

**MINUTES OF THE GOVERNING BODY OF  
THE CITY OF PARK CITY, KANSAS  
COUNCIL CHAMBERS – 1941 E. 61<sup>st</sup> STREET NORTH  
June 22, 2021**

**ROLL CALL**

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

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

**VISITORS**

Ark Valley News  
Terry Ford  
Harold Bowser  
Nathaniel Thurman

**MEETING CALLED TO ORDER**

The meeting was called to order by Mayor Ray Mann at 7:00 pm. Pastor Nathaniel Thurman gave the invocation and Council Member Ben Saucedo led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Council Member Ben Saucedo moved to approve the agenda as presented.

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

**AWARDS AND/OR PRESENTATIONS**

None.

**PUBLIC FORUM**

Harold Bowser thanked Council Members Tom Jones and Melvin Kerr for reaching out to him. He apologized for the not returning their phone calls as he had just got a new phone. Mr. Bowser asked Mr. Jones and Mr. Kerr to reach out to him again and set up a meeting with him about the flooding in his neighborhood.

**STAFF REPORTS**

City Administrator Sean Fox stated that due to some great work from the City's Public Works Department, both the BMX event and baseball tournament went extremely well. He stated the 12<sup>th</sup> annual fishing derby

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was a success. Mr. Fox stated 81 Speedway had both a packed parking lot and grandstand. He also gave updates on couple of road projects.

**CONSENT AGENDA**

1. **Appropriations 963-2021 with Addendums**
2. **Authorize the Mayor to sign Award Terms and Conditions and Assurances of Compliance with Civil Rights Requirements for American Rescue Plan Act funding.**
4. **Approve Sedgwick County Volunteer Transportation Services Agreement**
5. **Discuss and Consider Purchasing a 5-year license for the City Administration Center's video surveillance and access control system in the amount of \$10,453.95.**
6. **Agreement with Sedgwick County for Law Enforcement Records Management System**

Council Member John Lehnherr moved to approve the consent agenda as presented.

**NEW BUSINESS**

7. **HOLD A PUBLIC HEARING AND CONSIDER APPROVAL OF ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR IMPROVEMENTS IN THE ECHO HILLS COMMERCIAL 2ND PHASE 1, HIGHRIDGE 2ND PHASE 4, HIGHRIDGE 2ND PHASE 5, AND PRAIRIE HILLS PHASE 5.**  
**Public Hearing - Special Assessments**

Mayor Ray Mann opened the public hearing at 7:06 pm.

Larry Kleeman with Ranson Financial explained the process of permanently bond financing the various projects the Mayor mentioned. He stated the intent is for the bonds to be paid for by special assessments by the property owners that benefit from those projects. Mr. Kleeman stated notices of proposed special assessments were mailed to the property owners. He stated the hearing was the property owner's opportunity to come express their opinion.

Council Member John Lehnherr stated he had a citizen contact him about some special assessments they were not aware of. He requested an explanation to that. Mr. Keeman stated there is a stringent process in law on how special assessments can be levied. He went on the explain that process.

Mr. Mann closed the public hearing at 7:10 pm

Council Member Tom Jones moved to approve Ordinance #1122-2021 levying special assessments on certain property to pay the costs of internal improvements in the City of Park City as heretofore authorized, and providing for the collection of such special assessments.

Council Member Jim Schroeder seconded the motion.

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**Roll Call**

Council Member John Lehnherr	Yes	Council Member Tom Jones	Yes
Council Member George Glover	Yes	Council Member George Capps	Yes
Council Member Ben Saucedo	Yes	Council Member Brandi Baily	Yes
Council Member Melvin Kerr	Yes	Council Member Jim Schroeder	Yes

**8. DISCUSS AND CONSIDER APPOINTMENTS TO THE COMMUNITY RELATIONS BOARD.**

Mayor Mann stated the information was included in the agenda packet for each appointment. He stated he recommend that Council make these appointments.

Council Member Brandi Baily moves to approve the appointments of Dalton Reynolds-Black and Cheri Busenitz as members of the Community Relations Board with a term expiring in 2023.

Council Member George Gover 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 vehicles that have exceeded the age and mileage on the vehicle replacement plan. He stated staff obtained quotes for two (2) 2021 Ford F-150 Police Responder pickup trucks. Mr. Bostian stated the details for the manufacturer’s equipment on both quotes were exactly the same. He stated Shawnee Mission Ford’s quote is their price 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 in the Kansas City area.) Mr. Bostian stated for this reason, only one additional bid was obtained. He stated Rusty Eck Ford provided their price through the Regional Economic Area Partnership (REAP) purchasing cooperative. He stated the deadline to order 2021 Ford F-150 Police Responder pickups is June 25, 2021.

Mr. Bostian stated only one bid was obtained for emergency vehicle equipment and installation. He stated there are only two businesses in the metro area that do emergency vehicle upfitting, and we have used Superior Emergency Response Vehicles (SERV) in Andover for the past several years. Mr. Bostian stated to switch to a different vendor, we would almost certainly have to switch brands of emergency vehicle equipment, which would leave us with a fleet with a mixture of equipment brands. He stated he included a separate quote for each vehicle because there is a slight difference in the equipment. One vehicle will have a storage system in the bed with pull-out drawers; a 2000 watt AC/DC inverter; and no prisoner transport cage. Mr. Bostian stated the vehicle is intended for use by a supervisor or detective as a mobile command post for crime scenes and investigations where we need a lot of portable lighting. He stated the other vehicle has no pull-out storage in the bed and no inverter but does have a prisoner transport cage.

Mr. Bostian stated staff is requesting the purchase of two additional Getac in-vehicle/body camera video systems. He stated when we purchased new video equipment in 2021, we did not replace the camera in one of the vehicles that we will be selling. He stated it did not make sense to replace the camera at that time, only to have to pull it out of the vehicle a few months later. Mr. Bostian stated the second video system is needed because we have essentially expanded the fleet by one vehicle by keeping an older Ford Explorer for use by the new full-time detective. He stated Trinity Innovative Solutions is the authorized

dealer for Getac video systems for this area. We just recently purchased all new video equipment from them.

Council Member Ben Sauced asked if there was a reason why Mr. Bostian recommended Shawnee Mission Ford over a local company. Mr. Bostian stated Shawnee Mission Ford has been very good to deal with in the past and the City has a great relationship with them.

Council Member Jim Schroeder moved to approve \$112,019.92 for two (2) 2021 Ford F-1150 Police Responder pickup trucks from Shawnee Mission Ford, and the related equipment and installation as quoted to be paid out of the Capital Equipment Fund.

Council Member Brandi Baily\_ seconded the motion. Motion carried 8-0.

**9. CONSIDER CHARTER ORDINANCE NO. C42-2021 AMENDING CHARTER ORDINANCE NO. 32 EXPANDING PERSONS WHO CAN SERVE AS MEMBERS OF THE LIBRARY BOARD**

City Attorney Doug Moshier stated currently the Mayor serves as an ex officio member of the Library Board. He stated the Mayor would like to remove the ex officio designation and provide that the Mayor or his or her designee may serve as an eighth member of the Park City Library Board.

Council Member Ben Sauced moved to approve Charter Ordinance #C42-2021 a charter ordinance amending Charter Ordinance No.32 exempting the City of Park City, Kansas, from certain provisions of K.S.A. 12-1222 as they relate to the membership of the Library Board and repealing the original of said Charter Ordinance No.32.

Council Member John Lehnerr seconded the motion.

**Roll Call**

Council Member John Lehnerr	Yes	Council Member Tom Jones	Yes
Council Member George Glover	Yes	Council Member George Capps	Yes
Council Member Ben Sauced	Yes	Council Member Brandi Baily	Yes
Council Member Melvin Kerr	Yes	Council Member Jim Schroeder	Yes
Mayor Ray Mann	Yes		

**11. CONSIDER ORDINANCE AMENDING SECTIONS 3-214 AND 3-304 OF THE MUNICIPAL CODE RELATING TO CMB AND ALCOHOLIC LIQUOR SUNDAY RETAIL SALE HOURS.**

City Attorney Doug Moshier stated in the 2021 legislative session the Legislature adopted JB 2137 which expands the allowable Sunday hours during which retail sale of CMB and alcoholic liquor can occur. He stated the current hours are from 12 noon to 8 pm. Mr. Moshier stated HB 2137 allows cities to expand that to as much as 9 am through 8 pm. He stated Sunday sales at retail are permitted on any Sunday except for Easter Sunday.

Mr. Moshier stated the proposed ordinance amends Sections 3-214 and 3-304 of the Municipal Code to permit retail sale of CMB in its original packaging and alcoholic liquor starting at 9 am on Sundays instead of 12 noon.

Council Member Brandi Baily moves to approve Ordinance #1123-2021 an ordinance amending Sections 3-214 and 3-304 of the Municipal Code of the City of Park City, Kansas pertaining to the hours that cereal malt beverage and alcoholic liquor may be sold at retail on Sunday and repealing the originals of said Sections 3-214 and 3-304.

Council Member Tom Jones seconded the motion.

**Roll Call**

Council Member John Lehnerr	Yes	Council Member Tom Jones	Yes
Council Member George Glover	Yes	Council Member George Capps	Yes
Council Member Ben Saucedo	No	Council Member Brandi Baily	Yes
Council Member Melvin Kerr	No	Council Member Jim Schroeder	Yes

**12. CONSIDER ORDINANCE AMENDING ARTICLE 6, SECTION 100 OF THE ZONING REGULATIONS RELATING TO THE STORAGE AND SHORT-TERM OCCUPANCY OF RV'S.**

City Attorney Doug Moshier stated on June 7, 2021, the Planning Commission met in a special session to consider amendments to Article 6, Section 100 of the Zoning Regulations relating to the storage and short-term occupancy of recreational vehicles. He stated this meeting was noticed up and two members of the public spoke. The Planning Commission held a lengthy discussion of several items of concern with respect to the amendments proposed by staff.

Mr. Moshier stated the Planning Commission unanimously passed a motion directing staff to present to the City Council a proposed ordinance amendment which would make the following changes in the existing Zoning Regulations:

1. The Planning Commission concluded that it supported no change in the existing regulations with respect to requiring a setback distance from property lines.
2. The Planning Commission modified the definition of Recreational Vehicles to read--"motor homes, mini-motor homes, converted buses, converted camper vans, camping trailers, fifth-wheel trailers, boats and boat trailers, extended pop-up campers and slide-out campers. Pop-up campers that are retracted, conventional vans and pick-up trucks with installed slide-in campers or toppers are not considered to be Recreational Vehicles."
3. The Planning Commission supported the idea of Temporary Occupancy Permits that were location specific and which would be limited to no more than 15 consecutive days and no more than two such permits in each calendar year. The Planning Commission recommended that there be a daily fee for such a permit with an exception for emergency or extraordinary circumstances, in which, the City Council would have the authority to issue a third permit and to extend the duration.

A discussion ensued.

Council Member John Lehnherr moved to direct the City Attorney to draft a final ordinance reflecting Council's approved following amendments: 1. No changes to the existing regulations with respect to requiring a setback distance from property lines. 2. Create a Temporary Occupancy Permit that is location specific, that is limited to no more than fifteen consecutive days and no more than two permits in a calendar year. A fee established by the City with an exception for emergency or extraordinary circumstances, in which, the City Administrator or designee have the authority to issue a third permit and to extend the duration.

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

**13. DISCUSS AND CONSIDER SCHEDULING A WORKSHOP REGARDING PUBLIC WORKS STAFFING AND FEE STRUCTURE.**

City Administrator Sean Fox stated staff is proposing a workshop to discuss public works staffing and bring a summary of the current fee structure before Council.

Council Member Ben Saucedo moved to approve scheduling a Special Workshop on July 13, 2021 at 6:00 p.m. to discuss Public Works staffing and fee structure.

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

**RECESS**

Council Member Ben Saucedo moved to recess for five minutes at 7:47 pm.

Council Member John Lehnherr seconded the motion. Motion carried 8-0.

**CITY OF PARK CITY, KANSAS LAND BANK  
COUNCIL CHAMBERS - 1941 E. 61ST STREET NORTH  
JUNE 22, 2021**

Charmin Ray Mann called the meeting to order at 7:47 p.m.

**I. DISCUSS AND CONSIDER APPROVING REAL ESTATE PURCHASE CONTRACT BETWEEN MATTHEW HENRY AND THE LAND BANK FOR 29.02 ACRES GENERALLY LOCATED SOUTH OF 69th STREET AND EAST OF INTERSTATE 135, PARK CITY, KANSAS.**

City Administrator Sean Fox stated Staff negotiated a Real Estate Purchase Contract with the owner of 29.02 acres, located generally south of East 69th Street North and east of Interstate 135. He stated this would be used as additional park land next to Hap McLean Park.

Board Member John Lehnherr moved to approve and authorize the Chairperson to execute the Real Estate Purchase Contract with Matthew Henry in the amount of \$150,000 for 29.02 acres generally located south of East 69th Street North and Interstate 135, Park City, Kansas.

Board Member Tom Jones seconded the motion. Motion carried 9-0.

**Adjourn**

Board Member Tom Jones moved to adjourn at 7:54 p.m.

Board Member Jim Schroeder seconded the motion. Motion carried 9-0.

Mayor Ray Mann reconvened the meeting at 7:54 p.m.

**Governing Body Reports**

Council Member Brandi Baily stated the Miss 4<sup>th</sup> of July Pageant is Saturday June 26, 2021. She stated anyone who would like to sign up can find the link on the City’s Facebook page. Ms. Baily asked fellow Council Members if they want to do a float in the 4<sup>th</sup> of July parade.

Council Member Melvin Kerr stated he was impressed with the BMX event. He stated the baseball tournament and fishing derby went very well.

Council Member Ben Saucedo thanked everyone for all their hard work over the weekend. He stated all events went very well. Mr. Saucedo stated a resident reached out to him about sidewalk connectivity south of 61<sup>st</sup> Street on Hydraulic. He stated he would like Council to look into addressing the issue. Mr. Saucedo asked about the next steps in the Downtown District plan. Mr. Fox stated the next step is Confluence is drafting a request for proposal to submit to eligible developers.

Council Member George Glover stated he appreciated all the work done at the BMX track. He stated the fishing derby went well.

**ADJOURN**

Council Member John Lehnerr moved to Adjourn the meeting at 8:00 pm.

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



Attest:

  
Marlo Rugg, City Clerk

  
Ray Mann, Mayor

The foregoing minutes were considered at the July 13, 2021 meeting and approved with the following amendment None.

The vote to approve the minutes 8-0.

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