

**EXCERPT OF MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
[MUNICIPALITY NAME], KANSAS  
HELD ON [Date of Public Hearing]**

The City Commission of the City of Arkansas City, Kansas the City met in [regular][special] session at [Location of Public Hearing] at [Time of Public Hearing]. The following Governing Body members were present:

The following Governing Body members were absent:

The Mayor declared that a quorum was present and called the meeting to order.

In accordance with a Notice published on [Date of Publication] in [*Name of Newspaper*], a newspaper of general circulation in the [*City/District*], a public hearing was held by the Governing Body relating to a proposed loan in an amount not to exceed \$[Maximum Amount of Loan] ( the “Loan”) to be taken by the City from the Kansas Public Water Supply Loan Fund (the “Fund”) administered by the Kansas Department of Health and Environment (“KDHE”) pursuant to K.S.A. 65-163c *et seq.* Proceeds of the Loan would be used by the City to finance certain modifications and improvements Arkansas City WTF Greensand Improvements to the City water supply and distribution system (the “System”).

A record of persons attending the public hearing and a transcript of summary of the proceedings at the public hearing are on file with the [*City Clerk/Secretary of the District*].

The Mayor informed those present of the issues involved in the Governing Body making a decision whether to proceed with the Loan process, including entering into a loan agreement (the “Loan Agreement”) with KDHE to fund the Project. Information regarding the scope of the Project, the proposed Loan repayment terms, the covenants proposed to be contained in the Loan Agreement and other relevant matters were discussed by the Mayor and consultants to the City.

Members of the public were permitted to make statements and ask questions of the Governing Body and the City consultants. After all present were given an opportunity to speak and ask questions, the [*Mayor/Chair*] closed the public hearing.

The matter of proceeding with the application process came on for consideration and was discussed. Thereupon, the Commissioner \_\_\_\_\_ presented and moved the adoption of a Resolution entitled:

**A RESOLUTION AUTHORIZING THE COMPLETION OF AN APPLICATION  
TO THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT REGARDING  
A LOAN FROM THE KANSAS PUBLIC WATER SUPPLY LOAN FUND**

[*Councilmember/Commissioner/Board Member*] \_\_\_\_\_ seconded the motion to adopt the Resolution. Thereupon, the Resolution was read and considered, and, the question being put to a roll call vote, the vote thereon was as follows:

Aye: \_\_\_\_\_.

Nay: \_\_\_\_\_.

The Mayor declared the Resolution duly adopted; the City Clerk designated the same Resolution No. \_\_\_\_\_.

\*\*\*\*\*

(Other Proceedings)

On motion duly made, seconded and carried, the meeting thereupon adjourned.

\_\_\_\_\_  
[*City Clerk/Secretary*]