



# REGULAR COUNCIL MEETING

Wednesday, May 17, 2023 at 6:30 pm

**MEETING LOCATION: 520 N. Commercial Ave**

(Council Chambers)

*Council Meeting will be broadcast on Facebook Live*

*Click here to visit our: [Facebook Page](#)*

## 1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Bryan Chapman opened the Council Meeting at \_\_\_\_\_(time).

The Mayor led the Pledge of Allegiance.

Council Members present \_\_**Kramer Siemens**\_Kirby Stucky\_**Monty Leonard**\_Dan Hartman  
\_\_\_\_Brenda DeHaven

Others present \_\_\_\_\_

## 2. APPROVAL OF AGENDA

Sample Motion

Motion to approve agenda as presented

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

## 3. HEARINGS/PRESENTATIONS/PUBLIC FORUM

### 4. STAFF REPORTS

a. Kyle Nordick, City Administrator

b. Brad Jantz, City Attorney

### 5. CONSENT AGENDA

Sample Motion:

Motion to approve the consent agenda as presented.

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

#### a. Minutes of May 3, 2023, Regular Meeting

##### Attachments:

- **Regular Council Meeting 5-3-23 Minutes** (regular-council-meeting\_minutes\_2023-05-

03\_192730.pdf)

**b. Approval of Payroll May 12, 2023 amount \$16,102.17**

**c. Approval of General Disbursement Checks amount \$142,214.85**

General Disbursement Check Reports

**Attachments:**

- **General Disbursement Checks** (General\_Disbursement\_Checks.pdf)

**6. NEW BUSINESS**

**a. Procurement Policy Update**

Sample Motion:

Motion to approve the updates to the procurement policy as presented

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

**Attachments:**

- **Procurement Policy Agenda Report** (Procurement\_Policy\_Agenda\_Report.pdf)

**b. Ordinance 897 - Vacant Buildings & Properties**

Motion to approve Ordinance 897 as presented.

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

**Attachments:**

- **Vacant Buildings & Properties Agenda/Ordinance**  
(ORDINANCE\_REGULATING\_VACANT\_COMMERCIAL\_BUILDINGS\_IN\_SPECIFIC\_ZONES2.pdf)

**7. GOVERNING BODY COMMENTS**

**8. ADJOURN**

Motion to adjourn the Regular Council meeting at \_\_\_\_\_ PM.

Second by \_\_\_\_\_



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## REGULAR COUNCIL MEETING

Minutes

Wednesday, May 3, 2023 at 6:30 pm

**MEETING LOCATION: 520 N. Commercial Ave**

(Council Chambers)

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### 1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

**Minutes:**

**Mayor Bryan Chapman** opened the Council Meeting at 6:30pm. The Mayor led the Pledge of Allegiance.

Council Members present: **Brenda DeHaven, Monty Leonard, Kirby Stucky, Dan Hartman, Kramer Siemens** Council Member absent: Others Present: **Kyle Nordick, City Administrator; Shelia Agee, City Clerk; Brad Jantz, City Attorney; Lee Nygaard, Police Chief; Veronica Andes, Police Officer; Bill Bush, Harvey County Independent; Hannah Agee; Trinity Agee; Tatum Agee; Josh Templin; Shannon Catlin; Josie Cochran; Hannah Million; Regan Giffin; Gage Giffin; Scott Recheck; Mitch Hill; Charles Peaster; Janice McGinn; Sandy Wilson; Joe Mitchem**

### 2. APPROVAL OF AGENDA

**Minutes:**

Moved by **Council Member Dan Hartman** to approve the agenda as presented. Second by **Council Member Kirby Stucky**

### 3. HEARINGS/PRESENTATIONS/PUBLIC FORUM

#### a. Arbor Day Proclamation

**Minutes:**

Moved by **Council Member Brenda DeHaven** to approve the Arbor Day Proclamation as presented. Second by **Council Member Dan Hartman**

#### b. 54th Annual Professional Municipal Clerk's Week Proclamation

**Minutes:**

Moved by **Council Member Brenda DeHaven** to approve the 54th Annual Professional Municipal Clerk's Week Proclamation. Second by **Council Member Dan Hartman**

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**Vote results:**

Ayes: 5 / Nays: 0

**c. Forensics-National Qualifiers - Shannon Catlin, Gage Giffin, Josie Cochran**

**Minutes:**

Forensics team along with Shannon Catlin requested \$500 donation for members to travel to Nationals.

Motion by **Council Member Monty Leonard** to donate \$500 to the Forensics team for Nationals Second by **Council Member Dan Hartman**

**Vote results:**

Ayes: 5 / Nays: 0

**d. American Legion - Mitch Hill**

**Minutes:**

Mitch Hill presented the various activities/groups that the American Legion supports.

Charles Peaster discussed why the information was presented.

**4. MAYORAL APPOINTMENTS**

**a. Mayor's Slate of Appointments**

**Minutes:**

Motion by **Council Member Dan Hartman** to approve slate of appointments as presented.

Second by **Council Member Monty Leonard**

**Vote results:**

Ayes: 5 / Nays: 0

**b. Swearing in of City Clerk**

**Minutes:**

**Mayor Chapman** sworn in the new **City Clerk, Shelia Agee**

**5. STAFF REPORTS**

**a. Kyle Nordick, City Administrator**

**Minutes:**

**Kyle Nordick, City Administrator**, updated Council on sidewalk repairs. 4th Street ramps/repairs are finishing up & 6 residents have used the sidewalk share program.

Roughly \$8K of funds left to use. Pearson Construction will be beginning 2" mill & overlay on 6th Street from Washington to Madison.

South Central will be doing slurry work.

Ideatek is in the area boring lines for fiber optic. Reminder of Moonlight Market on May 19th from 5-9pm having benefit dinner and raffles for Zane and family with a live concert.

**b. Brad Jantz, City Attorney**

**Minutes:**

**Brad Jantz, City Attorney** gave an update on cleanup inspection at Industrial Park.

Environmental Works was able to obtain some previous information. Everything was turned in and we are just waiting for their inspection report.

c. **Lee Nygaard, Police Chief**

**Minutes:**

**Police Chief, Lee Nygaard** introduced new part-time officer, **Veronica Andes**

**6. CONSENT AGENDA**

**Minutes:**

Motion by **Council Member Dan Hartman** to approve the consent agenda as presented. Second by **Council Member Monty Leonard**

**Vote results:**

Ayes: 5 / Nays: 0

a. **Minutes of April 19, 2023, Regular Meeting**

b. **Approval of Payroll April 28, 2023 amount \$18,420.90**

c. **Approval of General Disbursement Checks amount \$67,964.69**

General Disbursement Check Reports

**7. NEW BUSINESS**

a. **Ord 896 - Animal Waste**

**Minutes:**

Motion by **Council Member Monty Leonard** to approve Ordinance 896 - Animal Waste as presented Second by **Council Member Dan Hartman**

**Vote results:**

Ayes: 5 / Nays: 0

b. **Discuss & Consider Rodeo**

**Minutes:**

Motion by **Council Member Dan Hartman** to approve moving forward with Rodeo Second by **Council Member Brenda DeHaven Council Members Monty Leonard and Kirby Stucky** had concerns with timeframe to get it accomplished. **Council Member Kramer Siemens** had concerns with timeframe and security personnel Motion Failed

**Vote results:**

Ayes: 2 / Nays: 3

**8. OLD BUSINESS**

a. **Ord 893 - Amendment to Ord 893 - Animal Control Policy**

**Minutes:**

Motion by **Council Member Dan Hartman** to approve and publish Ordinance No. 893 as presented in current form and to repeal any prior approval of Ordinance No. 893 which, to date, was not published and is not codified.

Second by **Council Member Brenda DeHaven**

**Vote results:**

Ayes: 5 / Nays: 0

**9. GOVERNING BODY COMMENTS**

**10. ADJOURN**

**Minutes:**

Motion by **Council Member Dan Hartman** to adjourn the Regular Council meeting at 7:41pm.

Second by **Council Member Monty Leonard**

**Vote results:**

Ayes: 5 / Nays: 0

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Contact: Janise Enterkin (janise@cityofsedgwick.org 316-772-5151) | Minutes published on 05/12/2023 at 2:27 PM

May 3, 2023

**PAYROLL CHECKS - DIRECT DEPOSIT**

4/28/2023

\$ 16,102.17

**TOTAL PAYROLL CHECKS**

**\$ 16,102.17**

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**GENERAL DISBURSEMENT CHECKS-AAABSA**

\$ 33,842.91

**GENERAL DISBURSEMENT CHECKS-AAABSB**

\$ 99,671.37

**GENERAL DISBURSEMENT CHECKS-AAABSC**

\$ 8,700.57

**TOTAL DISBURSEMENT CHECKS**

**\$ 142,214.85**

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# AP Enter Bills Edit Report - Sorted by Vendor \*\* Customized \*\*

City of Sedgwick (SEDGKS)  
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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
<b>23</b>	<b>360 DOCUMENT SOLUTIONS / 360 DOCUMENT SOLUTIC</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>79645000</b>	<b>\$554.35</b>
1	01-01-60-6200 PRINTERS/COPIERS LEASE			0.5 \$554.3300	\$277.17
2	01-03-60-6200 PRINTERS/COPIERS LEASE			0.1 \$554.3500	\$55.44
3	01-05-60-6200 PRINTERS/COPIERS LEASE			0.1 \$554.3500	\$55.44
4	10-00-60-6200 PRINTERS/COPIERS LEASE			0.2 \$554.3500	\$83.15
5	13-00-60-6200 PRINTERS/COPIERS LEASE			0.2 \$554.3500	\$83.15
<b>13</b>	<b>B &amp; B LUMBER / B &amp; B LUMBER</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>2305-086117</b>	<b>\$1,654.10</b>
1	41-08-00-8210 POCKET PARK STAGE			1.0 \$1,654.1000	\$1,654.10
<b>2</b>	<b>CORE &amp; MAIN / CORE &amp; MAIN</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>S714964 S715101</b>	<b>\$110.50</b>
1	10-00-70-7130 WATER METER COUPLINGS			1.0 \$76.6800	\$76.68
2	10-00-70-7130 WATER METER SADDLES			1.0 \$33.8200	\$33.82
<b>12</b>	<b>CULLIGAN / CULLIGAN OF WICHITA</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>687435</b>	<b>\$11.25</b>
1	01-01-60-6290 ALLOCATE CULLIGAN DRINKING WATER			0.0 \$11.2500	\$0.00
2	01-01-60-6290 DRINKING WATER-ADMIN			1.0 \$4.5000	\$4.50
3	01-03-60-6290 DRINKING WATER-PD			1.0 \$3.3800	\$3.38
4	13-00-60-6290 DRINKING WATER-SEWER			1.0 \$3.3700	\$3.37
<b>4</b>	<b>ELITE / ELITE TRUCK</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523ELITE</b>	<b>\$2,877.20</b>
1	01-10-70-7420 NEW TRUCK TOOLBOX			0.3 \$2,877.2000	\$719.30
2	01-11-70-7420 NEW TRUCK TOOLBOX			0.3 \$2,877.2000	\$719.30
3	10-00-70-7420 NEW TRUCK TOOLBOX			0.3 \$2,877.2000	\$719.30
4	13-00-70-7420 NEW TRUCK TOOLBOX			0.3 \$2,877.2000	\$719.30
<b>17</b>	<b>GRAINGER / GRAINGER</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>1479795548</b>	<b>\$33.06</b>
1	01-06-70-7110 POOL GASKETS			1.0 \$33.0600	\$33.06
<b>5</b>	<b>HALSTEAD / CITY OF HALSTEAD</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523EMS</b>	<b>\$10,000.00</b>
1	01-02-60-6290 HALSTEAD EMS SERVICE			1.0 \$10,000.0000	\$10,000.00
<b>8</b>	<b>HRVY CO COMMUNICATIONS / HARVEY COUNTY COMM</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523MDT</b>	<b>\$1,200.00</b>
1	01-03-60-6110 PD MDT ANNUAL SERVICE			1.0 \$1,200.0000	\$1,200.00
<b>18</b>	<b>JOHNSON, BILL / BILL JOHNSON</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523INSP</b>	<b>\$650.00</b>
1	01-01-60-6230 BUILDING INSPECTIONS			1.0 \$650.0000	\$650.00
<b>25</b>	<b>KS DEPT OF REV - SALES TAX / KANSAS DEPT OF REV</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523SALESTAX</b>	<b>\$237.66</b>
1	10-00-60-6156 SALES TAX			1.0 \$237.6600	\$237.66
<b>14</b>	<b>KS PUBLISHING / KANSAS PUBLISHING VENTURES, LL</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>110551</b>	<b>\$60.00</b>
1	01-01-60-6290 ADOPT A PET AD			1.0 \$60.0000	\$60.00

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City of Sedgwick (SEDGKS)  
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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
<b>22</b>	<b>LKM / LEAGUE OF KANSAS MUNICIPALITIES</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>6678</b>	<b>\$75.00</b>
1	01-01-60-6710	ECON DEV - BLDG VITAL COMMUNITIES TRNG - KYLE		1.0	\$75.0000
<b>10</b>	<b>MARTHA / MARTHA SAMPSON</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523MSREIMB</b>	<b>\$3.90</b>
1	01-00-00-4305	REIMB COURT OVERPAYMENT-M SAMPSON		1.0	\$3.9000
<b>16</b>	<b>NEWTON CITY / CITY OF NEWTON</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523WTRTRTMNT</b>	<b>\$5,193.72</b>
1	10-00-60-6152	3-22-23 TO 4-20-23 WATER TREATMENT 480900 USAGE		1.0	\$5,193.7200
<b>20</b>	<b>PEC / PROFESSIONAL ENGINEERING CONSULTANTS</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>529380</b>	<b>\$1,625.00</b>
1	40-15-00-8210	SIDEWALK CONCEPT PROFESSIONAL SERVICES		1.0	\$1,625.0000
<b>1</b>	<b>PRIDE AG / PRIDE AG RESOURCES</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>105402/3 105331/3</b>	<b>\$199.12</b>
1	01-11-70-7420	SHOP TOOLS-BIT SETS, IMPACT EXTRACTOR		1.0	\$83.9700
2	13-00-70-7420	WWTP ROPE, SOCKET ASSY, HOOK WINCH		1.0	\$46.1600
3	01-01-70-7100	CH WEED & FEEL		1.0	\$68.9900
<b>24</b>	<b>PSN / PAYMENT SERVICES NETWORK, INC.</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>RT23182 RT26232</b>	<b>\$517.03</b>
1	10-00-60-6210	PSN SERVICE FEES		0.5	\$517.0300
2	12-00-60-6210	PSN SERVICE FEES		0.1	\$517.0300
3	13-00-60-6210	PSN SERVICE FEES		0.4	\$517.0300
<b>9</b>	<b>SDK / SDK LABORATORIES</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523WWTPLAB</b>	<b>\$263.00</b>
1	13-00-60-6170	SEWER LAB ANALYSIS		1.0	\$263.0000
<b>6</b>	<b>SEDGWICK HISTORICAL / SEDGWICK HISTORICAL SOC</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523HISTSOC</b>	<b>\$5,000.00</b>
1	01-07-60-6400	HISTORICAL SOCIETY DONATION		1.0	\$5,000.0000
<b>7</b>	<b>SOUTH CENTRAL / SOUTH CENTRAL SEALING &amp; PAVIN</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>39465</b>	<b>\$950.00</b>
1	40-15-00-8210	SIDEWALK REPAIR SHARE-CHAVEZ 416 N FRANK		1.0	\$950.0000
<b>19</b>	<b>UNITED RENTALS / UNITED RENTALS, INC</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>218964831-001</b>	<b>\$630.00</b>
1	10-00-60-6710	MAINT TRAINING CLASS-EQUIPMENT		0.5	\$630.0000
2	13-00-60-6710	MAINT TRAINING CLASS-EQUIPMENT		0.5	\$630.0000
<b>3</b>	<b>USD439 / UNIFIED SCHOOL DISTRICT 439</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>05052023FORENSICS</b>	<b>\$1,500.00</b>
1	01-07-60-6400	DONATION TO FORENSICS FOR NATL COMPETITION		1.0	\$500.0000
2	35-00-00-8210	DONATION FROM PD FOR FORENSICS NATL COMP		1.0	\$1,000.0000

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
<b>27</b>	<b>VERIZON / VERIZON WIRELESS</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>9933270490</b>	<b>\$284.06</b>
1	01-03-60-6180 PD MDT SERVICE				\$120.03
2	01-03-60-6180 PD CELL SERVICE				\$82.68
3	01-11-60-6180 MAINT LAPTOP-JIMBO				\$40.01
4	01-11-60-6180 MAINT CELL PHONE-JIMBO				\$41.34
<b>15</b>	<b>VERIZON CONNECT / VERIZON</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>340000041509</b>	<b>\$13.96</b>
1	01-03-60-6180 GPS TRACKING PD				\$6.98
2	01-11-60-6180 GPS TRACKING MAINT				\$6.98
<b>21</b>	<b>ZIEGLER / KATIE ZIEGLER</b>	<b>5/5/2023</b>	<b>5/5/2023</b>	<b>050523KZ</b>	<b>\$200.00</b>
1	36-00-00-8210 MOONLIGHT MKT ENTERTAINMENT				\$200.00
<b>Grand Totals</b>					
					<b>Total Direct Expense: \$33,842.91</b>
					<b>Total Immediate Payments: \$33,842.91</b>

**Report Summary**

**Report Selection Criteria**

<b>Report Type:</b>	Detailed
<b>Transaction Number:</b>	Start                      End
	Start                      End

# AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)  
Batch: AAABSB

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Vendor	Description	Check Date	Invoice#	Check#	Check Total
AAA PORTABLE SERVICES LLC	PORTA-POTTIES	05/12/2023	200522	69617	\$241.50
AG SPRAY EQUIPMENT	SPRAYER EQUIP	05/12/2023	667661 673057	69618	\$248.98
BAKER BROTHERS PRINTING	ENVELOPES	05/12/2023	67725 67726 67727	69619	\$352.52
CALVIN OPP CONCRETE, INC	CITY SIDEWALK REPAIR	05/12/2023	17477	69620	\$1,120.00
BRYAN CHAPMAN	MILEAGE REIMBURSEMENT	05/12/2023	051223BC	69621	\$146.17
JANISE P ENTERKIN	LOWE'S	05/12/2023	05122023JE	69622	\$31.84
INTRUST BANK	MISC CHARGES	05/12/2023	05122023INTRUST	69623	\$3,528.82
JOY WILLIAMS	JUDGE SERVICES MAY	05/12/2023	05122023JOY	69624	\$500.00
KDHE-BUREAU OF WATER	I.W.P.F 2023	05/12/2023	05122023KDHE	69625	\$185.00
LOWE'S	MISC CHARGES	05/12/2023	05122023LOWES	69626	\$318.57
PEARSON CONTRUCTION, LLC	6TH ST OVERLAY	05/12/2023	05122023PEARSON	69627	\$57,650.00
QUILL	OFFICE SUPPLIES	05/12/2023	32191726	69628	\$25.18
SAM'S CLUB	MISC CHARGES	05/12/2023	051223SAMS	69629	\$592.21
SOUTH CENTRAL SEALING & PAVING	CONCRETE REPAIR	05/12/2023	39466 39474 39473	69630	\$24,026.00
SUPERIOR RENTS - WICHITA	RENT WATER PUMP	05/12/2023	223563-4	69631	\$55.00
UNDERGROUND VAULTS & STORAGE	UV&S STORAGE	05/12/2023	533368	69632	\$16.05
WASTE CONNECTIONS	MONTH LY TRASH/RECYC	05/12/2023	17204311V025	69633	\$6,930.60
WHOLESALE WATER SUPPLY DISTRIK	03/12/2023-04/11/202	05/12/2023	01151	69634	\$3,702.93

Total Direct Expense:	\$99,671.37
<b>Total Immediate Payments:</b>	<b>\$99,671.37</b>

**Report Summary**

<b>Report Selection Criteria</b>		
Report Type:	Detailed	
	Start	End
Transaction Number:	Start	End

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
<b>9</b>	<b>AAA / AAA PORTABLE SERVICES LLC</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>200522</b>	<b>\$241.50</b>
1	36-00-00-8210 PORTA POTTIES			1.0 \$241.5000	\$241.50
<b>2</b>	<b>AG SPRAY / AG SPRAY EQUIPMENT</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>667661 673057</b>	<b>\$248.98</b>
1	01-08-70-7110 SPRAYER EQUIP			0.3 \$35.9200	\$8.98
2	01-10-70-7110 SPRAYER EQUIP			0.3 \$35.9200	\$8.98
3	10-00-70-7110 SPRAYER EQUIP			0.3 \$35.9200	\$8.98
4	13-00-70-7110 SPRAYER EQUIP			0.3 \$35.9200	\$8.98
5	10-00-70-7130 WATER LINE PARTS			1.0 \$213.0600	\$213.06
<b>4</b>	<b>BAKER BRO / BAKER BROTHERS PRINTING</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>67725 67726 67727</b>	<b>\$352.52</b>
1	01-01-70-7010 ENVELOPES			0.5 \$352.5000	\$176.25
2	01-03-70-7010 ENVELOPES			0.1 \$352.5200	\$35.25
3	01-05-70-7010 ENVELOPES			0.2 \$352.5200	\$70.50
4	01-09-70-7010 ENVELOPES			0.1 \$352.5200	\$17.63
5	10-00-70-7010 ENVELOPES			0.1 \$352.5200	\$17.63
6	12-00-70-7010 ENVELOPES			0.1 \$352.5200	\$17.63
7	13-00-70-7010 ENVELOPES			0.1 \$352.5200	\$17.63
<b>5</b>	<b>CALVIN / CALVIN OPP CONCRETE, INC</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>17477</b>	<b>\$1,120.00</b>
1	40-15-00-8210 CITY SIDEWALK REPAIR-IEWIS 412 N FRANK			1.0 \$1,120.0000	\$1,120.00
<b>19</b>	<b>CHAPMAN, BRYAN / BRYAN CHAPMAN</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>051223BC</b>	<b>\$146.17</b>
1	01-01-60-6720 NEWTON-SUPPLIES FOR PD DESK-32 MILES			32.0 \$0.6550	\$20.96
2	01-01-60-6720 NEWTON-SUPPLIES FOR PD DESK-32 MILES			32.0 \$0.6550	\$20.96
3	01-01-60-6720 HCCOG MTG-NEWTON 32 MILES			32.0 \$0.6550	\$20.96
4	01-01-60-6720 HOME DEPOT-WICHITA-ELECT SUPPLIES FOR PD			42.0 \$0.6550	\$27.51
5	01-01-60-6720 LOWE'S MATERIALS FOR PD-WICHITA			30.0 \$0.6550	\$19.65
6	01-03-70-7100 HOME DEPOT-PD SUPPLIES			1.0 \$21.1300	\$21.13
7	01-01-60-6710 MERIDIAN CENTER-COG CONFERENCE HOTEL			1.0 \$15.0000	\$15.00
<b>11</b>	<b>ENTERKIN, JANISE / JANISE P ENTERKIN</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>05122023JE</b>	<b>\$31.84</b>
1	01-10-70-7100 DOWNTOWN FLOWERS			1.0 \$31.8400	\$31.84

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
<b>12</b>	<b>INTRUST / INTRUST BANK</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>05122023INTRUST</b>	<b>\$3,528.82</b>
1	13-00-60-6700	WASTEWATER EXAM-JIM		1.0	\$25.0000
2	01-01-60-6710	LGN MEMBERSHIP-KYLE		1.0	\$650.0000
3	01-01-60-6200	NETWORK SOLUTIONS DOMAIN		1.0	\$42.9900
4	01-04-70-7110	AMAZON FIREFIGHTER GEAR		1.0	\$179.9600
5	01-01-70-7410	AMAZON BATHROOM CABINET		1.0	\$48.9900
6	01-01-60-6720	DINNER - D.HARTMAN B.CHAPMAN		1.0	\$39.3000
7	01-01-60-6720	HILTON LKM CONF. B. CHAPMAN		1.0	\$128.6200
8	01-01-60-6200	NETWORK SOLUTIONS WEB FORWARDING		1.0	\$16.9900
9	01-01-60-6720	HILTON LKM CONF. D. HARTMAN		1.0	\$128.6200
10	01-01-60-6200	ADOBE ACROBAT PRO		0.3	\$16.3400
11	01-03-60-6200	ADOBE ACROBAT PRO		0.3	\$16.3400
12	10-00-60-6200	ADOBE ACROBAT PRO		0.3	\$16.3400
13	13-00-60-6200	ADOBE ACROBAT PRO		0.3	\$16.3400
14	01-11-70-7420	GRAINGER KEY SAFE		1.0	\$32.6800
15	12-00-60-6160	JUNKPRO 2 TON		1.0	\$74.0000
16	10-00-60-6720	CENTURY II KRWA CONF. PARKING		4.0	\$5.0000
17	01-08-70-7100	FASTENAL-POCKET PARK ANCHOR BOLTS		1.0	\$23.4000
18	01-03-70-7410	MK CONSIGNMENT PD LOVESEAT		1.0	\$208.0000
19	01-04-60-6290	US LOGO SHIRTS		1.0	\$409.1000
20	10-00-60-6720	KRWA CONF. MEAL B&C BBQ		1.0	\$45.1400
21	10-00-60-6720	KRWA CONF. MEAL B&C BBQ		1.0	\$48.3900
22	10-00-60-6720	KRWA CONF. MEAL TJ'S		1.0	\$13.9600
23	01-00-00-4710	WALMART PELLETT GRILL		1.0	\$464.0000
24	01-00-00-4710	WALMART 40 FRUIT		1.0	\$33.9400
25	41-04-00-8210	WALMART 70 ONN ROKU		1.0	\$465.0000
26	41-08-00-8210	THE YARD POCKET PARK-CABLE		1.0	\$123.4600
27	36-00-00-8210	ACADEMY CORNHOLE BAGS		1.0	\$34.9900
28	01-01-70-7010	DOLLAR GENERAL LUNCH MTG-DRINKS		1.0	\$15.4500
29	01-01-70-7100	SHERWIN-WILLIAMS KYLE'S OFFICE PAINT		1.0	\$94.5700
30	10-00-70-7020	USPS WATER SAMPLE		1.0	\$5.5500
31	01-03-70-7100	MENARDS POLICE OUTDOOR LIGHT		1.0	\$36.2200
32	13-00-70-7010	DOLLAR GENERAL WATER		1.0	\$7.4000
33	01-11-60-6720	BURGER KING LUNCH TRNG-JIMBO		1.0	\$37.3800
34	10-00-70-7020	USPS WATER SAMPLE POSTAGE		1.0	\$5.5500
35	01-03-70-7120	MEL HAM OIL CHANGE POLICE		1.0	\$53.8100
<b>14</b>	<b>JOY / JOY WILLIAMS</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>05122023JOY</b>	<b>\$500.00</b>
1	01-05-60-6300	MAY JUDGE SERVICES		1.0	\$500.0000

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
<b>10</b>	<b>KDHE-BUREAU OF WATER / KDHE-BUREAU OF WATER</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>05122023KDHE</b>	<b>\$185.00</b>
1	13-00-60-6700	INDIVIDUAL WASTEWATER PERMIT FEE 2023	1.0	\$185.0000	\$185.00
<b>7</b>	<b>LOWE'S / LOWE'S</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>05122023LOWES</b>	<b>\$318.57</b>
1	01-08-70-7100	SHELTER-PARKS-GRASS SEED	1.0	\$78.8400	\$78.84
2	13-00-70-7420	WWTP SKIMMER	1.0	\$26.5800	\$26.58
3	13-00-70-7420	WWTP NEVERKINK 100F	1.0	\$151.9600	\$151.96
4	41-08-00-8210	POCKET PARK PLUG IN	1.0	\$51.2600	\$51.26
5	13-00-70-7110	WWTP JET NOZZLE	1.0	\$9.9300	\$9.93
<b>3</b>	<b>PEARSON / PEARSON CONTRUCTION, LLC</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>05122023PEARSON</b>	<b>\$57,650.00</b>
1	40-10-00-8210	6TH ST OVERLAY	1.0	\$57,650.0000	\$57,650.00
<b>16</b>	<b>QUILL / QUILL</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>32191726</b>	<b>\$25.18</b>
1	01-01-70-7010	CARDSTOCK	0.5	\$25.1500	\$12.58
2	01-03-70-7010	CARDSTOCK	0.1	\$25.1800	\$2.52
3	01-05-70-7010	CARDSTOCK	0.2	\$25.1800	\$5.04
4	01-09-70-7010	CARDSTOCK	0.1	\$25.1800	\$1.26
5	10-00-70-7010	CARDSTOCK	0.1	\$25.1800	\$1.26
6	12-00-70-7010	CARDSTOCK	0.1	\$25.1800	\$1.26
7	13-00-70-7010	CARDSTOCK	0.1	\$25.1800	\$1.26
<b>18</b>	<b>SAMS / SAM'S CLUB</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>051223SAMS</b>	<b>\$592.21</b>
1	01-01-70-7010	CH CLEANING SUPPLIES/PAPER TOWELS	1.0	\$125.5400	\$125.54
2	01-11-70-7010	MAINT WATER	1.0	\$15.9200	\$15.92
3	01-08-70-7420	SHELTER-33 GAL LINER, BF STRIPLOIF	1.0	\$140.2500	\$140.25
4	01-00-00-4710	GRILLING SUPPLIES	1.0	\$71.4400	\$71.44
5	01-00-00-4710	WWTP HEAVY DUTY FOIL-GRLLING	1.0	\$31.9200	\$31.92
6	13-00-70-7010	WWTP TESTING SUPPLIES-DAWN	1.0	\$71.2800	\$71.28
7	01-11-70-7120	MAINT TRUCKS-AXE CAR	1.0	\$12.9800	\$12.98
8	13-00-70-7010	WWTP-BLEACH CONC	1.0	\$36.9600	\$36.96
9	01-00-00-4710	GRILLING SUPPLIES/TOOLS	1.0	\$65.9400	\$65.94
10	01-11-70-7010	SHOP TOWELS	1.0	\$19.9800	\$19.98
<b>6</b>	<b>SOUTH CENTRAL / SOUTH CENTRAL SEALING &amp; PAVIN</b>	<b>5/12/2023</b>	<b>5/12/2023</b>	<b>39466 39474 39473</b>	<b>\$24,026.00</b>
1	40-10-00-8210	CONCRETE REPAIR-SIDEWALKS & RAMPS	1.0	\$19,132.0000	\$19,132.00
2	40-15-00-8210	SIDEWALK REPAIR 216 N COMMERCIAL	1.0	\$969.0000	\$969.00
3	40-15-00-8210	SIDEWALK REPAIR 114 N COMMERCIAL	1.0	\$1,425.0000	\$1,425.00
4	40-10-00-8210	CONCRETE REPAIR-RAMP DEMO & REPLACEMENT	1.0	\$2,500.0000	\$2,500.00

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
8	SUPERIOR RENTS / SUPERIOR RENTS - WICHITA	5/12/2023	5/12/2023	223563-4	\$55.00
1	10-00-60-6240 WATER PUMP			1.0 \$55.0000	\$55.00
13	UDNERGROUND / UNDERGROUND VAULTS & STORAGE	5/12/2023	5/12/2023	533368	\$16.05
1	01-01-60-6200 UV&S STORAGE FEE			1.0 \$16.0500	\$16.05
17	WASTE CONNECTIONS / WASTE CONNECTIONS	5/12/2023	5/12/2023	17204311V025	\$6,930.60
1	12-00-60-6160 95 GALLON TRASH CART			363.0 \$10.2000	\$3,702.60
2	12-00-60-6160 65 GALLON TRASH CART			158.0 \$8.1600	\$1,289.28
3	12-00-60-6160 35 GALLON TRASH CART			44.0 \$8.1600	\$359.04
4	12-00-60-6160 SR 35 GALLON TRASH CART			33.0 \$7.1400	\$235.62
5	12-00-60-6160 SEDG CO SURCHARGE			57.0 \$2.5000	\$142.50
6	12-00-60-6160 RECYCLE			589.0 \$2.0400	\$1,201.56
7	12-00-60-6160 CART EXCHANGE			0.0 \$25.0000	\$0.00
15	WHOLESALE WATER / WHOLESALE WATER SUPPLY DI	5/12/2023	5/12/2023	01151	\$3,702.93
1	10-00-60-6150 WATER USAGE 480900			1.0 \$3,702.9300	\$3,702.93
<b>Grand Totals</b>					<b>Total Direct Expense: \$99,671.37</b>
					<b>Total Immediate Payments: \$99,671.37</b>

**Report Summary**

<b>Report Selection Criteria</b>	
Report Type:	Detailed
Transaction Number:	Start                      End

# AP Bank Reconciliation Posting Audit Report

City of Sedgwick (SEDGKS)

05/12/2023 08:30:12 AM

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User ID: SHELIA

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Bank Code: CKG      LEGACY BANK

Vendor Tran#	Document #	Date	Type	User ID	Posting Reference	Total Amount
<b>KPERS</b>						
1	69614	05/12/2023	Check	SHELIA	AP0000001149AAABSC	\$3,121.19
Description:						
<b>KANSAS STATE WITHHOLDING TAX</b>						
2	69616	05/12/2023	Check	SHELIA	AP0000001149AAABSC	\$773.12
Description:						
<b>LEGACY BANK</b>						
3	69615	05/12/2023	Check	SHELIA	AP0000001149AAABSC	\$4,806.26
Description:						

	Bank Totals	Items	Total Voids	Items
Checks	(\$8,700.57)	3	\$0.00	0
Deposits	\$0.00	0	\$0.00	0
Deductions	\$0.00	0	\$0.00	0
Additions	\$0.00	0	\$0.00	0
Bank Charges	\$0.00	0	\$0.00	0
<b>Net Activity for CKG:</b>	<b>(\$8,700.57)</b>			

Report Totals	Bank Totals	Items	Total Voids	Items
Checks	(\$8,700.57)	3	\$0.00	0
Deposits	\$0.00	0	\$0.00	0
Deductions	\$0.00	0	\$0.00	0
Additions	\$0.00	0	\$0.00	0
Bank Charges	\$0.00	0	\$0.00	0
<b>Net Activity:</b>	<b>(\$8,700.57)</b>			

**City of Sedgwick  
City Council Meeting  
May 17, 2023**

**TO:** Mayor and City Council

**SUBJECT:** Procurement Policy Update

**INITIATED BY:** Administration

**AGENDA:** New Business

---

**Recommendation:** Approve the update to the procurement policy.

**Background:** Review of the current procurement policy indicated that the City does not currently formally address credit card issuance and purchases, nor does it address conflicts of interest as it pertains to the procurement process. Federal grant guidelines require municipalities to have statements regarding conflicts of interest in their procurement policy.

The additions before you tonight will be added into Section III Policy Statement – Overview and Provisions Subsections H – Credit Card Purchases and J – Conflicts of Interest.

**Financial Considerations:** None.

**Recommendations/Actions:** It is recommended that the governing body approve the updates to the procurement policy.

**Attachment:** Subsection H – Credit Card Purchases, Subsection J – Conflicts of Interest

**H. Credit Card Purchases:** Department Heads may be issued a Purchasing Card to make purchases in accordance with the Purchasing Card Manual. The Purchasing Card is a supplement to purchase orders to allow for small dollar purchases to be made for goods and/or services not currently on contract. The Procurement Policy must be followed when making purchases.

**J. Conflicts of Interest:** City employees are subject to the governmental ethics requirements of the Kansas Conflict of Interest Act (K.S.A. 75-4301a). The City of Sedgwick maintains written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

**City of Sedgwick  
City Council Meeting  
May 17, 2023**

**TO: Mayor and City Council**

**SUBJECT: Ordinance 897**

**INITIATED BY: Administration**

**AGENDA: New Business**

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**Recommendation:** Approve Ordinance 897 as presented.

**Background:** Vacant buildings and properties contribute to blight in both residential and non-residential neighborhoods, discouraging economic development and decreasing appreciation of property values.

To combat the issues of blight and vacant buildings and/or residences within our community, staff has put forth the following ordinance which would require owners of such vacated properties to register the buildings with the city annually for a fee of \$25 per residential building, and \$100 per commercial building. In addition to the annual fee, property owners would be required to show proof of actively marketing the building for rent or sale. Penalties for non-compliance are stair stepped by days of non-compliance and capped at \$400 per building per calendar year. Buildings and properties classified as chronic vacancies will be assessed a fee of \$100 per year for residential and \$250 per year for commercial/industrial with a 10% annual increase for each category.

**Financial Considerations:** Funds collected from the registration of buildings and properties will be utilized to offset the city's cost of annual inspections and incentives as found in Section 2 of the ordinance.

**Recommendations/Actions:** It is recommended that the governing body approve Ordinance 897 as presented.

**Attachment:** Ordinance

**ORDINANCE NO. 897**

**AN ORDINANCE PROVIDING FOR THE REGISTRATION OF VACANT BUILDINGS AND PROPERTIES PROVIDING PROCEDURES RELATED TO INCENTIVES, MAINTENANCE, MARKETING AND ANNUAL INSPECTIONS.**

**WHEREAS**, the Governing Body finds that vacant residential and commercial real estate adversely affects quality of life, creates blight, and impacts local property values; and

**WHEREAS**, vacant buildings are known to attract vandalism, become havens for drug use and other crime, and require expenditure of public funds for police protection, fire protection and housing inspection; and

**WHEREAS**, the Governing Body finds that public health, safety and welfare are adversely affected by prolonged vacancies in residential and commercial real estate;

**BE IT ORDAINED** by the Governing Body of the City of Sedgwick, Kansas:

**SECTION 1.** The Governing Body of Sedgwick, Kansas, hereby adopts a vacant building ordinance as follows:

**Section 1.**

**(a) Purpose**

Recognizing that vacant buildings and properties contribute to blight in both residential and non-residential neighborhoods, discourage economic development and retard appreciation of property values, endanger public health and safety, attract criminal activity, and create fire hazards, it is the responsibility of property owners to prevent buildings from becoming a burden to the neighborhood and community and a threat to the public health, safety, and welfare. Maintenance of the public health, safety, and welfare thus requires the City to maintain an accurate registration of all vacant buildings and properties.

**(b) Definitions**

- (1) **'Building'** means a building, accessory structure, mobile or modular structure, or other structure adapted to permanent occupancy for residential or

commercial purposes;

- (2) **'City'** means the City of Sedgwick;
- (3) **'Chronic Vacancy'** means any building or property vacant for an uninterrupted term of 1 year or more after initial registration
- (4) **'Commercial'** means any "nonresidential structure or property adapted to commercial purposes;
- (5) **'Owner'** means the person, persons or entity identified as the owner of the parcel with the Harvey County Appraiser's Office; or any agent identified by a nonresident owner;
- (6) **'Residential'** means any "residential structure or property" as defined in the Sedgwick Zoning Regulations section 2-102;
- (7) **'Industrial'** means any "building, accessory structure, or other structure adapted to industrial purposes located within any industrial zoning classification per the Sedgwick Zoning Regulations;
- (8) **'Unsecured'** means that access to the building may be obtained through open, unlocked, broken or missing doors or windows of such building;
- (9) **'Vacant Building'** means a building or property that is unattended or unoccupied and is not actively used as a place of residence or business, or the building is frequently open or unsecured so that unauthorized admittance may be gained without damaging any portion of the property. A residential or commercial building or property will be considered vacant when found to be in the above condition for more than twelve consecutive (12) months and subject to the registration requirements found in Section 2.

## **Section 2.**

### ***(a) Registration and maintenance requirements; fees***

- (1) The owner of a vacant building or property must register the building with the City designated officer within twenty (20) days of written notice provided to the owner or the owner's resident agent of the existence of the vacant building. Such notice shall be served on the owner or resident agent by personal service or by certified mail, return receipt requested. If the owner is a non-resident, such notice shall be sent by certified mail, return receipt requested, to the last known address of the owner;

- (2) The City shall also accept notifications by mail or electronic transmissions of a building or property that meets the definition of a Vacant Building or Property as defined in Section 1-(b) -9 and shall pursue registration of said building/property in accordance with the provisions of this ordinance.
- (3) The required registration shall be submitted on the form provided by the City available on the City's website or from Code Services, which form shall include the name, current mailing address, phone number and any other contact information of the owner; the names and addresses of all known lien holders and all other parties with a legal or equitable ownership interest in the building; the common address of the building, as well as the tax map, map block, parcel tax identification and sale or rental price. The form shall also include the period of time the vacant building is expected to remain vacant, and a plan and timetable for either:
  - (i) returning the vacant building or property to appropriate occupancy or use; or
  - (ii) marketing the property pursuant to the requirements of subsection (d) of this ordinance;
- (4) Pursuant to the registration requirements of this subsection, for every subsequent year a building remains vacant beyond the initial registration, the owner of the vacant building must:
  - (i) re-register the building or property, including appropriate fees, and
  - (ii) submit an updated plan for either returning the vacant building or property to appropriate occupancy or use, or marketing thereof;
- (5) Upon registration, the City shall provide the following incentives toward active marketing of residential or commercial buildings or properties:
  - (i) Waive any zoning fee, if applicable;
  - (ii) Provide solid waste removal, water, and sewer services at no cost for thirty (30) days if building is leased within ninety (90) days of registration within guidelines adopted by the Governing Body and effective at the date of occupancy.
  - (iii) If the building requires remodeling, waive permit fees if remodeling occurs within ninety (90) days of registration;
- (6) If the owner of the vacant building or property does not reside in Harvey

County for at least six (6) months a year, then they must provide the information for a resident agent with authority to act with respect to the property, including name, current mailing address, phone number and any other contact information of the owner's agent;

(7) Any subsequent owner of a vacant building or property must register or re-register the building with the City designated officer within thirty (30) days of any transfer of any ownership interest in the vacant building;

(8) The owner of a vacant building or property must keep the building and any adjoining property secure, safe and maintained in compliance with all federal, state and local ordinances and regulations;

(9) A registration fee of twenty-five dollars (\$25.00) per residential building, and one-hundred dollars (\$100.00) per commercial and industrial building(s), shall be collected by the City designated officer at the time of registration or re-registration.

***(b) Marketing requirements***

The following vacant buildings or properties shall be exempt from the registration fee required pursuant to Section 2(a)(9), but must still comply with all other registration requirements under this section:

(1) All buildings which are actively marketed as "for rent" in a newspaper or in an recognized online website listing at a fair market value rental rate based upon market rental rates for comparable properties. It is the obligation of the vacant building owner to produce evidence of active marketing to claim this exemption. In the event that active rental marketing ceases, the vacant building in question shall be subject to the registration fees provided for above and shall immediately be due and owing;

(2) All buildings or properties which are being actively marketed as "for sale" by a licensed real estate broker or by the owner and advertised as such in a newspaper or listed on a recognized online website. The vacant building owner has the obligation to produce evidence of active marketing in order to obtain this exemption. In the event that the active "for sale" marketing ceases, the vacant building in question shall be subject to the registration fees provided for above and shall immediately be due and owing

(3) Any vacant residential building for which the owner executes a valid affidavit on a form provided by the City attesting that the owner intends to resume occupancy of the vacant building as a dwelling within 180 days. Failure to actually resume use of the vacant building as a dwelling within 180 days will

result in imposition of the registration fee that was exempted under this section;

- (4) An owner who acquires a vacant building or property for which the registration fee has already been paid for the calendar year period shall register the change of ownership with the City, but is not liable for an additional registration fee for that calendar year.

### **Section 3.**

#### ***Penalties; procedures***

- (1)(a) Any owner who fails to register a vacant building under this ordinance, as required by Section 2, may be liable for a civil penalty not to exceed fifty dollars (\$50.00).
- (b) If the building continues to meet the definition of a vacant building for a period of ninety (90) calendar days beyond the required registration or re-registration date, and the owner fails to register or re-register such building, the City designated officer may assess a penalty of one-hundred dollars (\$100.00) for each ninety (90) calendar day period the building continues to be unregistered. At no time may the amount of the assessment exceed four-hundred dollars (\$400.00) per building in a calendar year.
- (c) If a building or property is vacant more then 1 year after initial registration it shall be classified as a chronic vacancy and shall be subject to a fee of \$100.00 per year for residential and \$250.00 per year for commercial/industrial with a 10% annual increase for each category. Funds derived from said fee shall be used to offset the city's cost of annual inspections and incentives as found in Section 2 of this ordinance.
- (d) All penalties assessed shall be payable directly to the City.
- (e) Any and all civil penalties assessed under this section shall be billed to the owner or other responsible party. Failure or refusal to pay any and all such penalties permits the City to pursue any and all available legal remedies for the enforcement and collection of such penalties; including but not limited to, civil actions being filed in district court, suits or actions being maintained in any court of competent jurisdiction, abatement of nuisances maintained in violation of this Ordinance, institution of injunction, mandamus, or other appropriate action or proceedings to enforce the penalty provisions of this Ordinance.

- (2)(a) Upon failure to register a vacant building, as required by Section 2, a Notice of Registration Penalty may be issued to the owner;
- (b) A separate Notice of Registration Penalty shall be issued for each subsequent penalty that may be assessed pursuant to Section 3(1);
- (c) The Notice of Registration Penalty shall be served upon the owner by certified mail or personal service.
- (d) This ordinance in no way limits the penalties, actions or abatement procedures which may be taken by the City for a violation of any other ordinance of the City or statute of the State of Kansas

#### **Section 4.**

##### ***Annual inspection requirement for structures or properties classified as chronic***

- (1) The City designated officer or their appointee may inspect or cause to be inspected any premises in the City for the purposes of enforcing and assuring compliance with the provisions of this chapter and safeguarding the health, safety and welfare of the general public. Upon the request of the City designated officer, an owner shall provide access to all interior portions of any vacant building or suspected vacant building in order to permit a complete inspection;
- (2) The City Fire Marshall is authorized to enter and inspect, or cause to be inspected, all vacant buildings and premises for the purpose of conducting an annual fire code compliance inspection.

**Section 5.** Should any paragraph, section or subsection of this ordinance be declared to be invalid by a court of competent jurisdiction, the decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

**Section 6.** The provisions of this ordinance shall be included and incorporated in the Code of the City of Sedgwick, Kansas, 2022, as an addition or amendment thereto, and shall be appropriately numbered to conform to the Uniform Numbering System of the Code.

**Section 7.** This ordinance shall take effect upon its publication in the official City newspaper.

**PASSED AND APPROVED** by the Governing Body of the City of Sedgwick, Kansas, this 17th day of May, 2023.

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Bryan Chapman, Mayor

ATTEST:

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Shelia Agee, City Clerk