

**MINUTES OF THE GOVERNING BODY OF  
THE CITY OF PARK CITY, KANSAS  
COUNCIL CHAMBERS – 1941 E. 61<sup>ST</sup> STREET NORTH  
March 28, 2023**

**ROLL CALL**

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

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  
Terry Ford  
Steve Dobson

**MEETING CALLED TO ORDER**

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

**APPROVAL OF AGENDA**

Council Member Charley Davidson moved to approve the agenda with the addition of item #13 executive session to discuss matters privileged under the attorney-client relationship relating to contract negotiations between the City of Park City and the City of Bel Aire.

Council Member Jim Schroeder seconded the motion. Motion carried 8-0.

**AWARDS AND/OR PRESENTATIONS**

None.

**PUBLIC FORUM**

None.

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**STAFF REPORTS**

City Administrator Sean Fox gave a brief update on the progress of the 61<sup>st</sup> Street and Broadway roundabout project. He stated the completion date is projected to be the first or second week of June. Mr. Fox also updated the Council Echo Hills. He stated staff called the letters of credit with Legacy Bank. He stated the proceeds were used to offset the majority of special assessments. Mr. Fox stated the Easter Egg Hunt is April 1<sup>st</sup> at Hap McLean Park at 10:00 am. He stated brush and limb day will be on April 15<sup>th</sup> at Hap McLean Park from 8:00 am to 1:00 pm.

Council Member Capps asked what the cost to the contractor was per day considering the roundabout project is not complete. Mr. Fox stated it costs the contractor \$1,600 liquidated damages for every work day they go over the contract completion date.

Council Member Ben Saucedo asked about an update on 61<sup>st</sup> Street and Jacksonville Street. Mr. Fox stated the work was to begin within the next day or so. He stated the work would be done in two phases and will take about a week to complete.

**CONSENT AGENDA**

1. **Minutes of February 25, 2023 Special Meeting.**
2. **Minutes of March 14, 2023 Regular Meeting.**
3. **Appropriations 1004-2023 with Addendums**
4. **February Monthly Financials**
5. **Approve Authorizing 250 Coupons for trash disposal, City Obligation not to exceed \$7678.00.**
6. **Approve and authorize the Mayor to execute an agreement with Victory Pyrotechnics and Special Effects for Fourth of July fireworks display.**

Council Member Jim Schroeder moved to approve the Consent Agenda as presented.

Council Member Ben Saucedo seconded the motion. Motion carried 8-0.

**NEW BUSINESS****8. RECEIVE ANNUAL REPORT FOR YOUTH BASEBALL**

Scott Martin stated there were ten tournaments held in 2022 and there were ten tournaments scheduled for 2023. He stated the contract between the City and himself would end in December 2023. Mayor

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John Lehnherr asked if there were any plans for improvements this year. Mr. Martin stated the fields have new sprinkler systems, new dugouts, new scoreboards, and new batting cages.

Council Member Charley Davidson moved to receive and file.

Council Member Tom Jones seconded the motion. Motion carried 8-0.

**11. DISCUSS AND CONSIDER APPROVAL OF A CHANGE ORDER FOR POLICE DEPARTMENT INTERVIEW ROOM CAMERAS**

Police Chief Phil Bostian stated the city council previously approved the replacement of two video cameras and related equipment for two of the police department interview rooms. He stated since that time, the vendor has informed us that the camera manufacturer has a lead time of at least 11 weeks before the cameras can be delivered.

Mr. Bostian stated Police department and IT staff met with the vendor (Convergint) for a live demonstration of a similar camera that has slightly less resolution (6 megapixels), alongside the camera that was originally quoted (12 megapixels). He stated the demonstration showed that the camera with the lesser resolution produced video images that are acceptable. Mr. Bostian stated the cameras with the lesser resolution are available immediately, and there is an immediate need to replace these cameras. He stated staff recommends approval of a change order which will substitute the 6 megapixel cameras for the 12 megapixel cameras. Mr. Bostian stated this will reduce the cost of the project by \$527.40. The original total cost of the project was \$7,574.43. The reduced final cost after this change order will be \$7,047.03.

Council Member Brandi Baily moved to approve the change order from Convergint that will reduce the amount of the original quote by \$527.40 to \$7,047.03 to be paid out of the Capital Equipment Fund.

Council Member Ben Saucedo seconded the motion. Motion carried 8-0.

**12. RECEIVE REFRESHER ON CURRENT BUDGET LAW AND DISCUSS, CONSIDER, AND APPROVE BUDGET CALENDAR**

Finance Director Dee Anne Grunder gave a brief overview of the Revenue Neutral Rate law. She stated it became effective for the 2022 Budget and went through the process of how the law effects the City's budget.

Ms. Grunder stated the agenda packet included a copy of the proposed 2024 budget Calendar and the dates are set to comply with required submission time frames. A few Council Members had conflicts

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with two of the meeting dates and asked staff if the dates could possibly be changed or if a Zoom link would be available for them to join the meeting via Zoom. A discussion ensued.

Council Member Ben Saucedo moved to approve the 2024 Budget Calendar.

Council Member Jim Schroeder seconded the motion. Motion carried 8-0.

**13. DISCUSS AND CONSIDER APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A DEVELOPMENT AGREEMENT WITH LANGE REAL ESTATE LLC. FOR THE DOWNTOWN DISTRICT.**

City Administrator Sean Fox stated in August 2021, the City advertised a Request for Qualifications (RQF) for a qualified and experienced Development Team to act as a partner of the City in the development of the 48-acre site adjacent to the City Administration Building. He stated a selection committee of Councilmembers and Park City residents with construction and development experience met in the following months and recommended the Lange Development Team based on qualifications, proposed concept, financial capacity, references, and capacity to perform the work.

Mr. Fox stated the Team has met numerous times with Council working on preliminary steps and further refining the overall Master Development Plan. He stated a proposed Development Agreement between the City and the Lange Real Estate Team that outlines our legal relationship going forward was included in the packet.

Garth Herrmann with Gilmore & Bell, P.C was available to answer any questions Council had pertaining to the agreement. Mr. Herrmann stated Gilmore & Bell, P.C. were the primary facilitators in the structure of the agreement and negotiations with the attorney for the development team.

Council Member Brandi Baily moved to approve and authorize the Mayor to execute a development agreement with Lange Real Estate LLC. for the Downtown District.

Council Member Tom Jones seconded the motion. Motion carried 8-0.

**14. DISCUSS AND CONSIDER APPROVING A COMMUNITY IMPROVEMENT DISTRICT (CID) POLICY.**

City Administrator Sean Fox stated in 2009, the Kansas Legislature enacted the Community Improvement District Act, allowing municipalities to create districts in which certain special taxes imposed and the revenue used to fund certain public and private improvements and the payment of certain ongoing operating costs within the geographic bounds of the specified district. He stated the

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creation of a Community Improvement District (“CID”) is a particularly useful tool of economic development in that it can help facilitate beneficial private development and redevelopment without negatively impacting the tax base of the approving municipality.

Mr. Fox stated a proposed policy to act as a reference or guide for the Council to use when considering future applications for CIDs was included in the agenda packet.

A discussion ensued.

Council Member Ben Saucedo moved to approve a Community Improvement District Policy with the exclusion of paragraph 2 under public disclosure.

Council Member Charles Schwanke seconded the motion. Motion carried 8-0.

## **12. DISCUSS AND CONSIDER REDISTRICTING/AMENDING WARD BOUNDARIES.**

City Administrator Sean Fox stated at our last meeting Council was presented several different options for redistricting.

Mr. Fox stated every ten years, municipalities are encouraged to redraw their City Council districts based on the latest U.S. He stated census data to accommodate or account for changes/influxes in district population due to people moving, new home construction and general changes in neighborhoods. Mr. Fox stated the redistricting process helps ensure residents receive fair and equitable representation in their local government by equalizing the number of residents in each district. He stated redistricting should be compact, contiguous, avoid gerrymandering and above all else, be as equal as possible in population, with a percentage of deviation between the most and least populous wards of no more than 10%.

Mr. Fox stated that based on the guidance provided at the last meeting, included in the agenda packets are three (3) different/unique proposed maps for Council's consideration as well as a map of the current wards. He stated once one is selected, Staff will draft up an Ordinance with new legal boundaries of each ward for Council's approval at the April 11th regular meeting. He stated once adopted, Staff will forward on to the County Election Office for voting precincts to be amended/modified to coincide.

A discussion ensued. Council members were able to give their opinion on which option they liked best.

Council Member Brandi Baily moved to approve option #3.

Council Member Jim Schroeder seconded the motion. Motion carried 8-0.

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**13. EXECUTIVE SESSION DISCUSS MATTERS PRIVILEGED UNDER THE ATTORNEY-CLIENT RELATIONSHIP RELATING TO CONTRACT NEGOTIATIONS BETWEEN THE CITY OF PARK CITY AND THE CITY OF BELAIRE.**

Council Member Ben Saucedo moved to recess into executive session for 10 minutes to discuss matters privileged under the attorney-client relationship relating to contract negotiations between the City of Park City and the City of Bel Aire concerning the operations of the Chisholm Creek Utility Authority with the City Attorney, City Administrator, and Assistant City Administrator.

Council Member Tom Jones seconded the motion. Motion carried 8-0.

Mayor John Lehnerr reconvened the meeting at 8:15 pm.

**GOVERNING BODY REPORTS**

Council Member Charles Schwanke stated he attended the Community Relations Board meeting. He stated the board members are very active with putting on several events throughout the year.

Council Member Ben Saucedo offered condolences to the Nashville shooting victims families. Mr. Saucedo thanked the Park City Police Department for all they do.

Council Member George Glover commended the Community Relations Board for their work preparing events throughout the year. He stated the annual Easter Egg hunt will be Saturday April 1, 2023 at 10:00 am.

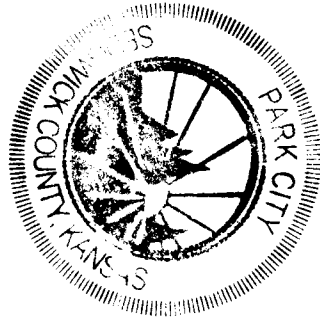
Mayor John Lehnerr stated he is working on developing a Community Foundation. Mr. Lehnerr stated Matrix Consulting is doing the workforce assessment of the police department. He stated they are willing to talk to Council Members if anyone is interested in talking to them.


**ADJOURN**

Council Member Ben Saucedo moved to Adjourn the meeting at 8:19 pm.

Council Member Charley Davidson seconded the motion. Motion carried 8-0.

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John Lehnherr, Mayor

Attest:

  
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Marlo Rugg, City Clerk

The foregoing minutes were considered at the April 11, 2023, meeting and approved with the following amendment none.

The vote to approve the minutes 7-0.