**

~~There shall be paid at the time of filing the application for a parade permit a fee of \$25.00.~~

Section 5. That section 10.50.080, Standards for issuance, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **Standards for issuance.**

## Revisions After Nov. 1 Council Meeting

~~The chief of police shall issue a permit as provided for under this article when, from a consideration of the application and from such other information as may otherwise be obtained, the chief finds that:~~

~~(a) The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route;~~

~~(b) The conduct of the parade will not require the diversion of so great a number of police officers of the city to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection to the city;~~

~~(c) The conduct of such parade will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the city other than that to be occupied by the proposed line of march and areas contiguous thereto;~~

~~(d) The concentration of persons, animals and vehicles at assembly points of the parade will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly area;~~

~~(e) The conduct of the parade will not interfere with the movement of firefighting equipment en route to a fire;~~

~~(f) The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route; and~~

~~(g) The parade is not to be held for the sole purpose of advertising any product, goods or event, and is not designated to be held purely for private profit.~~

Section 6. That section 10.50.090, Alternative permit, of The Code of the City of Topeka, Kansas, is hereby repealed.

## Revisions After Nov. 1 Council Meeting

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### **~~Alternative permit.~~**

~~The chief of police, in denying an application for a parade permit, shall be empowered to authorize the conduct of the parade on a date, at a time or over a route different than that named by the applicant. An applicant desiring to accept an alternate permit shall, within three days after notice of the action of the chief of police, file a written notice of acceptance with the chief of police. An alternate parade permit shall conform to the requirements of, and shall have the effect of, a parade permit under this article.~~

Section 7. That section 10.50.100, Notice of rejection, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **~~Notice of rejection~~**

~~The chief of police shall act upon the application for a parade permit within five days, Saturdays, Sundays and holidays excepted, after the filing thereof. If the chief of police disapproves the application, the chief shall mail to the applicant, within five days, Saturdays, Sundays and holidays excepted, after the date upon which the application was filed, a notice of action, stating the reasons for denial of the permit.~~

Section 8. That section 10.50.110, Appeal procedure, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **~~Appeal procedure.~~**

~~Any person aggrieved shall have the right to appeal the denial of a parade permit to the city council. The appeal shall be taken within 30 days after notice. The council shall act upon the appeal within 30 days after its receipt.~~



## Revisions After Nov. 1 Council Meeting

Section 9. That section 10.50.120, Notice to city and other officials of The Code of the City of Topeka, Kansas, is hereby repealed.

**~~Notice to city and other officials.~~**

~~Immediately upon the issuance of a parade permit, the chief of police shall send a copy thereof to the following:~~

~~(a) The city manager;~~

~~(b) The city attorney;~~

~~(c) The traffic engineer;~~

~~(d) The fire chief; and~~

~~(e) The general manager or responsible head of each transportation utility, the regular routes of whose vehicles will be affected by the route of the proposed parade.~~

Section 10. That section 10.50.130, Contents of permit, of The Code of the City of Topeka, Kansas, is hereby repealed.

**~~Contents of permit.~~**

~~Each parade permit shall state the following information:~~

~~(a) Starting time;~~

~~(b) Minimum speed;~~

~~(c) Maximum speed;~~

~~(d) Maximum interval of space to be maintained between the units of the parade;~~

~~(e) The portions of the streets, sidewalks, parks or other public places to be traversed that may be occupied by the parade;~~

~~(f) The maximum length of the parade in miles or fractions thereof; and~~

## Revisions After Nov. 1 Council Meeting

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~~(g) Such other information as the chief of police shall find necessary to the enforcement of this chapter~~

Section 11. That section 10.50.140, Duties of permittee, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **~~Duties of permittee.~~**

~~(a) A permittee under this chapter shall comply with all permit directions and conditions and with all applicable laws and ordinances.~~

~~(b) The parade chairperson or other person heading or leading such activity shall carry the parade permit on his person during the conduct of the parade, and shall display such permit to officers of the city when so requested.~~

Section 12. That section 10.50.150, Revocation, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **~~Revocation.~~**

~~The chief of police shall have the authority to revoke a parade permit issued under this article upon application of the standards for issuance as set forth in this article.~~

Section 13. That section 12.05.010, Special event permits, of The Code of the City of Topeka, Kansas, is hereby repealed.

### **~~Special event permits.~~**

~~(a) Definitions. As used in this section:~~

~~“Block party” means an organized celebration, commemoration, occasion or activity, that occurs on public property that is held on one or more block areas and that does not exceed five days in length, and involves the participation of~~

## Revisions After Nov. 1 Council Meeting

~~individuals or any group including but not limited to social, private, professional, philanthropic, charitable or religious entities.~~

~~“Block party permit” means a letter of approval issued to an organizer or sponsor of a block party. Depending on the scope of the event, additional permits may be required by city code.~~

~~(b) Application. Applications for a block party permit shall be made to transportation operations superintendent at least 10 business days prior to the block party event. Applicants shall provide:~~

~~(1) Name and location of block party.~~

~~(2) Beginning and ending dates and times of block party.~~

~~(3) Organizer or sponsor of block party.~~

~~(4) Address of organizer or sponsor.~~

~~(5) Local address of organizer or sponsor, if different from subsection (b)(4) of this section.~~

~~(6) Participants’ names, addresses, and commodities or services offered.~~

~~(7) Such other information as deemed necessary.~~

~~(8) Certificate of public liability insurance in the amount of \$500,000; provided, however, a hold-harmless agreement with the city may be substituted for the insurance requirement for block parties which will be limited exclusively to the serving of food.~~

~~(9) Obtain at organizer or sponsor’s sole expense all traffic control equipment as required by the city traffic engineer.~~

## Revisions After Nov. 1 Council Meeting

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~~(10) Furthermore, applicant shall comply with all rules imposed by the city traffic engineer. Any changes to the application must be made in writing prior to the block party. The applicant shall, as continuing responsibility, monitor and update the list of participants. Failure to submit and maintain an accurate application, list of participants, and other required information shall void the permit. The city reserves the unilateral right to deny or revoke any block party permit.~~

~~(c) Permit.~~

~~(1) Upon approval of their application the applicant shall be given a block party permit.~~

~~(2) The applicant shall have the block party permit available at the site of the block party and shall present it at the request of any city official or law enforcement officer.~~

~~(d) Violation.~~

~~(1) It shall be unlawful for any person, organizer or sponsor to hold a block party without having beforehand secured a block party permit.~~

~~(2) Further, it shall be unlawful for any person, organizer, or sponsor to fail to comply with any of the requirements contained in this section during the entire period of the block party.~~

~~(e) Access for Emergency Vehicles. Access for emergency vehicles must be provided during the entire period of the block party.~~

~~(f) Disabandonment for Unlawful Activities or Threat to Public Safety. Any member of the police department or other properly constituted authority shall have the power and it shall be the duty of each of them to cause any block party~~

## Revisions After Nov. 1 Council Meeting

~~to be disbanded whenever any portion of this section, or of any ordinance, regulation or law concerning public health and safety or public peace and order has been or is being violated.~~

~~(g) Relationship to Other Ordinances. Complying with the requirement of this section shall not relieve any person, organizer or sponsor from complying with all other ordinances.~~

Section 14. That The Code of the City of Topeka, Kansas, is hereby amended by adding a Chapter to be numbered 12.70, titled “Special Events; Parades; Block Parties.”

Section 15. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section to be numbered 12.70.010, which said section reads as follows:

### **Definitions.**

“Block party” means a temporary gathering of area residents held on a blockaded portion of local residential streets ~~that may or may not include a “Neighborhood an organized p~~Procession of people, bicycles, floats, animals or any combination traveling in unison along or upon one or more streets that are classified as residential and adjacent sidewalks.”

“Exigent circumstances” means a situation that could not have been anticipated, including an unexpected loss of venue for an event. “Exigent circumstances” shall not include situations caused by inadequate planning.

“Holiday” includes New Year’s Day, Dr. Martin Luther King, Jr.’s birthday, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Eve and Christmas Day.

## Revisions After Nov. 1 Council Meeting

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233 "Neighborhood Procession" means an organized procession of people, motor  
234 vehicles, bicycles, floats, animals or any combination, traveling in unison for a period of  
235 time that does not exceed two hours in length (from start through tear down) along or  
236 upon a sidewalk or streets; provided, however, that at least 75% of the streets being  
237 traveled upon are classified in the Federal Highway Administration (FHWA) and  
238 Metropolitan Planning Organization (MPO) Approved Functional Classification Map for  
239 Topeka and Shawnee County, as amended, as being local residential streets (as  
240 opposed to arterial and/or collector streets).

241 "Parade" means an organized procession of people, motor vehicles, bicycles,  
242 floats, animals or any combination, traveling in unison along or upon a sidewalk or ~~any~~  
243 classification of street that may require closure of streets and the regulation of vehicular  
244 traffic by law enforcement to prevent a conflict with the normal or regular flow of traffic.  
245 "Parade" shall not include an ~~organized~~Neighborhood pProcession associated with a  
246 block party.

247 "Person" means a natural person or legal entity such as, but not limited to an  
248 individual, firm, corporation, association, partnership or limited liability company.

249 "Public property" means any street, alley, sidewalk, right-of-way or property  
250 owned by the city.

251 "Special event" means an outdoor event held on public property organized for a  
252 particular and limited purpose and time. Special events shall include, but not be limited  
253 to, the following: parades, block parties, running/walking/bicycling events, motor vehicle  
254 events, festivals and concerts.

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“Sufficient application” means that the application: (1) contains all of the information and documents required in TMC 12.70.050; and (2) includes the processing fee.

“Vendor” means a transient vendor, sidewalk vendor, or a mobile food vendor as defined at TMC 5.115.010.

Section 16. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.020, which said section reads as follows:

**Permit required; Exceptions.**

(a) Permit required. It shall be unlawful for any person to conduct a special event without a special event permit issued by the city manager or designee.

(b) Exceptions. A special event permit is not required for the following activities:

(1) Special events conducted by the city;

(2) Funeral processions;

(3) Processions or marches conducted entirely on sidewalks where the participants comply with traffic regulations and traffic control devices.

Section 17. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.030, which said section reads as follows:

**Administration; Regulations.**

The city manager or designee shall administer the provisions of this chapter. In reviewing and approving special event applications, the city manager or designee shall consult with representatives of city departments, including but not limited to: traffic,

## Revisions After Nov. 1 Council Meeting

street/transportation, police, fire and legal. The city manager or designee may adopt administrative regulations that are consistent with this chapter.

Section 18. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.040, which said section reads as follows:

### **Fees; Deposit for Debris Removal.**

(a) Application fee. Except for governmental entities, an applicant for a special event permit shall submit a nonrefundable application fee of \$50 to the city clerk at the time of application. For block parties, the nonrefundable application fee shall be ~~\$25-~~ for each block party.

(b) Debris deposit. Applicant shall pay a deposit in an amount to be determined by the city manager or designee. In the event the applicant fails to comply with TMC 12.70.090(c), all or a portion of the deposit will be used to reimburse the City for the costs of removing all debris from the property.

Section 19. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.050, which said section reads as follows:

### **Application.**

(a) A sufficient application shall be submitted to the city clerk according to the following timelines:

(1) If the event requires approval by the governing body for alcoholic liquor or cereal malt beverages, at least 60 business days before the event.

(2) If the event occurs on a holiday, at least ~~6 weeks~~45 business days before the event.



## Revisions After Nov. 1 Council Meeting

(3) If the event does not occur on a holiday, at least ~~4 weeks~~<sup>30</sup> ~~business days~~ before the event.

(4) If the application is for a block party only, at least ~~12 weeks~~<sup>sten</sup> ~~business days~~ before the event.

(5) An application shall not be accepted more than ~~6~~<sup>12</sup> months prior to the event.

(6) The city manager or designee may waive an application deadline if the city manager or designee determines that exigent circumstances exist.

(b) The applicant shall provide the following information:

(1) The type of event;

(2) The date and times of the event, including specific times for set-up and tear-down;

(3) The name and contact information of the applicant and the sponsor, if not the same. If the event is sponsored by a person other than the applicant, the applicant shall provide authorization from the sponsor;

(4) The name and contact information for the individual who will be responsible for the conduct of, and be present during the event;

(5) The public property to be utilized. If the event is a parade, identification of one of the routes approved by the police chief ~~and traffic engineer~~ or ~~their~~ designees, as well as the approximate of number of people, motor vehicles, floats and/or animals;

(6) The size of the anticipated crowd;

(7) Whether alcohol or cereal malt beverages will be available;

## Revisions After Nov. 1 Council Meeting

(8) A site plan that includes the following:

(i) A map identifying potential street closures and placement of barricades.

(ii) Location of stages and vendors.

(iii) Location of fencing.

(iv) Location of toilets and lavatory facilities.

(v) Sound and sound amplification to be used, if any; including number, location and power of amplifiers and speakers.

(vi) Seating, including chairs, tables and bleachers.

(vii) Location of barricades for areas serving cereal malt beverages and/or alcoholic liquor.

(viii) Location of designated fire access lanes.

(ix) Parking areas if street closure requested.

(9) If the applicant is requesting street closures for a block party, the applicant shall provide written notice to all residents within the blockaded area at least 10 **business** days prior to the event. If the applicant is requesting street closures in any other situation, the applicant shall provide written notice to all residents and/or businesses that may be affected by the street closure at least 10 days prior to the event.

(10) A certificate of liability insurance required by TMC 12.70.080.

(11) Any additional information requested by the city manager or designee to assist in making a determination regarding whether to issue a permit.

## Revisions After Nov. 1 Council Meeting

Section 20. That the Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.060, which said section reads as follows:

**Vendors; Sponsor approval.**

(a) At least forty-eight (48) hours prior to the event, the applicant or sponsor shall provide the city clerk with the following:

(1) names of all of the vendors who have been approved by the sponsor to participate in the event; and

(2) a statement that the applicant or sponsor has secured the consent of each business owner to the presence of a sidewalk vendor conducting the vendor's operation in front of the business owner's premises.

(b) The applicant or sponsor shall provide written notification of approval to each vendor. Each vendor shall display the notification in a prominent place so that it is clearly visible to the public.

Section 21. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.070, which said section reads as follows:

**Alcohol and cereal malt beverage consumption.**

Each applicant who intends to allow the sale and/or consumption of alcoholic liquor or cereal malt beverages at a special event shall request approval from the governing body pursuant to TMC 9.15.020.

Section 22. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.080, which said section reads as follows:

**Insurance requirements.**

## Revisions After Nov. 1 Council Meeting

(a) Each applicant shall provide a certificate of liability insurance evidencing an insurance policy from an insurance company authorized to do business in the State of Kansas, which provides general liability coverage in an amount not less than \$500,000 combined single limit per occurrence for bodily injury and property damage with the city named as an additional insured.

(b) Notwithstanding subsection (a), an applicant for a block party may execute an indemnity agreement in a form required by the city, indemnifying and holding harmless the city and its officers and employees against all claims, damages or causes of action arising from the event.

Section 23. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.090, which said section reads as follows:

**Barricades; debris removal.**

(a) The police chief and traffic engineer or their designees will determine the level of street barrier required for special events.

(b) Each applicant shall be responsible to secure, place and remove street barricades in the manner and location approved by the police chief and traffic engineer, or their designees.

(c) Each applicant shall be responsible for removing all debris from the property promptly after the event so that the street or right-of-way can be open to traffic within thirty (30) minutes after the ending time indicated on the permit. All other associated clean-up must be completed within twelve (12) hours after the ending time ~~noted-indicated~~ on the event permit.

## Revisions After Nov. 1 Council Meeting

Section 24. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.100, which said section reads as follows:

### **Standards for issuance.**

(a) The city manager or designee may issue a special event permit, after consultation with the chief of police or designee and other relevant city departments, if the city manager or designee determines the following:

(1) The event will not interfere with the operation of law enforcement, fire or emergency vehicles in the permitted area;

(2) The event does not present a public safety or traffic hazard or impose a significant hardship for pedestrian or vehicular traffic;

(3) The conduct of the event will not require the diversion of so great a number of law enforcement officers or emergency medical personnel to the detriment of overall community safety;

(4) Street closures have been approved by the traffic engineer or designee.

(b) The city manager or designee may impose restrictions, including time restrictions, to minimize any inconvenience that may be caused by street closures, traffic congestion or noise.

Section 25. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.110, which said section reads as follows:

### **Display of permit.**

A copy of the special event permit shall be provided upon the demand of any law enforcement officer or city official.

## Revisions After Nov. 1 Council Meeting

Section 26. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.120, which said section reads as follows:

**Other permits, licenses, fees; Limitations, restrictions.**

(a) Other permits, licenses, fees. The issuance of a special event permit does not relieve any person from the obligation to obtain any other permit or pay any additional fees required pursuant to this code or other state, city or county regulation.

(b) Limitations; restrictions. The issuance of a special event permit does not relieve any person from restrictions or limitations contained in this code or state law relating to noise, consumption of cereal malt beverages or alcoholic liquor.

(c) Notwithstanding the issuance of a permit, the police chief or designee may cancel a special event in the interest of public safety.

Section 27. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section, to be numbered 12.70.130, which said section reads as follows:

**Denial; Appeal.**

(a) Denial of permit. The city manager or designee may deny an application for a special event permit if the city manager or designee determines any of the following:

(1) One or more of the application criteria in TMC 12.70.050 is not met;

(2) The applicant has knowingly made a false, misleading or fraudulent statement of fact in the application or during the review process;

(3) The application was not submitted timely, lacks the required information or documentation or does not include the required fees;

## Revisions After Nov. 1 Council Meeting

(4) The applicant, in the last two years prior to the date of application, has organized a special event that did not conform to the requirements of this chapter or failed to comply with any conditions imposed on the permit;

(5) The city does not have the necessary resources to accommodate the event because of its size, location or duration; or

(6) The event will significantly inconvenience the residents or businesses in the affected area due to street closures, traffic congestion or noise.

(b) Appeal. Except for a denial based upon TMC 12.70.130(a)(3), an applicant may appeal the denial of an application for a special event if a written notice of appeal is submitted to the city clerk within five business days of the date of the denial. The notice of appeal shall specify the following:

(1) The name and contact information of the appellant;

(2) The date of application;

(3) The date of the denial of the application; and

(4) The factual basis for the appeal.

Upon receipt of a complete and timely filed notice of appeal, the city clerk shall schedule the matter for the governing body's consideration at the next available meeting. The governing body may affirm, reject or modify the decision of the city manager or designee after taking into consideration the public health, safety and welfare of the community.

Section 28. This ordinance shall take effect on January 1, 2017, after its passage, approval and publication in the official City newspaper.

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Section 29. This ordinance shall supersede all ordinances, resolutions or rules, or portions thereof, which are in conflict with the provisions of this ordinance.

Section 30. Should any section, clause or phrase of this ordinance be declared invalid by a court of competent jurisdiction, the same shall not affect the validity of this ordinance as a whole, or any part thereof, other than the part so declared to be invalid.

PASSED AND APPROVED by the City Council on \_\_\_\_\_.

CITY OF TOPEKA, KANSAS

\_\_\_\_\_  
Larry E. Wolgast, Mayor

ATTEST:

\_\_\_\_\_  
Brenda Younger, City Clerk



## Revisions After Nov. 1 Council Meeting

(Published in the Topeka Metro News \_\_\_\_\_)

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE introduced by Interim City Manager Doug Gerber, revising Chapter 5.115 of the Topeka Municipal Code concerning peddlers, solicitors, and itinerant merchants, amending City of Topeka Code § 5.115.010 through § 5.115.160 and repealing original sections and creating new § 5.115.170 through § 5.115.220.

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

Section 1. That section 5.115.010, Definitions, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

### **Definitions.**

~~For the purpose of this title, the following words as used herein~~used in this chapter shall be considered to have the meanings herein ascribed theretomean:

~~“Canvasser” or “solicitor” means any individual, whether resident of the city or not, traveling either by foot, wagon, automobile, motor truck, or any other type of conveyance, from place to place, from house to house, or from street to street, taking or attempting to take orders for sale of goods, wares and merchandise, personal property of any nature whatsoever for future delivery, or for services to be furnished or performed in the future, whether or not such individual has, carries, or exposes for sale a sample of the subject of such sale or whether he or she is collecting advance payments on such sales or not.~~

~~“Peddler” means any person, whether a resident of the city or not, traveling either by foot, wagon, automobile, motor truck, or any other type of conveyance, from place to place, from house to house, or from street to street, carrying, conveying or transporting goods, wares, merchandise, meats, fish, vegetables, fruits, garden truck, farm products~~

## Revisions After Nov. 1 Council Meeting

~~or provisions, offering and exposing the same for sale, or making sales and delivering articles to purchasers, or who, without traveling from place to place, shall sell or offer the same for sale from a wagon, automotive vehicle, or conveyance; and further provided, that one who solicits orders and as a separate transaction makes deliveries to purchasers as a part of a scheme or design to evade the provisions of this chapter shall be deemed a peddler.~~

~~“Residence” means and includes every separate living unit occupied for residential purpose by one or more persons contained within any type of building or structure.~~

~~“Soliciting” means and includes any one or more of the following activities:~~

~~(1) Seeking to obtain order for the purpose of selling goods, wares, merchandise, foodstuffs, services, of any kind, character or description whatsoever, for any kind of consideration whatsoever; or~~

~~(2) Seeking to obtain subscriptions to books, magazines, periodicals, newspapers and every other type or kind of publication.~~

~~“Street salesman” means any person engaged in any manner in selling merchandise of any kind from a wagon or stand temporarily located on the public streets or sidewalks of this city as authorized by the governing body.~~

~~“Transient merchant or vendor,” “itinerant merchant” or “itinerant vender” means any person, whether as an owner, agent, consignee or employee, whether a resident of the city or not, who engages in a temporary business of selling and delivering goods, wares and merchandise within such city, and who, in furtherance of such purpose, hires, leases, uses or occupies any building, structure, motor vehicle, or public room in hotels, lodging houses, apartments, shops or any street, alley or other place within the city, for~~

## Revisions After Nov. 1 Council Meeting

~~the exhibition and sale of such goods, wares and merchandise, either privately or at public auction. Such definition shall not be construed to include any person who, while occupying such temporary location, does not sell from stock, but exhibits samples only for the purpose of securing orders for future delivery only. The person so engaged shall not be relieved from complying with the provisions of this chapter merely by reason of associating temporarily with any local dealer, trader, merchant or auctioneer, or by conducting such transient business in connection with, as a part of, or in the name of any local dealer, trader, merchant or auctioneer.~~

"Day" means a 24 hour period that commences at 12:00 a.m. and ends at 11:59 p.m.

"Farmers' market" means a common facility or area where producers or growers gather on a regular, recurring basis to sell fresh fruits, vegetables, meats and other farm products directly to consumers. "Farmers' market" includes, but is not limited to, short-term festivals, roadside stands or other agricultural product sales or other locations or any market, sales event or other related event, series of events or venue that advertises, promotes or uses the term "farmers' market" or any derivative thereof, as a part of the name of such market, sales event, or other related event or venue.

"Flea market" means a market, indoors or outdoors, where new or used items are sold from individual sellers and where each seller operates independently from other sellers. Items sold include, but are not limited to, household items, antiques, decorations, and crafts.

"Flea market promoter" means a person who solicits, invites or permits another person to come upon property under the promoter's control for the purpose of

## Revisions After Nov. 1 Council Meeting

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occupying individual stands from which personal property is bought, sold, traded, or exchanged.

“Flea market seller” means a person selling items or offering items for sale at a flea market.

“Merchandise” means any goods, food, food products, or a product of any kind that can be bought or sold.

“Mobile food vendor” means any person, other than a transient vendor or sidewalk vendor, that offers food and/or beverage for sale from a mobile food unit.

“Mobile food unit” means a self-contained vehicle, trailer, cart or other conveyance from which food and/or beverage is offered for sale.

“Peddler” means any person who goes upon the premises of a private residence, not having been invited by the occupant, carrying merchandise and offering the same for sale.

“Person” means any individual, association, corporation partnership, limited liability company or other legal entity.

“Sidewalk vendor” means any person, other than a mobile food vendor, who engages in the business of selling merchandise on a public sidewalk.

“Solicitor” means any person who goes upon the premises of a private residence, not having been invited by the occupant, for the purpose of taking or attempting to take orders for the sale of merchandise for future delivery or for services to be performed in the future.

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“Transient vendor” means any person, other than a mobile food vendor, flea market promoter or flea market seller, who engages in a temporary business of selling merchandise and operates on private property.

Section 2. That section 5.115.020, Street sales, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

~~Street sales~~Transient vendor, peddler, solicitor—License required;  
Exceptions.

~~No person shall locate any stand for the sale of any candies, confectionery, fruits, popcorn, peanuts or other foods on any street, sidewalk, park, parkway or in any other public place unless such person shall first obtain a license permitting him to do so. No person so licensed shall block or obstruct in any manner any street, sidewalk, park, parkway or other public place. Provided, however, notwithstanding the requirement for a license, the city engineer may issue temporary permits from time to time upon application of any merchant to place stands, tables, racks or other devices for the sale and display of merchandise upon public sidewalks, for a period not exceeding 12 hours a day. Upon application for any such temporary permit, the city engineer may require the merchant to furnish insurance or a hold harmless agreement as a condition of such permit.~~

(a) It shall be unlawful for any person to conduct business as a transient vendor without a license having been issued pursuant to this chapter unless one of the following exceptions applies:

## Revisions After Nov. 1 Council Meeting

(1) Sales by a vendor approved by the sponsor of a special event for which the sponsor has secured a special event permit in accordance with Chapter 12.70 of the Code.

(2) Sales at wholesale to retail merchants in the usual course of their business.

(3) Sales conducted inside the following structures: trade centers, convention centers, shopping centers, and trade, exhibition or convention centers located in hotels and motels.

(4) Garage sales held on premises devoted to residential use.

(5) Auctions.

(6) Promotional trade or hobby shows conducted within districts zoned for commercial use.

(7) Sales or displays at fairs, expositions or promotional events where the activity is sponsored by the city or another governmental entity.

(8) Sales by a vendor approved by an educational institution, religious organization, civic organization, or not-for-profit organization at athletic events or concessions sponsored by the organization.

(9) Sales at a farmer's market that is registered with the Kansas Department of Agriculture.

(10) Sales of an ~~decedent~~ individual's personal property by an executor or administrator of the estate.

(b) It shall be unlawful for any person to conduct business as a peddler or solicitor without a license issued pursuant to this chapter unless the activity is

## Revisions After Nov. 1 Council Meeting

sponsored by an educational institution, religious organization, civic organization or not-for-profit organization.

Section 3. That section 5.115.030, Prohibited acts, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

~~Prohibited acts~~Transient vendor, peddler, solicitor—License application; Fee; Duration.

~~It shall be unlawful for any transient merchant to:~~

~~(a) Sell, offer or expose for sale any goods, wares or merchandise within 500 feet from any property on which any public or private school building is located.~~

~~(b) Conduct business or carry on activities in violation of any zoning requirements of the city, including setback requirements.~~

~~(c) Conduct business or carry on activities except in areas zoned C-2 commercial, C-4 commercial, C-5 commercial, I-1 light industrial, I-2 heavy industrial, PUD planned unit development or planned business centers.~~

~~(d) Conduct business or carry on activities until one-half hour before sunrise or after one-half hour past sunset or at any time that would cause the need for the use of artificial lighting other than existing lighting.~~

~~(e) Fail to provide adequate parking for customers or other such persons going to and from the activity conducted by the transient merchant, or to allow or encourage any traffic or parking congestion which interferes with traffic flow or the use of such parking facilities by permanent businesses entitled to use such parking areas. In no event shall the total floor area used by the transient merchant cause a reduction in the number of parking spaces to a number less than the number required by the zoning laws for~~

## Revisions After Nov. 1 Council Meeting

~~adjacent buildings or other zoned land uses. Additionally, in calculating the number of parking spaces needed, the total floor area used outside existing structures by the transient merchant shall be added to the floor area of those existing structures. For purposes of calculating total floor area, the areas where any part of the activity is physically located, including merchants' vehicles, mechanical devices, and open spaces used as accessways, aisles, or for purposes of promoting the activity or sales, shall be included.~~

~~(f) Use any electronic device for amplification in an outdoor area or to otherwise create, or gather people who create, noise sufficient so as to disturb the peace, quiet or repose of surrounding residential or commercial areas.~~

~~(g) Provide any false or misleading information in completing the license application or to fail to obtain permission of the property owner where such activity is being conducted.~~

~~(h) Fail to provide, at the request of the purchaser or customer, a written receipt for purchases exceeding \$5.00.~~

~~(i) Fail to provide any customer, or other such person, with his name, the name of the company or organization represented, the name of the product, or to make any representation as to identity which is false or misleading.~~

~~(j) Fail to allow authorized law enforcement officers or city employees to enter into or upon the premises or to otherwise interfere with any inspection of the premises or business.~~

~~(k) Fail to remove any structure, device, trash or debris caused, created or associated with the transient merchant's activities in an outdoor area.~~



## Revisions After Nov. 1 Council Meeting

~~(l) Erect or display more than one sign or any sign greater than 16 square feet in total area. A separate sign permit shall not be required.~~

~~(m) Erect or construct any structure, tent or building greater than 120 square feet.~~

~~(n) Conduct business or carry on activities within 50 feet of any driveway entrance or access lane from a public street to an existing business.~~

~~(o) Conduct or carry on more than one transient merchant business or activity on the same property at any one time.~~

~~(p) Conduct business or carry on activities within the city right-of-way or other publicly owned property.~~

(a) Application shall be made to the city clerk on a form provided by the city clerk. In addition to paying the license fee, the applicant shall attest to the truthfulness of the application and shall complete the application in full, providing the following information:

(1) Name and permanent address of the applicant and the business. If the applicant is not an individual, the names and permanent addresses of the officers of the corporation or the members of the partnership, firm, limited liability company, or other business entity.

(2) The applicant's Kansas sales tax certificate number, if applicable.

(3) A brief description of the licensed activity, including the nature of the applicant's business and the merchandise or services being offered.

(4) The location of any structure, building or conveyance to be used in the course of the licensed activity, including a site plan.

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(5) A statement indicating whether or not the applicant has had a transient vending license or a peddler's or solicitor's license revoked by the City or another municipality within the two preceding years prior to the date of application.

(6) For peddlers and solicitors, a statement whether or not within 10 years immediately preceding the date of making application the applicant has been convicted of any felony or misdemeanor involving crimes against persons as those crimes are defined in Chapter 21, Article 54, Kansas Statutes Annotated, and theft, burglary, and criminal use of a financial card as those crimes are defined in Chapter 21, Article 58, Kansas Statutes Annotated. Criminal background reviews will be conducted by the police chief or designee.

(7) For transient vendors, written authorization from the owner or lessee of private property that the applicant may conduct activities at the identified site.

(b) License Fees; Duration. The following license fees shall not be pro-rated or refundable for any reason, including denial of an application or license revocation:

(1) Transient Vendor: \$10 per day. A transient vendor license shall be valid only for the day(s) set out in the license; except that the license is not valid on days during which special events permitted pursuant to TMC Chapter 12.70 occur unless the participation of the licensee has been approved by the special event sponsor.

## Revisions After Nov. 1 Council Meeting

(2) Peddler or Solicitor: \$250, plus the cost of the criminal background review. A peddler or solicitor license shall expire on December 31 of the year in which it is issued.

Section 4. That section 5.115.040, Protection of lawns, yards, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

**Protection of lawns, yards**~~Transient vendor, peddler, solicitor—License issuance; Denial; Right to appeal.~~

~~It shall be unlawful for any person engaging in peddling or soliciting to cut across or walk upon any lawn, front yard or courtyard, except upon sidewalks or walkways if such walkways are provided or upon a regularly established path where no sidewalk or walkway has been provided to the house or other building.~~

(a) The city clerk shall review each license application and shall consult with other city departments, as applicable. The city clerk, after consultation with the legal department, may deny the license application for any of the following:

(1) Fraud, misrepresentation or any false statement contained in the license application.

(2) Failure to pay the license fee and/or provide all of the information requested in the license application.

(3) For peddlers and solicitors, conviction of the applicant or, if the applicant is a business entity, any of the entity's employees who are performing the activities of a peddler or solicitor, of the crimes identified in TMC 5.115.030.

## Revisions After Nov. 1 Council Meeting

(4) Revocation of a license for transient vending, including a peddler or solicitor license, by the city or another municipality within the two preceding years prior to the date of application.

(b) Except for a denial based upon subsection (a)(2), an applicant may appeal the decision to the council in accordance with TMC 5.05.120.

Section 5. That section 5.115.050, Fraud, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

**Fraud~~Transient vendor, peddler, solicitor~~—Prohibited acts.**

~~All persons licensed under the provisions of this chapter shall certify that while doing business in the city they will strictly comply with all the ordinances of the city. Any licensee who shall be guilty of any fraud, cheating or misrepresentation, whether through themselves or through an employee, while doing business in the city shall be deemed guilty of a violation of this chapter.~~

(a) Transient vendors. It shall be unlawful for any transient vendor to do any of the following:

(1) Conduct business or carry on activities in violation of any zoning ordinances or requirements, including setback requirements.

(2) Conduct business between the hours of midnight and 8 a.m.

(3) Conduct business in such a way as would restrict or interfere with the ingress or egress of abutting property owners or tenants, increase traffic congestion or obstruct adequate access to fire, police or utility employees.

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(4) Use any electronic device for amplification in an outdoor area or to otherwise create, or gather people who create, noise sufficient so as to disturb the peace, quiet or repose of surrounding residential or commercial areas.

(5) Fail to allow law enforcement officers or city employees to enter into or upon the premises or to otherwise interfere with any inspection of the premises or business.

~~(6) Fail to remove any structure, device, trash or debris caused, created or associated with the transient vendor's activities in an outdoor area.~~  
~~Fail to have a trash receptacle at the location. Immediately upon cessation of vending, the vendor shall remove and properly dispose of all trash and litter associated with the vendor's activities.~~

(7) Erect or construct any structure, tent or building greater than 120 square feet.

(8) Conduct business or carry on activities within 50 feet of any driveway entrance or access lane from a public street to an existing business.

(9) Conduct or carry on more than one transient vendor business or activity on the same property at any one time.

(b) Peddlers; solicitors. It shall be unlawful for a peddler or solicitor to operate between the hours of 6:00 p.m. and 9:00 a.m.

Section 6. That section 5.115.060, Vehicles, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

**Vehicles**~~Transient vendor, peddler, solicitor~~**—Display of license.**

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~~No transient merchants shall sell products or services directly from any vehicle exceeding three-quarter ton in rated load capacity.~~

Each transient vendor licensee shall display the license in a prominent place so that it is clearly visible to the public. Peddlers and solicitors shall display the license, upon request.

Section 7. That section 5.115.070, Use of street, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

### **Use of streetSidewalk vendor—License required; Exceptions.**

~~No peddler shall have any exclusive right to any location in the public streets, nor be permitted a stationary location except as provided in this chapter. No peddler shall be permitted to operate in any congested area where his or her operations might impede or inconvenience the public. For the purpose of this chapter, the judgment of a police officer, exercised in good faith, shall be deemed conclusive as to whether the area is congested or the public impeded or inconvenienced.~~

It shall be unlawful for any person to conduct business as a sidewalk vendor without a license having been issued pursuant to this chapter unless either of the following applies:

(a) The vendor is approved by the sponsor of a special event for which the sponsor has secured a special event permit in accordance with Chapter 12.70 of the Code; or

(b) The vendor is conducting business at a farmer's market registered with the Kansas Department of Agriculture.

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Section 8. That section 5.115.080, Enforcement, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

**Enforcement Sidewalk vendor—License application; Fee; Duration.**

~~It shall be the duty of any police officer to require any person engaged in the activities as defined in this chapter, who is not known by such officer to be duly licensed, to produce his or her license and to enforce the provisions of this chapter against any person found to be violating the same.~~

(a) Application shall be made to the city clerk on a form provided by the city clerk. In addition to paying the license fee, the applicant shall attest to the truthfulness of the application and shall complete the application in full, providing the following information:

(1) Name and permanent address of the applicant and the business. If the applicant is not an individual, the names and permanent addresses of the officers of the corporation or the members of the partnership, firm, limited liability company or other business entity.

(2) The applicant's Kansas sales tax certificate number, if applicable.

(3) A brief description of the licensed activity, including the nature of the applicant's business and the merchandise or services being offered.

(4) The location of the activity.

(5) A statement indicating whether or not the applicant has had a sidewalk vending license revoked by the city or another municipality within the two preceding years prior to the date of application.

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(6) Written permission of the property owner or tenant and immediately adjacent property owner(s) or tenant(s) if the applicant is conducting business in front of a retail business.

(7) A certificate of insurance from the applicant demonstrating general liability coverage in an amount not less than \$500,000 per single incident.

(b) License Fees. The fee shall be \$10 per day and shall not be pro-rated or refundable for any reason, including denial of an application or license revocation. The license shall be valid only for the day(s) set out in the license; except that the license is not valid on days during which special events permitted pursuant to TMC Chapter 12.70 occur unless the participation of the licensee has been approved by the special event sponsor.

Section 9. That section 5.115.090, Required, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

**Required Sidewalk vendor—License issuance; Denial; Right to appeal.**

~~It shall be unlawful for any person to engage in the business of peddler, canvasser, solicitor, transient vendor or transient merchant within the city without having first secured a license therefor as provided in this article.~~

(a) The city clerk shall review each license application and shall consult with other city departments, as applicable. The city clerk, after consultation with the legal department, may deny the license application for any of the following:

(1) Fraud, misrepresentation or any false statement contained in the license application.



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(2) Failure to pay the license fee and/or provide all of the information requested in the license application.

(3) Revocation of a license for sidewalk vending by the city or another municipality within the two preceding years prior to the date of application.

(b) Except for a denial based upon subsection (a)(2), an applicant may appeal the decision to the council in accordance with TMC 5.05.120.

Section 10. That section 5.115.100, Exemptions, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

**ExemptionsSidewalk vendor—Prohibited acts.**

~~The following organizations and their members and the following activities shall be exempt from the licensing and registration provisions of this article:~~

~~(a) Exhibitions, street fairs, amusement enterprises, expositions, promotional ventures or other civic entertainment where a permit has been obtained, if applicable, or where such activity is sponsored in part by the city, civic organizations, not for profit organizations, public or private schools, or educational institutions.~~

~~(b) Auctions as regulated by this code or state statute.~~

~~(c) Garage sales as regulated by this code.~~

~~(d) Sales of agricultural products, nursery products and foliage plants at an organized farmer's market or other such event at a specified location permitted under the exemptions to this section; provided, that such sales of agricultural products, nursery products and foliage plants shall comply with the prohibitions listed in this chapter with the exception that artificial lighting may be used.~~

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~~(e) Sales conducted within the following structures: trade centers, convention centers, shopping centers, and trade, exhibition or convention centers located in hotels and motels.~~

~~(f) Sales conducted at Heartland Park Topeka.~~

~~(g) Sales or displays at sales, bazaars or concessions sponsored or operated by public or private schools, educational institutions, civic organizations, or not for profit organizations.~~

~~(h) Sales by any person who has had a permanent business location in this city for not less than six months in this or the previous calendar year but who may carry on a transient business at locations in this city other than the person's permanent business location; provided, that such sales shall comply with the prohibitions listed in this chapter with the exception that artificial lighting may be used.~~

~~(i) Newspaper vendors.~~

~~(j) Food service establishments that are otherwise regulated and inspected by the Kansas Department of Health and Environment. Notwithstanding the foregoing, this exemption specifically excludes mobile restaurants and mobile food service units or push carts as included in the definition of food service establishments in K.S.A. 36-501.~~

~~(k) Sales at wholesale to retail merchants by commercial travelers or selling agents in the usual course of business.~~

~~(l) Sales to the owner or legal occupant of residential premises at such premises pursuant to prior invitation by such owner or legal occupant. Such invitation shall have been issued by the owner or legal occupant at least 24 hours prior to the sale and the~~

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invitation shall not be solicited in person but by other means such as telephone, mailing or other advertisement.

It shall be unlawful for any sidewalk vendor to do any of the following:

(a) Conduct business or carry on activities in violation of any zoning requirements.

(b) Conduct business between the hours of midnight and 8 a.m.

(c) Conduct business in such a way as would restrict or interfere with the ingress or egress of abutting property owners or tenants, increase traffic congestion or obstruct adequate access to fire, police, or utility employees.

(d) Use any electronic device for amplification in an outdoor area or to otherwise create, or gather people who create, noise sufficient so as to disturb the peace, quiet or repose of surrounding residential or commercial areas.

~~(e) Fail to remove any structure, device, trash or debris caused, created or associated with the vendor's activities.~~

~~(f) Fail to have a trash receptacle at the location. The receptacle cannot interfere with sidewalk access. Immediately upon cessation of vending, the vendor shall remove and properly dispose of all trash and litter associated with the vendor's activities.~~

Section 11. That section 5.115.110, Certificate of registration/license – Application, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

~~Certificate of registration/license – Application~~Sidewalk vendor—Display of license.

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~~No person shall engage in the activities as defined in TMC 5.115.010 within the corporate limits of the city without first obtaining a certificate of registration and license therefor, unless otherwise exempted. Any applicant for a certificate of registration and license under this chapter shall file with the city clerk a sworn application on a form furnished by the city clerk, which shall give the following information:~~

~~(a) Name and date of birth of applicant.~~

~~(b) State sales tax number.~~

~~(c) Credentials from the person, firm or corporation or association whom the applicant is employed by or represents.~~

~~(d) Physical description of the applicant.~~

~~(e) Period of time for which the certificate and license are applied.~~

~~(f) Address of the applicant's present place of residence.~~

~~(g) A brief description of the nature of the business and the goods to be sold.~~

~~(h) Location and zoning of any structure, building or vehicle to be used for the activities defined herein, including identification of the location of the activities and a site plan indicating where on the identified property the activities will take place.~~

~~(i) Fingerprints of the applicant.~~

~~(j) Whether or not within 10 years immediately preceding the date of making application the applicant has been convicted of any felony or misdemeanor involving crimes against persons as those crimes are defined in Chapter 21, Article 54, Kansas Statutes Annotated, and theft, burglary, and criminal use of a financial card as those crimes are defined in Chapter 21, Article 58, Kansas Statutes Annotated. A diversion~~

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granted for any of the offenses enumerated in this section shall be considered as a conviction.

(k) Written authorization from the owner or lessee of the property to conduct the activities at the identified site.

Each licensee shall display the license in a prominent place so that it is clearly visible to the public.

Section 12. That section 5.115.120, Fees for license – Transferability – Exhibition, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

~~Fees for license – Transferability – Exhibition~~Sidewalk vendor—One location; Use of sidewalk.

~~(a) The fee for the license required by this chapter shall be \$140.00. There shall be no proration of this fee. No license issued under the provisions of this chapter shall be used by any person, other than the one to whom it was issued. Any person engaged in activities as described in TMC 5.115.010 shall exhibit their licenses at all times.~~

~~(b) Notwithstanding the foregoing, the fee for the license required for each mobile restaurant, mobile food service unit or push cart shall be \$250.00. There shall be no proration of this fee. No license issued under the provisions of this chapter shall be used by any person, other than the one to whom it was issued.~~

(a) Each license shall authorize sales only at one location, which shall be identified in the license.

(b) A sidewalk vendor has no exclusive right to a particular sidewalk location. The city manager or designee reserves the right to restrict use of the sidewalk or

## Revisions After Nov. 1 Council Meeting

impose conditions on the license after taking into consideration the potential for congestion, access to adjoining businesses, pedestrian traffic and any other factor that may inconvenience the public.

(c) A sidewalk vendor shall not block access to residences or businesses and shall ensure that there is access of at least five feet in width for passage of wheelchairs and electric personal assistive mobility devices.

Section 13. That section 5.115.130, Display, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

**DisplayFlea market promoter—License required.**

~~A separate license shall be issued to each person licensed under the provisions of this chapter, which license shall be conspicuously displayed by the licensee. Every licensee shall have the license in the licensee's possession at all times the licensee is engaging in business, and display the license to any person upon request; and if any licensee sells, offers or exposes for sale any goods, wares or merchandise from a wagon, cart, truck, automobile or any other vehicle, the license shall be posted in a conspicuous place upon the vehicle.~~

(a) It shall be unlawful to rent space or allocate space to flea market sellers without a flea market promoter license issued pursuant to this chapter.

(b) A flea market promoter providing space to flea market sellers at more than one location shall be required to obtain a license for each location. Only one license per location shall be required for each flea market and individual flea market sellers shall not be required to obtain any other city license in order to operate at a flea market.

## Revisions After Nov. 1 Council Meeting

Section 14. That section 5.115.140, Issuance of license, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

~~Issuance of license~~Flea market promoter—License application; Fee;  
Duration.

~~Upon receipt of an application for certificate of registration and license, the city clerk shall forward the application to the planning agency and police department. Within 10 days of the application date the planning agency and police department shall review the application for compliance with appropriate zoning requirements (planning) and confirmation of the applicant's criminal record (police). The city clerk shall issue a license after receipt of approval from the planning agency and police department. Such license shall contain the signature and seal of the issuing officer and shall show the name and address of the license, the date of issuance and length of time the license shall be operative, and the nature of the business involved. A transient merchant/peddler license shall be valid for a period not to exceed 30 consecutive days and shall be valid only for sales at the site identified in the application. Not more than one license may be issued to any transient merchant during any 120-day period of time. Licenses for mobile restaurants, mobile food service units or push carts shall be valid for a period of six months. The city clerk shall keep a permanent record of all such licenses issued and submit a copy of such license to the chief of police. The licensee shall carry the certificate at all times.~~

(a) Application shall be made to the city clerk on a form provided by the city clerk. In addition to paying the license fee, the applicant shall attest to the truthfulness of

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the application and shall complete the application in full, providing the following information:

(1) Name, permanent address and contact information for the applicant. If the applicant is not an individual, the names and permanent addresses of the officers of the corporation or the members of the partnership, firm, limited liability company or other business entity.

(2) The location or address of the flea market and the zoning district.

(3) A statement indicating whether or not the applicant has had a flea market license revoked by the city or another municipality within the two preceding years prior to the date of application.

(4) Name of the property owner on which the flea market will be operated and written permission of the property owner if the applicant is not the property owner.

(5) The period of time for which the flea market will be in operation.

(b) License Fee; Duration. The license fee shall be \$100 and shall not be prorated or refundable for any reason, including denial of an application or license revocation. The license shall expire on December 31 of the year in which it is issued.

Section 15. That section 5.115.150, Penalties, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

**Penalties Flea market promoter—License issuance; Denial; Right to appeal.**

~~Any person found in violation of the provisions of this chapter shall be fined not less than \$100.00, nor more than \$499.00, and/or shall serve in jail not more than 179 days.~~



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(a) The city clerk shall review each license application and shall consult with other city departments, as applicable. The city clerk, after consultation with the legal department, may deny the license application for any of the following:

(1) Fraud, misrepresentation or any false statement contained in the license application.

(2) Failure to pay the license fee and/or provide all of the information requested in the license application.

(3) Operation of the business would violate the zoning code.

(4) Revocation of a flea market license by the city or another municipality within the two preceding years prior to the date of application.

(b) Except for a denial based upon subsection (a)(2), an applicant may appeal the decision to the council in accordance with TMC 5.05.120.

Section 16. That section 5.115.160, Denial or revocation of registration and license, of The Code of the City of Topeka, Kansas, is hereby amended to read as follows:

~~Denial or revocation of registration and license~~Flea market promoter—  
Display of license.

~~The city may deny or revoke a registration and license if the applicant or licensee has been convicted of a crime set forth in TMC 5.115.110.~~

Each licensee shall display the license in a prominent place so that it is clearly visible to the public.

Section 17. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section to be numbered 5.115.170, which said section reads as follows:

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### **Flea market promoter—Records.**

Each licensee shall keep accurate records of the names and addresses of each flea market seller, together with a brief description of the type of merchandise offered for sale. The licensee shall, upon request by a law enforcement officer or the city clerk, submit such records for inspection.

Section 18. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section to be numbered 5.115.180, which said section reads as follows:

### **Mobile food vendors—License required; Exceptions.**

It shall be unlawful for any person to conduct business as a mobile food vendor without a license having been issued pursuant to this chapter unless one of the following exceptions applies:

(a) The person is a vendor approved by the sponsor of a special event for which the sponsor has secured a special event permit in accordance with Chapter 12.70 of the Code.

(b) The person is selling food and/or beverages in a farmer's market registered with the Kansas Department of Agriculture.

(c) The person has a permanent restaurant business location in the city and operates a mobile food unit at other locations for no more than ten days during a calendar year.

(d) The person is providing catering services to a private event that is not open for the sale of food and/or beverage to the general public.

(e) The person is a vendor operating in a park or recreational facility that is under the jurisdiction of the Shawnee County Parks & Recreation department.

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Section 19. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section to be numbered 5.115.190, which said section reads as follows:

**Mobile food vendor—License application; Fee; Duration.**

(a) Application shall be made to the city clerk on a form provided by the city clerk. In addition to paying the license fee, the applicant shall attest to the truthfulness of the application and shall complete the application in full, providing the following information:

(1) Name and permanent address of the applicant and the business. If the applicant is not an individual, the names and permanent addresses of the officers of the corporation or the members of the partnership, firm, limited liability company or other business entity.

(2) The name of the owner and the type, make and registration number of the vehicle(s).

(3) A brief description of the nature of the business and the food/beverage being offered for sale.

(b) The applicant shall pay a license fee in the amount of \$300.00, which shall not be pro-rated or refundable for any reason, including denial of an application or license revocation.

(c) A mobile food vendor license is valid until December 31 of the year in which it is issued; except that the license is not valid on days during which special events permitted pursuant to TMC Chapter 12.70 occur unless the participation of the licensee has been approved by the special event sponsor.

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Section 20. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section to be numbered 5.115.200, which said section reads as follows:

**Mobile food vendor—License issuance; Denial; Right to appeal.**

(a) The city clerk shall review each license application and shall consult with other city departments, as applicable. The city clerk, after consultation with the legal department, may deny the license application for any of the following:

(1) Fraud, misrepresentation or any false statement contained in the license application.

(2) Failure to pay the license fee and/or provide all of the information requested in the license application.

(3) Revocation of a license for mobile food vending by the city or another municipality within the two preceding years prior to the date of application.

(b) Except for a denial based upon subsection (a)(2), an applicant may appeal the decision to the council in accordance with TMC 5.05.120.

Section 21. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section to be numbered 5.115.210, which said section reads as follows:

**Mobile food vendor—Prohibited acts.**

It shall be unlawful for a mobile food vendor to do any of the following:

(a) Failing to comply with zoning ordinances.

(b) Locating a unit where the unit or a line of customers would hinder vehicular, pedestrian or bicycle traffic or block or reduce sidewalk access to less than

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five feet in width for passage of wheelchairs and electric personal assistive mobility devices.

(c) Blocking or obstructing access to residences, businesses, driveways or access points to a property.

(d) Operating on private property without the written permission of the property owner.

(e) Conducting business between the hours of midnight and 7:00 a.m.

(f) Failing to have a trash receptacle attached to the unit or located within 15 feet of the unit. The receptacle cannot interfere with vehicle access, pedestrian movement or handicap-accessible routes to and around the unit. Immediately upon cessation of vending, the vendor shall remove and properly dispose of all trash and litter accumulated at the vending site.

(g) Failing to maintain any license or certification required by the State of Kansas or Shawnee County. Upon request, the vendor shall provide such documents to any law enforcement officer or city employee.

Section 22. That The Code of the City of Topeka, Kansas, is hereby amended by adding a section to be numbered 5.115.220, which said section reads as follows:

**Mobile Food vendors—Display of license.**

Each licensee shall display the license in a prominent place so that it is clearly visible to the public.

Section 23. That original § 5.115.010 through § 5.115.160 of The Code of the City of Topeka, Kansas, are hereby specifically repealed.

## Revisions After Nov. 1 Council Meeting

Section 24. This ordinance shall take effect on January 1, 2017 and be in force from and after its passage, approval and publication in the official City newspaper.

Section 25. This ordinance shall supersede all ordinances, resolutions or rules, or portions thereof, which are in conflict with the provisions of this ordinance.

Section 26. Should any section, clause or phrase of this ordinance be declared invalid by a court of competent jurisdiction, the same shall not affect the validity of this ordinance as a whole, or any part thereof, other than the part so declared to be invalid.

PASSED AND APPROVED by the City Council on \_\_\_\_\_.

CITY OF TOPEKA, KANSAS

\_\_\_\_\_  
Larry E. Wolgast, Mayor

ATTEST:

\_\_\_\_\_  
Brenda Younger, City Clerk

## Special Events/Vendors

### Comments from 11-1-16 Council Meeting

(If TMC 12.70 is referenced, then Special Events Ordinance;  
if TMC 5.115 is referenced, then Vendor Ordinance)

#### Governing Body Comments (and responses)

##### Council Member Emerson

The “one week prior” application submittal deadline for block parties does not align with the ten day prior written notice of event requirement. *[The application submission deadline for block parties was changed to ten business days to coincide with the notification deadline for block parties. (See Lines 301-303.)]*

##### Council Member Jenson

Would like to exempt small, neighborhood parades from having to obtain a special event permit and pay \$50.00. *[The definition of “block party” has been amended to add a reference to “neighborhood processions.” A definition of “neighborhood processions” has been added to differentiate them from “parades” by clarifying (i) that they cannot exceed two hours in length (from start through tear down) and (ii) that at least 75% of the streets been traveled upon are classified as “residential” and/or “private” as opposed to “arterial” and/or “collector.” (See Lines 223-224, 233-240 and 245-246.)]*

Would like to add an age limit for applicability of sidewalk permit; referring specifically to kids who set up lemonade stands and sell girl scout cookies. *[Although the TPD can cite a sidewalk vendor who is operating without a license for violation of the ordinance, the TPD has indicated that it will exercise appropriate discretion when it comes to juveniles operating lemonade stands or engaging in similar activities.]*

Would like to let people know specifically HOW they are to provide written notice. For instance, if a block party is involved will the organizer be required to go door-to-door and hand each person a letter? **Council Member Hiller** took the position that this should be left open-ended (as it is currently written) because the method that works for one particular event may not necessarily work for others. *[For purposes of maintaining flexibility, Staff recommends that the Governing Body adopt the ordinance as currently written. If during the first couple of years a recurrent issue (associated with how notice is being provided) arises, it can be addressed in the form of an administrative regulation promulgated pursuant to TMC Section 12.70.030.]*

Would like more specificity with regard to when the clean-up must be completed....is it 12 hours from the “advertised” end of the event, or 12 hours from when the event is truly done, i.e., performers packed up, etc.? *[TMC 12.70.090(c) says within whatever period of time “after the ending time indicated on the permit.” The applicant should consider the amount of tear-down time needed and incorporate it as part of the decision-making process when establishing the official ending time to be noted in the application.]*

Would like to see an exemption from the special events permit requirement for groups such as community organizations or neighborhood associations that may not be a full-blown 501(c)(3). *[The ordinance prohibits a “person” from operating a special event without a permit and the term “person” includes a natural person or a legal entity such as an individual, firm, corporation, association, partnership or limited liability company. (See Lines 247-248.)]*

### **Council Member Ortiz**

Would like to re-think the six month restriction on accepting permit applications since some organizations have to play almost a year in advance. *[Replaced six months with twelve months in TMC Section 12.70.050(a)(5). (See Line 303.) A note will be included in the application form stating that Staff may not be aware of yet-to-be-scheduled construction projects (and associated traffic implications) if an application is submitted more than six months prior to an event.]*

Would like to make it clear that a \$25.00 fee will be assessed for each block party. *[Add the words “for each block party” after “\$25 in 12.70.040(a), Line 285.]*

### **Council Member Schwartz**

Likes the idea of having the City Clerk post upcoming special events at a specific location on the City’s website; perhaps coordinate with VTI or appropriate entity on this.

Would like to consider establishing a City point of contact for special events; more than just someone who issues the licenses – someone who actually ensures event organizer is on-task and conducts a post-event evaluation. *[Budgetary consideration for 2018?]*



## **Public Comments (and responses)**

### **Kevin Schmidt (Irishfest Organizer)**

Would like to have a general idea of how much the debris deposit would be; it will be impossible for them to get the ROW cleared within the 30 minute time limit specified. *[A formula for determining the appropriate amount of debris deposit for each particular event can be established in the form of an administrative regulation promulgated pursuant to TMC Section 12.70.030, Lines 274-278. As noted in response to Council Member Jensen's earlier query, the applicant should consider the amount of tear-down time needed and incorporate it as part of the decision-making process when establishing the official ending time to be noted in the application; given that TMC Section 12.70.090(c), Lines 383-387 says within whatever period of time "after the ending time indicated on the permit."]*

### **Anje Kearney (Flea Market Promoter)**

Would like to add "estate sales" to the list of exemptions for transient vendors (along with garage sales and auctions) to make sure those aren't covered. *[Estate sales have been added to the list of exemptions in TMC Section 5.115.020, Lines 136-137.]*

### **Jenny Torrence (NOTO Business Owner)**

Would like to reconsider the \$10/day fee for sidewalk vendors because she believes it is way too low. If don't increase, then consider keeping the \$140/month fee. *[Staff submitted \$10.00/day for the Governing Body's consideration following its review of the amount charged to sidewalk vendors by other cities.]*

Would like to address vendors using the trashcans she provides outside of her business. Often times, trashcans are left overflowing after an event due to them having been used by vendors – not her customers. She doesn't want to pay for the vendors' trash service. *[A requirement that all vendors (not just mobile food vendors, but also sidewalk and transient vendors) provide their own trash can(s) has been added. (See TMC Section 5.115.050(a)(6), Lines 277-281 and TMC Section 5.115.100(f), Lines 417-420.)]*

### **Al and MaryJo Struttman (Kansas Avenue Business Owners)**

Would like to see quality events over quantity of events. Quality events reflect positively on Kansas Avenue businesses and the community as a whole; while poorly organized, communicated and/or executed events will have a negative economic impact on Kansas Avenue businesses. There should be some measure of the impact a particular event

has on the community, i.e., resources used, attendance, etc. Events held within a Business Improvement District should improve business within the boundaries of the BID – but how can this be determined without collecting and interpreting data? *[The City doesn't really have the expertise to conduct this type of evaluation. Organizations like Visit Topeka or the Chamber of Commerce would be much better suited for this particular task.]*

Would like the City to identify one special events coordinator to make sure that all events are well organized and executed. *[Even if the City identified someone to serve as a special events coordinator, this individual would not be able to ensure that every special event held in the City is well organized and executed – that is up to the sponsor of the special event. However, if an event does not go well, the City may choose not to issue a permit the next time this particular organizer wishes to conduct an event.]*

Would like to see a list of criteria established before a special event permit will be issued; to include whether there will be any negative impact on existing businesses. *[TMC Section 12.70.050(b), Lines 391-402 requires that certain information be provided before an application will be deemed sufficient and TMC Section 12.70.100, Lines 403-405 provides that the City may issue the permit if certain determinations are made; and that restrictions may be imposed in certain circumstances.]*

Would like a special events calendar maintained as part of the City's website. *[The City Clerk has agreed to do this.]*

Would like special event sponsors to be held accountable for how well the event is executed, include the clean-up after the event has concluded. *[As stated above, if an event does not go well, the City may choose not to issue a permit the next time this particular organizer wishes to conduct an event. In addition, TMC Section 12.70.040(b), Lines 286-289 and TMC Section 12.70.090(c), Lines 383-387 require debris deposits and provide time frames within which certain aspects of the clean-up must be accomplished.]*

Would like to ensure that there is minimal effect on accessibility to businesses within the event area (i.e., sidewalks are not closed, direct competitors are not able to operate directly in front of existing vendors, access and visibility of existing merchants/signage are not be blocked or obscured, roads are only blocked for amount of time needed). *[Sidewalks are not closed through issuance of a special events permit. However, sidewalk vendors have the ability to set up on sidewalks provided (1) pedestrians are able to adequately traverse the sidewalk and (2) the special event sponsor or vendor has obtained permission from specified property owners; (which should cover the visibility/signage concerns). (See TMC Section 12.70.060, Lines 347-353, TMC Section 5.115.080(a)(6), Lines 337-339 and TMC Section 5.115.120(b) and (c), Lines 469-476.) The length of time the street is closed (to the extent a street closure is requested in conjunction with the permit application) will be considered at the time the permit application is processed through the various City departments.]*

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## **Revisions made following 11-1-16 Council Meeting:**

### Vendor Ordinance – two changes:

- Added an exemption for estate sales (See TMC Section 5.115.020(a)(10), Lines 136-137).
- Added a requirement that sidewalk and transient vendors provide trash receptacles (See TMC Section 5.115.050(a)(6), Lines 277-281 and TMC Section 5.115.100, Lines 415-420).

### Special Events Ordinance – nine changes:

- Added reference to “neighborhood processions” to definition of “block parties” and “parades” (See TMC Section 12.70.020, Lines 222-224 and 245-246).
- Added definition of “neighborhood processions” (See TMC Section 12.70.020, Lines 233-240).
- Clarified that a \$25 fee will be assessed for each block party (See TMC Section 12.70.040(a), Line 285).
- Changed time period for submitting a various special event permit applications on holidays versus non-holidays to reflect business days as opposed to weeks (See TMC Section 12.70.050(2) and (3), Lines 297-300).
- Changed time period for submitting a block party permit application from one week to ten business days (See TMC Section 12.70.050(4), Lines 301-302).
- Changed time period for submitting a special event permit application from six months to twelve months (See TMC Section 12.70.050(a)(5), Lines 303-304).
- Added need for approval of City’s Traffic Engineer for parade routes (See TMC Section 12.70.050(b)(5); Lines 317-318).
- Added a requirement that the special event sponsor obtain the consent of a business owner if the sponsor intends to place a sidewalk vendor in front of that particular business owner’s premises (See TMC Section 12.060(a)(2), Lines 351-353).
- Clean-up needs to be complete within “x” number of hours of the ending time indicated in the permit application (See TMC 12.70.090(c); Line 387); and the permit application will include an instruction that “ending time” must include tear-down time.

# ATTACHMENT A

## THREE-YEAR COST ANALYSIS FIRE, POLICE AND PUBLIC WORKS MANPOWER FOR SPECIAL EVENTS

### Police Department

| 2013-2016 Event Costs          |             |             |             |             |             | % of 3-4 year average |            |            |            |
|--------------------------------|-------------|-------------|-------------|-------------|-------------|-----------------------|------------|------------|------------|
| Event                          | 2013        | 2014        | 2015        | 2016        | AVERAGE     | 50%                   | 25%        | 10%        | 5%         |
| Christ the King 5K             | \$981.49    |             | \$1,054.94  | \$480.10    | \$838.84    | \$419.42              | \$209.71   | \$83.88    | \$41.94    |
| Fiesta                         | \$43,916.40 | \$39,270.80 | \$37,413.60 | \$32,272.80 | \$38,218.40 | \$19,109.20           | \$9,554.60 | \$3,821.84 | \$1,910.92 |
| Fiesta 5K                      | \$1,064.64  | \$1,538.00  | \$1,838.55  | \$480.09    | \$1,230.32  | \$615.16              | \$307.58   | \$123.03   | \$61.52    |
| Girls on the Run 5K            | \$1,389.42  | \$1,005.10  | \$1,732.05  | \$1,366.41  | \$1,373.25  | \$686.62              | \$343.31   | \$137.32   | \$68.66    |
| Miracle on Kansas Avenue       | \$8,716.74  | \$11,657.52 | \$10,281.60 |             | \$10,218.62 | \$5,109.31            | \$2,554.66 | \$1,021.86 | \$510.93   |
| North Topeka Fall Parade       | \$762.05    | \$489.44    | \$571.20    |             | \$607.56    | \$303.78              | \$151.89   | \$60.76    | \$30.38    |
| Run for a Reason Half Marathon | \$2,454.02  | \$2,255.95  | \$2,820.30  |             | \$2,510.09  | \$1,255.05            | \$627.52   | \$251.01   | \$125.50   |
| Spirit of Kansas               | \$27,282.98 | \$36,227.30 | \$13,719.51 | \$16,508.48 | \$23,434.57 | \$11,717.28           | \$5,858.64 | \$2,343.46 | \$1,171.73 |
| St. Patrick's Day Parade       | \$15,071.31 | \$12,725.44 |             | \$15,510.88 | \$14,435.88 | \$7,217.94            | \$3,608.97 | \$1,443.59 | \$721.79   |
| Topeka High Homecoming Parade  | \$715.31    | \$437.00    | \$446.25    |             | \$532.85    | \$266.43              | \$133.21   | \$53.29    | \$26.64    |
| Veteran's Day Parade           | \$20,759.28 | \$8,215.60  | \$5,033.70  |             | \$11,336.19 | \$5,668.10            | \$2,834.05 | \$1,133.62 | \$566.81   |
| Whitson Warrior Run            | \$199.62    | \$349.60    | \$437.33    | \$332.37    | \$329.73    | \$164.87              | \$82.43    | \$32.97    | \$16.49    |

### Public Works Department--Street Maintenance Division

| Event                    | 2013       | 2014       | 2015       | 2016       | AVERAGE    |
|--------------------------|------------|------------|------------|------------|------------|
| Fiesta                   | \$3,014.06 | \$2,036.90 | \$1,069.24 | \$4,053.66 | \$2,543.47 |
| Miracle on Kansas Avenue | \$312.04   | \$314.04   | \$316.04   | \$0.00     | \$314.04   |
| St. Patrick's Day Parade | \$312.04   | \$314.04   | \$316.04   | \$318.04   | \$315.04   |
| Touch A Truck Event      | \$0.00     | \$851.79   | \$1,966.86 | \$3,418.91 | \$2,079.19 |

### Public Works Department--Engineering Division, Traffic Section

|                                                                                              | Avg # Hours | Hourly Rate | Total Avg Cost |
|----------------------------------------------------------------------------------------------|-------------|-------------|----------------|
| <b>Large Events</b> (e.g. Miracle on Kansas Ave, Spirit of Kansas, St. Patrick's Day Parade) | 10          | \$28.33     | \$283.30       |
| <b>Mid-Level Events</b>                                                                      | 4           | \$28.33     | \$113.32       |
| <b>Block Parties</b>                                                                         | 0.5         | \$28.33     | \$14.17        |

### Fire Department (Last 3 major Special Events)

|                              | Avg hourly wage | Persons assigned | Hours on scene    | Personnel cost | Equipment cost per hour | Hours on scene | Equip cost | Total cost |
|------------------------------|-----------------|------------------|-------------------|----------------|-------------------------|----------------|------------|------------|
| Chocolate Festival           | \$30.73         | 6                | 4                 | \$737.52       | \$238.51                | 4              | \$954.04   | \$1,691.56 |
| Food Truck and Jazz Festival | \$30.73         | 6                | 6                 | \$1,106.28     | \$238.51                | 6              | \$1,431.06 | \$2,537.34 |
| St. Patrick's Day Parade     | \$30.73         | 9                | 4                 | \$1,106.28     | \$280.51                | 4              | \$1,122.04 | \$2,228.32 |
|                              |                 |                  | FEMA equip rates: | 100' ladder    | \$140.81                |                |            |            |
|                              |                 |                  |                   | Engine         | \$91.00                 |                |            |            |
|                              |                 |                  |                   | Hazmat trailer | \$6.70                  |                |            |            |
|                              |                 |                  |                   | Truck company  | \$42.00                 |                |            |            |

The "Parade" piece was calculated using a history of time and equipment needed to staff.

All cost are based only on personnel associated with those trucks at that particular time, using applicable wages and benefits.

Cost not included:

Management wages for preplanning and command at the events.

Water for barricades and wash downs as needed.

Any overtime wages needed for staffing purposes.

November 1, 2016 Council Meeting

## Special Events Summary of Changes—Effective January 1, 2017

**Revisions made following the November 1, 2016 Council Meeting are reflected in the proposed ordinance dated 11/15/16**

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>‘Special event’ defined</b>                 | An outdoor event held on public property (e.g. street, sidewalk, public garage). Examples: parade, block parties, runs/walks, concerts. Special events generally require that streets be closed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Permit and exemptions</b>                   | A permit issued by the city clerk is required. Exemptions include funeral processions, events conducted by a governmental agency or processions/marches on sidewalks where participants comply with traffic regulations (i.e. no police involvement)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Fees</b>                                    | <p>\$50 Application Fee<br/>\$25 Block Party Fee</p> <p>Debris Deposit: Amount to be determined by the City Manager or designee. This amount could potentially be based upon the scope of the event <i>i.e.</i> number of attendees and be fully refundable upon the results of inspection by City staff designated by the City Manager. Street and/or right-of-way needs to be open to traffic within 30 minutes after the event ending time and complete clean-up of event within 12 hours of event ending time. <i>(Following the event, the event sponsor is responsible for clean up to the area so it is returned to its former condition prior to the event. This includes removing all trash, debris and placing it in appropriate containers.)</i></p>                                                                                                                                                                                    |
| <b>Application requirements</b>                | <ul style="list-style-type: none"> <li>Submitted at least: 1 week for a block party; 4 weeks before general event; 6 weeks if event is on a holiday; and 60 business days if seeking alcohol resolution</li> <li>Applications not accepted more than 6 months before event.</li> <li>All parades will use a route that has been previously approved by the police chief.</li> <li>Applicant must provide written notice at least 10 days before event to residents/business within the blockaded area when street closures are requested.</li> <li>Certificate of liability insurance. If block party, hold harmless agreement.</li> <li>Denial of Application. City Manager can deny if event presents safety problems, imposes significant hardships for traffic or requires a diversion of too many public safety resources. City Manager may impose restrictions to minimize inconvenience. Applicant can appeal denial to Council.</li> </ul> |
| <b>Vendors participating in special events</b> | Sponsor will provide list of approved vendors to city clerk at least 48 hours before the event. Sponsor will supply approved vendors with a notice of approval to be displayed in clear view of the public.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Barricades; Debris removal</b>              | Applicant responsible for placing and removing barricades; barricades type determined and approved by traffic engineer and TPD. Must remove trash/debris from City’s right-of-way within 30 minutes after event and complete clean-up within 12 hours; if applicant fails to remove debris, debris deposit will be used to cover City’s cost of cleanup.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Street Closures</b>                         | Special events: Applicant responsible for notifying residents/businesses; City will post upcoming events on website as courtesy. Block parties: Written notice to all residents within blockaded area at least 10 days prior to the event.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

## VENDOR LICENSE SUMMARY –

**Revisions made following the November 1, 2016 Council Meeting are reflected in the proposed ordinance dated 11/15/16**

Effective January 1, 2017

| <b>Type of Vendor</b> | <b>Definition</b>                                               | <b>License Required?</b>                                                    | <b>License Exemptions</b>                                                                                                                                                                                                                                                                                                                                                                             | <b>License Fee and Duration</b>                                                          | <b>License Requirements</b>                                                          | <b>Criminal Background Check required?</b> | <b>Hours of Operation</b> |
|-----------------------|-----------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------------|---------------------------|
| <i>Transient</i>      | sells good/food products on private property/temporary business | Yes<br>(License not valid for special events unless event sponsor approves) | <ul style="list-style-type: none"> <li>• vendor approved by sponsor for special event that has been permitted by city</li> <li>• sales located in convention centers, shopping centers</li> <li>• garage sales; auctions</li> <li>• sales at athletic events/concessions sponsored by not-for-profits</li> <li>• sales at farmer's markets registered with the Kansas Dept. of Agriculture</li> </ul> | \$10 per day                                                                             | sales tax certificate number, written permission of property owner/tenant, site plan | No                                         | 8 a.m. – midnight         |
| <i>Peddler</i>        | sells goods/food products door to door (homes)                  | Yes                                                                         | not-for-profits, educational or religious organizations                                                                                                                                                                                                                                                                                                                                               | \$250, plus cost of criminal background check. License expires 12/31 of year of issuance | No convictions for certain crimes                                                    | Yes                                        | 9 a.m – 6 p.m.            |
| <i>Solicitor</i>      | takes orders for goods/food products door to door (homes)       | Yes                                                                         | not-for-profits, educational or religious organizations                                                                                                                                                                                                                                                                                                                                               | \$250, plus cost of criminal background check. License expires 12/31 of year of issuance | No convictions for certain crimes                                                    | Yes                                        | 9 a.m – 6 p.m.            |

## VENDOR LICENSE SUMMARY –

**Revisions made following the November 1, 2016 Council Meeting are reflected in the proposed ordinance dated 11/15/16**

Effective January 1, 2017

| <b>Type of Vendor</b>       | <b>Definition</b>                            | <b>License Required?</b>                                                    | <b>License Exemptions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>License Fee and Duration</b>                  | <b>License Requirements</b>                                                                                                                                                         | <b>Criminal Background Check required?</b> | <b>Hours of Operation</b> |
|-----------------------------|----------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|---------------------------|
| <i>Sidewalk</i>             | sells good/food products on sidewalk         | Yes<br>(License not valid for special events unless event sponsor approves) | <ul style="list-style-type: none"> <li>• vendor approved by sponsor for special event that has been permitted by city</li> <li>• sales at farmer's markets registered with the Kansas Dept. of Agriculture</li> </ul>                                                                                                                                                                                                                                             | \$10 per day                                     | sales tax certificate number, written permission of property owners/tenants if operating in front of retail business, certificate of liability insurance or hold harmless agreement | No                                         | 8 a.m. – midnight         |
| <i>Flea Market Promoter</i> | organizes flea market; solicits vendors      | Yes                                                                         | None                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$100. License expires 12/31 of year of issuance | appropriate zoning, written permission of property owner, duration                                                                                                                  | No                                         | N/A                       |
| <i>Flea Market Seller</i>   | sells items at a flea market                 | No if working for flea market promoter                                      | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                               | N/A                                              | N/A                                                                                                                                                                                 | No                                         | N/A                       |
| <i>Mobile food vendor</i>   | sells food/beverages from a mobile food unit | Yes<br>(License not valid for special events unless event sponsor approves) | <ul style="list-style-type: none"> <li>• vendor approved by sponsor for special event that has been permitted by city</li> <li>• Sales at farmer's markets registered with the Kansas Dept. of Agriculture</li> <li>• Vendor has a permanent restaurant business; can operate mobile food unit no more than 10 days a year</li> <li>• Private catering services</li> <li>• Vendor is operating in a park/recreational facility operated by Shawnee Co.</li> </ul> | \$300. License expires 12/31 of year of issuance | vehicle information, written permission of property owner, trash receptacles, state licensure, if required                                                                          | No                                         | 7 a.m. – midnight         |



**12.05.010 Special event permits.**

---

**(a) Definitions.** As used in this section:

"Block party" means an organized celebration, commemoration, occasion or activity, that occurs on public property that is held on one or more block areas and that does not exceed five days in length, and involves the participation of individuals or any group including but not limited to social, private, professional, philanthropic, charitable or religious entities.

"Block party permit" means a letter of approval issued to an organizer or sponsor of a block party. Depending on the scope of the event, additional permits may be required by city code.

**(b) Application.** Applications for a block party permit shall be made to transportation operations superintendent at least 10 business days prior to the block party event. Applicants shall provide:

- (1) Name and location of block party.
- (2) Beginning and ending dates and times of block party.
- (3) Organizer or sponsor of block party.
- (4) Address of organizer or sponsor.
- (5) Local address of organizer or sponsor, if different from subsection (b)(4) of this section.
- (6) Participants' names, addresses, and commodities or services offered.
- (7) Such other information as deemed necessary.
- (8) Certificate of public liability insurance in the amount of \$500,000; provided, however, a hold-harmless agreement with the city may be substituted for the insurance requirement for block parties which will be limited exclusively to the serving of food.
- (9) Obtain at organizer or sponsor's sole expense all traffic control equipment as required by the city traffic engineer.
- (10) Furthermore, applicant shall comply with all rules imposed by the city traffic engineer. Any changes to the application must be made in writing prior to the block party. The applicant shall, as continuing responsibility, monitor and update the list of participants. Failure to submit and maintain an accurate application, list of participants, and other required information shall void the permit. The city reserves the unilateral right to deny or revoke any block party permit.

**(c) Permit.**



(1) Upon approval of their application the applicant shall be given a block party permit.

(2) The applicant shall have the block party permit available at the site of the block party and shall present it at the request of any city official or law enforcement officer.

(d) Violation.

(1) It shall be unlawful for any person, organizer or sponsor to hold a block party without having beforehand secured a block party permit.

(2) Further, it shall be unlawful for any person, organizer, or sponsor to fail to comply with any of the requirements contained in this section during the entire period of the block party.

(e) Access for Emergency Vehicles. Access for emergency vehicles must be provided during the entire period of the block party.

(f) Disabandonment for Unlawful Activities or Threat to Public Safety. Any member of the police department or other properly constituted authority shall have the power and it shall be the duty of each of them to cause any block party to be disbanded whenever any portion of this section, or of any ordinance, regulation or law concerning public health and safety or public peace and order has been or is being violated.

(g) Relationship to Other Ordinances. Complying with the requirement of this section shall not relieve any person, organizer or sponsor from complying with all other ordinances. (Ord. 18278 § 1, 7-13-04; Ord. 17704 § 1, 7-24-01; Code 1981 § 29-1. Code 1995 § 130-1.)

**Cross References:** Police department, TMC 2.25.230; traffic engineer, TMC 10.10.010; transportation operations division, TMC 10.10.060.



Today's Date: \_\_\_\_\_  
License # \_\_\_\_\_

## City of Topeka *Special Event Permit Application*

Submit this application, including support documentation and applicable fee of \$25 to: City of Topeka City Clerk's Office, 215 SE 7<sup>th</sup> Street Room 166, Topeka, Kansas 66603. For assistance call **785/368-3940** during business hours.

### Event Information

Name of Event \_\_\_\_\_

Event Date(s) \_\_\_\_\_ Start Time: \_\_\_\_\_ am/pm End Time: \_\_\_\_\_ am/pm

Provide full description of event \_\_\_\_\_  
\_\_\_\_\_

Location(s) \_\_\_\_\_

Date(s) and Time(s) of Street/Sidewalk Closures (or attach information): Date(s) \_\_\_\_\_

Set Up: From \_\_\_\_\_ to \_\_\_\_\_ am/pm Tear Down: From \_\_\_\_\_ to \_\_\_\_\_ am/pm

Route – Please attach a map AND describe the route showing the Start and Finish areas  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated attendance \_\_\_\_\_

Rain Date requested? Yes No Date(s) \_\_\_\_\_

PLEASE CHECK ALL THAT APPLY TO YOUR EVENT:

| Type of Event                                          | Event Details                                                         | Equipment at Event                                                               |
|--------------------------------------------------------|-----------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <input type="checkbox"/> Festival                      | <input type="checkbox"/> Alcohol Served                               | <input type="checkbox"/> Amplified Speaking/Music<br>Hours of: _____ to _____    |
| <input type="checkbox"/> Parade                        | <input type="checkbox"/> Alcohol Sales                                | <input type="checkbox"/> Noise Exception Requested<br>Council District No. _____ |
| <input type="checkbox"/> Block Party or Picnic         | <input type="checkbox"/> Number of Food Vendors                       | <input type="checkbox"/> Portable Restrooms                                      |
| <input type="checkbox"/> Sporting Event or Competition | <input type="checkbox"/> Number of Merchant Vendors                   | <input type="checkbox"/> Stage/Props/Production                                  |
| Other: _____                                           | <input type="checkbox"/> Open to Public                               | <input type="checkbox"/> Dumpsters/Receptacles                                   |
| _____                                                  | <input type="checkbox"/> Animals                                      | Other: _____                                                                     |
| _____                                                  | <input type="checkbox"/> Street or Sidewalk Closure _____<br>to _____ | Hours of: _____                                                                  |

State Sales Tax Information: State of Kansas Sales Tax Identification Number(s) must be provided for ALL food and merchant vendors. (Event sponsors are required to provide the Kansas Department of Revenue with notification of an event and a list of participating vendors.)

Food Vendor Tax Information: \_\_\_\_\_

Merchant Vendor Tax Information: \_\_\_\_\_

**Primary Contact Person**

Name \_\_\_\_\_ Driver's License No. \_\_\_\_\_  
Address \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Email \_\_\_\_\_

**Organization and authorized Head of Organization/Sponsor**

Organization/Sponsor \_\_\_\_\_ Address \_\_\_\_\_  
Zip \_\_\_\_\_  
Business Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
Is the Event a Fundraiser? Yes No Beneficiary \_\_\_\_\_  
Registration/Entry Fee? Yes No Amount \$ \_\_\_\_\_

**Traffic/Parking**

Yes No Are street closures requested for your event? If yes, list all known streets you are requesting to be closed for your event\*\* (*Attach a site plan showing intersections to be closed*)

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**\*\*If there is a need to bag or cover parking meters, please contact the City of Topeka Parking Section at 368-3916 for further information.**

**Note:** Street closures require **Type III Barricades** which can be rented locally. The rental cost and coordination is the responsibility of the organizer.

Explain how you plan to notify surrounding residents and/or businesses of the street closure and what date:

Staging Area: Parking Lot \_\_\_\_\_ City Street(s) \_\_\_\_\_  
Staging Area beginning time \_\_\_\_\_  
Disbandment area \_\_\_\_\_

**Fire Access**

Yes No Will the Fire Department have access to all sites in the event of an emergency?

If not, please provide a contingency plan in the event of an emergency. Yes No

Will any fire hydrants be obstructed? Yes No

Will you be supplying your own First-Aid Station? Type \_\_\_\_\_ Location \_\_\_\_\_

**Note:** The Fire Department requires Type III Barricades for all street closures as well as volunteer(s) assigned to the barricades in case of an emergency in the area. The volunteer would be responsible for removing the barricade in order to allow emergency personnel to travel on the street.

Clean up

What is the plan for cleaning and disposing of all refuse from this event? \_\_\_\_\_

Clean up Personnel provided by \_\_\_\_\_ Finish time \_\_\_\_\_

Security

Will you have private security at your event? Yes No

If yes, who is the provider? \_\_\_\_\_

Insurance

The Event Organizer is required to provide an original Certificate of Liability Insurance in the minimum amount of \$500,000 listing the City of Topeka as an Additional Insured relative to the event with the same coverage as the Insured without restrictions for the following events:

- Neighborhood parades requesting police escort and use of street right-of-ways
- Parades
- Festivals
- Sporting Events

A hold harmless agreement with the City may be substituted for the insurance requirement for neighborhood block parties which will be limited exclusively to the serving of food and non-alcoholic beverages.

Please mail or deliver completed application to: City Clerk's Office, 215 SE 7<sup>th</sup> Street, Room 166, Topeka, KS 66603.

Applicant's Statement of Agreement:

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understood, and agree to abide by the rules and regulations included in this application including my obligations under the "Process and Instructions" section of this application. The permit, if granted, is not transferable and is revocable at any time at the absolute discretion of the City of Topeka. I hereby affirm that the above information is true and correct in describing the intent of this application. I understand that the issuance of the Special Event Permit is contingent upon compliance of all conditions and requirements. I,

\_\_\_\_\_, the undersigned, agree to abide by the provisions in this application and the instructions attached hereto.

\_\_\_\_\_  
PRINT Name of applicant

\_\_\_\_\_  
Signature of event applicant

\_\_\_\_\_  
Date

(Rev. 07/07/2016)

***FOR OFFICIAL USE ONLY:***

City Clerk's Office: Date Permit Received in Clerk's Office \_\_\_\_\_ By \_\_\_\_\_

YES NO      Special Event Application Fee Paid:      Amount \$ \_\_\_\_\_  
Date \_\_\_\_\_ Receipt # \_\_\_\_\_ Check# \_\_\_\_\_      Cash      Credit Card

## City of Topeka Internal Routing and Authorization

Signatures/Date

1. City Clerk's Office \_\_\_\_\_ Date \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_
2. Topeka Police Department \_\_\_\_\_ Date \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_  
Zone \_\_\_\_\_ Shift \_\_\_\_\_ Shift commander notified of event \_\_\_\_\_
3. Topeka Fire Department \_\_\_\_\_ Date \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_
4. Traffic Engineering Division \_\_\_\_\_ Date \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_
5. Street Maintenance Division \_\_\_\_\_ Date \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_
6. Legal Department \_\_\_\_\_ Date \_\_\_\_\_  
Comments: \_\_\_\_\_  
\_\_\_\_\_
7. Return to City Clerk's Office for issuance of Special Event Permit.

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### OFFICIAL USE ONLY:

APPROVAL TO ISSUE EVENT PERMIT:

YES NO DATE \_\_\_\_\_ BY \_\_\_\_\_



**City of Topeka  
Council Action Form  
Council Chambers  
214 SE 8th Street  
Topeka, Kansas 66603  
[www.topeka.org](http://www.topeka.org)  
November 15, 2016**

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|                              |                                      |                    |
|------------------------------|--------------------------------------|--------------------|
| <b>DATE:</b>                 | <b>November 15, 2016</b>             |                    |
| <b>CONTACT PERSON:</b>       | <b>Nickie Lee</b>                    | <b>DOCUMENT #:</b> |
| <b>SECOND PARTY/SUBJECT:</b> | <b>CIP Policy</b>                    | <b>PROJECT #:</b>  |
| <b>CATEGORY/SUBCATEGORY</b>  | <b>006 Communication / 005 Other</b> |                    |
| <b>CIP PROJECT:</b>          | <b>No</b>                            |                    |
| <b>ACTION OF COUNCIL:</b>    |                                      | <b>JOURNAL #:</b>  |
|                              |                                      | <b>PAGE #:</b>     |

---

**DOCUMENT DESCRIPTION:**

**DISCUSSION of the City of Topeka Capital Improvement Plan Policy, and introduction to the 2018 Capital Improvement Plan Process.**

**POLICY ISSUE:**

Approval of the capital improvement plan policy will assist City staff with crafting and developing the capital improvement plan. Adoption of policies may assist the City in future infrastructure planning.

In addition, the governing body will be presented with an outline for the 2018-2022 Capital Improvement Plan process and calendar.

**STAFF RECOMMENDATION:**

Staff recommends that the governing body undertake a comprehensive review of financial policies including the debt policy, reserve policy, and capital improvement plan policy. The governing body has already reviewed the updated City of Topeka Debt Policy and will review the City of Topeka Reserve Policy on November 15, 2016.

The current capital improvement plan policy was adopted in November of 2004, it serves as the basis for the drafted new policy and has been updated to reflect current practice and best practices. In addition, some of the language has been updated to reflect the updated debt and reserve policies.

**BACKGROUND:**

The governing body of the City of Topeka adopted resolution 7553 at its November 23, 2004, meeting. The capital improvement plan policy has served the City well, but due to its age needs updated.

**BUDGETARY IMPACT:**

Adopting an updated capital improvement plan policy could assist the City with developing future capital improvement plans.

**SOURCE OF FUNDING:**

Not Applicable.

**ATTACHMENTS:**

**Description**

Resolution 7553

CIP Policy

CIP Policy Comparison

CIP Policy Summary

RESOLUTION NO. 7553

A RESOLUTION introduced by Mayor James A. McClinton setting forth the City of Topeka's policy for the capital improvement program.

WHEREAS, a capital improvement plan (CIP) is an invaluable tool in developing a timeline for the scheduling of necessary capital improvements and their financing; and

WHEREAS, guidelines for the development and implementation of the CIP are required to avoid a haphazard project by project approach.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Topeka, Kansas, that City Council hereby adopts the following policy for developing and managing the capital improvement program for the City of Topeka.

Section 1. PURPOSE AND DESCRIPTION

The purpose of this policy is to outline the processes by which the City of Topeka (City) develops and implements its Capital Improvement Plan (CIP). The CIP is a long-range plan used in the development of annual operating and capital budgets, strategic plans, and long range financial plans. It provides the means for evaluating facility and infrastructure projects and the mechanism for reviewing projects.

The capital improvement policy will provide a guideline and methodology for the development of the City's five (5) year capital improvement plan. The first two (2) years of the CIP will consist of projects adopted as part of the Capital Improvement Budget (CIB). The first year of the CIB contains projects that will be initiated and completed during the proposed operating budget year. The second year projects are those for which plans are prepared for implementation. The projects in the following three (3) years are those planned for implementation as they move towards the CIB. Thoughtful planning is



essential for all departments submitting CIP requests.

## Section 2. BENEFITS OF A CAPITAL IMPROVEMENT PROGRAM

The CIP provides the following organization benefits:

1. A platform for independent, critical evaluation of each project on its own merits and City priorities;
2. A relationship between the Comprehensive Plan and a document which can include the scheduling of projects contained in elements of the Comprehensive Plan;
3. A plan which balances public facility needs and City financial ability on both a short and long term basis; and
4. A communications tool to the public, other governmental units, and the business community detailing the location and timing of improvements.

## Section 3. DEFINITION OF A CAPITAL IMPROVEMENT PROJECT

Capital improvement projects meeting one (1) of the following criteria shall be included in the CIP process:

1. Real property acquisition.
2. Construction of new facilities or additions to existing facilities costing a minimum of fifty thousand dollars (\$50,000.00).
3. Remodeling/repair of the interior/exterior of any facility exceeding twenty-five thousand dollars (\$25,000.00).
4. Infrastructure projects.

Phased projects may be submitted on a single form indicating the scheduled phase for each year. Projects submitted in previous years must be resubmitted to be considered

49 for inclusion in the CIP.

50 Section 4. TERM DEFINITIONS

51 *Addition* shall mean a modification of an existing facility, which changes the  
52 structural “footprint” of the facility.

53 *CIP Review Team* shall mean a cross-departmental team which participates in the  
54 review and recommendation of the CIP program to the City Manager. The Team will  
55 review proposed capital projects in regard to accurate costing (design, capital, and  
56 operating) and congruence with City objectives. The Team will prioritize projects by a set  
57 of deterministic criteria. The Team will also review proposed changes to the adopted  
58 capital improvement budget prior to submission to the City Manager and City Council. The  
59 Director of Budget and Finance will serve as the lead for the team. Team members include  
60 the Director of Budget and Finance, City Engineer, and Planning Director or their  
61 designees.

62 *Facility* shall mean a City fixed asset other than a road, bridge, traffic signal system,  
63 water distribution system, storm drainage system, or sewer system.

64 *Fixed Asset* shall include any property, real or personal, or any other tangible asset,  
65 which has an initial cost of two thousand five hundred dollars (\$2,500.00) or more and a  
66 useful life expectancy of three (3) years or more.

67 *Infrastructure* shall mean a road, bridge, traffic signal system, water distribution  
68 system, storm drainage system, or sewer system.

69 *Project Budget* shall mean the document attached to the Council Action Form  
70 brought before the City Council for approval to begin the project. This action is taken  
71 subsequent to the adoption of the CIP. The Project Budget outlines all estimated costs

and components of the project and is prepared by the engineering division of the public works department in most cases.

*Project Category* shall mean a method to identify projects by overall purpose.

1. *New Construction and Additions* shall include construction of new facilities or major expansion of existing facilities.

2. *Remodeling* shall include all projects that substantially change the existing structure and its uses.

3. *Razing* shall include only the demolition of existing structures.

4. *Rehabilitation and Repair* shall include routine repair and major maintenance, emergency maintenance, restoration, and replacement of fixed equipment of existing facilities. Examples: roof repair or replacement, foundation repair, sidewalk repair or replacement.

#### Section 5. CAPITAL IMPROVEMENTS REVIEW PRINCIPLES

1. The property tax levy for capital improvements should be maintained at a relatively consistent level from year to year. If movement either upward or downward becomes necessary, it should be done gradually.

2. When considering a consistent capital improvement property tax levy, the City should include the property tax requirements for debt service as well as for projects financed by direct appropriation or other means.

3. The City should maximize utilization of all Federal and State revenue sources for capital improvements.

4. The CIP is viewed as a long-term program that will continually address capital requirements far into the future. The use of long-term debt should be minimized, allowing

the City to put money into actual projects that benefit Topeka residents and businesses rather than into interest payments to financial institutions and bond holders. The City should issue debt only for major capital projects and not try to finance the entire capital program with debt.

a. Bonds should not be used to fund operating projects or costs.

b. Bonds should not be used to fund any project whose expected life does not exceed the term of the bonds.

c. To the extent practicable, bonded indebtedness should be considered only for major capital projects where the City share is a minimum of one hundred thousand dollars (\$100,000.00).

5. Approved capital improvement projects should have a funding plan for maintenance and operating costs identified in the project description and project budget. When feasible, priority should be given to those projects that will result in a reduction in operating costs.

6. The City should not acquire and hold land that is not needed for existing or near future City purposes. Land for projects that are not part of the approved five (5) year Capital Improvement Plan should not be acquired, except as part of a long-range annexation plan or other adopted plan.

7. Unless otherwise mandated by City ordinances, revenues derived from the sale and lease of surplus City real properties should be dedicated to the Capital Improvement Program and programmed after receipt by the City.

8. Enterprise funds should generate sufficient revenue to finance operations and related capital projects including debt service.

9. The City should fully investigate alternative financing sources for its capital projects, but should use such sources only if it can be clearly shown that they are in the best interests of the City.

10. The City should maximize utilization of current facilities and should give higher priority to maintaining present facilities and infrastructure over new construction where feasible.

11. In order to increase the long-term use of a City facility, as much flexibility as is consistent with operating efficiency should be built into all new or renovated facilities projects that the City undertakes.

12. Inflation factors for all projects in the capital improvement program should be considered each year and appropriate adjustments made to all project estimates.

13. All projects should be reviewed by the CIP Review Committee for a recommendation to the City Manager and City Council.

IT IS SO RESOLVED.

PASSED and APPROVED by City Council NOV 23 2004.

CITY OF TOPEKA, KANSAS

ATTEST:

Iris E. Walker  
Iris E. Walker, City Clerk



James A. McClinton  
James A. McClinton, Mayor

APPROVED AS TO FORM AND LEGALITY

DATE 11/10/04 BY Dru

1 RESOLUTION NO. \_\_\_\_\_

2 A RESOLUTION introduced by Interim City Manager Doug Gerber setting forth the City  
3 of Topeka's policy for the capital improvement program and rescinding  
4 Resolution No. 7553.  
5

6 WHEREAS, a capital improvement plan (CIP) is an invaluable tool in developing  
7 a timeline for the scheduling of necessary capital improvements and their financing; and

8 WHEREAS, guidelines for the development and implementation of the CIP are  
9 required to avoid a haphazard project by project approach.

10 NOW, THEREFORE, BE IT RESOLVED by the City of Topeka, Kansas, that  
11 Governing Body hereby adopts the following policy for developing and managing the  
12 capital improvement program for the City of Topeka.

13 Section 1. PURPOSE AND DESCRIPTION.

14 The purpose of this policy is to outline the processes by which the City of Topeka  
15 (City) develops and implements its Capital Improvement Plan (CIP). The CIP is an  
16 annually developed long-range plan used in the development of annual operating and  
17 capital budgets, strategic plans, and long range financial plans. It provides the means  
18 for evaluating facility and infrastructure projects and the mechanism for reviewing  
19 projects.

20 The capital improvement policy will provide a guideline and methodology for the  
21 development and financing of the City's ten (10) year capital improvement plan. The first  
22 three (3) years of the CIP will consist of projects adopted as part of the Capital  
23 Improvement Budget (CIB). The first year of the CIB contains projects that will be  
24 initiated and completed during the proposed operating budget year. The second and  
25 third year projects are those for which plans are prepared for implementation. The

projects in the following seven (7) years are those planned for implementation as they move towards the CIB. Thoughtful planning is essential for all departments submitting CIP requests.

## Section 2. BENEFITS OF A CAPITAL IMPROVEMENT PROGRAM

The CIP provides the following organization benefits:

1. A platform for independent, critical evaluation of each project on its own merits and City priorities;
2. A relationship between the Comprehensive Plan and a document which can include the scheduling of projects contained in elements of the Comprehensive Plan;
3. A plan which balances public facility needs and City financial ability on both a short and long term basis; and
4. A communications tool to the public, other governmental units, and the business community detailing the location and timing of improvements.

## Section 3. DEFINITION OF A CAPITAL IMPROVEMENT PROJECT

Capital improvement projects meeting one (1) of the following criteria shall be included in the CIP process:

1. Real property acquisition.
2. Construction of new facilities or additions to existing facilities costing a minimum of fifty thousand dollars (\$50,000).
3. Remodeling/repair of the interior/exterior of any facility exceeding twenty-five thousand dollars (\$25,000).
4. Infrastructure projects.

49           5.     City information technology infrastructure or systems that that require  
50 technology components costing a minimum of fifty thousand dollars (\$50,000).

51           6.     Phased projects may be submitted on a single form indicating the  
52 scheduled phase for each year. Projects submitted in previous years must be  
53 resubmitted to be considered for inclusion in the CIP.

54           Section 4. CAPITAL IMPROVEMENTS PLAN POLICIES

55           1.     During the development of the CIB the City Manager shall recommend a  
56 plan for general obligation bonded projects during the capital improvement budget to be  
57 equal to or less than an aggregate of \$27,000,000.

58           2.     The property tax levy for capital improvements should be maintained at a  
59 relatively consistent level from year to year. If movement either upward or downward  
60 becomes necessary, it should be done gradually.

61           3.     When considering a consistent capital improvement property tax levy, the  
62 City should include the property tax requirements for debt service as well as for projects  
63 financed by direct appropriation or other means.

64           4.     The City should maximize utilization of all Federal and State revenue  
65 sources for capital improvements.

66           5.     The CIP is viewed as a long-term program that will continually address  
67 capital requirements far into the future. The City should issue debt only for major capital  
68 projects in accordance with the City's debt policy.

69           6.     Approved capital improvement projects should have a funding plan for  
70 maintenance and operating costs identified in the project description and project budget.



When feasible, priority should be given to those projects that will result in a reduction in operating costs.

7. The City should not acquire and hold land that is not needed for existing or near future City purposes. Land for projects that are not part of the approved ten (10) year Capital Improvement Plan should not be acquired, except as part of a long-range annexation plan or other adopted plan.

8. Unless otherwise mandated by City ordinances, revenues derived from the sale and lease of surplus City real properties should be dedicated to the Capital Improvement Program and programmed after receipt by the City.

9. Enterprise funds should generate sufficient revenue to finance operations and related capital projects including debt service.

10. The City should fully investigate alternative financing sources for its capital projects, but should use such sources only if it can be clearly shown that they are in the best interests of the City.

11. The City should maximize utilization of current facilities and should give higher priority to maintaining present facilities and infrastructure over new construction where feasible.

12. In order to increase the long-term use of a City facility, as much flexibility as is consistent with operating efficiency should be built into all new or renovated facilities projects that the City undertakes.

13. Inflation factors for all projects in the capital improvement program should be considered each year and appropriate adjustments made to all project estimates.

14. All projects should be reviewed by the CIP Review Committee for a recommendation to the City Manager and Governing Body.

#### Section 5. ANNUAL CAPITAL IMPROVEMENT PLAN CALENDAR

The Director of Finance and Administrative Services shall establish the CIP calendar for the next CIP cycle. The calendar shall be planned to precede the annual budget process, and shall adhere to the following provisions:

1. The CIP call for projects shall occur no later than December of the preceding plan year.

2. In accordance with K.S.A. 12-748(b) the Topeka planning commission shall review the City's CIP prior to approval of the governing body to ensure consistency with the comprehensive metropolitan plan.

3. City staff shall include public participation and information events within the calendar.

4. The City Manager shall present a recommended CIP to the governing body no later than April 1 each year.

#### Section 6. TERM DEFINITIONS

"Addition" shall mean a modification of an existing facility, which changes the structural "footprint" of the facility.

"CIP Review Team" shall mean a cross-departmental team which participates in the review and recommendation of the CIP program to the City Manager. The Team will review proposed capital projects in regard to accurate costing (design, capital, and operating) and congruence with City objectives. The Team will prioritize projects by a set of deterministic criteria. The Team will also review proposed changes to the adopted

capital improvement budget prior to submission to the City Manager and Governing Body. The Director of Finance and Administrative Services or their appointee will serve as the lead for the team. Team members include but are not limited to the Budget & Performance Manager, Public Works Director, Utilities Director, City Engineer, and Planning Director or their designees.

“Facility” shall mean a City fixed asset other than a road, bridge, traffic signal system, water distribution system, storm drainage system, or sewer system.

“Fixed Asset” shall include any property, real or personal, or any other tangible asset, which has an initial cost of five thousand dollars (\$5,000.00) or more and a useful life expectancy of two (2) years or more.

“Infrastructure” shall mean a road, bridge, pedestrian and bicycle facilities, traffic signal system, water distribution system, storm drainage system, or sewer system.

“Project Budget” shall mean the document included in the approved CIP Book. This action is taken simultaneous to the adoption of the CIP. The Project Budget outlines all estimated costs and components of the project and is prepared by the engineering division of the public works department in most cases.

“Project Category” shall mean a method to identify projects by overall purpose.

1. Neighborhoods: Project to improve infrastructure within neighborhoods including streets, curbs, gutters, alleys and sidewalks.

2. Public Safety: Projects which improve Public Safety.

3. Traffic: Projects to improve traffic signal system operations and traffic safety.

4. Facilities: Projects to improve City facilities.

5. Streets: Includes maintenance of existing streets and bridges, construction of new streets and bridges, sidewalk maintenance, snow removal, bike lanes, streetscape improvements, alley repair, curb and gutter repair, and other physical components of the transportation network.

6. Quality of Life: Projects that benefit quality of life improvements.

7. Utilities: Projects to improve or expand utility infrastructure.

PASSED and APPROVED by Governing Body on \_\_\_\_\_.

CITY OF TOPEKA, KANSAS

**Larry E. Wolgast, Mayor**

ATTEST:

Brenda Younger, City Clerk

# Capital Improvement Plan Policy Comparison Chart



Prepared by the Financial Services Department, November 2016

| Responsibility      | 2016 CIP Policy                                   | 2004 CIP Policy                |
|---------------------|---------------------------------------------------|--------------------------------|
| Who is Responsible? | Director of Administrative and Financial Services | Director of Budget and Finance |

| Purpose and Description           | 2016 CIP Policy | 2004 CIP Policy |
|-----------------------------------|-----------------|-----------------|
| Capital Improvement Plan Length   | 10 years        | 5 years         |
| Capital Improvement Budget Length | 3 years         | 2 years         |

| Benefits of a CIP Program               | 2016 CIP Policy | 2004 CIP Policy |
|-----------------------------------------|-----------------|-----------------|
| <i>No changes to the entire section</i> |                 |                 |

| Definition of a Project | 2016 CIP Policy                                                                                                                                                                    | 2004 CIP Policy                                                                                                                                                                                                                                                         |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Project definition      | 5 categories of projects, including an additional category for City information technology infrastructure or systems that that require technology components costing \$50k or more | 4 categories of projects: <ul style="list-style-type: none"> <li>• Property acquisition</li> <li>• Construction of new facilities or additions \$50k or more</li> <li>• Remodel/Repair of exterior/interior \$25k or more</li> <li>• Infrastructure projects</li> </ul> |

# Capital Improvement Plan Policy Comparison Chart



Prepared by the Financial Services Department

| CIP Plan Policies            | 2016 CIP Policy                                                               | 2004 CIP Policy                                                                                                                         |
|------------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| CIB GO Bond Cap              | Aggregate of \$27m over first 3 years                                         | Understood to be \$9m/year for the first 5 years of the CIP, but not officially included in the policy                                  |
| Property Tax                 | <i>No changes</i>                                                             |                                                                                                                                         |
| Debt Service                 | <i>No changes</i>                                                             |                                                                                                                                         |
| Federal and State            | <i>No changes</i>                                                             |                                                                                                                                         |
| Debt Issuance                | This policy refers to the recently adopted Debt Policy (Resolution 8818)      | The previous policy included debt details such as minimum borrowing amounts, minimum project expectancy now included in the Debt Policy |
| Maintenance and Operations   | <i>No changes</i>                                                             |                                                                                                                                         |
| Land Acquisition             | Refers to 10 year CIP                                                         | Referred to 5 year CIP                                                                                                                  |
| Sale of Land                 | <i>No changes</i>                                                             |                                                                                                                                         |
| Enterprise Fund              | <i>No changes</i>                                                             |                                                                                                                                         |
| Alternative Funding Sources  | <i>No changes</i>                                                             |                                                                                                                                         |
| Existing Facilities          | <i>No changes</i>                                                             |                                                                                                                                         |
| New and Renovated Facilities | <i>No changes</i>                                                             |                                                                                                                                         |
| Inflation                    | <i>No changes</i>                                                             |                                                                                                                                         |
| CIP Review Committee         | Refers to Governing Body ( <i>Reference changed throughout the document</i> ) | Refers to City Council                                                                                                                  |

# Capital Improvement Plan Policy Comparison Chart



Prepared by the Financial Services Department

| Annual CIP Calendar | 2016 CIP Policy                                                                                                                                                                                                                                                                          | 2004 CIP Policy                                                                                                                                                                |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CIP Calendar        | CIP Calendar must be established by the Director of Administrative and Financial Services and must begin with a call for projects by December; reviewed by the Planning Commission; include public information and input sessions; and presented to the Governing Body by April          | Section not included                                                                                                                                                           |
| Term Definitions    | 2016 CIP Policy                                                                                                                                                                                                                                                                          | 2004 CIP Policy                                                                                                                                                                |
| "Addition"          | <i>No changes</i>                                                                                                                                                                                                                                                                        |                                                                                                                                                                                |
| "CIP Review Team"   | <ul style="list-style-type: none"> <li>Team Lead updated to the Director of Administrative and Financial Services</li> <li>Team includes Budget &amp; Performance Manager, Public Works Director, Utilities Director, City Engineer, and Planning Director or their designees</li> </ul> | <ul style="list-style-type: none"> <li>Team lead was Director of Budget and Finance</li> <li>Team included City Engineer, Planning Director, and/or their designees</li> </ul> |
| "Facility"          | <i>No changes</i>                                                                                                                                                                                                                                                                        |                                                                                                                                                                                |
| "Fixed Asset"       | <ul style="list-style-type: none"> <li>Initial cost of \$5,000</li> <li>Life expectancy of 2 years</li> </ul>                                                                                                                                                                            | <ul style="list-style-type: none"> <li>Initial cost of \$2,500</li> <li>Life expectancy of 3 years</li> </ul>                                                                  |
| "Infrastructure"    | Updated to include pedestrian and bicycle facilities                                                                                                                                                                                                                                     | Includes a road, bridge, traffic signal system, water distribution system, storm drainage system, or sewer system                                                              |
| "Project Budget"    | <ul style="list-style-type: none"> <li>Included within the CIP Book</li> <li>Action taken simultaneous with the adoption of the CIP</li> </ul>                                                                                                                                           | <ul style="list-style-type: none"> <li>Document was attached to the Council Action Form</li> <li>Action taken subsequent to the adoption of the CIP</li> </ul>                 |
| "Project Category"  | Updated to be consistent with the new CIP to include Neighborhoods, Public Safety, Traffic, Facilities, Streets, Quality of Life, and Utilities                                                                                                                                          | Included New Construction and Additions, Remodeling, Razing, Rehab and Repair                                                                                                  |

# Capital Improvement Plan Policy Highlights



*Prepared by the Financial Services Department, November 2016*

## **PURPOSE AND DESCRIPTION**

- Outline the process by which the City of Topeka develops and implements its Capital Improvement Plan (Lines 13-28)
- Provide methodology and guidelines for the development and financing of the City's 10-year capital improvement plan (Lines 20-28)
- The first 3 years will consist of projects in the Capital Improvement Budget (CIB) and the following 7 years are for planning purposes (Lines 21-28)

## **BENEFITS OF A CAPITAL IMPROVEMENT PROGRAM**

- The CIP provides a platform for critical evaluation for projects; a relationship between the comprehensive plan and project planning; a plan that balances facility needs with the City's long and short term financial documents; and a communication tool to the public, other governmental units, and the business community about the location and timing of projects (Lines 29-39)

## **DEFINITION OF A CAPITAL IMPROVEMENT PROJECT**

- Capital Projects shall be included in the CIP process for meeting at least one of the following criteria: Property acquisition; construction of new facility or addition to existing facility of at least \$50,000; remodeling/repair of at least \$25,000; infrastructure project; or City information technology infrastructure or systems of at least \$50,000. (Lines 40-53)

## **CAPITAL IMPROVEMENTS PLAN POLICIES**

- The City Manager shall recommend a plan for general obligation bonded projects during the capital improvement budget (first three years) to be equal to or less than an aggregate of \$27,000,000. (Lines 55-57)
- The property tax levy for capital improvements should be maintained at a relatively consistent level from year to year. If movement either upward or downward becomes necessary, it should be done gradually. (Lines 58-60)
- When considering a consistent capital improvement property tax levy, the City should include the property tax requirements for debt service as well as for projects financed by direct appropriation or other means. (Lines 61-63)
- The City should maximize utilization of all Federal and State revenue sources for capital improvements. (Lines 64-65)
- The City should issue debt only for major capital projects in accordance with the City's debt policy. (Lines 66-68)
- Approved capital improvement projects should have a funding plan for maintenance and operating costs; when feasible, priority should be given to those projects that will result in a reduction in operating costs. (Lines 69-72)
- The City should not acquire and hold land that is not needed for existing or near future City purposes. Land for projects that are not part of the approved ten (10) year Capital Improvement Plan should not be acquired, except as part of a long-range annexation plan or other adopted plan. (Lines 73-76)



# Capital Improvement Plan Policy Highlights



*Prepared by the Financial Services Department*

- Unless otherwise mandated by City ordinances, revenues derived from the sale and lease of surplus City real properties should be dedicated to the Capital Improvement Program and programmed after receipt by the City. (Lines 77-79)
- Enterprise funds should generate sufficient revenue to finance operations and related capital projects including debt service. (Lines 80-81)
- The City should fully investigate alternative financing sources for its capital projects, but should use such sources only if it can be clearly shown that they are in the best interests of the City. (Lines 82-84)
- The City should maximize utilization of current facilities and should give higher priority to maintaining present facilities and infrastructure over new construction where feasible. (Lines 85-87)
- In order to increase the long-term use of a City facility, as much flexibility as is consistent with operating efficiency should be built into all new or renovated facilities projects that the City undertakes. (Lines 88-90)
- Inflation factors for all projects in the capital improvement program should be considered and adjusted. (Lines 91-92)
- All projects should be reviewed by the CIP Review Committee for a recommendation to the City Manager and Governing Body. (Lines 93-94)

## ANNUAL CAPITAL IMPROVEMENT PLAN CALENDAR

- The Director of Finance and Administrative Services shall establish the CIP calendar for the next CIP cycle. The calendar shall be planned to precede the annual budget process, and shall adhere to the following provisions:
  - The CIP call for projects shall occur no later than December of the preceding plan year. (Lines 99-100)
  - The Topeka planning commission shall review the City's CIP prior to approval of the governing body to ensure consistency with the comprehensive metropolitan plan. (Lines 101-103)
  - City staff shall include public participation and information events within the calendar. (Lines 104-105)
  - The City Manager shall present a recommended CIP to the governing body no later than April 1 each year. (Lines 106-107)

## TERM DEFINITIONS

- The Policy defines important terms including "Addition", "CIP Review Team", "Facility", "Fixed Asset", "Infrastructure", "Project Budget", and "Project Category". (Lines 108-144)



**City of Topeka**  
**Council Action Form**  
**Council Chambers**  
**214 SE 8th Street**  
**Topeka, Kansas 66603**  
**www.topeka.org**  
November 15, 2016

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**DATE:** November 15, 2016  
**CONTACT PERSON:** Jason Peek **DOCUMENT #:**  
**SECOND PARTY/SUBJECT:** Horseshoe Bend No. 4 **PROJECT #:**  
**CATEGORY/SUBCATEGORY** 020 Resolutions / 004 Public Improvements  
**CIP PROJECT:** No  
**ACTION OF COUNCIL:** **JOURNAL #:**  
**PAGE #:**

---

**DOCUMENT DESCRIPTION:**

**DISCUSSION** to consider establishing a benefit improvement district for the Horseshoe Bend Subdivision No. 4 located near SE 43rd Street and SE Grand Oaks Avenue.

*(Approval would set a public hearing date on January 3, 2017, to hear public comment with regard to whether the City would establish a benefit improvement district for Horseshoe Bend Subdivision No. 4.)*

**POLICY ISSUE:**

Whether to set a public hearing on January 3, 2017, to hear public comment with regard to whether the City would establish a benefit improvement district for Horseshoe Bend Subdivision No. 4.

**STAFF RECOMMENDATION:**

Discussion only.

**BACKGROUND:**

The owners of the property located at Horseshoe Bend Subdivision No. 4 have petitioned the governing body to establish a benefit improvement district pursuant to K.S.A. 12-6a01. Applicants are requesting the City to impose a special assessment on each unit within the district to repay the design and construction costs of the following improvements:

1. Streets and Stormwater: \$758,820.00
2. Sanitary Sewer: \$219,495.00

The total estimated cost of this projects is \$978,315.00.

The benefit improvement district includes:

Lot 1, Block 'A', Horseshoe Bend Subdivision No. 4  
Lots 1 through 4, Block 'B', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'C', Horseshoe Bend Subdivision No. 4  
Lots 1 through 12, Block 'D', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'E', Horseshoe Bend Subdivision No. 4  
Lots 1 through 7, Block 'F', Horseshoe Bend Subdivision No. 4

If the Benefit Improvement District is approved, the cost of the project would be financed by the city through general obligation bonds.

**BUDGETARY IMPACT:**

The projects within the proposed benefit improvement district have an estimated cost of \$978,315. The City of Topeka would finance the cost of the projects through general obligation bonds. This cost would be repaid through assessment on a unit basis for all lots which are included in the improvement district.

**SOURCE OF FUNDING:**

100% of the costs will be paid by the owners of property within the improvement district.

**ATTACHMENTS:**

**Description**

Petition Street and Stormwater Improvements  
Petition Sanitary Sewer Improvements -Horseshoe Bend  
Petition Support Documentation - Horseshoe Bend  
Public Hearing Notice - Street Improvement Project T601066.00  
Public Hearing Notice - Sanitary Sewer Project T401062.00  
Horseshoe Bend Subdivision 4 Final Plat  
Utilities Cost Benefit Analysis - Horseshoe Bend No. 4  
Street Improvement Cost Benefit Analysis - Horseshoe Bend No. 4  
Resolution No. 8726

## IMPROVEMENT PROJECT

### PETITION

THE MAYOR AND COUNCILMEMBERS  
City of Topeka

We, the undersigned owners of record of real estate located within the Improvement District legally described herein, do hereby respectfully petition for the following improvements, in accordance with the conditions herein contained, and as provided by K.S.A. 12-6a01, *et seq.*, as amended.

STREET IMPROVEMENT

PROJECT NO. T 601066.00

#### A. GENERAL NATURE OF IMPROVEMENT:

To Pave:

SE 43<sup>rd</sup> Street from the west line of Lot 6, Block C, Horseshoe Bend Subdivision No. 4 to the east line of Lot 6, Block E, Horseshoe Bend Subdivision No. 4;  
SE 43<sup>rd</sup> Terrace from the west line of Lot 1, Block C, Horseshoe Bend Subdivision No. 4 to the east line of Lot 4, Block B, Horseshoe Bend Subdivision No. 4;  
SE Grand Oaks Avenue, from the south line of Lot 1, Block B, Horseshoe Bend Subdivision No. 4 to its intersection with SE 43<sup>rd</sup> Street; SE Oakleaf Drive from its intersection with SE 43<sup>rd</sup> Terrace to its intersection with SE 43<sup>rd</sup> Street;  
with asphalt pavement, and curb and gutter, grading, curb inlets, stormwater quality features, and storm sewer pipes. Included with the project are engineering costs and all other contingencies needed to complete the project.

#### B. PROPOSED IMPROVEMENT DISTRICT:

Lot 1, Block 'A', Horseshoe Bend Subdivision No. 4  
Lots 1 through 4, Block 'B', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'C', Horseshoe Bend Subdivision No. 4  
Lots 1 through 12, Block 'D', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'E', Horseshoe Bend Subdivision No. 4  
Lots 1 through 7, Block 'F', Horseshoe Bend Subdivision No. 4

#### C. ESTIMATED OR PROBABLE COST:

\$758,820

This cost estimate has been prepared using the best information available, without benefit of a detailed engineering design. Variances may occur as the design details are developed. These costs should not be considered final.

#### D. METHOD OF ASSESSMENT:

On a unit basis for all lots which are included in the improvement district. This project consists of 36 Lots with 1 unit per Lot.

#### E. APPORTIONMENT OF COSTS:

Costs are to be paid 100 percent by the owners of property within the Improvement

District.

F. CERTIFICATION OF SIGNERS OF THE PETITION:

We understand, agree and certify:

- (i) That we own 100% of the property or properties included in the Improvement District; and
- (ii) That this Petition is one submitted pursuant to subsection (c) of K.S.A. 12-6a04, and amendments thereto; and
- (iii) That the proposed Improvement District does not include all properties which may be deemed to benefit from the proposed improvements; and
- (iv) That we may not withdraw our signature from this Petition after the City Council commences consideration of this Petition or later than seven (7) days after such filing, whichever occurs first; and
- (v) That we are willing to pay the costs of the proposed improvements; and
- (vi) That we hereby waive the notice of and the opportunity to appear at a Public Hearing available under K.S.A. 12-6a01, *et seq.*, Further we request that the City Council adopt a Resolution authorizing the above described improvement; and
- (vii) That the parcels of property contained within the Improvement District may not be altered by replatting or other means until assessments have been levied unless the developer submits a new Petition signed by all property owners with the changes or modifications to the parcels within the Improvement District. Provided, however, no new petition will be required if all owners of the parcel(s) to be altered provide the City Engineer written notice specifying the allocation of the project costs among the new parcels to be created through the replat. Said written notice of the allocation of project costs shall accompany the application for the replat and also shall be filed with the Register of Deeds and shall be a covenant running with the land and binding on the subsequent owners of said parcels; and
- (viii) That, in addition to the costs for the improvement, we will be responsible for paying all applicable rates, fees or charges for municipal services such as water, sanitary sewer or storm water management; and
- (ix) That, if the property is not owned by an individual or individuals, we have disclosed the name of the company, partnership, trust corporation or other entity which owns the property along with our title, position or office, and we have been duly authorized to execute this Petition on behalf of the entity.

| Name of Property Owner | Name, Title and Signature of Person Executing Petition                                                                                     | Legal Description of Property Owned                                                                                                                                                                                                                                                                                                                                                                        | Date   |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| RT Builders, LLC       | <i>Raymond J. Thunlow</i><br><i>Witnessing Member</i><br> | Lot 1, Block 'A', Horseshoe Bend<br>Subdivision No. 4<br>Lots 1 through 4, Block 'B',<br>Horseshoe Bend Subdivision No. 4<br>Lots 1 through 6, Block 'C',<br>Horseshoe Bend Subdivision No. 4<br>Lots 1 through 12, Block 'D',<br>Horseshoe Bend Subdivision No. 4<br>Lots 1 through 6, Block 'E',<br>Horseshoe Bend Subdivision No. 4<br>Lots 1 through 7, Block 'F',<br>Horseshoe Bend Subdivision No. 4 | 5/6/16 |

#### CERTIFICATION OF PERSON CARRYING PETITION AND WITNESSING SIGNATURES

I, the undersigned, hereby certify that I have personally witnessed each and every person whose name appears on this document individually affix his or her signature and swear that the foregoing is true and correct to the best of my knowledge.

\_\_\_\_\_  
Date

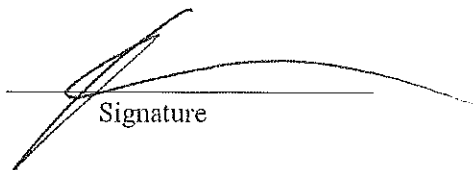
\_\_\_\_\_  
Signature of Person Carrying Petition

#### CERTIFICATION OF DEVELOPER

I, the undersigned developer of record of real estate located within the Improvement District, hereby certify:

- (i) That I have a financial interest in the following properties which have delinquent special assessments located within the City or the City's three mile extraterritorial jurisdiction: none; and
- (ii) That I will notify, in writing, each and every purchaser of parcels of property within the Improvement District that the property is subject to special assessments to pay for the Improvement; and
- (iii) That I will notify in writing each and every purchaser of parcels of property within the Improvement District that in addition to the costs for the Improvement, the property owners will be responsible for paying all applicable rates, fees or charges for municipal services such as water, sanitary sewer or storm water management.

5/6/16  
Date

  
Signature



SERVICE. THE BARTLETT & WEST WAY.

1200 SW EXECUTIVE DR • TOPEKA KS 66615-3850  
785.272.2252 • FAX 785.273.8735 • 888.200.6464  
WWW.BARTWEST.COM

**Project:** City of Topeka Street Improvement Project  
Horsehoe Bend Subdivision No. 4

**Date:**

**B&W Work Order #** 2028.700

**Engineer's Estimate**

| Item No. | Description                            | Quantity | Unit | Engineer's Estimate |             |
|----------|----------------------------------------|----------|------|---------------------|-------------|
|          |                                        |          |      | Unit Price          | Extension   |
| 1        | Clearing & Grubbing                    | 1        | LS   | 16,870.00           | \$16,870.00 |
| 2        | Subgrade Preparation                   | 5,900    | SY   | 4.50                | 26,550.00   |
| 3        | 8" Asphaltic Concrete Pavement         | 5,500    | SY   | 37.00               | 203,500.00  |
| 4        | 8" Concrete Valley Gutter              | 135      | SY   | 55.00               | 7,425.00    |
| 5        | Unclassified Excavation                | 7,500    | CY   | 6.00                | 45,000.00   |
| 6        | 6" Concrete Sidewalk Ramp              | 2,380    | SF   | 8.00                | 19,040.00   |
| 7        | 4" Concrete Sidewalk                   | 2,000    | SF   | 5.00                | 10,000.00   |
| 8        | Combined Curb & Gutter, Type I         | 400      | LF   | 18.00               | 7,200.00    |
| 9        | Combined Curb & Gutter, Type IV        | 3,475    | LF   | 15.00               | 52,125.00   |
| 10       | 15" RCP Storm Sewer                    | 215      | LF   | 49.00               | 10,535.00   |
| 11       | 15" CMP Storm Sewer                    | 450      | LF   | 39.00               | 17,550.00   |
| 12       | 18" RCP Storm Sewer                    | 40       | LF   | 59.00               | 2,360.00    |
| 13       | 18" CMP Storm Sewer                    | 150      | LF   | 49.00               | 7,350.00    |
| 14       | 24" RCP Storm Sewer                    | 40       | LF   | 69.00               | 2,760.00    |
| 15       | 24" CMP Storm Sewer                    | 150      | LF   | 59.00               | 8,850.00    |
| 16       | 30" CMP Storm Sewer                    | 55       | LF   | 69.00               | 3,795.00    |
| 17       | 18" CMP End Section                    | 1        | EA   | 350.00              | 350.00      |
| 18       | 24" CMP End Section                    | 1        | EA   | 450.00              | 450.00      |
| 19       | Type I Inlet                           | 4        | EA   | 3,200.00            | 12,800.00   |
| 20       | Type II-P Inlet                        | 7        | EA   | 2,900.00            | 20,300.00   |
| 21       | Manhole                                | 1        | EA   | 3,000.00            | 3,000.00    |
| 22       | 4" PVC Conduit                         | 300      | LF   | 15.00               | 4,500.00    |
| 23       | Erosion Fence                          | 1        | Set  | 1,500.00            | 1,500.00    |
| 24       | Project Sign (Type A)                  | 1        | EA   | 350.00              | 350.00      |
| 25       | Class I Stone Rip-Rap ((D=2'-0" Min.)) | 30       | SY   | 43.00               | 1,290.00    |
| 26       | Seeding, Fertilizing & Mulching        | 5        | AC   | 1,400.00            | 7,000.00    |
| 27       | Raingarden Excavation                  | 1300     | CY   | 7.00                | 9,100.00    |
| 28       | Import Soil Amendment Rain Garden      | 350      | CY   | 12.00               | 4,200.00    |
| 29       | Raingarden Concrete Slope Paving       | 150      | SF   | 7.00                | 1,050.00    |
| 30       | Raingarden Plantings                   | 11000    | SF   | 2.50                | 27,500.00   |
| 31       | Street Signs                           | 1        | LS   | 1,200.00            | 1,200.00    |
| 32       | Warning Posts                          | 10       | EA   | 100.00              | 1,000.00    |
| 33       | Gate                                   | 1        | EA   | 1,500.00            | 1,500.00    |
| 34       | 4" Asphaltic Concrete Pavement         | 600      | SY   | 25.00               | 15,000.00   |

|  |                                          |  |  |  |                     |
|--|------------------------------------------|--|--|--|---------------------|
|  |                                          |  |  |  |                     |
|  | <b>Total Estimated Construction Cost</b> |  |  |  | <b>\$553,000.00</b> |
|  |                                          |  |  |  |                     |



## PROJECT BUDGET

Project No.

### Horseshoe Bend Subdivision No. 4 - Streets

#### LOCATION:

Lot 1, Block 'A', Horseshoe Bend Subdivision No. 4  
Lots 1 through 4, Block 'B', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'C', Horseshoe Bend Subdivision No. 4  
Lots 1 through 12, Block 'D', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'E', Horseshoe Bend Subdivision No. 4  
Lots 1 through 7, Block 'F', Horseshoe Bend Subdivision No. 4

#### DESCRIPTION OF PROJECT:

Construct approximately 2,130 LF of 29' back to back street and storm sewer, engineering and all other contingencies required for a complete project.

#### SOURCE OF FUNDS:

Assessment District

#### COST ESTIMATE:

|                                            | City of Topeka | Other Funds      | Total            |
|--------------------------------------------|----------------|------------------|------------------|
| Construction:                              |                | \$553,000.00     | \$553,000        |
| Design                                     |                | \$37,000.00      | \$37,000         |
| Geotechnical Report                        |                | \$3,000.00       | \$3,000          |
| Project Service Fees:                      |                |                  |                  |
| <i>Construction Admin &amp; Inspection</i> |                | \$44,200.00      | \$44,200         |
| <i>Construction Staking</i>                |                | \$27,650.00      | \$27,650         |
| Administrative Fees:                       |                |                  |                  |
| <i>Legal Dept. Admin.</i>                  |                | \$16,550.00      | \$16,550         |
| <i>Engineering Admin.</i>                  |                | \$11,060.00      | \$11,060         |
| Right-of Way Acquisition:                  |                |                  |                  |
| Contingency Amount                         |                | \$16,590.00      | \$16,590         |
| Interim Interest                           |                | \$49,770.00      | \$49,770         |
| <b>Total:</b>                              | <b>\$0</b>     | <b>\$758,820</b> | <b>\$758,820</b> |

#### PUBLIC HEARING:

#### PROJECT AUTHORITY:

a. Statutes: KSA 12-6a Petition Project  
b. Ord./Res. No.: \_\_\_\_\_  
c. Improvement District: \_\_\_\_\_  
d. City at Large: \_\_\_\_\_  
e. Method of Assessment: Unit Basis (36 Total)

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

#### PROJECT ENGINEER:

## IMPROVEMENT PROJECT

### PETITION

**COPY**

THE MAYOR AND COUNCILMEMBERS  
City of Topeka

We, the undersigned owners of record of real estate located within the Improvement District legally described herein, do hereby respectfully petition for the following improvements, in accordance with the conditions herein contained, and as provided by K.S.A. 12-6a01, *et seq.*, as amended.

LATERAL SANITARY SEWER DISTRICT

PROJECT NO. T401062.00

#### A. GENERAL NATURE OF IMPROVEMENT:

To provide sanitary sewer service to the following described area with piping, manholes, engineering and all other contingencies required for a complete project.

#### B. PROPOSED IMPROVEMENT DISTRICT:

Lot 1, Block 'A', Horseshoe Bend Subdivision No. 4  
Lots 1 through 4, Block 'B', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'C', Horseshoe Bend Subdivision No. 4  
Lots 1 through 12, Block 'D', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'E', Horseshoe Bend Subdivision No. 4  
Lots 1 through 7, Block 'F', Horseshoe Bend Subdivision No. 4

#### C. ESTIMATED OR PROBABLE COST:

\$219,495

This cost estimate has been prepared using the best information available, without benefit of a detailed engineering design. Variances may occur as the design details are developed. These costs should not be considered final.

#### D. METHOD OF ASSESSMENT:

On a unit basis for all lots which are included in the improvement district. This project consists of 36 Lots with 1 unit per Lot.

#### E. APPORTIONMENT OF COSTS:

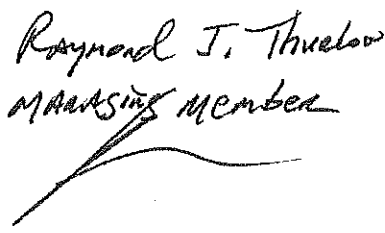
Costs are to be paid 100 percent by the owners of property within the Improvement District.

#### F. CERTIFICATION OF SIGNERS OF THE PETITION:

We understand, agree and certify:

- (i) That we own 100% of the property or properties included in the Improvement District; and
- (ii) That this Petition is one submitted pursuant to subsection (c) of K.S.A. 12-6a04, and amendments thereto; and

- (iii) That the proposed Improvement District does not include all properties which may be deemed to benefit from the proposed improvements; and
- (iv) That we may not withdraw our signature from this Petition after the City Council commences consideration of this Petition or later than seven (7) days after such filing, whichever occurs first; and
- (v) That we are willing to pay the costs of the proposed improvements; and
- (vi) That we hereby waive the notice of and the opportunity to appear at a Public Hearing available under K.S.A. 12-6a01. *et seq.*, Further we request that the City Council adopt a Resolution authorizing the above described improvement; and
- (vii) That the parcels of property contained within the Improvement District may not be altered by replatting or other means until assessments have been levied unless the developer submits a new Petition signed by all property owners with the changes or modifications to the parcels within the Improvement District. Provided, however, no new petition will be required if all owners of the parcel(s) to be altered provide the City Engineer written notice specifying the allocation of the project costs among the new parcels to be created through the replat. Said written notice of the allocation of project costs shall accompany the application for the replat and also shall be filed with the Register of Deeds and shall be a covenant running with the land and binding on the subsequent owners of said parcels; and
- (viii) That, in addition to the costs for the improvement, we will be responsible for paying all applicable rates, fees or charges for municipal services such as water, sanitary sewer or storm water management; and
- (ix) That, if the property is not owned by an individual or individuals, we have disclosed the name of the company, partnership, trust corporation or other entity which owns the property along with our title, position or office, and we have been duly authorized to execute this Petition on behalf of the entity.

| Name of Property Owner | Name, Title and Signature of Person Executing Petition                                                                     | Legal Description of Property Owned                                                                                                                                                                                                                                                                                                                                                                        | Date   |
|------------------------|----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| RT Builders, LLC       | <br>Raymond J. Thuelow<br>Managing Member | Lot 1, Block 'A', Horseshoe Bend<br>Subdivision No. 4<br>Lots 1 through 4, Block 'B',<br>Horseshoe Bend Subdivision No. 4<br>Lots 1 through 6, Block 'C',<br>Horseshoe Bend Subdivision No. 4<br>Lots 1 through 12, Block 'D',<br>Horseshoe Bend Subdivision No. 4<br>Lots 1 through 6, Block 'E',<br>Horseshoe Bend Subdivision No. 4<br>Lots 1 through 7, Block 'F',<br>Horseshoe Bend Subdivision No. 4 | 5/6/16 |

#### CERTIFICATION OF PERSON CARRYING PETITION AND WITNESSING SIGNATURES

I, the undersigned, hereby certify that I have personally witnessed each and every person whose name appears on this document individually affix his or her signature and swear that the foregoing is true and correct to the best of my knowledge.

\_\_\_\_\_  
Date

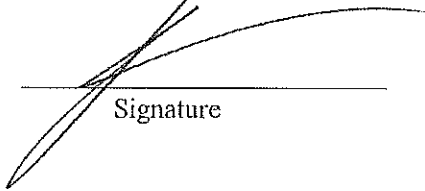
\_\_\_\_\_  
Signature of Person Carrying Petition

#### CERTIFICATION OF DEVELOPER

I, the undersigned developer of record of real estate located within the Improvement District, hereby certify:

- (i) That I have a financial interest in the following properties which have delinquent special assessments located within the City or the City's three mile extraterritorial jurisdiction: none; and
- (ii) That I will notify, in writing, each and every purchaser of parcels of property within the Improvement District that the property is subject to special assessments to pay for the Improvement; and
- (iii) That I will notify in writing each and every purchaser of parcels of property within the Improvement District that in addition to the costs for the Improvement, the property owners will be responsible for paying all applicable rates, fees or charges for municipal services such as water, sanitary sewer or storm water management.

5/6/16  
Date

  
Signature

**Horseshoe Bend No. 4  
Sanitary Sewer**

| No. | Item                                    | Unit | Quantity | Unit Price | Extension        |
|-----|-----------------------------------------|------|----------|------------|------------------|
| 1   | Clearing & Grubbing                     | LS   | 1        | 9000       | 9,000            |
| 2   | 8" Sanitary Sewer, In Place             | LF   | 1625     | 15.00      | 24,375           |
| 3   | 4" Service Line, In Place               | LF   | 1125     | 32.00      | 36,000           |
| 4   | 4" on 8" Wye                            | EA   | 36       | 150.00     | 5,400            |
| 5   | Std. 4' Dia. Manhole                    | EA   | 6        | 2600.00    | 15,600           |
| 6   | Extra Depth for 4' Dia. Manhole         | VF   | 60       | 150.00     | 9,000            |
| 7   | Std. 5' Dia. Manhole W/Inside Drop      | EA   | 2        | 3200.00    | 6,400            |
| 8   | Extra Depth for 5' Dia. Manhole         | VF   | 12       | 185.00     | 2,220            |
| 9   | Connect to Existing Manhole             | EA   | 1        | 300.00     | 300              |
| 10  | Erosion Control                         | Set  | 1        | 1500.00    | 1,500            |
| 11  | Rock Excavation                         | CY   | 300      | 65.00      | 19,500           |
| 12  | Trench & Backfill - Type 'A' (10'-12')  | LF   | 150      | 18.00      | 2,700            |
| 13  | Trench & Backfill - Type 'A' (12'-14')  | LF   | 50       | 21.00      | 1,050            |
| 14  | Trench & Backfill - Type 'AB' (8'-10')  | LF   | 200      | 14.00      | 2,800            |
| 15  | Trench & Backfill - Type 'AB' (10'-12') | LF   | 1025     | 16.00      | 16,400           |
| 16  | Trench & Backfill - Type 'AB' (12'-14') | LF   | 150      | 19.00      | 2,850            |
| 17  | Trench & Backfill - Type 'AB' (14'-16') | LF   | 50       | 22.00      | 1,100            |
| 18  | Project Sign                            | EA   | 1        | 650.00     | 650              |
|     | <b>Total Construction</b>               |      |          |            | <b>\$156,845</b> |

## PROJECT BUDGET

Project No.

### Horseshoe Bend Subdivision No. 4 - Sewer

#### LOCATION:

Lot 1, Block 'A', Horseshoe Bend Subdivision No. 4  
Lots 1 through 4, Block 'B', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'C', Horseshoe Bend Subdivision No. 4  
Lots 1 through 12, Block 'D', Horseshoe Bend Subdivision No. 4  
Lots 1 through 6, Block 'E', Horseshoe Bend Subdivision No. 4  
Lots 1 through 7, Block 'F', Horseshoe Bend Subdivision No. 4

#### DESCRIPTION OF PROJECT:

To provide sanitary sewer service to the following described area with piping, manholes, engineering and all other contingencies required for a complete project.

#### SOURCE OF FUNDS:

Assessment District

#### COST ESTIMATE:

|                                            | City of Topeka | Other Funds      | Total            |
|--------------------------------------------|----------------|------------------|------------------|
| Construction:                              |                | \$156,845        | \$156,845        |
| Design                                     |                | \$12,600         | \$12,600         |
| Geotechnical Report                        |                | \$1,500          | \$1,500          |
| Project Service Fees:                      |                |                  |                  |
| <i>Construction Admin &amp; Inspection</i> |                | \$12,550         | \$12,550         |
| <i>Construction Staking</i>                |                | \$7,900          | \$7,900          |
| Administrative Fees:                       |                |                  |                  |
| <i>Legal Dept. Admin.</i>                  |                | \$4,750          | \$4,750          |
| <i>Engineering Admin.</i>                  |                | \$4,450          | \$4,450          |
| Right-of Way Acquisition:                  |                |                  |                  |
| Contingency Amount                         |                | \$4,750          | \$4,750          |
| Interim Interest                           |                | \$14,150         | \$14,150         |
| <b>Total:</b>                              |                | <b>\$219,495</b> | <b>\$219,495</b> |

#### PUBLIC HEARING:

#### PROJECT AUTHORITY:

a. Statutes: KSA 12-6a Petition Project  
b. Ord./Res. No.: \_\_\_\_\_  
c. Improvement District: \_\_\_\_\_  
d. City at Large: \_\_\_\_\_  
e. Method of Assessment: Unit Basis (36 Total)

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

#### PROJECT ENGINEER:



May 2, 2016

Re: RT Builders, LLC  
Raymond J. Thurlow  
2257 SW Romar Rd  
Topeka, KS 66614

To Whom It May Concern:

Landmark National Bank (LNB) has provided banking services to RT Builders, LLC and its predecessor entity Grand Oaks, LLC since 2001. The banking relationship between LNB and Mr. Thurlow dates back to 1999. These banking services have included multiple credit facilities associated with the development of a residential subdivision now known as "Horseshoe Bend".

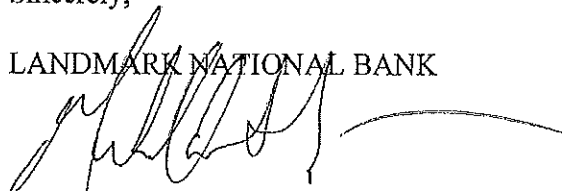
RT Builders has provided LNB a plat and proposed development plan related to "Horseshoe Bend Subdivision No. 4" (Phase 4). Based upon our past experience with RT Builders, a review of the proposed development plan, and a review of a market value appraisal analysis which includes projected sales velocity rates associated with the Phase 4; LNB is prepared to extend additional financing to accommodate the Phase 4 development.

Mr. Thurlow demonstrates a thorough knowledge regarding the construction and development industry. He also demonstrates an understanding with respect to the various market and economic issues relative to his industry.

If you have any questions, or if I can offer any additional assistance at this time, please call my office at 785-273-3303.

Sincerely,

LANDMARK NATIONAL BANK



Michael E. Scheopner  
President / Chief Executive Officer

/mes



April 22, 2016

To Whom It May Concern,

My name is John Love, Broker/Owner Partner of RE/MAX Associates of Topeka, LLC. I've been actively involved in the Topeka, Ks real estate market for 40 plus years. A large percentage of my business has come from new construction and development in the area. I have marketed a number of developments where the local municipality, either city or county, has created benefit districts that sell bonds to fund the cost of building the infrastructure (streets & sewers within the benefit district). In the developments that I have personally marketed in the Topeka area, all have had benefit districts created and the annual special assessments for each lot within the benefit district have ranged from approximately \$1,350 to \$2,000 with total per lot costs for infrastructure ranging from \$20,000 to \$35,000 per lot.

In my opinion, any development of a residential subdivision in the Topeka area, including Horseshoe Bend Sub. #3, with special assessment taxes within the ranges mentioned above, could expect normal sales activity for this area. This is based on having a fair economy and an average pool of buyers to draw from.

If I can be of any further help, please feel free to contact me.

Sincerely

John W. Love, Jr.  
Broker/Owner Partner



**RE/MAX**

Associates of Topeka

5815 SW 29<sup>th</sup> Street

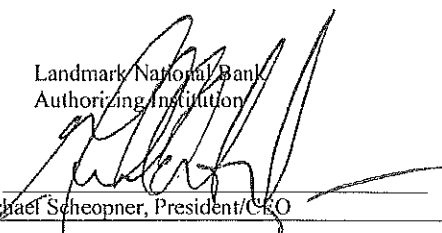
Topeka, KS 66614-2491

Phone: (785) 273-1100

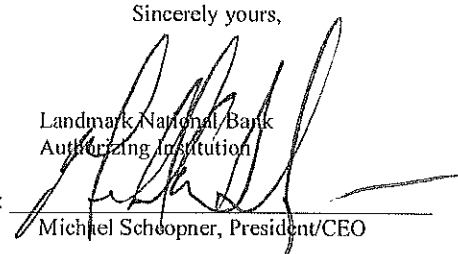
Each Office Independently Owned and Operated



**IRREVOCABLE LETTER OF CREDIT**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Date: September 9, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | No.: 234574158LOC                                                                                                                                                                                                                                                                                                                                                                                                                                     | Advising Bank Reference No.: |
| Landmark National Bank<br>6010 SW 6 <sup>th</sup> Ave.<br>Topeka, KS 66615<br><br>Advising Bank (if applicable):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | For Account of: RT BUILDERS, LLC                                                                                                                                                                                                                                                                                                                                                                                                                      |                              |
| To Beneficiary:<br><br>CITY OF TOPEKA, KANSAS<br>215 S.E. 7 <sup>th</sup><br>Topeka, KS 66603                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Amount: \$65,848.50<br><br>Expiration Date: (2 years from the anticipated date the property assessment is due and payable) (e.g. special assessment levied August, 2016. Appears on tax roll and 1 <sup>st</sup> payment is due Dec. 2016) Expiration date: 1/1/2019                                                                                                                                                                                  |                              |
| <p>We hereby establish our irrevocable letter of credit in your favor available by payment for your drafts drawn at sight on and accompanied by the document specified below:</p> <p>A statement signed by an authorized representative of City of Topeka, Kansas certifying that the amount of the draft presented therewith constitutes nonpayment of special assessments and any associated penalties or interest levied or arising from the installation of the following described improvements, in the City of Topeka, Shawnee County Kansas:</p> <p>TYPE/NAME OF IMPROVEMENTS COVERED:</p> <p>LEGAL DESCRIPTION: Special assessments levied against the properties described below or listed on Exhibit A which is adopted and incorporated herein by reference:</p> <p>SPECIAL CONDITIONS: Partial drawings are permitted.</p> <p>This original letter of credit must be presented with any drafts drawn hereunder. The amount available shall be reduced by the amount of any drafts drawn not exceeding the "Amount" shown above.</p> <p><i>Notwithstanding the expiration date noted above, it is understood that this letter of credit shall be automatically renewed for additional 2-year periods unless we notify you in writing at least sixty (60) days prior to the then relevant expiration date that it will not be renewed at which time you may draw up to the full amount of the remaining credit available at that time. Upon development (improvements completed and issuance of occupancy permits by the City of Topeka) of 30 percent of the above-described properties, City of Topeka will, by written instruction, authorize the release/reduction of this letter of credit, provided, however, that before this letter of credit is released/reduced City of Topeka shall be entitled to a drawing against the credit in the amount of any delinquent special assessments, penalties or interest then outstanding against any of the above-described property.</i></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                              |
| Drafts drawn hereunder must only be marked "Drawn under Landmark National Bank Letter of Credit No. 234574158LOC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                              |
| Letter of Credit No: 234574158LOC Dated: September 9, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                              |
| Advising Bank's Notification, if required:<br><br><br>Place, date, name and signature of the advising bank, if applicable:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>We hereby engage with you that all drafts under and in compliance with the terms of this credit will be duly honored if drawn and presented for payment at this office on or before the expiration date of this credit.</p> <p>Sincerely yours,</p> <p>Landmark National Bank<br/>Authorizing Institution</p> <p>By: <br/>Michael Scheopner, President/CEO</p> |                              |

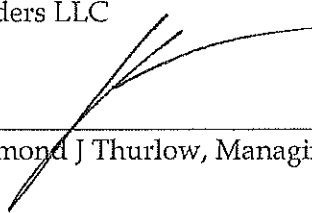
**IRREVOCABLE LETTER OF CREDIT**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                           |                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Date: September 9, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | No.: 234574157LOC                                                                                                                                                                                                                         | Advising Bank Reference No.: |
| Landmark National Bank<br>6010 SW 6 <sup>th</sup> Ave.<br>Topeka, KS 66615                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | For Account of: RT BUILDERS, LLC                                                                                                                                                                                                          |                              |
| Advising Bank (if applicable):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                           |                              |
| To Beneficiary:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Amount: \$227,646.00                                                                                                                                                                                                                      |                              |
| CITY OF TOPEKA, KANSAS<br>215 S.E. 7 <sup>th</sup><br>Topeka, KS 66603                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Expiration Date: (2 years from the anticipated date the property assessment is due and payable) (e.g. special assessment levied August, 2016. Appears on tax roll and 1 <sup>st</sup> payment is due Dec. 2016) Expiration date: 1/1/2019 |                              |
| <p>We hereby establish our irrevocable letter of credit in your favor available by payment for your drafts drawn at sight on and accompanied by the document specified below:</p> <p>A statement signed by an authorized representative of City of Topeka, Kansas certifying that the amount of the draft presented therewith constitutes nonpayment of special assessments and any associated penalties or interest levied or arising from the installation of the following described improvements, in the City of Topeka, Shawnee County Kansas:</p> <p>TYPE/NAME OF IMPROVEMENTS COVERED:</p> <p>LEGAL DESCRIPTION: Special assessments levied against the properties described below or listed on Exhibit A which is adopted and incorporated herein by reference:</p> <p>SPECIAL CONDITIONS: Partial drawings are permitted.</p> <p>This original letter of credit must be presented with any drafts drawn hereunder. The amount available shall be reduced by the amount of any drafts drawn not exceeding the "Amount" shown above.</p> <p><i>Notwithstanding the expiration date noted above, it is understood that this letter of credit shall be automatically renewed for additional 2-year periods unless we notify you in writing at least sixty (60) days prior to the then relevant expiration date that it will not be renewed at which time you may draw up to the full amount of the remaining credit available at that time. Upon development (improvements completed and issuance of occupancy permits by the City of Topeka) of 30 percent of the above-described properties, City of Topeka will, by written instruction, authorize the release/reduction of this letter of credit, provided, however, that before this letter of credit is released/reduced City of Topeka shall be entitled to a drawing against the credit in the amount of any delinquent special assessments, penalties or interest then outstanding against any of the above-described property.</i></p> |                                                                                                                                                                                                                                           |                              |
| Drafts drawn hereunder must only be marked "Drawn under Landmark National Bank Letter of Credit No. 234574157LOC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                           |                              |
| Letter of Credit No: 234574157LOC    Dated: September 9, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                           |                              |
| Advising Bank's Notification, if required:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | We hereby engage with you that all drafts under and in compliance with the terms of this credit will be duly honored if drawn and presented for payment at this office on or before the expiration date of this credit.                   |                              |
| Place, date, name and signature of the advising bank, if applicable:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>Sincerely yours,</p> <p>Landmark National Bank<br/>Authorizing Institution</p> <p>By: <br/>Michel Schoopner, President/CEO</p>                     |                              |

TAX CERTIFICATION

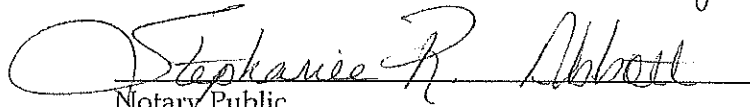
The undersigned hereby certifies that, to the best of their knowledge, there are no delinquent taxes on property that they own or have interest in, within the City of Topeka, Kansas or Shawnee County, Kansas.

R T Builders LLC

By:  Raymond J Thurlow, Managing Member



SUBSCRIBED TO AND SWORN TO before me, a notary public, this 5<sup>th</sup> day of May 2016.

  
Notary Public

My Appointment Expires

4/20/17



SERVICE. THE BARTLETT & WEST WAY.

Steve LaCasse  
Bartlett & West, Inc.  
1200 SW Executive Drive  
Topeka, Kansas 66615  
May 2, 2016

Ray Thurlow  
Managing Member  
RT Builders, LLC  
2257 SW Romar Road  
Topeka, Kansas 66614

Dear Ray Thurlow:

The purpose of this letter is to address a parcel of land south of the Hidden Valley development, parcel ID #1430604006019010. The Shawnee County mapping website states that the owner is Indian Hills Land Development Corporation (INDEL). And, it lists the last deed to be recorded in Book 3431, Page 241.

In August, 2000, the parcel of land now known as the Hidden Valley development was deeded to INDEL. This deed was recorded in Book 3431, Page 241 – and is the same deed listed in the records for the above listed parcel #1430604006019010. The attached deed and legal description indicate that the parcel sold to INDEL was entirely within the North Half of the Southeast Quarter of Section 6, Township 12 South, Range 15 East – which I will refer to as the North Half.

In 2004, Bartlett & West, Inc. prepared a Final Plat for Hidden Valley Subdivision No. 4. The south boundary line of this plat is defined by the South Line of the North Half. Also, the final plat graphically indicated the existence of an un-platted parcel of ground (approximately 20 feet wide), immediately south of the subdivision boundary, and south of the above listed south line of the North Half. This means that the licensed surveyor who conducted research and fieldwork, uncovered existing land markers, reviewed and signed the plat believed that INDEL did not own this parcel. Further, this means that the licensed surveyor believes this parcel is not within the limits of the North Half – based on the existing property markers he found in the field. This means that INDEL did not have ownership of this parcel; and, INDEL was not able to include this parcel in the final plat.

If we (Bartlett & West, Inc. and our licensed surveyor) had believed that INDEL had any claim to this parcel, we would have included it in the final plat, and INDEL would have been able to profit from the sale of this tract, as it developed the subdivision. However, we did not believe there was any claim, and the parcel was left out of the development.

I have attached a copy of the deed with legal description, as well as the Final Plat which illustrates that INDEL platted property all the way to the south line of the North Half, and left no gap or un-platted parcels out of the originally deeded parcel.

1200 SW EXECUTIVE DRIVE ■ TOPEKA KS 66615-3850  
785.272.2252 ■ FAX 785.272.6904 ■ 888.200.6464  
WWW.BARTWEST.COM



sustain Printed on Recycled Paper.

205615 slm

*Agatha A. Beck*  
AUG 8 2000

STATE OF KANSAS)  
SHAWNEE COUNTY) SS  
RECEIVED FOR RECORD

AUG 8 1 22 PM '00

Mail Tax Statement to  
Indian Hills Land Dev.  
2257 SW Romar Rd.  
Topeka, KS  
66614

0124387

REGISTER OF DEEDS  
MARILYN L. NICHOLS

Property Address:

**GENERAL WARRANTY DEED (Statutory)**

THE GRANTOR(S),

**Donald R. Heptig and Patsy Jean Heptig,**  
Husband & Wife

convey(s) and warrant(s) to

**Indian Hills Land Development Corporation,**

all the following REAL ESTATE in the County of Shawnee, and the State of  
Kansas, to-wit:

**SEE ATTACHED EXHIBIT "A" FOR LEGAL DESCRIPTION**

for the sum of one dollar and other good and valuable consideration.

EXCEPT AND SUBJECT TO: Easements, restrictions and assessments of  
record, and all the taxes and assessments that may be levied, imposed or  
become payable hereafter.

Dated this 13<sup>th</sup> day of July, A.D. 2000.

*Donald R. Heptig*  
Donald R. Heptig

*Patsy Jean Heptig*  
Patsy Jean Heptig

STATE OF KANSAS, SHAWNEE COUNTY, SS:

The foregoing instrument executed by **Donald R. Heptig and Patsy Jean  
Heptig**, husband and wife, was acknowledged before me this 12<sup>th</sup> day of  
July, 2000.

*[Signature]*  
Notary Public

(seal)

Appointment expires: 4/4/2004



EXHIBIT "A"

The North Half of the Southeast Quarter of Section 6, Township 12 South, Range 15 East of the 6<sup>th</sup> P.M., Shawnee County, Kansas;

EXCEPT:

Beginning at a point on the East line of said Southeast Quarter, said point being South 01 degree 56 minutes 12 seconds West, 200.00 feet from the Northeast corner of said Southeast Quarter;  
thence South 88 degrees 09 minutes 38 seconds West, 181.50 feet parallel with the North line of said Southeast Quarter;  
thence South 01 degree 56 minutes 12 seconds West, 120.00 feet parallel with the East line of said Southeast Quarter;  
thence North 88 degrees 09 minutes 38 seconds East, 181.50 feet, parallel with the North line of said Southeast Quarter to the East line of said Southeast Quarter;  
thence North 01 degree 56 minutes 12 seconds East, 120.00 feet, along said East line, to the point of beginning;

EXCEPT:

Beginning 330 feet South of the Northeast corner of said Southeast Quarter;  
thence West parallel to the North line of said Southeast Quarter, 290.4 feet;  
thence South 150 feet;  
thence East, 290.4 feet to a point on the East line of said Southeast Quarter, which is 150 feet South of the point of beginning;  
thence North to the point of beginning;

EXCEPT:

Beginning at the Northeast corner of the South half of the North half of said Southeast Quarter;  
thence South along the East line of said Southeast Quarter, 150 feet;  
thence West parallel to the North line of the South half of the North half of said Southeast Quarter, 290.40 feet;  
thence North parallel to the East line of said Southeast Quarter, 150 feet;  
thence East along the North line of the South half of the North half of said Southeast Quarter, 290.40 feet to the point of beginning;

EXCEPT:

Beginning 210 feet South of the Northeast corner of the South half of the North half of said Southeast Quarter;  
thence South along the East line of said Southeast Quarter, 150 feet;  
thence West parallel to the North line of the South half of the North half of said Southeast Quarter, 290.40 feet;  
thence North parallel to the East line of said Southeast Quarter, 150 feet;  
thence East parallel to the North line of the South half of the North half of said Southeast Quarter, 290.40 feet to the point of beginning;

**EXCEPT:**

Beginning 360.00 feet South of the Northeast corner of the South half of the North half of said Southeast Quarter;  
thence Southerly 100.00 feet along the East line of said Southeast Quarter;  
thence Westerly 290.40 feet parallel to the North line of the South half of the North half of said Southeast Quarter;  
thence Northerly 100.00 feet parallel to the East line of said Southeast Quarter;  
thence Easterly 290.40 feet parallel to the North line of the South half of the North half of said Southeast Quarter, to the point of beginning;

**AND EXCEPT:**

Beginning at a point on the East line of said Southeast Quarter, said point being North 01 degree 56 minutes 12 seconds East, 1,320.00 feet from the Southeast corner of said Southeast Quarter;  
thence South 88 degrees 16 minutes 16 seconds West, 849.90 feet along the North line of Busby Subdivision;  
thence North 01 degree 56 minutes 12 seconds East, 273.36 feet;  
thence North 88 degrees 09 minutes 38 seconds East, 560.00 feet;  
thence South 01 degree 56 minutes 12 seconds West, 53.37 feet;  
thence North 88 degrees 09 minutes 38 seconds East, 290.00 feet to the East line of the Southeast Quarter of said Section 6;  
thence South 01 degree 56 minutes 12 seconds West, 221.63 feet to the point of beginning.

## HIDDEN VALLEY SUBDIVISION NO. 4

A TRACT OF LAND IN THE NORTH HALF OF THE SOUTHEAST QUARTER AND IN THE EAST ONE HALF OF THE FRACTIONAL SOUTHWEST QUARTER, ALL OF SECTION 6, TOWNSHIP 12 SOUTH, RANGE 15 EAST OF THE 6TH PRINCIPAL MERIDIAN, SHAWNEE COUNTY, KANSAS

**LEGAL DESCRIPTION :**

[illegible]

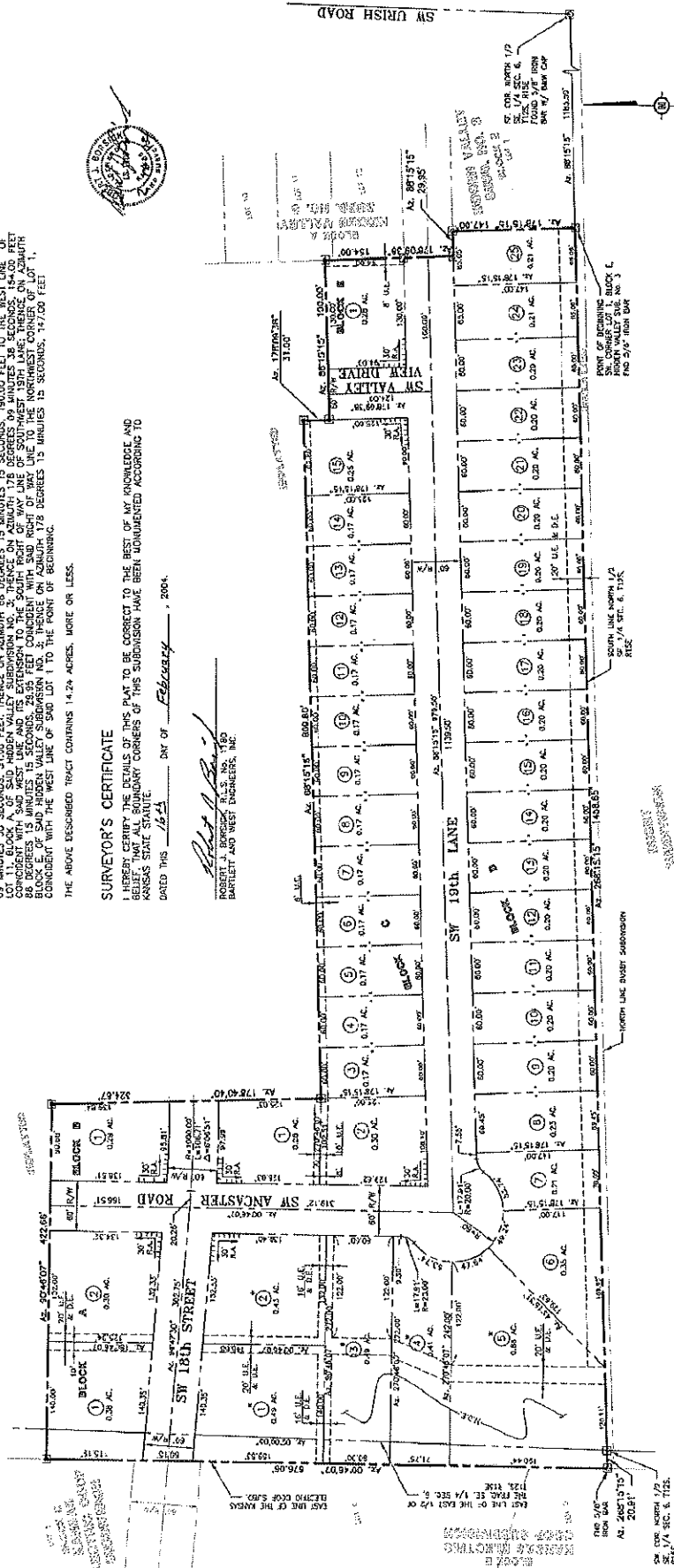
THE ABOVE DESCRIBED TRACT CONTAINS 14.24 ACRES, MORE OR LESS.

**SURVEYOR'S CERTIFICATE**

I HEREBY CERTIFY THE DETAILS OF THIS PLAT TO BE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT ALL BOUNDARY CORNERS OF THIS SUBMISSION HAVE BEEN MONUMENTED ACCORDING TO KANSAS STATE STATUTE.

DATED THIS 16<sup>th</sup> DAY OF February, 2004.

Robert J. Borsick  
ROBERT J. BORSICK, R.L.S. No. 1780  
BARTLETT AND WEST ENGINEERS, INC.



\* MINIMUM OPENING ELEVATIONS FOR LOTS 1 THRU 5, BLOCK D, HIDDEN VALLEY SUBDIVISION No. 4 SHALL BE 3' ABOVE THE FLOWLINE OF THE ADJACENT CHANNEL OR 7' ABOVE THE FLOWLINE OF THE SOUTH END OF THE PIPE BETWEEN LOTS 1 & 2. THE HIGHER ELEVATIONS CONTROL.

### LEGEND

[illegible]

HORIZ. = 1" = 60'

0 60

AZ. = AZIMUTH, MEASURED  
CLOCKWISE FROM  
ASSUMED NORTH

**BARTLETT & WEST ENGINEERS**

**FINAL PLAT**  
**HIDDEN VALLEY SUBDIVISION No. 4**  
A TRACT OF LAND IN THE NORTH 1/2 OF THE  
S.E. 1/4 AND THE EAST 1/2 OF FRACTIONAL  
S.W. 1/4, ALL OF SEC. 8, T12S, R15E,  
SHAWNEE COUNTY, KANSAS

|          |              |
|----------|--------------|
| DATE     | JANUARY 2004 |
| PAGE     | 1 OF 60      |
| NAME     |              |
| SSN      | 12727400     |
| DOB      | 08/19/40     |
| JOE/MJ-W | WBA          |



(Published in the Topeka Metro News \_\_\_\_\_ & \_\_\_\_\_)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION introduced by Interim City Manager Douglas Gerber, setting the public hearing for Improvement Project No. T-601066.00 to pave streets within Horseshoe Bend Subdivision No. 4.

BE IT RESOLVED by the Governing Body of the City of Topeka, Kansas, that a public hearing shall be held on the advisability of Street Improvement Project No. T-601066.00. Said hearing to be held on December 6, 2016, in the City Council Chambers of City Hall, 214 SE 8th Street, at 6:00 p.m., as provided by K.S.A. 12-6a01 *et seq.*, as amended.

BE IT FURTHER RESOLVED that the City Clerk shall publish the following notice of such public hearing in the official city newspaper in the manner provided by K.S.A. 12-6a01 *et seq.*, as amended.

#### NOTICE OF PUBLIC HEARING

Notice is hereby given that the Governing Body of the City of Topeka, Kansas, will meet for the purpose of holding a public hearing as provided by K.S.A. 12-6a01 *et seq.*, as amended, in the City Council Chambers of City Hall, 214 SE 8th Street, at 6:00 p.m. on December 6, 2016, to consider the advisability of Street Improvement Project No. T-601066.00, more specifically described as follows:

A. GENERAL NATURE OF IMPROVEMENT:

To Pave:

SE 43rd Street from the west line of Lot 6, Block C, Horseshoe Bend Subdivision No. 4 to the east line of Lot 6, Block E, Horseshoe Bend Subdivision No. 4; SE 43rd Terrace from the west line of Lot 1, Block C, Horseshoe Bend Subdivision No. 4 to the east line of Lot 4, Block B, Horseshoe Bend Subdivision No. 4; SE Grand Oaks Avenue, from the south line of Lot 1, Block B, Horseshoe Bend Subdivision No. 4 to its intersection with SE 43rd Street; SE Oakleaf Drive from its intersection with SE 43rd

Terrace to its intersection with SE 43rd Street; with asphalt pavement, and curb and gutter, grading, curb inlets, stormwater quality features, and storm sewer pipes. Included with the project are engineering costs and all other contingencies needed to complete the project.

B. PROPOSED IMPROVEMENT DISTRICT:

*Horseshoe Bend No. 4*

Lot 1, Block A  
Lots 1 through 4, Block B  
Lots 1 through 6, Block C  
Lots 1 through 12, Block D  
Lots 1 through 6, Block E  
Lots 1 through 7, Block F

C. ESTIMATED OR PROBABLE COST:

\$758,820

D. PROPOSED METHOD OF ASSESSMENT:

On a unit basis for all lots which are included in the Improvement District. This project consists of 36 lots with 1 unit per lot.

E. APPORTIONMENT OF COSTS:

Costs are to be paid 100 percent by the owners of property within the Improvement District.

The hearing may be adjourned from time to time and until the Governing Body shall have made findings by resolution as to the advisability of the improvement, the nature of the improvement, the estimated cost, the boundaries of the improvement district, the method of assessment and the apportionment of costs between the improvement district and the City at large, all as finally determined by the Governing Body. All persons desiring to be heard with reference to the proposed improvement shall be heard at this hearing.

Upon adoption of this Resolution, the City Clerk is hereby directed to provide all publication and mailed notices in accordance with the provisions of K.S.A. 12-6a01 et seq., as amended, and City of Topeka Code § 3.45.020 et seq.

ADOPTED and APPROVED by the Governing Body on \_\_\_\_\_.

CITY OF TOPEKA, KANSAS

\_\_\_\_\_  
Larry E. Wolgast, Mayor

ATTEST:

\_\_\_\_\_  
Brenda Younger, City Clerk

1 (Published in the Topeka Metro News \_\_\_\_\_ & \_\_\_\_\_)

2  
3 RESOLUTION NO. \_\_\_\_\_

4  
5 A RESOLUTION introduced by Interim City Manager Douglas Gerber, setting  
6 the public hearing for Improvement Project No. T-401062.00 to  
7 provide sanitary sewer service to Horseshoe Bend Subdivision  
8 No. 4.  
9

10 BE IT RESOLVED by the Governing Body of the City of Topeka, Kansas, that a  
11 public hearing shall be held on the advisability of Sanitary Sewer Improvement Project No.  
12 T-401062.00. Said hearing to be held on December 6, 2016, in the City Council Chambers  
13 of City Hall, 214 SE 8th Street, at 6:00 p.m., as provided by K.S.A. 12-6a01 *et seq.*, as  
14 amended.

15 BE IT FURTHER RESOLVED that the City Clerk shall publish the following notice of  
16 such public hearing in the official city newspaper in the manner provided by K.S.A. 12-6a01  
17 *et seq.*, as amended.

18 NOTICE OF PUBLIC HEARING

19 Notice is hereby given that the Governing Body of the City of Topeka, Kansas, will  
20 meet for the purpose of holding a public hearing as provided by K.S.A. 12-6a01 *et seq.*, as  
21 amended, in the City Council Chambers of City Hall, 214 SE 8th Street, at 6:00 p.m. on  
22 December 6, 2016, to consider the advisability of Street Improvement Project No. T-  
23 601067.00, more specifically described as follows:

24 A. GENERAL NATURE OF IMPROVEMENT:

25 To provide sanitary sewer service to the following described area with piping,  
26 manholes, engineering and all other contingencies required for a complete  
27 project.  
28

29 B. PROPOSED IMPROVEMENT DISTRICT:

30 *Horseshoe Bend Subdivision No. 4*  
31

32  
33 Lot 1, Block A  
34 Lots 1 through 4, Block B  
35 Lots 1 through 6, Block C  
36 Lots 1 through 12, Block D  
37 Lots 1 through 6, Block E  
38 Lots 1 through 7, Block F  
39

40 C. ESTIMATED OR PROBABLE COST:

41  
42 \$219,495  
43

44 D. PROPOSED METHOD OF ASSESSMENT:

45  
46 On a unit basis for all lots which are included in the Improvement District.  
47 This project consists of 36 lots with 1 unit per lot.  
48

49 E. APPORTIONMENT OF COSTS:

Costs are to be paid 100 percent by the owners of property within the Improvement District.

The hearing may be adjourned from time to time and until the Governing Body shall have made findings by resolution as to the advisability of the improvement, the nature of the improvement, the estimated cost, the boundaries of the improvement district, the method of assessment and the apportionment of costs between the improvement district and the City at large, all as finally determined by the Governing Body.

All persons desiring to be heard with reference to the proposed improvement shall be heard at this hearing.

Upon adoption of this Resolution, the City Clerk is hereby directed to provide all publication and mailed notices in accordance with the provisions of K.S.A. 12-6a01 *et seq.*, as amended, and City of Topeka Code § 3.45.020 *et seq.*

ADOPTED and APPROVED by the Governing Body on \_\_\_\_\_.

CITY OF TOPEKA, KANSAS

\_\_\_\_\_  
Larry E. Wolgast, Mayor

ATTEST:

\_\_\_\_\_  
Brenda Younger, City Clerk



# A FINAL PLAT FOR: 3203

## HORSESHOE BEND SUBDIVISION No. 4

BOOK: 52  
PAGE: 98  
DATE: 4-28-15  
TIME: 3:18:08 P.M.

2015R06864  
SHAWNEE COUNTY, KANSAS  
REGISTER OF DEEDS  
REBECCA J. HEDGE  
DATE RECORDED:  
04/28/2015 3:18:08 PM  
832 P#8  
DEPT: 9

A REPLAT OF A PORTION OF LOT 3, BLOCK B; A PORTION OF LOTS 1, 2, AND 4-6, BLOCK F; A PORTION OF LOT 3, BLOCK G; A PORTION OF THE RIGHTS OF WAY OF S.E. 42ND STREET AND S.E. 43RD STREET; ALL IN HILLTOP SUBDIVISION NO. 2, CITY OF TOPEKA, SHAWNEE COUNTY, KANSAS

### LEGAL DESCRIPTION:

A REPLAT OF A PORTION OF LOT 3, BLOCK B; A PORTION OF LOTS 1, 2, AND 4-6, BLOCK F; A PORTION OF LOT 3, BLOCK G; AND A PORTION OF THE RIGHTS OF WAY OF S.E. 42ND STREET AND S.E. 43RD STREET, ALL IN HILLTOP SUBDIVISION NO. 2, ACCORDING TO THE RECORDED PLAT THEREOF, IN THE CITY OF TOPEKA, SHAWNEE COUNTY, KANSAS, DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHWEST CORNER OF HORSESHOE BEND SUBDIVISION NO. 3, ACCORDING TO THE RECORDED PLAT THEREOF; THENCE ON AN ASSUMED NORTH AZIMUTH OF 178 DEGREES 00 MINUTES 53 SECONDS, 147.47 FEET ALONG THE WEST LINE OF SAID HORSESHOE BEND SUBDIVISION NO. 3; THENCE CONTINUING ON AZIMUTH 178 DEGREES 00 MINUTES 53 SECONDS, 40.00 FEET ALONG THE WEST LINE OF HORSESHOE BEND SUBDIVISION NO. 2, ACCORDING TO THE RECORDED PLAT THEREOF; THENCE ON AZIMUTH 88 DEGREES 00 MINUTES 53 SECONDS, 18.69 FEET ALONG SAID WEST LINE; THENCE ON AZIMUTH 178 DEGREES 00 MINUTES 53 SECONDS, 460.18 FEET ALONG SAID WEST LINE; THENCE ON AZIMUTH 268 DEGREES 00 MINUTES 53 SECONDS, 74.31 FEET ALONG SAID WEST LINE; THENCE ON AZIMUTH 178 DEGREES 00 MINUTES 53 SECONDS, 160.00 FEET ALONG SAID WEST LINE; THENCE ON AZIMUTH 268 DEGREES 00 MINUTES 53 SECONDS, 350.00 FEET; THENCE ON AZIMUTH 358 DEGREES 00 MINUTES 53 SECONDS, 5.00 FEET; THENCE ON AZIMUTH 268 DEGREES 00 MINUTES 53 SECONDS, 90.00 FEET; THENCE ON AZIMUTH 358 DEGREES 00 MINUTES 53 SECONDS, 110.00 FEET; THENCE ON AZIMUTH 268 DEGREES 00 MINUTES 53 SECONDS, 15.00 FEET; THENCE ON AZIMUTH 358 DEGREES 00 MINUTES 53 SECONDS, 545.18 FEET; THENCE ON AZIMUTH 88 DEGREES 00 MINUTES 53 SECONDS, 20.61 FEET; THENCE ON AZIMUTH 358 DEGREES 00 MINUTES 53 SECONDS, 152.05 FEET TO THE NORTH LINE OF SAID HILLTOP SUBDIVISION NO. 2; THENCE ON AZIMUTH 88 DEGREES 33 MINUTES 02 SECONDS, 490.02 FEET ALONG SAID NORTH LINE TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TRACT CONTAINS 9.37 ACRES, MORE OR LESS.

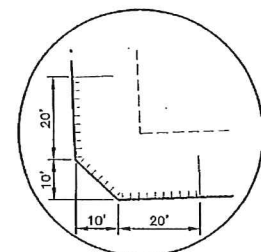
### SURVEYOR CERTIFICATE:

I HEREBY CERTIFY THE DETAILS OF THIS PLAT TO BE CORRECT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT ALL BOUNDARY CORNERS OF THIS SUBDIVISION HAVE BEEN MONUMENTED, ACCORDING TO KANSAS STATE STATUTE, THIS 13th DAY OF FEBRUARY, 2014.

ROBERT J. BORSICK, LS #1180  
BARTLETT & WEST, INC.

REVIEWED BY THE COUNTY SURVEYOR THIS 24th DAY OF April, 2015, IN ACCORDANCE WITH KSA CHAPTER 58, ARTICLE 20.

DEBORAH J. THOMAS - LS # 1461  
COUNTY SURVEYOR



DETAIL FOR TYPICAL ACCESS CONTROL AT CORNER LOTS

### LEGEND

- BOUNDARY LINE
- LOT LINE
- RIGHT-OF-WAY LINE
- CENTER LINE
- EASEMENT LINE
- RESTRICTED ACCESS
- NO INGRESS / NO EGRESS
- GREEN SPACE EASEMENT

### LOT NUMBER

- ACCESS EASEMENT
- DRAINAGE EASEMENT
- FORCE MAIN EASEMENT
- GREEN SPACE EASEMENT
- KANSAS TURNPIKE AUTHORITY
- MEASURED
- PEDESTRIAN ACCESS EASEMENT
- POINT OF BEGINNING
- RECORDED
- RIGHT-OF-WAY
- SQUARE FOOTAGE
- STORMWATER MANAGEMENT EASEMENT
- SANITARY SEWER EASEMENT
- UTILITY EASEMENT

FOUND 5/8" IRON BAR C/L 14  
SET 5/8" IRON BAR  
W/CAP STAMPED "BARTLETT & WEST C/L 14"

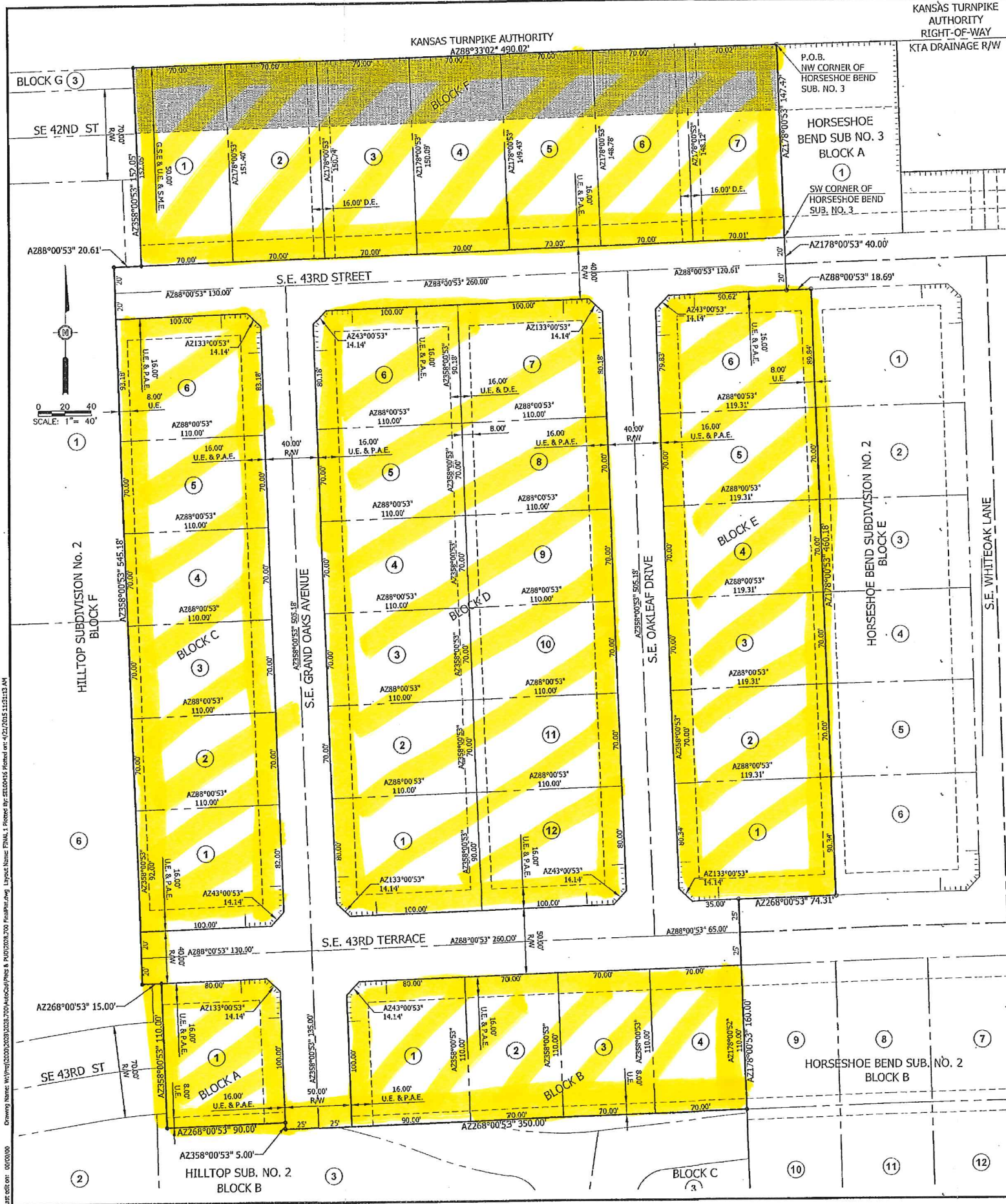
### LOT, BLOCK AND AREA

| LOT | BLOCK | SQ. FT. | LOT | BLOCK | SQ. FT. |
|-----|-------|---------|-----|-------|---------|
| 1   | A     | 9,850   | 8   | D     | 7,700   |
| 1   | B     | 9,850   | 9   | D     | 7,700   |
| 2   | B     | 7,700   | 10  | D     | 7,700   |
| 3   | B     | 7,700   | 11  | D     | 7,700   |
| 4   | B     | 7,700   | 12  | D     | 8,352   |
| 1   | C     | 10,070  | 1   | E     | 10,728  |
| 2   | C     | 7,700   | 2   | E     | 8,352   |
| 3   | C     | 7,700   | 3   | E     | 8,352   |
| 4   | C     | 7,700   | 4   | E     | 8,352   |
| 5   | C     | 7,700   | 5   | E     | 8,352   |
| 6   | C     | 10,200  | 6   | E     | 10,567  |
| 1   | D     | 9,850   | 1   | F     | 10,621  |
| 2   | D     | 7,700   | 2   | F     | 10,575  |
| 3   | D     | 7,700   | 3   | F     | 10,529  |
| 4   | D     | 7,700   | 4   | F     | 10,483  |
| 5   | D     | 7,700   | 5   | F     | 10,437  |
| 6   | D     | 9,870   | 6   | F     | 10,391  |
| 7   | D     | 9,870   | 7   | F     | 10,345  |

## FINAL PLAT HORSESHOE BEND SUBDIVISION NO. 4

CITY OF TOPEKA  
SHAWNEE COUNTY, KANSAS

DESIGNED BY:  
DRAWN BY: JMD  
APPROVED BY: SEL  
DESIGN PROJ: 2028.700  
CONST PROJ:  
SCALE: AS NOTED  
DATE: JUNE 2014  
DRAWING NO: P14/  
SHEET NO: 1 of 2



Drawing Name: W:\Projects\2015\2028.700\Horseshoe Bend Subdivision No. 4.dwg  
Drawing Number: 2028.700  
Drawing Date: 06/02/15  
Drawing Time: 11:13:13 AM



**Horseshoe Bend Subdivision No. 4**  
**Cost Benefit Analysis**  
**Utilities**

This analysis assumes a 100-year lifecycle for the approximately **2,110** feet of water lines within the Horseshoe Bend No. 4 subdivision. The assumed lifecycle for the **2,950** feet of sewer lines is 50 years. The assumed lifecycle of the stormwater facilities is roughly 40 years. There will be a total of **36** houses in this development.

**Future annual COT water revenue** to the City of Topeka would be approximately **\$13,055** (based on 5,000 gallons of water usage per month). **Future annual sewer utility revenue** to the City of Topeka would be approximately **\$13,392** per year (based on 5,000 gallons of water usage per month). **Future annual COT stormwater utility revenue** is expected to be approximately **\$1,836**.

Annual water operations and replacement (year 100) costs are estimated to be approximately **\$17,570**. Annual wastewater operations and replacement (year 50) costs are estimated to be approximately **\$16,230**. Annual stormwater operations and replacement (year 40) costs are estimated to be approximately **\$4,766**.

| Utility                   | Operations Cost | Replacement Cost | Revenue         | Difference       |
|---------------------------|-----------------|------------------|-----------------|------------------|
| Water (Annualized)        | \$15,341        | \$2,229          | \$13,055        | -\$4,515         |
| Wastewater (Annualized)   | \$4,674         | \$11,556         | \$13,392        | -\$2,838         |
| Stormwater (Annualized)   | \$1,755         | \$3,011          | \$1,836         | -\$2,930         |
| <b>Total (Annualized)</b> | <b>\$21,770</b> | <b>\$16,796</b>  | <b>\$28,283</b> | <b>-\$10,283</b> |

The cost benefit analysis estimates that the annual costs to maintain and replace the water, wastewater, and stormwater infrastructure over the course of 100, 50, and 40 years respectively demonstrates that COT utility revenue from the subdivision will not cover the operations and replacement costs for those utilities.



**Horseshoe Bend No. 4  
Cost Benefit Analysis  
Streets**

This analysis assumes a 40-year cycle for regular preventative maintenance of **2,000** feet of street pavement within **Horseshoe Bend No. 4** subdivision. There will be a total of **36** houses in this development.

**Total property tax revenue** to the City of Topeka would be approximately **\$25,200**, with approximately **\$1,008,000** collected over 40 years.

The annualized 40-year cycle cost of maintaining the **2,000** feet of streets is **\$7,920**. The annualized street sweeping and winter treatment/snow plowing cost is **\$2,500**. The annualized total street maintenance cost is **\$10,420**. The annual property tax revenue to the City of Topeka is **\$25,200** for a net annualized revenue of **\$14,780**.

| <b>Street Preventative Maintenance</b>                                          | <b>Cost</b>     | <b>Property Tax</b> | <b>Difference</b> |
|---------------------------------------------------------------------------------|-----------------|---------------------|-------------------|
| Crack seal, crack fill, mill & overlay and replace curbs and ramps (Annualized) | \$7,920         | \$25,200            | +\$17,280         |
| Annual street sweeping (Annualized)                                             | \$1,000         |                     | -\$1,000          |
| Annual winter treatment/snow plowing (Annualized)                               | \$1,500         |                     | -\$1,500          |
| <b>Total (Annualized)</b>                                                       | <b>\$10,420</b> | <b>\$25,200</b>     | <b>+\$14,780</b>  |

The cost benefit analysis to maintain the streets over the course of 40 years demonstrates that COT property tax revenue from the subdivision should be adequate.

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storm water sewer improvements without a petition or notice and public hearing, as set forth in K.S.A. 12-6a04.

c. Petition Information. Should a benefit district be initiated by petition, all benefit district petitions submitted for consideration shall contain the information required by K.S.A. 12-6a04 or K.S.A. 12-6a19 if applicable.

d. Costs and Methods of Assessment. Benefit district project costs shall include all required reports and studies, preliminary and final engineering, design, land acquisition, construction, inspection, financing, professional analysis, and administrative costs. Determination of all benefit district costs shall occur prior to construction of any benefit district improvements. All petitions for creation of a benefit district must utilize one of the following methods of assessment in accordance with K.S.A. 12-6a08.

1. Unit. If the assessments are to be determined by unit, the total number of lots included in the district will be assigned a number of units per lot. The total cost to be assessed is then divided by the total units. This figure multiplied by the number of units per lot or parcel would determine the assessment costs.
2. Frontage. If the assessments are to be determined by front foot along the improvement, the footage of each lot or parcel must be determined. The total cost to be assessed is then divided by the total footage to fix the amount per foot. This figure multiplied by the footage of the lot or parcel determines the assessment on the lot or parcel.
3. Area. If the assessments are to be determined according to area, the total number of square feet in the benefit district and the number of square feet of each lot and parcel must be determined. The total cost to be assessed divided by the total number of square feet of the district gives the charge per square foot. This amount multiplied by the square foot of a lot or parcel gives the assessment to be charged.
4. Value. If the assessments are to be determined according to appraised value or assessed value, the values of all the lots and parcels are added to get the total value of property within the benefit district. The total cost to be assessed divided by the total appraised or assessed value of the benefit district gives the amount to be paid per dollar value. This amount multiplied by the appraised or assessed value of each lot or parcel gives the amount of the assessment.
5. Other Method. If some other method is used, the assessment method must meet the standard of reasonableness. Examples of alternative assessment plans include determining the assessments according to zoning classifications or decreasing the assessment levels on the basis of proximity from the improvement on the theory that the land nearest to the improvement receives the greatest benefit from the improvement.

82 The Governing Body, upon the recommendation of the City's Benefit District  
83 Committee, may determine the proper method of assessment for a benefit district  
84 improvement.

85  
86 e. Petitions. The City may facilitate new development by providing for the installation  
87 of public improvements upon submission of a sufficient petition of the property  
88 owners.

89  
90 f. Signatures of Owners. The City favors benefit districts that have the signature of  
91 100% of the property owners within a proposed district and are funded 100% by the  
92 landowners in the proposed district. Pursuant to K.S.A. 12-6a01, the City at-large  
93 may, at its sole discretion, pay up to 95% of the benefit district cost. However, the  
94 City will, at its sole discretion, give preference to benefit district projects that either  
95 are funded entirely by the benefit district or by no more than 5% from the City at-  
96 large, subject to the limitations of the City's debt management policy and availability  
97 of funds allocated within the City's annual Capital Improvements Program ("CIP").  
98

99 g. Benefit District Committee. A Benefit District Committee comprised of the City  
100 Manager or their appointee, Finance Director, Planning Director, Public Works  
101 Director, Neighborhood Relations Director and the City Engineer, will meet to review  
102 and make recommendations to the Governing Body consistent with this policy.  
103

104 h. Maximum Term. General Obligation Bonds. Pursuant to K.S.A. 12-6a01 *et seq.*, the  
105 Governing Body may authorize the financing of benefit district improvements by the  
106 issuance of general obligation bonds to finance benefit district improvements. The  
107 general obligation bond term cannot exceed twenty (20) years. The Benefit District  
108 Committee shall review the impact of each proposed benefit district in light of the  
109 debt management policy.  
110

111 i. Maximum Term. Special Obligation Bonds. Pursuant to K.S.A. 12-6a01 *et. seq.*, the  
112 Governing Body may authorize the financing of benefit district improvements by the  
113 issuance of special obligation bonds to finance benefit district improvements. The  
114 special obligation bond term may extend up to twenty (20) years. The Benefit District  
115 Committee shall review the financial feasibility of each benefit district proposed to be  
116 financed by special obligation bonds.  
117

118 j. Financial Due Diligence. The Benefit District Committee will conduct due diligence  
119 on developer finances in order to ensure developers have the financial capacity and  
120 wherewithal to support the development. Financial due diligence will include:  
121

- 122 1. Delinquent Tax Obligations. Benefit district financing will not be approved if  
123 any signator to a petition has a financial interest in an existing development  
124 with delinquent tax obligations. All petitioners for new development  
125 (including anyone with a material ownership interest in the Developer's parent  
126 organization or any single purpose entity created for the subject development)

127 will be required to certify, under oath, that they have no financial interest in  
128 any property with delinquent special assessments, ad valorem taxes, or other  
129 federal or state tax liens anywhere within the State of Kansas.

130 2. Review of Finances. Developers desiring to create benefit districts for new  
131 housing developments shall be required to provide financial statements and  
132 shall be required to document ownership or control of the land. The City  
133 recognizes that many developments are constructed under single-purpose legal  
134 entities; the City requires financial statements to demonstrate the ability of the  
135 Developer, its single-purpose entity or any of its members or shareholders to  
136 complete the project as proposed and to make special assessment payments in  
137 full and on time, should development not materialize according to the  
138 development plan.

139 3. Special Assessment Monthly Payments. The developer shall provide a  
140 certification from a reputable real estate broker with knowledge of the Topeka  
141 market that the anticipated annual assessments for the development for which  
142 special assessments are granted are not inconsistent with assessments imposed  
143 on comparable properties in the market and will not materially impair the  
144 salability of the properties benefitted in the current real estate market.

145 4. Cost Benefit Analysis. A cost-benefit analysis shall be prepared by the  
146 Department of Finance to ensure that a public benefit exists for utilizing  
147 special assessment financing.

148

149 k. Financial Sureties. Any petitioner requesting the creation of a benefit district shall  
150 pledge financial commitments guaranteeing payment of assessments levied to pay  
151 principal and interest on bonds issued for the improvement project. Financial  
152 guarantees shall be in place with the City prior to the construction contract being  
153 awarded. Financial guarantees shall equal at least 30% of the estimated costs of the  
154 project, except for items i through iii, which would require 20%.

155

156 1. A financial guarantee may consist of:

157 i. Cash

158 ii. Cashier's Check

159 iii. Escrow Account, held in trust for the City's benefit by a financial  
160 institution approved by the City in its sole discretion, funded with high  
161 quality securities approved at the discretion of the City's Director of  
162 Finance, where the principal balance along with the project interest is  
163 sufficient to satisfy the full amount of the guarantee.

164 iv. Irrevocable letter of credit for up to ten (10) years from a reputable  
165 bank, subject to the City's Director of Finance approval.

166 v. Surety bond. Surety bonds will be on a form approved by the City,  
167 from a company authorized to sell insurance in the State of Kansas,  
168 and have a rating of at least A – (excellent) from A&M Best.  
169 Developers will be responsible for costs incurred by the City to verify  
170 the rating for the proposed surety provider.

171

Project costs shall include, but not be limited to, engineering design, construction, inspection, temporary note interest (which will be calculated by the City), and the City's administrative cost in creating and administering the district. In the event that any special assessment is not paid when due, the financial guarantee will be applied by July 1 of each year to satisfy the principal and interest costs and any additional costs, such as penalties, occasioned by delinquent payment of the bonded public improvements.

Upon request of the developer, the financial guarantee shall be released on the following conditions:

1. Improvements on at least thirty (30%) of the properties (by lot) within the benefit district have been completed and issued an occupancy permit; or
2. The appraised value of improvements located within the benefit district is equal to seven (7) times the amount of the special assessments.

The Director of Finance or designee will approve the release, when the above conditions have been met and proof of evidence has been provided.

1. Phase of Lots. In order to ensure orderly development and limit the potential of too many lots on the market at any given time, the maximum number will be 45 lots per development. Consideration also will be given to the accumulation of lots resulting from multiple benefit districts; and therefore, the City reserves the right to withhold approval of a benefit district if the lots created by said benefit district are anticipated to result in excess market supply. The City may give preference to the use of benefit districts as an incentive to support infill and redevelopment of existing neighborhoods in order to implement the goals and policies of the City's Land Use and Growth Management Plan.

- m. Termination. Benefit districts may be terminated by the Governing Body at the Governing Body's sole discretion at any time prior to the issuance of temporary notes in support of the project. Prior to termination, the Governing Body will endeavor to provide regular mail notice to all property owners within the district. The Governing Body may consider the following factors when considering whether to terminate a benefit district:

1. Construction of the improvements described in the petition have not commenced within five (5) years after approval of the petition, or acquisition of all rights-of-way and/or easements necessary for construction of the improvements has not been secured within five (5) years of approval of the petition;
2. Changes in ownership and/or land development patterns in the area have reduced or eliminated the need for the improvements described in the petition; and/or
3. The City's share of the total costs to construct the improvements in the benefit area exceeds the amount described in the resolution creating the benefit district.

- 218 n. Development Agreement. Upon submission of a sufficient petition, which is  
219 approved by the Governing Body, a development agreement will be submitted  
220 acknowledging the terms of this policy by the developer.  
221  
222 o. Foreclosure. Properties with special assessments that are delinquent for a period of at  
223 least three years will be subject to a judicial tax foreclosure sale.  
224  
225

226 SECTION 2: COST DISTRIBUTION POLICIES.  
227

228 a. Cost Distribution Policies for Streets.  
229

- 230 1. Benefit district financing is allowable for the construction of arterial streets,  
231 collector streets and local streets in commercial or industrial developments  
232 and new residential developments.  
233 2. All streets shall be designed in accordance with the City's technical design  
234 criteria for public improvements.  
235 3. One hundred percent (100%) of the construction costs of local streets,  
236 including related drainage facilities and sidewalks, shall be funded by the  
237 developer or, if by benefit district, shall be assessed to property within the  
238 benefit district.  
239 4. Pursuant to K.S.A. 12-6a19, the Governing Body of the City may require the  
240 owners of property that benefits from such improvement but that was not  
241 included within the original improvement district, to pay a benefit fee at the  
242 time the owners of such property request, by petition, will be served by such  
243 improvement.  
244 5. Pursuant to K.S.A. 12-692, the owner or owners or predecessors with title to  
245 all lots or tracts of land abutting upon any existing or proposed street or  
246 highway that have dedicated or conveyed property necessary for the opening,  
247 widening or extending of such street or highway, may, at the discretion of the  
248 Governing Body, be exempt, in whole or in part, from the payment of special  
249 assessment to pay the cost of acquiring land necessary for such opening,  
250 widening or extension from owners of lots or tracts of land abutting upon such  
251 existing or proposed street or highway and failing or refusing to dedicate or  
252 convey such property.  
253

254 b. Cost Distribution Policies for Water Lines  
255

- 256 1. Benefit district financing shall generally be limited to the construction or  
257 extension of water mains along arterial, collector and local streets within  
258 commercial and industrial developments.  
259 2. Benefit districts shall not be established for the purpose of financing distribution  
260 or service line improvements in residential subdivisions.  
261 3. Water main sizes shall be determined in accordance with the City's technical  
262 design criteria for public improvements.  
263 4. Construction costs of all water mains up to and including 12" diameter shall be  
assessed 100% to the property within the benefit district. However, if water

264 demands caused by the development to be served by the benefit district or unique  
265 hydraulic or topographic conditions require construction of a distribution main in  
266 excess of 12" to meet building and fire codes, the Governing Body, at its sole  
267 discretion, may require all costs of the main in excess of 12" to be assessed and  
268 paid 100% by the benefit district.

- 269 5. When the City determines that a water transmission main in excess of the size  
270 determined in Subsection b. 4., above, is needed to benefit the overall water  
271 transmission system, construction costs shall be distributed so that property within  
272 the benefit district pays the cost equivalent of the required distribution main and  
273 the City-at-large pays the cost differential between the transmission and  
274 distribution sized main.
- 275 6. Pursuant to K.S.A. 12-6a19, the Governing Body of the City may require the  
276 owners of property that benefits from such improvement but which was not  
277 included within the original improvement district, to pay a benefit fee at the time  
278 the owners of such property request, by petition, will be served by such  
279 improvement.

280

281 c. Cost Distribution Policies for Sanitary and Storm Sewers.

- 282 1. Benefit district financing is available for the construction or extension of sewer  
283 main and sub-main district lines, as well as lateral lines within commercial and  
284 industrial developments and new residential subdivisions.
- 285 2. Sanitary sewer mains shall be sized to carry flows from the ultimate tributary  
286 population in accordance with the City's technical design criteria for public  
287 improvements. At the discretion of the Governing Body, if improvements are  
288 required to downstream receiving sewers, the cost of paralleling or upsizing  
289 existing downstream sewer mains may be included in the benefit district.
- 290 3. Construction costs of all sanitary sewer improvements shall be assessed 100% to  
291 the property within the benefit district.
- 292 4. Pursuant to K.S.A. 12-6a19, the Governing Body of the City may require the  
293 owners of property that benefits from such improvement but which was not  
294 included within the original improvement district, to pay a benefit fee at the time  
295 the owners of such property request, by petition, will be served by such  
296 improvement.

297

298 d. Cost Distribution Policies for Other Improvements.

299

300 In addition to the public improvements described above in this Section, the Governing  
301 Body may use benefit district financing for other types of public improvements as  
302 authorized by law. The Governing Body shall distribute the costs of these improvements  
303 to the benefit district in accordance with its determination of the special benefits accruing  
304 to the district from the improvement.

305

306 SECTION 3: FEES. City may charge up to 5% of the total costs of an improvement or the cost of  
307 work done by the City to reimburse for administration and supervision of the improvement by its  
308 employees.

309



310 SECTION 4: NOTICE. Except in the case of a benefit district petition proposed by a single  
311 owner, the Governing Body shall notify all property owners within a proposed benefit district  
312 that certain improvements have been proposed, and the date, time, and place the Governing Body  
313 will consider authorizing said improvements. In the case of improvements proposed by petition,  
314 the petitioner shall provide the City with a current mailing list of property owners within the  
315 proposed benefit district, including those not signing the petition.

316  
317 SECTION 5: AUTHORITY OF GOVERNING BODY. The Governing Body reserves the right  
318 to deviate from any policy or practice set forth in this Resolution when it considers such action to  
319 be in the best interests of the City.

320  
321 SECTION 6: EFFECTIVE DATE. This Resolution shall take effect upon passage.

322  
323 ADOPTED and APPROVED by the Governing Body on this 13<sup>th</sup> day of October, 2015.

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331 ATTEST:

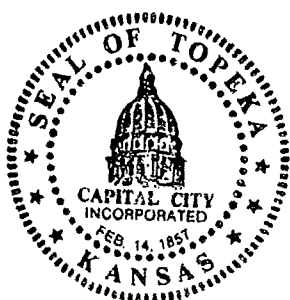
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335

*Brenda Younger*  
Brenda Younger, City Clerk



CITY OF TOPEKA, KANSAS

*Larry E. Wolgast*  
Larry E. Wolgast, Mayor



**City of Topeka**  
**Council Action Form**  
**Council Chambers**  
**214 SE 8th Street**  
**Topeka, Kansas 66603**  
**www.topeka.org**  
November 15, 2016

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**DATE:** November 15, 2016  
**CONTACT PERSON:** Jason Peek  
**DOCUMENT #:**  
**SECOND PARTY/SUBJECT:** PROJECT #:  
**CATEGORY/SUBCATEGORY** 020 Resolutions / 004 Public Improvements  
**CIP PROJECT:** No  
**ACTION OF COUNCIL:** **JOURNAL #:**  
**PAGE #:**

---

**DOCUMENT DESCRIPTION:**

**DISCUSSION** to consider establishing a benefit improvement district for Misty Harbor Estates No. 5 located near SW 43rd Street and SW Lakeside Drive.

*(Approval would set a public hearing date on January 3, 2017, to hear public comment with regard to whether the City would establish a benefit improvement district for Misty Harbor Estates No. 5.)*

**POLICY ISSUE:**

Whether to set a public hearing on January 3, 2017, to hear public comment with regard to whether the City would establish a benefit improvement district for Misty Harbor Estates No. 5.

**STAFF RECOMMENDATION:**

Discussion only.

**BACKGROUND:**

The owners of the property located at the Misty Harbor Estates subdivision have petitioned the governing body to establish a benefit improvement district pursuant to K.S.A. 12-6a201. Applicants are requesting the City to impose a special assessment on each unit within the district to repay the cost of street and stormwater improvements. The total estimated cost of design and construction of these improvements is \$288,477.

The proposed improvement district includes:

Lots 1 through 7, Block 'A', Misty Harbor Estates No. 5  
Lot 1, Block 'B', Misty Harbor Estates No. 5  
Lots 1 through 4, Block 'C', Misty Harbor Estates No. 5  
Lots 1 through 2, Block 'D', Misty Harbor Estates No. 5

If the Benefit Improvement District is approved, the cost of the project would be financed by the city through General Obligation Bonds.

**BUDGETARY IMPACT:**

The Benefit Improvement District has an estimated the cost of \$288,477. The City of Topeka would finance the cost through General Obligation Bonds. This cost would be repaid through assessment on a unit basis for all lots which are included in the improvement district.

**SOURCE OF FUNDING:**

100% of the costs will be paid by the owners of property within the improvement district.

**ATTACHMENTS:**

**Description**

Public Hearing Notice - Street Improvement Project T601067.00

Petition for Improvement District

Misty Harbor No. 5 Final Plat

Streets Cost Benefit Analysis - Misty Harbor No. 5

Utilities Cost Benefit analysis - Misty Harbor No. 5

Resolution 8726

(Published in the Topeka Metro News \_\_\_\_\_ & \_\_\_\_\_)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION introduced by Interim City Manager Douglas Gerber, setting the public hearing for Improvement Project No. T-601067.00 to pave streets within Misty Harbor Estates No. 5.

BE IT RESOLVED by the Governing Body of the City of Topeka, Kansas, that a public hearing shall be held on the advisability of Street Improvement Project No. T-601067.00. Said hearing to be held on December 6, 2016, in the City Council Chambers of City Hall, 214 SE 8th Street, at 6:00 p.m., as provided by K.S.A. 12-6a01 *et seq.*, as amended.

BE IT FURTHER RESOLVED that the City Clerk shall publish the following notice of such public hearing in the official city newspaper in the manner provided by K.S.A. 12-6a01 *et seq.*, as amended.

#### NOTICE OF PUBLIC HEARING

Notice is hereby given that the Governing Body of the City of Topeka, Kansas, will meet for the purpose of holding a public hearing as provided by K.S.A. 12-6a01 *et seq.*, as amended, in the City Council Chambers of City Hall, 214 SE 8th Street, at 6:00 p.m. on December 6, 2016, to consider the advisability of Street Improvement Project No. T-601067.00, more specifically described as follows:

A. GENERAL NATURE OF IMPROVEMENT:

To Pave:

SW 43rd Street from the west line of Lot 1, Block A, Misty Harbor Estates No. 5 to its intersection with SW Lakeside Drive;  
SW Lakeside Drive from the south line of Lot 4, Block C, Misty Harbor Estates No. 5 to the north line of Lot 1, Block D, Misty Harbor Estates No. 5;  
SW Misty Harbor Drive, from the south line of Lot 1, Block B, Misty Harbor Estates No. 5, to its intersection with SW 43rd Street; with asphalt pavement, and curb and gutter, grading, curb inlets, and storm sewer pipes. Included

with the project are engineering costs and all other contingencies needed to complete the project.

B. PROPOSED IMPROVEMENT DISTRICT:

*Misty Harbor Estates No. 5*

Lots 1 through 7, Block A  
Lot 1, Block B  
Lots 1 through 4, Block C  
Lots 1 through 2, Block D

C. ESTIMATED OR PROBABLE COST:

\$288,477

D. PROPOSED METHOD OF ASSESSMENT:

On a unit basis for all lots which are included in the Improvement District. This project consists of 14 lots with 1 unit per lot.

E. APPORTIONMENT OF COSTS:

Costs are to be paid 100 percent by the owners of property within the Improvement District.

The hearing may be adjourned from time to time and until the Governing Body shall have made findings by resolution as to the advisability of the improvement, the nature of the improvement, the estimated cost, the boundaries of the improvement district, the method of assessment and the apportionment of costs between the improvement district and the City at large, all as finally determined by the Governing Body. All persons desiring to be heard with reference to the proposed improvement shall be heard at this hearing.

Upon adoption of this Resolution, the City Clerk is hereby directed to provide all publication and mailed notices in accordance with the provisions of K.S.A. 12-6a01 et seq., as amended, and City of Topeka Code § 3.45.020 et seq.

ADOPTED and APPROVED by the Governing Body on \_\_\_\_\_.

CITY OF TOPEKA, KANSAS

\_\_\_\_\_  
Larry E. Wolgast, Mayor

ATTEST:

\_\_\_\_\_  
Brenda Younger, City Clerk

## IMPROVEMENT PROJECT

### PETITION

THE MAYOR AND COUNCILMEMBERS

City of Topeka

We, the undersigned owners of record of real estate located within the Improvement District legally described herein, do hereby respectfully petition for the following improvements, in accordance with the conditions herein contained, and as provided by K.S.A. 12-6a01, *et seq.*, as amended.

STREET IMPROVEMENT

PROJECT NO. \_\_\_\_\_

#### A. GENERAL NATURE OF IMPROVEMENT:

To Pave:

SW 43<sup>rd</sup> Street from the west line of Lot 1, Block A, Misty Harbor Estates No. 5 to its intersection with SW Lakeside Drive;

SW Lakeside Drive from the south line of Lot 4, Block C, Misty Harbor Estates No. 5 to the north line of Lot 1, Block D, Misty Harbor Estates No. 5;

SW Misty Harbor Drive, from the south line of Lot 1, Block B, Misty Harbor Estates No. 5, to its intersection with SW 43<sup>rd</sup> Street;

With asphalt pavement, and curb and gutter, grading, curb inlets, and storm sewer pipes.

Included with the project are engineering costs and all other contingencies needed to complete the project.

#### B. PROPOSED IMPROVEMENT DISTRICT:

Lots 1 through 7, Block 'A', Misty Harbor Estates No. 5

Lot 1, Block 'B', Misty Harbor Estates No. 5

Lots 1 through 4, Block 'C', Misty Harbor Estates No. 5

Lots 1 through 2, Block D, Misty Harbor Estates No. 5

#### C. ESTIMATED OR PROBABLE COST:

\$288,477

This cost estimate has been prepared using the best information available, without benefit of a detailed engineering design. Variances may occur as the design details are developed. These costs should not be considered final.

#### D. METHOD OF ASSESSMENT:

On a unit basis for all lots which are included in the improvement district. This project consists of 14 Lots with 1 unit per Lot.

#### E. APPORTIONMENT OF COSTS:

Costs are to be paid 100 percent by the owners of property within the Improvement District.

#### F. CERTIFICATION OF SIGNERS OF THE PETITION:

We understand, agree and certify:

- (i) That we own 100% of the property or properties included in the Improvement District; and
- (ii) That this Petition is one submitted pursuant to subsection (c) of K.S.A. 12-6a04, and amendments thereto; and
- (iii) That the proposed Improvement District does not include all properties which may be deemed to benefit from the proposed improvements; and
- (iv) That we may not withdraw our signature from this Petition after the City Council commences consideration of this Petition or later than seven (7) days after such filing, whichever occurs first; and
- (v) That we are willing to pay the costs of the proposed improvements; and
- (vi) That we hereby waive the notice of and the opportunity to appear at a Public Hearing available under K.S.A. 12-6a01. *et seq.*, Further we request that the City Council adopt a Resolution authorizing the above described improvement; and
- (vii) That the parcels of property contained within the Improvement District may not be altered by replatting or other means until assessments have been levied unless the developer submits a new Petition signed by all property owners with the changes or modifications to the parcels within the Improvement District. Provided, however, no new petition will be required if all owners of the parcel(s) to be altered provide the City Engineer written notice specifying the allocation of the project costs among the new parcels to be created through the replat. Said written notice of the allocation of project costs shall accompany the application for the replat and also shall be filed with the Register of Deeds and shall be a covenant running with the land and binding on the subsequent owners of said parcels; and
- (viii) That, in addition to the costs for the improvement, we will be responsible for paying all applicable rates, fees or charges for municipal services such as water, sanitary sewer or storm water management; and
- (ix) That, if the property is not owned by an individual or individuals, we have disclosed the name of the company, partnership, trust corporation or other entity which owns the property along with our title, position or office, and we have been duly authorized to execute this Petition on behalf of the entity.



| <i>Name of Property Owner</i> | <i>Name, Title and Signature of Person Executing Petition</i> | <i>Legal Description of Property Owned</i>                                                                                                                                                                                                             | <i>Date</i> |
|-------------------------------|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| F & L Enterprises, Inc.       | Floyd Mcmillin<br>President<br><i>Floyd Mcmillin</i>          | Lots 1 through 7, inclusive, Block A, Misty Harbor Estates No. 5<br>Lot 1, Block B, Misty Harbor Estates No. 5<br>Lots 1 through 4, Inclusive, Block C, Misty Harbor Estates No. 5<br>Lots 1 through 2, inclusive, Block D, Misty Harbor Estates No. 5 | 6-1-15      |

#### **CERTIFICATION OF PERSON CARRYING PETITION AND WITNESSING SIGNATURES**

I, the undersigned, hereby certify that I have personally witnessed each and every person whose name appears on this document individually affix his or her signature and swear that the foregoing is true and correct to the best of my knowledge.

6-1-15  
Date

*AKL*  
Signature of Person Carrying Petition

#### **CERTIFICATION OF DEVELOPER**

I, the undersigned developer of record of real estate located within the Improvement District, hereby certify:

- (i) That I have a financial interest in the following properties which have delinquent special assessments located within the City or the City's three mile extraterritorial jurisdiction: none; and
- (ii) That I will notify, in writing, each and every purchaser of parcels of property within the Improvement District that the property is subject to special assessments to pay for the Improvement; and
- (iii) That I will notify in writing each and every purchaser of parcels of property within the Improvement District that in addition to the costs for the Improvement, the property owners will be responsible for paying all applicable rates, fees or charges for municipal services such as water, sanitary sewer or storm water management.

6-1-15  
Date

*[Signature]*  
Signature

# PROJECT BUDGET

Project No.

Misty Harbor Estates No. 5

## LOCATION:

Lots 1 through 7, inclusive, Block A, Misty Harbor Estates No. 5  
Lot 1, Block B, Misty Harbor Estates No. 5  
Lots 1 through 4, inclusive, Block C, Misty Harbor Estates No. 5  
Lots 1 through 2, inclusive, Block D, Nisty Harbor Estates No. 5

## DESCRIPTION OF PROJECT:

Construct approximately 1,800 LF of 29' back to back street and storm sewer, engineering and all other contingencies required for a complete project

## SOURCE OF FUNDS:

Assessment District

## COST ESTIMATE:

|                                            | City of Topeka | Other Funds | Total            |
|--------------------------------------------|----------------|-------------|------------------|
| Construction:                              |                |             | \$207,624        |
| Design                                     |                |             | \$17,128         |
| Geotechnical Report                        |                |             | \$1,500          |
| Project Service Fees:                      |                |             |                  |
| <i>Construction Admin &amp; Inspection</i> |                |             | 16,637           |
| <i>Construction Staking</i>                |                |             | 10,349           |
| Administrative Fees:                       |                |             |                  |
| <i>Legal Dept. Admin.</i>                  |                |             | \$6,223          |
| <i>Engineering Admin.</i>                  |                |             | \$4,127          |
| Right-of Way Acquisition:                  |                |             |                  |
| Contingency Amount                         |                |             | \$6,223          |
| Interim Interest                           |                |             | \$18,668         |
| <b>Total:</b>                              |                |             | <b>\$288,477</b> |

## PUBLIC HEARING:

## PROJECT AUTHORITY:

a. Statutes: KSA 12-6a Petition Project  
b. Ord./Res. No.:  
c. Improvement District:  
d. City at Large:  
e. Method of Assessment: Unit Basis (14 Total)  
Date:

## PROJECT ENGINEER:

**Misty Harbor Estates No. 5  
Street Benefit District Cost Estimate  
Street Improvement Project**

| No. | Item                              | Unit | Quantity | Unit Price | Extension |
|-----|-----------------------------------|------|----------|------------|-----------|
| 1   | Clearing & Grubbing               | LS   | 1        | 20000.00   | 20,000    |
| 2   | Subgrade Treatment                | SY   | 3273     | 5.00       | 16,365    |
| 3   | 8" Asphaltic Concrete Pavement    | SY   | 2532     | 34.00      | 86,088    |
| 4   | Valley Gutter                     | SY   | 41       | 36.00      | 1,476     |
| 5   | Combined Curb & Gutter - Type I   | LF   | 154      | 15.00      | 2,310     |
| 6   | Layback Curb & Gutter - Type IV   | LF   | 1543     | 13.00      | 20,059    |
| 7   | 4" Concrete Sidewalk              | SF   | 132      | 4.00       | 528       |
| 8   | 6" Concrete Sidewalk Ramp         | SF   | 416      | 6.00       | 2,496     |
| 9   | Unclassified Excavation           | CY   | 3300     | 5.00       | 16,500    |
| 10  | 15" RCP Storm Sewer               | LF   | 25       | 32.00      | 800       |
| 11  | 15" CMP Storm Sewer               | LF   | 45       | 26.00      | 1,170     |
| 12  | 18" RCP Storm Sewer               | LF   | 86       | 39.00      | 3,354     |
| 13  | 21" RCP Storm Sewer               | LF   | 28       | 42.00      | 1,176     |
| 14  | 24" CMP Storm Sewer               | LF   | 130      | 46.00      | 5,980     |
| 15  | 24" End Section                   | Ea.  | 1        | 250.00     | 250       |
| 16  | Type I Inlet                      | Ea.  | 3        | 2400.00    | 7,200     |
| 17  | Type II-P Inlet                   | Ea.  | 2        | 2200.00    | 4,400     |
| 18  | Rock Excavation (Sewer Trench)    | CY   | 25       | 50.00      | 1,250     |
| 19  | Construction Entrance             | Ea.  | 1        | 498.00     | 498       |
| 20  | Erosion Control, Silt Fence       | LF   | 800      | 3.00       | 2,400     |
| 21  | Class II Stone Riprap             | SY   | 60       | 38.00      | 2,280     |
| 22  | Seeding, Fertilizing and Mulching | Ac   | 3        | 1300.00    | 3,900     |
| 23  | Warning Posts                     | Ea.  | 10       | 65.00      | 650       |
| 24  | Temporary Seeding                 | Ac   | 3        | 800.00     | 2,400     |
| 25  | Street Signs                      | Ea.  | 8        | 148.00     | 1,184     |
| 26  | Project Sign                      | Ea.  | 1        | 500.00     | 500       |
| 27  | 6" PVC Conduit                    | LF   | 200      | 11.00      | 2,200     |
| 28  | Remove Pavement                   | SY   | 14       | 15.00      | 210       |
|     | Subtotal                          |      |          |            | 207,624   |

TAX CERTIFICATION

The undersigned hereby certifies that, to the best of their knowledge, there are no delinquent taxes on property that they own or have interest in, within the City of Topeka, Kansas or Shawnee County, Kansas.

F & L Enterprises, Inc.

F. L. McMillin

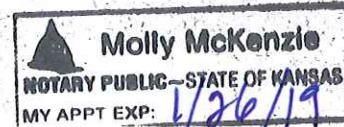
By: Floyd McMillin, President

SUBSCRIBED TO AND SWORN TO before me, a notary public, this 22<sup>nd</sup> day of February 2016.

Molly McKenzie  
Notary Public

My Appointment Expires

January 26<sup>th</sup>, 2019



To whom it may concern:

I have sold real estate in Topeka for over 17 years. Approximately 70% of my sales were new construction lots and homes. At Floyd McMillin's request I conducted several MLS searches of Shawnee County Subdivisions regarding special Assessments that were assessed on lots and new construction homes since 2009. I have listed the subdivisions and their yearly special assessments:

|                          |         |
|--------------------------|---------|
| Colly Creek #3           | \$1532  |
| Misty Harbor Estates # 2 | \$1459  |
| Misty Harbor Estates #3  | \$ 1481 |
| Misty Harbor Estates # 4 | \$2156  |
| Greensboro               | \$1518  |
| Lauren's Bay             | \$1680  |
| Stone Crest              | \$1997  |
| Timber Ridge             | \$1420  |
| River Hill               | \$2,257 |
| Hidden Valley            | \$1438  |
| Horseshoe Bend           | \$1552  |

In all of these areas the lots were almost 100% sold out within 3 years. This data along with my experience shows that specials set at \$1500 a year would make lot and new home sales feasible. It is my opinion that \$1500 in yearly specials, will not have a negative impact on future sales in Misty Harbor #5.

Please feel free to contact me with any further questions.

Lesia McMillin GRI/ Residential/ New Construction Specialist  
Keller Williams Legacy Partners, Inc.  
2641 SW Wanamaker Rd, Suite 203  
Topeka, KS 66614  
785-246-8075  
785-224-4348



# SilverLakeBank

www.silverlakebank.com

**MAIN BANK  
TOPEKA**

Jayhawk Plaza  
PO Box 8330  
201 NW Hwy 24  
Topeka KS 66608  
phone: 785.232.0102  
fax: 785.232.4010

February 19, 2016

Re.: F & L Enterprises, Inc.  
Misty Harbor

**TOPEKA**

Gage Bank  
2011 SW Gage Blvd  
Topeka KS 66604  
phone: 785.272.2270  
fax: 785.272.7303

Southwest Bank  
2100 SW Urish Rd  
Topeka KS 66614  
phone: 785.290.2270  
fax: 785.290.2273

To whom it may concern,

Silver Lake Bank doesn't have a mortgage on the referenced property. We consider the referenced borrower to be in good condition and we would extend additional credit if it would be requested.

Sincerely,

Patrick R Gideon  
President

**SILVER LAKE**  
PO Box 69  
209 Railroad St  
Silver Lake KS 66539  
phone: 785.582.4651  
fax: 785.582.4120

Pc: file

PRG/kaj

**IRREVOCABLE LETTER OF CREDIT**

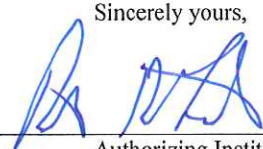
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|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Date:<br><br>June 3, 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | No.:<br><br>2016-1040-4                                                                                                                                                                                                                                                     | Advising Bank Reference No.: |
| Advising Bank (if applicable):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | For Account of:<br><br>F & L Enterprises, Inc.                                                                                                                                                                                                                              |                              |
| To Beneficiary:<br><br>CITY OF TOPEKA, KANSAS<br>215 S.E. 7 <sup>th</sup><br>Topeka, KS 66603                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Amount:<br><br>\$86,544.00<br><br>Expiration Date: (2 years from the anticipated date the property assessment is due and payable) (e.g. special assessment levied August, 2016. Appears on tax roll and 1 <sup>st</sup> payment is due Dec. 2016) Expiration date: 1/1/2019 |                              |
| <p>We hereby establish our irrevocable letter of credit in your favor available by payment for your drafts drawn at sight on and accompanied by the document specified below:</p> <p>A statement signed by an authorized representative of City of Topeka, Kansas certifying that the amount of the draft presented therewith constitutes nonpayment of special assessments and any associated penalties or interest levied or arising from the installation of the following described improvements, in the City of Topeka, Shawnee County Kansas:</p> <p>TYPE/NAME OF IMPROVEMENTS COVERED: Misty Harbor Subdivision No. 5; To Pave: SW 43<sup>rd</sup> Street from the west line of Lot 1, Block A, Misty Harbor Estates No. 5 to its intersection with SW Lakeside Drive; SW Lakeside Drive from the south line of Lot 4, Block C, Misty Harbor Estates No. 5 to the north line of Lot 1, Block D, Mist Harbor Estates No. 5; SW Misty Harbor Drive, from the south line of Lot 1, Block B, Misty Harbor Estates No. 5 to its intersection with SW 43<sup>rd</sup> Street; with asphalt pavement, and curb and gutter, grading, curb inlets, and storm sewer pipes. Included with the project are engineering costs and all other contingencies needed to complete the project.</p> <p>LEGAL DESCRIPTION: See Exhibit A.</p> <p>SPECIAL CONDITIONS: Partial drawings are permitted.</p> <p>This original letter of credit must be presented with any drafts drawn hereunder. The amount available shall be reduced by the amount of any drafts drawn not exceeding the "Amount" shown above.</p> <p><i>Notwithstanding the expiration date noted above, it is understood that this letter of credit shall be automatically renewed for additional 2-year periods unless we notify you in writing at least sixty (60) days prior to the then relevant expiration date that it will not be renewed at which time you may draw up to the full amount of the remaining credit available at that time. Upon development (improvements completed and issuance of occupancy permits by the City of Topeka) of 30 percent of the above-described properties, City of Topeka will, by written instruction, authorize the release/reduction of this letter of credit, provided, however, that before this letter of credit is released/reduced City of Topeka shall be entitled to a drawing against the credit in the amount of any delinquent special assessments, penalties or interest then outstanding against any of the above-described property.</i></p> |                                                                                                                                                                                                                                                                             |                              |
| <p>Drafts drawn hereunder must only be marked "Drawn under Silver Lake Bank Letter of Credit No. 2016-1040-4</p> <p>Letter of Credit No: 2016-1040-4                      Dated: June 3, 2016</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                             |                              |
| Advising Bank's Notification, if required:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | We hereby engage with you that all drafts under and in compliance with the terms of this credit will be duly honored if drawn and presented for payment at this office on or before the expiration date of this credit.                                                     |                              |
| Place, date, name and signature of the advising bank, if applicable:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p>Sincerely yours,</p>  <p>_____<br/>Authorizing Institution</p> <p>By: Patrick R. Gideon<br/>Title: President</p>                                                                     |                              |



EXHIBIT A:

A TRACT OF LAND IN THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 23, TOWNSHIP 12 SOUTH, RANGE 15 EAST OF THE SIXTH PRINCIPAL MERIDIAN, IN SHAWNEE COUNTY, KANSAS, DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF SAID EAST HALF OF THE SOUTHWEST QUARTER; THENCE ON AN ASSUMED AZIMUTH OF 179 DEGREES 58 MINUTES 50 SECONDS, 1359.42 FEET ALONG THE EAST LINE OF SAID EAST HALF TO THE POINT OF BEGINNING; THENCE 179 DEGREES 58 MINUTES 50 SECONDS, 11.99 FEET; THENCE 241 DEGREES 30 MINUTES 54 SECONDS, 412.32 FEET; THENCE 223 DEGREES 01 MINUTES 22 SECONDS, 62.90 FEET; THENCE 239 DEGREES 57 MINUTES 54 SECONDS, 161.08 FEET; THENCE 269 DEGREES 57 MINUTES 54 SECONDS, 261.69 FEET; THENCE NORTHERLY, 39.52 FEET ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 297.20 FEET, WITH A CHORD WHICH BEARS 356 DEGREES 09 MINUTES 24 SECONDS, 39.49 FEET; THENCE 269 DEGREES 57 MINUTES 54 SECONDS, 190.00 FEET TO THE EAST LINE OF MISTY HARBOR ESTATES, ACCORDING TO THE RECORDED PLAT THEREOF; THENCE 359 DEGREES 57 MINUTES 54 SECONDS, 160.00 FEET ALONG SAID EAST LINE TO THE NORTH LINE OF SAID MISTY HARBOR ESTATES; THENCE 269 DEGREES 57 MINUTES 54 SECONDS, 30.00 FEET ALONG SAID NORTH LINE TO THE SOUTHEAST CORNER OF MISTY HARBOR ESTATES NO. 2, ACCORDING TO THE RECORDED PLAT THEREOF; THENCE 359 DEGREES 57 MINUTES 54 SECONDS, 130.63 FEET ALONG THE EAST LINE OF SAID MISTY HARBOR ESTATES NO. 2; THENCE 89 DEGREES 57 MINUTES 54 SECONDS, 580.41 FEET; THENCE NORTHERLY, 5.01 FEET ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 500.00 FEET, WITH A CHORD WHICH BEARS 357 DEGREES 55 MINUTES 01 SECONDS, 5.01 FEET; THENCE 89 DEGREES 58 MINUTES 50 SECONDS, 449.05 FEET TO THE POINT OF BEGINNING; OTHERWISE KNOWN AS:

LOTS 1 THROUGH 7, INCLUSIVE, BLOCK A, MISTY HARBOR ESTATES NO. 5; LOT 1, BLOCK B, MISTY HARBOR ESTATES NO. 5; LOTS 1 THROUGH 4, INCLUSIVE, BLOCK C, MISTY HARBOR ESTATES NO. 5; LOTS 1 THROUGH 2, INCLUSIVE, BLOCK D, MISTY HARBOR ESTATES NO. 5.



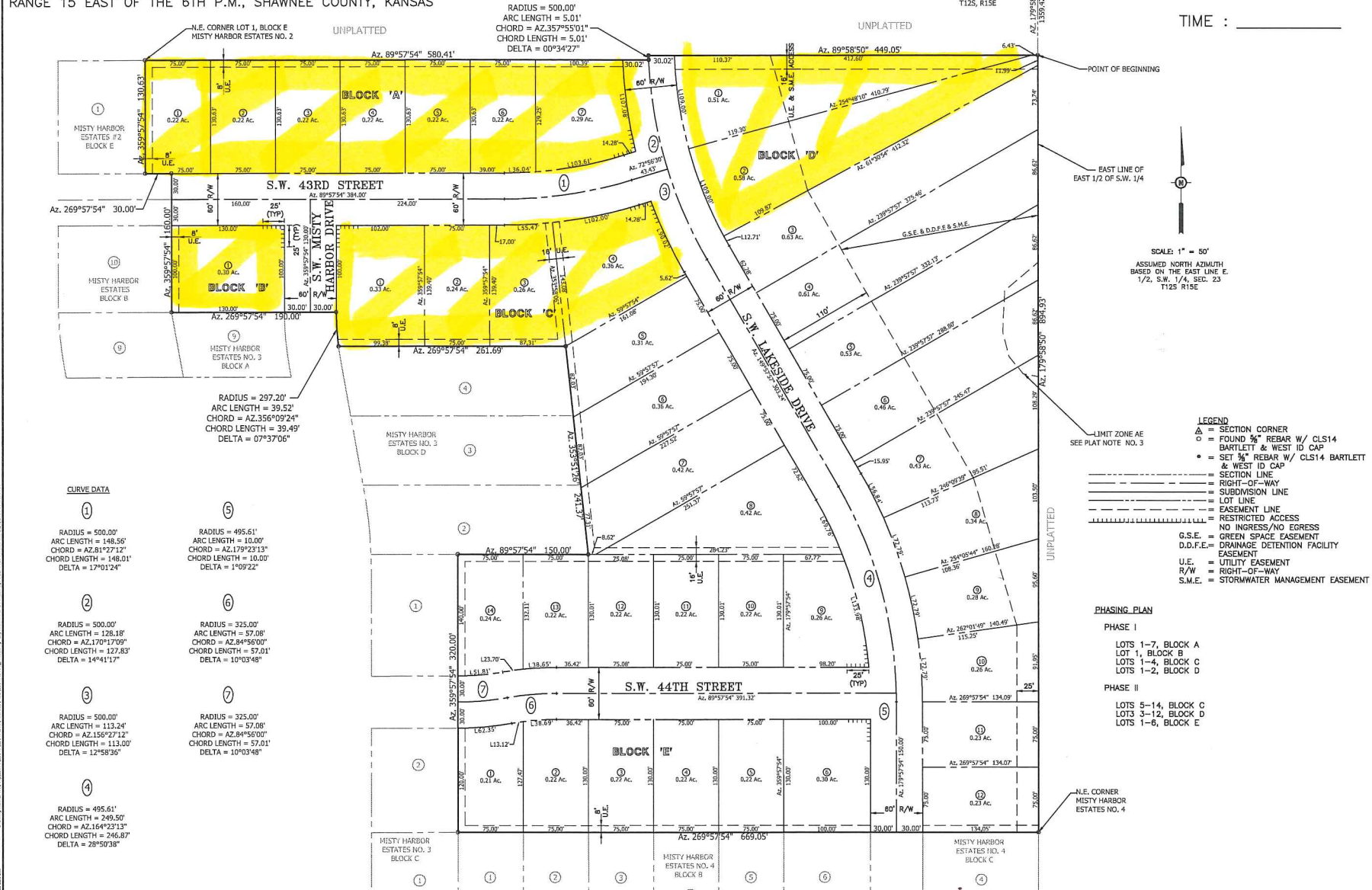
# A FINAL PLAT FOR: MISTY HARBOR ESTATES No. 5

A TRACT OF LAND IN THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 23, TOWNSHIP 12 SOUTH,  
RANGE 15 EAST OF THE 6TH P.M., SHAWNEE COUNTY, KANSAS

BOOK : \_\_\_\_\_ PAGE : \_\_\_\_\_

DATE : \_\_\_\_\_

TIME : \_\_\_\_\_



**BARTLETT & WEST**

A FINAL PLAT FOR:

MISTY HARBOR NO. 5  
TOPEKA, SHAWNEE COUNTY, KANSAS

DESIGNED BY: ACS  
DRAWN BY: RCP  
APPROVED BY: RCP  
DESIGN PROJ: 13507.500  
CONST PROJ:  
SCALE: AS SHOWN  
DATE: MAY 2014  
DRAWING NO:  
SHEET NO: 1 of 2

**Misty Harbor No. 5  
Cost Benefit Analysis  
Streets**

This analysis assumes a 40-year cycle for regular preventative maintenance of **875** feet of street pavement within **Misty Harbor No. 5** subdivision. There will be a total of **14** houses in this first phase of development.

**Total property tax revenue** to the City of Topeka would be approximately **\$12,796**, with approximately **\$511,840** collected over 40 years.

The annualized 40-year cycle cost of maintaining the **875** feet of streets is **\$3,300**. The annualized street sweeping and winter treatment/snow plowing cost is **\$1,100**. The annualized total street maintenance cost is **\$4,400**. The annual property tax revenue to the City of Topeka is **\$12,796** for a net annualized revenue of **\$8,396**.

| <b>Street Preventative Maintenance</b>                                          | <b>Cost</b>    | <b>Property Tax</b> | <b>Difference</b> |
|---------------------------------------------------------------------------------|----------------|---------------------|-------------------|
| Crack seal, crack fill, mill & overlay and replace curbs and ramps (Annualized) | \$3,300        | \$12,796            | +\$9,496          |
| Annual street sweeping (Annualized)                                             | \$440          |                     | -\$440            |
| Annual winter treatment/snow plowing (Annualized)                               | \$660          |                     | -\$660            |
| <b>Total (Annualized)</b>                                                       | <b>\$4,400</b> | <b>\$12,796</b>     | <b>+\$8,396</b>   |

The cost benefit analysis to maintain the streets over the course of 40 years demonstrates that COT property tax revenue from the subdivision should be adequate.

**Misty Harbor Estates No. 5  
Cost Benefit Analysis  
Utilities**

This analysis assumes a 100-year lifecycle for the approximately **875** feet of water lines within the first phase of the Misty Harbor Estates No. 5 subdivision. The assumed lifecycle for the **875** feet of sewer lines is 50 years. The assumed lifecycle of the stormwater facilities is roughly 40 years. There will be a total of **14** houses in this phase of development.

**Future annual COT water revenue** to the City of Topeka would be approximately **\$5,077** (based on 5,000 gallons of water usage per month). **Future annual sewer utility revenue** to the City of Topeka would be approximately **\$5,208** per year (based on 5,000 gallons of water usage per month). **Future annual COT stormwater utility revenue** is expected to be approximately **\$1,123**.

Annual water operations and replacement (year 100) costs are estimated to be approximately **\$7,281**. Annual wastewater operations and replacement (year 50) costs are estimated to be approximately **\$3,437**. Annual stormwater operations and replacement (year 40) costs are estimated to be approximately **\$2,578**.

| Utility                   | Operations Cost | Replacement Cost | Revenue         | Difference      |
|---------------------------|-----------------|------------------|-----------------|-----------------|
| Water (Annualized)        | \$6,362         | \$919            | \$5,077         | -\$2,204        |
| Wastewater (Annualized)   | \$817           | \$2,620          | \$5,208         | +\$1,771        |
| Stormwater (Annualized)   | \$1,013         | \$1,565          | \$1,123         | -\$1,455        |
| <b>Total (Annualized)</b> | <b>\$8,192</b>  | <b>\$5,104</b>   | <b>\$11,408</b> | <b>-\$1,888</b> |

The cost benefit analysis to maintain the water infrastructure over the course of 100 years demonstrates that COT utility revenue from the subdivision will not be adequate to cover operations or replacement costs.

The cost benefit analysis to maintain the wastewater infrastructure over the course of 50 years demonstrates that COT utility revenue from the subdivision should be adequate to cover operations and replacement costs.

The cost benefit analysis to maintain stormwater infrastructure over the course of 40 years demonstrates that COT utility revenue from the subdivision will be adequate to cover operations, but will not cover replacement costs.

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storm water sewer improvements without a petition or notice and public hearing, as set forth in K.S.A. 12-6a04.

c. Petition Information. Should a benefit district be initiated by petition, all benefit district petitions submitted for consideration shall contain the information required by K.S.A. 12-6a04 or K.S.A. 12-6a19 if applicable.

d. Costs and Methods of Assessment. Benefit district project costs shall include all required reports and studies, preliminary and final engineering, design, land acquisition, construction, inspection, financing, professional analysis, and administrative costs. Determination of all benefit district costs shall occur prior to construction of any benefit district improvements. All petitions for creation of a benefit district must utilize one of the following methods of assessment in accordance with K.S.A. 12-6a08.

1. Unit. If the assessments are to be determined by unit, the total number of lots included in the district will be assigned a number of units per lot. The total cost to be assessed is then divided by the total units. This figure multiplied by the number of units per lot or parcel would determine the assessment costs.
2. Frontage. If the assessments are to be determined by front foot along the improvement, the footage of each lot or parcel must be determined. The total cost to be assessed is then divided by the total footage to fix the amount per foot. This figure multiplied by the footage of the lot or parcel determines the assessment on the lot or parcel.
3. Area. If the assessments are to be determined according to area, the total number of square feet in the benefit district and the number of square feet of each lot and parcel must be determined. The total cost to be assessed divided by the total number of square feet of the district gives the charge per square foot. This amount multiplied by the square foot of a lot or parcel gives the assessment to be charged.
4. Value. If the assessments are to be determined according to appraised value or assessed value, the values of all the lots and parcels are added to get the total value of property within the benefit district. The total cost to be assessed divided by the total appraised or assessed value of the benefit district gives the amount to be paid per dollar value. This amount multiplied by the appraised or assessed value of each lot or parcel gives the amount of the assessment.
5. Other Method. If some other method is used, the assessment method must meet the standard of reasonableness. Examples of alternative assessment plans include determining the assessments according to zoning classifications or decreasing the assessment levels on the basis of proximity from the improvement on the theory that the land nearest to the improvement receives the greatest benefit from the improvement.

82 The Governing Body, upon the recommendation of the City's Benefit District  
83 Committee, may determine the proper method of assessment for a benefit district  
84 improvement.

85  
86 e. Petitions. The City may facilitate new development by providing for the installation  
87 of public improvements upon submission of a sufficient petition of the property  
88 owners.

89  
90 f. Signatures of Owners. The City favors benefit districts that have the signature of  
91 100% of the property owners within a proposed district and are funded 100% by the  
92 landowners in the proposed district. Pursuant to K.S.A. 12-6a01, the City at-large  
93 may, at its sole discretion, pay up to 95% of the benefit district cost. However, the  
94 City will, at its sole discretion, give preference to benefit district projects that either  
95 are funded entirely by the benefit district or by no more than 5% from the City at-  
96 large, subject to the limitations of the City's debt management policy and availability  
97 of funds allocated within the City's annual Capital Improvements Program ("CIP").  
98

99 g. Benefit District Committee. A Benefit District Committee comprised of the City  
100 Manager or their appointee, Finance Director, Planning Director, Public Works  
101 Director, Neighborhood Relations Director and the City Engineer, will meet to review  
102 and make recommendations to the Governing Body consistent with this policy.  
103

104 h. Maximum Term. General Obligation Bonds. Pursuant to K.S.A. 12-6a01 *et seq.*, the  
105 Governing Body may authorize the financing of benefit district improvements by the  
106 issuance of general obligation bonds to finance benefit district improvements. The  
107 general obligation bond term cannot exceed twenty (20) years. The Benefit District  
108 Committee shall review the impact of each proposed benefit district in light of the  
109 debt management policy.  
110

111 i. Maximum Term. Special Obligation Bonds. Pursuant to K.S.A. 12-6a01 *et. seq.*, the  
112 Governing Body may authorize the financing of benefit district improvements by the  
113 issuance of special obligation bonds to finance benefit district improvements. The  
114 special obligation bond term may extend up to twenty (20) years. The Benefit District  
115 Committee shall review the financial feasibility of each benefit district proposed to be  
116 financed by special obligation bonds.  
117

118 j. Financial Due Diligence. The Benefit District Committee will conduct due diligence  
119 on developer finances in order to ensure developers have the financial capacity and  
120 wherewithal to support the development. Financial due diligence will include:  
121

- 122 1. Delinquent Tax Obligations. Benefit district financing will not be approved if  
123 any signator to a petition has a financial interest in an existing development  
124 with delinquent tax obligations. All petitioners for new development  
125 (including anyone with a material ownership interest in the Developer's parent  
126 organization or any single purpose entity created for the subject development)

127 will be required to certify, under oath, that they have no financial interest in  
128 any property with delinquent special assessments, ad valorem taxes, or other  
129 federal or state tax liens anywhere within the State of Kansas.

130 2. Review of Finances. Developers desiring to create benefit districts for new  
131 housing developments shall be required to provide financial statements and  
132 shall be required to document ownership or control of the land. The City  
133 recognizes that many developments are constructed under single-purpose legal  
134 entities; the City requires financial statements to demonstrate the ability of the  
135 Developer, its single-purpose entity or any of its members or shareholders to  
136 complete the project as proposed and to make special assessment payments in  
137 full and on time, should development not materialize according to the  
138 development plan.

139 3. Special Assessment Monthly Payments. The developer shall provide a  
140 certification from a reputable real estate broker with knowledge of the Topeka  
141 market that the anticipated annual assessments for the development for which  
142 special assessments are granted are not inconsistent with assessments imposed  
143 on comparable properties in the market and will not materially impair the  
144 salability of the properties benefitted in the current real estate market.

145 4. Cost Benefit Analysis. A cost-benefit analysis shall be prepared by the  
146 Department of Finance to ensure that a public benefit exists for utilizing  
147 special assessment financing.

148

149 k. Financial Sureties. Any petitioner requesting the creation of a benefit district shall  
150 pledge financial commitments guaranteeing payment of assessments levied to pay  
151 principal and interest on bonds issued for the improvement project. Financial  
152 guarantees shall be in place with the City prior to the construction contract being  
153 awarded. Financial guarantees shall equal at least 30% of the estimated costs of the  
154 project, except for items i through iii, which would require 20%.

155

156 1. A financial guarantee may consist of:

157 i. Cash

158 ii. Cashier's Check

159 iii. Escrow Account, held in trust for the City's benefit by a financial  
160 institution approved by the City in its sole discretion, funded with high  
161 quality securities approved at the discretion of the City's Director of  
162 Finance, where the principal balance along with the project interest is  
163 sufficient to satisfy the full amount of the guarantee.

164 iv. Irrevocable letter of credit for up to ten (10) years from a reputable  
165 bank, subject to the City's Director of Finance approval.

166 v. Surety bond. Surety bonds will be on a form approved by the City,  
167 from a company authorized to sell insurance in the State of Kansas,  
168 and have a rating of at least A – (excellent) from A&M Best.  
169 Developers will be responsible for costs incurred by the City to verify  
170 the rating for the proposed surety provider.

171

Project costs shall include, but not be limited to, engineering design, construction, inspection, temporary note interest (which will be calculated by the City), and the City's administrative cost in creating and administering the district. In the event that any special assessment is not paid when due, the financial guarantee will be applied by July 1 of each year to satisfy the principal and interest costs and any additional costs, such as penalties, occasioned by delinquent payment of the bonded public improvements.

Upon request of the developer, the financial guarantee shall be released on the following conditions:

1. Improvements on at least thirty (30%) of the properties (by lot) within the benefit district have been completed and issued an occupancy permit; or
2. The appraised value of improvements located within the benefit district is equal to seven (7) times the amount of the special assessments.

The Director of Finance or designee will approve the release, when the above conditions have been met and proof of evidence has been provided.

1. Phase of Lots. In order to ensure orderly development and limit the potential of too many lots on the market at any given time, the maximum number will be 45 lots per development. Consideration also will be given to the accumulation of lots resulting from multiple benefit districts; and therefore, the City reserves the right to withhold approval of a benefit district if the lots created by said benefit district are anticipated to result in excess market supply. The City may give preference to the use of benefit districts as an incentive to support infill and redevelopment of existing neighborhoods in order to implement the goals and policies of the City's Land Use and Growth Management Plan.

- m. Termination. Benefit districts may be terminated by the Governing Body at the Governing Body's sole discretion at any time prior to the issuance of temporary notes in support of the project. Prior to termination, the Governing Body will endeavor to provide regular mail notice to all property owners within the district. The Governing Body may consider the following factors when considering whether to terminate a benefit district:

1. Construction of the improvements described in the petition have not commenced within five (5) years after approval of the petition, or acquisition of all rights-of-way and/or easements necessary for construction of the improvements has not been secured within five (5) years of approval of the petition;
2. Changes in ownership and/or land development patterns in the area have reduced or eliminated the need for the improvements described in the petition; and/or
3. The City's share of the total costs to construct the improvements in the benefit area exceeds the amount described in the resolution creating the benefit district.



- 218 n. Development Agreement. Upon submission of a sufficient petition, which is  
219 approved by the Governing Body, a development agreement will be submitted  
220 acknowledging the terms of this policy by the developer.  
221
- 222 o. Foreclosure. Properties with special assessments that are delinquent for a period of at  
223 least three years will be subject to a judicial tax foreclosure sale.  
224

225

226 SECTION 2: COST DISTRIBUTION POLICIES.  
227

228 a. Cost Distribution Policies for Streets.  
229

- 230 1. Benefit district financing is allowable for the construction of arterial streets,  
231 collector streets and local streets in commercial or industrial developments  
232 and new residential developments.  
233 2. All streets shall be designed in accordance with the City's technical design  
234 criteria for public improvements.  
235 3. One hundred percent (100%) of the construction costs of local streets,  
236 including related drainage facilities and sidewalks, shall be funded by the  
237 developer or, if by benefit district, shall be assessed to property within the  
238 benefit district.  
239 4. Pursuant to K.S.A. 12-6a19, the Governing Body of the City may require the  
240 owners of property that benefits from such improvement but that was not  
241 included within the original improvement district, to pay a benefit fee at the  
242 time the owners of such property request, by petition, will be served by such  
243 improvement.  
244 5. Pursuant to K.S.A. 12-692, the owner or owners or predecessors with title to  
245 all lots or tracts of land abutting upon any existing or proposed street or  
246 highway that have dedicated or conveyed property necessary for the opening,  
247 widening or extending of such street or highway, may, at the discretion of the  
248 Governing Body, be exempt, in whole or in part, from the payment of special  
249 assessment to pay the cost of acquiring land necessary for such opening,  
250 widening or extension from owners of lots or tracts of land abutting upon such  
251 existing or proposed street or highway and failing or refusing to dedicate or  
252 convey such property.  
253

254 b. Cost Distribution Policies for Water Lines

- 255 1. Benefit district financing shall generally be limited to the construction or  
256 extension of water mains along arterial, collector and local streets within  
257 commercial and industrial developments.  
258 2. Benefit districts shall not be established for the purpose of financing distribution  
259 or service line improvements in residential subdivisions.  
260 3. Water main sizes shall be determined in accordance with the City's technical  
261 design criteria for public improvements.  
262 4. Construction costs of all water mains up to and including 12" diameter shall be  
263 assessed 100% to the property within the benefit district. However, if water

264 demands caused by the development to be served by the benefit district or unique  
265 hydraulic or topographic conditions require construction of a distribution main in  
266 excess of 12" to meet building and fire codes, the Governing Body, at its sole  
267 discretion, may require all costs of the main in excess of 12" to be assessed and  
268 paid 100% by the benefit district.

- 269 5. When the City determines that a water transmission main in excess of the size  
270 determined in Subsection b. 4., above, is needed to benefit the overall water  
271 transmission system, construction costs shall be distributed so that property within  
272 the benefit district pays the cost equivalent of the required distribution main and  
273 the City-at-large pays the cost differential between the transmission and  
274 distribution sized main.
- 275 6. Pursuant to K.S.A. 12-6a19, the Governing Body of the City may require the  
276 owners of property that benefits from such improvement but which was not  
277 included within the original improvement district, to pay a benefit fee at the time  
278 the owners of such property request, by petition, will be served by such  
279 improvement.

280

281 c. Cost Distribution Policies for Sanitary and Storm Sewers.

- 282 1. Benefit district financing is available for the construction or extension of sewer  
283 main and sub-main district lines, as well as lateral lines within commercial and  
284 industrial developments and new residential subdivisions.
- 285 2. Sanitary sewer mains shall be sized to carry flows from the ultimate tributary  
286 population in accordance with the City's technical design criteria for public  
287 improvements. At the discretion of the Governing Body, if improvements are  
288 required to downstream receiving sewers, the cost of paralleling or upsizing  
289 existing downstream sewer mains may be included in the benefit district.
- 290 3. Construction costs of all sanitary sewer improvements shall be assessed 100% to  
291 the property within the benefit district.
- 292 4. Pursuant to K.S.A. 12-6a19, the Governing Body of the City may require the  
293 owners of property that benefits from such improvement but which was not  
294 included within the original improvement district, to pay a benefit fee at the time  
295 the owners of such property request, by petition, will be served by such  
296 improvement.

297

298 d. Cost Distribution Policies for Other Improvements.

299

300 In addition to the public improvements described above in this Section, the Governing  
301 Body may use benefit district financing for other types of public improvements as  
302 authorized by law. The Governing Body shall distribute the costs of these improvements  
303 to the benefit district in accordance with its determination of the special benefits accruing  
304 to the district from the improvement.

305

306 SECTION 3: FEES. City may charge up to 5% of the total costs of an improvement or the cost of  
307 work done by the City to reimburse for administration and supervision of the improvement by its  
308 employees.

309

310 SECTION 4: NOTICE. Except in the case of a benefit district petition proposed by a single  
311 owner, the Governing Body shall notify all property owners within a proposed benefit district  
312 that certain improvements have been proposed, and the date, time, and place the Governing Body  
313 will consider authorizing said improvements. In the case of improvements proposed by petition,  
314 the petitioner shall provide the City with a current mailing list of property owners within the  
315 proposed benefit district, including those not signing the petition.

316  
317 SECTION 5: AUTHORITY OF GOVERNING BODY. The Governing Body reserves the right  
318 to deviate from any policy or practice set forth in this Resolution when it considers such action to  
319 be in the best interests of the City.

320  
321 SECTION 6: EFFECTIVE DATE. This Resolution shall take effect upon passage.

322  
323 ADOPTED and APPROVED by the Governing Body on this 13<sup>th</sup> day of October, 2015.

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331 ATTEST:

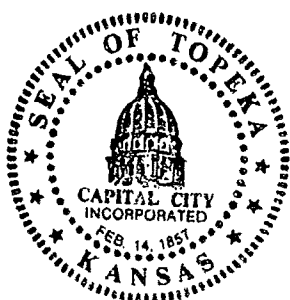
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*Brenda Younger*  
Brenda Younger, City Clerk



CITY OF TOPEKA, KANSAS

*Larry E. Wolgast*  
Larry E. Wolgast, Mayor



**City of Topeka**  
**Council Action Form**  
**Council Chambers**  
**214 SE 8th Street**  
**Topeka, Kansas 66603**  
**www.topeka.org**  
November 15, 2016

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**DATE:** November 15, 2016  
**CONTACT PERSON:** Deputy Mayor Michelle De La Isla **DOCUMENT #:**  
**SECOND PARTY/SUBJECT:** Request for Proposal - Executive Search Firm (City Manager) **PROJECT #:**  
**CATEGORY/SUBCATEGORY** 020 Resolutions / 005 Miscellaneous  
**CIP PROJECT:** No  
**ACTION OF COUNCIL:** **JOURNAL #:**  
**PAGE #:**

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**DOCUMENT DESCRIPTION:**

**A RESOLUTION** introduced by Deputy Mayor Michelle De La Isla authorizing City administration to issue a request for proposals for an executive search firm to assist in hiring a city manager.

*(Approval would authorize City administration to commence the RFP process.)*

**POLICY ISSUE:**

Whether or not to authorize City Administration to issue a request for proposal for an executive search firm to assist the City of Topeka in attracting and hiring a city manager.

**STAFF RECOMMENDATION:**

Staff recommends the Governing Body move to approve the resolution.

**BACKGROUND:**

City of Topeka Charter Ordinance No. 94, as codified at TMC Section A2-51, requires the City Council to employ a city manager. The City Council has determined that it is in the best interest of the City of Topeka to employ the services of an executive search firm to assist in this task.

Approval would authorize City administration to issue a request for proposal for an executive search firm to assist the City of Topeka in attracting and hiring a city manager.

**BUDGETARY IMPACT:**

There is no budgetary impact to the City.

**SOURCE OF FUNDING:**

Not Applicable

**ATTACHMENTS:**

**Description**

Resolution

1 RESOLUTION NO. \_\_\_\_\_

2  
3 A RESOLUTION introduced by Deputy Mayor Michelle De La Isla authorizing City  
4 administration to issue a request for proposals for an executive  
5 search firm to assist in hiring a city manager.  
6

7 WHEREAS, City of Topeka Charter Ordinance No. 94, as codified at TMC Section  
8 A2-51, requires the Governing Body to employ a city manager; and

9 WHEREAS, the Governing Body has determined that it is in the best interest of the  
10 City of Topeka to employ the services of an executive search firm to assist in this task.

11 NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE  
12 CITY OF TOPEKA, KANSAS, that the City administration is hereby authorized to issue a  
13 Request for Proposal for an executive search firm to assist the City in attracting and hiring  
14 a city manager.

15 ADOPTED and APPROVED by the Governing Body on \_\_\_\_\_.

16 CITY OF TOPEKA, KANSAS  
17  
18  
19

20 \_\_\_\_\_  
21 Larry E. Wolgast, Mayor

22 ATTEST:  
23  
24  
25

26 \_\_\_\_\_  
27 Brenda Younger, City Clerk