

**MINUTES OF THE GOVERNING BODY OF
THE CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS – 1941 E. 61st STREET NORTH
July 11, 2023
REGULAR MEETING**

ROLL CALL

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

Also present: Mayor John Lehnerr, City Administrator Sean Fox, Assistant City Administrator/Human Resources Manager Dana Walden, Chief of Police Phil Bostian, Public Works Director Jeana Estep, and City Attorney Doug Moshier,

VISITORS

Ark Valley News
Terry Ford
Troy Hill
Jeff Stone
Gary Aldrich
Kit Berry
Michael Gerber
Travis Norris

MEETING CALLED TO ORDER

The meeting was called to order by Mayor John Lehnerr at 7:00 pm. Kit Berry gave the invocation and Council Member Charles Schwanke led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

Council Member Brandi Baily seconded the motion. Motion carried 7-0.

AWARDS AND/OR PRESENTATIONS

None.

PUBLIC FORUM

Park City resident Gary Aldrich stated he wanted to address the Council on the tax referendum flyer that was sent out to Park City residents. He expressed his concerns as to how much the sales tax increase would actually cost a Park City resident. He stated he felt the flyer was misleading. Mayor John Lehnerr and City Administrator Sean Fox explained where the data came from that was on the flyer.

STAFF REPORTS

City Administrator Sean Fox thanked the Community Relations Board for putting on a spectacular 4th of July event. He stated the Historical Horse Racing hearing started this morning. Mr. Fox stated there were two applications, but after a fifteen-minute executive session, one of the applicants was disqualified.

CONSENT AGENDA

- 1. Minutes of June 13, 2023 Regular Meeting.**
- 2. Appropriations 1011-2023 with Addendums**
- 3. Approve and authorize the Mayor to sign YMCA contract**
- 4. Approve and authorize the Mayor to sign a 5-year contract with Flock Safety for license plate reader cameras, and approve the 2023 lease payment of \$17,500 to be paid from the General Fund Police Department.**

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

Council Member Brandi Baily seconded the motion. Motion carried 7-0

NEW BUSINESS

4. CONSIDER PRESENTATION OF 2022 FINANCIAL AUDIT

Michael Gerber with Forvis gave the 2022 financial audit. He commended the finance department for all their hard work. He briefly went through the City's financial statements. He stated he found no material weaknesses or significant deficiencies. There were no questions from the Council.

Council Member Jim Schroeder moved to receive and file the 2022 financial audit.

Council Member Charley Davidson seconded the motion. Motion carried 7-0.

15. Z-2023-03 - DISCUSS AND CONSIDER APPROVAL OF A PROPOSED CHANGE OF ZONING DISTRICT CLASSIFICATION FROM THE C-1 CENTRAL BUSINESS DISTRICT TO THE R-2 SINGLE-FAMILY RESIDENTIAL DISTRICT, LOCATED SOUTH OF 61ST STREET NORTH BETWEEN JUDSON DRIVE AND E. PARKVIEW DRIVE (1515 E 61ST ST N).

Zoning Administrator Russ Ewy stated Jeff Strain, the owner of the subject property, is requesting approval of a change of zoning. He stated the subject property was rezoned to the current commercial classification in 2007 (Z-2007-02) and the existing home was used as a professional office. Mr. Ewy stated this request will return the subject property back to its original R-2 classification to be used again as a single-family residence.

Mr. Ewy stated properties surrounding the application site are zoned "R-2" Single-Family Residential and developed with residential uses, as is the neighborhood south of 61st Street. He stated properties at the southwest and northwest corners of 61st Street and Hydraulic are zoned "C-1" Central Business District and developed with multi-tenant commercial buildings.

Council Member Charley Davidson moved to approve Ordinance #1170-2023 an ordinance changing the zoning district classification of certain lands located in the City of Park City, Kansas, under the authority granted by the zoning regulations of the City as originally approved by Ordinance No. 922-2013.

Council Member Brandi Baily seconded the motion. Motion carried 7-0.

Roll Call

Council Member Charley Davidson	Yes	Council Member Tom Jones	Yes
Council Member George Glover	Yes	Council Member George Capps	Yes
Council Member Ben Saucedo	Absent	Council Member Brandi Baily	Yes
Council Member Charles Schwanke	Yes	Council Member Jim Schroeder	Yes

7. VAC-2023-01:DISCUSS AND CONSIDER APPROVAL OF THE VACATION OF A SANITARY SEWER EASEMENT WITHIN A PORTION OF I-135 ARENA ADDITION, LOCATED APPROXIMATELY ONE-HALF MILE NORTH OF 77TH STREET NORTH AND EAST OF NORTH BROADWAY AVENUE.

Zoning Administrator Russ Ewy stated Fourth Street Center, LLC, the owner of the subject property is requesting to vacate a 20-foot sanitary sewer easement centered along the common lot line of Lots 1 and 2, Block 3, I-135 Arena Addition. He stated the easement was originally dedicated in order to provide sanitary sewer service to a single residence located at 8110 N Broadway, and the applicants are requesting this vacation due to the recent relocation of this line. Mr. Ewy stated the subject property is currently zoned “E-1” Entertainment District with an associated Conditional Use (BZA-CU-2022-01) to allow a tire store.

Council Member Tom Jones moved to approve the vacation as presented.

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

6. SD FP 2023-04: DISCUSS AND CONSIDER APPROVAL OF THE BRIARBROOK ADDITION- A FINAL PLAT FOR PROPERTY LOCATED APPROXIMATELY ONE-HALF MILE SOUTH OF 93RD STREET NORTH AND EAST OF NORTH BROADWAY AVENUE.

Zoning Administrator Russ Ewy stated Murdock Properties, LLC, the owner, and its agent, Kirk Miller, K.E. Miller Engineering, P.A., are requesting approval of a final plat entitled “Briarbrook Addition” to permit the development of a mix of residential uses. He stated the subject property is approximately 22.7 acres in size and is currently zoned R-2 Single-Family Residential District.

Mr. Ewy stated this plat will create 83 residential lots, several new street segments, and an extension of N Hidden Lane to connect with the Saddlebrook subdivision to the south. He stated the application area is surrounded by single-family residential zoning and was approved earlier this year for a zone change to R-2 with an associated Conditional Use case to allow the development of two-family homes within the north half of the project.

Council Member Brandi Baily moved to approve the final plat as presented.

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

7. DISCUSS AND CONSIDER APPROVING AN ORDINANCE AMENDING ARTICLE 9 OF THE MUNICIPAL CODE RELATED TO GREASE MANAGEMENT

Public Works Director Jeana Estep stated in April of 1994, Park City passed an ordinance requiring grease traps in food related businesses which connect to the sewer collection system as a method of waste pretreatment and in order to prevent contamination, fouling, or interference with the proper operation of the wastewater treatment facility. She stated changes in best management practices (BMP's) have prompted an update to the ordinance which includes modifications to the grease trap or interceptor inspection schedule, reporting practices for grease removal, licensing requirements for grease haulers, enforcement, and fees. Ms. Estep stated our goal is to reduce the amount of fat, oil, and grease (FOG's) in the collection system as well as increase voluntary compliance through a simplified and easy to understand process.

Ms. Estep stated once approved and published, staff will work closely with food service facilities to help businesses understand how the changes affect them. She stated this is a pre-treatment component that will keep some of the fats, oils, and grease levels down and out of our wastewater system.

Council Member Brandi Baily moved to approve Ordinance # 1171-2023, an ordinance amending Article 9 of the Municipal Code related to grease management; requiring minimum equipment to control grease discharge; maintenance and monitoring requirements of food service facilities for controlling the discharge of grease; authorizing establishment of rates, fees, and charges for grease management; and providing for enforcement procedures.

Council Member Tom Jones seconded the motion.

Roll Call

Council Member Charley Davidson	Yes	Council Member Tom Jones	Yes
Council Member George Glover	Yes	Council Member George Capps	Yes
Council Member Ben Saucedo	Absent	Council Member Brandi Baily	Yes
Council Member Charles Schwanke	Yes	Council Member Jim Schroeder	Yes

9. DISCUSS AND CONSIDER APPROVING A CONTRACT WITH SCHULTE SUPPLY, INC. FOR A TOTAL WATER METER REPLACEMENT PROJECT

Public Works Director Jeana Estep stated Council previously approved staff to advertise a request for proposals for a city-wide water meter replacement. She stated Staff received three proposals and a Selection Committee, comprised of three staff members and Council Member Tom Jones met to discuss and score the proposals. Ms. Estep stated the committee is recommending Schulte Supply, Inc. with their Neptune product proposal. She stated Schulte Supply provided an Advanced Metering Infrastructure (AMI) solution that best meets our needs while also being the lowest bid. AMI metering provides for remote collection of water use data - in real time, supports more frequent billing and most importantly, allows our Staff to quickly identify excessive water use that could be the result of leaks.

Ms. Estep stated upon approval by Council, staff will begin working with Schulte Supply to establish timelines for deliverables.

Council Member George Capps asked if this would affect the City's water rates. Mr. Fox stated Council sets the water rates and it is not staff's recommendation to increase water rates. He stated the project would be funded using ARPA funds.

Council Member Brandi Baily asked if the project would include replacing the meters in new development within the City. Ms. Estep stated new development would be included within the 12 month completion date.

Council Member Charles Schwanke stated he was very much in favor of the project. He stated he likes the capability of a customer to go online to view their own usage and set up alerts for possible leaks.

Council Member Charles Schwanke moved to approve a contract with Schulte Supply for a total water meter replacement plan for an amount not to exceed \$2,602,180.40 to be paid from ARPA funds and the Utility Surplus Fund.

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

12. DISCUSS AND CONSIDER APPROVAL OF BID FROM PEARSON CONSTRUCTION FOR PAVING IMPROVEMENTS FOR 61ST STREET NORTH & BROADWAY AVENUE; 85TH STREET NORTH

Public Works Director Jeana Estep stated a bid opening was conducted on June 29, 2023. She stated a total of three bids were received. Kansas Paving was the apparent low bidder with a combined bid of \$455,788.75. Pearson Construction was the next lowest bidder with a combined bid of \$526,988.75. Ms. Estep stated both bids were below the Engineer's estimate of \$581,715.00. She stated while Pearson Construction was not the low bidder, Staff is recommending Council select Pearson and "award the bid that will be most advantageous to the City, taking into consideration price, trade-in or exchange values, ability to perform and other such factors as present by City Staff." (Park City Purchasing Policy). She stated Staff's recommendation is based on recent experience with Kansas Paving during the 61st Street roundabout project.

Council Member Jim Schroeder moved to approve the bid tabulation and authorize the Mayor to finalize and execute a contract with Pearson Construction in an amount not to exceed \$526,988.75 to be paid from the Special Streets and Highway Fund.

Council Member Charley Davidson seconded the motion. Motion carried 7-0.

13. DISCUSS AND CONSIDER THE SEDGWICK COUNTY NOTICE OF REVENUE NEUTRAL RATE INTENT FORM FOR THE 2024 BUDGET PROCESS

Finance Director Dee Anne Grunder 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. She stated entities that are planning to exceed the RNR must inform the County Clerk by July 20th of their intent to do so, the proposed mill levy, and the date, time, and location of the tax rate hearing. Ms. Grunder stated this is the second year that the County Clerk will utilize the information that is submitted to notify taxpayers via mail/e-mail of all the taxing subdivisions that are planning to exceed RNR.

Mr. Grunder stated included in Council's packet is the Sedgwick County Notice of Revenue Neutral Rate Intent form, as it is currently completed, reflects that the City of Park City intends to exceed the RNR for the 2024 budget, that the proposed mill levy is the same as last year's final mill levy (44.459 mills), and that the Tax Rate Hearing will be held in the City Administration building at 7:00pm on August 22, 2023.

Council Member George Glover moved to approve the Notice of Revenue Neutral Rate Intent form and to authorize the Finance Director to submit the form to the Sedgwick County Clerk.

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

GOVERNING BODY REPORTS

Council Member Jim Schroeder stated it was great to see everyone out at the 4th of July celebration.

Council Member Brandi Baily stated she too enjoyed seeing everyone come out to the July 4th celebration. Ms. Baily announced that the Sedgwick County satellite tag office in the Park City

administration building would open tomorrow and will be open on the second and third Wednesdays of the month.

Council Member George Capps thanked Mr. Fox for providing a plan to help with the turnover rate. He stated he appreciated his effort on this issue.

Council Member Charles Schwanke stated he was impressed with the 4th of July event and thanked those who volunteer on Community Relations Board.

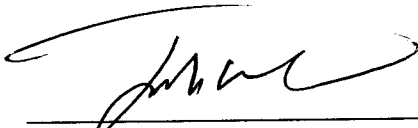
Council Member Charley Davidson stated he was very impressed with the City's financial audit and continues to hear positive things from the finance team.

ADJOURN

Council Member Charley Davidson moved to Adjourn the meeting at 7:45 pm.

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





John Lehnherr, Mayor

Attest:



Marlo Rugg, City Clerk

The foregoing minutes were considered at the August 8, 2023, meeting and approved with the following amendment None.

The vote to approve the minutes 5-1-1.