

**MINUTES OF THE GOVERNING BODY OF  
THE CITY OF PARK CITY, KANSAS  
COUNCIL CHAMBERS – 1941 E. 61<sup>st</sup> STREET NORTH  
May 25, 2021**

**ROLL CALL**

The following were present: Council Members: John Lehnherr, George Glover, Ben Saucedo, Melvin Kerr, Tom Jones, George Capps, and Jim Schroeder. Council Member, Brandi Baily was absent.

Also present: City Clerk Marlo Rugg, Assistant City Administrator/Human Resources Manager Dana Walden, Police Chief Phil Bostian, City Attorney Doug Moshier, Finance Director Dee Anne Grunder, Public Works Director Simon Wiley, and Assistant Public Works Director Zach Day.

**VISITORS**

Ark Valley News  
Terry Ford  
Harold Bowser

**MEETING CALLED TO ORDER**

The meeting was called to order by Council President John Lehnherr at 7:00 pm. Jerry Winkley gave the invocation and Council Member Melvin Kerr led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Council Member Jim Schroder moved to approve the agenda as presented.

Council Member Melvin Kerr seconded the motion. Motion carried 7-0.

**AWARDS AND/OR PRESENTATIONS**

**PUBLIC FORUM**

Harold Bowser at 4681 N Briargate Ct. stated his concerns with the flooding in his neighborhood. He stated he met with the Mayor and the City Administrator about the issue. Mr. Bowser stated there was no resolution and he is bringing it to the Council. He invited Council Members Tom Jones and Melvin Jones to come look at the location that floods. Mr. Bowser requested the Council find a resolution for the flooding.

**STAFF REPORTS**

Assistant City Administrator Dana Walden stated Park City Serve Day was a success. She thanked the Park City Community Relations Board and New Anthem Church for their service to the community and their efforts coordinating the event. Ms. Walden stated there were ninety-seven volunteers with a total of twenty-three projects. Ms. Walden stated the Park City City Wide Garage Sale is June 5, 2021. She stated the Park City Fishing Derby is June 19, 2021, from 9:00 a.m. to 11:00 a.m. Ms. Walden stated the 4<sup>th</sup> of July celebration is right around the corner and there is an online form to volunteer or participate in the events.

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She stated there is a need for volunteers for the Meals on Wheels program. She stated anyone wanting to volunteer can call 316-744-0751. Ms. Walden stated there has been an increase in counterfeit bills and wanted the citizens to be aware.

Council Member Ben Saucedo thanked all that volunteered at the Park City Serve Day.

**CONSENT AGENDA:**

1. Minutes of May 11, 2021 Regular Meeting.
2. Appropriations 961-2021 with Addendums.

Council Member Jim Schroeder moved that the Consent Agenda, as Presented, be Approved.

Council Member George Glover seconded the motion.

**NEW BUSINESS**

**3. DISCUSS AND CONSIDER APPROVAL OF THE “PARK CITY DOWNTOWN DISTRICT MASTER PLAN” AS RECOMMENDED BY THE PARK CITY PLANNING COMMISSION.**

Assistant City Administrator Dana Walden stated Council approved and purchased 48.05 acres of land adjacent to the City Administration Center with the intent of developing it as a downtown district.

She stated the City entered into an agreement with CONFLUENCE to develop a Conceptual Master Plan for the new Downtown District that would incorporate City/citizen input on vision, goals and programming. Ms. Walden stated the project also would include development of a vision for enhancing the 61st Street corridor to create an attractive entry experience into this new downtown district.

Ms. Walden stated the deliverables for this project included a site analysis, a conceptual master plan, a design narrative and visual graphics and illustrations that will ultimately be used to issue a Request of Proposal (RFP) for development concepts/teams.

She stated the “Park City Downtown District Master Plan” draft was presented to the Park City Planning Commission on Monday, May 17, 2021 at 7:00 p.m. The Commission made a motion to recommend the Park City Council approve the Park City Downtown District Master Plan.

Terry Berkbuegler with Confluence gave a presentation on what the Downtown District could possibly look like and answered any question Council had. He stated the first step would be looking at zoning and what modifications need to be done for move forward.

Council Member Jim Schroeder moved to approve the “Park City Downtown District Master Plan.”

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

**4. DISCUSS AND CONSIDER SPECIAL EVENT IN HAP MCLEAN PARK**

Assistant City Administrator Dana Walden stated a request has been made by Church on the Street to hold an event in Hap McLean Park on June 12, 2021. She stated their plan is to have a concert with local Christian musicians, yard games and food trucks. Ms. Walden stated Church on the Street would like to invite all Park City school age children and youth. She stated they intend to

promote the event via Facebook with approximately 200 youth in attendance and more information about this organization can be found at [www.cotswichita.com](http://www.cotswichita.com).

Christa Downey with Church on the Street stated their primary ministry is with the homeless. She stated that Church on the Street is working with several other groups around Wichita that work with youth to get them off the streets and out of gangs through music. Ms. Downey stated the intent of the event is to celebrate the end of the school year and hopefully make some connections.

Council Member George Glover moved to approve the event in Hap McLean Park on June 12, 2021.

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

**5. DISCUSS AND CONSIDER DOCUMENTS INITIATING THE SPECIAL ASSESSMENT PROCESS AND ESTABLISHING THE PUBLIC HEARING DATE FOR ECHO HILLS COMMERCIAL 2ND PHASE 1, HIGHRIDGE 2ND PHASE 4, HIGHRIDGE 2ND PHASE 5, AND PRAIRIE HILLS PHASE 5.**

Assistant City Administrator stated the Echo Hills Commercial 2nd Phase 1, Highridge 2nd Phase 4, Highridge 2nd Phase 5, and Prairie Hills Phase 5 projects are complete, so special assessments can now be levied on the lots in those additions. She stated in order that the developers have approximately the same amount of time before they must begin paying specials, all projects will be assessed with the first payment due in 2021. Ms. Walden stated long-term General Obligations Bonds will be issued in the fall of 2021 to pay off Temporary Note #2019-1 that has temporarily funded these projects.

Larry Kleeman with Ranson Financial Group stated the documents included in the packet summarize the costs for all the projects that have been completed. He stated that all the information has been compiled and have outlined the proposed special assessments for each individual property owner or business owner. Mr. Kleeman stated a hearing is required which is scheduled for June 22, 2021. He stated the process moving forward to assess the specials on the tax roll.

Council Member Tom Jones moved to approve Exhibit A – Statement of Final Costs, Exhibit B – Assessment Roll Certification, Exhibit C – Notice of Public Hearing, Exhibit D – Form of Notice of Public Hearing and Statement of Cost Proposed to be Assessed, and establish June 22, 2021 at 7:00 P.M. to meet for the purpose of hearing any and all written or oral objections to the respective assessments set forth therein.

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

**6. RECEIVE UPDATE ON BUDGET LAW CHANGES AND DISCUSS, CONSIDER, AND APPROVE BUDGET CALENDAR.**

Finance Director Dee Ann Grunder stated the enactment of SB 13 and Senate Substitute for HB 2104 repealed the Tax Lid for the 2022 budget and implemented a Revenue Neutral Rate (RNR). She stated the RNR is the mill levy, computed using the current estimated assessed valuation, that exactly equals the amount of ad valorem taxes levied in the previous year, and it will be provided to entities each year by the County Clerk with the June 15<sup>th</sup> budget estimates. Ms. Grunder stated entities that plan to exceed the RNR must inform the County Clerk by July 20<sup>th</sup> of the amount of ad valorem tax to be levied, and subsequently publish a notice, hold a Tax Rate Hearing, and approve a resolution to exceed the RNR prior to holding the

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budget hearing and adoption. She stated beginning in 2022, the County Clerk will notify taxpayers via mail/e-mail of all the taxing subdivisions that are planning to exceed RNR. Ms. Grunder stated the State pays the cost of the notifications for the first two years. Ms. Grunder stated in subsequent years, the costs shall be shared proportionately by the taxing entities that planned to exceed the RNR, based on the amount of property taxes levied by each of those entities.

Ms. Grunder stated a copy of the budget calendar for the 2022 Budget, and it complies with the required submission timeframe. Ms. Grunder went on to outline the meeting dates that will be required.

Council Member John Lehnherr moved to approve the 2022 Budget Calendar.

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

Mayor Ray Mann arrived at 8:10 p.m.

Council Member John Lehnherr moved to take a five-minute break at 8:15 p.m.

Council Member Tom Jones second the motion. Motion carried 7-0.

Mayor Mann reconvened the meeting at 8:20 p.m.

**7. DISCUSS AND CONSIDER APPROVAL OF TRANSYSTEM CONTRACT FOR NATIONAL BRIDGE INVENTORY FIELD INSPECTION AND EVALUATION SERVICES.**

Assistant City Administrator Dana Walden stated Park City has had their biennial bridge inspections completed by the same engineering firm for the past eight years. She stated depending on the scope of services to be conducted, the price has ranged between \$4500 to just over \$15,000. Ms. Walden stated upon receipt of their latest proposal (\$10,415.00), Staff solicited a proposal from TranSystem, who has a reputation as one of the nation's top bridge consultants. She stated TranSystem provided the attached Scope of Services whereas they will perform the National Bridge Inventory (NBI) field inspection and evaluation services on the following seven bridges: 53rd St Bridge over Chisholm Creek, Hydraulic St Bridge over Chisholm Creek Tributary, 61st St Bridge North over Chisholm Creek, Broadway Bridge over Chisholm Creek, 77th St Bridge over Chisholm Creek Tributary, 53rd St Bridge over West Branch of Chisholm Creek, and 61st St New 2-10'x4'x173' Bridge over Local Drainage. She stated KDOT requires field inspection and evaluation to be completed and submitted by May 29 2021.

Council Member Tom Jones moved to approve and authorize the Mayor to execute a contract with TranSystem in an amount not to exceed \$3,181.00.

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

**8. DISCUSS AND CONSIDER APPROVING CONTRACT WITH HEARTSTONE INC. TO PERFORM REPAIRS TO THE 61ST ST. & I-135 MONUMENT.**

Public Works Director Simon Wiley stated in 2020 a vehicle hit the Park City monument that is placed in the 61st Street Median at the intersection of I-135. He stated these repairs include fabrication and painting of a new metal sign, stone and repair materials, and stone and repair labor. Mr. Wiley stated the sign was constructed with labor and materials from Heartstone Inc. making this a sole source provider purchase.

Council Member John Lehnherr moved to approve a contract with Heartstone Inc. for the repairs to the 61st St. & I-135 monument in the amount of \$16,320 to be paid from the General Fund Parks Department.

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

Council Member Ben Saucedo moved to recess for five minutes.

Council Member John Lehnerr seconded the motion. Motion carried 7-0.

**CITY OF PARK CITY, KANSAS, LAND BANK  
COUNCIL CHAMBERS – 1941 E. 61st STREET NORTH  
MAY 25, 2021**

Chairman Ray Mann called the meeting to order at 8:25 p.m.

**I. DISCUSS AND CONSIDER AN EXTENSION TO THE PURCHASE CONTRACT FOR LOT 1, BLOCK A OF PARK CITY VILLAGE 3rd ADDITION.**

City Attorney Doug Moshier stated in August of last year, the Park City Land Bank approved a Purchase Contract from O'Reilly Auto Enterprises, LLC to purchase .35 acres for the purpose of developing it and 1701 East 61<sup>st</sup> Street North. He stated the original contract allowed for a 180-day inspection period, but due to environmental issues on the adjacent lot, was extended until May 24, 2021. Mr. Moshier stated additional time is needed to fully resolve the issues, so O'Reilly has requested the contract be extended an additional 180 days. He stated to give the members of the Land Bank an opportunity to weigh-in, the Mayor signed a two-week extension until June 7<sup>th</sup>. If approved, the new Inspection Period would expire on November 20, 2021.

Board Member John Lehnerr moved to approve an extension to the purchase contract for Lot1, Block A of Park City Village 3rd Addition amending the existing closing date to November 20, 2021.

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

**II. Adjourn**

Board Member John Lehnerr moved to adjourn at 8:30 p.m..

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

**RECONVENE**

Mayor Mann reconvened the meeting at 8:30 p.m.

**9. DISCUSS AND CONSIDER SUSPENDING THE NEW HOMEBUYER'S INCENTIVE PROGRAM FOR 2021.**

Assistant City Administrator Dana Walden stated the City has offered a Homebuyer's Incentive Plan since 2014. She stated in 2020, the Council added both an Exterior Grant Program and an Exterior Paint Program. Ms. Walden stated the success of all these incentive programs has been well received by the community. She stated annually, the Council has made program modifications to more accurately target and incentivize the type of housing needed/desired in the community. She stated with the addition of businesses such as Amazon, Pratt Industries and Crosswinds, coupled with the significant housing shortage in Sedgwick County and surrounding areas, offering an incentive to attract people to Park City seems unnecessary at this

time. Ms. Walden stated in the first four months, the City has paid eleven new homebuyer's incentives, with an additional five applications approved (awaiting completion and closing), for a total cost of \$40,000. She stated last year, Park City paid out a total of \$67,500, most of those coming in the last month of the year.

Mayor Ray Mann stated the market is changing and times have changed. He stated he would like to see the funds for the new homebuyer's incentives to go towards the exterior grant program. He stated the City is in a position where it is more desirable. Mr. Mann stated he recommends suspending the program for now and see how the City does going forward.

Council Member John Lehnherr moved to approve suspending the Homebuyer's Incentive Program for the remainder of 2021.

Council Member Tom Jones seconded the motion.

Council Member Tom Jones expressed his concern with the suspension date. He stated he would like to see the program be suspended thirty days after the date of meeting.

A discussion ensued.

Motion carried 6-1.

### **Governing Body Reports**

Council Member Tom Jones stated his concern with the overgrowth of trees and shrubs in the ditch at 51<sup>st</sup> Street and Primrose Street. Mr. Jones stated there is a need for a traffic light at 53<sup>rd</sup> Street and I-135. He asked if the City was going to enforce the sign ordinance on those businesses who have left and let their signs deteriorate.

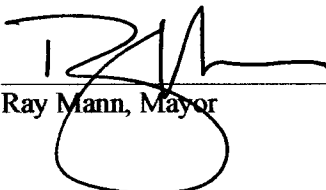
Council Member Ben Saucedo announced the Park City BMX will be hosting an event on June 4, 2021 in conjunction with T-Mobile. Mr. Saucedo asked when the 61<sup>st</sup> Street traffic signal would be repaired. Mr. Wiley stated the repair would be in about six weeks.

Council Member George Glover commended New Anthem Church and all the volunteers who came out for Park City Serve Day. He stated the Park City Fishing Derby is June 19, 2021 from 9:00 a.m. to 11:00 a.m.

### **ADJOURN**

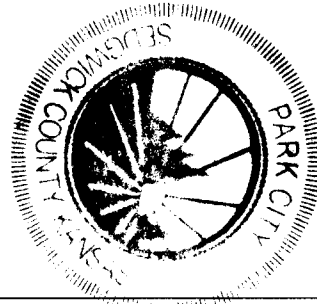
Council Member Ben Saucedo moved to Adjourn the meeting at 8:51 pm.

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

  
Ray Mann, Mayor

Attest:

  
Marlo Rugg, City Clerk



The foregoing minutes were considered at the June 8, 2021 meeting and approved with the following amendment None.

The vote to approve the minutes 8-0.