



COUNCIL MEETING AGENDA  
Monday, December 11<sup>th</sup>, 2023, 4:30 p.m.  
Community Center – **Lower Level**  
203 N. 3<sup>rd</sup> Marion, Kansas 66861

## CITY COUNCIL MEETING

1. Flag Salute
2. Call the Regular City Council meeting to order
3. Approval of the agenda
4. Approval of the consent agenda
  - a. Approval of the November 27<sup>th</sup>, 2023 minutes
  - b. Approval of warrants in the amount of \$93,400.69
  - c. Approval of payroll in the amount of \$36,992.76
  - d. Approval of 2023 CMB Licenses: Carlson's Grocery Inc., Casey's #1931, Tacos Food Truck LLC, Family Dollar, Willy J's and Sher Bowl Lanes
  - e. Approval of 2023 Class A Club License: Ecker-Fulkerson-Slifer Veterans of Foreign Wars Post #6958
  - f. 2024 Pay/Holiday Schedule
  - g. Library Board reappointment – Lala Lovelady
5. Pickle Ball Court at East Park – Roger Hannaford
6. Kansas Water Office Grant Opportunities – Darin Neufeld
7. GAAP Resolution 23-06 – Jones
8. Lloyd Group 2023 Audit Engagement letter – Jones
9. Councilor, Department & Staff Reports
10. Public Forum: Those who wish to comment will only be allowed to do so after stating their name and providing a Phone number. These comments will be limited to (3) minutes.
11. Motion to Adjourn Council Meeting

The next Regular City Council meeting on December 27<sup>th</sup>, 2023 @ 4:30 p.m.

(It is possible that anytime between 4:30pm and 7:00pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the commission chambers or lobby of City Hall. No one is excluded from these areas during those times.)

### **Council Meeting Procedures**

- Please silence your personal electronic devices (cell phones, tablets, watches, etc.). Emergency responders are to have their radios on vibrate.
- Please stand for the invocation and Pledge of Allegiance when requested by the Mayor or Vice Mayor at the beginning of the meeting.
- The council is interested in questions, concerns and comments from the public and has established a Public Forum agenda item at the beginning and end of the meeting. This is a time for individuals or groups to address the council. Generally, there is a three (3) minute presentation time allowed. Questions by councilors, mayor or city staff are not included in the three (3) minute presentation.
- (1) Presentation is limited to three (3) minutes. City Council will not act or discuss the topic at this time. Topics are limited to City Council business. Public comment is not permitted on personnel matters or legal matters. Items introduced may become agenda items at a future date.
- Please refrain from individual conversations during the council meeting & please be courteous and respectful at all times to your elected officials, appointed officials, city staff, and fellow residents. While we all may not agree, civil discourse will lead to better understanding and brighter future for our community.

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City Council Meeting  
November 13th, 2023  
Monday, 4:30 p.m.

Public Hearing: Mayor Mayfield called the Public Hearing to order. Rose Mary Saunders told council members that the CDBG grant for building at 301 E. Main was ready to be closed out. Sanders reported that the total amount of the project costs were \$327,000, with 191,500 paid by grant funds, and \$136,007 for the local match funds paid by the Jones. Megan Jones told council members that the building was water tight, all electrical and plumbing repairs were made, along with the kitchen remodel completed and hoped to be taking carry out orders by the end of the year and dining to follow shortly after. Kline made a motion to approve the grant close out for 301 E. Main, Marion, KS; Burkholder 2<sup>nd</sup>; motion carried 4-0.

The regular meeting of the City Council of the City of Marion, Kansas was held Monday, November 27th, 2023 at 203 N. 3rd, Marion, Kansas in the lower level at 4:30 p.m. with David Mayfield presiding as Mayor and Council Members Zach Collett, Kevin Burkholder, and Jerry Kline in attendance. Ruth Herbel absent. Also in attendance, Brogan Jones, City Administrator, Janet Robinson, City Clerk, Zach Hudlin, Gene Winkler, Arlene Stika, Jay Wieland, Gary Brendameagner, Margo Yates, Community Enrichment Director, Mike Powers, Rose Mary Sanders, Crystal Hinnen, Megan Jones, Margaret Wilson, Kris Burkholder, Ruth Lange, Steven Hart, Landon Peterson, Marion County Record reporters, Phyllis Zorn.

Call to Order: Mayor Mayfield called the meeting to order following the Pledge of Allegiance.

Agenda: Collett made a motion to approve the agenda ; Burkholder 2<sup>nd</sup>; motion carried 4-0.

Consent Agenda: Kline made a motion to approve the consent agenda; Collett 2<sup>nd</sup>; motion carried 4-0.

Approval of the November 13, 2023 meeting minutes  
Approval of warrants in the amount of \$173,723.51  
Approval of payroll in the amount of \$35,660.14

City Administrator Letter of Resignation: Mayor Mayfield made a motion to accept the resignation letter from City Administrator, Brogan Jones; Collett 2<sup>nd</sup>. Motion carried 4-0.

Interim City Administrator Discussion: Collett introduced Gary Brendameagner and Jay Wieland with KACM regarding the hiring of a Interim City Administrator. Brendameagner told council members that they are volunteers who help support city administrators at no cost to the city, to promote professional city management. Brendameagner stated that they would help with the process of hiring of an Interim City Administrator by reaching out to their network of potential candidate's letting them know that the city is looking for a city administrator, and put the information out about the position, so that if there is an interested candidate they would directly apply to the city. Brendameagner stated that usually a retired City Manager or City Administrator would be willing to step in until a permanent replacement could be hired. Jerry Kline stated he was against using KACM, and stated it should be left up

to the incoming City Council. After discussion, Collett made a motion to allowing KACM to reach out to potential candidates to apply to the city for the Interim City Administrator position; Burkholder 2<sup>nd</sup>; Kline opposed; motion carried 3-1.

Termination of East Park Lease (City/USD 408 agreement): Jones told council members that USD 408 was terminating their lease on East Park effective January 1<sup>st</sup>, 2024. Collett made a motion to accept the termination of the lease of East Park between the city and USD 408 effective January 1<sup>st</sup>, 2024; Burkholder 2<sup>nd</sup>; motion carried 4-0.

Sign Regulations: Kline made a motion to approve the sign regulations with the changes that were agreed upon; Mayor Mayfield 2<sup>nd</sup>; motion carried 4-0.

Councilor Reports: Burkholder stated: I would like to make a few comments.

I am sorry to hear that Brogan Jones has decided to resign from the city administrator position. I feel like he has been criticized a lot over the course of the last couple of months from numerous people.

A few points I would like to make. Brogan was not responsible for the hiring of Gideon Cody as police chief, Cody was hired before Brogan was. I believe Brogan had no prior knowledge of the search warrants or the execution of them. For this being his first time as a city administrator and given the situation he was tasked with, I feel he has done a great job in that roll. Whenever I asked him any questions or for any information, he was always eager to help and got the information to me in a timely manner. Although I have not asked all of them, the city employees that I have talked with have had nothing but good things to say about him and his leadership.

I am relatively new to the city council but I would like a little clarification on an item. A couple of weeks ago Ruth got on to Brogan for sharing a confidential email she had sent to him that he then forwarded to the rest of the city council. Correct me if I am wrong, but once that email was sent, is it not a matter of public record that falls under the guidelines of KORA?

If that is correct, we have all stated we want more transparency in city government and I think him sharing a matter of public record with the rest of the city council is not such a bad thing.

I think he has taken a lot of heat for things that he did not have control over. I strongly feel he would have been an asset to the community and served us well as our administrator. I wish him nothing but the best of luck in his new job.

I also made a call to the Kansas League of municipalities and asked a few questions about the gathering at Marion country club on 11/7/23. I explained to them who all was in attendance, what we did and what transpired during the evening. Here was the leagues response:

Read Email

Since this email falls under KORA if any of you would like a copy of it I have them here for you. Council members all agreed with Burkholder.

Department Reports: James Masters told council members that several yard cleanups had been recently, including 401 N. Roosevelt, 65 N. Cedar, 700 N. Cedar and 407 S. Roosevelt, and stated that Tim Makovec and the City Crew do an amazing job to get the projects completed.

Hudlin stated that Aaron Slater had started and was doing a good job.

Janet Robinson nothing further to report.

Jones stated that the City Crew had done a great job with the recent snow removal, the city had a great group of hard-working employees.

Public Forum: Margaret Wilson thanked the city crew for the job with the snow removal during the recent snow storm. Wilson stated that Marion was full of good people helping a neighbor out, as someone had cleared her driveway for her.

Jerry Kline made a motion to adjourn he meeting; Mayor Mayfield 2<sup>nd</sup>; motion carried 4-0.

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David Mayfield, Mayor

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Janet Robinson, City Clerk

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
				CENTRAL NATIONAL BANK					
			3813	56 EXPRESS TIRE & SERVICE					
INV# 6924	1	12/11/23	12/11/23	4 WHEEL ALIGNMENT	99.99	01	01-14-5415	LIQ	1
	2			245/55r18 TIRES	767.72	01	01-14-5415	LIQ	1
	3			TIRE TAX	1.00	01	01-14-5415	LIQ	1
	4			TIRE DISPOSAL	20.00	01	01-14-5415	LIQ	1
	5			SHOP SUPPLIES	8.68	01	01-14-5415	LIQ	1
				INVOICE TOTAL	897.39				
				VENDOR TOTAL	897.39				
				754 ADVANCE INSURANCE CO OF KANSAS					
JANUARY PREMIUM	1	12/11/23	12/07/23	JANUARY 2024 PREMIUM	21.60	01	01-00-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	2			JANUARY 2024 PREMIUM	18.90	01	01-10-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	3			JANUARY 2024 PREMIUM	21.60	01	01-14-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	4			JANUARY 2024 PREMIUM	2.70	02	02-01-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	5			JANUARY 2024 PREMIUM	5.40	02	02-03-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	6			JANUARY 2024 PREMIUM	21.60	02	02-04-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	7			JANUARY 2024 PREMIUM	10.80	02	02-06-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	8			JANUARY 2024 PREMIUM	3.51	01	01-75-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	9			JANUARY 2024 PREMIUM	10.80	02	02-02-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	10			JANUARY 2024 PREMIUM	5.40	01	01-15-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	11			JANUARY 2024 PREMIUM	5.40	01	01-55-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
	12			DECEMBER 2023 PREMIUM	5.40	01	01-14-5722 E-PAYMNT 1309234 12/11/23	LIQ	1
				INVOICE TOTAL	133.11				
				VENDOR TOTAL	133.11				
				171 AFLAC					
INV# 218898	1	12/11/23	11/30/23	DECEMBER PREMIUM	22.70	156	01-00-2456 E-PAYMNT 1309235 12/11/23	LIQ	1
	2			DECEMBER PREMIUM	26.92	156	01-00-2456 E-PAYMNT 1309235 12/11/23	LIQ	1
	3			DECEMBER PREMIUM	60.98	256	02-00-2456 E-PAYMNT 1309235 12/11/23	LIQ	1
	4			DECEMBER PREMIUM	26.92	256	02-00-2456 E-PAYMNT 1309235 12/11/23	LIQ	1
	5			DECEMBER PREMIUM	45.32	156	01-00-2456 E-PAYMNT 1309235 12/11/23	LIQ	1
	6			DECEMBER PREMIUM	52.76	156	01-00-2456 E-PAYMNT 1309235 12/11/23	LIQ	1
	7			DECEMBER PREMIUM	26.52	156	01-00-2456	LIQ	1

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
							E-PAYMNT 1309235 12/11/23		
				INVOICE TOTAL	262.12				
				VENDOR TOTAL	262.12				
INV# 01831341	1	12/11/23	11/13/23	3420 ALTEC CAPITAL SERVICES, LLC LEASE RENTAL 2019 FORD F550	1,688.70	21	21-00-5450	LIQ	1
				INVOICE TOTAL	1,688.70				
				VENDOR TOTAL	1,688.70				
INV# 0770327405	1	12/11/23	11/25/23	4 AT & T WATER TOWER	156.02	02	02-02-5015	LIQ	1
				INVOICE TOTAL	156.02				
				VENDOR TOTAL	156.02				
INV# 927381669	1	12/11/23	11/14/23	55 BORDER STATES INDUSTRIES, INC. 1 1/2 IN 9GA STAPLES	177.50	02	02-04-5020	LIQ	1
	2			STATE TAX	11.54	02	02-04-5020	LIQ	1
	3			COUNTY TAX	1.78	02	02-04-5020	LIQ	1
	4			LOCAL TAX	1.33	02	02-04-5020	LIQ	1
				INVOICE TOTAL	192.15				
				VENDOR TOTAL	192.15				
NOVEMBER STATEMENT1	1	12/11/23	11/30/23	522 CARLSONS' GROCERY 5 GAL REFILL	4.90	01	01-05-5020	LIQ	1
				INVOICE TOTAL	4.90				
				VENDOR TOTAL	4.90				
INV# 4174644941	1	12/11/23	11/20/23	1931 CINTAS CORPORATION #451 3X5 XTRAC MAT INGO	25.73	01	01-10-5021	LIQ	1
	2			SM SHOP TOWEL	65.00	01	01-10-5021	LIQ	1
	3			SMALL SHOP TOWEL	29.90	01	01-10-5021	LIQ	1
	4			SERVICE CHARGE	20.94	01	01-10-5021	LIQ	1
				INVOICE TOTAL	141.57				
				VENDOR TOTAL	141.57				
INV #3880	1	12/11/23	12/08/23	3916 CITY OF HERINGTON NOVEMBER SERVICES	1,890.00	01	01-11-5278	LIQ	1
				INVOICE TOTAL	1,890.00				
				VENDOR TOTAL	1,890.00				
NOVEMBER BILLS	1	12/11/23	12/07/23	1086 CITY OF MARION CEMETERY	53.35	01	01-30-5015	LIQ	1
	2			CITY HALL	294.01	01	01-05-5015	LIQ	1
	3			JIA	31.91	01	01-90-5015	LIQ	1
	4			FIRE	57.05	01	01-65-5015	LIQ	1
	5			PARK	248.38	01	01-15-5015	LIQ	1
	6			POLICE	34.22	01	01-14-5015	LIQ	1

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	TYPE	CK SQ
	7			SEWER	823.53	02	02-03-5015	LIQ	1
	8			WATER DIST	37.45	02	02-01-5015	LIQ	1
	9			S&A	37.45	01	01-10-5015	LIQ	1
	10			ELECTRIC	199.35	02	02-04-5015	LIQ	1
	11			STREET LIGHT	1,067.21	02	02-04-5014	LIQ	1
	12			WATER PLANT	846.73	02	02-02-5015	LIQ	1
	13			MUSEUM	73.41	01	01-25-5015	LIQ	1
				INVOICE TOTAL	3,804.05				
				VENDOR TOTAL	3,804.05				
				3313 COMPLIANCE ONE					
INV# 311220	1	12/11/23	12/06/23	DECEMBER SUBSTANCE	6.00	02	02-02-5024	LIQ	1
	2			DECEMBER SUBSTANCE	12.00	02	02-04-5024	LIQ	1
	3			DECEMBER SUBSTANCE	3.00	02	02-01-5024	LIQ	1
	4			DECEMBER SUBSTANCE	21.00	01	01-10-5024	LIQ	1
	5			DECEMBER SUBSTANCE	6.00	02	02-06-5024	LIQ	1
	6			FMCSA QUERY	10.00	02	02-02-5024	LIQ	1
	7			FMCSA QUERY	20.00	02	02-04-5024	LIQ	1
	8			FMCSA QUERY	5.00	02	02-01-5024	LIQ	1
	9			FMCSA QUERY	35.00	01	01-10-5024	LIQ	1
	10			FMCSA QUERY	10.00	02	02-06-5024	LIQ	1
	11			PRE EMPLOYMENT-SLATER	79.50	01	01-14-5024	LIQ	1
	12			COLLECTION SIT OVERAGE-SLATER	5.00	01	01-14-5024	LIQ	1
				INVOICE TOTAL	212.50				
				VENDOR TOTAL	212.50				
				1024 CORE & MAIN LP					
INV# T945403	1	12/11/23	11/17/23	3/4 BALL CURB PJ	332.76	02	02-01-5020	LIQ	1
	2			3/4 BALL CURB QJ	332.76	02	02-01-5020	LIQ	1
				INVOICE TOTAL	665.52				
				VENDOR TOTAL	665.52				
				581 DALKE CONSTRUCTION					
INV# 1618-46	1	12/11/23	11/17/23	DIRT ON GRASS RUNWAY	1,900.00	01	01-16-5259	LIQ	1
				INVOICE TOTAL	1,900.00				
				VENDOR TOTAL	1,900.00				
				3884 DITCH WITCH UNDERCON					
INV# P73800	1	12/11/23	12/06/23	PROSPECTOR NOZ FL	290.33	02	02-02-5413	LIQ	1
				INVOICE TOTAL	290.33				
				VENDOR TOTAL	290.33				
				1617 EMC INSURANCE COMPANIES					
CLAIM NUMBER Y000059	1	12/11/23	10/12/23	DEDUCTIBLE TAJCHMAN CLAIM	500.00	02	02-04-5065	LIQ	1
				INVOICE TOTAL	500.00				
				VENDOR TOTAL	500.00				

451 EVERGY

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
102523-112723	1	12/11/23	11/28/23	451 EVERGY US50 AND SUNFLOWER	39.26	02	02-04-5015 E-PAYMNT 1309236 12/11/23	LIQ	1
	2			1000 SUNFLOWER RD	25.18	02	02-04-5015 E-PAYMNT 1309236 12/11/23	LIQ	1
	3			US50 AND SUNFLOWER	26.63	02	02-04-5015 E-PAYMNT 1309236 12/11/23	LIQ	1
				INVOICE TOTAL	91.07				
				VENDOR TOTAL	91.07				
INV# 12523-1	1	12/11/23	12/05/23	3961 FLINT HILLS PRECISION PMC 9MM 124GR FMJ 50RD BOXES	600.00	01	01-14-5262	LIQ	1
				INVOICE TOTAL	600.00				
				VENDOR TOTAL	600.00				
NOVEMBER	1	12/11/23	12/01/23	35 FLINT HILLS R.E.C.A. 1825 UPLAND	139.42	01	01-16-5015 E-PAYMNT 1309237 12/11/23	LIQ	1
	2			PUMP STATION	211.13	02	02-02-5015 E-PAYMNT 1309237 12/11/23	LIQ	1
	3			STREET LIGHTS	233.87	02	02-04-5015 E-PAYMNT 1309237 12/11/23	LIQ	1
	4			SIGN HWY 56 AND TIMBER	48.59	02	02-04-5014 E-PAYMNT 1309237 12/11/23	LIQ	1
	5			SIGN HWY 77	10.46	02	02-04-5015 E-PAYMNT 1309237 12/11/23	LIQ	1
				INVOICE TOTAL	643.47				
				VENDOR TOTAL	643.47				
INV# 17933	1	12/11/23	12/01/23	1147 GPC&N LLC SOPHOS ANTISPAM RENEWAL	1,263.24	01	01-00-5022	LIQ	1
	2			MONTHLY GATEWAY AUDIT	95.00	01	01-00-5022	LIQ	1
				INVOICE TOTAL	1,358.24				
				VENDOR TOTAL	1,358.24				
INV 6625757	1	12/11/23	11/15/23	3208 HAWKINS INC. CHLORINE CYLINDER	60.00	02	02-02-5041	LIQ	1
				INVOICE TOTAL	60.00				
				VENDOR TOTAL	60.00				
INV# 2311-028151	1	12/11/23	11/17/23	2055 HILLSBORO HARDWARE INC. 4PK BLUE CERAM BULB	12.95	02	02-04-5023	LIQ	1
	2			4 PK ORANGE CERAM BULB	10.36	02	02-04-5023	LIQ	1
	3			4PK WHITE CERAM BULB	10.36	02	02-04-5023	LIQ	1
	4			5 PK GREEN CERAM BULB	12.95	02	02-04-5023	LIQ	1
	5			4PK RED CERAM BULB	12.95	02	02-04-5023	LIQ	1
	6			4 PK MULTI CERAM BULB	5.18	02	02-04-5023	LIQ	1
				INVOICE TOTAL	64.75				



**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
VENDOR TOTAL					64.75				
3817 ZACH HUDLIN									
REIMBURSEMENT	1	12/11/23	12/06/23	LEADERSHIP WORKSHOP	199.00	01	01-14-5250	LIQ	1
	2			LEADERSHIP WORKSHOP	219.00	01	01-14-5250	LIQ	1
	3			LEADERSHIP WORKSHOP	219.00	01	01-14-5250	LIQ	1
	4			LEADERSHIP WORKSHOP	199.00	01	01-14-5250	LIQ	1
	5			LEADERSHIP WORKSHOP	199.00	01	01-14-5250	LIQ	1
	6			WALMART-PARADE CANDY	50.32	10	10-00-5064	LIQ	1
INVOICE TOTAL					1,085.32				
VENDOR TOTAL					1,085.32				
3948 JONES, MEGAN									
HOLLY JOLLY CHRISTMA	1	12/11/23	12/06/23	3 ELF COSTUMES	68.17	01	01-11-5276	LIQ	1
	2			LABOR FOR MAKING COSTUMES	100.00	01	01-11-5276	LIQ	1
INVOICE TOTAL					168.17				
VENDOR TOTAL					168.17				
461 KANSAS ONE-CALL SYSTEM, INC									
INV# 3110369	1	12/11/23	11/30/23	REGULAR LOCATE FEES	6.80	02	02-01-5042	LIQ	1
	2			REGULAR LOCATE FEES	6.80	02	02-03-5042	LIQ	1
	3			REGULAR LOCATE FEES	6.80	02	02-04-5042	LIQ	1
INVOICE TOTAL					20.40				
VENDOR TOTAL					20.40				
268 KANSAS WATER OFFICE									
INV# 709202457	1	12/11/23	12/11/23	WATER PURCHASE CONTRACT 23-1	60,315.87	02	02-02-5460	LIQ	1
INVOICE TOTAL					60,315.87				
VENDOR TOTAL					60,315.87				
3345 KARSTETTER & BINA, LLC									
INV# 11014	1	12/11/23	12/04/23	11/14/23 CITY ATTORNEY FEES	15.00	01	01-00-5350	LIQ	1
	2			11/14/23 CITY ATTORNEY FEES	45.00	01	01-00-5350	LIQ	1
	3			11/14/23 CITY ATTORNEY FEES	45.00	01	01-00-5350	LIQ	1
	4			11/14/23 CITY ATTORNEY FEES	45.00	01	01-00-5350	LIQ	1
	5			11/15/23 CITY ATTORNEY FEES	45.00	01	01-00-5350	LIQ	1
	6			11/20/23 CITY ATTORNEY FEES	45.00	01	01-00-5350	LIQ	1
	7			11/20/23 CITY ATTORNEY FEES	75.00	01	01-00-5350	LIQ	1
	8			11/21/23 CITY ATTORNEY FEES	45.00	01	01-00-5350	LIQ	1
	9			11/21/23 CITY ATTORNEY FEES	15.00	01	01-00-5350	LIQ	1
	10			11/28/23 CITY ATTORNEY FEES	30.00	01	01-00-5350	LIQ	1
	11			11/29/23 CITY ATTORNEY FEES	30.00	01	01-00-5350	LIQ	1
	12			11/29/23 CITY ATTORNEY FEES	60.00	01	01-00-5350	LIQ	1
	13			11/29/23 CITY ATTORNEY FEES	30.00	01	01-00-5350	LIQ	1
INVOICE TOTAL					525.00				
VENDOR TOTAL					525.00				
3682 LIBERTY NATIONAL									
DECEMBER	1	12/11/23	11/21/23	DECEMBER PREMIUM	12.00	0245	02-00-2445	LIQ	1

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
	2			DECEMBER PREMIUM	32.59	0245	E-PAYMNT 1309238 12/11/23 02-00-2445	LIQ	1
				INVOICE TOTAL	44.59		E-PAYMNT 1309238 12/11/23		
				VENDOR TOTAL	44.59				
				68 MARION AUTO SUPPLY					
NOVEMBER STATEMENT2	1	12/11/23	11/30/23	CANISTER PURGE VALVE	50.99	01	01-14-5417	LIQ	1
	2			5W40	25.99	01	01-10-5429	LIQ	1
	3			AIR FILTER	118.53	01	01-30-5401	LIQ	1
	4			RADIAL SEAL INNER	116.97	01	01-30-5401	LIQ	1
	5			MOTOR TUNE UP	8.49	01	01-30-5401	LIQ	1
	6			20W50	83.88	01	01-30-5401	LIQ	1
	7			SPC GUNK ENG FOAM	14.98	01	01-10-5021	LIQ	1
	8			DRAIN PAN	27.99	01	01-10-5021	LIQ	1
	9			RV ANTIFREEZE	3.99	01	01-10-5021	LIQ	1
	10			MOTOR TREATMENT	59.99	01	01-10-5021	LIQ	1
	11			VAL VR1 RACE 30W	9.99	01	01-10-5021	LIQ	1
	12			FUNNEL	11.99	01	01-10-5021	LIQ	1
	13			WRECH	21.58	01	01-10-5021	LIQ	1
	14			COOLANT TESTER	7.49	01	01-10-5021	LIQ	1
	15			16 PB DS PENETRANT	57.52	01	01-10-5021	LIQ	1
	16			ISO HEET ANTIFREEZE	19.74	01	01-10-5021	LIQ	1
	17			10W30	83.88	01	01-10-5021	LIQ	1
	18			ADAPTER	7.49	01	01-10-5021	LIQ	1
	19			SPRAY ADHESIVE	9.99	01	01-10-5021	LIQ	1
	20			OIL DRAIN PAN	8.25	01	01-15-5020	LIQ	1
	21			UNIVERSAL LIFT SUPP	65.98	02	02-01-5410	LIQ	1
	22			GREASE FITTING	5.49	02	02-01-5410	LIQ	1
	23			GREASE FITTING	5.49	02	02-01-5410	LIQ	1
	24			OIL DRY	28.98	01	01-10-5021	LIQ	1
	25			DEX COOL RTU COOLANT	25.98	01	01-10-5021	LIQ	1
	26			2.5 DEF	33.98	01	01-10-5021	LIQ	1
	27			NAPA HYDRAULIC FILTER	16.99	01	01-10-5021	LIQ	1
	28			VAL VR1 RACE 30W	59.94	01	01-10-5429	LIQ	1
	29			AA INDUSTRIAL BATTERY	30.96	01	01-10-5021	LIQ	1
	30			INSPECTION PENLIGHT	12.99	01	01-10-5021	LIQ	1
	31			NAPAGOLD AIR FILTER	34.76	01	01-10-5429	LIQ	1
	32			AIR FILTER	39.51	01	01-10-5429	LIQ	1
	33			VAL VR1 RACE 30W	9.99	01	01-10-5429	LIQ	1
	34			VAL VR1 RACE 30W	49.95	01	01-10-5429	LIQ	1
	35			MOTOR TUNE UP	8.49	01	01-10-5021	LIQ	1
	36			PLIERS	19.57	01	01-10-5021	LIQ	1
	37			8 PCS 3 8 MM HX SKT	21.99	01	01-10-5021	LIQ	1
	38			RAD SPC A B ANTIFREEZE	13.38	01	01-10-5021	LIQ	1
	39			EXTERIER DOOR HANDLE	63.99	01	01-10-5456	LIQ	1
	40			RAD SPC GUNK ENG CLEANER	6.99	01	01-10-5021	LIQ	1
	41			RADIAL SEAL INNER AIR	38.99	01	01-56-5432	LIQ	1
	42			NITRILE DISPOS GLOVE	14.99	01	01-10-5021	LIQ	1
	43			NITRILE DISPOS GLOVE	14.99	01	01-10-5021	LIQ	1
	44			HYD HOSE FITTING	29.15	01	01-10-5402	LIQ	1
	45			HYD HOSE FITTING	25.91	01	01-10-5402	LIQ	1
	46			12MXTXREEL	72.85	01	01-10-5402	LIQ	1

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	TYPE	CK SQ
	47			IMPACT WRENCH	233.99	01	01-10-5021	LIQ	1
	48			LEVER PUMP	66.99	01	01-10-5021	LIQ	1
	49			CABLE TIES	8.69	01	01-10-5021	LIQ	1
	50			CABLE TIES	8.69	01	01-10-5021	LIQ	1
	51			2.5 DEF	16.99	01	01-10-5021	LIQ	1
	52			JUMP STARTER	399.00	01	01-10-5021	LIQ	1
	53			16IN 12P COM WREN	31.82	01	01-10-5021	LIQ	1
	54			BELT TENSIONER ASSEMBLY	64.99	02	02-03-5410	LIQ	1
				INVOICE TOTAL	2,333.16				
				VENDOR TOTAL	2,333.16				
				1255 MARION CO. SHERIFF'S DEPT					
K9 REIMBURSEMENT	1	12/11/23	11/09/23	TRAINING REIMBURSEMENT FOR K9	949.79	26	26-00-5042	LIQ	1
				INVOICE TOTAL	949.79				
				VENDOR TOTAL	949.79				
				1932 MARION CO. TRANSFER STATION					
NOVEMBER STATEMENT	1	12/11/23	12/04/23	RECYCLING TICKET 493158	49.20	02	02-06-5040	LIQ	1
	2			RECYCLING TICKET 493161	106.60	02	02-06-5040	LIQ	1
	3			C&D WASTE	19.50	02	02-06-5040	LIQ	1
	4			C&D WASTE	29.00	02	02-06-5040	LIQ	1
	5			C&D WASTE	24.00	02	02-06-5040	LIQ	1
	6			C&D WASTE	22.00	02	02-06-5040	LIQ	1
				INVOICE TOTAL	250.30				
				VENDOR TOTAL	250.30				
				110 MARION CO. TREASURER					
2023 TAXES	1	12/11/23	12/07/23	2023 PROPERTY TAXES	138.23	01	01-11-5152	LIQ	1
	2			2023 PROPERTY TAXES	47.79	01	01-11-5151	LIQ	1
	3			2023 PROPERTY TAXES	3,452.36	01	01-11-5155	LIQ	1
	4			2023 PROPERTY TAXES	165.00	01	01-00-5012	LIQ	1
	5			2023 PROPERTY TAXES	165.00	01	01-25-5012	LIQ	1
	6			2023 PROPERTY TAXES	1,733.56	01	01-16-5012	LIQ	1
	7			2023 PROPERTY TAXES	47.14	01	01-30-5010	LIQ	1
	8			2023 PROPERTY TAXES	88.66	02	02-03-5013	LIQ	1
				INVOICE TOTAL	5,837.74				
				VENDOR TOTAL	5,837.74				
				3425 MARION COUNTY HARDWARE					
NOVEMBER STATEMENTS	1	12/11/23	11/30/23	CONN SET SCREW EMT	1.59	02	02-04-5020	LIQ	1
	2			CABLETIE	15.99	02	02-04-5020	LIQ	1
	3			PVC GROUND CONN	7.59	02	02-04-5020	LIQ	1
				INVOICE TOTAL	25.17				
				VENDOR TOTAL	25.17				
				1470 MARION COUNTY IMP. DIST. NO. 2					
11/30/23	1	12/11/23	11/18/23	WATER AT AIRPORT	36.77	01	01-16-5015	LIQ	1
				INVOICE TOTAL	36.77				

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
				VENDOR TOTAL	36.77				
INV# 0028805876	1	12/11/23	11/30/23	3576 MATHESON TRI-GAS INC. TELEMETRY SYSTEM	455.40	02	02-02-5046	LIQ	1
				INVOICE TOTAL	455.40				
				VENDOR TOTAL	455.40				
MEETING WITH CITY AT	1	12/11/23	12/07/23	1071 DAVID MAYFIELD MILEAGE REIMBURSEMENT MCPHERSON	53.30	01	01-00-5026	LIQ	1
				INVOICE TOTAL	53.30				
				VENDOR TOTAL	53.30				
INV# 335733	1	12/11/23	11/13/23	324 MCPHERSON BUSINESS MACH. COPY COUNT	25.00	01	01-55-5255	LIQ	1
				INVOICE TOTAL	25.00				
				VENDOR TOTAL	25.00				
INV# 2146104	1	12/11/23	12/01/23	363 MURPHY TRACTOR & EQUIPMENT CO. PIN FASTENER	32.75	02	02-01-5401	LIQ	1
				INVOICE TOTAL	32.75				
				VENDOR TOTAL	32.75				
INV# R2387043335	1	12/11/23	12/01/23	3952 ECHOSAT, INC SPG PACKAGE	45.00	01	01-16-5015 E-PAYMNT 1309240 12/11/23	LIQ	1
				INVOICE TOTAL	45.00				
				VENDOR TOTAL	45.00				
INV# 1024320580	1	12/11/23	11/26/23	1128 PITNEY BOWES MAILSTATION METER	89.97	01	01-00-5016 E-PAYMNT 1309239 12/11/23	LIQ	1
	2			POSTAGE REFILL FEE	7.99	01	01-00-5016 E-PAYMNT 1309239 12/11/23	LIQ	1
				INVOICE TOTAL	97.96				
				VENDOR TOTAL	97.96				
JANUARY BILLS1	1	12/11/23	12/05/23	3687 POSTALOCITY JANUARY BILLS	137.50	02	02-02-5020	LIQ	1
	2			JANUARY BILLS	137.50	02	02-03-5020	LIQ	1
	3			JANUARY BILLS	137.50	02	02-04-5020	LIQ	1
	4			JANUARY BILLS	137.50	02	02-06-5020	LIQ	1
	5			JANUARY BILLS	137.50	02	02-02-5016	LIQ	1
	6			JANUARY BILLS	137.50	02	02-03-5016	LIQ	1
	7			JANUARY BILLS	137.50	02	02-04-5016	LIQ	1
	8			JANUARY BILLS	137.50	02	02-06-5016	LIQ	1
				INVOICE TOTAL	1,100.00				
				VENDOR TOTAL	1,100.00				

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
3069 QUILL CORPORATION									
INV# 35819541	1	12/11/23	11/22/23	3 RING BINDER	17.99	01	01-00-5020	LIQ	1
	2			BINDER CLIPS	15.18	01	01-00-5020	LIQ	1
	3			SMALL BINDER CLIPS	3.38	01	01-00-5020	LIQ	1
	4			MEDIUM BINDER CLIPS	3.59	01	01-00-5020	LIQ	1
				INVOICE TOTAL	40.14				
				VENDOR TOTAL	40.14				
3941 RESENHOUSE									
INV# 1996-1052159	1	12/11/23	11/20/23	C9 AMBER LED TRANS	58.46	02	02-04-5023	LIQ	1
	2			C9 BLUE LED TRANS	59.25	02	02-04-5023	LIQ	1
	3			C9 GREEN LED TRANS	59.25	02	02-04-5023	LIQ	1
	4			C9 RED LED TRANS	59.25	02	02-04-5023	LIQ	1
				INVOICE TOTAL	236.21				
				VENDOR TOTAL	236.21				
3929 ROY-BACHMAN, BRANDY									
DECEMBER JUDGE FEE	1	12/11/23	12/07/23	DECEMBER JUDGE FEE	350.00	01	01-85-5001	LIQ	1
				INVOICE TOTAL	350.00				
				VENDOR TOTAL	350.00				
230 SMITH & LOVELESS, INC									
INV# 173256	1	12/11/23	11/17/23	BOLT IMPELLER	16.92	02	02-03-5020	LIQ	1
	2			WASHER IMPELLER	46.42	02	02-03-5020	LIQ	1
	3			GASKET VOLUTE	51.42	02	02-03-5020	LIQ	1
	4			PARTS FREIGHT	19.00	02	02-03-5020	LIQ	1
	5			TIMER	122.01	02	02-03-5020	LIQ	1
	6			TIMER SOLID STATE	111.59	02	02-03-5020	LIQ	1
	7			RELAY SPST 120 VAC	28.40	02	02-03-5020	LIQ	1
	8			RELAY	165.74	02	02-03-5020	LIQ	1
	9			GASKET	26.70	02	02-03-5020	LIQ	1
	10			QUAD RING	8.66	02	02-03-5020	LIQ	1
	11			VALVE	171.68	02	02-03-5020	LIQ	1
				INVOICE TOTAL	768.54				
				VENDOR TOTAL	768.54				
343 STATE TREASURER									
OCTOBER/NOVEMBER	1	12/11/23	12/07/23	JBE	4.00	01	01-00-2802	LIQ	1
	2			KLETC	90.00	01	01-00-2801	LIQ	1
				INVOICE TOTAL	94.00				
				VENDOR TOTAL	94.00				
3659 STEPHENSON AUTOMOTIVE EXCELLEN									
INV# 1455A	1	12/11/23	11/27/23	ANNUAL NFPA PUMP TESTING	250.00	01	01-65-5408	LIQ	1
	2			ANNUAL NFPA PUMP TESTING	250.00	01	01-65-5411	LIQ	1
				INVOICE TOTAL	500.00				
				VENDOR TOTAL	500.00				

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
1962 USA BLUE BOOK									
ORDER NUMBER S032003	1	12/11/23	11/22/23	TOTALCHLORINE REAGENT SET	450.00	02	02-02-5012	LIQ	1
	2			HACH FLUORIDE REAGENT	163.95	02	02-02-5012	LIQ	1
	3			HACH DPD	149.25	02	02-02-5012	LIQ	1
	4			SHIPPING	68.09	02	02-02-5012	LIQ	1
				INVOICE TOTAL	831.29				
				VENDOR TOTAL	831.29				
1192 VERIZON WIRELESS									
OCT20-NOV19	1	12/11/23	11/19/23	6202666051	28.99	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	2			6202666055	24.76	01	01-16-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	3			6203810019	41.46	01	01-55-5089 E-PAYMNT 1309241 12/11/23	LIQ	1
	4			6203810212	28.99	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	5			6203810309	29.89	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	6			6203810647	28.99	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	7			620381076	52.27	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	8			6203810928	29.89	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	9			6203810967	28.99	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	10			6203811285	41.46	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	11			6203813101	24.30	01	01-14-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	12			6203813240	28.99	01	01-00-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	13			6203814043	24.76	01	01-75-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	14			6203814631	40.01	01	01-14-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	15			6203814663	40.01	01	01-14-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	16			6203814706	40.01	01	01-15-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	17			6203814714	40.01	01	01-14-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	18			6203814891	40.01	01	01-14-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	19			6203822355	28.99	02	02-02-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	20			6203822442	24.76	01	01-75-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	21			6203822561	9.66	02	02-04-5015 E-PAYMNT 1309241 12/11/23	LIQ	1
	22			6203822561	9.66	02	02-01-5015 E-PAYMNT 1309241 12/11/23	LIQ	1

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
	23			6203822561	9.67	01	01-10-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	24			6203822651	41.46	01	01-14-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	25			6203823425	30.79	01	01-05-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	26			6203823732	8.25	02	02-04-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	27			6203823732	8.25	02	02-01-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	28			6203823732	8.26	01	01-10-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	29			6203823770	9.66	02	02-04-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	30			6203823770	9.66	02	02-01-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	31			6203823770	9.67	01	01-10-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	32			6203823993	24.76	01	01-00-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	33			6203826670	41.46	02	02-04-5089	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	34			6203826671	41.46	02	02-01-5089	LIQ	1
							E-PAYMNT 1309241 12/11/23		
	35			6203829134	69.31	01	01-25-5015	LIQ	1
							E-PAYMNT 1309241 12/11/23		
				INVOICE TOTAL	999.52				
				VENDOR TOTAL	999.52				
				3841 VISION CARE DIRECT					
INV# 1213012012023	1	12/11/23	11/25/23	DECEMBER PREMIUM	15.90	257	02-00-2457	LIQ	1
							E-PAYMNT 1309242 12/11/23		
	2			DECEMBER PREMIUM	25.46	257	02-00-2457	LIQ	1
							E-PAYMNT 1309242 12/11/23		
	3			DECEMBER PREMIUM	46.24	257	02-00-2457	LIQ	1
							E-PAYMNT 1309242 12/11/23		
				INVOICE TOTAL	87.60				
				VENDOR TOTAL	87.60				
				3314 VYVE BROADBAND					
DECEMBER	1	12/11/23	12/01/23	INTERNET AT MUSEUM	69.95	01	01-25-5015	LIQ	1
							E-PAYMNT 1309243 12/11/23		
	2			INTERNET AT AIRPORT	39.43	01	01-16-5015	LIQ	1
							E-PAYMNT 1309243 12/11/23		
				INVOICE TOTAL	109.38				
				VENDOR TOTAL	109.38				
				844 WILLIAMS SERVICE, INC.					
INV# FLO 1035213	1	12/11/23	11/08/23	SWITCH TURN SIGNAL	326.43	02	02-04-5408	LIQ	1
				INVOICE TOTAL	326.43				

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
				VENDOR TOTAL	326.43				
			3596	GENE WINKLER					
HOLLY JOLLY CHRISTMA	1	12/11/23	12/06/23	ALL DAY MUSIC DOWNTOWN	100.00	01	01-11-5276	LIQ	1
				INVOICE TOTAL	100.00				
				VENDOR TOTAL	100.00				
				CENTRAL NATIONAL BANK TOTAL	93,400.69				
				TOTAL MANUAL CHECKS	.00				
				TOTAL E-PAYMENTS	2,513.82				
				TOTAL PURCH CARDS	.00				
				TOTAL ACH PAYMENTS	.00				
				TOTAL OPEN PAYMENTS	90,886.87				
				GRAND TOTALS	93,400.69				



Pay Period	Period	Timesheets Due in City Office	Pay Day
Dec 24 thru Jan 06	1	January 8, 2024	January 10, 2024
Jan 07 thru Jan 20	2	January 22, 2024	January 24, 2024
Jan 21 thru Feb 03	3	February 5, 2024	February 7, 2024
Feb 04 thru Feb 17	4	February 16, 2024	February 21, 2024
Feb 18 thru Mar 02	5	March 4, 2024	March 6, 2024
Mar 03 thru Mar 16	6	March 18, 2024	March 20, 2024
Mar 17 thru Mar 30	7	April 1, 2024	April 3, 2024
Mar 31 thru Apr 13	8	April 15, 2024	April 17, 2024
Apr 14 thru Apr 27	9	April 29, 2024	<b>May 1, 2024</b>
Apr 28 thru May 11	10	May 13, 2024	<b>May 15, 2024</b>
May 12 thru May 25	11	May 24, 2024	<b>May 29, 2024</b>
May 26 thru Jun 08	12	June 10, 2024	June 12, 2024
Jun 09 thru Jun 22	13	June 24, 2024	June 26, 2024
Jun 23 thru Jul 06	14	July 8, 2024	July 10, 2024
Jul 07 thru Jul 20	15	July 22, 2024	July 24, 2024
Jul 21 thru Aug 03	16	August 5, 2024	August 7, 2024
Aug 04 thru Aug 17	17	August 19, 2024	August 21, 2024
Aug 18 thru Aug 31	18	August 30, 2024	September 4, 2024
Sep 01 thru Sep 14	19	September 16, 2024	September 18, 2024
Sep 15 thru Sep 28	20	September 30, 2024	October 2, 2024
Sep 29 thru Oct 12	21	October 14, 2024	October 16, 2024
Oct 13 thru Oct 26	22	October 28, 2024	<b>October 30, 2024</b>
Oct 27 thru Nov 09	23	November 11, 2024	<b>November 13, 2024</b>
Nov 10 thru Nov 23	24	November 25, 2024	<b>November 27, 2024</b>
Nov 24 thru Dec 07	25	December 9, 2024	December 11, 2024
Dec 08 thru Dec 21	26	December 20, 2024	December 25, 2024

2024 Holiday Schedule			
New Years Day	Monday, January 1, 2024	Columbus Day	Monday, October 14, 2024
Martin Luther King Jr Day	Monday, January 15, 2024	Veteran's Day	Monday, November 11, 2024
Presidents' Day	Monday, February 19, 2024	Thanksgiving	Thursday, November 28, 2024
Memorial Day	Monday, May 27, 2024		Friday, November 29, 2024
Independence Day	Thursday, July 4, 2024	Christmas	Tuesday, December 24, 2024
Labor Day	Monday, September 2, 2024		Wednesday, December 25, 2024

Payroll that sick leave is accrued for the previous month

# Marion Housing Authority

1501 E. LAWRENCE • MARION, KANSAS 66861 • 620-382-2218



THE HOUSING AUTHORITY FOR THE CITY OF MARION, KANSAS

November 21, 2023

City Commissioners  
Marion, Kansas

Dear Commissioners,

The Board of Directors of Marion Housing Authority (Hilltop Manor) recommends that Lala Lovelady be reappointed to a 4 year term to the Board of Directors of Marion Housing Authority. Lala's current term expires December 31, 2023.

Sincerely,

A handwritten signature in blue ink that reads "Carla Tharp". The signature is written in a cursive style.

Carla Tharp  
Executive Director

## RESOLUTION 23-06

A RESOLUTION OF THE CITY OF MARION, KANSAS WAIVING THE STATUTORY REQUIREMENT (K.S.A. 75-1120a(a)) TO USE GENERALLY ACCEWPTED ACCOUNTING PRINCIPLES (GAAP) IN THE PREPARATION OF FINANCIAL STATEMENTS AND REPORTS.

**WHEREAS**, the City of Marion, Kansas, has determined that the financial statements and financial reports for the year ended December 31, 2023 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the City Council or the members of the general pubic of the City of Marion, and

**WHEREAS**, there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended December 31, 2023.

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Marion, Kansas, in regular meeting duly assembled this 28<sup>th</sup> day of December, to waive the requirements of K>S>A. 75-1120a(a) as they apply to the City of Marion for the year ended December 31<sup>st</sup>, 2023.

**BE IT FURTHER RESOLVED** that the City Council shall cause the financial statements and financial reports of the City of Marion to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of the State.

Adopted the 11<sup>th</sup> day of December, 2023.

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David Mayfield, Mayor

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Janet Robinson



**LOYD GROUP, LLC**

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November 15, 2023

City of Marion  
208 E Santa Fe  
Marion, KS 66861

Honorable Mayor and City Council:

We are pleased to confirm our understanding of the services we are to provide the City of Marion (City), a Municipality, for the year ended December 31, 2023.

You have requested that we audit the financial statement of the City as of December 31, 2023, and for the year ended and for the year then ended and the related notes, which collectively comprise the City's basic financial statement. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and with *Kansas Municipal Audit and Accounting Guide* (KMAAG) and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from accounting principles generally accepted in the United States of America (GAAP), will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

Accounting principles in conformity with *Kansas Municipal Audit and Accounting Guide* (KMAAG) and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from accounting principles generally accepted in the United States of America (GAAP) requires reporting on the regulatory-required supplementary information (RRSI) that accompanies the District's financial statement. Such information, although not a part of the basic financial statement, is required by the KMAAG, who considers it to be an essential part of financial reporting for placing the basic financial statement in an appropriate operational, economic, or historical context. We will subject the following RRSI to the auditing procedures applied in our audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America (GAAS) and will provide an opinion on it in relation to the financial statement as a whole in a report combined with our auditor's report on the financial statement:

- 1) Schedule 1, Summary of Expenditures – Actual and Budget – Regulatory Basis
- 2) Schedule 2, Individual Fund Schedules of Receipts and Expenditures – Actual and Budget – Regulatory Basis

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**D. Scot Loyd, CPA, CGFM, CFE, CGMA, CNC**

*"Creating Maneuverability in Government"*

## **Auditor Responsibilities**

We will conduct our audit in accordance with GAAS and the KMAAG. As part of an audit in accordance with GAAS and KMAAG, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statement that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement, including the disclosures, and whether the financial statement represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and the KMAAG.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

## **Compliance with Laws and Regulations**

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statement are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

## **Management Responsibilities**

Our audit will be conducted on the basis that management and those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statement in accordance with accounting principles in conformity with the KMAAG;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statement that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
  - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statement such as records, documentation, and other matters;
  - ii. Additional information that we may request from management for the purpose of the audit;
  - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- d. For including the auditor's report in any document containing basic financial statement that indicates that such basic financial statement has been audited by us;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- f. For adjusting the basic financial statement to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us

- during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statement as a whole; and
- g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
  - h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
  - i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
  - j. For the accuracy and completeness of all information provided.

You are responsible for the preparation of the RRSI in conformity with the KMAAG and the accounting practices prescribed by the State of Kansas to demonstrate compliance with the cash basis and budget laws of the State of Kansas, which is a regulatory basis of accounting, the practices of which differ from GAAP. You agree to include our report on the RRSI in any document that contains and indicates that we have reported on the RRSI. You also agree to include the audited financial statement with any presentation of the RRSI that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the RRSI in accordance with the KMAAG; (2) that you believe the RRSI, including its form and content, is fairly presented in accordance with the KMAAG; (3) that the methods or measurement of presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the RRSI. With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

Management understands and acknowledges the following with regards to the financial statement:

- The purpose for using the KMAAG regulatory basis framework is to comply with the statutory provisions applicable to the entity for preparation of the financial statement on a basis of accounting other than GAAP;
- The financial statement is intended for general use;
- Management has taken appropriate steps to determine that the KMAAG regulatory basis framework is acceptable in the circumstances for meeting its annual financial statement reporting needs;
- Informative disclosures will be included in the financial statement that are appropriate to the KMAAG regulatory basis framework, including:
  - A description of the KMAAG regulatory basis framework, including a summary of significant accounting policies, and how the framework differs from GAAP;
  - Informative disclosures similar to those required by GAAP for items contained in the financial statement that are the same as, or similar to, those in financial statement prepared in accordance with GAAP; and
  - Any additional disclosures beyond those specifically required by the KMAAG regulatory basis framework that may be considered necessary to achieve fair presentation of the financial statement.

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

### ***Nonattest Services***

With respect to any nonattest services we perform, we agree to perform the assistance of financial statement preparation services.

We will not assume management responsibilities on behalf of the City. However, we will provide advice and recommendations to assist management of the City in performing its responsibilities.

The City's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.

- The nonattest services are limited to the assistance of financial statement preparation services as previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

## **Reporting**

We will issue a written report upon completion of our audit of the City's financial statement. Our report will be addressed to the Honorable Mayor and City Council of the City of Marion. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

## **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Loyd Group, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulatory agencies or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Loyd Group, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulatory agencies or its designee. The regulatory agency or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

D. Scot Loyd is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit on approximately January 3, 2024 and to issue our reports no later than June 2024.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$21,500, excluding Single Audit requirements. Single Audit requirements apply when the City of Marion has \$750,000 or more Federal Funds expenditures during the year. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered 60% on January 5, 2024 and 40% rendered at the delivery of the audit report and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you concerning the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We will issue a formal engagement letter for each year for the services to be rendered under this agreement for December 31, 2024 through December 31, 2025. We will honor the same pricing as above for those two years.

It is mutually agreed that should unusual conditions arise whereby the accountants' services are necessary beyond the extent of the work heretofore contemplated and required, such unusual conditions shall be brought to the attention of the governing body, to enable them to determine whether the accountants shall be authorized and delegated to make a detailed investigation of the matters in question. This authorization process would also include a determination of whether this work could be completed under the nonattest Standard 1.295. This determination

would be reviewed by Loyd Group, LLC's management before presenting this additional work to the governing body for consideration. The basic scope of this audit contract shall not include, among other things, budget preparation; federal fund grants not specified above; new bond issues; new standards and regulations promulgated by any State or Federal agency; new funds or entities established by the client; bookkeeping services; computer system consultation and training; training on new computerized accounting systems; or other significant difficulties encountered due to inadequate or incomplete accounting records, difficult staff or turnover of staff. Any additional services will be completed at our standard hourly rates. Training and nonattest services would be based on our standard hourly rates.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

To ensure that Loyd Group, LLC's independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

In connection with this engagement, we may communicate with you or others via email transmission. We take reasonable measures to secure your confidential information in our email transmissions, including password protecting confidential documents. However, as email can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom it is directed and only to such parties, we cannot guarantee or warrant that email from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of email transmissions, or for the unauthorized use or failed delivery of email transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

The engagement documentation for this engagement is the property of Loyd Group, LLC and constitutes confidential information. However, subject to applicable laws and regulations, engagement documentation and appropriate individuals will be made available upon request and in a timely manner to regulatory agencies or its designee. We will notify you of any such request. If requested, access to such engagement documentation will be provided under the supervision of Loyd Group, LLC personnel. Furthermore, upon request, we may provide copies of selected engagement documentation to regulatory agencies or its designee. The regulatory agencies or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

In addition, you further agree that in the event our firm or any of its employees or agents is called as a witness or requested to provide any information whether oral, written, or electronic in any judicial, quasi-judicial, or administrative hearing or trial regarding information or communications that you have provided to this firm, or any documents and workpapers prepared by Loyd Group, LLC in accordance with the terms of this agreement, you agree to pay any and all reasonable expenses, including fees and costs for our time at the rates then in effect, as well as any legal or other fees that we incur as a result of such appearance or production of documents.

It is our policy to keep records related to this engagement for seven years. However, Loyd Group, LLC does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by government or regulatory agencies.

By your signature below, you acknowledge and agree that upon the expiration of the seven-year period, Loyd Group, LLC shall be free to destroy our records related to this engagement.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by a mutually agreed upon arbitrator, under its applicable rules for resolving professional accounting and related services disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the applicable rules for resolving professional accounting and related



services disputes, except that under all circumstances the arbitrator must follow the laws of Kansas. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution. The prevailing party shall be entitled to an award of reasonable attorneys' fees and costs incurred in connection with the arbitration of the dispute in an amount to be determined by the arbitrator.

It is our understanding that your intent in engaging our professional services is that the services provided to you under this agreement for the internal use of management and the City Council and the Office of Inspector General as required by your participation in the Federal Financial Assistance Programs, if applicable. However, the Office of Inspector General is not entitled to rely on these professional services after December 31, of the year following this engagement year without our express, written agreement. Moreover, as of the time of this engagement, we have not been notified, in writing or otherwise, that the professional accounting services rendered under this agreement will be made available to any other person, firm or corporation for any purpose not specified hereinabove.

Consequently, no other person, firm or corporation is entitled to rely upon these professional services for any purpose without our express, written agreement; and the parties referenced above are not entitled to rely upon these services except in connection with the reasons and for the time period referenced above without our express, written agreement.

This engagement embodies the entire agreement and understanding between the parties hereto and there are no promises, warranties, covenants or conditions made by any of the parties except as herein expressly contained. The terms and conditions of this engagement shall be governed and construed in accordance with the laws of the State of Kansas and may only be modified in a writing signed by all the parties. Jurisdiction and venue of any dispute or cause of action arising out of or related to the subject-matter of this agreement shall lie in the State of Kansas and any litigation arising out of or related to the professional services rendered hereunder shall be brought in the State of Kansas.

We appreciate the opportunity to be of service to the City of Marion and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Loyd Group, LLC  
Loyd Group, LLC

D. Scot Loyd, CPA, CGFM, CFE, CGMA, CNC  
By D. Scot Loyd, CPA, CGFM, CFE, CGMA, CNC

**Resolution of Acceptance:**

This letter correctly sets forth the understanding of the Honorable Mayor and City Council, Marion, Kansas.

Management signature: \_\_\_\_\_

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

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

Governance signature: \_\_\_\_\_

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

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

Community Enrichment Director/Interim Zoning Administrator  
City Council Report – December 8, 2023

November 27 – 30

- Sent Art in the Park Vendor contact info to a customer who's looking to buy additional items.
- Began collecting receipts from Holly Jolly Christmas so businessowners may be reimbursed.
- Assisted vendors loading booth contents from Saturday's event. Left some items due to snow.
- Scheduled Chingawassa Days Committee Meeting in the Ballroom per request to return.
- Reached out to Yoga instructor asking for info to create a new flyer for classes with new dates.
- Attended Marion Merchant's meeting.
- Reminded guys to put metal sign panels on their list to be installed on sign by Dollar General.
- Searched for a new reindeer for Holly Jolly Christmas next year. One with two full antlers.
- Board member asked me to text him that I have emailed out meeting information. No problem.
- Assisted employee with finding family in need of help for Christmas as his company donates.
- Assisted someone who was laid off in finding another position. Made several suggestions.
- Contacted five places asking if they are hiring to try and help person who was laid off.
- Determined we don't have a quorum so posted the Planning Commission meeting is canceled.
- Visited with businessowner about future plans and locations, as well as funding.
- Figured out doable dates with the city office to use 9 days of vacation by the end of the year.
- Assisted Head Start teacher with the screen in the Ballroom, etc., for a family Christmas party.
- Communicated with the mother of the bride renting the Ballroom for a wedding reception.
- Sent message to variance applicant to double check the date of a public hearing works for him.
- Created Public Hearing notice for the newspaper.
- Created Public Hearing registered letters to send to neighbors.
- Created new Yoga class flyer and sent to the instructor for review before posting.
- Asked for recent bed tax fund income amount and updated my spreadsheet and balance.
- Guys helped by putting up tables from Holly Jolly event in preparation for Head Start party.
- Had the building cleaned in preparation for Head Start's Christmas Party Friday evening.
- Continue assisting employee help someone local with Christmas, with his company's donation.

December 5 - 7

- Started working on registered letters to send to neighbors for upcoming public hearing.
- Per request looking for a map of Marion without anything but street names on it.
- Per request tried to help someone find a home for a sofa.
- Met with James to discuss new school facilities project, as well as current cases on the books.
- Visited with businessowner about a new idea for an empty building where plans have changed.
- Janet reports the library board wants the Walton billboard for February and March.
- Asked for Merchants and MEDI to vote on paying for Walton billboard for January for library.
- Emailed Janet deadlines for artwork for the library billboard and instructions for the design.
- Visited with Christian. He found the Ballroom wifi wiring is cut on the outside of the building.
- Finished compiling registered letters for upcoming public hearing and got them mailed.
- Sent public hearing notice to the Record for publication next week.
- Had the building cleaned prior to the County's Christmas party this weekend.
- Worked with Gene to figure how many packages of turkey thighs for Christmas food boxes.
- Keeping my ears open for someone retiring that wants to sell their business to interested party.
- Visited with resident wanting to tear down an old house and rebuild, but unsure of plans.