

**MINUTES OF THE GOVERNING BODY OF
THE CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS – 1941 E. 61st STREET NORTH
September 8, 2020**

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, Finance Director Dee Anne Grunder, and Public Works Director Eric Miner.

VISITORS

Ark Valley News
Dwight Buford
Terry Ford
Kari Miner

MEETING CALLED TO ORDER

The meeting was called to order by Mayor Ray Mann at 7:00 pm. Pastor Dwight Buford gave the invocation and Council Member George Glover led the Pledge of Allegiance.

APPROVAL OF AGENDA

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

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

AWARDS & PRESENTATIONS

Marsha Walker the Director of Legal Law School of Public Affairs at Wichita State University stated Wichita State University offers a master's degree in Public Administration and a mini master's in public administration. She stated two of the City's employees, Eric Miner and Zach Day, completed the program. Ms. Walker stated the program is equivalent to a one semester course. She congratulated Mr. Miner and Mr. Day for completing the program. Assistant City Administrator/Human Resources Manager presented Mr. Miner and Mr. Day with their plaques.

PUBLIC FORUM

None

STAFF REPORTS

City Administrator Sean Fox stated the streets inventory is completed and staff will present three different options at the next Council meeting on how the City will maintain and repair the streets going forward. Mr.

Fox summarized the three different options. Mr. Fox stated an electronic copy of the streets inventory was sent to Council to familiarize themselves prior to the next meeting. Mr. Fox stated that Sedgwick County will conduct Covid 19 mobile testing event in front of the old Atwood's store on September 9, 2020 from 8:30 am to 11:30 am. He stated the City-Wide Garage Sale will be on September 26, 2020.

Council Member Melvin Kerr asked if Fall Fest will be held this year. Mr. Fox stated the Community Relations Board is working on a scaled down Fall Fest event.

CONSENT AGENDA:

1. Appropriations 944-2020 with Addendums.
2. Authorize the Mayor to sign Subrecipient Grant Agreement for Cares Act Funding
3. Approve Expenditures of Transient Guest Tax as Recommended by the Convention and Tourism Board:
(1) Wichita Toy Run, \$2,888.21; (2) Sponsorship of 81 Speedway Park City Presents The United States Racing Association Modified Spooktacular, \$10,000; (3) Hartman Arena, LFA-MMA, \$15,000 to be paid out of the 2020 Budget.

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

Council Member George Glover seconded the motion. Motion carried 8-0.

OLD BUSINESS

4. DISCUSS AND CONSIDER EMPLOYEE COMPENSATION

Mayor Ray Mann stated his intention for the three percent raise that was approved on August 25, 2020 was for the entire City staff effective September 1, 2020. He stated he contacted Council Member John Lehnerr because he made the motion, and he wanted to make sure that was Mr. Lehnerr's intent as well. Mr. Mann stated he brought the item back to Council to get clarification on the motion and what the Council's intentions were.

A discussion ensued.

Council Member John Lehnerr moved to approve a three percent raise for all employees beginning September 1, 2020.

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

NEW BUSINESS

5. DISCUSS AND CONSIDER WAIVER OF LETTER OF CREDIT FOR WINKLEY/MATZ

Kirk Miller with K.E. Miller Engineering stated he was present to represent Jerry Winkley. He stated Mr. Winkley has submitted a letter of credit for a water and sewer project to be completed on Mr. Winkley's property and the property north of Mr. Winkley. He stated Mr. Winkley has provided a letter of credit for his undeveloped property. Mr. Miller requested the City waive the letter of credit for the property owner north of Mr. Winkley because thirty-five percent of the property is already developed.

Council Member Melvin Kerr moved to approve to waive the letter of credit for Winkley/Matz.

Council Member George Glover seconded the motion. Motion carried 8-0.

6. DISCUSS AND CONSIDER APPROVING KANSAS DEPARTMENT OF TRANSPORTATION (KDOT) OFFER TO PURCHASE LAND IN SUPPORT OF PROJECT 235-87 KA-3232-02 (WICHITA NORTH JUNCTION)

City Administrator Sean Fox stated Staff has received an Offer Letter from KDOT to acquire 13,548 Sq Ft of real property for use as right of way in support of the Wichita North Junction Project. He stated the basis of the offer is the current fair market value of the property, established via a certified appraisal, and reviewed by the State's reviewing appraisers in accordance with K.S.A. 26-513. Mr. Fox stated the location is at the end of Primrose Park, and the cost being offered is forty cents a square foot.

Council Member Tom Jones moved to approve and authorize the Mayor to execute required documents to complete the sale/transfer to the Kansas Department of Transportation for a portion of Primrose Park property for right of way for the value of \$5,420.

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

7. DISCUSS AND CONSIDER APPROVAL OF CONFLUENCE SCOPE OF SERVICES AND FEE SUMMARY TO ASSIST THE CITY IN DEVELOPING A CONCEPTUAL MASTER PLAN FOR A NEW DOWNTOWN DISTRICT

City Administrator Sean Fox stated earlier this year Council approved the purchase of land adjacent to the City Administration Center with plans of developing it in the near to mid-term future. He stated staff was in the process of scheduling a one-day workshop that would involve key stakeholders and local area experts. Mr. Fox stated the purpose of the workshop was to solicit input and ideas on what would fit on the property. He stated the plan was to develop and produce a conceptual concept or a brief report of something that could then be used to support and solicit a request from a proposal from various developers. Mr. Fox stated Covid-19 necessitated that those plans be put on hold. He stated now that staff can implement safeguards for Covid-19, staff recommends hosting a one-day planning workshop and has solicited a scope of services and fee summary from Confluence. He stated Confluence is a Kansas City based firm that specializes in facilitating and collaborating across disciplines to achieve superior planning and urban design. Mr. Fox stated in the agenda packet is a Scope of Services and Fee Summary that includes a kick-off meeting, data gathering and analysis, and a one-day master planning workshop that includes inputs from various specialties and stakeholders. He stated the deliverables include 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.

Council Member Melvin Kerr expressed his concern with starting another project without finishing some of the projects the City has started. Mr. Fox stated the projects are progressing slowly due to Covid-19 and he summarized the status of the Jardine Park and 61st Street projects.

A discussion ensued.

Mayor Ray Mann stated he wants to see execution of these projects going forward in the next several Council meetings.

Council Member Ben Saucedo moved to approve the Confluence Scope of Services and Fee Summary and authorize the Mayor to execute a contract in an amount not to exceed \$6,000 to be paid out of proceeds from the sale of Primrose Park right of way to offset the majority with the remaining amount from the General Fund-Parks Department.

Council Member Tom Jones seconded the motion.

Council Member Tom Jones reminded staff there is money available through WAMPO that the City could apply for, and there is also federal highway money that can be requested as well.

Motion carried 7-1. (Council Member Melvin Kerr voted no)

8. DISCUSS AND CONSIDER APPROVAL OF LAND ACQUISITIONS, INC. (LAI) SCOPE OF SERVICES AND FEE SUMMARY TO ASSIST THE CITY IN ACQUIRING NECESSARY RIGHT OF WAY FOR 61ST STREET NORTH IMPROVEMENTS

City Administrator Sean Fox stated Council was briefed on the progress to date and the next steps required for the 61st Street North Improvement Project, which include utility relocation and acquisition of the needed right of way. He stated the project has a total of 15 affected property owners, 13 requiring temporary construction easements and eight needing permanent right of way. Mr. Fox stated due to the tight timeline established with this project, as well as changes in the law regarding the Uniform Act, Staff recommends consulting with Land Acquisitions, Inc. (LAI) for the appraisal, negotiation, and documentation of the 15 properties. He stated the attached Scope of Services and Fee Summary outlines a not to exceed amount for all affected parcels. Mr. Fox stated owners may elect to donate/dedicate their respective easement or right of way, which in turn, will reduce the cost of the contract. He stated the fees stated do not include condemnation services nor expert witness services, if required.

Council Member Brandi Baily moved to approve the LAI Scope of Services and Fee Summary and authorize the Mayor to execute a contract in the amount not to exceed \$39,850.00 to be paid out of the Capital Project Fund.

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

GOVERNING BODY REPORTS

Mayor's Remarks

Mayor Ray Mann stated that over the next several meetings Council will see projects from staff that have been budgeted for improvements in the City. He stated staff will start with the items that have been voiced by the Council first.

Remarks by Council Members

Council Member Brandi Baily congratulated Eric Miner and Zach Day for their accomplishments.

Council Member George Capps encouraged everyone to pray for our country.

Council Member Melvin Kerr stated the Park City BMX track is doing very well.

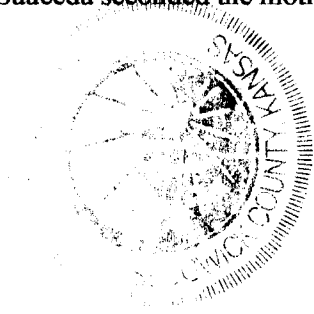
Council Member Ben Saucedo stated September 11, 2020 will mark nineteen years since one of the darkest days in history. He thanked the police officers and fireman who sacrificed their lives in the deadly attack. Mr. Saucedo also thanked family members of those who serve our country.

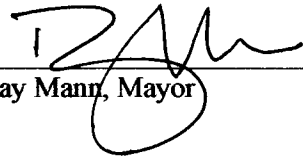
Council Member George Glover encourage all to be kind, show love, and forgive one another.

ADJOURN

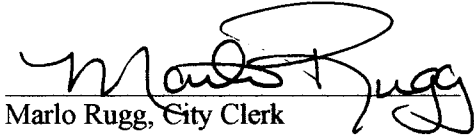
Council Member John Lehnherr moved to Adjourn the meeting at 7:51 pm.

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




Ray Mann, Mayor

Attest:


Marlo Rugg, City Clerk

The foregoing minutes were considered at the September 22, 2020 meeting and approved with the following amendment None.

The vote to approve the minutes 8-0.