CITY COUNCIL MEETING
AGENDA
MAY 04, 2026
6:30 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC INPUT
4. AMENDMENTS TO THE AGENDA
5. MAYOR'S REPORT
6. CONSENT AGENDA

These items are routine & enacted by one motion; there will be no separate discussion unless a Council member so requests.

A. Approval of Minutes
   1) Regular Meeting April 20, 2026
B. Payroll Ordinance No. 5587
C. Purchase Order Ordinance No. 5588

7. APPOINTMENTS
8. COMMITTEE/STAFF REPORTS

A. Milton Collins, Community Development Director – Community Cleanup Day

9. NEW BUSINESS
   A. Audit Report, Adams Brown
   B. Resolution No. 08-2026: CDBG Commercial Rehabilitation Application
   C. Emergency Management Funds MOU
   D. Sunflower Foundation Grant Agreement
10. EXECUTIVE SESSION
11. OTHER

A. May 18: Study Session-Enterprise

12. ADJOURNMENT

LINDSBORG
KANSAS

Upcoming Meetings

MAY 2026

Mon. May 4	5:30 p.m.	Study Session (will continue after Council Meeting if not completed)
	6:30 p.m.	City Council Meeting
Tues. May 5	3:00 p.m.	CVB Advisory Board Meeting
Tues. May 12	6:30 p.m.	Board of Zoning Appeals (as required)
Mon. May 18	5:30 p.m.	Study Session
	6:30 p.m.	City Council Meeting
Tues. May 19	8:30 a.m.	Tree Board Meeting
	6:30 p.m.	Design Review Board (as required)
Mon. May 25		City offices closed for Memorial Day
Tues. May 26	6:30 p.m.	Planning Commission (as required)

JUNE 2026

Mon. June 1	6:30 p.m.	City Council Meeting
Tues. June 9	6:30 p.m.	Board of Zoning Appeals (as required)
Mon. June 15	6:30 p.m.	City Council Meeting
Tues. June 16	8:30 a.m.	Tree Board Meeting
	6:30 p.m.	Design Review Board (as required)
Tues. June 23	6:30 p.m.	Planning Commission (as required)

LINDSBORG CITY COUNCIL
Lindsborg City Hall
April 20, 2026–6:30 p.m.
Meeting Minutes

COUNCILMEMBERS PRESENT: Mayor Clark Shultz, Rebecca Van Der Wege, Kirsten Bruce, Joshua Swanson, Larry Lysell, Ericka Lysell, Andrew Smith, Lysa Palmer-Augusta, Tyler Johnson

OTHERS PRESENT:
Tanner Faust, Roxie Sjogren, David Hay, Lauren Doak, Denny Walker, Milton Collins, Noah Flores, Scott Bontz

The meeting was called to order at 6:30 p.m. by Mayor Clark Shultz, followed by the pledge of allegiance.

PUBLIC INPUT:
There was no public input.

AMENDMENTS TO THE AGENDA:
City Administrator Tanner Faust asked that Tyler Technologies Cloud Upgrade be added to Old Business. There were no objections.

MAYOR'S REPORT:
Mayor Shultz read a portion of the Arbor Day Proclamation that was provided in advance to Council, proclaiming Friday, April 24, 2026, as Arbor Day in Lindsborg. Councilmember Larry Lysell moved to approve the Arbor Day Proclamation, seconded by Councilmember Lysa Palmer-Augusta and passed 8-0 by voice vote.

Mayor Shultz read a portion of the Volunteer Month Proclamation that was provided in advance to Council. Councilmember Ericka Lysell moved to approve the Volunteer Month Proclamation, seconded by Councilmember Kirsten Bruce and passed 8-0 by voice vote.

April 18 was Lineworker Appreciation Day. Mayor Shultz thanked the Lindsborg Electric Department Lineworker crew: Rod Schrage, Matthew Lloyd, Ethan Steinbruck and Tatum Lee.

Administrative Professional Day is April 22. Mayor Shultz recognized Maci Claycamp, Heather Clifford, Julia Duell, Robin Droegemeier and Diane Reece for the work they do for the City.

Mayor Shultz shared some news regarding Bethany College:

Last Saturday was the celebration of life for Dr. Charles Fox, the late husband of Dr. Laura Crawley, President of Bethany College.

Dr. Walter Pelz recently passed away. Dr. Pelz was deeply connected with most music events at Bethany College over the last 20 years.

Sawyer Lysell-Alkire was recently recognized on a Student Success list for working to improve on his case studies.

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CONSENT AGENDA

Councilmember Kirsten Bruce moved to approve the minutes from the April 06, 2026, regular Council meeting, Payroll Ordinance 5583, Purchase Order Ordinance 5584 and AXON invoice. Motion was seconded by Councilmember Andrew Smith and passed 8-0 by roll call vote.

APPOINTMENTS:

Mayor Clark Shultz read the list of appointments to the City's Boards and Commissions:

Library Board: Genevieve Bishop
Lindsborg Housing Authority: Bill Nelson
Golf Course Advisory Board: Steve Sjogren
Recreation Advisory Board: Ryan Conrade, Amy Dreier
Planning Commission: Jenell Hulse, Becky Anderson, Jeff Kurtz
Board of Zoning Appeals: Joyce Pigge
Design Review Board: Liz Strnad
Sister City Committee: Dean Anderson, Mark Ahlseen, Lori Johnson
Tree Board: Keith Kandt, David Reiswig
Cemetery Board: Ryon Carey
CVB Advisory Board: Stacey Lott, Molly Johnson, Lori Johnson

Councilmember Lysa Palmer-Augusta moved to approve the board and commission appointments. Seconded by Council President Rebecca Van Der Wege and passed 8-0 by voice vote.

COMMITTEE REPORTS:

There were no committee reports.

OLD BUSINESS:

Tyler Technology Cloud Upgrade

The original agenda item regarding the Tyler Technology Cloud Upgrade from the April 06, 2026:

> The City of Lindsborg currently utilizes Tyler Technologies for its financial, payroll, utility, and court systems, with the police department scheduled to come online soon. At present, the City operates in a hosted environment, which has presented several challenges. Software upgrades must be performed manually rather than receiving automatic updates to the latest releases. Some upgrades have required considerable staff time, including coordination with Tyler support to successfully complete the process. The City also maintains dedicated server space exclusively for Tyler applications, along with supporting software that must be purchased, maintained, and regularly updated. This server is backed up through the City's Datto system, which must be appropriately sized to accommodate the significant storage requirements associated with Tyler's platforms.
>
> Tyler Technologies is increasingly prioritizing its newest features and enhancements for cloud-based deployments only. This aligns with the broader direction of the software industry as it adapts to evolving technology and security standards. Tyler's cloud services are hosted on Amazon Web Services (AWS), a top-tier provider known for its highly secure, reliable, and scalable infrastructure. Transitioning to Tyler's cloud environment will also improve accessibility and flexibility for staff. Employees will be able to access Tyler applications through

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a web browser rather than relying on locally installed software. This capability allows staff who are traveling or working remotely to securely access needed systems without the requirement to connect through a virtual private network (VPN).

There is no one-time cost to migrate to the cloud; however, the annual software fee will increase. The City currently pays approximately $31,000 per year to Tyler Technologies for software licensing. Upon transitioning to the cloud environment, the annual cost will increase to $43,036. This expense is allocated across multiple funds, as the software supports several different departments throughout the City. While the annual software cost will increase, the City should realize offsetting savings through reduced server requirements, elimination of certain supporting software, and a reduction in the size of the Datto backup system. Collectively, these changes are expected to reduce infrastructure complexity and ongoing maintenance demands while positioning the City to align with current and future technology standards.

At the April 6, 2026, meeting, Council had requested information on what the cost savings would be.

After discussions with Reach Solutions, the City's IT provider, confirmed that the city could fully eliminate the need for an onsite server.

Currently, the server serves two primary purposes:

1. Hosting our Tyler Technologies software.
2. Acting as our file server.

By migrating Tyler Technologies to the cloud and transitioning file storage to SharePoint, the City can remove the need for both an onsite server and its associated backup infrastructure.

This transition would result in the following cost savings:

Eliminated or Avoided Costs

1. Server Replacement: Estimated at $30,000–$35,000 if replaced today (next replacement scheduled for 2028; servers are replaced every four years).
2. Datto Backup Service: Currently $11,940 annually; scheduled to increase to $15,600 annually upon renewal in June.
3. SQL Server 2025: $939.
4. Uninterruptible Power Supply (UPS): $660.
5. Additional Miscellaneous Costs: Including screen-sharing, VPN, and other server-dependent services that would no longer be required once fully transitioned to the cloud.

Projected Savings

- Ongoing annual savings of over $15,000.
- In years when the server would otherwise be replaced, total annual savings exceed $40,000.

Councilmember Andrew Smith moved to approve moving to the Tyler Technologies Cloud for a new annual contract amount of $41,505.00 per year. Seconded by Councilmember Tyler Johnson and passed 8-0 by roll call vote.

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NEW BUSINESS:

Ordinance No. 5585 - Amending Recommended Tree List

The Tree Board has voted to revise the City of Lindsborg official street tree list. Changes have been made to benefit the urban forest. The following reasons are cited:

- The *Kentucky Coffee Tree* is being added to encourage a more diverse tree canopy

Trees being removed include:

None at this time

Trees being added:

Kentucky Coffee tree (large tree)

With City Council's approval of this list, the Lindsborg City Code, Article III, Section 48-103 TREES AND SHRUBS will be amended by Ordinance No. 5585.

Councilmember Joshua Swanson moved to approve Ordinance No. 5585 amending the city's official street tree list. Seconded by Councilmember Kirsten Bruce and passed 8-0 by roll call vote.

Midsummers Free Swim

The Midsummer's Committee has requested a "Late-Night Swim" the evening of June 20, 2026, at the Lindsborg Municipal Pool. They asked that this take place from 9:00-11:00 p.m.

Late-night swim has been a part of the Midsummer's weekend for many years.

There will be no charge to the committee or patrons using the pool during that time.

Councilmember Kirsten Bruce moved to approve the request from Midsummer's Committee for a free late-night swim from 9-11 p.m. on Saturday, June 20, 2026. Seconded by Councilmember Joshua Swanson and passed 8-0 by voice vote.

Ordinance No. 5586 - Disbanding Gifts and Bequests Committee

Council was presented with an ordinance that recommended dissolving the gifts and bequests committee. The gifts and bequests committee was established with an ordinance and must be dissolved with an ordinance.

The city code outlines the responsibility of this body with the following:

It shall be the duty of the commission to study, investigate and develop specific recommendations to the city council for the disposition of gifts and bequests received by the city. The commission shall also prepare a proposed plan of disposition, to be reviewed annually, for gifts and bequests that may be received subsequent to the adoption of the plan. The specific recommendations and proposed plan are advisory only and shall not be binding on the city council.

The responsibility to advise and plan for the disposition of gifts and bequests received by the city will be assumed by the staff and city council as has been practiced in most recent history.

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Councilmember Andrew Smith moved to approve dissolving the gifts and bequests commission by Ordinance No. 5586. Seconded by Council President Rebecca Van Der Wege and passed 8-0 by roll call vote.

KMU Rate Study Agreement
Staff asked Council to consider accepting an "agreement for services" with Kansas Municipal Utilities (KMU) for the execution of a rate study review. KMU staff provided three options for our consideration. The options are a single utility study for either water or sewer or a combined study. The water study would carry a cost of $4,000, the sewer rate study would cost $3,100, and a combined study would cost $6,500 ($600 savings).

The cost of maintaining and replacing aging water/sewer infrastructure continues to increase rapidly. To avoid reactionary rate spikes, staff find it important to evaluate our current rate structure while looking at historic profit and loss from the utility to plan responsibly for the future. KMU has a proven track record of being advocates for public utilities in Kansas and bring decades of industry knowledge.

Possible recommendations include rate amendments or rate structure changes.

At the end of the rate study, a presentation of the findings will be shared with the City Council.

Councilmember Andrew Smith moved to approve the Water/Sewer Rate Study to be completed by KMU in the amount of $6,500. Seconded by Councilmember Ericka Lysell and passed 7-1 with Councilmembers Ericka Lysell, Tyler Johnson, Kirsten Bruce, Larry Lysell, Lysa Palmer-Augusta, Andrew Smith and Rebecca Van Der Wege voting aye and Councilmember Joshua Swanson voting nay.

KMEA Rate Study
Staff requested approval to engage the Kansas Municipal Energy Agency (KMEA) to conduct an electric rate study, including a revenue requirements and cost-of-service analysis. The study will review all electric utility costs, including power supply, distribution, administration, and capital improvements to ensure the electric fund remains financially sound. The City's last electric rate study was completed five years ago.

KMEA will utilize industry-accepted cost-of-service models and work closely with City staff to determine the revenue needed to fully fund the electric utility. The final deliverables include a written report and a presentation to the governing body.

The cost of the study is $3 per meter. With 1,811 meters, including 39 City usage meters, the estimated total cost is $5,433.

Councilmember Andrew Smith moved to approve the Electric Rate Study to be completed by KMEA in the amount of $5,433.00. Seconded by Councilmember Larry Lysell and passed 7-1 with Councilmembers Ericka Lysell, Tyler Johnson, Kirsten Bruce, Larry Lysell, Lysa Palmer-Augusta, Andrew Smith and Rebecca Van Der Wege voting aye and Councilmember Joshua Swanson voting nay.

KDOT CCLIP Agreement
The City Connecting Link Improvement Program (CCLIP) is a Kansas Department of Transportation (KDOT) program that provides funds for cities to address road deficiencies and improve a City

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Connecting Link on the State Highway System within communities. A City Connecting Link is defined as any routing of a State Highway System that is located within the corporate limits of a city. Harrison and Cole Street are part of that system within the city limits of Lindsborg.

As historical background, Harrison and Cole were restructured in 1993; that year saw major rainfalls causing numerous delays and later, settling issues. Also, during that time, there were poor quality aggregates used in the concrete which to this day, continue to cause problems with the paving.

While the project was done at the same time, the Cole Street portion of the project has not seen the failures that the Harrison Street portion has. In 2008, KDOT funds were used to make some repairs to both Harrison and Cole Streets. While overall, Cole has held up well, Harrison continues to have numerous problems. City staff continue to make repairs by replacing problem areas and patching the concrete every year.

Funding through CCLIP is limited to $400,000 per year with a City match of 5%. Because of the $400,000 per year limit, the project will require two separate applications to cover the cost of the project.

The City has applied for the last several years; historically, applications of this type often require multiple submission cycles before successfully receiving funding. In July of 2025, the City was approved for $400,000 of patching for 2027 and $400,000 of patching for 2028.

Councilmember Kirsten Bruce moved to approve the agreement between the City of Lindsborg and the Kansas Department of Transportation relating to a CCLIP resurfacing project. Seconded by Councilmember Ericka Lysell and passed 8-0 by roll call vote.

OTHER:
Councilmembers were reminded of the Strategic Planning meeting on Monday, April 27 at 5:30pm. Dinner will be ready at 5:15pm so that the meeting can start at 5:30pm.

Kirsten Bruce reiterated “what an amazing man Dr. Pelz was” and how he was hugely influential in music for Lindsborg; his service will be on Thursday, April 23 at Bethany Lutheran Church.

ADJOURNMENT:
Councilmember Kirsten Bruce moved for adjournment, seconded by Councilmember Andrew Smith, and passed 8-0 by voice vote. The meeting was adjourned at 7:34 p.m.

Respectfully Submitted,

Roxie Sjogren

Roxie Sjogren, MMC
City Clerk

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City of Lindsborg, KS

Expense Approval Register

: APPKT00673 - 2026.5.4 "A" COUNCIL PAYABLES

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: ANIXTER INC					
ANIXTER INC	6751763-00	05/04/2026	WOOD POLE 40 FT	070-5-021-5000	536.16
ANIXTER INC	6754642-00	05/04/2026	WOOD POLES 30 FT	070-5-021-5000	815.68
				Vendor ANIXTER INC Total:	**1,351.84**
Vendor: ARLAN COMPANY, INC					
ARLAN COMPANY, INC	17150	05/04/2026	POOL CHEMICALS	001-5-012-5000	541.50
				Vendor ARLAN COMPANY, INC Total:	**541.50**
Vendor: BORDER STATES INDUSTRIES, INC.					
BORDER STATES INDUSTRIES,...	932350604	05/04/2026	XARM/ALU	070-5-021-5000	1,775.19
				Vendor BORDER STATES INDUSTRIES, INC. Total:	**1,775.19**
Vendor: BRENNTAG SOUTHWEST, INC.					
BRENNTAG SOUTHWEST, INC.	BSDW690403	05/04/2026	CHOLRINE GAS	001-5-012-4000	3,165.00
				Vendor BRENNTAG SOUTHWEST, INC. Total:	**3,165.00**
Vendor: CORE & MAIN LP					
CORE & MAIN LP	Y817189	05/04/2026	PVC GOLF COURSE	024-5-001-5000	86.82
				Vendor CORE & MAIN LP Total:	**86.82**
Vendor: CRAFCO, INC.					
CRAFCO, INC.	9403696786	05/04/2026	MASTIC	001-5-006-4000	2,478.00
CRAFCO, INC.	9403697730	05/04/2026	MASTIC	001-5-006-4000	4,956.00
				Vendor CRAFCO, INC. Total:	**7,434.00**
Vendor: CROWN DISTRIBUTORS LLC					
CROWN DISTRIBUTORS LLC	W-7374213	04/21/2026	BEER PURCHASE	024-5-001-5202	101.05
				Vendor CROWN DISTRIBUTORS LLC Total:	**101.05**
Vendor: DAVID ZINN					
DAVID ZINN	INV0003249	05/04/2026	CHALK THE VALK ARTIST	036-5-001-4000	1,852.00
				Vendor DAVID ZINN Total:	**1,852.00**
Vendor: EAGLE ALIGNMENT & AUTOMOTIVE					
EAGLE ALIGNMENT & AUTO...	44988	05/04/2026	EMS SAFETY INSPECTION	029-5-001-4000	214.67
				Vendor EAGLE ALIGNMENT & AUTOMOTIVE Total:	**214.67**
Vendor: HEATHER CLIFFORD					
HEATHER CLIFFORD	INV0003257	05/04/2026	PER DIEM KS USER GROUP M...	001-5-002-8100	94.40
HEATHER CLIFFORD	INV0003257	05/04/2026	PER DIEM KS USER GROUP M...	070-5-022-8100	11.80
HEATHER CLIFFORD	INV0003257	05/04/2026	PER DIEM KS USER GROUP M...	084-5-001-8100	11.80
				Vendor HEATHER CLIFFORD Total:	**118.00**
Vendor: JANELLE ELLIOTT					
JANELLE ELLIOTT	INV0003258	05/04/2026	SUNDSTROM CLEANING	001-5-014-4000	200.00
				Vendor JANELLE ELLIOTT Total:	**200.00**
Vendor: KANSAS SECRETARY OF STATE					
KANSAS SECRETARY OF STATE	INV0003243	05/04/2026	NOTARY ROXIE SJOGREN	001-5-002-4000	25.00
				Vendor KANSAS SECRETARY OF STATE Total:	**25.00**
Vendor: KANSAS TOURISM					
KANSAS TOURISM	4759	05/04/2026	KS TOURISM GUIDE	036-5-001-4000	2,980.00
				Vendor KANSAS TOURISM Total:	**2,980.00**
Vendor: KIMBERLY ANN HOWIE					
KIMBERLY ANN HOWIE	INV0003259	05/04/2026	CHALK THE VALK JUDGING	036-5-001-4000	300.00
				Vendor KIMBERLY ANN HOWIE Total:	**300.00**
Vendor: KMEA					
KMEA	DOGW-LIND-2026-05	04/30/2026	PURCHASE POWER	070-5-020-4210	47,846.00
KMEA	2921-4-26	05/04/2026	FAN CONTROL	070-5-021-5000	7,871.50

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KMEA	SPA-LIND-2026-03	04/30/2026	PURCHASED POWER	070-5-020-4200	2,663.00
				Vendor KMEA Total:	**58,380.50**
Vendor: KS DEPT REVENUE, SALES TX					
KS DEPT REVENUE, SALES TX	6114-3MM7-KA74	04/24/2026	COMP USE TAX	070-5-023-9101	462.14
KS DEPT REVENUE, SALES TX	6114-6hjc-kh25	04/27/2026	SUNDSTROM LIQUOR TAX	001-5-014-9102	45.18
KS DEPT REVENUE, SALES TX	6114-CJP8-378T	04/24/2026	KS RETAIL WATER PRTECTIO...	084-5-001-9102	1,357.12
KS DEPT REVENUE, SALES TX	6114-F44P-KM66	04/24/2026	SALES TAX ON UTILITY	070-5-023-9101	7,173.60
KS DEPT REVENUE, SALES TX	6114-HB2F-FPBT	04/24/2026	SUNDSTROM SALES TAX	001-5-014-9101	392.49
				Vendor KS DEPT REVENUE, SALES TX Total:	**9,430.53**
Vendor: LEAGUE KS MUNICIPALITIES					
LEAGUE KS MUNICIPALITIES	200017298	05/04/2026	MTI MUNICIPAL FINANCE B...	001-5-002-8100	150.00
				Vendor LEAGUE KS MUNICIPALITIES Total:	**150.00**
Vendor: LINDA BRANCH					
LINDA BRANCH	INV0003248	05/04/2026	BAKED GOODS FOR CHALK T...	001-5-008-4000	22.00
				Vendor LINDA BRANCH Total:	**22.00**
Vendor: LINDSBORG LAUNDRY, LLC					
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	001-5-002-4000	28.87
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	001-5-003-4000	8.62
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	001-5-004-4000	8.61
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	001-5-006-4000	8.48
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	001-5-007-4000	8.48
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	001-5-008-4000	5.30
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	028-5-001-4000	8.35
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	070-5-021-4000	8.48
LINDSBORG LAUNDRY, LLC	52003	05/04/2026	MAT SERVICE	084-5-001-4000	8.36
LINDSBORG LAUNDRY, LLC	52048	05/04/2026	LAUNDRY SERVICE	001-5-014-4000	174.26
LINDSBORG LAUNDRY, LLC	52021	05/04/2026	LAUNDRY SERVICE	001-5-014-4000	20.14
LINDSBORG LAUNDRY, LLC	52108	05/04/2026	MAT SERVICE	001-5-002-4000	28.87
LINDSBORG LAUNDRY, LLC	52108	05/04/2026	MAT SERVICE	001-5-003-4000	5.83
LINDSBORG LAUNDRY, LLC	52108	05/04/2026	MAT SERVICE	001-5-004-4000	5.83
LINDSBORG LAUNDRY, LLC	52108	05/04/2026	MAT SERVICE	001-5-006-4000	8.48
LINDSBORG LAUNDRY, LLC	52108	05/04/2026	MAT SERVICE	001-5-007-4000	8.48
LINDSBORG LAUNDRY, LLC	52108	05/04/2026	MAT SERVICE	028-5-001-4000	8.35
LINDSBORG LAUNDRY, LLC	52108	05/04/2026	MAT SERVICE	070-5-021-4000	8.48
LINDSBORG LAUNDRY, LLC	52108	05/04/2026	MAT SERVICE	084-5-001-4000	8.36
LINDSBORG LAUNDRY, LLC	52128	05/04/2026	LAUNDRY SERVICE	001-5-014-4000	20.14
LINDSBORG LAUNDRY, LLC	52153	05/04/2026	LAUNDRY SERVICE	001-5-014-4000	67.58
LINDSBORG LAUNDRY, LLC	51841	05/04/2026	LAUNDRY SERVICE	001-5-014-4000	42.40
				Vendor LINDSBORG LAUNDRY, LLC Total:	**500.75**
Vendor: LINK MEDIA SERVICES, LLC					
LINK MEDIA SERVICES, LLC	608968	05/04/2026	I70 BILLBOARD RENTAL	036-5-001-4000	775.00
				Vendor LINK MEDIA SERVICES, LLC Total:	**775.00**
Vendor: LORI RUNDQUIST					
LORI RUNDQUIST	INV0003251	05/04/2026	2026 LAND LEASE	036-5-001-4000	150.00
				Vendor LORI RUNDQUIST Total:	**150.00**
Vendor: MALLORY SAFETY & SUPPLY LLC					
MALLORY SAFETY & SUPPLY ...	6401634	05/04/2026	LITHIUM BATTERIES/TLR EAR...	001-5-003-5000	233.03
MALLORY SAFETY & SUPPLY ...	6403293	05/04/2026	FIRE HELMET	001-5-004-5000	1,023.89
MALLORY SAFETY & SUPPLY ...	6407358	05/04/2026	FOXFU CLAMP SIDE MOUNT L..	001-5-004-5000	780.00
				Vendor MALLORY SAFETY & SUPPLY LLC Total:	**2,036.92**
Vendor: MARCO A. ALCOCER					
MARCO A. ALCOCER	5647	05/04/2026	EL PERICO FEB EDITION AD	036-5-001-4000	300.00
MARCO A. ALCOCER	5653	05/04/2026	EL PERICO ADVERTISEMENT	036-5-001-4000	300.00
				Vendor MARCO A. ALCOCER Total:	**600.00**
Vendor: MCPHERSON CO TREASURER					
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	001-5-002-6105	799.90
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	001-5-003-4000	65.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	001-5-006-4000	260.00
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	001-5-007-4000	1,774.16
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	001-5-009-9501	65.00
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	001-5-014-4000	195.00
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	024-5-001-4000	195.00
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	028-5-001-4000	195.00
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	029-5-001-4000	65.00
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	070-5-021-4000	390.00
MCPHERSON CO TREASURER	INV0003253	05/04/2026	1ST HALF TAX PAYMENT	084-5-001-4000	325.00
				Vendor MCPHERSON CO TREASURER Total:	**4,329.06**
Vendor: MCPHERSON COUNTY RWD #6					
MCPHERSON COUNTY RWD ...	INV0003255	05/04/2026	RURAL WATER	024-5-001-4205	65.00
				Vendor MCPHERSON COUNTY RWD #6 Total:	**65.00**
Vendor: MEDEVAC MIDAMERICA, INC					
MEDEVAC MIDAMERICA, INC	INV0003252	05/04/2026	QUARTERLY BILLING 1ST -JAN..	029-5-001-4000	121,773.25
				Vendor MEDEVAC MIDAMERICA, INC Total:	**121,773.25**
Vendor: MID-KANSAS CONST. LLC					
MID-KANSAS CONST. LLC	2140	05/04/2026	DOG PARK BENCHES AND PE...	001-3290	3,840.99
				Vendor MID-KANSAS CONST. LLC Total:	**3,840.99**
Vendor: OFFICE OF ACCOUNTS & REPORTS					
OFFICE OF ACCOUNTS & REP...	INV0003254	05/01/2026	2026 BUDGET WORKSHOP	001-5-002-8100	150.00
				Vendor OFFICE OF ACCOUNTS & REPORTS Total:	**150.00**
Vendor: PACE ANALYTICAL SERVICES, INC.					
PACE ANALYTICAL SERVICES, ...	2660245597	05/04/2026	WATER ANALYSIS	028-5-001-4000	618.00
				Vendor PACE ANALYTICAL SERVICES, INC. Total:	**618.00**
Vendor: PESTINGER DISTRIBUTING					
PESTINGER DISTRIBUTING	10102180	04/22/2026	BEER PURCHASE	024-5-001-5202	236.15
				Vendor PESTINGER DISTRIBUTING Total:	**236.15**
Vendor: REACH SOLUTIONS, INC.					
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-002-4000	827.80
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-002-4000	1,205.88
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-002-4000	287.88
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-002-4000	287.88
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-002-4109	143.94
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-003-4000	143.94
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-003-4000	287.88
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-006-4000	71.97
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	001-5-008-4000	1,205.88
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	021-5-001-4000	287.88
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	023-5-001-4000	287.88
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	028-5-001-4000	71.97
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	028-5-001-4000	71.97
REACH SOLUTIONS, INC.	27006	05/04/2026	ANNUAL ADOBE LICENSES	070-5-021-4000	71.97
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	001-5-002-4000	2,348.80
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	001-5-003-4000	894.73
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	001-5-006-4000	146.84
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	001-5-007-4000	161.15
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	001-5-008-4000	161.15
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	001-5-014-4000	146.84
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	021-5-001-4000	161.15
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	023-5-001-4000	293.68
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	024-5-001-4000	146.84
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	028-5-001-4000	146.84
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	070-5-021-4000	439.90
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	070-5-022-4000	880.41
REACH SOLUTIONS, INC.	27007	05/04/2026	IT/EMAIL/BACKUP	084-5-001-4000	293.68
				Vendor REACH SOLUTIONS, INC. Total:	**11,476.73**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: ROBERT W BERGSTROM					
ROBERT W BERGSTROM	INV0003250	05/04/2026	2026 LAND LEASE	036-5-001-4000	200.00
				Vendor ROBERT W BERGSTROM Total:	**200.00**
Vendor: ROBIN DROEGEMEIER					
ROBIN DROEGEMEIER	INV0003256	05/04/2026	PER DIEM KS USERS GROUP...	001-5-006-8100	5.90
ROBIN DROEGEMEIER	INV0003256	05/04/2026	PER DIEM KS USERS GROUP...	028-5-001-8100	5.90
ROBIN DROEGEMEIER	INV0003256	05/04/2026	PER DIEM KS USERS GROUP...	070-5-022-8100	53.10
ROBIN DROEGEMEIER	INV0003256	05/04/2026	PER DIEM KS USERS GROUP...	084-5-001-8100	53.10
				Vendor ROBIN DROEGEMEIER Total:	**118.00**
Vendor: SHRED-IT					
SHRED-IT	8014004007	05/04/2026	SHREDDING SERVICES	001-5-002-4000	53.42
				Vendor SHRED-IT Total:	**53.42**
Vendor: SMOKY VALLEY HIGH SCHOOL					
SMOKY VALLEY HIGH SCHOOL	INV0003247	05/04/2026	DAMAGE DEPOSIT RETURN	001-5-014-4000	100.00
				Vendor SMOKY VALLEY HIGH SCHOOL Total:	**100.00**
Vendor: SMOKY VALLEY TIRE SERVICE					
SMOKY VALLEY TIRE SERVICE	24048	05/04/2026	AMBULANCE TIRE REPLACE...	029-5-001-4000	2,301.50
				Vendor SMOKY VALLEY TIRE SERVICE Total:	**2,301.50**
Vendor: SODEXO, INC. & AFFILIATES					
SODEXO, INC. & AFFILIATES	233197	05/04/2026	CATERING	001-5-014-5200	351.25
				Vendor SODEXO, INC. & AFFILIATES Total:	**351.25**
Vendor: STANION WHOLESALE ELECTRIC CO.					
STANION WHOLESALE ELECT...	5992054.01	05/04/2026	PANDUIT HST0.8 HEAT SHRI...	070-5-021-5000	88.11
				Vendor STANION WHOLESALE ELECTRIC CO. Total:	**88.11**
Vendor: TBS ELECTRONICS, INC.					
TBS ELECTRONICS, INC.	00136548	05/04/2026	XPR BELT CLOP	001-5-003-5000	60.00
				Vendor TBS ELECTRONICS, INC. Total:	**60.00**
Vendor: THE FARM AND ODD FELLOWS LLC					
THE FARM AND ODD FELLO...	000036	05/04/2026	BEER PURCHASE	024-5-001-5202	129.60
				Vendor THE FARM AND ODD FELLOWS LLC Total:	**129.60**
Vendor: WATERWISE ENTERPRISES LLC					
WATERWISE ENTERPRISES LLC	12578	05/04/2026	BLENDED PHOSPHATE	084-5-001-5000	3,835.50
				Vendor WATERWISE ENTERPRISES LLC Total:	**3,835.50**
Vendor: WILSON & COMPANY, INC.					
WILSON & COMPANY, INC.	149722	05/04/2026	LS26-002 K4 GRADE SEPARAT...	031-5-001-4000	9,125.11
				Vendor WILSON & COMPANY, INC. Total:	**9,125.11**
Vendor: YMCA OF SALINA KS					
YMCA OF SALINA KS	INV0003244	05/04/2026	POOL RENTAL	001-5-012-4000	500.00
				Vendor YMCA OF SALINA KS Total:	**500.00**
				Grand Total:	**251,542.44**

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	31,100.04
021 - INDUSTRIAL DEVEL. FUND	449.03
023 - RECREATION FUND	581.56
024 - MUNICIPAL GOLF COURSE	960.46
028 - SPECIAL SEWER FUND	1,126.38
029 - AMBULANCE FUND	124,354.42
031 - SPECIAL STREETS FUND	9,125.11
036 - TOURISM PROMOTION FUND	6,857.00
070 - ELECTRIC FUND	71,095.52
084 - WATER FUND	5,892.92
Grand Total:	**251,542.44**

Account Summary

Account Number	Account Name	Expense Amount
001-3290	ENCUMBRANCES	3,840.99
001-5-002-4000	CONTRACT SERVICES	5,094.40
001-5-002-4109	COURT EXPENSES	143.94
001-5-002-6105	REAL ESTATE TAXES	799.90
001-5-002-8100	CONTINUING EDUCATION	394.40
001-5-003-4000	CONTRACT SERVICES	1,406.00
001-5-003-5000	COMMODITIES	293.03
001-5-004-4000	CONTRACT SERVICES	14.44
001-5-004-5000	COMMODITIES	1,803.89
001-5-006-4000	CONTRACT SERVICES	7,929.77
001-5-006-8100	CONTINUING EDUCATION	5.90
001-5-007-4000	CONTRACT SERVICES	1,952.27
001-5-008-4000	CONTRACT SERVICES	1,394.33
001-5-009-9501	LIBRARY	65.00
001-5-012-4000	CONTRACT SERVICES	3,665.00
001-5-012-5000	COMMODITIES	541.50
001-5-014-4000	CONTRACT SERVICES	966.36
001-5-014-5200	CATERING	351.25
001-5-014-9101	SALES TAX	392.49
001-5-014-9102	LIQUOR TAX	45.18
021-5-001-4000	CONTRACT SERVICES	449.03
023-5-001-4000	CONTRACT SERVICES	581.56
024-5-001-4000	CONTRACT SERVICES	341.84
024-5-001-4205	UTILITIES	65.00
024-5-001-5000	COMMODITIES	86.82
024-5-001-5202	BEER PURCHASES	466.80
028-5-001-4000	CONTRACT SERVICES	1,120.48
028-5-001-8100	CONTINUING EDUCATION	5.90
029-5-001-4000	CONTRACT SERVICES	124,354.42
031-5-001-4000	CONTRACT SERVICES	9,125.11
036-5-001-4000	CONTRACT SERVICES	6,857.00
070-5-020-4200	PURCHASED POWER	2,663.00
070-5-020-4210	DOGWOOD ENERGY	47,846.00
070-5-021-4000	CONTRACT SERVICES	918.83
070-5-021-5000	COMMODITIES	11,086.64
070-5-022-4000	CONTRACT SERVICES	880.41
070-5-022-8100	CONTINUING EDUCATION	64.90
070-5-023-9101	SALES TAX	7,635.74
084-5-001-4000	CONTRACT SERVICES	635.40
084-5-001-5000	COMMODITIES	3,835.50
084-5-001-8100	CONTINUING EDUCATION	64.90
084-5-001-9102	WATER PROTECTION FEE...	1,357.12
	Grand Total:	**251,542.44**

Project Account Summary

Project Account Key	Expense Amount
None	251,542.44
Grand Total:	**251,542.44**

CITY COUNCIL

Clark Shultz
Mayor

Tyler Johnson
Ward 1
Rebecca Van Der Wege
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Ward 4

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Chief of Police
Noah Flores
Parks Director

City Council Meeting Date: May 4th, 2026

Topic: 2025 Financial Audit Report

Department: Administration/Finance

Staff Contact: David Hay, Finance Director

Background: Alex Mittie, Auditor with Adams Brown, will be in attendance at the City Council meeting to formally present the City's 2025 audit and address any questions from the Council. This financial report is prepared to provide citizens, taxpayers, customers, investors, and creditors with a comprehensive overview of the City's financial condition and to demonstrate the City's accountability for the public funds entrusted to it.

Recommendation: A motion to accept the 2025 audit as presented.

Fiscal Note: N/A

Funding Source: N/A

REVIEW:

☐ City Administrator ☐ City Attorney

☐ City Council

ADAMS BROWN
Strategic Allies and CPAs
adamsbrowncpa.com

May 4, 2026

To the City Council
City of Lindsborg, Kansas
Lindsborg, Kansas

We have audited the financial statement of **City of Lindsborg, Kansas** for the year ended December 31, 2025, and have issued our report thereon dated May 4, 2026. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 31, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by **City of Lindsborg, Kansas** are described in Note 1 to the financial statement. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2025. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statement in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statement and because of the possibility that future events affecting them may differ significantly from those expected.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statement taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statement or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 4, 2026.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statement or a determination of the type of auditors' opinion that may be expressed on that statement, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

There were no changes to our initial assessment of risks of material misstatements to the financial statement, which were communicated to you in our letter dated March 30, 2026.

Other Matters

We were engaged to report on the supplementary information as outlined in the table of contents, which accompany the financial statement but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the regulatory basis of accounting, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statement. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statement or to the financial statement itself.

We would like to express our appreciation for the opportunity to perform the December 31, 2025 audit for **City of Lindsborg, Kansas** and to the employees for the cooperation and assistance given to us during the audit.

Restriction on Use

This communication is intended solely for the information and use of management, the City Council, others within the organization, State of Kansas, and is not intended to be, used by anyone other than these specified parties.

Adams Brown, LLC

ADAMSBROWN, LLC
Certified Public Accountants
Great Bend, Kansas

CITY COUNCIL

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Chief of Police
Noah Flores
Parks Director

City Council Meeting Date: May 04, 2026

Topic: Commercial Rehab CDBG Resolution

Department: Community Development

Staff Contact: Tanner Faust, City Administrator

Background: Staff was asked by Brett Waggoner of Governmental Assistance Services (GAS) to consider our support of a CDBG grant application for Commercial Rehabilitation funds on 106 S. Main. This program is administered through the Kansas Department of Commerce, the same department that administers the housing rehabilitation funds. The program awards up to $300,000 with a 25% match requirement from the building owner. The city does not contribute to the cost towards the building improvements, rather our contribution comes in the form of performing administrative duties for the grant. The city is required to operate in this function for the grant funds to be awarded. By adopting this resolution, the city supports the application for commercial rehabilitation funds and declares that the project will prevent or eliminate blight within the community.

Staff has clarified with the Department of Commerce, SCKEDD, and GAS that this project will not have any impact on the pending status of our CDBG Housing Rehabilitation grant. It is also worth noting that only one of the Commercial Rehabilitation grants can be issued within a city at any given time during the duration of the project. Brett Waggoner (GAS Grant Administrator) and the building owners will be present to answer any questions about the project.

Eligible Activities

LMI Job Creation/Retention Objective:

- Interior and exterior rehabilitation
- Internal remodeling to accommodate business use
- Install/improve mechanicals or business signage
- Historic preservation
- ADA improvements

Prevention/Elimination of Blight Objective:

- Exterior building improvements to eliminate specific conditions of blight or physical decay, such as roof, masonry/exterior walls, windows, doors, and associated facade improvements
- Interior improvements that eliminate conditions detrimental to public health and safety could be eligible

Recommendation: Motion to adopt the resolution supporting the application of CDBG Commercial Rehabilitation funds as presented.

Fiscal Note: No direct financial contribution from the city aside from publication in the local newspaper and associated staff time.

Funding Source: N/A

REVIEW:

☒ City Administrator ☐ City Attorney

☐ City Council

Resolution No. 08-2026

RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF LINDSBORG, KANSAS SUPPORTING THE APPLICATION FOR CDBG COMMERCIAL REHABILITATION FUNDS

WHEREAS, the City of Lindsborg is committed to fostering economic development and revitalization of its commercial areas; and

WHEREAS, a CDBG Commercial Rehabilitation project at 106 S Main Street, Lindsborg, KS 67456 is proposed that will house a new or existing business and improve neighborhood aesthetics; and

WHEREAS, the project is expected to eliminate blight and address community development needs; and

WHEREAS, each city is only permitted to file one CDBG Commercial Rehabilitation application per year;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Lindsborg hereby supports the application for 2026 CDBG Commercial Rehabilitation funding for the project at 106 S Main Street, Lindsborg, KS 67456 in an amount not to exceed $300,000 (or the maximum grant permitted by the program); and

BE IT FURTHER RESOLVED that the City Council is committed to working with the building ownership group and CDBG to ensure the successful implementation of this project.

ADOPTED by the governing body of the City of Lindsborg, Kansas, and signed by the mayor this 4th day of May 2026.

City of Lindsborg, Kansas

_____

Clark Shultz, Mayor

Attest:

_____

Roxie Sjogren, City Clerk, MMC

Approved as to form:

_____

Zachary Strella, City Attorney

CITY COUNCIL
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CVB Director
Terry Reed
Chief of Police
Noah Flores
Parks Director

City Council Meeting Date: May 4, 2026

Topic: Disaster Fund Memorandum of Understanding

Department: Administration

Staff Contact: Roxie Sjogren, City Clerk

Background:
As part of the City of Lindsborg's ongoing update to its Emergency Management Manual, staff are identifying community partners capable of providing support during a natural disaster or mass-casualty incident. Historically, individuals and organizations have shown significant generosity during such events, often seeking ways to contribute financially to response and recovery efforts.

To ensure that donated funds are collected, managed, and distributed in a transparent and accountable manner, City staff contacted the McPherson County Community Foundation to explore a partnership. The Foundation has indicated its willingness to serve as the designated entity to receive monetary donations on behalf of the City during declared emergency events. Under this arrangement, the Foundation would collect contributions, maintain appropriate financial controls, and coordinate with City staff regarding the disbursement of funds to support response, relief, and recovery activities.

The Foundation has prepared a Memorandum of Understanding (MOU) outlining the roles, responsibilities, and procedures for donation management. The MOU has been reviewed by the city attorney.

Recommendation: A motion to approve the memorandum of understanding between the City of Lindsborg and the McPherson County Community Foundation regarding the collection and disbursement of funds in the event of a natural disaster or mass casualty event.

Fiscal Note: $0.00

Funding Source:

REVIEW:
☐ City Administrator ☐ City Attorney

☐ City Council

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING is entered into by and between the CITY OF LINDSBORG, KANSAS ("City") and the MCPHERSON COUNTY COMMUNITY FOUNDATION ("Foundation").

WHEREAS, natural disasters and mass casualty events are ever-present possibility;

WHEREAS, the City owes a duty to its citizens to anticipate and plan for such events;

WHEREAS, history has shown that people are generous to victims of such events;

WHEREAS, natural disasters and mass casualty events also bring out individuals seeking to commit fraud and further injury on the victims by misdirecting and misusing charitable donations;

WHEREAS, the Foundation has the pre-existing structure, management, and experience to handle charitable donations; and

WHEREAS, one of the Foundation's principles is community service;

NOW, THEREFORE, the City and the Foundation agree as follows:

1. In the event of a mass casualty event (four or more victims), or a disaster occurring within the city limits of Lindsborg, Kansas, the Foundation agrees to accept, invest, safeguard, account for, and disburse donations attributable to such an event. The City or its representatives are hereby authorized to announce to the public, after such an event, that charitable contributions can be made payable to the McPherson County Community Foundation either in person, through the mail, or online with a specific notation regarding the specific event involved. The Foundation will accept such donations, separately account for such donations, and provide applicable gift receipts to the individual donors pursuant to its established policy. The funds shall be invested, but readily available for disbursement, to the victims of the event.

2. The City shall coordinate and instruct the Foundation on the particular method for disbursement to the victims (e.g. per household, per individual, per need, etc.) as directed by the City of its designee, as long as such direction does not, in the reasonable opinion of the Foundation, jeopardize its charitable status with the Internal Revenue Service.

3. The Foundation shall be permitted to charge the fund for reasonable and prudent costs directly attributable to the Foundation's performance of services under this Memorandum of Understanding, but the Foundation agrees not to charge general overhead or staff expenses.

4. Either party may terminate this Agreement by providing to the other written notice thirty (30) days or more prior to such termination. Any funds remaining in the Foundation pursuant to this Memorandum of Understanding shall at such termination, be transferred to the City of Lindsborg to be held as a separate fund of the City.

5. This Agreement is effective the day and year the last party signs and will remain in effect until terminated by either party in writing.

CITY OF LINDSBORG, KANSAS

_____ By _____

Date Clark Schultz, Mayor

[SEAL]

_____

Roxie Sjörgen, City Clerk

MCPHERSON COUNTY COMMUNITY FOUNDATION

_____ By _____

Date Michelle Huddle, CEO

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Chief of Police
Noah Flores
Parks Director

City Council Meeting Date: May 4, 2026

Topic: Trail Town grant expenditure

Department: Parks Department

Staff Contact: Noah Flores, Parks Director

Background:

The City of Lindsborg submitted a grant application to the **Sunflower Foundation** to match funding for enhancements for the Välkommen Trail. The City has been formally notified of a successful award. The Sunflower Foundation has provided a letter of agreement outlining the necessary requirements, conditions, and compliance standards for the disbursement of funds.

Project Scope:
The grant-funded improvements will focus on two primary areas:

- **Infrastructure:** Installation of trail lighting improvements to enhance safety and extend usable hours.
- **Programming:** Development of trail-specific programming to increase community engagement and recreational use.

Recommendation: Approve the letter of agreement as presented

Fiscal Note: Match the $12,319 as presented in agreement letter

Funding Source: Reserve and budgeted funds

REVIEW:

☐ City Administrator ☐ City Attorney

☐ City Council

Sunflower Foundation

April 27, 2026

City of Lindsborg
101 S Main, PO Box 70
Lindsborg, KS 67456

Dear Tanner Faust:

It is my pleasure to inform you that the proposal submitted on behalf of City of Lindsborg was approved for funding in the amount of **$25,000.00** for your project, ***Välkommen Trail Improvements and Trail Programming*.**

Enclosed you will find two documents relating to this grant award. Please ensure that all parties involved in your project are familiar with these documents.

1. Letter of Agreement (LOA)
   This document, which is required of all Sunflower Foundation grantees, formally initiates your grant. If you have questions after careful review, please contact Shanna Zimmer (szimmer@sunflowerfoundation.org) to discuss the document. Then sign the document and return to us within two weeks.

2. Approved Proposal Budget
   In some cases, the approved budget differs from that which was originally submitted with the proposal; in other cases, the budget was approved as requested. In either case, a copy of the approved Project Budget is attached for clarification. Please review this carefully, as it is the basis for the use of your grant award. If you have any questions about the approved Budget, please contact us.

Please review the payment schedule outlined in section 2 of the Letter of Agreement carefully. If you have questions or if the outlined schedule would create a hardship for your organization, contact the program officer assigned to your grant immediately. It is our intent to work with each grantee to ensure that the payment schedule is appropriate.

We are committed to facilitating effective communication with our grantees. While we will be in contact with you from time to time, if you have questions or concerns about any of these documents now or at any point during the term of your grant, please do not hesitate to contact us. Our goal, like yours, is to see your project succeed. However, we understand that project expectations can occasionally be challenged by unforeseen or unavoidable circumstances. When such events impact or have the potential to impact your funded project, we ask you to keep us apprised.

We look forward to working with you as you implement your grant project.

Sincerely,

Brandon Skidmore
President & CEO

Letter of Agreement

Title of Project:	Välkommen Trail Improvements and Trail Programming
Grant #:	R-2602-04993
Applicant Organization:	City of Lindsborg
Period of Grant:	13 months
Total Approved Amount of Grant:	$25,000.00
Key Contact for Project:	Noah Flores

Scope of Work: Funds will support participation in the Sunflower Foundation Paving the Way Trail Town cohort, including active participation and meaningful engagement in the Trail Town Learning Series. The following outlines general categories of allowable expenses, however, specific eligible expenses are those included in and approved as part of your final budget: Staff time/volunteer stipends to participate in the cohort; Dedicated research, networking and work time to achieve project goals; Travel related to trail education and networking; Community engagement, promotion, and marketing (including donor development); Technical assistance (e.g., grant writing, marketing, etc.); Volunteer recruitment and retention; Sub-grants*to local partners/businesses (individual sub-grant are limited to $2,500 or less with Memorandum of Understanding/Interlocal Agreement in place with recipient); Up to 50% of total grant funds may be used for direct trail construction and/or trailhead improvements - please refer to the RFP for allowable hard cost expenditures.

THIS LETTER OF AGREEMENT ("Agreement"), made and entered into April 27, 2026, by and between Sunflower Foundation: *Health Care for Kansans* ("Foundation") and City of Lindsborg ("Grantee").

This Agreement establishes the basis through which the Foundation will grant up to $25,000.00 ("Grant Funds"), commencing approximately April 01, 2026 subject to the Grantee's agreement and compliance with the following conditions.

1. **Purpose.** The Grant Funds shall be used exclusively for the Project summarized in the scope of work above and detailed in the Grantee's Proposal as approved by the Foundation ("Proposal"), and shall be expended within the time period specified in the Proposal. If all or any portion of the Grant Funds are not used within the time specified in the Proposal, or within an extension of that time approved by the Foundation, unspent Grant Funds shall be returned to the Foundation. Any funds not yet distributed to the Grantee at that time shall remain undistributed.

2. **Distribution of Funds.** Upon receipt of an executed copy of this Letter of Agreement from Grantee the Foundation will distribute funds for the Project on the following schedule:

Scheduled Date:	Amount:
05/15/2026	$12,500
11/30/2026	$10,000
06/30/2027	$2,500

The final grant payment will typically be made within 30 days of the receipt and approval of the final report. It is expected that the Grantee will expend all grant funds by the end of the grant period, and the final disbursement of grant funds is made on a reimbursement basis.

The Foundation reserves the right to alter this distribution schedule at any time at its sole, unfettered discretion, Foundation will notify Grantee of such a decision within a reasonable period after it is made.

The Grantee shall not redistribute Grant Funds to any other organization or entity other than those specified in the Proposal without the prior written approval of Foundation.

3. **Administrative Relationship.** The Grantee shall be solely responsible for administering the Project, and the Foundation shall have no responsibility for such administration. This Agreement grants the Foundation no administrative control over the Grantee or its operations. The Foundation and Grantee agree that this Agreement does not create a principal/agency relationship between them, Grantee shall not, by omission or commission, foster any belief with third parties that such a relationship exists.

4. **Use of Grant Funds.** No part of the grant shall be used to carry on propaganda, lobbying, or otherwise attempting to influence legislation, or other political activities, except to the extent permitted an organization exempt under Section 501(c)(3) of the Internal Revenue Code. No part of the grant shall be used to directly or indirectly participate in, or intervene (including publishing or distributing of statements) in, any political campaign on behalf of (or in opposition to) any candidate for public office, nor shall any part of grant funds be used to make any political contributions.

5. **Accounting and Audit.** The Grantee agrees to maintain records of receipts and expenditures relating to the Project. All financial and other records relating to the Project shall be made available, upon request, at the Grantee's regular place of business for audit by Foundation personnel, or its designated representative, at any time during the term of the Project and for a period of one year following the expiration or termination of the grant. The Foundation shall give reasonable notice to the Grantee when an audit is to occur, and shall inform the Grantee of all material audit findings. Any material discrepancies disclosed by the audit, if not corrected to Foundation's satisfaction within a reasonable period of time, shall be a ground for Termination under paragraph 12 of this Agreement.

6. **Scope of Work.** The Grantee agrees to notify the Sunflower Foundation prior to any anticipated changes in the scope of work of the Project as initially approved by Foundation. No changes in scope shall be undertaken without the prior approval of Foundation. The Sunflower Foundation will respond to requested change of scope within 14 business days from the date such request is received by Foundation.

7. **Budget.** The approved Project budget, a copy of which is attached, is hereby incorporated as part of this Agreement. No expenditures for the Project shall exceed those set forth in the approved Project budget, except as outlined below.

   a. Personnel – All personnel line item changes must be approved by the Foundation before being implemented.

   b. Non Personnel line items - Expenditures for non-personnel line items may exceed the approved line item budget by up to 10% so long as the total expenditure for the Project does not exceed the total Project budget. **Budget modifications that exceed 10% of an approved line item (while still not exceeding the total Project budget) must be authorized by the Foundation before being implemented.**

8. **Reports.** The Grantee shall furnish the Foundation narrative Progress Reports (if required) Financial (budget status) Reports, and a narrative Final Report according to the following schedule. **See the Grant Report Guidelines for further details on reporting requirements.**

Due Date:	**Report:**
05/31/2027	2025 Final Report
05/31/2027	Financial Report

9. **Evaluation.** The Foundation may, at its own expense, conduct one or more evaluations of the Project, which may include visits by Foundation representatives to observe programs, procedures and personnel. The Grantee agrees to make available, upon reasonable notice and during regular business hours, all relevant data and personnel, including members of its governing body, for discussion of the Project with Foundation representatives. The purpose of any such evaluation visits shall be to determine the progress and/or outcomes of the Project and, if necessary, assure compliance with the Proposal, this Agreement, and with the Project budget.

10. **Acknowledgement and Publicity.** All news releases, published research, shared data, project brochures and other publicity associated with the Project shall acknowledge the Sunflower Foundation as the source (or partial source) of funding per the following statement:

    "Funding for this project was provided (*in part) by the Sunflower Foundation: Health Care for Kansans, a Topeka-based philanthropic organization with the

mission to serve as a catalyst for improving the health of Kansans." (*in cases where the Sunflower Foundation is not the exclusive funder of the project)

However, any planned acknowledgement or publicity that identifies the Sunflower Foundation requires prior approval by the Foundation before dissemination or publication. Additionally, the Foundation requests copies of any such planned acknowledgement or publicity that mention the Foundation in this context. Where the statement above does not match available space or intended application, Grantee will contact the Foundation to discuss modifications to this language.

11. **Tax Status.** The Grantee represents that it is a nonprofit, tax-exempt organization as defined in Section 501(c)(3) of the Internal Revenue Code or is recognized as an instrumentality of state/local government and is not a private foundation as defined in Section 509(a) of the Internal Revenue Code. Should Grantee receive, during the term of the grant, any notification of a pending or actual change in its tax status, Grantee shall immediately notify the Foundation.

12. **Termination.** The Foundation in its sole and unfettered discretion, may terminate this agreement and cancel the grant in whole or in part if:

    a. after a reasonable review, it determines that Grantee is not making satisfactory progress toward achieving the goals of the Project;

    b. it determines that the Grantee is incapable of satisfactorily completing the Project according to the terms of the Proposal as approved by Foundation;

    c. the Grantee fails to meet the terms and conditions of this Agreement;

    d. the Grantee materially changes its ownership, management, business or governance structure, tax status, or operational purpose without the explicit, written consent of the Foundation.

    e. the Grantee experiences a substantial change in its financial condition which threatens its continued operations or it loses significant funding from other foundation, state, or federal grant funding sources; or

    f. the Grantee transfers or attempts to transfer Grant Funds to any entity, organization, or person without the prior written approval of Foundation.

    If the grant is terminated prior to the scheduled completion date, Grantee shall fully account to the Foundation for the receipt and disbursement of all Grant Funds as of the effective date of termination. Grantee shall repay, within thirty days of such effective date, all unexpended Grant Funds and reimburse Foundation for any Grant Funds expended after the effective termination date.

    Nothing in this paragraph or this Agreement shall limit or prevent the Foundation from taking any legal action necessary to effect repayment of Grant Funds expended by the Grantee that were not expended in accordance with either the Proposal or this Agreement.

13. **Use of Data.** The Foundation shall retain a nonexclusive, irrevocable, royalty-free license to use, and to license others to use, any and all data collected in connection with the Project in any and all forms in which such data are complied.

14. **Copyright.** The Grantee shall own all copyright interest created as a result of the Project. The Foundation shall retain a royalty-free, nonexclusive and irrevocable license to reproduce, publish, alter or otherwise use and authorize others to use such materials for Foundation purposes.

15. **Property.** Title to all property and equipment purchased with Grant Funds shall vest in the Grantee.

16. **Open Meetings/Open Records.** The Sunflower Foundation is subject to the Kansas Open Meeting Act (K.S.A. 75-4317 *et seq.*) and the Kansas Open Records Act (K.S.A. 45-215 through 45-223). Any information received from the Grantee, including the Proposal, evaluation reports, narrative reports, budget reports, as well as Foundation reviews of Grantee reports, is subject to disclosure to the public under the provisions of these Acts.

17. **Project Time Period.** Work on the Project shall begin within 90 days of the date upon which the Grantee receives Grant Funds. If such work does not begin within 90 days, the grant shall automatically terminate, unless the Grantee petitions the Foundation for an extension of the beginning date and the extension is granted. The Foundation may, in its sole and unfettered discretion, grant or deny such an extension. The Project shall be completed within the time frame stipulated in the Proposal. Grantee's right to expend Grant Funds shall terminate as of the Project completion date, unless the Project completion date is extended by the Foundation in its sole and unfettered discretion. If an extension request is denied, the grant shall terminate as of the originally scheduled Project completion date, and the provisions of paragraph 12 regarding termination shall apply.

18. **Hold Harmless/Indemnification.** To the extent allowed by Kansas Law, Grantee agrees to indemnify and hold harmless the Foundation, its officers, trustees, employees and agents against all liabilities, obligations, damages, penalties, claims, costs, charges and expenses, which may be imposed upon, or incurred by, or asserted against, the Foundation, its officers, trustees, employees and agents from occurrences arising out of, or related to, the Project. If any claim of any sort is brought against the Foundation, its officers, trustees, employees and agents, Grantee shall, upon written notice from the Foundation, provide, at Grantee's sole expense, all costs of defending any such claim or proceeding and shall indemnify Foundation for any costs, fees, expenses, judgements, or financial losses related to such claim.

19. **Special Conditions.** Grantee affirms a commitment to actively participate in and meaningfully engage with the learning series associated with this grant opportunity. A designated representative will attend all required sessions, contribute thoughtfully to discussions, and apply insights gained to strengthen our organization's work and impact.

The foregoing conditions of this Agreement are hereby accepted and agreed to as of the date indicated.

Grantee Organization: City of Lindsborg

Date:_____ By:_____
(signature of authorized officer)

Title: _____

Date:_____ By:_____
(signature of key contact for Project)

Title: _____

APPROVED: Sunflower Foundation: Health Care for Kansans

Date: April 27, 2026

By:_____
Brandon Skidmore, President & CEO

Sunflower Foundation - Sunflower Trails

Summary Budget Form - Required for ALL applicants.

Instructions: Organizations should fill in all blue colored cells.

Name of Grantee:	City of Lindsborg
Project Duration [Start Date - End Date]:	7/1/2026-6/31/2027
Project Title:	Valkommen Trail lighting and programming

REQUESTED PROJECT FUNDS	
1. Total Sunflower Foundation Funds Requested	$25,000
2. Total Funds Requested or Received from Other Sources (Including Applicant Org.)	$0
3. Total Funds Requested to be Matched	$12,319
TOTAL PROJECT BUDGET	**$37,319**

Note: Round to the nearest dollar

TOTAL SUNFLOWER FOUNDATION FUNDS BUDGET (Sunflower funds requested for this project)	**$25,000**

EXPENSES DIRECT EXPENSES:	
A. Trail Personnel and Salaries (participation stipend)	$0
B. Contractual Services	$7,300
C. Project-related Materials and Supplies (office supplies, printing, etc.)	$3,981
D. Trail-related Travel, Education, Networking	$0
F. Community Outreach (meeting venue rental, refreshments, marketing)	$0
G. Volunteer Recruitment & Retention	$0
H. Community Sub-Grants (Trail Towns only)	$0
I. *Trail Development Pre-Construction Costs (Trail Blazers only, match amount CANNOT exceed 50% of total grant award)	$0
J. *Construction Costs (Trail Stewards and Trail Towns only, match amount CANNOT exceed 50% of total grant award)	$12,319
K. Other/Miscellaneous	$1,400
SUBTOTAL: DIRECT EXPENSES	**$25,000**

TOTAL EXPENSES FUNDED BY SUNFOWER	**$25,000**

NOTES: Use this section to add any additional notes for review.This is especially helpul to explain any construction or pre-construction costs as part of a match.

***All Construction Cost requests must be accompanied with formal vendor bids or quotes.**