CITY COUNCIL MEETING AGENDA

Wednesday, May 20, 2026
7:00 p.m.

City Council Chambers
Halstead City Hall

CALL TO ORDER

- **A. AGENDA CHANGES/APPROVAL OF AGENDA**
- **B. PUBLIC FORUM**
- **C. CONSENT AGENDA**
  1. Minutes of May 6, 2026 City Council Meeting
  2. Minutes of May 7, 2026 City Council Work Session
  3. Ordinance No. 2026-AP-10: Bills and Payroll from May 7 – 20, 2026
- **D. PUBLIC HEARING**
- **E. UNFINISHED BUSINESS**
- **F. NEW BUSINESS**
  1. Halstead Cemetery Association
  2. 2025 Audit Presentation – Knudsen Monroe
  3. Resolution No. 2026-06 – G.O. Bond Sale Authorization
  4. RFQ Issuance – SS4A Safety Action Plan Grant
- **G. EXECUTIVE SESSION**
- **H. REPORTS**
  1. Governing Body Comments
     a) Poppy Day Proclamation
  2. City Manager

ADJOURNMENT

NOTICE

Agendas may be subject to change upon action of or at the discretion of a majority of the governing body.

For those who cannot attend a meeting in person but wish to provide comment to the Governing Body, those comments can be emailed to cityclerk@halsteadks.gov. Comments received before 5:00 PM on the day of a meeting will be shared with the governing body during that night's meeting during public forum. ***Anonymous comments that are sent or received will not be shared.***

Meetings are also live streamed via the city's YouTube channel and Cox Cable channel 7.

CITY COUNCIL AGENDA REPORT

Meeting Date:	May 20, 2026
City Department:	Administration and Finance
Prepared By:	Julie Wait, City Clerk
Agenda Title:	Consent Agenda

RECOMMENDED ACTION

Motion to approve the Consent Agenda for May 20, 2026, as presented.

CONSIDERATIONS/ANALYSIS

Items in the May 20, 2026 Consent Agenda include:

- Minutes of May 6, 2026 City Council Meeting.
- Minutes of May 7, 2026 City Council Work Session.
- Ordinance No. 2026-AP-10 which includes bills & payroll from May 7 – 20, 2026.

Items of note in the bills and payroll May 7 – 20, 2026 are as follows:

- Check #123977 in the amount of $6,834.00 to Becker Building for an alley repair.
- Check #123982 in the amount of $41,889.27 to Conklin Cars Newton for repairs to city vehicles due to the hailstorm in September of 2025.

FISCAL IMPACT/FUNDING SOURCE

Total dollar amount of checks being approved is $153,529.60, wires in the total amount of $95,330.36, direct deposits in the amount of $0.00, and total net payroll in the amount of $48,521.80. These expenses are split amongst multiple funds in the budget and costs from the current 2026 fiscal year.

Department Head Approval Date: 05/15/2026 City Attorney Approval Date:
City Manager Approval Date: 05/15/2026
Attachments (*listed as included in packet*):

1. Minutes of the May 6, 2026 City Council Meeting.
2. Minutes of the May 7, 2026 City Council Work Session
3. Ordinance No. 2026-AP-10 which includes bills & payroll from May 7 – 20, 2026.

Halstead City Council Meeting **Council Room, City Hall**
May 6, 2026 **7:00 p.m.**

CALL TO ORDER

Mayor Faelber called the meeting to order at 7:00 p.m. The City Council meeting was streamed live on YouTube, HalsteadKS.gov, and Cox Channel 7.

CITY COUNCIL MEMBERS PRESENT

Charlie Robinson, Shawna Will, James VanSchaick, George Torres, and Roger Keating; a quorum was declared present.

CITY OF HALSTEAD STAFF PRESENT

City Manager Ethan Reimer, City Attorney Brad Jantz, City Superintendent Pat Adams, Police Officer Josh Crowe, City Intern Tyler Cotner, and City Clerk Julie Wait.

OTHERS PRESENT

- J.T. Klaus with Spencer Fane.
- Bret Shogren with Stifel Public Finance.
- Bill Bush with the *Harvey County Now*.
- Mickiel and Leta Thomas, Alora Finch, Ron Dick, and Kevin Henderson.

AGENDA CHANGES

City Manager Reimer requested new item #3 be added under New Business for discussion of Resolution No. 2026-05, a resolution expressing support of a KDOT TA grant application.

PUBLIC FORUM

Mayor Faelber opened the public forum at 7:00 p.m.

Hearing no requests for public comment, Mayor Faelber closed the public forum at 7:01 p.m.

CONSENT AGENDA

The following items were included in the May 6, 2026 Consent Agenda:

- Minutes from April 15, 2026 City Council Meeting.
- Ordinance No. 2026-AP-09 which includes bills & payroll from April 16 – May 6, 2026.
- Halstead Community Foundation – Statement of Activity for Parks & WWGC Improvement Funds.

MOTION by Torres to approve the Consent Agenda for May 6, 2026 as submitted.
SECOND by VanSchaick
CARRIED 5-0

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PUBLIC HEARING

1. **Proposed Special Assessments – Main/Stutzman Improvements**
   The City's Bond Counsel, J.T. Klaus, reminded the Governing Body that the purpose of the public hearing was to allow anybody to speak or ask questions about the special assessments. Since the projects had been completed the City would levy the special assessments after the hearing, which had been published in the *Harvey County Now* on April 9, 2026 and mailed to every property owner that was being assessed. He reminded the Governing Body that these were all developer requested assessments and that each property owner had been notified at the time title work was completed that the special assessments would be assessed on the properties.

   Mayor Faelber opened the public hearing at 7:03 p.m.

   Mickiel Thomas, 1309 Main, approached the Governing Body stating they had bought two lots and built a house and shop on the property after being required to merge the lots into one single lot. He stated that he had the property surveyed and questioned why the assessment was issued for two lots when the property had been combined into a single lot.

   City Manager Reimer explained that, based on the original plat, a specific number of lots were established, and the developer's petition requested that special assessments be allocated according to that number of lots. He noted that if a property owner subsequently purchased and combined two lots, the special assessments would remain attached to the original lots, even if the property had since become a single zoning parcel. Reimer further explained that assessments were divided by benefit district, with the number of lots varying depending on the area served. He stated that the developers had the option to allocate costs either per lot or by lineal footage and elected to assess costs on a per-lot basis. Klaus confirmed that this was the appropriate response to Mr. Thomas's question, noting that the property retained the benefits associated with an additional lot, including two points of street access and two sewer laterals. He explained that while combining the lots may have affected ad valorem tax purposes, it would not alter the special assessments. Klaus added that staff would review the property to ensure it was assessed appropriately.

   Hearing no requests for public comment on the proposed special assessments, Mayor Faelber closed the public hearing at 7:06 p.m.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. **Ordinance No. 1359 – Levying of Special Assessments for Main/Stutzman Improvements**
   Klaus introduced the City's financial advisor, Bret Shogren with Stifel, and advised that as part of the ordinance there were three things that would need to be done by the Governing Body. The first was to approve the City Clerk's Certification of all the final costs of the project which included the issuance of the bonds and cost of issuance, the second was to approve the ordinance to levy the special assessments, and the third would be approving redemption of the temporary notes early.

MOTION by Torres to approve Ordinance No. 1359, an ordinance levying special assessment taxes on certain real properties in the city related to costs for improvements benefiting such properties.

Bond Counsel J.T. Klaus explained that the City Clerk's Certification needed to be approved first in order to approve the final costs before levying the assessments via an ordinance.

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FAILED due to lack of a second on the motion to approve the ordinance

MOTION by Torres to approve the City Clerk's Certification of Final Costs.
SECOND by VanSchaick
CARRIED 5-0

MOTION by Torres to approve Ordinance No. 1359, an ordinance levying special assessment taxes on certain real properties in the city related to costs for improvements benefiting such properties.
SECOND by Keating
CARRIED 5-0

Klaus clarified that if the legal descriptions of the two lots discussed during the public hearing had changed, they would need to be corrected in the assessment ordinance. He stated that all the documents specified that if lots were merged or changed for any reason, the special assessments would remain with the original lots and continue to be assessed on the original basis. He explained that if merging lots eliminated the special assessments on the second lot, it would in turn increase the assessments on all other properties, which would be unfair to everyone else. The special assessments would be levied upon publication of the ordinance, and property owners would have until June 15, 2026, to pay off the assessments in order to avoid having them levied on their property. If they were not paid prior to that date, the assessments would be divided and levied on the property over 20 years, with interest assessed at the City's bond interest rate. The City would not know the tax-exempt interest rate until the bond sale, scheduled for June 17, 2026, and any prepayments would not be included in the bond issue.

As the City's financial advisor, Stifel advised that the temporary notes used to finance the project up front were originally expected to remain outstanding until December 2026. However, because the bond issue was scheduled to close on July 16, 2026, Stifel recommended redeeming the notes early on July 17, 2026, which would save both the property owners and the City money by avoiding interest payments in the remaining six months. Klaus presented a Redemption Notice to the Governing Body for approval to redeem the temporary notes on July 17, 2026.

MOTION by Torres to authorize the Notice of Redemption to call the temporary notes on July 17, 2026.
SECOND by VanSchaick
CARRIED 5-0

Klaus informed the Governing Body that a resolution authorizing the public sale of the bonds would be presented on May 20, 2026, which would allow Stifel to solicit bids for the bonds.

2. Mausoleum and Cemetery Stone Wall Cleaning/Sealing

Management Intern, Tyler Cotner, provided information to the Governing Body regarding the cleaning and sealing of the mausoleum, in addition to requesting guidance on how to move forward with upkeep of the cemetery wall. There was currently some algae buildup on the mausoleum and cemetery wall, which posed an aesthetic concern and could also lead to deterioration of the limestone, potentially resulting in structural issues over time. Experts had recommended cleaning to address the immediate concerns, followed by sealing to help prevent future occurrences and preserve the limestone. Cotner presented five bids from different companies, noting that some companies included sealing in their proposals while others did not. Councilmember Keating inquired if the previous cleaning performed on the north and west walls of the mausoleum would have to be redone and Cotner confirmed that a full reclean was

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recommended based off the level of algae present. He added this was especially important before sealing was performed because even though it might look clean there would still be debris present. Councilmember VanSchaick asked if there were any anticipated upcoming repairs that would be needed at the mausoleum and City Manager Reimer confirmed there were some foundation issues that would need to be addressed in the future. Councilmember Torres requested future discussion during a Work Session, but City Manager Reimer responded that staff were comfortable with the bids and suggested the sealing option, otherwise the cleaning would have to be repeated if the City did opt to perform sealing at a later date. He also pointed out that one of the proposals was superior because they could perform sealing, had a better price point, and had also done prior jobs in Halstead as noted in their references. It was also reported that tuck pointing was recommended prior to sealing but due to the unknow quantity that might be required, staff had requested an overall project cost of $25,000 to cover washing, sealing, and a fair amount of tuck pointing if needed. Councilmember Will inquired if this was something that needed to be done sooner than later and if it needed to be put on a long-term plan and Reimer noted that other than the cleaning which had been done no other work had been performed in his ten plus years with the City and he did support getting it done and making it an ongoing thing for the preservation of the building.

Councilmember Will also asked if power washing was something anyone could do and Cotner elaborated that with the building being limestone it required a process called soft washing to prevent destroying the limestone, so an experienced contractor was a better option to do the cleaning. Mayor Faelber agreed, saying that an amateur would really stripe up the rocks. Councilmember Will asked if there were any other preventative measures that could be taken and Cotner explained that it would just be the sealing, and that it would last approximately ten years before needing to be done again. Councilmember Torres inquired where the funds would come from for the expense and Reimer responded that capital funds specific to the mausoleum would be used. Councilmember Keating asked for an explanation of the difference between the City and the Cemetery Association responsibilities and Reimer responded that to his knowledge the Cemetery Association had no overlay or responsibility with the mausoleum and that the City was responsible for the upkeep and maintenance of it entirely. The Cemetery Association was more responsible for the beautification and upkeep of the cemetery grounds and would come more into play when discussing the cemetery wall.

Councilmember Robinson asked if the City had received bids or quotes and how long they were good for. Cotner responded they were quotes and some were good for thirty days while the others were good for sixty days and he was recommending Mid-Continental Restoration due to their lower price, experience, and ability to perform the sealing. Councilmember Keating expressed difficulty justifying the $50,000 proposed for cleaning and sealing, saying if it was his money he would just do the cleaning and then put the rest of the funds towards things such as trees, mulch, and lighting improvements versus just throwing it at one thing. Councilmember Will asked if it wasn't sealed how long it would last before having to power wash it again and Mayor Faelber voiced that the sealing was to help prevent having to replace the building since it was a limestone structure. Councilmember Torres added that his opinion was that the building really should be sealed after power washing due to the washing exposing the building. Councilmember VanSchaick and Councilmember Robinson agreed that they felt the sealing was important, especially after tuckpointing. Councilmember Torres then asked if the others thought that the mausoleum and cemetery wall both needed to be sealed and they responded that the wall was missing a lot of tuck work, more exposed for damage, and exposed to the brine from the

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highway. Councilmember Will voiced that investments needed to be preserved and taken care of and while it was an upfront cost in the long game it would end up being a cost saving by taking care of it.

MOTION by VanSchaick to approve the Mid Continental Mausoleum Proposal for Bid Item 1 (soft washing and sealing of mausoleum) and authorize staff signatures to execute the document as required, including approval of tuckpointing cracks as encountered for a total project amount not to exceed $25,000.
SECOND by Torres
CARRIED 5-0

Cotner asked the Governing Body for guidance on how to proceed with the cemetery wall and City Manager Reimer added that City staff had a meeting scheduled with the Cemetery Association on May 7, 2026, to discuss the project and preliminary cost with them.

CONSENSUS by the Governing Body for staff to gather additional quotes with details for repair, tuckpointing, cleaning, and sealing of the cemetery wall.

3. **Resolution No. 2026-05 – KDOT Transportation Alternatives (TA) Grant**
   City Manager Reimer explained that the purpose of the resolution was to lay out how much the City was asking for in terms of the grant. It would also authorize staff to apply for the Transportation Alternatives Grant in the amount of $881,372 for the proposed Oswald Lehman Park trail and sidewalk project. If the City was awarded funding on the one point one-million-dollar project the City's 20% local match would be $220,343. By approving the resolution, the Governing Body would be expressing support for staff applying for the grant, acknowledging the amount being requested, understanding the 20% match required by the City, and recognizing that any improvements constructed using grant funds would become the responsibility of the City to maintain. While working with Hometown Grants to find funding mechanisms for the Oswald Lehman Park project, the TA grant was proven to be the best option to get the biggest matching dollars. While it may not cover everything laid out in the original concept it would go towards the pedestrian bridge over the slough, the walking trails, and connecting the sidewalk so it would tie in with the Safe Routes to School project.

MOTION by Torres to approve Resolution No. 2026-05, a resolution declaring the eligibility of the City of Halstead to submit an application to the Kansas Department of Transportation for use of Transportation Alternatives (TA) Program funds for the Halstead Safe Routes to Oswald Lehman Park trail and sidewalk project in Halstead, Kansas and authorization for the City Manager to sign the application.
SECOND by VanSchaick
CARRIED 5-0

EXECUTIVE SESSION

MOTION by Keating to recess into executive session to discuss protected financial affairs information of a corporation pursuant to the confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships exception, K.S.A 75-4319(b)(4), and ask that the City Manager, City Attorney, and Management Intern, Tyler Cotner, join the Governing Body in executive session with the regular meeting to reconvene in the City Council Chambers at 8:10 p.m.
SECOND by Torres
CARRIED 5-0

Mayor Faelber called the regular meeting back to order at 8:11 p.m.

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No formal or binding action was taken during the Executive Session.

EXECUTIVE SESSION

MOTION by Keating to recess into executive session to discuss potential litigation involving the City of Halstead pursuant to the consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception, K.S.A 75-4319(b)(2), and ask that the City Manager, City Attorney, and Management Intern, Tyler Cotner, join the Governing Body in executive session with the regular meeting to reconvene in the City Council Chambers at 8:30 p.m.
SECOND by Torres
CARRIED 5-0

Mayor Faelber called the regular meeting back to order at 8:30 p.m.

No formal or binding action was taken during the Executive Session.

REPORTS

1. **Governing Body Comments**
   - Councilmember Will voiced congratulations to the 2026 graduates who would graduate on the upcoming weekend. She asked that residents be mindful and understanding of out-of-town visitors, especially in light of the additional traffic and parking that may occur. She also reminded people to be mindful of pedestrians, especially with the construction on Chestnut.
   - Mayor Faelber said he hadn't seen anyone come forward with a fantastic idea for the church that the City owned. He also brought up the issue of the semis using jake brakes in City limits and mentioned that he had contacted a company directly that was using them, and the boss was more than happy to let the drivers know that it was prohibited. Mayor Faelber issued and signed the Public Service Week Proclamation, proclaiming May 3 – 9, 2026 as Public Service Week in Halstead, KS. Mayor Faelber commented that the survey sent out with the utility bill had been done very well.
   - Councilmember Torres said he had also had a young man reach out to him personally, following the last meeting, and apologize for using jake brakes in City limits.
   - Councilmember Keating also congratulated the graduates and asked people to be mindful of the parties often held in the parks. He also wished the students a good and safe end of the year and encouraged the kids to keep control as they get out of school and to have a good summer.

2. **City Manager Report**
   - The Safe Routes to School Phase 1 Improvements continues moving along at a good pace. Work has largely been completed on 6th Street and work is now beginning on Chestnut St. Sidewalks along the west side of Chestnut will be closed during this time in the construction areas and Chestnut St. will be closed for about two weeks from 7th to 8th Street, with the exception of local resident traffic, as the new raised crosswalk is constructed at the south edge of the 7th and Chestnut intersection. 7th Street should still have access to Chestnut St, and the HMS pre-K parking area will remain open during this time although the sidewalks around it will be closed. We ask that everyone please use additional caution in these areas for the coming weeks while traffic is ongoing and the city will push out some maps with the closures as well. Once Chestnut is completed the final stretch of the project will be the west side of the 500 block of Santa Fe and it will be constructed from north to south.
   - Scout Cabin will be hosting the USD 440 Dragon Kids program over the summer due to their need to relocate with the ongoing bond improvement construction at the middle school. This

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has resulted in the cabin being booked for the entirety of the summer, but we are happy to be able to provide an alternate location for this utilized program in our community and continue our collaborative partnership with USD 440. The gazebo is still available for events in Scout Park, but Scout Cabin will not be available until right around Old Settlers.

- Administrative staff conducted the annual rabies and registration clinic this past Saturday. 72 vaccinations were given, 64 city registrations were issued, and only 11 of the animals were out of city jurisdiction. Thank you to Julie and her staff as well as Maple Street Vet for helping us with this event. A gentle reminder for everyone that if you have not yet registered your dogs, cats, chickens, or ducks that annual registration or kennel license is required for animals over 6 months of age and the deadline is May 31 to avoid late penalties.
- Halstead PD completed their biannual KCJIS audit with the Kansas Highway Patrol and was found to be in full compliance with no corrective actions being needed or warranted.
- Halstead Fire/EMS is currently preparing for their ISO visit and review. We are also in ongoing discussions with our other partner agencies in the county and Harvey County regarding county-wide EMS funding.
- The City of Halstead went through our annual workers' compensation safety audit and have been informed that we again have qualified for the KMIT Gold Star Award, which results in a discount on our annual premiums for worker's compensation insurance. I want to thank all the department heads and staff for their continued focus on workplace safety and thank Pat for his hosting of KMIT staff while they were here.
- With the end of the legislative session and some clarity as to the fact of whether we were going to have any major changes or potential new deadlines regarding our annual budget process or state budget law, work has ramped up on 2027 budget.
- Speaking with the city's auditor, work is about complete and hopefully the 2025 audit will be presented to you all at an upcoming meeting.
- April is also a busy month for many departments in terms of professional development. On behalf of staff, I want to express our thanks that the governing body continues to support ongoing professional development as part of departments overall budgets and then I want to recognize staff as well for continuing to improve themselves and their departments' operations or delivery of services by identifying and attending these trainings.
- Another reminder is that the city no longer conducts an annual clean-up day in June, but reserve-a-dumpsters are available year-round as part of our refuse collection agreement with Nisly for needed clean-up projects. Dumpsters are currently booked through June, so we highly recommend that people try to plan ahead as much as possible as they are seldom available without at least a two-week wait due to ongoing reservations.
- Staff have submitted the approved grant agreement with KDOT for the GIS and updated street inventory project and are also working with PEC on the scope of services for the expansion of this technology for the other utility infrastructure. Work is also ongoing on the preliminary paperwork required for the Safe Streets for All Grant and hopefully we should have an RFP for consultant selection ready to present at the next meeting. Staff continued to work on the TA grant application related to the Oswald Lehman Park trails and sidewalks and then also on the North Street Reconstruction and Sidewalk project which is the KDOT cost share grant.
- Per governing body suggestion, surveys regarding the potential for a speed limit change in residential areas either went out via mailed utility bills or were delivered via email for those who receive electronic billing. If someone does not receive one or wants to fill one out, they can do so at City Hall. We should be able to share the feedback received at the first meeting in June with the governing body.

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ADJOURNMENT
MOTION by Torres to adjourn at 8:50 p.m.
SECOND by VanSchaick
CARRIED 5-0

Respectfully Submitted,

Julie L. Wait, City Clerk

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Halstead City Council Work Session **Council Room, City Hall**
May 7, 2026 **6:00 p.m.**

CALL TO ORDER

Mayor Faelber called the work session to order at 6:21 p.m. following an informal dinner period.

COUNCIL MEMBERS PRESENT

Charlie Robinson, Shawna Will, George Torres, James VanSchaick, Roger Keating; a quorum was present. Shawna Will left at 6:45 p.m.

CITY OF HALSTEAD STAFF PRESENT

City Manager Ethan Reimer, City Attorney Brad Jantz, Public Works Superintendent Pat Adams, Parks & Recreation Director Grant Williams, Police Chief Josh Orem, Intern Tyler Cotner, and City Clerk Julie Wait.

OTHERS PRESENT

- Bill Bush – *Harvey County Now.*

WORK SESSION

City staff and the Governing Body discussed the following:

- Scout Cabin – Potential Renovations/Improvements
- City-wide 20 MPH Change
- US/City Milestone Recognitions
- City-owned Lots – 11th Street
- City Conations/Policy
- Discussion of 2027 Budget Priorities
- Discussion of 2026 – 2031 Capital Plans

No formal or binding actions were taken during the work session.

ADJOURNMENT

Mayor Faelber adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Julie L. Wait, City Clerk

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CITY OF HALSTEAD

Ordinance No. 2026 - AP - 10

Check No. 123948 thru Check No. 124008 in the total amount of $ 153,529.60

Wires in the total amount of $ 95,330.36

Direct Deposits in the total amount of $ 0.00

and total net payroll(s) in the amount of $ 48,521.80
are approved for payment.

Roger Keating	Charles Robinson
George Torres	Gary Faelber
James VanSchaick	Shawna Will

Date: 05/20/2026

Commissioners Purchasing Review Report by Vendor (APLT56)

Beginning Date: 5/7/2026 **Ending Date:** 5/20/2026

City of Halstead

Vendor	Vendor Amount
208 MAIN, LLC	$4,264.40
ADRIAN & PANKRATZ, P.A.	$1,083.34
ADVANCE INSURANCE COMPANY OF KANSAS	$236.55
ASHTON KATE CONSTRUCTION	$2,800.00
B & B LUMBER CO., INC.	$49.96
BECKER BUILDING, INC.	$6,834.00
BIGGEST LITTLEST LAWN CARE, LLC	$7,730.00
BLUE CROSS & BLUE SHIELD OF KS	$41,947.31
BOUND TREE MEDICAL,LLC	$331.00
BUILDERS CONCRETE & SUP.	$373.50
CARING HANDS HUMANE SOCIETY	$70.00
CHARLSEN INSURANCE AGENCY	$215.70
CITY BEVERAGE	$990.15
CITY OF HALSTEAD	$2,085.18
CLEARENT	$160.02
CLOVER	$184.34
COLONIAL LIFE INS.	$225.21
CONKLIN CARS NEWTON	$41,889.27
COX COMMUNICATIONS	$223.25
CYPRESS FACILITY SERVICES	$325.00
D C & B SUPPLY INC	$1,192.70
D'ANGELO'S	$1,277.33
FARMERS COOPERATIVE ELEVATOR	$3,784.49
GALL'S LLC	$194.70
GRABERS ACE HARDWARE	$357.25
HALLS CULLIGAN WATER	$57.40
HALSTEAD FLORAL AT THE PLAZA	$65.00
HALSTEAD MARKET	$83.86
HALSTEAD TIRE, LLC	$1,572.22
HENRY SCHEIN, INC.	$560.07
HOWARD'S INC.	$1,395.00
HV CO ECO/DEVELOPMENT COUNCIL	$1,575.00
HV CO SHERIFF'S DEPARTMENT	$70.00

Commissioners Purchasing Review Report by Vendor (APLT56)

Beginning Date: 5/7/2026 **Ending Date:** 5/20/2026

City of Halstead

Vendor	Vendor Amount
IDEATEK TELCOM, LLC	$1,248.34
IMAGINE IT	$589.80
IRS	$13,819.67
KANSAS GOLF & TURF, INC.	$105.00
KANSAS ONE-CALL SYSTEM, INC.	$49.21
KANSAS PUBLISHING VENTURES, LLC	$413.60
KEMSA	$265.00
KEY EQUIPMENT & SUPPLY CO	$726.00
KPERS	$3,822.11
KPERS	$6,746.02
KS DEPARTMENT OF REVENUE-ACH	$3,155.51
KS DEPARTMENT OF REVENUE-GOLF	$1,183.89
KS LEARNING CENTER FOR HEALTH	$1,000.00
KS PAYMENT CENTER	$318.93
KS STATE TREASURER	$61,000.00
KS WITHHOLDING	$2,536.48
LDF COMPANY	$845.25
LEAGUE OF KS MUNICIPALITIES	$35.00
LOYAL AMERICAN LIFE INS CO	$40.48
MIDWEST SINGLE SOURCE	$22.75
MISSIONSQUARE - 303013	$204.77
MURDOCK ELECTRIC & SUPPLY CO	$573.65
NEWTON DISCOUNT LIQUOR	$660.98
PAYMENT SERVICE NETWORK	$64.95
PROFESSIONAL CODE COMPLIANCE LLC	$1,000.00
PWWSD #17	$4,383.69
QUADIENT FINANCE USA, INC.	$849.65
R. D. AUTOMOTIVE	$495.00
RICHARD FROST	$540.00
SAM'S CLUB/GECF	$455.04
SITEONE LANDSCAPE SUPPLY, LLC	$45.88
STANDARD BEVERAGE CORPORATION	$256.00
STREAMLINE PAYMENTS	$802.95

Commissioners Purchasing Review Report by Vendor (APLT56)

Beginning Date: 5/7/2026 **Ending Date:** 5/20/2026

City of Halstead

Vendor	Vendor Amount
STUDIO MB	$741.97
TASC/ACH FLEX ACCOUNT	$1,399.38
TELEFLEX LLC CARE c/o TELEFLEX FUNDING	$1,650.00
UTILITY SAFETY AND DESIGN INC.	$1,370.00
VERIZON WIRELESS SERVICES	$473.92
VISION CARE DIRECT	$515.62
Grand Total :	**$238,609.69**

Selected AP Paid Checks (APLT70B)

City of Halstead

Beginning Date: 5/4/2026 **Ending Date:** 5/4/2026 **Bank:** **Account:** **Masked** ☐

Includes: ☑ Outstanding ☑ Redeemed ☑ Voided **Amounts from:** $0.00 **thru:** $9,999,999.99

Invoice / Description	Check #	Paid Date	Reconcile	Void	Invoice Amt
Bank: 1 The Halstead Bank					
Account: 00 087 6					
Vendor: 304167 EVERGY					
EVERGY-5/26	123948	5/4/2026			$9,674.27
EVERGY MONTHLY BILL - MAY					
			Subtotal for Vendor 304167 :		$9,674.27
Vendor: 303860 MAPLE STREET VET HOSPITAL					
2026CLINIC	123949	5/4/2026			$576.00
72 RABIES SHOTS ADMINISTERED AT 2026 RABIES CLINIC MAY 2, 2026					
			Subtotal for Vendor 303860 :		$576.00
			Subtotal for Bank Account 00 087 6 :		$10,250.27
			Subtotal for Bank 1 :		$10,250.27
			Grand Total :		**$10,250.27**

AGENDA ITEM: F1

CITY COUNCIL AGENDA REPORT

Meeting Date:	May 20, 2026
City Department:	Public Works - Cemetery
Prepared By:	Ethan Reimer, City Manager
Agenda Title:	Halstead Cemetery Association

RECOMMENDED ACTION

No formal action is needed. Receive presentation.

BACKGROUND

Representatives from the Halstead Cemetery Association will be present to address the Governing Body. The Halstead Cemetery Association is a member organization and a separate entity from the city that is generally tasked with beautification of the cemetery grounds and has their own governance and funding, a portion of which comes from the city based on lot sales from the previous year. The governing body assigns a liaison from the governing body to be a non-voting member of the cemetery association and who is supposed to communicate between the entities as needed.

FISCAL IMPACT/FUNDING SOURCE

The Cemetery operates as a department within the city's General Fund. In 2025, unaudited revenues for the cemetery were $17,260 and expenditures were $65,823.64 which includes capital expenditures but does not include things such as property and liability insurance associated with the cemetery or indirect personnel related costs such as benefits

City Manager Approval Date: 5/18/26 City Attorney Review Date:

Attachments (*listed as included in packet*):

1. None, *materials may be presented during the meeting.*

AGENDA ITEM: F2

CITY COUNCIL AGENDA REPORT

Meeting Date:	May 20, 2026
City Department:	Administration & Finance
Prepared By:	Ethan Reimer, City Manager
Agenda Title:	2025 Audit Presentation – Knudsen Monroe

RECOMMENDED ACTION

Motion to accept and approve the 2025 Fiscal Year audit as presented (*or subject to revisions as presented or recommended by the city's auditor if applicable*).

BACKGROUND

Kansas state statutes and city policy requires an annual audit of the city's finances. The audit also covers the Halstead Library as a related municipal entity. Knudsen Monroe has served as the city's auditors for several years and the city has continued to engage them for the annual audit and has been pleased with their thoroughness, professionalism, recommendations for improvements, and willingness to offer advice throughout the fiscal year to staff when new situations arise. Changes in both city staff and the audit team from Knudsen Monroe helps ensure that new people are involved in and participating with the audit of the city's finances.

CONSIDERATIONS

The included attachment is considered a ***draft*** of the prepared audit report until the City Council formally accepts the audit. Amy Elliott with Knudsen Monroe will present the 2025 Audit Report and any observations and relevant information from the audit process for consideration by the Governing Body and may have additional handouts as well for review during the meeting. Acceptance of the audit report by the Governing Body following its presentation is needed so that it can be filed with the state or other entities on behalf of the City of Halstead.

FISCAL IMPACT/FUNDING SOURCE

Our 2025 Audit engagement agreement set the price for the 2025 Audit at $16,000 subject to any unforeseen expenses or additional costs such as travel. These costs are split amongst various funds and is an anticipated expense in the operating budgets for those funds. The cost of the audit is approximately a 3% increase from the 2024 audit expense.

City Manager Approval Date: 5/18/26 City Attorney Review Date: *Pending*

Attachments (*listed as included in packet*):

1. Draft 2025 Audit Report

CITY OF HALSTEAD, KANSAS

Financial Statement

For the Year Ended December 31, 2025

City of Halstead, Kansas

For the Year Ended December 31, 2025

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Knudsen Monroe & Company LLC

512 N. Main St, Newton, Kansas 67114-2229 316 283-5366 • 316 283-8379 Fax

INDEPENDENT AUDITOR'S REPORT

City Council
City of Halstead
Halstead, Kansas

Adverse and Unmodified Opinions

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of the City of Halstead, Kansas (City), and its related municipal entity, as of and for the year ended December 31, 2025, and the related disclosures to the financial statement.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the Basis for Adverse and Unmodified Opinions section of our report, the accompanying financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the City as of December 31, 2025, or changes in financial position and cash flows thereof for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City as of December 31, 2025, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

Basis for Adverse and Unmodified Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the *Kansas Municipal Audit and Accounting Guide*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statement section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

Matter Giving Rise to Adverse Opinion on U.S. Generally Accepted Accounting Principles

As discussed in Note 1 of the financial statement, the financial statement is prepared by the City on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Responsibilities of Management for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

In preparing the financial statement, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the 2025 fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures-actual and budget, individual fund schedules of regulatory basis receipts and expenditures-actual and budget, and schedule of regulatory basis receipts and expenditures-actual-related municipal entity (Schedules 1, 2, and 3 as listed in the table of contents) are presented for purposes of additional analysis and are not a required part of the 2025 basic financial statement, but are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2025 basic financial statement. The 2025 information has been subjected to the auditing procedures applied in the audit of the 2025 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2025 basic financial statement or to the 2025 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated in all material respects in relation to the 2025 basic financial statement as a whole, on the basis of accounting described in Note 1.

We also previously audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statement of the City as of and for the year ended December 31, 2024 (not presented herein), and have issued our report thereon dated February 11, 2025, which contained an unmodified opinion on the basic financial statement. The 2024 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration at the following link https://admin.ks.gov/offices/accounts-reports/local-government/municipal-services. The 2024 actual column (2024 comparative information) presented in the individual fund schedules of regulatory basis receipts and expenditures-actual and budget and the schedule of receipts and expenditures-related municipal entity for the year ended December 31, 2025 (Schedules 2 and 3 as listed in the table of contents) is presented for purposes of additional analysis and is not a required part of the 2025 basic financial statement. Such 2024 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2024 basic financial statement. The 2024 comparative information was subjected to the auditing procedures applied in the audit of the 2024 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2024 basic financial statement or to the 2024 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2024 comparative information is fairly stated in all material respects in relation to the basic financial statement as a whole for the year ended December 31, 2024, on the basis of accounting described in Note 1.

Knudsen, Monroe & Company, LLC

Certified Public Accountants
Newton, Kansas
May 15, 2026

City of Halstead, Kansas

SUMMARY STATEMENT OF RECEIPTS, EXPENDITURES AND UNENCUMBERED CASH
Regulatory Basis
For the Year Ended December 31, 2025

Funds	Beginning Unencumbered Cash Balance	Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Encumbrances and Accounts Payable	Ending Cash Balance
General Fund:	$ 1,400,076	3,473,492	4,013,009	860,559	74,190	934,749
Special Purpose Funds:						
Library	-	163,755	162,260	1,495	4,105	5,600
Special liability	48,171	120,396	100,000	68,567	-	68,567
Special street and highway	92,852	57,932	68,565	82,219	-	82,219
Special parks and recreation	1,006	2,496	2,000	1,502	-	1,502
VIN inspection	31,679	9,960	17,426	24,213	-	24,213
Sales tax revenue reserve	-	203,000	203,000	-	-	-
Capital improvement	532,057	900,950	478,148	954,859	162,249	1,117,108
City equipment reserve	535,494	875,519	828,003	583,010	292,573	875,583
Grants	-	29,568	5,000	24,568	-	24,568
Cemetery perpetual care	55,233	3,726	-	58,959	-	58,959
Risk management reserve	-	75,000	-	75,000	-	75,000
Opioid settlement	12,463	3,653	-	16,116	-	16,116
Capital Project Fund:						
Street and sewer improvements	190,828	-	82,000	108,828	-	108,828
Wastewater plant upgrade 2025	-	58,350	58,350	-	-	-
Bond and Interest Fund:	106,224	343,778	327,256	122,746	-	122,746
Business Funds:						
Waterworks operating	418,668	927,441	1,014,506	331,603	12,501	344,104
Waste water operating	103,818	445,829	410,170	139,477	6,247	145,724
Gas plant operating	277,095	1,939,611	2,068,698	148,008	16,954	164,962
Refuse	59,609	189,404	191,628	57,385	924	58,309
Storm water	21,793	21,854	30,013	13,634	-	13,634
Depreciation/replacement reserve	859,453	254,000	57,453	1,056,000	-	1,056,000
Gas reserve	508,642	30,000	-	538,642	-	538,642
Storm water reserve	104,000	18,000	19,240	102,760	-	102,760
Trust Funds:						
Drug forfeiture	45	-	-	45	-	45
Land bank	25,062	100	-	25,162	-	25,162
Insurance proceeds	-	2,438	2,438	-	-	-
Related Municipal Entity:						
Halstead Public Library	117,315	126,242	112,770	130,787	-	130,787
Total Reporting Entity	$ 5,501,583	10,276,494	10,251,933	5,526,144	569,743	6,095,887

Composition of cash:	
Cash in bank, The Halstead Bank	
General checking	$ 5,537,162
Certificate of Deposit	368,979
Certificate of Deposit - Cemetery	58,959
Related Municipal Entity:	
Petty cash	36
General checking	1,169
Savings	47,732
Certificates of Deposit	81,850
Total Reporting Entity	$ 6,095,887

The notes to the financial statement are an integral part of this statement.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Municipal Financial Reporting Entity

The City of Halstead is a municipal corporation governed by an elected five-member council. This regulatory financial statement presents the City of Halstead (City) and its related municipal entity. The related municipal entity is included in the City's reporting entity because it was established to benefit the City and/or its constituents.

Halstead Library Board - The City of Halstead Library Board operates the City's public library. The City provides funding for the library through special revenue and general fund appropriations.

Related Organization

The Halstead Housing Authority is a related organization that is not included in the financial reporting entity. The Authority was created to administer public housing programs authorized by the United States Housing Act of 1937, as amended. Revenues consist of housing assistance payments from the U.S. Department of Housing and Urban Development and rent received from eligible low-income tenants.

Regulatory Basis Fund Types

General Fund – used to account for all resources except those required to be accounted for in another fund.

Special Purpose Fund – used to account for the proceeds of specific tax levies and other specific regulatory receipt sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

Bond and Interest Fund – used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Capital Project Fund – used to account for debt proceeds and other financial resources to be used for acquisition or construction of major capital facilities or equipment.

Business Fund – used to account for fees charged to users of the goods or services (i.e. water fund, gas fund, etc.).

Trust Fund – used to report assets held in trust for the benefit of the City (i.e., pension funds, investment trust funds, private purpose trust funds which benefit the City, scholarship funds, etc.).

Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America

The *Kansas Municipal Audit and Accounting Guide* (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The City has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the City to use the regulatory basis of accounting.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the General Fund, Special Purpose Funds (unless specifically exempted by statute), Bond and Interest Fund, and Business Funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

1. Preparation of the budget for the succeeding calendar year on or before August 1st.
2. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
3. Public hearing on or before August 15th, but at least ten days after publication of notice of hearing.
4. Adoption of the final budget on or before August 25th.

If the City is holding a revenue neutral rate hearing, the public hearing shall be no sooner than August 20th and no later than September 20th, but at least ten days after all statutory notification and publication requirements have been met. Municipal budgets requiring a hearing to exceed the revenue neutral rate should be adopted on or before October 1st but may not be adopted prior to the revenue neutral rate hearing. The City did hold a revenue neutral rate hearing for this year.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in regulatory receipts other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication, the hearing may be held and the governing body may amend the budget at that time. There were no such budget amendments for this year.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which regulatory receipts are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for the prior year's accounts payable and encumbrances. Encumbrances are commitments by the City for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year end.

A legal operating budget is not required for certain Special Purpose Funds, Capital Project Funds, Business Reserve Funds, and Trust Funds.

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

Reimbursements

The City records reimbursable expenditures in the fund that makes the disbursement and records reimbursements as a receipt to the fund that receives the reimbursement. For purposes of budgetary comparisons, the expenditures are properly offset by the reimbursements under the KMAAG regulatory basis of accounting.

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Compliance with Kansas Statutes

The City is not aware of any violations occurring during the year ended December 31, 2025.

3. DEPOSITS AND INVESTMENTS

K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. Effective January 1, 2026, K.S.A. 9-1402 authorizes financial institutions to secure deposits of public moneys of governmental units through the Kansas Collateral Pool (public moneys pooled method as defined by 2025 Senate Substitute for House Bill 2152). The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

Concentration of Credit Risk

State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405.

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka. All deposits were legally secured at December 31, 2025.

At December 31, 2025, the carrying amount of the City's deposits, including the related municipal entity, was $6,095,851 and the bank balance was $6,240,312. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, $382,801 was covered by federal depository insurance and the remaining $5,857,511 was collateralized with securities held by the pledging financial institution's agents in the City's name.

4. CAPITAL PROJECTS

Capital project authorizations with approved change orders compared to expenditures from inception are as follows:

Capital Project	Project Authorization	Expenditures to Date
Wastewater Treatment Plant Upgrade	$ 4,541,000	58,350

5. LONG-TERM DEBT

Changes in long-term liabilities for the City for the year ended December 31, 2025, were as follows:

Issue	Interest Rates	Date of Issue	Amount of Issue	Date of Final Maturity	Balance Beginning of Year	Additions	Reductions/ Payments	Balance End of Year	Interest Paid
General Obligation Temporary Notes:									
Series A 2023	4.00%	7/11/2023	$2,050,000	12/1/2026	$2,050,000	-	-	2,050,000	82,000
General Obligation Bonds:									
2012 Refunding	1.50-2.50%	11/20/2012	2,540,000	10/1/2029	505,000	-	95,000	410,000	12,137
2016 Refunding	1.00-2.50%	7/19/2016	1,380,000	10/1/2030	665,000	-	105,000	560,000	15,813
2018 Series A	2.50-3.50%	5/9/2018	235,000	9/1/2033	150,000	-	15,000	135,000	4,800
2023 Taxable Series A	5.50-6.625%	12/6/2023	750,000	10/1/2038	710,000	-	35,000	675,000	44,506
					2,030,000	-	250,000	1,780,000	77,256
KDHE Loan:									
Water Pollution Control	2.50%	2/7/2007	325,000	3/1/2028	65,643	-	65,643	-	1,631
Water Pollution Control	2.48%	3/18/2025	4,541,000	9/1/2047	-	58,350	-	58,350	32
					65,643	58,350	65,643	58,350	1,663
State of Kansas Loan:									
City Utility Low-Interest Loan	2.81%	3/22/2021	2,000,000	3/1/2031	911,233	-	222,757	688,476	17,243
Finance Lease:									
2025 Fire Pumper Truck	4.25%	12/19/2025	500,000	12/31/2031	-	500,514	-	500,514	-
Total contractual indebtedness					$5,056,876	558,864	538,400	5,077,340	178,162

Current maturities of long-term debt and interest for the next five years and in five-year increments through maturity are as follows:

	Year ending December 31							
	2026	2027	2028	2029	2030	2031-2035	2036-2038	Total
Principal								
General Obligation Temporary Notes	$2,050,000	-	-	-	-	-	-	2,050,000
General Obligation Bonds	260,000	260,000	275,000	270,000	175,000	330,000	210,000	1,780,000
KDHE Loan	-	-	58,350	-	-	-	-	58,350
State of Kansas Loan	231,435	234,860	222,181	-	-	-	-	688,476
Finance Lease	74,885	78,165	81,545	85,158	88,888	91,873	-	500,514
Total Principal	2,616,320	573,025	637,076	355,158	263,888	421,873	210,000	5,077,340
Interest								
General Obligation Temporary Notes	82,000	-	-	-	-	-	-	82,000
General Obligation Bonds	70,419	63,356	56,006	47,856	39,494	127,901	28,488	433,520
KDHE Loan	1,447	1,447	1,447	-	-	-	-	4,341
State of Kansas Loan	8,566	5,140	1,660	-	-	-	-	15,366
Finance Lease	20,358	17,079	13,698	10,085	6,356	2,463	-	70,039
Total Interest	182,790	87,022	72,811	57,941	45,850	130,364	28,488	605,266
Total Principal and Interest	$2,799,110	660,047	709,887	413,099	309,738	552,237	238,488	5,682,606

6. DEFINED BENEFIT PENSION PLAN

Plan Description

The City participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et seq. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. KPERS' financial statements are included in its Annual Comprehensive Financial Report which can be found on the KPERS website at www.kspers.gov or by writing to KPERS (611 S. Kansas, Suite 100, Topeka, KS 66603) or by calling 1-888-275-5737.

Contributions

K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1, KPERS 2 and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 1% contribution rate for the Death and Disability Program) and the statutory contribution rate was 9.71% for the fiscal year ended December 31, 2025. Contributions to the pension plan from the City were $172,446 for the year ended December 31, 2025.

Net Pension Liability

At December 31, 2025, the City's proportionate share of the collective net pension liability reported by KPERS was $1,367,016. The net pension liability was measured as of June 30, 2025, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2024, which was rolled forward to June 30, 2025. The City's proportion of the net pension liability was based on the ratio of the City's contributions to KPERS, relative to the total employer and non-employer contributions of the Local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in this financial statement.

The complete actuarial valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publicly available on the website at www.kspers.gov or can be obtained as described above.

7. OTHER LONG-TERM OBLIGATIONS FROM OPERATIONS

Other Post-Employment Benefits

As provided by K.S.A. 12-5040, the City allows retirees to participate in the group health insurance plan. Each retiree pays the full amount of their applicable premium. The City does not currently have any retirees that participate.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the City makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

Death and Disability Other Post-Employment Benefits

As provided by K.S.A. 74-4927, disabled members in the Kansas Public Employees Retirement System (KPERS) receive long-term disability benefits and life insurance benefits. The plan is administered through a trust held by KPERS that is funded to pay annual benefit payments. The employer contribution rate is set at 1% for the year ended December 31, 2025.

Compensated Absences

Full-time employees are entitled to paid vacation according to the following schedule:

Year of service	Accrual
Date of hire	1 week
Years 1 through 4	2 weeks
Years 5 through 9	3 weeks
After 10 years	4 weeks

Employees may carry over the equivalent of four working weeks of vacation leave regardless of years of service, hours in excess are forfeited. Accrued vacation time has not been recorded as a liability in the accompanying financial statement.

Full-time employees earn 4 hours of sick leave for each 2-week pay period worked, which can be accumulated to a maximum of 720 hours. Unused sick leave is not paid to employees upon termination. On retirement at age 62 or after 20 years of service to the City, payment for unused sick leave will be made at a ratio of 1 day per 4 days of accrued leave. Unused sick leave has not been recorded as a liability in the accompanying financial statement.

8. INTERFUND TRANSFERS

Operating transfers were as follows:

From	To	Regulatory Authority	Total
General	Sales tax revenue reserve	K.S.A. 12-197	$ 203,000
General	Capital improvement	K.S.A. 12-1,118	655,000
General	City equipment reserve	K.S.A. 12-1,117	205,000
General	Cemetery perpetual care	Ordinance #860	1,440
General	Risk management reserve	K.S.A. 12-2,615	75,000
Special parks and recreation	City equipment reserve	K.S.A. 12-1,117	2,000
Sales tax revenue reserve	Capital improvement	K.S.A. 12-197	94,875
Sales tax revenue reserve	Bond and Interest	K.S.A. 12-197	108,125
Waterworks operating	General	K.S.A. 12-825d	250,000
Waterworks operating	Capital improvement	K.S.A. 12-1,118	75,000
Waterworks operating	City equipment reserve	K.S.A. 12-1,117	75,000
Waterworks operating	Depreciation/replacement reserve	K.S.A. 12-825d	145,000
Waste water operating	General	K.S.A. 12-825d	25,000
Waste water operating	Capital improvement	K.S.A. 12-1,118	10,000
Waste water operating	City equipment reserve	K.S.A. 12-1,117	10,000
Waste water operating	Depreciation/replacement reserve	K.S.A. 12-825d	109,000
Gas plant operating	General	K.S.A. 12-825d	187,500
Gas plant operating	Capital improvement	K.S.A. 12-1,118	25,000
Gas plant operating	City equipment reserve	K.S.A. 12-1,117	25,000
Gas plant operating	Gas reserve	K.S.A. 12-825d	30,000
Refuse	Capital improvement	K.S.A. 12-1,118	25,000
Storm water	City equipment reserve	K.S.A. 12-1,117	5,000
Storm water	Storm water reserve	K.S.A. 12-825d	18,000

9. RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City participates in the Kansas County Association Multi-Line Pool (KCAMP), which is a public entity risk pool operating as a common risk management and insurance program for participating members. The City also participates in the Kansas Municipal Insurance Trust (KMIT), for its workers' compensation coverage.

The City pays an annual premium to KCAMP for property and liability insurance coverage and to KMIT for workers' compensation coverage. The agreements to participate in these public entity risk pools provide that they will be self-sustaining through member premiums, and that KCAMP and KMIT will reinsure through commercial companies for claims in excess of specified amounts for each insured event. Additional premiums may be due if total claims for the pool are different than what has been anticipated. The Pool is authorized by K.S.A. 12-2616, et seq.

9. RISK MANAGEMENT (Continued)

The City continues to carry commercial insurance for all other risks of loss. There were no significant reductions in coverage during the past fiscal year and there were no settlements exceeding insurance coverage for each of the past three fiscal years. Medical benefits were provided to employees and their eligible dependents through commercial insurance.

During the ordinary course of its operations, the City is a party to various claims, legal actions and complaints. It is the opinion of the City's management and legal counsel that these matters are not anticipated to have a material financial impact on the City.

During the year, the City elected to create, as authorized under K.S.A 12-2,615, a separate Risk Management Reserve Fund to cover deductibles and any other uninsured or noncovered losses as they may occur.

10. DATE OF MANAGEMENT REVIEW

Management has performed an analysis of the activities and transactions subsequent to December 31, 2025, to determine the need for any adjustments to and/or disclosures within the audited financial statement. Management has performed their analysis through May 15, 2026, which is the date at which the financial statement was available to be issued.

CITY OF HALSTEAD, KANSAS

REGULATORY – REQUIRED
SUPPLEMENTARY INFORMATION

FOR THE YEAR ENDED DECEMBER 31, 2025

SCHEDULE 1

City of Halstead, Kansas

SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025

Funds	Certified Budget	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance - Over (Under)
General Fund:	$4,717,750	-	4,717,750	4,013,009	(704,741)
Special Purpose Funds:					
Library	175,500	-	175,500	162,260	(13,240)
Special liability	170,100	-	170,100	100,000	(70,100)
Special street and highway	144,205	-	144,205	68,565	(75,640)
Special parks and recreation	2,132	-	2,132	2,000	(132)
VIN inspection	60,673	-	60,673	17,426	(43,247)
Sales tax revenue reserve	203,000	-	203,000	203,000	-
Bond and Interest Fund:	453,000	-	453,000	327,256	(125,744)
Business Funds:					
Waterworks operating	1,205,559	-	1,205,559	1,014,506	(191,053)
Waste water operating	484,857	-	484,857	410,170	(74,687)
Gas plant operating	2,248,010	-	2,248,010	2,068,698	(179,312)
Refuse	221,401	-	221,401	191,628	(29,773)
Storm water	41,447	-	41,447	30,013	(11,434)

City of Halstead, Kansas

General Fund

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
RECEIPTS				
Ad valorem property tax	$ 961,080	954,959	995,913	(40,954)
Vehicle tax	120,402	133,389	132,081	1,308
Local sales tax	618,330	639,808	550,000	89,808
Liquor tax	1,263	2,497	1,390	1,107
Transient guest tax	876	555	500	55
Franchise tax	152,756	155,982	141,000	14,982
Fines and fees	242,680	166,616	181,550	(14,934)
Ambulance - Harvey County	334,305	98,991	90,000	8,991
Fire protection fees	88,465	90,470	90,000	470
Interest	337,688	257,251	250,000	7,251
Cemetery fees and charges	13,890	17,260	20,250	(2,990)
Golf course fees	287,029	291,699	227,500	64,199
Recreation fees	48,617	46,403	48,000	(1,597)
Rent	1,200	-	-	-
Sale of assets	33,930	36,553	32,000	4,553
Other	130,908	118,559	75,000	43,559
Reimbursed expenses	-	-	80,000	(80,000)
Transfer from				
Cemetery perpetual care	1,708	-	2,000	(2,000)
Waterworks operating	175,000	250,000	200,000	50,000
Waste water operating	25,000	25,000	25,000	-
Gas plant operating	275,000	187,500	275,000	(87,500)
	3,850,127	3,473,492	3,417,184	56,308
EXPENDITURES, page 15	3,866,261	4,013,009		
Receipts over (under) expenditures	(16,134)	(539,517)		
UNENCUMBERED CASH, beginning	1,416,210	1,400,076		
UNENCUMBERED CASH, ending	$ 1,400,076	860,559		

City of Halstead, Kansas

General Fund

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
EXPENDITURES				
Administration	$ 188,649	199,027	220,500	(21,473)
Court and legal	45,416	42,844	60,250	(17,406)
City hall/support services	98,921	107,897	119,500	(11,603)
Police	413,895	402,366	466,500	(64,134)
Street	70,773	88,576	120,000	(31,424)
Fire	123,153	143,807	170,500	(26,693)
Park	206,245	197,538	298,500	(100,962)
Golf	269,322	279,606	279,000	606
Emergency medical services	387,389	395,712	422,500	(26,788)
Community betterment	341,425	207,658	194,000	13,658
Street lighting	45,793	45,736	58,000	(12,264)
Cemetery	40,106	51,818	67,500	(15,682)
Employee benefits	652,140	684,914	889,500	(204,586)
Flood control maintenance	25,793	26,070	36,000	(9,930)
Capital improvements/cash reserve	47,441	-	250,000	(250,000)
Transfer to				
Sales tax revenue reserve	153,000	203,000	203,000	-
Capital improvement	540,000	655,000	655,000	-
City equipment reserve	215,000	205,000	205,000	-
Cemetery perpetual care	1,800	1,440	2,500	(1,060)
Risk management reserve	-	75,000	-	75,000
TOTAL EXPENDITURES	$ 3,866,261	4,013,009	4,717,750	(704,741)

City of Halstead, Kansas

Special Purpose Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
LIBRARY				
RECEIPTS				
Ad valorem property tax	$ 84,615	87,301	90,869	(3,568)
Vehicle tax	10,693	11,740	11,619	121
Reimbursements and other	61,193	64,714	70,000	(5,286)
	156,501	163,755	172,488	(8,733)
EXPENDITURES				
Appropriations to Library Board	98,000	96,000	102,000	(6,000)
Salaries and benefits	61,457	66,236	70,000	(3,764)
Commodities and other	30	24	3,500	(3,476)
	159,487	162,260	175,500	(13,240)
Receipts over (under) expenditures	(2,986)	1,495		
UNENCUMBERED CASH, beginning	2,986	-		
UNENCUMBERED CASH, ending	$ -	1,495		
SPECIAL LIABILITY				
RECEIPTS				
Ad valorem property tax	$ 80,667	109,194	113,990	(4,796)
Vehicle tax	9,814	11,202	11,106	96
	90,481	120,396	125,096	(4,700)
EXPENDITURES				
Insurance premiums	90,000	100,000	120,000	(20,000)
Cash basis reserve	-	-	50,100	(50,100)
	90,000	100,000	170,100	(70,100)
Receipts over (under) expenditures	481	20,396		
UNENCUMBERED CASH, beginning	47,690	48,171		
UNENCUMBERED CASH, ending	$ 48,171	68,567		

City of Halstead, Kansas

Special Purpose Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
SPECIAL STREET AND HIGHWAY				
RECEIPTS				
Gasoline tax	$ 58,478	57,932	55,230	2,702
EXPENDITURES				
Contractual services	24,460	61,873	102,500	(40,627)
Commodities	2,371	6,692	10,000	(3,308)
Capital outlay	-	-	31,705	(31,705)
	26,831	68,565	144,205	(75,640)
Receipts over (under) expenditures	31,647	(10,633)		
UNENCUMBERED CASH, beginning	61,205	92,852		
UNENCUMBERED CASH, ending	$ 92,852	82,219		
SPECIAL PARKS AND RECREATION				
RECEIPTS				
Liquor tax	$ 1,263	2,496	1,390	1,106
EXPENDITURES				
Capital outlay	-	-	632	(632)
Transfer to City equipment reserve	1,000	2,000	1,500	500
	1,000	2,000	2,132	(132)
Receipts over (under) expenditures	263	496		
UNENCUMBERED CASH, beginning	743	1,006		
UNENCUMBERED CASH, ending	$ 1,006	1,502		

City of Halstead, Kansas

Special Purpose Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
VIN INSPECTION				
RECEIPTS				
Fees collected	$ 30,520	9,960	30,000	(20,040)
EXPENDITURES				
Contractual service	27,514	17,426	60,673	(43,247)
Receipts over (under) expenditures	3,006	(7,466)		
UNENCUMBERED CASH, beginning	28,673	31,679		
UNENCUMBERED CASH, ending	$ 31,679	24,213		
SALES TAX REVENUE RESERVE				
RECEIPTS				
Transfer from General	$ 153,000	203,000	203,000	-
EXPENDITURES				
Transfer to				
Capital improvement	44,875	94,875	94,875	-
Bond and Interest	108,125	108,125	108,125	-
	153,000	203,000	203,000	-
Receipts over (under) expenditures	-	-		
UNENCUMBERED CASH, beginning	-	-		
UNENCUMBERED CASH, ending	$ -	-		

City of Halstead, Kansas

Special Purpose Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

	2024	2025
CAPITAL IMPROVEMENT		
RECEIPTS		
Transfer from		
General	$ 540,000	655,000
Sales tax revenue reserve	44,875	94,875
Waterworks operating	75,000	75,000
Waste water operating	10,000	10,000
Gas plant operating	50,000	25,000
Refuse	10,000	25,000
Grants	176,722	16,075
	906,597	900,950
EXPENDITURES		
Capital outlay and maintenance	737,525	478,148
Receipts over (under) expenditures	169,072	422,802
UNENCUMBERED CASH, beginning	362,985	532,057
UNENCUMBERED CASH, ending	$ 532,057	954,859
CITY EQUIPMENT RESERVE		
RECEIPTS		
Transfer from		
General	$ 215,000	205,000
Special parks and recreation	1,000	2,000
Waterworks operating	75,000	75,000
Waste water operating	10,000	10,000
Gas plant operating	45,750	25,000
Storm water	5,000	5,000
Proceeds from finance lease	-	500,000
Grants	84,637	-
Sale of equipment and other	63,237	53,519
	499,624	875,519
EXPENDITURES		
Capital outlay and maintenance	482,041	828,003
Receipts over (under) expenditures	17,583	47,516
UNENCUMBERED CASH, beginning	517,911	535,494
UNENCUMBERED CASH, ending	$ 535,494	583,010

City of Halstead, Kansas

Special Purpose Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

	2024	2025
GRANTS		
RECEIPTS		
Grant Income	$ -	29,568
EXPENDITURES		
Contractual services	-	5,000
Receipts over (under) expenditures	-	24,568
UNENCUMBERED CASH, beginning	-	-
UNENCUMBERED CASH, ending	$ -	24,568
CEMETERY PERPETUAL CARE		
RECEIPTS		
Transfer from General	$ 1,800	1,440
Interest	2,479	2,286
	4,279	3,726
EXPENDITURES		
Transfer to General	1,708	-
Receipts over (under) expenditures	2,571	3,726
UNENCUMBERED CASH, beginning	52,662	55,233
UNENCUMBERED CASH, ending	$ 55,233	58,959

City of Halstead, Kansas

Special Purpose Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

	2024	2025
RISK MANAGEMENT RESERVE		
RECEIPTS		
Transfer from General	$ -	75,000
EXPENDITURES	-	-
Receipts over (under) expenditures	-	75,000
UNENCUMBERED CASH, beginning	-	-
UNENCUMBERED CASH, ending	$ -	75,000
OPIOID SETTLEMENT		
RECEIPTS		
State revenue	$ 6,304	3,653
EXPENDITURES	-	-
Receipts over (under) expenditures	6,304	3,653
UNENCUMBERED CASH, beginning	6,159	12,463
UNENCUMBERED CASH, ending	$ 12,463	16,116

City of Halstead, Kansas

Capital Project Fund

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

	2024	2025
STREET & SEWER IMPROVEMENTS		
RECEIPTS	$ -	-
EXPENDITURES		
Capital outlay	5,302	-
Bond payment	82,000	82,000
	87,302	82,000
Receipts over (under) expenditures	(87,302)	(82,000)
UNENCUMBERED CASH, beginning	278,130	190,828
UNENCUMBERED CASH, ending	$ 190,828	108,828
WASTEWATER PLANT UPGRADE 2025		
RECEIPTS		
KDHE loan proceeds	$ -	58,350
EXPENDITURES		
Capital outlay	-	58,350
Receipts over (under) expenditures	-	-
UNENCUMBERED CASH, beginning	-	-
UNENCUMBERED CASH, ending	$ -	-

City of Halstead, Kansas

Bond and Interest Fund

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
RECEIPTS				
Ad valorem property tax	$ 139,152	196,240	204,950	(8,710)
Special assessments	20,462	20,087	20,000	87
Vehicle tax	17,925	19,326	19,115	211
Transfer from Sales tax revenue reserve	108,125	108,125	108,125	-
	285,664	343,778	352,190	(8,412)
EXPENDITURES				
Bond principal	250,000	250,000	250,000	-
Interest	75,536	77,256	78,000	(744)
Cash basis reserve	-	-	125,000	(125,000)
	325,536	327,256	453,000	(125,744)
Receipts over (under) expenditures	(39,872)	16,522		
UNENCUMBERED CASH, beginning	146,096	106,224		
UNENCUMBERED CASH, ending	$ 106,224	122,746		

City of Halstead, Kansas

Business Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
WATERWORKS OPERATING				
RECEIPTS				
Sales	$ 898,294	897,599	838,760	58,839
Service and other	32,064	29,842	-	29,842
	930,358	927,441	838,760	88,681
EXPENDITURES				
Personal services	231,995	236,557	278,000	(41,443)
Contractual services	43,367	40,658	65,500	(24,842)
Water purchases	121,607	118,512	125,000	(6,488)
Commodities	62,976	53,930	80,000	(26,070)
Capital outlay	23,750	19,849	187,059	(167,210)
Transfer to				
General	175,000	250,000	200,000	50,000
Capital improvement	75,000	75,000	75,000	-
City equipment reserve	75,000	75,000	75,000	-
Depreciation/replacement reserve	90,000	145,000	120,000	25,000
	898,695	1,014,506	1,205,559	(191,053)
Receipts over (under) expenditures	31,663	(87,065)		
UNENCUMBERED CASH, beginning	387,005	418,668		
UNENCUMBERED CASH, ending	$ 418,668	331,603		

City of Halstead, Kansas

Business Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
WASTE WATER OPERATING				
RECEIPTS				
User fees	$ 430,993	445,666	426,250	19,416
Service and other	299	163	-	163
	431,292	445,829	426,250	19,579
EXPENDITURES				
Personal services	119,416	112,687	148,000	(35,313)
Contractual services	91,879	78,220	116,500	(38,280)
Commodities	48,313	55,411	60,000	(4,589)
Transfer to				
General	25,000	25,000	25,000	-
Capital improvement	10,000	10,000	10,000	-
City equipment reserve	10,000	10,000	10,000	-
Depreciation/replacement reserve	96,000	109,000	84,000	25,000
Debt service	19,704	9,852	19,705	(9,853)
Capital reserve	-	-	11,652	(11,652)
	420,312	410,170	484,857	(74,687)
Receipts over (under) expenditures	10,980	35,659		
UNENCUMBERED CASH, beginning	92,838	103,818		
UNENCUMBERED CASH, ending	$ 103,818	139,477		

City of Halstead, Kansas

Business Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
GAS PLANT OPERATING				
RECEIPTS				
Sales	$ 1,937,083	1,918,164	1,976,500	(58,336)
Service and other	20,452	21,447	-	21,447
	1,957,535	1,939,611	1,976,500	(36,889)
EXPENDITURES				
Personal services	187,862	184,355	266,000	(81,645)
Contractual services	92,280	92,983	143,000	(50,017)
Commodities	45,776	51,031	58,500	(7,469)
Gas purchased	1,073,621	1,224,995	1,100,000	124,995
Capital outlay	4,880	7,834	10,000	(2,166)
State utility loan payments	420,000	240,000	240,000	-
Transfer to				
General	275,000	187,500	275,000	(87,500)
Capital improvement	50,000	25,000	25,000	-
City equipment reserve	45,750	25,000	25,000	-
Gas reserve	64,250	30,000	60,000	(30,000)
Capital reserve	-	-	45,510	(45,510)
	2,259,419	2,068,698	2,248,010	(179,312)
Receipts over (under) expenditures	(301,884)	(129,087)		
UNENCUMBERED CASH, beginning	578,979	277,095		
UNENCUMBERED CASH, ending	$ 277,095	148,008		

City of Halstead, Kansas

Business Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

		Current Year		
	Prior Year Actual	Actual	Budget	Variance - Over (Under)
REFUSE				
RECEIPTS				
User fees	$ 149,262	189,404	162,000	27,404
EXPENDITURES				
Personal services	14,413	14,865	21,000	(6,135)
Contractual services	112,277	151,378	138,700	12,678
Commodities and other	-	385	5,000	(4,615)
Transfer to Capital improvement	10,000	25,000	25,000	-
Capital reserve	-	-	31,701	(31,701)
	136,690	191,628	221,401	(29,773)
Receipts over (under) expenditures	12,572	(2,224)		
UNENCUMBERED CASH, beginning	47,037	59,609		
UNENCUMBERED CASH, ending	$ 59,609	57,385		
STORM WATER				
RECEIPTS				
User fees	$ 21,848	21,854	21,600	254
EXPENDITURES				
Contractual services	17	1,731	6,500	(4,769)
Commodities	5,685	5,282	10,000	(4,718)
Transfer to				
City equipment reserve	5,000	5,000	5,000	-
Storm water reserve	18,000	18,000	18,000	-
Capital reserve	-	-	1,947	(1,947)
	28,702	30,013	41,447	(11,434)
Receipts over (under) expenditures	(6,854)	(8,159)		
UNENCUMBERED CASH, beginning	28,647	21,793		
UNENCUMBERED CASH, ending	$ 21,793	13,634		

City of Halstead, Kansas

Business Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

	2024	2025
DEPRECIATION/REPLACEMENT RESERVE		
RECEIPTS		
Transfer from		
Waterworks operating	$ 90,000	145,000
Waste water operating	96,000	109,000
	186,000	254,000
EXPENDITURES		
Debt service	-	57,453
Receipts over (under) expenditures	186,000	196,547
UNENCUMBERED CASH, beginning	656,403	859,453
Prior year canceled encumbrances	17,050	-
UNENCUMBERED CASH, ending	$ 859,453	1,056,000
GAS RESERVE		
RECEIPTS		
Transfer from Gas plant operating	$ 64,250	30,000
EXPENDITURES		
Capital outlay	99,250	-
Receipts over (under) expenditures	(35,000)	30,000
UNENCUMBERED CASH, beginning	543,642	508,642
UNENCUMBERED CASH, ending	$ 508,642	538,642
STORM WATER RESERVE		
RECEIPTS		
Transfer from Storm water	$ 18,000	18,000
EXPENDITURES		
Contractual services	-	10,540
Capital outlay	-	8,700
	-	19,240
Receipts over (under) expenditures	18,000	(1,240)
UNENCUMBERED CASH, beginning	86,000	104,000
UNENCUMBERED CASH, ending	$ 104,000	102,760

City of Halstead, Kansas

Trust Funds

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
Regulatory Basis
For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

	2024	2025
DRUG FORFEITURE		
RECEIPTS	$ -	-
EXPENDITURES	-	-
Receipts over (under) expenditures	-	-
UNENCUMBERED CASH, beginning	45	45
UNENCUMBERED CASH, ending	$ 45	45
LAND BANK		
RECEIPTS		
Lot sale	$ -	100
EXPENDITURES	-	-
Receipts over (under) expenditures	-	100
UNENCUMBERED CASH, beginning	25,062	25,062
UNENCUMBERED CASH, ending	$ 25,062	25,162
INSURANCE PROCEEDS		
RECEIPTS		
Insurance proceeds	$ -	2,438
EXPENDITURES		
Insurance proceeds released	-	2,438
Receipts over (under) expenditures	-	-
UNENCUMBERED CASH, beginning	-	-
UNENCUMBERED CASH, ending	$ -	-

City of Halstead, Kansas

Related Municipal Entity

SCHEDULE OF RECEIPTS AND EXPENDITURES - ACTUAL
Regulatory Basis

For the Year Ended December 31, 2025
(With Comparative Actual Totals for the Prior Year Ended December 31, 2024)

	2024	2025
HALSTEAD PUBLIC LIBRARY		
RECEIPTS		
City of Halstead	$ 98,000	96,000
SCKLS and other grants	10,646	19,247
State aid	608	1,742
Memorial income	1,067	959
Interest and other	6,512	8,294
	116,833	126,242
EXPENDITURES		
Personal services	71,453	75,027
Books, periodicals and materials	11,215	11,723
Operating supplies and commodities	5,971	5,706
Telephone and utilities	6,657	6,380
Capital outlay	7,629	7,631
Other	6,058	6,303
	108,983	112,770
Receipts over (under) expenditures	7,850	13,472
UNENCUMBERED CASH, beginning	109,465	117,315
UNENCUMBERED CASH, ending	$ 117,315	130,787

AGENDA ITEM: F3

CITY COUNCIL AGENDA REPORT

Meeting Date:	May 20, 2026
City Department:	Administration & Finance
Prepared By:	Ethan Reimer, City Manager
Agenda Title:	Resolution No. 2026-06 – G.O. Bond Sale Authorization

RECOMMENDED ACTION

Motion to approve Resolution No. 2026-06, a resolution authorizing and providing for the issuance of approximately $2,090,000 in general obligation bonds, setting forth the details of public sale, and providing notice thereof, and authorization for city staff to approve additional actions related to the bond sale as may be required

BACKGROUND

Property owners are authorized under state statutes to petition for the creation of benefit districts to allow for certain infrastructure improvements to be constructed. These benefit districts bear or help bear the costs for those improvements according to the provisions of the petition and are authorized by the city through resolutions and/or ordinances. Four (4) benefit districts were created related to the sanitary sewer and street improvements necessary for the Cedar Meadows and Powers residential subdivisions. The city original issued temporary notes for the work in 2023 and is now transitioning those temporary notes to longer-term general obligation (GO) bond debt. For the past weeks, the city has taken several steps related to this transition, and this resolution is the final step to allow for the sale of the bonds.

CONSIDERATIONS

The city is planning on a 20-year term for these bonds. While this will potentially result in a slightly higher interest rate, it also keeps the specials at an annual amount that is more feasible for continued marketing of the properties upon consultation with the developer and lowers the annual debt service payment. The city does have the option to redeem bonds at certain points should the interest rate environment change or based on the city's desire to do so. Bret Shogren, with Stifel (the city's financial advisor for this issuance), will be present to answer any questions from the governing body. The bond sale is scheduled for June 17, 2026, coinciding with the second city council meeting in June, at which time the governing body will review the bids and award the bonds to whomever they determine has the best bid. Approval of this

FINANCIAL IMPACT/FUNDING SOURCE

Staff will provide estimates on potential debt service, but without knowing exactly what the final interest rate would be, actual final costs will be unknown until that time. Eventual repayment of this debt will come from the City's Bond & Interest (debt service) Fund and fees such as the financial advisor and bond counsel costs are included as part of the costs of the overall bond. As a portion of this bond is for special assessments, special assessment revenues that are collected when properties pay their general property taxes would also offset a portion of the debt service and funds beyond those would come from the city's levied taxes for the debt service fund. It should be noted that if special assessments are not paid by a property owner, the city still must make those bond payments in full.

City Manager Approval Date: 5/18/26 City Attorney Review Date: *Pending*

Attachments (*listed as included in packet*):

1. Draft Resolution No. 2026-06

RESOLUTION NO. 2026-06

A RESOLUTION OF THE CITY OF HALSTEAD, KANSAS AUTHORIZING AND PROVIDING FOR THE PUBLIC SALE OF THE CITY'S GENERAL OBLIGATION BONDS, SERIES 2026-A, IN A PRINCIPAL AMOUNT OF APPROXIMATELY $2,090,000; SETTING FORTH THE DETAILS OF SAID PUBLIC SALE; AND PROVIDING FOR THE GIVING OF NOTICE THEREOF.

WHEREAS, the governing body of the City of Halstead, Kansas (the "City") has heretofore by various proceedings lawfully held and taken, authorized the making of certain capital improvements in the City under the authority of K.S.A. 12-685 *et seq.* and K.S.A. 12-6a01 *et seq.*, as amended and supplemented, and provided for the payment of all or a portion of the costs thereof by the issuance of general obligation bonds of the City; and

WHEREAS, the City is authorized by the provisions of K.S.A. 10-101 *et seq*., as amended and supplemented, to issue and deliver its general obligation bonds as aforesaid, and is required to sell such general obligation bonds at public sale when the principal amount thereof exceeds $2,000,000; and

WHEREAS, the governing body hereby finds and determines it to be necessary at this time to authorize and provide for the public sale of general obligation bonds of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HALSTEAD, KANSAS:

SECTION 1. Authorization of the Bonds and Public Sale. It is hereby found and determined to be necessary and it is hereby authorized, ordered and directed, that in order to provide the necessary funds to permanently finance all or a portion of the costs of the certain capital improvements in the City, General Obligation Bonds Series 2026-A, in the approximate aggregate principal amount of $2,090,000 (the "Bonds"), shall be issued and delivered.

It is hereby further found and determined to be necessary and it is hereby authorized, ordered and directed that the Bonds shall be sold at public sale in the manner provided by law. Bids shall be due at the City Hall, 303 Main St, Halstead, Kansas 67056, by 10:00 A.M., Central Time, on Wednesday, June 17, 2026. The public sale will be held at 7:00 p.m., Central Time, on that same day at City Hall, 303 Main St, Halstead, Kansas 67056 at which time and place the bids will be publicly disclosed, compared and tabulated, and the governing body will determine the best bid and award the Bonds. The Bonds will be authorized by and issued under an Ordinance to be adopted by the governing body immediately after the awarding of the Bonds.

SECTION 2. Authorization of Summary Notice of Bond Sale and Publication. It is hereby further found and determined to be necessary and it is hereby further authorized ordered and directed, that a Summary Notice of Bond Sale shall be prepared for the City by Spencer Fane LLP, Wichita, Kansas, the City's Bond Counsel ("Bond Counsel"); and that such Summary Notice of Bond Sale shall be published one time as required by law on a date which shall be at least six

(6) days prior to the date of the public sale, in a newspaper of general circulation in the county in which the City is located and in *The Kansas Register*, the official newspaper of the State of Kansas.

SECTION 3. Authorization of Official Notice of Bond Sale and Official Bid Form. It is hereby further found and determined to be necessary and it is hereby further authorized, ordered and directed, that an Official Notice of Bond Sale and Official Bid Form for the bonds shall also be prepared for the City by Bond Counsel; and that an Official Statement or other informational material shall be prepared by or at the direction of Stifel, Nicolaus, & Co., Wichita, Kansas, the City's Financial Advisor ("Financial Advisor").

SECTION 4. Authorization for Distribution of Official Notice of Bond Sale and Official Bid Form. It is hereby further found and determined to be necessary and it is hereby further authorized, ordered and directed, that copies of the aforesaid Official Notice of Bond Sale and Official Bid Form and the City's Official Statement shall be distributed by the Financial Advisor to prospective bidders for the Bonds on or about the date of publication of the Summary Notice of Bond Sale.

SECTION 5. Authorization of Additional Actions as Required. The Mayor and City Clerk are hereby authorized and directed to take all such other actions not inconsistent herewith as may be appropriate or desirable to accomplish the purposes contemplated by this Resolution including, but not limited to, the early redemption of the City's General Obligation Temporary Notes, Series A, 2023 on or about July 17, 2026 or such other date as practicable following the issuance and delivery of the Bonds.

SECTION 6. Effective Date. This Resolution shall be in force and take effect from and after its adoption and approval.

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ADOPTED AND APPROVED by the governing body of the City of Halstead, Kansas, this 20th day of May, 2026.

CITY OF HALSTEAD, KANSAS

[seal]

Gary Faelber, Mayor

ATTEST:

Julie Wait, City Clerk

EXCERPT OF MINUTES

The governing body of the City of Halstead, Kansas met in regular session at the usual meeting place in the City on May 20, 2026, at 7:00 p.m., with Mayor Gary Faelber presiding, and the following members of the governing body present:

and the following members absent:

Thereupon, there was presented to the governing body a Resolution entitled:

A RESOLUTION OF THE CITY OF HALSTEAD, KANSAS AUTHORIZING AND PROVIDING FOR THE PUBLIC SALE OF THE CITY'S GENERAL OBLIGATION BONDS, SERIES 2026-A, IN A PRINCIPAL AMOUNT OF APPROXIMATELY $2,090,000; SETTING FORTH THE DETAILS OF SAID PUBLIC SALE; AND PROVIDING FOR THE GIVING OF NOTICE THEREOF.

Thereupon, the Resolution was considered and discussed; and on motion of _____, seconded by _____, the Resolution was adopted by a majority vote of the members present, it was given No. 2026-06, and directed to be signed by the Mayor and attested by the City Clerk.

****

CITY CLERK'S
CERTIFICATION OF EXCERPT OF MINUTES

I hereby certify that the foregoing is a true and correct Excerpt of Minutes of the May 20, 2026, meeting of the governing body of the City of Halstead, Kansas.

[seal]

Julie Wait, City Clerk

AGENDA ITEM: F4

CITY COUNCIL AGENDA REPORT

Meeting Date:	May 20, 2026
City Department:	Administration & Finance
Prepared By:	Ethan Reimer, City Manager
Agenda Title:	RFQ Issuance – SS4A Safety Action Plan Grant

RECOMMENDED ACTION

Motion to approve the Request for Qualifications (RFQ) for the City of Halstead Safe Streets For All Safety Action Plan Grant Project and authorization for staff to send out the RFQ to prospective firms and list on the city's website.

BACKGROUND

The City of Halstead was awarded a $200,000 grant from the US Department of Transportation (US DOT) and Federal Highway Administration (FHWA) for the development of a comprehensive safety action plan under the Safe Streets for All (SS4A) program. The intent is for the city to work with qualified consultants to develop this plan to help reduce the potential for serious-injury or fatality accidents within the City of Halstead.

CONSIDERATIONS

This RFQ was developed looking at examples of other SS4A Safety Action Plan RFQs that have been issued by previous grant awardees, including the City of Newton/Harvey County. The RFQ lays out the criteria that the identified committee would use to rank any responses received and the anticipated deliverables and specific areas that the city wishes to include in developing a plan. The intent of the committee is to provide an eventual recommendation to the Governing Body who would have final say in the selection of a contractor from the respondents. It should be noted that the timelines provide are tentative in nature and may change based on input from FHWA. Staff have been in contact with our FHWA contact for the project who suggested that the city move forward with the RFQ process to try and keep the project moving forward as the overall process allows.

FISCAL IMPACT/FUNDING SOURCE

The City of Halstead received $200,000 in funding from FHWA and the grant is an 80/20 grant which requires 20% local matching. The city sought funds through the Kansas Infrastructure Hub to help with this local match, and were awarded $48,000, which results in the city's actual local match being $2,000 for the overall $250,000 anticipated project amount. Local matching funds would come from the city's General or Capital Funds. This is a reimbursement grant wherein the city will incur project costs first and seek reimbursement for qualified expenses.

City Manager Review Date: 5/18/26 City Attorney Review Date: *Pending*

Attachments (*listed as included in packet*):

1. Draft SS4A RFQ

REQUEST FOR QUALIFICATIONS (RFQ)
By the City of Halstead
for Professional Services
for the
Safety Action Plan for
Safe Streets for All (SS4A) Grant Project

Objective:

The purpose of this Request for Qualifications (RFQ) is to solicit and select a consultant to provide the following services:

- The City of Halstead (or "City") has been awarded a grant to develop Safety Action Plans and Supplemental Planning for the City of Halstead for the Safe Streets for All (SS4A) Program.
- The consultant will assist the City in developing Safety Action Plans for the SS4A Program.
- The consultant will need to work closely with the City's representative from the Federal Highway Administration (FHWA)
- The consultant will assist the City in filling out the grant reimbursement, grant reporting and other FHWA forms as required.

The Consultant will be working with several Departments of the City of Halstead to provide these services. It is the City's desire to have the Safety Action Plans and Supplemental Planning completed at the end of the October 2027.

Background and Scope of Work:

The City of Halstead has been awarded a total of $200,000 from the United States Department of Transportation Federal Highway Administration and additional funding from the Build Kansas Fund and matching local dollars will be utilized to develop a Safety Action Plan for the SS4A Program. Once the Action Plans and Supplemental Planning have been completed, submitted, and approved, the City will be eligible for other grants to help with the construction or implementation of projects outlined in the Action Plan.

The City of Halstead intends to develop Safe Streets for All Comprehensive Safety Action Plan with an overarching goal of eliminating fatalities and serious injuries on our transportation facilities for all users. The Action Plans will include all aspects required by FHWA, while also performing additional planning activities. These additional planning efforts will better inform the Action Plans and support the identification of a comprehensive set of projects and strategies to more definitively and expeditiously address the safety problems identified.

Injury-related crashes, and other traffic hazard incidents, occur throughout the City, with concentrations along certain corridors. While analyzing the data and developing projects and strategies, the Action Plans will investigate and include opportunities to employ low-cost, high impact strategies to improve safety across the planning area. The supplemental planning will allow for a better understanding through a deeper look at the data as it relates to the city's transportation network, further enhancing the projects and strategy identifications in those areas.

The plans will focus on all road users. The City of Halstead has already proven their commitment to vulnerable road users through commencement of a Safe Routes to School Plan, and continued investments in improving both streets and sidewalks throughout the city. Various physical improvements resulting from these plans have been implemented or are currently ongoing by the City.

Through the Action Plan process, engagement with a variety of public and private stakeholders will be required. This is a priority for the City and will be an important component to highlight in any response. Reliance on existing engagement infrastructure as may currently be utilized by the City as well as those methods or forms to be used by any professional consultants will be expected to further engagement efforts to ensure input by both the public and key stakeholders in the final plan.

A community which makes decisions based on emotion or personal preference will prioritize comfort and familiarity over evidence-based solutions. The City is committed to evidence-based solutions based upon available data as well as input from the public and stakeholders. The city is looking for solutions that balance usability of all types of transportation, including emerging forms in the community such as e-bikes, motorized scooters, and golf carts, as well as the safety of all utilizing the city's transportation network.

Through the development of an Action Plan and Commitment to Drive to Zero, the City will have the data, public input, and project list necessary to advance projects, large and small, to work toward a significant reduction or elimination of roadway fatalities and serious injury accidents. To further advance the goal, the City is proposing performing additional supplemental planning activities. Specifically, including Road Safety Audits, Intersection Analyses, and Corridor Analyses at the following locations:

1. Known high crash locations (Based on existing public input, local data, and Kansas Drive to Zero Crash Summary Dashboard)
    a. Main Street Corridor (Riverside Park to 14th Street)
        - Emphasis area: downtown intersections, parking areas, and pedestrian safety
    b. 2nd Street Corridor (Halstead Rd to McNair St)
    c. Halstead Rd Corridor
    d. 6th Street Corridor (Halstead Rd to McNair St)
    e. McNair St/Hertzler Rd. Corridor (6th St to 14th St)
    f. Chestnut St. Corridor (1st St to 14th St)
    g. Areas around public spaces and parks
2. Additional locations identified during the Action Plan Development, such as city's established truck routes

The City anticipates analyzing some or all of these areas beyond the required safety analysis with the addition of traffic volume data, other road user volumes, speed data, police report analysis, etc. in order to further refine the Strategy and Project Selections set of projects and strategies to a more definitive level. This will better prepare the City to move these projects forward into implementation with less or no need for further study or analyzation, thus advancing the reduction in fatalities and serious injuries.

Services to be completed under this agreement include but are not limited to:

- Kick-off Meeting
- Progress Meetings
- Public Engagement
- Review of Crash Data
- Strategies & Project Selection
- Safety Analysis
- Equity Consideration
- Commission Meeting
- Completing grant reimbursement, grant reporting and other FHWA forms as required
- Development of SS4A Application for next application period
- Services determined to be important to the SS4A Program during a Scoping Meeting

Project Milestone Dates (*subject to change if required by FHWA or grant agreement*):

August 28, 2026	RFQ's due to City Offices by noon (12:00 PM)
September 2026	Committee meets to review RFQ's
September 2026	Interviews for Engineering Firms, if necessary
October 2026	Contract for Professional Services on City Council Agenda
November 2026	Project Kick-off Meeting
June 2027	Draft Plans Due
December 2027	Final Plans Due
March 2028	Adoption of Final Plans and Final Plans Publicly Available
April 2028	SS4A Final Report

Submittal Format:

A written submittal must be provided in the format outlined herein. Each will be reviewed to determine if it is complete prior to actual evaluation. A total of five (5) hard copies and one (1) digital copy shall be submitted to the City of Halstead Engineering Office.

Selection Criteria:

Responses to this RFQ will be evaluated using the criteria shown below. A selection committee from City Staff and elected officials will complete the evaluation. Interviews may be conducted should the committee desire additional input or information.

1. Professional Qualifications & Experience (20 pts)
2. Statement of Availability/Approach including engagement (30 pts)
3. Experience with SS4A Action Plans/Projects or work with FHWA (35 pts)
4. Quality Assurance (15 pts)

Minimum Information Required:

1. Professional Qualifications & Experience

    a. Acknowledge compliance with the City of Halstead Contractual Provisions Attachment.

b. State the full name and address of your organization and, if applicable, the branch office or other subordinate that will perform, or assist in performing the work. Indicate whether it operates as an individual, partnership, or corporation. If as a corporation, include the State is which it is incorporated. Indicate which State Licenses are held.

c. Include the number of executive and professional personnel by skill and qualifications that will be assigned to the work. Indicate which of these individuals you consider key to the successful completion of the project. Identify individuals who will do much of the work on this project by name and title. A short list of the qualifications are required for all proposed project personnel who will be assigned to the project. Qualifications and capabilities of any subconsultants shall also be included.

c. State history of firm, in terms of length of existence, types of services provided, etc. Identify the technical details that make the firm uniquely qualified for this work.

2. Statement of Availability/Approach including engagement

   a. Provide a description of how the consultant intends to provide the services requested in this RFQ. Include discussion of staff availability, ability to respond to requests, physical location of critical staff, how multiple tasks will be managed, and how accountability and quality control will be maintained. Include discussion of anticipated methods of public and stakeholder engagement to help develop and inform the plan. Also, include an approximate time frame to complete tasks.

3. Experience with SS4A Action Plans/Projects or work with FHWA

   a. Provide information on up to four comparable projects as, related to SS4A Action Plans or Projects or work done with FHWA. The City is interested the following information as it pertains to each project:

      - Location
      - Owner
      - Funding Sources
      - Under/Over Budget
      - Length of Time for Plan Design

4. Quality Assurance

   a. Describe what measures will be taken by the Consultant to facilitate accountability to the City to ensure all operations are performed within industry standards and specifications and yield survey data that is accurate and complete.
   b. Describe the anticipated deliverables and how their suitability to be able to be utilized for seeking additional funding for the improvements that may be called out in the final plan.

Submission:
Provide two (2) hard copies and one (1) digital copy of the submittal in PDF format (at the email indicated) no later than noon (12:00 PM) on Friday, August 28, 2026. No submittals will be accepted after this time. Submit qualifications to:

Safety Action Plan for Safe Streets for All (SS4A) Grant Project
Attn: City Manager
City of Halstead
303 Main Street
P.O. Box 312
Halstead, Kansas 67056
cityclerk@halsteadks.gov

All questions regarding this project should be directed to Ethan Reimer, City Manager via email at ereimer@halsteadks.gov. Please list one individual at the prime firm submitting on this project that we can correspond with to allow for ease of communication and email subjects should indicate clearly that correspondence is related to the SS4A RFQ.

Consultant Review Committee:

Ethan Reimer, City Manager, City of Halstead
Pat Adams, Director Public Works, City of Halstead
Josh Orem, Chief of Police, City of Halstead
Anderson Lowe, Emergency Services Director, City of Halstead
Julie Wait, City Clerk, City of Halstead
Tyler Cotner, Intern to the City Manager, City of Halstead
Gary Faelber, Mayor, City of Halstead

General Comments:

1. Consultant shall acknowledge compliance with the City of Halstead Contractual Provisions Attachment.
2. Any costs incurred by respondents in preparing or submitting a proposal for the project shall be the respondents' sole responsibility.
3. All responses, inquiries, or correspondence relating to this RFQ will become the property of the City of Halstead when received.
4. Answers from the City of Halstead to specific inquiries may be shared with other RFQ respondents if such information would be deemed to be pertinent to other RFQ responsdents.
5. The City of Halstead reserves the right to refuse any or all qualifications received.

ATTACHMENT TO
CITY OF HALSTEAD CONTRACT

CONTRACTUAL PROVISIONS ATTACHMENT

The undersigned parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being dated the _____day of _____, 20__.

1. **TERMS HEREIN CONTROLLING PROVISIONS.** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated.
2. **STATE LAW CONTROLS**. It is agreed by and between the undersigned that all disputes and matters whatsoever arising under, in connection with or incident to this contract shall be litigated, if at all, in and before a Court located in the State of Kansas, U.S.A., to the exclusion of the Courts of any other states or country. All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Kansas.
3. **TERMINATION DUE TO LACK OF FUNDING APPROPRIATION.** City of Halstead is subject to the Kansas Cash Basis and Budget Law, K.S.A. 10-1101 *et seq*. If, in the judgment of the Financial Administrator, Audit-Finance Office, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, City of Halstead may terminate this agreement at the end of its current fiscal year. City of Halstead agrees to give written notice of termination to Contractor at least thirty (30) days prior to the end of its current fiscal year. In the event this agreement is terminated pursuant to this paragraph, City of Halstead will pay to the Contractor all regular contractual payments incurred through the end of such fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the City of Halstead or the Contractor.
4. **DISCLAIMER OF LIABILITY.** Neither the City of Halstead nor any department thereof shall hold harmless or indemnify any contractor for any liability whatsoever.
5. **ANTI-DISCRIMINATION CLAUSE.** The Contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 *et seq*.) and the Kansas Age Discrimination in Employment Act, (K.S.A. 44- 1111 *et seq.*) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 *et seq.*) [ADA] and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission of access to or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out in K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the Contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract; (f) if the contracting agency determines that the Contractor has violated applicable provisions of ADA, that violation shall constitute a breach of contract; (g) if (e) or (f) occurs, the contract may be cancelled, terminated or suspended in whole or in part by the City.

Parties to this contract understand that subsections (b) through (e) of this paragraph number 5 are not applicable to a contractor who employs fewer than four employees or whose contract with the City of Halstead totals $5,000 or less during this fiscal year.

6. **ACCEPTANCE OF CONTRACT.** This contract shall not be considered accepted, approved or otherwise effective until the required approvals and certifications have been given and this is signed by the City Commissioners of the City of Halstead, Kansas.
7. **ARBITRATION, DAMAGES, WARRANTIES.** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the City of Halstead has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, the City of Halstead shall not agree to pay attorney fees and late payment charges; and no provisions will be given effect which attempts to exclude, modify, disclaim or otherwise attempt to limit implied warranties of merchantability and fitness for a particular purpose.
8. **REPRESENTATIVE'S AUTHORITY TO CONTRACT.** By signing this document, the representative of the Contractor thereby represents that such person is duly authorized by the Contractor to execute this document on behalf of the Contractor and that the Contractor agrees to be bound by the provisions thereof.
9. **RESPONSIBILITY FOR TAXES.** To the extent that the City of Halstead is exempt from any federal, state or local taxes, the Contractor will not invoice for such expenses. Any taxes which may be imposed or levied upon the subject matter of this contract will be invoiced by the Contractor and payable by the City of Halstead.
10. **INSURANCE.** The City of Halstead shall not be required to purchase any insurance against loss or damage to any personal property to which this contract relates, nor shall any contract require the City of Halstead to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75- 6101 *et seq.*), the vendor or lessor shall bear the risk of any loss or damage to any personal property to which vendor or lessor holds title.
11. **FEDERAL GRANT COMPLIANCE.** The services performed under this contract shall comply with all applicable federal, state, and local laws and regulations. This contract will be subject to the relevant requirements of 2 CFR 200. Contractor will comply with those assurances, certifications, reporting provisions, and any other grant requirements set forth in the underlying FY 2025 Grant Agreement for Safe Streets and Roads for All funding between the U.S. Department of Transportation and City of Halstead
12. **REMEDIES.** Any administrative, contractual or legal dispute between the parties including shall be resolved by litigation conducted in Harvey County District Court in Halstead Kansas. Damages available shall be restricted in accordance with Paragraph 7 above.
13. **TERMINATION**. City of Halstead reserves the right to terminate this contract for any reason. Notice of any such termination will be provided by certified mail addressed to the Contractor. Notice of such termination will state the effective date of a termination for convenience. In the event of such a termination, the Contractor shall be paid for all work satisfactorily performed up to the date of termination.
14. **EQUAL EMPLOYMENT OPPORTUNITY.** Contractor understands and agrees to comply with the following (from 41 C.F.R. Part 60 1.4(b) (incorporated in full by reference) during the performance of this contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment because of race, color, age, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, age, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, age, color, religion, sex, sexual orientation, gender identity, or national origin.
c. The Contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.
d. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
e. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
f. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
g. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive

Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

h. The Contractor will include the po1tion of the sentence immediately preceding paragraph (I) and the provisions of paragraphs (I) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

15. **DAVIS-BACON ACT.** If applicable to its services, Contractor understands and agrees to comply with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, Contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, Contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
16. **COPELAND "ANTI-KICKBACK" ACT.** Contractor understands and agrees to comply with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Pait Appendix II to Part 200, Title 2 (up to date as of 4/01/2024). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
17. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT.** Contractor understands and agrees to comply with the Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

18. **CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT.** (for contracts exceeding $150,000) Contractor Agrees to comply with the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended-Contracts and subgrants of amounts in excess of$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
19. **DEBARMENT AND SUSPENSION.** By signing this Contractual Provisions Attachment and completing the Certification form below, Contractor Agrees that they are subject to federal Debarment and Suspension regulations and are not currently debarred or suspended. (Executive Orders 12549 and 12689)—These regulations provide that a contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as patties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
20. **BYRD ANTI-LOBBYING AMENDMENT.** Contractor agrees to comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.
21. **PROCUREMENT Of RECOVERED MATERIALS (2 C.F.R. 200.323)** Contractor understands and agrees to comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
22. **PROHIBITION ON CERTAIN TELECOMMUNICATION EQUIPMENT.** Contractor understands and agrees to comply with the prohibition on certain telecommunications and video surveillance services or equipment. 2 C.F.R. 200.216.
    a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:
        i) Procure or obtain;
        ii) Extend or renew a contract to procure or obtain; or

iii) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawci Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(1) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(2) Telecommunications or video surveillance services provided by such entities or using such equipment.

(3) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (I), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

c) See Public Law 115-232, section 889 for additional information.

d) See also § 200.471.

23. **DOMESTIC PREFERENCE.** Contractor understands and agrees to comply with 2. C.F.R. § 200.322 Domestic preferences for procurements.

a. As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must he included in all subawards including all contracts and purchase orders for work or products, under this award.

b. For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the Uni led States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

c. Federal agencies providing Federal financial assistance for infrastructure projects must implement the Buy America preferences set forth in 2 CFR part 184.

VENDOR CONTRACTOR:

_____

By:

_____

Title:

_____

Date:

CITY OF HALSTEAD, KANSAS

_____

Gary L. Faelber, Mayor

_____

Date:

ATTEST:

_____

Julie L. Wait, City Clerk

CERTIFICATION
NONCOLLUSION AND HISTORY OF DEBARMENT

Complete the exceptions below if applicable.

NONCOLLUSION I certify that the Contractor submitting this bid has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action, in restraint of free competitive bidding in connection with the submitted bid.

HISTORY OF DEBARMENT I certify that, except as noted below, the Contractor submitting this bid and any person associated with this Contractor in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, or any position involving the administration of federal funds:

1. Are not currently suspended, debarred, voluntarily excluded or disqualified from bidding by any federal or state agency;
2. Have not been suspended, debarred, voluntarily excluded or disqualified from bidding by any federal or state agency within the past three years;
3. Do not have a proposed debarment pending;
4. Within the past three years, have not been convicted or had a civil judgment rendered against them by a court of competent jurisdiction in any matter involving fraud, antitrust violations, theft, official misconduct, or other offenses indicating a lack of business integrity or business honesty; and
5. Are not currently indicted or otherwise criminally or civilly charged by a federal, state, or local government with fraud, anti-trust violations, theft, official misconduct, or other offenses indicating a lack of business integrity or business honesty; and
6. Have not had one or more federal, state, or local government contracts terminated for cause or default within the past three years.

Answer 'Yes' if there are exceptions to the above described circumstances. Answer 'No' if there are no exceptions.

_____Yes
_____No

The exceptions, if any, are:

_____
_____
_____

VENDOR CONTRACTOR:

_____
By:

_____
Title:

_____
Date:

CITY SPECIFIC

NON-AGENDA/ MISCELLANEOUS

INFORMATION & MATERIALS



Proclamation to Designate May 22, 2026 as Poppy Day

WHEREAS the American Legion Auxiliary adopted the Poppy as its memorial flower which pays tribute to the war dead, and aids the living veterans and their families; and

WHEREAS the Poppy as a memorial flower for the American war dead is a tradition which began in the years following the First World War; and

WHEREAS the contributions are used solely for children and youth, and veterans' affairs and rehabilitation in our local community.

NOW THEREFORE, I, Gary Faelber, Mayor of the City of Halstead, Kansas, do proclaim May 22, 2026, as Poppy Day in our community.

_____
Gary Faelber, Mayor

_____
Julie L. Wait, City Clerk