

**MINUTES OF THE GOVERNING BODY OF
THE CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS – 1941 E. 61ST STREET NORTH
February 28, 2023**

ROLL CALL

The following were present: Council Members: George Glover, Ben Saucedo, Charles Schwanke, Tom Jones, George Capps, Brandi Baily, and Jim Schroeder. Council Member Charley Davidson was absent.

Also present: Mayor John Lehnerr, City Clerk Marlo Rugg, City Administrator Sean Fox, Assistant City Administrator/Human Resources Manager Dana Walden, Chief of Police Phil Bostian, Finance Director Dee Anne Grunder, and City Attorney Doug Moshier,

VISITORS

Ark Valley News
Jeff Stone

MEETING CALLED TO ORDER

The meeting was called to order by Mayor John Lehnerr at 7:00 pm. Council Member Ben Saucedo gave the invocation and Council Member George Glover led the Pledge of Allegiance.

APPROVAL OF AGENDA

Council Member Ben Saucedo moved to approve the agenda with the addition of agenda item #11 Executive session, consultation with an attorney on matters that would be deem privileged in an attorney-client relationship regarding contract negotiations with the City of Bel Air related to the CCUA, and moved item #4 to New Business.

Council Member George Capps seconded the motion. Motion carried 7-0.

AWARDS AND/OR PRESENTATIONS

None.

PUBLIC FORUM

None.

STAFF REPORTS

City Administrator Sean Fox stated the City applied for the Kansas State fund to be included in the FY 23 intended use plan for the Kansas Water Pollution Control revolving Loan program. He stated the application that was submitted for Park City was for a total of 10 million dollars. Mr. Fox gave an update on 1915 Fairchild. He stated the buyer of the property continues to make good on his promises. Mr. Fox stated the windows and doors have been boarded up. He stated the property is not a safety concern in the neighborhood. Mr. Fox announced that Sedgwick County is hosting a ribbon-cutting ceremony on March 4th to commemorate the installation of the Thunderbolt air raid siren. Mr. Fox stated a press release earlier in the day that announced Boyd Gaming submitted an application to Kansas Racing and Gaming Commission to operate a new historical horse racing facility in Park City.

Council Member Ben Saucedo asked if staff had an update on the 61st and Broadway roundabout construction. Mr. Fox stated he would get back to Council on an update on the project..

CONSENT AGENDA

1. Minutes of February 14, 2023 Regular Meeting.
2. Appropriations 1002-2023 with Addendum.
3. January Monthly Financials

Council Member Ben Saucedo moved to approve items one through three on the Consent Agenda.

Council Member George Glover seconded the motion. Motion carried 7-0

NEW BUSINESS

4. APPROVE INVOICE FROM EMC FOR \$11,142.00

City Clerk Marlo Rugg stated that EMC changed the City's billing process. She stated the City paid the premiums for the 2022-2023 year in full, however, EMC did not apply the full payment to their account as being paid in full. Therefore, the City had a credit on their account and each month EMC would deduct the monthly premiums. She stated the City added five new vehicles between the months of June and October of 2022 and changed the worker's compensation payroll. Ms. Rugg stated this invoice reflects those changes.

A discussion ensued.

Council Member Brandi Baily moved to approve the invoice from EMC in the amount of \$11,142.

Council Member Ben Saucedo seconded the motion. Motion carried 6-1 (Council Member George Capps voted nay)

5. DISCUSS AND CONSIDER THE APPOINTMENT TO THE SEDGWICK COUNTY FIRE DISTRICT NUMBER ONE STEERING COUNCIL.

Mayor John Lehnerr stated he recommended the appointment of Katie Bowen to the Sedgwick County Fire District Number One Steering Council. He stated Ms. Bowman brings experience in the finance field as an accountant.

Council Member Ben Saucedo moved to approve the appointment of Katie Bowen to the Sedgwick County Fire District Number One Steering Council.

Council Member Jim Schroeder seconded the motion. Motion carried 7-0.

6. DISCUSS AND CONSIDER A RESOLUTION DETERMINING THE ADVISABILITY OF THE MAKING OF CERTAIN INTERNAL IMPROVEMENTS IN THE CITY OF PARK CITY, KANSAS (STORMWATER SEWER SYSTEM - PRAIRIE HILLS ADDITION).

City Administrator Sean Fox stated in April 2022, Council approved petitions for water, sewer and paving for Prairie Hills 7th Addition. He stated a Petition was filed with the City Clerk, proposing stormwater sewer improvements. Mr. Fox stated the petition was signed by the owners of record of more than one-half of the area liable for assessment for the proposed improvements and therefore, the Petitioners requested that such improvements be made without notice and hearing as required by K.S.A. 12-6a01 et seq.

Mr. Fox stated the "Improvements" include installation of a storm water sewer system, including necessary pipes and appurtenances to be installed where necessary, to serve the area described as the Improvement District, all in accordance with City standards and plans and specifications prepared or approved by the City Engineer.

Mr. Fox stated the estimated or probable cost of the proposed Improvements is: \$125,000, with said estimated cost to be increased at the pro rata rate of 1 percent per month from and after the date of adoption of this resolution authorizing the "Improvements." He stated the method of assessment is equally between all lots.

Council Member George Glover moved to approve Resolution #1146-2023 a resolution determining the advisability of the making of certain internal improvements in the City of Park City, Kansas; making certain findings with respect thereto; and authorizing and providing for the making of the improvements in accordance with such findings subject to letter of credit (Stormwater Sewer – Prairie Hills 7th Addition)

Council Member Jim Schroeder seconded the motion. Motion carried 7-0.

7. DISCUSS AND CONSIDER THE PURCHASE OF BRAZOS ELECTRONIC CITATION SOFTWARE FOR THE POLICE DEPARTMENT

Police Chief Phil Bostian stated the police department is currently in the process of transitioning from our current records management system (Enterpol) to a new records management system from Tyler Technologies known as New World. He stated Sedgwick County is providing the New World records management system to all the municipalities in the county free of charge.

Mr. Bostian stated the police department currently uses e-citation or "electronic ticket" software known as DigiTICKET. He stated Tyler Technologies offers an electronic citation system known as Brazos. Mr. Bostian stated the police department would like to replace DigiTICKET with Brazos.

Mr. Bostian stated there are several advantages to doing this, but the primary advantage is that Brazos and the New World records management system will integrate with one another without the need for third-party interfaces. He stated these two programs will also integrate seamlessly with the InCode 9 financial software that our municipal court is currently using.

Mr. Bostian stated several problems will also arise if we continue to use DigiTICKET and do not transition to Brazos:

Council Member Jim Schroeder moved to approve and authorize the Mayor to execute a one-year contract for the purchase of Brazos electronic citation software from Tyler Technologies in the amount of \$30,925 to be paid out of the General Fund Police Department.

Council Member Ben Saucedo seconded the motion. Motion carried 7-0.

8. DISCUSS AND CONSIDER APPROVAL OF A DRIVEWAY IMPROVEMENT PLAN.

City Administrator Sean Fox stated long considered the heart of Park City, the neighborhood commonly referred to as the Horseshoe has been an integral part of Park City's rich history and culture. He stated the neighborhood was built primarily between 1950 and 1954, the single-family residential homes were built along narrow streets as part of the Park City Improvement District. Mr. Fox stated that over the years, smaller homes with single car driveways and narrow streets have presented challenges regarding neighborhood parking as well as access for emergency response and trash collection vehicles.

Mr. Fox stated Staff is proposing a program to assist property owners as well as make the neighborhood more easily accessible to emergency and trash collection vehicles, based on property ownership and allowable expenditures. Mr. Fox gave the staff's recommendations for the program to include. He also stated what properties on designated streets the program is available to.

Mr. Fox stated the program is unbudgeted and proposed the money to support the program would come from the Homeowner incentives that was budgeted for \$125,000. He asked the Council for direction on what homeowner incentive program to get the money from.

A discussion ensued.

Council Member Ben Saucedo moved to approve the Driveway Improvement Plan for \$21,000 with \$10,000 coming from the Exterior Grant program and \$11,000 come from the Homebuyers incentive program, and add the requirement of two bids to be submitted with each application.

Council Member Tome Jones seconded the motion. Motion carried 7-0.

9. DISCUSS AND CONSIDER APPROVING LEASE FOR BUILDING OFFICIAL VEHICLE.

City Administrator Sean Fox state in August of last year, Council discussed the potential benefits of fleet management in a special workshop and although it was tabled in the regular meeting that followed, both staff and Councilmembers met with Enterprise representatives in the following weeks, which led to Council's approval of a Master Equity Lease Agreement on October 11th. He stated that Agreement outlined the general terms (insurance, maintenance, warranties, etc.) which governs the relationship with our City and that any and all subsequent leases would be covered under individual agreements specific to the year, make, model, term and lease rate. Mr. Fox stated the agreement was included in the Council packet.

Mr. Fox stated the attached agreement is for a 2022 Ford F-150 for the Building Official/Inspection Department. He stated the Building Official/Inspection Department has two full time employees (FTEs) and one part-time Inspector, and among the three, they utilize one F-150 pickup as well as share the city's administrative sedan. Mr. Fox stated the attached open-end lease outlines our price of \$32,579.76, also known as the Total Capitalized Price, as compared to the MSRP price of \$47,485 and an Invoice price of \$45,329. He stated the lease is for twelve (12) months for \$684.54 per month. Mr. Fox stated at the end of the lease, the reduced book value of the vehicle is \$27,301.80 but Enterprise anticipates/projects selling the vehicle for ~\$36,000, netting the city approximately \$4,000 above the city's purchase price. He stated due to the short term of the lease, the Full Maintenance Program option was not selected.

A representative from Enterprise was available to answer questions from Council.

A discussion ensued.

Council Member Brandi Baily moved to approve and authorize the Mayor to execute an open-end lease agreement with Enterprise Fleet Management for a 2022 Ford F-150.

Council Member Charles Schwanke seconded the motion. Motion carried 6-1 (Council Member Ben Saucedo voting nay).

10. EXECUTIVE SESSION - CONSULTATION WITH AN ATTORNEY ON MATTERS THAT WOULD BE DEEM PRIVILEGED IN AN ATTORNEY-CLIENT RELATIONSHIP REGARDING CONTRACT NEGOTIATIONS WITH THE CITY OF BEL AIR RELATED TO THE CCUA.

Council Member Ben Saucedo moved to recess into executive session for twenty minutes at 8:06 pm for consultation with an attorney on matters that would be deemed privileged in an attorney-client relationship regarding contract negotiations with the City of Bel Air related to the CUA.

Council Member Jim Schroeder seconded the motion. Motion carried 7-0.

Mayor John Lehnerr reconvened the meeting at 7:26

GOVERNING BODY REPORTS

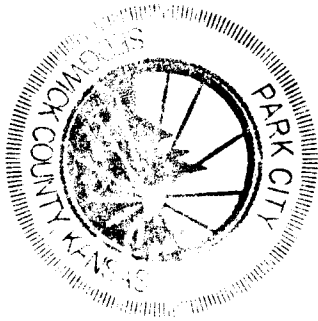
Mayor John Lehnerr stated he would like the Council to consider a one percent sales tax. He stated this is something that would have to be put on a ballot. Mr. Lehnerr stated that Valley Center, Bel Aire, and Kechi all have implemented a city sales tax.

Each Council member weighed in on their thoughts of implementing a city sales tax.

ADJOURN

Council Member Ben Saucedo moved to Adjourn the meeting at 8:46 pm.

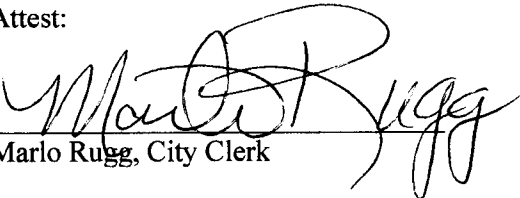
Council Member Jim Schroeder seconded the motion. Motion carried 7-0.





John Lehnerr, Mayor

Attest:



Marlo Rugg, City Clerk

The foregoing minutes were considered at the March 14, 2023, meeting and approved with the following amendment _____.

The vote to approve the minutes _____.