

**MINUTES OF THE GOVERNING BODY OF
THE CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS – 1941 E. 61st STREET NORTH
April 26, 2022**

ROLL CALL

The following were present: Council Members: Charley Davidson, George Glover, Ben Saucedo, Kyle Nordick, 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, City Attorney Doug Moshier, Finance Director Dee Anne Grunder, and Public Works Director Simon Wiley.

VISITORS

Ark Valley News

MEETING CALLED TO ORDER

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

APPROVAL OF AGENDA

Mayor John Lehnerr requested the agenda item after #8 be changed to #8a.

Council Member George Glover moved to approve the agenda as amended.

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

AWARDS AND/OR PRESENTATIONS

Police Chief Phil Bostian presented a Life Saving Award to Officer Jordan Whitfield. He stated the incident happened on February 28, 2022. He stated the incident involved Sergeant Keith Goodall, and officers from Valley Center and Kechi. Chief Bostian stated because of the quick thinking of all officers involved, a man's life was saved.

Assistant City Administrator/Human Resources Manager Dana Walden introduced the City's newest police officer Aaron Crouse. Ms. Walden stated Mr. Crouse comes to the City with great experience and has a bachelor's degree in criminal justice.

Assistant City Administrator/ Human Resources Manager Dana Walden read a proclamation proclaiming April 29, 2022 as National Arbor Day.

Council Member Ben Saucedo moved to approved April 29, 2022 as National Arbor Day.

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

PUBLIC FORUM

None.

STAFF REPORTS

Finance Director Dee Anne Grunder gave an update on the City's revenue streams for the first quarter of the year. She went through her report in detail and addressed any questions Council had for her.

CONSENT AGENDA

- 1. Minutes of the April 5, 2022 Special Meeting**
- 2. Minutes of the April 12, 2022 Special Meeting**
- 3. Appropriations 983-2022 with Addendum**
- 4. March Financial Report**
- 5. Accept infrastructure improvements (water & sewer) for Prather Addition and authorize payment to developer for services rendered in an amount not to exceed Resolutions 1111-2022 and 1112-2022.**

Council Member Charley Davidson moved to approve the Consent agenda as presented.

Council Member Ben Saucedo seconded the motion. Motion carried 7-0-1 (Council Member George Capps abstained.)

NEW BUSINESS

6. DISCUSS AND CONSIDER ADOPTING THE GOVERNING BODY MANUAL

Mayor John Lehnerr stated Council spent time in several workshops to revise the manual. He stated it needs Council's approval.

Council Member Charley Davidson moved to adopt the Governing Body Manual.

Council Member Ben Saucedo seconded the motion.

Council Member George Capps stated he was going to support the motion, but felt there is no need for a Governing Body manual since Council has a code of procedure.

Motion carried 8-0.

7. RESOLUTION FIXING TIME AND PLACE OF PUBLIC HEARING RELATED TO DANGEROUS AND UNSAFE STRUCTURE LOCATED AT 1915 E FAIRCHILD

City Administrator Doug Moshier stated the City's Building Official has filed a statement in writing with the City Clerk declaring that the structure located at 1915 East Fairchild is dangerous and unsafe.

Mr. Moshier stated state law requires that the governing body set a date for a public hearing to consider whether the structure should be declared dangerous and unsafe and either ordered repaired or demolished.

He stated the resolution established June 14, 2022 at 7:30 pm as the time and place where the owner, occupants and any lienholders of record may appear to show cause why the structure should not be declared to be dangerous and unsafe.

Council Member Brandi Baily asked if anyone was living at the location at the present time and has staff been in contact with the property owner. Mr. Moshier stated he could not answer if staff has been in contact with the owner, but the property owner will be given notice of the resolution.

Council Member Ben Saucedo asked if the special assessments assessed to this property were paid. Mr. Fox stated he would check on it.

Council Member Ben Saucedo moved to approve Resolution #1117-2022 a resolution fixing a time and place for a hearing where the owner or lienholder of record or any occupant of the structure located at 1915 East Fairchild, Park City, Kansas, may appear and show cause why such structure should not be condemned and ordered repaired or demolished.

Council Member Kyle Nordick seconded the motion. Motion carried 8-0

8. DISCUSS AND CONSIDER APPROVING THE PURCHASE OF TWO REPLACEMENT POLICE VEHICLES AND RELATED VEHICLE EQUIPMENT

Police Chief Phil Bostian stated the Police Department needs to replace two police vehicles that have exceeded the age and mileage on the vehicle replacement plan. He stated staff has attempted to obtain three bids for two (2) 2022 Ford Police Inceptor Utility vehicles (Explorers). He stated Rusty Eck Ford stated that the last day to order the 2022-year model was March 25, 2022. They do not know when they will have 2023 vehicle pricing. Mr. Bostian stated Don Hattan Ford stated they have no 2022 Ford or Chevrolet police vehicles available. Pricing for 2023 Ford and Chevrolet vehicles will not be available for 30-45 days. He stated Shawnee Mission Ford is the only dealer of the three that is currently able to obtain 2022 vehicles. Mr. Bostian stated they already have some Ford Explorers on order which are expected to arrive around July 2022. He stated the price per vehicle is \$36,205., with a delivery charge of \$182 per vehicle, for a total of \$72,744. for two vehicles. Mr. Bostian stated Shawnee Mission Ford's quote is the price they provide through the Mid America Council of Public Procurement (MACPP). The MACPP purchasing cooperative is comprised of local governments on both sides of the Kansas-Missouri border in the Kansas City

area. Mr. Bostian broke down the total price for both vehicles. Mr. Bostian noted a correction in the quote for the two vehicles as \$70,946.00

Council Member Kyle Nordick moved to approve \$99,092.44 for two (2) 202 Ford Police Inceptor Utility Vehicles from Shawnee Mission Ford, and the related equipment and installation as quoted to be paid out of the General Fund Police Department.

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

8a. DISCUSS AND CONSIDER APPROVING PURCHASE OF ZERO-TURN LAWN MOWER

Public Works Director Simon Wiley stated Staff created a list of specifications and bid request to purchase a new zero turn lawn mower. He stated the bids were received, and the specifications were checked to make sure they matched the city's request. Mr. Wiley stated CSTK is not only the lowest bidder at \$14,091.25 but they are also a Park City business.

Council Member George Glover moved to approve the purchase of a zero-turn lawn mower from CSTK in the amount of \$14,091.25 to be paid out of the Special Streets & Highway Fund.

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

9. DISCUSS AND CONSIDER A CONTRACT WITH ANDALE CONSTRUCTION FOR STREET IMPROVEMENTS (61ST AND JACKSONVILLE)

Public Works Director Simon Wiley stated on February 22nd, Council approved a 2022 Road Improvement Plan option to install an Oxcon overlay at the 61st and Jacksonville intersection. He stated bid documents were created and sent out to all of the local roadwork contractors as well as being posted on the Kansas Construction News website. Mr. Wiley stated on April 21st, the City received only one bid, from Andale Construction, for a lump sum total of \$329,187.00 to perform the road improvement work, to provide traffic control, and to replace the road striping.

Council Member Kyle Nordick asked how long the project will take to complete. Mr. Wiley stated it should be complete in thirty days. A discussion ensued. Council requested a clause be included in the contract about the completion of the project and penalty for not doing so.

Council Member Ben Saucedo moved to approve and authorize the Mayor to execute an agreement with Andale Construction in an amount not to exceed \$329,187.00 to be paid out the Special Streets & Highway Fund.

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

10. DISCUSS AND CONSIDER APPROVING CONTRACTS/AGREEMENTS FOR HAP MCLEAN PARK (PICKLEBALL COURTS)

Public Works Director Simon Wiley stated in February 2021, Council approved a quote from Versa Sports to construct three pickleball courts in Hap McLean park for a total cost of \$20,900. He stated Versa Sports never began the construction of the courts, so Staff rebid the project in October 2021.

Mr. Wiley stated a contract was awarded a contract to Smithcon, LLC to perform the concrete work and in December the City approved an agreement with Wichita Fence to install the fence and Multicon to paint the new courts and install nets. He stated all work was performed in accordance with the design provided by Versa Sports. Mr. Wiley stated once the court opened for public usage in March of 2022 it was quickly found that the court is 10 feet too short; or 5 feet on each of the west and east sides of the courts.

Mr. Wiley stated Smithcon, Wichita Fence, and Multicon were asked to submit bids for the work necessary to complete the widening of the courts. He stated Smithcon's quote is \$6,890.00, Wichita Fence's quote is \$2,126.17, and Multicon's quote is \$1,500.00.

Mr. Wiley stated specifications and a request for bids was sent out to five electrical contractors and posted on the Kansas Construction News website. Two bids were received. Sims Electric is the lowest qualified bidder at \$30,050.00 with one clock spring switch or \$30,500.00 for two clock spring switches. The court has two different gated entrances. The estimated lead time on material is six to eight weeks, which will allow time for the concrete and fence work to be completed.

A discussion ensued about the revisions of the pickle ball courts, who was supervising the project, and the amount of money spent on the project.

Council Member Ben Saucedo moved to approve the quote from Smithcon in the amount of \$6,890.00 for concrete work, the quote from Wichita Fence in the amount of \$2,126.17 for fence, the quote from Multicon in the amount of \$1,500.00 for paint, and the bid from Sims Electric in the amount of \$30,500 for lights to be paid out of the General Fund Parks Department.

Council Member Kyle Nordick seconded the motion. Motion carried 8-0.

11. DISCUSS AND CONSIDER APPROVING PURCHASE OF WATER METERS

Public Works Director Simon Wiley stated for the past few years, Council has authorized the purchase of water meters from Metron-Farnier. He stated last year a total of 100 – 1-inch meters and 100 – 5/8 x 3/4-inch meters were ordered at a cost of \$94,300 and installed by Public Works staff. Mr. Wiley stated with the accelerated growth of the City and the extended lead time for parts and materials, staff is requesting the approval to order 50 - 1-inch meters from Metron-Farnier for a total not to exceed \$28,500.00. These meters only have a 10-day lead time to ship once ordered.

Mr. Wiley stated Staff is having issues with the Metron-Farnier meters batteries lasting. He stated as of now, we currently have 56 meters with dead heads. Mr. Wiley stated every month staff is spending time and resources replacing meters with dead heads resulting in a loss of productivity. He stated Staff is currently researching options as to where to go in the future. Mr. Wiley stated he will return to Council in May to discuss ordering more meters and the possibility of switching manufacturer. He stated the order will be enough to handle the new construction for the next couple of months.

A discussion ensued.

Council Member Jim Schroeder moved to approve the purchase of 50 - 1-inch meters from Metron-Farnier for an amount not to exceed \$28,500.00 to be paid out of the Utility Fund Water Department.

Council Member Kyle Nordick seconded the motion. Motion carried 8-0.

12. DISCUSS AND CONSIDER APPROVAL OF BID FROM APEX EXCAVATION FOR WATER, SANITARY SEWER, STORMWATER DRAINAGE AND PAVING IMPROVEMENTS FOR CAMBRIDGE VALLEY 2ND ADDITION

City Administrator Sean Fox stated Cambridge Valley 2nd Addition is located west of Hillside and south of Fairchild. He stated the developer presented petitions for water, sanitary sewer, storm water drainage and paving improvements in June, 2021 and was approved by Council.

Mr. Fox stated a bid opening was conducted on April 20th and a total of five companies submitted bids. APEX Excavating submitted the lowest bid of \$608,932, which was below the Engineer's estimate of \$716,743.

Council Member Brandi Baily moved to approve the bid tabulation and authorize the Mayor to finalize and execute a contract with Apex Excavation in the amount not to exceed \$608,932 to be paid out of the Capital Projects Fund.

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

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

City Administrator Sean Fox stated a Petition was filed with the City Clerk proposing improvements to the City's sanitary sewer system. He 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 a sanitary sewer collection system, including the necessary manholes, cleanouts, and appurtenances, 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. He stated the estimated or probable cost of the proposed Improvements is: \$680,000, 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."

Council Member Ben Saucedo moved to approve Resolution #1118-2022 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 (Sanitary Sewer- Prairie Hills Addition)

Council Member Tom Jones seconded the motion.

Kyle Tucker and Beth Coulson, Prairie Hills homeowners, expressed their concerns with there being only two entrances to the Prairie Hills addition and both of which are to Hydraulic street. They addressed their concerns with safety issues during the school year and bus routes through the neighborhood. Mr. Tucker requested Council look into an additional entrance for the safety of everyone in the Prairie Hills neighborhood. Mr. Fox stated staff would investigate some alternatives.

Motion carried 8-0.

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

City Administrator Sean Fox stated a Petition was filed with the City Clerk proposing improvements to the City's sanitary sewer system. He 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 a water distribution system, including necessary water mains, pipes, valves, hydrants, meters, and appurtenances 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. He stated the estimated or probable cost of the proposed Improvements is: \$132,000, 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."

Council Member Ben Saucedo moved to approve Resolution #1119-2022 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 (Water – Prairie Hills Addition)

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

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

City Administrator Sean Fox stated a Petition was filed with the City Clerk proposing improvements to the City's sanitary sewer system. He 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 construction of pavement on a portion of Cedar Tree Circle, Newport Court, and a portion of Newport Street, with drainage 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. He stated the estimated or probable cost of the proposed Improvements is: \$325,000, 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."

Council Member Jim Schroeder moved to approve Resolution #1120-2022 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 (Paving – Prairie Hills Addition)

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

16. DISCUSS AND CONSIDER WATER AND WASTEWATER RATES

City Administrator Sean Fox stated Council received a presentation from Wilson & Company on April 5th, in which they recently completed a study that inventoried, evaluated, modeled, and recommended necessary improvements for both the City's water and wastewater systems over the next 20 years. He stated the study also included various rate options to facilitate recommended infrastructure improvements to the system.

Mr. Fox stated Council indicated initial support for those options that included the least or a lesser impact to the base rate and a differentiated variable rate between residential and commercial/industrial. Given that, Wilson & Company provided three additional options at different percentages for Council's consideration. Mr. Fox broke down each option so that Council could make a decision as to whether or not they wanted a rate increase.

A discussion ensued.

Council Member Brandi Baily moved to approve water rate option #3 and sewer rate option #3.

Council Member Ben Saucedo seconded the motion. Motion carried 6-2 (Council Members Charley Davidson and George Capps voted nay.)

GOVERNING BODY REMARKS

Mayor John Lehnerr requested the Council liaisons give an update to council on the committees or boards they serve on.

Council Member Jim Schroeder stated he appreciated all the dialog on the water/sewer rate increase agenda item.

Council Member George Capps stated he would like to see the City offer incentives for people who make an effort to cut their usage.

Council Member Ben Saucedo stated April 28, 2022 is National Superheroes Day and challenged everyone to find a cause in which they can donate to or support.

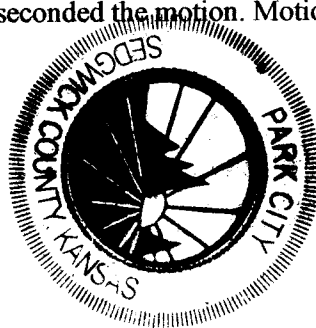
Council Member George Glover stated there is an emergency water assistance program that can help people with a one-time payment towards their utility bill. He stated the information could be found on the Department of Children and Families website.


Mr. Lehnerr stated the Gary Davis tree dedication was April 20, 2022. Mr. Lehnerr reported there have been seven new build home permits issued for this year.

ADJOURN

Council Member Ben Saucedo moved to Adjourn the meeting at 9:38 pm.

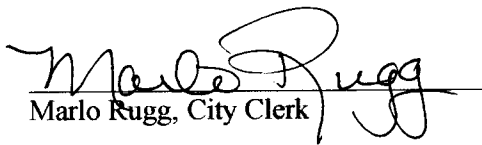
Council Member Charley Davidson seconded the motion. Motion carried 8-0.





John Lehnerr, Mayor

Attest:



Marlo Rugg, City Clerk

The foregoing minutes were considered at the May 10, 2022 meeting and approved with the following amendment None.

The vote to approve the minutes 6-0.