

MULVANE CITY COUNCIL
REGULAR MEETING AGENDA
Monday October 20, 2025

Page

Call Regular Meeting to Order

Roll Call

Pledge of Allegiance

Approval of Regular Meeting Minutes dated October 6, 2025

2-5

Correspondence

Public Comments (State Name and Address – 5 minutes)

Appointments, Awards and Citations

OLD BUSINESS:

1. CDBG Funding for ADA Project – Mary Saunders/Crystal Hinnen

6-19

NEW BUSINESS:

ENGINEER:

1. Project Review and Update

20

CITY STAFF:

City Clerk

1. KPP Voting Delegates at Annual Meeting

21-24

City Administrator

1. Financial Report for September

25

City Attorney

CONSENT AGENDA:

26-32

1. Payroll dated 10/10/25 – \$254,545.46

2. CMB License for Jump Start

3. CMB License for Dillons

ANNOUNCEMENTS, MEETINGS AND NEXT AGENDA ITEMS:

Public Hearing for CDBG Funding for ADA Project – Monday, Oct. 27, 2025 – 5:00 p.m. at City Hall

Next City Council Meeting – Monday, November 3, 2025 – 6:00 p.m.

ADJOURNMENT:

**MULVANE CITY COUNCIL
REGULAR MEETING MINUTES**

October 6, 2025

6:00 p.m.

The Mulvane City Council convened at the City Building at 211 N. Second at 6:00 p.m. Presiding was Mayor, Brent Allen, who called the meeting to order.

COUNCIL MEMBERS PRESENT: Kurtis Westfall, Tim Huntley, Todd Leeds, Grant Leach.

OTHERS PRESENT: Austin St. John, Debbie Parker, J. T. Klaus, Joel Pile, Mike Robinson, Chris Young, Gordon Fell, Terry Lane, Rose Mary Saunders, Kaylie Mistretta, Malissa Long, Jazmine Nelson, several members of the Peck Ramblers 4-H Club, and other interested citizens.

PLEDGE OF ALLEGIANCE: All stood for the Pledge of Allegiance led by Mayor Allen.

APPROVAL OF REGULAR MEETING MINUTES:

MOTION by Leach, second by Huntley to approve the Regular meeting minutes dated September 15, 2025.

MOTION approved unanimously.

CORRESPONDENCE: Councilmember Leach met with a resident in the Willowdell neighborhood that was concerned about tree limbs that have fallen into Styx Creek. There was concern about children playing on the limbs.

Councilmember Leeds had a citizen ask if we broadcasted the council meetings. City Administrator, Austin St. John, advised that we do not have all the necessary equipment to live stream at this time.

PUBLIC COMMENTS: None

APPOINTMENTS, AWARDS AND CITATIONS:

1. 20 Year Service Award for Damon Wilson:

Mayor Allen recognized Wastewater Plant Operator, Damon Wilson, for 20 years of dedicated service to the City of Mulvane. Wilson was unable to be present to accept his certificate.

2. 4-H Week Proclamation:

Peck Ramblers 4-H Club President, Jazmine Nelson, along with several club members, were present to promote 4-H Week, October 5th – 11th. This week is dedicated to celebrating the 4-H program and its impact on youth development.

Mayor Allen read the Proclamation and presented the members with the Certificate of Proclamation.

3. Public Power Week Proclamation:

Mayor Allen read a Proclamation to recognize Public Power Week, October 5th – 11th. This week is designated to recognize the City of Mulvane for its contributions to the community and to educate customer-owners, policy makers, and employees on the benefits of public power.

OLD BUSINESS

1. Public Hearing for CDBG Funding for ADA Project:

Rose Mary Saunders, with Ranson Financial, reviewed this item with the council. Professional Engineering Consultants (PEC) has completed a Preliminary Engineering Report (PER), for participating businesses, which includes documentation of the existing condition of the entryways with an overall plan to improve the sidewalk, entryways, and accessibility to make the entryways ADA compliant.

On September 15, 2025, the City Council approved sponsorship of the CDBG application and set the public hearing date for October 6th. CDBG had questions regarding the cost estimate of the project. To allow time for the questions to be addressed, and due to publication deadlines, Saunders is requesting that the City Council reschedule the public hearing to October 27th.

The City Attorney will review the agreements and resolutions prior to the next City Council meeting. It was noted that the agreements will need to be with the property owners.

MOTION by Huntley, second by Leach to reschedule the CDBG Public Hearing to October 27, 2025, at 5:00 p.m. at City Hall.

MOTION approved unanimously.

NEW BUSINESS

1. API Agreement for Sr. Center:

Sr. Center Director, Kaylie Mistretta, reviewed this item with the council. The Mulvane Senior Center distributes and serves daily meals to both homebound and congregate seniors to ensure they receive nutritious meals. The Mulvane Senior Center is responsible to be open Monday through Friday from 10:00 a.m. to 1:00 p.m. excluding holidays listed in the Agreement.

MOTION by Leach, second by Westfall to approve the Agreement for Meals on Wheels and Friendship Meals for the Mulvane Senior Center between the City of Mulvane, Kansas, and Aging Projects Inc. for the 2026 budget year.

MOTION approved unanimously.

2. Resolution Authorizing a Special Event:

Planning and Zoning Director, Joel Pile, reviewed this item with the council. The Mulvane Chamber of Commerce has requested authorization for a Special Event on Sunday, October 12, 2025, from 11:00 a.m. to 4:00 p.m. in conjunction with the last “Market on Main” for 2025. The Chamber would like to have a vendor selling beer for consumption on site during the Octoberfest themed event. The designated consumption area consists of Prather Street from Main Street, east to the Styx Creek Bridge, and Nessly Auto Park.

It was noted that the street closure will be from 11:00 a.m. to 4:00 p.m. and the sale and service of alcohol will be from 12:00 noon to 4:00 p.m.

MOTION by Huntley, second by Leeds to approve Resolution No. 2025-8 authorizing a Special Event Premises on public property in connection with the October 12, 2025 “Market on Main” for the sale and service of alcoholic liquor and cereal malt liquor within the city limits and closing portions of Prather Street to vehicular traffic during the specified Special Event.

MOTION approved unanimously.

RESOLUTION NO. 2025-8

A RESOLUTION OF THE CITY OF MULVANE, KANSAS AUTHORIZING A SPECIAL EVENT ON CITY PROPERTY IN CONNECTION WITH THE COMMUNITY'S MARKET ON MAIN FOR THE SALE AND SERVICE OF ALCOHOLIC LIQUOR AND CEREAL MALT LIQUOR WITHIN THE CITY LIMITS AND STREET CLOSING.

3. VFA Grant Award:

Public Safety Director, Gordon Fell, reviewed this item with the council. The Kansas Forester Service funds the 2025 Volunteer Fire Assistance Grant Award. The Kansas Forest Share is 50% of the total amount approved, or \$4,999.00, whichever is less. Grant funds will be used to reimburse the purchase of equipment and safety gear. The equipment will improve the operations and safety of the firefighters on Wildland Responses.

MOTION by Leeds, second by Leach to accept the 2025 Volunteer Fire Assistance Grant.
MOTION approved unanimously.

ENGINEER

1. Project Review and Update:

Main "A" Sanitary Sewer Improvements Phase 3 – Contractor is completing punch-list items. Waiting on final pay application.

Main "A" Sanitary Sewer Improvements Phase 4 – Traffic control plans for Charles St. were prepared and sent to the City for review along with shop drawings. Waiting on the construction schedule from Apex.

Emerald Valley Estates 2nd Addition – McCullough Excavation is working on Change Order No. 1 and punch list items including seeding, erosion control, and general clean-up.

English Park Pedestrian Bridge – Shop drawings for the pedestrian bridge were anticipated to be received by 10/3/25. Young will check on the status.

Water Distribution System Study – The EPANET water model has been prepared, and test modeling of the City's existing water distribution system has been run. Public Works has completed field pressure data.

CITY STAFF

City Clerk: None

City Administrator: None

City Attorney:

1. Executive Session:

City Attorney, J.T. Klaus, requested an Executive Session to discuss matters pertaining to nonelected personnel for a period not to exceed twenty (20) minutes.

MOTION by Huntley, second by Leeds to recess this meeting to an Executive Session to discuss matters pertaining to nonelected personnel pursuant to K.S.A. 75-4319(b)(1) for the purpose of discussing personnel issues for a period not to exceed twenty (20) minutes and to reconvene at approximately 7:07 p.m. to include the Mayor, City Council, City Administrator, and the City Attorney.

MOTION approved unanimously at 6:47 p.m.

MOTION by Huntley second by Leach to reconvene the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 7:11 p.m.

MOTION by Huntley, second by Leach to recess this meeting to an Executive Session to discuss matters pertaining to nonelected personnel pursuant to K.S.A. 75-4319(b)(1) for the purpose of discussing personnel issues for a period not to exceed ten (10) minutes and to reconvene at approximately 7:21 p.m. to include the Mayor, City Council, City Administrator, and the City Attorney.

MOTION approved unanimously at 7:11 p.m.

MOTION by Huntley, second by Leach to reconvene the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 7:24 p.m.

Mayor Allen advised that no decisions were made during the Executive Session.

CONSENT AGENDA ITEMS:

MOTION by Leach, second by Westfall to approve consent agenda items 1-6.

1. Payroll Dated 9/26/25 - \$254,105.80
2. City Utility Bills for August - \$17,318.06
3. Purchase of Light Poles and Hardware from Rensenhause - \$18,501.42
4. Emerald Valley Estates 2nd – Pearson Const. Pay Appl. #3 - \$102,972.89
5. Emerald Valley Estates 2nd – Pearson Const. Pay Appl. #4 - \$38,996.93
6. Warrant Register for September - \$1,211,968.01

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:

Next City Council Meeting – Monday, October 20, 2025 – 6:00 p.m.

ADJOURNMENT:

MOTION by Leach, second by Huntley to adjourn the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 7:25 p.m.

Minutes by:

Debra M. Parker, City Clerk

Minutes approved by the City Council _____.

CITY COUNCIL MEETING

Date: October 20, 2025

TO: Mayor and City Council
SUBJECT: CDBG Downtown ADA Project
FROM: Ranson Financial
ACTION: Approval of Application Paperwork

Background:

The City of Mulvane and the Mulvane Foundation are working Ranson Financial and PEC to prepare Preliminary Engineering Report and cost estimates for phase for a Downtown ADA accessibility Improvement application to CDBG. Cities and Counties are the only ones who can apply for CDBG. Mulvane Foundation has requested to city partner with them on this application.

Recommended Action

1. Motion to Approve Resolution No. 2025-9 Certifying Legal Authority to Apply to CDBG and Authorize the Mayor to sign and submit such application.
2. Motion to Approve Resolution No. 2025-10 for the Operation and Maintenance of Improvements to the ADA Barrier System to be financed with CDBG Funds.
3. The Sub-Applicant Agreement for CDBG ADA Improvements will need to be approved with each business owner. The Mayor and Clerk will sign each agreement.

On Oct. 27th meeting:

1. Public hearing 5pm (Not an official meeting, no action taken)

Attachments:

Application paperwork

Resolutions

Sub-Applicant Agreement

STATEMENT OF ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies with respect to the grant that:

- (1) It possesses legal authority to make a grant submission and to execute a community development and housing program.
- (2) Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the grantee to submit the final statement, all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the final statement and to provide such additional information as may be required.
- (3) Prior to submission of its application to Commerce, the grantee has met the citizen participation requirements, prepared its application of community development objectives and projected use of funds, and made the application available to the public, as required by Section 104(a)(2) of the Housing and Community Development Act of 1974, as amended, and implemented at 24 CFR 570.486.
- (4) It has developed its final statement (application) of projected use of funds so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight; the final statement (application) of projected use of funds may also include activities that the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.
- (5) Its chief executive officer or other officer of the grantee approved by Commerce:
 - (a) Consents to assume the status of a responsible federal official under the National Environmental Policy Act of 1969 and other provisions of federal law as specified in 24 CFR 58.1(a);
 - (b) Is authorized and consents on behalf of the grantee and himself/herself to accept the jurisdiction of the federal courts for the purpose of enforcement of his/her responsibilities as such an official; and
- (6) The grant will be conducted and administered in compliance with the following federal and state regulations (see Appendix A: Applicable Laws and Regulations):

- (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), and implementing regulations issued at 24 CFR Part 1;
- (b) Fair Housing Amendments Act of 1988, as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing; and will take action to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services;
- (c) Section 109 of the Housing and Community Development Act of 1974, as amended; and the regulations issued pursuant thereto (24 CFR Section 570.602);
- (d) Section 3 of the Housing and Urban Development Act of 1968, as amended; and implementing regulations at 24 CFR Part 75;
- (e) Executive Order 11246, as amended by Executive Orders 11375 and 12086 and implementing regulations issued at 41 CFR Chapter 60;
- (f) Executive Order 11063, as amended by Executive Order 12259 and implementing regulations at 24 CFR Part 107;
- (g) Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended and implementing regulations when published for effect;
- (h) The Age Discrimination Act of 1975, as amended, (Pub. L. 94-135), and implementing regulations when published for effect;
- (i) The relocation requirements of Title II and the acquisition requirements of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the implementing regulations at 24 CFR 570.488;
- (j) Anti-displacement and relocation plan requirements of Section 104(d) of Title I, Housing and Community Development Act of 1974, as amended;
- (k) Relocation payment requirements of Section 105(a)(11) of Title I, Housing and Community Development Act of 1974, as amended.
- (l) The labor standards requirements as set forth in 24 CFR 570.603 and HUD regulations issued to implement such requirements;
- (m) Executive Order 11988 relating to the evaluation of flood hazards and Executive Order 11288 relating to the prevention, control, and abatement of water pollution;

- (n) The regulations, policies, guidelines and requirements of 2 CFR Part 200 as they relate to the acceptance and use of federal funds under this federally assisted program;
 - (o) The American Disabilities Act (ADA) (P.L. 101-336: 42 U.S.C. 12101) provides disabled people access to employment, public accommodations, public services, transportation, and telecommunications;
- (7) The conflict of interest provisions of 24 CFR 570.489 apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or sub recipients which are receiving CDBG funds. None of these persons may obtain a financial interest or benefit from the activity, or have an interest or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter, and that it shall incorporate or cause to be incorporated, in all such contracts or subcontracts a provision prohibiting such interest pursuant to the purpose of this certification;
 - (8) It will comply with the provisions of the Hatch Act that limits the political activity of employee;
 - (9) It will give the state, HUD, and the Comptroller General or any authorized representative access to and the right to examine all records, books, papers, or documents related to the grant;
 - (10) It will comply with the lead-based paint requirements of 24 CFR Part 35 Subpart B issued pursuant to the Lead-Based Paint Hazard Elimination Act (42 U.S.C. 4801 et seq.).
 - (11) The local government will not attempt to recover any capital costs of public improvements assisted in whole or in part with CDBG funds by assessing properties owned and occupied by low- and moderate-income persons unless: (a) CDBG funds are used to pay the proportion of such assessment that relates to non CDBG funding or; (b) the local government certifies to the state that, for the purposes of assessing properties owned and occupied by low- and moderate-income persons who are not very low-income, that the local government does not have sufficient CDBG funds to comply with the provision of (a) above.
 - (12) It accepts the terms, conditions, selection criteria, and procedures established by this program description and that it waives any right it may have to challenge the legitimacy and the propriety of these terms, conditions, criteria, and procedures in the event that its application is not selected for CDBG funding.

- (13) It will comply with the regulations, policies, guidelines, and requirements with respect to the acceptance and use of federal funds for this federally assisted program.
- (14) It will comply with all parts of Title I of the Housing and Community Development Act of 1974, as amended, which have not been cited previously as well as with other applicable laws.

The applicant hereby certifies that it will comply with the above stated assurances.

Signature, Chief Elected Official Mayor Title	Brent Allen Name (typed or printed) Date
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To Whom It May Concern:

As Chief Elected Official of the City/County of Mulvane, I hereby certify that I have knowledge of all activities in the above-referenced application. I also certify that I am aware that the regulations of the CDBG program prevent the use of any facility built or rehabilitated with CDBG funds, or any portion thereof, to be used for the conduct of official business. I therefore certify that no portion of the above application violates this regulation.

Mayor/County Commission

ATTEST:

City/County Clerk

(Minimum required by all applicants for funding – must be submitted with application)

**Residential Anti-displacement and Relocation Assistance Plan
under Section 104(d) of the
Housing and Community Development Act of 1974, as Amended**

The jurisdiction will replace all occupied and vacant occupiable low- and moderate-income dwelling units demolished or converted to a use other than as low- moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR Part 570.488.

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the [jurisdiction] will make public and submit to the Kansas Department of Commerce the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as Section 104(d) replacement dwelling units;
5. The source of funding and a time schedule for the provision of Section 104(d) replacement dwelling units; and
6. The basis for concluding that each Section 104 (d) replacement dwelling unit will remain a low- and moderate-income dwelling unit for at least ten years from the date of initial occupancy.

The jurisdiction will provide relocation assistance, as described in Section 570.488 to each low- and moderate-income household displaced by the demolition of housing or by the conversion of a low- and moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the act, the jurisdiction will take the following steps to minimize the displacement of persons from their homes:

Based on initial review of project, the following occupied dwellings (by address) will be demolished with grant funds (should contain proposed demolitions):

As chief official of the jurisdiction, I hereby certify that the above plan was officially adopted by the jurisdiction of Mulvane, KS on the ____ day of October, 2025.

Date: _____ Signature – Chief Elected Official: _____

DETERMINATION OF LEVEL OF REVIEW

ENVIRONMENTAL REVIEW RECORD (ERR)

Grantee Name & Project Number: City of Mulvane - TBD

Project Location: Downtown Mulvane - Main Street and Mulvane Street

Project Description:

Architectural barrier removal for businesses located in the business districts of Mulvane, KS.

The specific breakdown of the improvements is as follows: 6 Mobilization, 6 site clearing and restoration, 3 demolition, 6 Electrical, 4 door way adjustment, 7 ADA openers, 1887 SF concrete, 26 Detectable Warning Panels, 59 LF Sidewalk Edge Curb, 826 SF Pavement Removal, 14 LF Handrails.

The subject project has been reviewed pursuant to HUD regulations 24 CFR Part 58, "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities," and the following determination with respect to the project is made:

- ☐ Exempt from NEPA review requirements per 24 CFR 58.34(a)(____)
- ☐ Categorical Exclusion NOT Subject to §58.5 authorities per 24 CFR 58.35(b)(____)
- ☒ Categorical Exclusion SUBJECT to §58.5 authorities per 24 CFR 58.35(a)(____)
- ☐ An Environmental Assessment (EA) is required to be performed.
- ☐ An Environmental Impact Statement (EIS) is required to be performed.

The ERR (see §58.38) must contain all the environmental review documents, public notices and written determinations or environmental findings required by Part 58 as evidence of review, decision making and actions pertaining to a particular project. Include additional information including checklists, studies, analyses and documentation as appropriate.

Brent Allen, Mayor	
Chief Elected Official (print name/title)	Chief Elected Official's Signature
Date	

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing
and Urban Development

OMB Number: 2501-0017
Expiration Date: 1/31/2026

Public Reporting Burden Statement: This collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of the requested information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to: U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 8210, Washington, DC 20410-5000. Do not send completed HUD-2880 forms to this address. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. This agency is authorized to collect this information under Section 102 of the Department of Housing and Urban Development Reform Act of 1989. The information you provide will enable HUD to carry out its responsibilities under this Act and ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. This information is required to obtain the benefit sought in the grant program. Failure to provide any required information may delay the processing of your application and may result in sanctions and penalties including of the administrative and civil money penalties specified under 24 CFR §4.38. This information will not be held confidential and may be made available to the public in accordance with the Freedom of Information Act (5 U.S.C. §552). The information contained on the form is not retrieved by a personal identifier, therefore it does not meet the threshold for a Privacy Act Statement.

Applicant/Recipient Information	* UEI Number: SBLZPL7KMDE5	* Report Type: Initial ☒	Update ☐
1. Applicant/Recipient Name, Address, and Phone (include area code)			
* Applicant Name: City of Mulvane			
* Street 1: 211 N 2nd			
Street 2:			
City: Mulvane	State Abbreviation: KS	* Zip Code: 67110	
County: Sedgwick			
* Country: US			
* Phone: 316.777.1143			
2. Employer ID Number (do not include individual social security numbers):			
3. HUD Program Name: CDBG Small Cities			
4. Amount of HUD Assistance Requested/Received: \$ 181,205			
5. State the name and location (street address, City and State) of the project or activity			
Project Name: Mulvane ADA Barrier Removal			
* Street 1: Main St			
Street 2: Mulvane St			
City: Mulvane	State Abbreviation: KS	* Zip Code: 67110	
County: Sedgwick			
* Country: USA: UNITED STATES			

Part I Threshold Determinations

- | | |
|---|---|
| 1. Are you applying for assistance for a specific project or activity?
These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. For further information see 24 CFR Sec. §4.3.
☐ Yes ☐ No | 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1-Sep. 30)? For further information, see 24 CFR §4.9.
☒ Yes ☐ No |
|---|---|

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds. Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name	Department/State/Local Agency Name
* Government Agency Name:	* Government Agency Name:
Government Agency Address:	Government Agency Address:
* Street 1:	* Street 1:
Street 2:	Street 2: Mulvane St
City: State Abbreviation: * Zip Code:	City: State Abbreviation: * Zip Code:
County:	County:
Country:	Country:
* Type of Assistance:	* Type of Assistance:
* Amount Requested/Provided: \$	* Amount Requested/Provided: \$
* Expected Uses of the Funds:	* Expected Uses of the Funds:

Note: For Part 1, use additional pages if necessary. Add Attachment:

Part III Interested Parties. You must disclose:

1. All developers, contractors, or consultants involved in the application for assistance or in the planning, development, or implementation of the project or activity.

* Alphabetical list of all persons with a reportable financial interest in the project or activity (for individuals, give the last name first)	* Unique Entity ID	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity (\$ and %)		
Ranson Financial	K2S4JLK37777	Administration	\$	18,642.50	%
PEC	FHL1HV8TAMB3	Engineer	\$	33,556.50	%
			\$		%

2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

* Alphabetical list of all persons with a reportable financial interest in the project or activity (for individuals, give the last name first)	* City of Residence	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity (\$ and %)		
			\$		%
			\$		%
			\$		%

Note: For Part 2, use additional pages if necessary. Add Attachment:

Certification:

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

* Signature:

* Date: (mm/dd/yyyy):

THE CITY/COUNTY OF Mulvane, KANSAS

RESOLUTION NO. _____

RESOLUTION CERTIFYING LEGAL AUTHORITY
TO APPLY FOR THE 2025 KANSAS
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FROM THE KANSAS DEPARTMENT OF COMMERCE
AND AUTHORIZING THE MAYOR/COMMISSIONER
TO SIGN AND SUBMIT SUCH AN APPLICATION

WHEREAS, The City/County of Mulvane, Kansas, is a legal governmental entity as provided by the laws of the STATE OF KANSAS, and

WHEREAS, The City/County of Mulvane, Kansas, intends to submit an application for assistance from the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby certifies that the City/County of Mulvane, Kansas, is a legal governmental entity under the status of the laws of the STATE OF KANSAS and thereby has the authority to apply for assistance from the KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby authorizes the MAYOR/COMMISSIONER of Mulvane, Kansas, to act as the applicant's official representative in signing and submitting an application for the assistance to the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby dedicates \$ 20,134 in cash funds toward this project and \$ 0 in force account labor for same.

APPROVED BY THE GOVERNING BODY OF THE CITY/COUNTY OF Mulvane
KANSAS, this ____ day of October, 2025.

APPROVED _____
MAYOR/COMMISSIONER

ATTEST _____

(SEAL)

THE CITY/COUNTY OF Mulvane, KANSAS

THE CITY/COUNTY OF Mulvane, KANSAS

RESOLUTION NO. _____

A RESOLUTION ASSURING THE KANSAS DEPARTMENT OF COMMERCE THAT FUNDS WILL BE CONTINUALLY PROVIDED FOR THE OPERATION AND MAINTENANCE OF IMPROVEMENTS TO THE ADA Barrier SYSTEM TO BE FINANCED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

WHEREAS, The City/County of Mulvane is applying for Small Cities Community Development Block Grant funds under the Community Facility Category, as administered by the Kansas Department of Commerce; and,

WHEREAS, The City/County of Mulvane wishes to utilize this funding for the purpose of constructing improvements to the City's/County's Mulvane system, as described in the Community Development Block Grant application submitted to the Kansas Department of Commerce; and,

WHEREAS, The City/County of Mulvane has determined that the annual operation and maintenance costs of the ADA Barrier improvements are anticipated to be approximately \$ 0; and,

WHEREAS, The annual Downtown Improve budget has been determined to be adequate to fund the operation and maintenance of the ADA Barrier improvements,

NOW, THEREFORE, BE IT RESOLVED THAT: The Governing Body of the City/County of Mulvane, Kansas, hereby assures the Kansas Department of Commerce that sufficient funds will be provided for the continued operation and maintenance of the above described improvement; that these operation and maintenance costs will be reviewed annually; and that the budget will be adjusted, when necessary, to reflect and cover any increase in costs.

ADOPTED BY THE GOVERNING BODY OF THE CITY/COUNTY OF Mulvane, KANSAS THIS ____ DAY OF October, 2025.

ATTEST:

MAYOR/COMMISSIONER

CITY CLERK/COUNTY CLERK

(SEAL)

Sub-Applicant Agreement for CDBG ADA Improvements

This Sub-Applicant Agreement for CDBG ADA Improvements (“Agreement”) is made this ____ day of _____, 2025, by and between the City of Mulvane, Kansas (the “City” or “Applicant”) and _____ (“Sub-Applicant”). Applicant and Sub-Applicant are collectively hereinafter referenced to as the “Parties.”

Whereas, the Applicant has applied for or may receive a Community Development Block Grant (“CDBG”) through the Kansas Department of Commerce to assist with Americans with Disabilities Act (“ADA”) improvements to privately owned buildings located within the city limits; and

Whereas, the Sub-Applicant owns the property at _____ (the Property”) and will directly benefit from the proposed CDBG provided improvements to the Property (the “Project”); and

Whereas, the Parties find it in their best interest to clearly define their responsibilities in carrying out the Project;

Now, therefore, the Parties agree as follows:

1. If the Project is funded, the Sub-Applicant agrees to comply with all requirements and responsibilities listed in the Grant Agreement issued by the Kansas Department of Commerce and to follow all applicable CDBG procedures.

2. The Applicant shall retain full financial responsibility for the CDBG program and the Project. All payments under the grant for the Project will be made through the Applicant’s established financial processes. The Sub-Applicant shall not incur or authorize any expenses for the Project to be paid with grant funds without prior written approval from the Applicant.

3. In addition to the above, the Sub-Applicant agrees to:

a. Provide matching funds for the Project in the amount of \$_____, as included in the CDBG application; and

b. Be solely responsible for all ongoing operation and maintenance costs related to the Project;

c. Allow reasonable access to the Property for inspections, construction, and monitoring during the Project and any required compliance period;

d. Maintain the improvements made with CDBG funds for a minimum of five (5) years or as required by the Kansas Department of Commerce.

e. Responsibilities not listed on the Grant Agreement, but which the Sub-Applicant agrees to carry on behalf of the Application are as follows:

4. The Applicant acknowledges its responsibility to the Kansas Department of Commerce for proper administration of the grant. The Sub-Applicant assumes responsibility to meet the requirements outlined above and agrees to indemnify and hold harmless the Applicant from any findings, claims, or penalties resulting from the Sub-Applicant's failure to comply with this Agreement or with CDBG program rules. The Sub-Applicant represents and warrants that the individual signing this Agreement on behalf of the Sub-Applicant has full authority to enter into this Agreement and to bind the Sub-Applicant to its terms.

[Signature Page to Follow]

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date written above.

CITY OF MULVANE, KANSAS,
a municipal corporation (“Applicant”)

[seal]

BY: _____
Brent Allen, Mayor

ATTEST:

BY: _____
Debbie Parker, City Clerk

_____,
a Kansas _____ (“Sub-Applicant”)

BY: _____
NAME: _____
TITLE: _____

CITY COUNCIL MEETING
MULVANE, KANSAS
October 20, 2025

TO: The Honorable Mayor and City Council
SUBJECT: Engineer's Report on Infrastructure Projects
FROM: Christopher R. Young, PE, City Engineer
ACTION: Status Updates on City Infrastructure Projects

Outlined below is a list of City projects currently under design, review, and/or construction followed by a brief status report for each project.

Project Name/Description	Project Status
Phase 3 Main A Sanitary Sewer Improvements (Bond Issue funding)	<u>Completed to Date:</u> Apex has completed all Phase 3 SS installations. A final walk-through inspection was performed on 9/9/25 and a certificate of substantial completion issued. <u>Remaining Work:</u> Complete punch-list items and submit final pay application. <u>Contract Status:</u> Apex Excavating's current contract amount, including Change Order No. 3 is \$1,294,286.07. Pay App. No. 3 was submitted on 9/9/25 in the amount of \$323,960.52 which represents 58.1% of the total current contract amount. Approx. 100% of the work has been completed with exception of punch list items.
Phase 4 Main A Sanitary Sewer Improvements (Bond Issue funding)	<u>Completed to Date:</u> Traffic control plans (for W. Charles St.) and construction schedule have been submitted. Shop drawings for the SS structures, pipe have been prepared and submitted to the City. <u>Remaining Work:</u> The first phase of detour signage will be installed the week of 10/13/25. This phase of the work will limit traffic on (W) Charles to one-way southbound from Martha to Franklin and is scheduled to be constructed from approx. 10/31/25 through 12/17/25. <u>Contract Status:</u> Apex Excavating's current contract amount is \$1,690,445.00 which includes add alternates for pavement replacement work.
Emerald Valley Estates 2nd Addition Infrastructure (Municipal Bonds)	<u>Completed to Date:</u> A final walk-through inspection and substantial completion certificate (dated 7/7/25) was prepared for the grading and utility improvements performed by McCullough Excavation. <u>Remaining Work:</u> McCullough Excavation continues working on punch-list items including seeding, erosion control and general clean-up. <u>Contract Status:</u> McCullough Excavation's current contract amount, including Change Order No. 1 is \$1,176,296.00. Pay App. No. 6 was submitted on 7/31/25 in the amount \$60,874.51. Total billed, including Pay App No. 6, represents approx. 100% of the total contract amount, less 10% retainage.
English Park Pedestrian Bridge (Special Sales Tax)	<u>Completed to Date:</u> Shop drawing submittals for the pedestrian bridge have been re-scheduled from 10/3/25 to 10/17/25. <u>Remaining Work:</u> The Contractor has indicated they plan to begin channel grading work in "mid-November" and complete channel work by 12/1/25. <u>Contract Status:</u> PSE Contractors' current contract amount is \$280,512.50.
Water Distribution System Study (Water Fund)	<u>Completed to Date:</u> The EPANET water model has been prepared and test modeling of the City's existing water distribution system has been run. Field pressure data has been completed by Public Works. <u>Remaining Work:</u> Finish water model calibration, develop and analyze proposed water system improvements, prepare cost opinions and draft study. <u>Project Schedule:</u> Proposed water system modeling is anticipated to be completed in October 2025 and a draft study completed in December 2025.

City Council Meeting
October 20, 2025

TO: Mayor and City Council

FR: Debra Parker, City Clerk

RE: Designation of voting delegates and/or alternates

ACTION: Appoint voting delegate(s) to the KPP Annual Members Meeting

Background:

To vote at the KPP Energy Annual Members Meeting, each member city must designate a representative, and one or more alternates authorized to act in the absence of the designated representative, to serve on the KPP Energy's Membership Committee. Each member city's designated representative to the Committee is considered a "voting member." Designated representatives and alternate(s) are selected by a member city. Each member city has only one voting member for purposes of actions taken by the Committee.

Analysis:

Each member city must designate a representative, and one or more alternates, to represent the member city. The governing body of each member city must appoint their representative and alternate(s). Appointment of the member city's representative and alternate(s) cannot be accomplished by individual action of the mayor or city administrator. The member city's city clerk or mayor must sign the Voting Delegate form attesting that the city's representative and alternate(s) were properly selected by the member city's governing body.

The representative and alternate(s) must register for the Annual Members Meeting. In order to cast a vote, at least one voter must be present at the Annual Members Meeting and in possession of the voting delegate card. Voting Delegate Forms must be returned to KPP Energy by November 28th. The Annual Members Meeting is December 12, 2025.

Legal Considerations: None

Financial Considerations:

The cost of registration, if any.

Recommendation:

MOTION to appoint Jacob Coy as the representative voting delegate and Austin St. John and Bill Reekie as the alternate voting delegates at the KPP Energy Annual Members Meeting.

Governing Body Action Advised by November 28, 2025



Regarding Designation of Representative and Alternate:

KPP Energy Annual Membership Meeting – December 12, 2025

To vote at the KPP Energy Annual Membership Meeting, each member city must designate a representative, and one or more alternates authorized to act in the absence of the designated representative, to serve on KPP Energy’s Membership Committee (“Committee”). Each member city’s designated representative to the Committee is considered a “voting member.” By virtue of a member city designating a representative on the attached Voting Delegate Form, a member city is directly selecting said representative and alternate(s) to serve on the Committee, with the understanding that KPP Energy’s Board of Directors are selected from this Committee pursuant to K.S.A. 12-891, and as specified in KPP Energy’s First Amendment to the Agreement Creating. Designated representatives and alternate(s) who might serve on the Board are therefore selected by a member city and subject to removal from the Board of Directors by a member city’s governing body (unless they are an elected member of said governing body). Each member city has only one voting member for purposes of actions taken by the Committee. Furthermore, each voting member is entitled to one vote of equal weight through its representative or alternate in any vote of the Committee.

The following procedures are intended to ensure the integrity of the voting process at the Annual Membership Meeting. Please complete the attached Voting Delegate form and return it to KPP Energy no later than November 28, 2025. This will allow us time to establish voting delegate / alternate records prior to the Annual Membership Meeting.

1. Action by City Council Required. Consistent with KPP Energy’s Operating Agreement, each member city must designate a representative, and one or more alternates, to represent the member city. ***The governing body of each member city must appoint their representative and alternate(s).*** Appointment of the member city’s representative and alternate(s) cannot be accomplished by individual action of the mayor or city administrator. The member city’s city clerk or mayor must sign the Voting Delegate form attesting that the city’s representative and alternate(s) were properly selected by the member city’s governing body.

2. Annual Members Meeting Registration Required. The representative and alternate(s) must register for the Annual Membership Meeting. To register, go to www.kpp.energy, scroll down to Events, and follow prompts to register from there. In order to cast a vote, at least one voter must be present at the Annual Membership Meeting and in possession of the voting delegate card. Voting delegate cards will be issued at the registration desk on the day of the meeting.
3. Transferring Voting Card to Non-Designated Individuals Not Allowed. The voting delegate card may only be transferred freely between the member city's designated representative and alternate(s). If a member city's designated representative and alternate(s) find themselves unable to attend the Annual Membership Meeting, they may not transfer the voting card to another city official.

Once again, thank you for completing the Voting Delegate form and returning it to KPP Energy by November 28, 2025. If you have questions, please contact Leslie Atherton at latherton@kpp.energy.



VOTING DELEGATE FORM

Please complete this form and return it to the KPP Energy office by **November 28, 2025**. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located at the Annual Membership Meeting Registration Area. **Each member city's governing body may designate one representative and up to two alternates.**

In order to vote at the Annual Business Meeting (General Assembly) and serve on the Membership Committee (thereby being eligible to serve on the KPP Energy's Board of Directors), a member city's representative and alternate(s) must be directly selected by the member city's governing body. **The city clerk or mayor must sign below to affirm that the city's representative and alternate(s) were properly selected by the member city's governing body.**

1. REPRESENTATIVE – VOTING DELEGATE

Name: _____

Title: _____

2. ALTERNATE

Name: _____

Title: _____

3. ALTERNATE (Optional)

Name: _____

Title: _____

ATTEST: I affirm that the information provided reflects the action taken by the city's governing body to designate the above-named persons.

City: _____

Name: _____ Email: _____

Mayor or City Clerk: _____ Date: _____

(circle one)

(signature)

KPP Energy
Attn: Leslie Atherton
2229 S. West St
Wichita, KS 67213
latherton@kpp.energy

CASH & BUDGET STATEMENT

September 2025

Fund	Begin Bal	Revenue	Expenses	End Bal	Budget	YTD Rev	YTD Exp	Remaining	% Spent
General*	5,128,380.73	482,933.99	492,064.65	5,131,232.47	9,297,059	5,058,033.77	5,907,740.32	3,389,318.68	63.54%
Administration			62,901.15		3,065,250		2,008,256.59	1,056,993.41	65.52%
Public Works			77,004.66		1,101,035		892,867.15	208,167.85	81.09%
Police			150,743.20		2,645,396		1,353,724.47	1,291,671.53	51.17%
Fire			32,600.96		605,188		362,050.47	243,137.53	59.82%
Ambulance			107,932.73		1,730,340		1,137,466.15	592,873.85	65.74%
Planning & Zoning			60,761.95		149,350		153,255.49	(3,905.49)	102.61%
Bindweed			120.00		500		120.00	380.00	24.00%
Employee Benefit	1,583,175.26	81,724.60	146,795.52	1,517,927.58	2,549,800	2,153,349.33	1,341,094.46	1,208,705.54	52.60%
Debt Service	46,263.57	51,168.51	14.38	97,417.70	2,825,541	2,793,814.28	2,807,559.50	17,981.50	99.36%
Capital Improvements	633,024.11	411.40	0.01	633,435.50	426,000	1,440.46	0.01	425,999.99	0.00%
Special Liability	214,031.33	1,196.40	2,572.01	212,655.72	187,400	6,147.74	17,468.39	169,931.61	9.32%
Industrial Development	187,216.84	46.55	0.01	187,263.38	134,600	491.17	0.01	134,599.99	0.00%
Library	118,345.35	19,025.26	120,010.97	137,359.64	602,800	580,226.58	574,442.09	28,357.91	95.30%
Special Alcohol	40,793.82	-	-	40,793.82	37,141	-	2,712.30	34,428.70	7.30%
Swimming Pool	(155,306.74)	-	-	(138,065.81)	189,000	54,605.17	194,658.55	(5,658.55)	102.99%
Sr. Center	(76,808.16)	2,146.70	14,711.48	(89,159.55)	126,200	45,543.70	139,046.68	(12,846.68)	110.18%
Library Sales Tax	93,083.72	-	2,176.13	90,907.59	132,282	-	66,775.63	65,506.37	50.48%
1% Sales Tax	1,435,645.27	89,085.16	15,025.00	1,509,705.43	1,489,701	769,195.30	998,884.00	490,817.00	67.05%
Special Highway	504,735.74	19,778.60	3,904.47	520,609.87	398,459	194,934.78	85,939.39	312,519.61	21.57%
Special Parks	184,009.04	34,952.11	26,286.66	192,674.49	219,865	105,040.58	137,158.57	82,706.43	62.38%
Transient Guest Tax	666,942.35	-	2,869.50	663,012.31	843,828	468,490.14	470,022.43	373,805.57	55.70%
Mulvane Land Bank	17,496.10	-	155.03	17,341.07	17,740	-	1,769.43	15,970.57	9.97%
Electric	6,682,652.14	610,425.11	439,816.20	6,864,389.38	7,069,853	4,406,312.28	3,968,941.47	3,100,911.53	56.14%
Water	1,056,408.54	106,966.81	79,030.07	1,085,620.94	1,688,544	885,013.22	975,648.80	712,895.20	57.78%
Wastewater	1,369,015.18	157,012.07	130,033.79	1,379,741.41	2,242,522	1,374,557.63	1,658,628.79	583,893.21	73.96%
Storm Sewer	510,938.64	5,535.27	1,285.00	514,824.57	205,000	42,464.24	11,807.64	193,192.36	5.76%
Municipal Equipment Reserve	463,059.73	-	-	463,059.73	0	-	-	-	
ARPA	22,361.49	-	-	22,361.49	0	-	-	-	
TOTAL	20,725,464.05	1,662,408.54	1,476,750.88	21,055,108.73	30,683,335	18,939,660.37	19,360,298.46	11,323,036.54	63.10%

SEP 16 2025

Place on
City/County**CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT**

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of

Mulvane

C50413

SECTION 1 – LICENSE TYPECheck One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.**SECTION 2 – APPLICANT INFORMATION**

Kansas Sales Tax Registration Number (required):

004-451283780F-01

I have registered as an Alcohol Dealer with the TTB. ☐ Yes (required for new application)

Name of Corporation Jump Start Stores Inc		FEIN 45-1283780	
Corporation Street Address 1425 E Douglas suite 300		Corporation City Wichita	State Ks Zip Code 67211
Date of Incorporation 03-30-2011		Articles of Incorporation are on file with the Secretary of State. ☒ Yes ☐ No	
Resident Agent Name John H Mitchelson		Phone No. 1-620-231-4650	
Residence Street Address 319 N Broadway		City Pittsburg	State Ks Zip Code 66762

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)			Mailing Address (If different from business address)		
DBA Name Jump Start Stores #20			Name Jump Start Stores Inc		
Business Location Address 1228 SE Louis Blvd			Address 1425 E Douglas Suite 300		
City Mulvane, Kansas 67110	State	Zip	City Wichita, Kansas 67211	State	Zip
Email Address(s) Please separate values with a comma. kjohnson@jumpstartstores.com					
Business Phone No. 316-977-9711			☒ Applicant owns the proposed business location. ☐ Applicant does not own the proposed business location.		
Business Location Owner Name(s) Phillip and Cheryl Near JS-20 Mulvane LLC 1425 E Douglas Suite 300 Wichita, Kansas 67211					

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK List each person and their spouse*, if applicable. Attach additional pages if necessary.

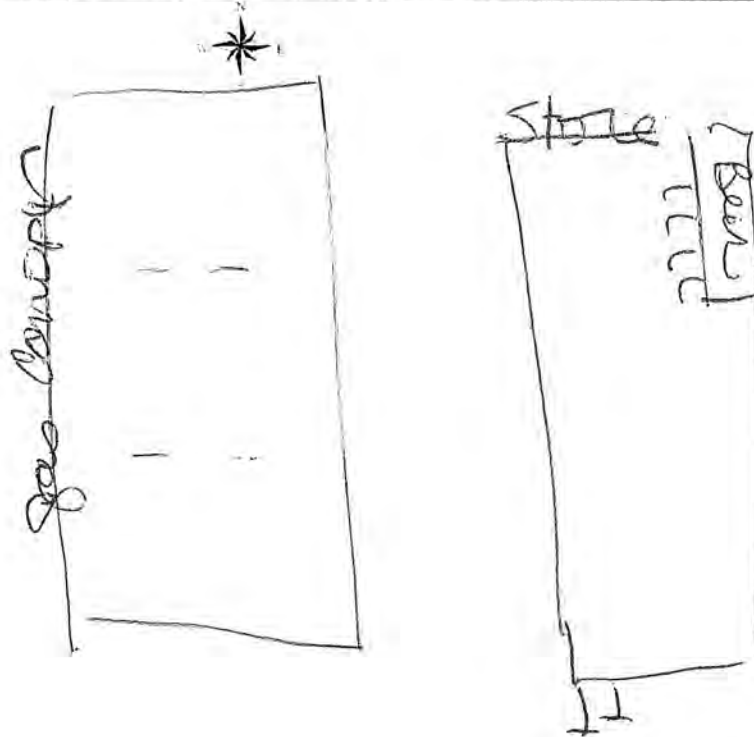
Name Cheryl A Near	Position Secretary	Date of Birth [REDACTED]
Residence Street Address 2715 E Flint Hills National Pkwy	City Andover	State Ks Zip Code 67002
Spouse Name Phillip L Near	Position President	Date of Birth [REDACTED]
Residence Street Address 2715 E Flint Hills National Pkwy	City Andover	State Ks Zip Code 67002
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code

SECTION 5 – MANAGER OR AGENT INFORMATION		
My place of business or special event will be conducted by a manager or agent.		☒ Yes ☐ No
If yes, provide the following:		
Manager/Agent Name Donna Gilbreath	Phone No. 620-705-9180	Date of Birth [REDACTED]
Residence Street Address 420 W 1st	City and State Udall, Ks	Zip Code 67146
Manager or Agent Spousal Information*		
Spouse Name	Phone No.	Date of Birth
Residence Street Address	City and State	Zip Code
SECTION 6 – QUALIFICATIONS FOR LICENSURE		
Applies to each partner or member of a firm or association AND their spouses*. Enter lowest residency length number**		
Are all persons identified in Sections 4 & 5 Citizens of the United States*?	☒ Yes ☐ No	
Is the person identified in Section 5 currently a resident of Kansas*?	☒ Yes ☐ No	
All persons identified in Sections 4 & 5 are at least 21 years old*?	☒ Yes ☐ No	
All persons in Sections 4 & 5 have been a Kansas resident for at least 56 years prior to submitting this application.**		
Within 2 years immediately preceding the date of this application, have any persons identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law?	☐ Yes ☒ No	
Does the partnership, firm or association have a manager, officer, director or stockholder owning in the aggregate more than 25% of the stock of a corporation that has had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act, revoked for a violation of such acts?	☐ Yes ☒ No	
Has the spouse of any partner or member ever been convicted of any of the crimes identified in Section 6 during the time the partner or member held a CMB license?	☐ Yes ☒ No	
SECTION 7 – DURATION OF SPECIAL EVENT		
Start Date	Time	☐ AM ☐ PM
End Date	Time	☐ AM ☐ PM

Proceed to Section 8 on the next page.

SECTION 8 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☐ 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE

Theresa Luten

DATE

9-11-25

FOR CITY/COUNTY OFFICE USE ONLY:

☐ License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 9/11/25 *gm*

☐ Background Investigation ☐ Completed Date _____ ☐ Qualified ☐ Disqualified

☐ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved Valid From Date _____ to _____ By: _____

☐ License Renewed Valid From Date _____ to _____ By: _____

☐ Special Event Permit Approved Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MAL

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of**MULVANE****Place on
City/County****C50381****SECTION 1 – LICENSE TYPE**Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.**SECTION 2 – APPLICANT INFORMATION**

Kansas Sales Tax Registration Number (required): 0044801956590F01

I have registered as an Alcohol Dealer with the TTB. ☒ Yes (required for new application)

Name of Corporation DILLONS COMPANIES, LLC		FEIN 48-0196590	
Corporation Street Address 2700 E. 4TH		Corporation City HUTCHINSON	State KS
Date of Incorporation 05/13/1921		Articles of Incorporation are on file with the Secretary of State.	☒ Yes ☐ No
Resident Agent Name		Phone No.	
Residence Street Address		City	State
			Zip Code

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)		Mailing Address (If different from business address)	
DBA Name DILLONS #32		Name KROGER BUSINESS LICENSE DEPT	
Business Location Address 1203 N. SECOND		Address PO BOX 305103	
City MULVANE, KS 67110	State KS Zip	City NASHVILLE, TN 37230	State TN Zip
Email Address(s) Please separate values with a comma. BUSINESS.LICENSE@KROGER.COM			
Business Phone No. 316-777-1159		☒ Applicant owns the proposed business location. ☐ Applicant does not own the proposed business location.	
Business Location Owner Name(s)			

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse*, if applicable. Attach additional pages if necessary.

Name	Position	Date of Birth
NO ONE OWNS MORE THAN 25% - SEE ATTACHED LIST		
Residence Street Address	City	State
		Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
		Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State
		Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State
		Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State
		Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State
		Zip Code

SECTION 5 - MANAGER OR AGENT INFORMATION			
My place of business or special event will be conducted by a manager or agent.			☒ Yes ☐ No
If yes, provide the following:			
Manager/Agent Name SUSAN MARTINEZ		Phone No. 316-617-9878	Date of Birth [REDACTED]
Residence Street Address 2038 S. OSAGE STREET		City and State WICHITA, KS	Zip Code 67213
Manager or Agent Spousal Information*			
Spouse Name ALEJANDRO MARTINEZ		Phone No. 316-617-9868	Date of Birth [REDACTED]
Residence Street Address 2038 S. OSAGE STREET		City and State WICHITA, KS	Zip Code 67213
SECTION 6 - QUALIFICATIONS FOR LICENSURE			
Applies to each partner/member of a firm or association AND their spouses*. Enter lowest residency length number.**			
Are all persons identified in Sections 4 & 5 Citizens of the United States**?			☒ Yes ☐ No
Is the person identified in Section 5 currently a resident of Kansas**?			☒ Yes ☐ No
All persons identified in Sections 4 & 5 are at least 21 years old**?			☒ Yes ☐ No
All persons in Sections 4 & 5 have been a Kansas resident for at least 10 years prior to submitting this application.**			
Within 2 years immediately preceding the date of this application, have any persons identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law?			☐ Yes ☒ No
Does the partnership, firm or association have a manager, officer, director or stockholder owning in the aggregate more than 25% of the stock of a corporation that has had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act, revoked for a violation of such acts?			☐ Yes ☒ No
Has the spouse of any partner or member ever been convicted of any of the crimes identified in Section 6 during the time the partner or member held a CMB license?			☐ Yes ☒ No
SECTION 7 - DURATION OF SPECIAL EVENT			
Start Date	Time	☐ AM ☐ PM	
End Date	Time	☐ AM ☐ PM	

Proceed to Section 8 on the next page.

SECTION 8 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: ☒ 8 ½" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE Kelsey Wray DATE 09/02/2025

FOR CITY/COUNTY OFFICE USE ONLY:

☐ License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

☒ \$25 CMB Stamp Fee Received Date 9-12-25 MW

☐ Background Investigation ☐ Completed Date _____ ☐ Qualified ☐ Disqualified

☐ Verified applicant has registered with the TTB as an Alcohol Dealer

☐ New License Approved Valid From Date _____ to _____ By: _____

☐ License Renewed Valid From Date _____ to _____ By: _____

☐ Special Event Permit Approved Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)

Dillons #32 1203 N Second, Mulvane, KS 67110

