

City of Edgerton, Kansas
Minutes of City Council Regular Session
March 14, 2024

A Regular Session of the City Council (the Council) was held in the Edgerton City Hall, 404 E. Nelson, Edgerton, Kansas March 14, 2024. The meeting convened at 7:01PM with Council President Clay Longanecker presiding.

1. ROLL CALL

Clay Longanecker	present
Josh Lewis	absent
Deb Lebakken	present
Bill Malloy	absent at roll call, entered meeting later as noted
Ron Conus	present

With a quorum present, the meeting commenced.

Staff in attendance:

- City Administrator, Beth Linn
- City Attorney, Lee Hendricks
- Assistant to the City Administrator, Kara Banks
- Finance Director, Karen Kindle
- Accountant, Justin Vermillion
- Public Works Director, Dan Merkh
- Public Works Superintendent, Trey Whitaker
- Holly Robertson, CIP Project Manager
- Development Services Director, Zach Moore
- Building Inspector, Jim Brown
- Assistant City Clerk, Alex Firth
- Planning and Zoning Coordinator/Deputy City Clerk, Chris Clinton

2. WELCOME. Council President Longanecker welcomed all in attendance.

3. PLEDGE OF ALLEGIANCE. All present participated in the Pledge of Allegiance.

Consent Agenda *(Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action)*

4. Approve Minutes from February 22, 2024 Regular City Council Meeting

Councilmember Lebakken moved to approve the Consent Agenda, seconded by Councilmember Conus. The Consent Agenda was approved, 3-0.

Regular Agenda

5. **Declaration.** There were no declarations made.

6. **Public Comments.** There were no public comments made.

7. New Hire Introduction – Alex Firth, Assistant City Clerk

Ms. Kara Banks, Assistant to the City Administrator, introduced Ms. Alex Firth as the new Assistant City Clerk. Ms. Banks stated Ms. Firth will be the City's court clerk and back up to the City Clerk, Ms. Alex Clower. Ms. Firth stated she grew up in Gardner, KS and currently lives there with her husband and 15-month-old son. She stated she is excited to be with the City. The Council welcomed Ms. Firth aboard.

Councilmember Malloy entered the meeting at 7:15 PM.

Business Requiring Action

8. CONSIDER RENEWAL OF CORPORATE INSURANCE POLICY FOR APRIL 1, 2024 – MARCH 31, 2025

Ms. Banks approached the Council. She stated that Mr. Kevin O'Brien, the City's insurance agent, is in attendance to explain the insurance renewal for the next year.

Mr. O'Brien addressed the Council. He stated City staff have been helpful with gathering all the needed information. He explained that the insurance rates have been in flux mostly due to inflation and the increase of severe storms.

Mr. O'Brien stated the increase of convective storms has increased the deductibles and premiums. He explained convective storms are storms that include strong winds, hail, lightning, and possible tornadoes. Last year, there was \$28,000,000,000 in damage caused by convective storms. That is mostly damage suffered during hurricanes, but these storms are happening across the nation more often.

Mr. O'Brien explained the City's insurance policy will have an increase in the wind and hail deductible. It is going from \$25,000 to \$50,000. While that is a drastic increase, the insurance company sent a letter stating the deductible was going to increase to \$75,000. He stated that deductible is still less than what other municipal insurance companies are charging. The typical deductible is one percent (1%) of the value of the building. The City does have an option of buying down the deductible for wind and hail, but he is not a big proponent of that because five (5) years of that premium costs the same as the deductible.

Mr. O'Brien stated that insurance companies are increasing valuations of replacement costs across the board. The enclosed building replacement values have increased by nine percent (9%) and all other structures have increased by five percent (5%). He explained that is how the values shown in the packet were decided on. The increase in the hail and wind deductible is due to the replacement cost. All of the City's locations are included in the blanket limit of the policy. He stated the property coverage premium decreased which is surprising because of the 7.3% increase in the value of the facilities. The normal increase seen in premiums for insurance has been 10-20%.

Mr. O'Brien stated there were no changes in the equipment coverage. There were some changes made earlier in the year, but no significant changes in coverage or premiums. He said there are no changes to the commercial crime coverage as well. There were no changes to the general liability coverage either. The insurance underwriter is agreeable to using the same population to calculate the premiums. He explained some companies use the valuation of the properties to calculate the premiums, but EMC, the City's insurance provider, uses the population of the City. Some premiums were increased but that is because they have not changed over the last few years and are due to be increased.

Mr. O'Brien said the public entity management liability and employment practices liability premium has increased because there have been more claims submitted. That is in general, and not with the City specifically. There have been no changes in the limits or deductibles. He said there was one (1) change to the automobile coverage in October and the City removed some vehicles last month. The policy is for a total of 19 units. The premiums increased 6%, and an increase of 5% to 20% has been seen in the industry. The reason for the increases is due to the increased cost of repairs of vehicles. The increase in repair costs is because of all the sensors and computer-related components of vehicles.

Mr. O'Brien explained excess liability coverage adds onto the other forms of liability. The premiums for that have not changed. He said the City's cyber coverage is the same, but the premium has increased due to the general increase of ransomware claims. Insurance companies are increasing the premiums due to those crimes increasing and costing insurance companies more. There are no changes to the limits or deductibles. He stated the pollution liability premium increased by \$40, but nothing else has changed.

Mr. O'Brien said the City had an increase of four percent (4%) in the premiums. It is a small increase compared to other coverages. He explained the optional coverage for the lower wind and hail deductible was provided in the packet.

Councilmember Longanecker inquired how to the deductible buy down works. Mr. O'Brien replied it is a separate policy that the City would have. If a claim was made, the City would pay the \$25,000 and the other insurance company would then pay the other \$25,000 to EMC. Councilmember Longanecker stated it depends on the premium if it would be worth the investment. Mr. O'Brien said the premium is \$4,714 and is only for enclosed buildings, so no traffic lights or other structures would be covered. Due to the lack of coverage, Mr. O'Brien does not recommend the buy down option. Councilmember Longanecker said it sounds good in theory. Mr. O'Brien replied it is good if one building is impacted but the funds of the \$50,000 deductible can be set aside and saved up over time. Councilmember Longanecker inquired if the City had any events in the past. Ms. Beth Linn, City Administrator, answered there have not been any wind or hail events to that impact, but that is why the City has the reserve policy. Those funds are set aside for emergencies that might happen.

Councilmember Longanecker said he is amazed the premiums did not go up more as prices of materials and labor have drastically increased. Mr. O'Brien added the pandemic caused

supply chain issues and people leaving trades due to lack of work. The construction industry is having trouble with increasing prices of materials and labor wages.

Ms. Linn stated the annual premium is within the budgeted amount. She explained that City staff confers with Mr. O'Brien during the budget season to help produce a conservative budget.

Councilmember Conus inquired if the policy covers earthquakes. Mr. O'Brien replied he believes there is \$2,500,000 in earthquake coverage, but he will double check for that. Councilmember Conus said it is cheap if it is included due to location of a fault line.

Councilmember Conus moved to approve the purchase of corporate insurance policy from EMC Insurance for the period of April 1, 2024 to March 31, 2025, for a premium amount not to exceed \$103,231.90. Councilmember Lebakken seconded the motion. The purchase of corporate insurance policy from EMC Insurance was approved, 4-0.

9. **CONSIDER AN AGREEMENT WITH BG CONSULTANTS, INC. TO PROVIDE CONSTRUCTION INSPECTION SERVICES FOR THE GLENDELL ACRES PARK RENOVATION**

Ms. Holly Robertson, CIP Project Manager, approached the Council. She said that on May 27, 2021 the Council approved the agreement with SWT Design for design services for the renovation of Glendell Acres Park. The Council approved Amendment #1 for a third-party company to complete potholing as required by KPC Pipeline and Amendment #2 for gas line and Skatespot coordination as well as electrical service to the pavilion.

She stated on February 22, 2024, the Council approved the award for the Glendell Acres Park Renovation project. The construction was awarded to CM Concrete, Inc and the anticipated timeline is six to seven months.

Ms. Robertson said as the City Engineer, BG Consultants, Inc. has been involved throughout the design and pre-construction. BG Consultants has performed the construction inspection services for multiple projects in the past few years with a high level of satisfaction and attention to detail.

She stated City staff recommends utilizing the on-call agreement with BG Consultants for Construction Inspection services of the construction associated with the Glendell Acres Park Renovation Project. Selection of BG Consultants will expedite the start date for the project. City staff and BG Consultants will utilize the same agreement for services as previously agreed upon for other City projects as the City Engineer. The Agreement provides a scope of work to include such services as performing inspections, notification of the City of any significant issues or changes to the plans, providing detailed reports of construction activity, reviewing testing reports and pay estimates. The Agreement also includes an hourly rate schedule applicable for the term of the Agreement. The City is only billed for actual hours of work performed. As with prior projects, City staff will work with BG Consultants to best prioritize the use of their services to limit the project budget.

Ms. Robertson said the Glendell Acres Renovation total project budget is \$740,867 and revised to \$1,140,867 on February 22, 2024. The maximum not to exceed lump sum provided by BG Consultants is \$10,000 and is within the budgeted amount. The Agreement is the City's standard agreement provided by the City Attorney.

Councilmember Longanecker said the City has had good luck with BG Consultants and he does not know who else would perform the work up to the City's standards.

Councilmember Conus moved to approve an agreement with BG Consultants, Inc. to provide construction inspection services for the Glendell Acres Park Renovation Project for a maximum not to exceed the sum of \$10,000. Councilmember Longanecker seconded the motion. The agreement with BG Consultants was approved, 4-0.

10. CONSIDER RESOLUTION NO. 03-14-24A PROVIDING FOR A HEARING TO DISCUSS A POSSIBLE DANGEROUS AND UNSAFE BUILDING EXISTING AT 312 E 5TH STREET IN THE CITY OF EDGERTON, JOHNSON COUNTY, KANSAS PURSUANT TO THE CITY OF EDGERTON MUNICIPAL CODE, CHAPTER IV, ARTICLE 4, SECTION 4-405

Mr. Zach Moore, Development Services Director, spoke before the Council. He stated that on January 23, 2024, the City's Building Inspector conducted an inspection of the property at 312 E 5th Street in response to unpermitted work completed on the water meter at the subject property. The result of the inspection was provided in the packet.

Mr. Moore explained the Edgerton Municipal Code provides that when it appears to the Public Officer, in this case, the Building Inspector, that a structure is dangerous, unsafe or unfit for human habitation, they may report such findings to the Governing Body. Upon receipt of the report, should the Governing Body find a structure unfit for human use or habitation because of dilapidation, defects, unsanitary conditions, or conditions which provide a general blight upon the neighborhood or surrounding properties, the Governing Body may fix a time and place at which the owner, owner's agent, any lienholder of record and any occupant of the structure may appear and show cause why the structure should not be condemned and ordered repaired or demolished.

Mr. Moore stated Resolution 03-14-24A has been prepared pursuant to Section 4-405 of the Edgerton Municipal Code to set the date and time for such a hearing. This resolution must be published once each week for two (2) consecutive weeks, and 30 days must elapse between the last publication and the date set for the hearing. Publication for this resolution will occur on March 27, 2024, and April 3, 2024, with a public hearing set for 36 days later on Thursday, May 9, 2024, at 7:00 PM, should this resolution be adopted.

Councilmember Longanecker inquired as to what can be done to the structure prior to the public hearing. Mr. Moore answered that more information will be collected, and the property will be monitored to see if any improvements are made by the property owner, which at this time is a bank as it was foreclosed on. Councilmember Longanecker asked if

any safety measures can be done to secure the structure. Mr. Moore replied that the City is unable to do anything about the property currently.

Ms. Linn stated the property owner has made an attempt to secure the structure. Mr. Moore said that is correct and the site is secure. A representative or contractor for the property owner was onsite on March 11, 2024, and March 13, 2024. Councilmember Longanecker asked which bank owns the property. Mr. Moore replied it is Lakeview Loan Servicing and they have contracted a company called MSI to secure and clean up some of the property. Ms. Linn added that if the resolution is adopted then notification will be sent to the property owners and other stakeholders. Mr. Lee Hendricks, City Attorney, explained that is why it is a two (2) month process. The property owners are allowed due process and if there is a public safety emergency then the City could secure the site. Councilmember Longanecker stated the site is as safe as possible for now. Mr. Moore agreed.

Councilmember Conus inquired if anyone was living on the property. Mr. Moore replied that nobody is living onsite to the City's knowledge and the bank has secured the property.

Councilmember Conus asked if tampering with the water meter is against the law. Mr. Moore answered it is against the City Municipal Code and that is currently being processed.

Councilmember Conus asked if the bank is trying to bring the structure into compliance with the Building Code. Mr. Moore replied they have not made their intentions known to City staff.

Councilmember Longanecker queried if anyone is living in the camper and storage container that are onsite. Mr. Jim Brown, Building Inspector, approached the Council and said he has visited the site many times. There is a modified container with a chimney that goes to the outside, so there was a heating element there at some point. The camper was being used as a dwelling unit and electricity was borrowed from a neighbor. He said he has met MSI onsite, and the site is secure as best as it can be. He explained there are locks on the access points and there are flyers with contact information for MSI and they will have to allow access. Councilmember Longanecker asked if Mr. Brown was ok with the security measures in place. Mr. Brown stated that he is.

Councilmember Lebakken moved to approve Resolution 03-14.24A providing for a hearing to discuss a possible dangerous and unsafe building existing at 312 E. 5th Street in the City of Edgerton, Johnson County, Kansas pursuant to City of Edgerton Municipal Code, Chapter IV, Article 4, Section 4-405. The motion was seconded by Councilmember Malloy. Resolution 03-14-24A was adopted, 4-0.

11. CONSIDER SUBMITTAL OF AN APPLICATION FOR EAST 2ND STREET RECONSTRUCTION PROJECT TO THE KANSAS DEPARTMENT OF TRANSPORTATION FOR A SPRING 2024 COST SHARE PROGRAM

Ms. Robertson addressed the Council. She stated the Kansas Department of Transportation (KDOT) Cost Share Program provides financial assistance to local entities for transportation

projects that improve safety, support job retention and growth, improve access or mobility, relieve congestion, and help areas access the state through improving the transportation system. Communities can apply for assistance for a wide range of surface transportation and transit capital projects as long as the community provides at least a 15% local cash match. Funds are used exclusively to match construction costs. She explained applications are accepted twice a year for the KDOT Cost Share Program, and it is encouraged to reapply if not selected. Up to \$9,000,000 is available for the Spring 2024 round of funding with a maximum award of \$1,000,000 per project. Applications for this round of funding are due March 21, 2024.

Ms. Robertson said the East 2nd Street Reconstruction Project is currently in design with construction anticipated in 2025. Funds have been allocated to the construction phase of this project which will cover the required match for the KDOT Cost Share Program. City staff recommends applying for the Spring 2024 KDOT Cost Share Program for the maximum \$1,000,000 to use towards construction of the East 2nd Street Reconstruction Project. Current preliminary construction estimates indicate a potential need for additional funds for the project. She stated throughout the application process, should additional or substitute projects be identified, City staff would update the Council at a future meeting. If the City is notified of any grant awards, this too would be brought before the Council for further approval.

Ms. Linn added the request City staff also includes approval of applying for Fall 2024, should the City not be awarded any funds in the Spring 2024.

Councilmember Longanecker moved to approve the submittal of an application for the East 2nd Street Reconstruction Project to KDOT for the Spring and Fall 2024 Cost Share Program. Councilmember Malloy seconded the motion. The submittal of applications was approved, 4-0.

12. CONSIDER AN AGREEMENT WITH BG CONSULTANTS, INC. FOR CONSTRUCTION PLANS FOR DWYER FARMS WATER SERVICES

Mr. Dan Merkh spoke before the Council. He stated Dwyer Farms is a development on the southwest corner of 8th Street and Braun Street. This development consists of single-family residential homes, installation of streets, stormwater, sanitary sewer water systems, as well as other appurtenances. During the concept phase, City staff recommended the connections of the proposed development to the existing water distribution system be studied. The City's distribution system along Braun Street, west of 8th Street, and along 8th Street, north of Braun Street, is designed to carry water from the County Line Water Tower to the 8th Street Water Tower. He said there are few homes on these lines, but the addition of the development needed to be studied to understand if there would be any impacts limiting the overall system management. BG Consultants conducted that study and recommends two connection to the mains along Braun Street and install a pressure regulating device at the connection to mains along 8th Street.

Mr. Merkh stated based on those findings, City staff recommends utilizing the on-call agreement with BG Consultants for the development of construction plans for two (2) water service connections to serve the Dwyer Farms development. Selection of BG Consultants will expedite the start date for the project. In addition, as the City Engineer, BG Consultants has been involved in many other aspects of the Dwyer Farms development including preconstruction and construction inspection of interior public infrastructure.

Mr. Merkh explained City staff and BG Consultants will utilize the same agreement for services as previously agreed upon for other City projects as the City Engineer. The Agreement Work Order provides a scope of work to include such services as survey, utility coordination, construction plans, and bid phase services. The lump sum for these services provided by BG Consultants is \$17,800 with an additional \$200 reimbursable expense allowance. This cost will be reimbursed through the Rural Housing Incentive District. The agreement is the City's standard agreement and has been approved by the City Attorney.

Councilmember Malloy moved to approve an agreement with BG Consultants, Inc. for construction plans for Dwyer Farms water services for \$18,000 including \$200 in allowance. The motion was seconded by Councilmember Conus. The agreement with BG Consultants, Inc. was approved, 4-0.

13. Report by the City Administrator

- Utility Quarterly Update

Mr. Merkh addressed the Council. He stated this update covers November 2023 to February 2024. He said the City has pumped over 7,000,000 gallons of water through the end of January with zero failed tests. They have flushed over 80,000 gallons and performed daily chlorine tests, monthly Bac-T testing for E. coli, and quarterly S2DBPR resting.

Mr. Merkh said there were seven repairs that needed to be done due to contractors hitting water lines. Two mains were hit and the other five were service lines. These emergencies do create a strain on the public works department, but they were able to make the repairs quickly. No customers went a single night without water.

During the last three months, there were 461 locates requested and completed. That is almost the same number of utility locates as all of last year. He explained that the increase in the amount of construction being done around the City has caused the increase in utility locate requests.

Mr. Merkh said City staff has repaired or replaced two meters and performed maintenance on eight other meters. One customer was added to the water system outside of the City limits which was approved by the Council. He added that City staff reads 45 meters monthly. He stated City staff did have to investigate seven meters not reporting and three chlorine monitors not reading. These can be many different issues but some meters have not been sending signals.

Mr. Merkh explained there were 55 water service turn offs due to non-payment and 21 turn-ons. The City also received 31 continuous flow reports that City staff followed up on.

Mr. Merkh stated the City sent a surveys on March 1, 2024, for the lead service line inventory. If residents complete the survey before the end of March, they will receive a \$20 credit to their water bill.

Mr. Merkh stated the sanitary sewer system treated over 17,000,000 gallons of water. There were no sewer leaks, but there was one overflow. He explained some of the maintenance that needs to be done at the plant to keep it operating. Mr. Merkh explained what the filters do at the plant. He said new radio meters have been received and some troubleshooting took place for the alarms. The alarms that have been received are communication failure alarms, which means the tower and pump are not communicating properly. It is a slow-moving process to correct the issue causing the alarm.

Mr. Merkh explained all of this keeps the utilities department very busy. It is a department of only two so some of the public works staff will help the utilities department when they are able to.

Councilmember Longanecker said there was a lot of work on the 8th Street Water Tower and was curious as to what was done. Mr. Merkh answered it was annual maintenance as well as internal and external painting. The company cleaned the inside of the tank once it was drained and painted it, then painted the outside of the tower. Councilmember Longanecker stated they were working nights and weekends. Mr. Merkh replied the City has a contractor who does all of that and they are proactive on the maintenance to make sure the tower is clean.

Councilmember Conus inquired as to what a continuous flow report is. Mr. Merkh answered that the new software, Neptune, registers up flow through the meter and does not stop. He explained a signal is sent every 15 minutes and if it registers flow for multiple signals, the software registers a continuous flow. Councilmember Longanecker stated that is a nice feature. He has gotten notices in some of his rentals about a continuous flow and he is able to fix them before more problems arise from it.

Councilmember Conus stated the new software also allows customers to get texts and details of their usage. Mr. Merkh stated all of the credit for that goes to the Finance Department. He knows that Neptune sends the information to Tyler, the City's billing software, which then sends it to the customer. Customers can then set parameters to be alerted if there is continuous flow. Councilmember Conus said it is easy to do. Ms. Linn added the process to do that was outlined in the latest edition of the City's newsletter. Mr. Merkh stated if the meter is not reading, City staff gets alerted and they can check with the residents to see if there are any issues.

- Recommended Code Changes – Utilities – New Water Connections

Mr. Merkh stated City staff is proposing changes to the utility code, which is Chapter XV, more specifically, the water utility code. Section 15-106 outlines the service connections for water. He explained that when a developer wants to connect to the water system, City staff are not currently being notified for an inspection of the connection, which is to be done by a licensed Johnson County contractor. He said the applicant is to lay the service pipe from the main to the structure. Once that is completed, the taps into the main can be made, under the supervision of City staff. The property owner is then responsible for the fees, which includes the meter and installation of the meter. He explained this makes the contractor responsible for the tap into the main and not City staff.

Mr. Merkh stated Section 15-110 changes how the meters are handled. The meter would be provided by the City and puts the cost of the meter on the property owner. The City has been working on drafting technical specifications and the new sections would reference those specifications and require meters to be set by those specifications. The technical specifications would mean that the Municipal Code would not need to be updated as often. The new sections would also prohibit meters from being installed under paved surfaces. He added if an isolated situation comes up, it will be reviewed by City staff.

Mr. Merkh said there is a new section proposed to the code. The new section would allow for a maintenance period. He said the applicant shall be responsible for one year for ground settlement and damage to the meter pit and/or meter due to grading or other construction activities. The one year period would begin on the date of the meter installation. The applicant shall promptly perform, at their expense, any required maintenance to ensure compliance with City codes, policies, and regulations. He explained this section is found in a lot of cities with a lot of development. The other thing this new section does is that it protects the City from construction damage to the meter. Councilmember Longanecker said this is typical in Olathe and Overland Park but in some other places, the builders are not responsible for expensive equipment like the water meters.

Mr. Merkh said the changes will be drafted as a resolution or ordinance and be brought back to the Council. Councilmember Longanecker said he thinks this should have been done a long time ago. Mr. Merkh agreed and said the meter would be placed by City staff, but then the contractor will connect the meter to the main. Councilmember Longanecker asked if City staff used to do it all. Mr. Merkh replied that is correct, but this new way that is outlined would protect the City and its infrastructure.

- 2024-2028 Capital Improvements Program (CIP) Update

Mr. Merkh and Ms. Robertson addressed the Council. Ms. Robertson said they are going to provide a summary of current Capital Improvement Projects (CIP) and explain the efforts going into the large workload. Mr. Merkh reminded how projects become a CIP.

He stated the City currently has a lot of projects at different phases. He said the phases are Concept, Design/Planning/Study, and Construction. He explained this provides an easy roadmap to provide common language.

Ms. Robertson reviewed the Glendell Acres Park Renovation. This project is currently under construction as the contract and budget adjustments were approved by the Council on February 22, 2024. A preconstruction meeting was held with the contractor and a notice to proceed was provided on March 18, 2024. The park will be closed for the project duration with substantial completion contractually obligated in October of 2024.

Ms. Robertson said there were new things happening on The Greenspace daily. She explained that on March 13, 2024, the prefabricated reservoir was installed for the splash pad. Hendricks Building Solutions, the City's Owner's Representative, will be presenting an update to the Council next meeting.

Mr. Robertson stated the Dwyer Sanitary Sewer Extension project was submitted to the Kansas Department of Health and Environment (KDHE) for the Revolving Fund Low Interest Loan application and is currently under review. The City did place an advertisement for bid. The bid opening will be in April of this year. The City does anticipate starting work early this summer to meet the deadline of providing sewer service to the development. This project is currently in Construction and the Design/Planning/Study phases. This is because there are multiple sites for the project and current items being done at the wastewater treatment plant.

Ms. Robertson said East 2nd Street Reconstruction concept plans have been completed and are currently being updated based on Council's direction. This is the project the Council also approved City staff to apply for KDOT cost share program earlier this meeting. She explained the City plans on hosting a public meeting around the middle of May to begin the next phase of the project.

Ms. Robertson said the Edgerton Lake and Dam Exploration and Trails Master Plan may have different scopes, but the timelines and public engagement are similar. Surveys of the existing conditions have been completed and a public open house will be held on March 30, 2024 at 3:00 PM for both projects.

Ms. Robertson explained the Lead and Copper Rule Revision and Service Line Inventory is going well. Meter inspections are being completed by City staff and digitized as-built plans are being reviewed as well. The survey went live earlier this month and the City has received 44 responses already. If customers complete the survey by the end of the month, they will receive a \$20 credit to their account. KDHE did notify the City that technical assistance is available and a consultant will be in contact with the City shortly. The City is on track to have this completed by the due date in October.

Mr. Merkh said there are some upcoming projects City staff will be working on. He explained some of the new projects are also tied to other projects. During the Glendell Acre Park Renovation, the City will purchase a sign for Manor Park. The Greenspace

project does include a space needs study for City Hall as well as facility security and access controls. Another CIP the Council wants completed is a new split-rail fence for Martin Creek Park. The plot has been surveyed and materials are being procured. The other project coming up is the southwest Johnson County planning study. Participating in the study gives the City a seat at the table when it comes to future planning in the area.

Mr. Merkh stated a lot of the CIP workload is shared. He said Mr. Moore is overseeing the Trails Master Plan, Ms. Robertson and Ms. Linn are managing The Greenspace. He said Project Managers in other cities typically have less projects than what Ms. Robertson is covering, but good partners in development such as BG Consultants have helped ease the workload on Ms. Robertson.

Mr. Merkh said the Community Development Block Grant (CDBG) program is a way the City attempts to leverage funds. He explained that it is a federally funded program through the Department of Housing and Urban Development (HUD) and the State and County administer funds to entities through their own programs. Due to the City of Edgerton being in Johnson County, the City is unable to apply to the State to obtain funds from their CDBG program. Ms. Robertson said City staff recommends that all CDBG applications and sources go through the County as the City has received partial project funding. Staff did research if the City should apply directly to HUD, but that would require a lot more work for no guarantees and Edgerton would likely have trouble competing with more disadvantaged communities. She said the project for 2024 will be between 56 Highway and Nelson Street and East 5th Street to 1st Street depending on the budget, as the provided CDBG award does not fully fund the entire project area. City staff will request permission to apply for CDBG funds at a future meeting.

Ms. Robertson said since the last update on CIPs last October, there have been some completed projects. The Library Brick and Roof Replacement merged into one project and was completed, the Streetlight Study and Inventory was done, the 2023 CDBG, which was the 1st Street and Martin Street Project finished, and the 2023 Street Preservation Project was finalized.

Mr. Merkh explained the 2023 Street Preservation Program. He said it will often overlap with a CIP or be a CIP because of the cost. The 2023 Street Preservation Program involved chip and seal along East Martin from 1st Street up to and including East 5th Street, East McDonald Street, as well as East 3rd and 4th Streets up to Nelson Street; and milling and overlaying West 5th Street and West Meriwood Lane from 1st Street to and including West 3rd Street to Heather Knoll Drive. He said this was a great improvement to the roadways.

Mr. Merkh reminded Council of the Pavement Maintenance Program. Tier 1 is annual public works operations are crack sealing and patching. Tier 2 is the Street Preservation Program and includes chip seal, fog seal, UBAS, and ultrathin. Tier 3 would be large projects, like a CIP or mill and overlays and rebuilding the entire road. Other costs in road maintenance are annual core sampling, base repair as needed, Pavement Condition

Index (PCI) scoring every five years, and a possible pavement management software. He said a PCI is done when either City staff or a consultant drives every roadway in the City with a camera viewing the condition of the road. City staff bases the decision of how to maintain the roadway on the PCI. He explained it is best to do this every five (5) years to know the status of the roadways. This helps save the City money in the long run by avoiding major roadway degradation.

Ms. Robertson said the City has identified roadways to be part of the 2024 Street Preservation Program. Tier 1 improvements for 2024 are adding pavement markings in Logistics Park Kansas City (LPKC) on certain roadways and curb rehabilitation, primarily within LPKC. One Tier 3 program will be part of the Program. East 2nd Street Reconstruction will be a 2024 Street Preservation Program roadway. She said City staff recommends a portion of the Street Preservation Program from 2024 and 2025 be allocated to the East 2nd Street Reconstruction, as well as the aforementioned Tier 1 items. Mr. Merkh added this is the first time City staff is proposing to use Street Preservation Funds for a Tier 3 project.

Ms. Robertson said for the 2025 Program, City staff is recommending that an update to the PCI be done as a Tier 1 item. The last PCI was done in 2020. Another Tier 1 project would be curb maintenance and patching. The East 2nd Street Reconstruction will continue into 2025 as a Tier 3 project. Mr. Merkh said that East 2nd Street did not have a good PCI in 2020. The funds in the Street Preservation Program went to upgrading the 2020 PCI numbers, and the future funds for the Street Preservation Program will go to maintaining those numbers. He explained the City wants to keep good roads good and bring up the poorer roads to good or excellent condition.

Councilmember Longanecker stated he appreciates the proactiveness of City staff that is being done to prevent a roadway from deteriorating. Mr. Merkh said the push to zero has been the driving force behind getting to the right road at the right time.

Councilmember Longanecker said he has received a lot of comments on the status of East 2nd Street and the possible closing of the street. Ms. Robertson stated a majority of the construction will take place in 2025. Councilmember Longanecker inquired if traffic counts been done on that street. Mr. Merkh answered there have been, but the traffic counts did not meet the requirements to obtain funding from the County. He added the City Engineer has sat and watched how trucks interact with the Co-Op site and tried to understand how to make the roadway better. Councilmember Longanecker said traffic on that road seems to ebb and flow. Mr. Merkh said a lot of trucks will weigh on the scale coming from the north then turn around to add more to the load. All of the turning on the edge of the road leads to degradation.

Councilmember Conus inquired as to why West Meriwood Lane shows a PCI in the yellow. Ms. Linn explained the map shown has the PCI from 2020. Mr. Merkh added the City did work on that road that should increase the score when the PCI is reevaluated. Ms. Linn stated it will be interesting to see how the PCI has changed there. Councilmember Longanecker said that is a newer road. Ms. Linn explained this is why

the PCI needs to be redone. Councilmember Lebakken said she is eager to compare the PCIs from 2020 to 2025. Mr. Merkh stated the 2020 map shows a lot of green and City staff tries to keep it green.

- Marketing and Communication Quarterly Update

Ms. Banks spoke before the Council. She stated the City's website has had 11,000 users visiting it since August 1, 2023 through the end of February 2024. That equated to 35,054 pages being viewed. The most accessed pages are Job Openings, City Council Agendas, and the utility department. The City has had 21 news posts since August 1 of 2023 and six percent of the website visits are from social media referrals. She said most people find the website via Google. The City's Facebook page has a total of 1,623 followers and it has reached 29,900 people since August 1, 2023. The City's X, formally Twitter, page has 215 followers. A vast majority of followers on any social media is women, 70%.

- Update on Greenspace Security Contract

Mr. Merkh addressed the Council. He said the contract with Strategy to provide security system and access controls for the Greenspace was brought before the Council on February 22, 2024. There was a note in the agreement about the City providing a scissor lift. The Council requested the note be removed from the agreement. Rather than removing the note, Strategy provided a price to rent the equipment. The cost to rent the scissor lift for a month is lower than renting a lift weekly. The monthly rental price, not to exceed \$3,206.15, is included in the revised agreement. Mr. Merkh said City staff does recommend the new contract and since the line item was not removed, approval is needed from the Council. Councilmember Malloy commented that is a good price for a scissor lift. Ms. Robertson added the new price is within the project budget. Ms. Linn stated it does make Strategy responsible for the rental.

Councilmember Longanecker moved to approve the revised agreement with Strategy LLC for the Greenspace Project to provide security system and access controls for \$127,944.42. Councilmember Lebakken seconded the motion. The revised agreement with Strategy was approved, 4-0.

14. Report by the Mayor

- There was no report given as the Mayor was absent from the meeting.

15. Future Meeting Reminders

Councilmember Longanecker reminded the Council of the future meetings for the Council and Planning Commission.

Councilmember Longanecker stated it appears that the kids and Ms. Brittany Paddock, Recreation Superintendent, are having a fun spring break. Ms. Linn estimated there were 30

to 40 participants today. Councilmember Longanecker said he has seen a lot of kids outside this week. Ms. Banks said there were about 25 to 30 kids at City Hall to make for the Kool-Aid playdough and tomorrow there will be a Mad Science show, which is always popular. Councilmember Longanecker said it is good to keep kids busy during spring break. Ms. Linn stated City staff is thankful for the good weather.

Councilmember Conus stated tours of City facilities were offered in 2020 prior to the pandemic. He requested those be scheduled again. Ms. Linn replied that City staff will work on scheduling those tours.

16. Adjourn

Councilmember Lebakken moved to adjourn, seconded by Councilmember Malloy. The meeting was adjourned at 8:34 PM, 4-0.

Submitted by Chris Clinton, Planning and Zoning Coordinator/Deputy City Clerk