

**City of Edgerton, Kansas  
Minutes of City Council Regular Session  
November 18, 2021**

A Regular Session of the City Council (the Council) was held in the Edgerton City Hall, 404 E. Nelson, Edgerton, Kansas on November 18, 2021. The meeting convened at 7:02PM with Mayor Roberts presiding.

**1. ROLL CALL**

Clay Longanecker	present
Josh Lewis	present
Josh Beem	absent
Jody Brown	present

With a quorum present, the meeting commenced.

Staff in attendance:

- City Administrator Beth Linn
- City Attorney Lee Hendricks
- City Clerk Alexandria Clower
- Finance Director Karen Kindle
- Accountant Justin Vermillion
- Public Works Director Dan Merkh
- CIP Manager Brian Stanley
- Public Works Superintendent Trey Whitaker
- Marketing & Communications Manager Kara Banks

**2. WELCOME**

**3. 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 October 28, 2021 Regular City Council Meeting
5. Approve One-Year Contract Extension with Clements Cleaning Service to Provide Janitorial Services for the Edgerton City Hall and Auxiliary Office Space for 2022
6. Approve Year-End Longevity Bonus for Employees
7. Approve Ordinance No. 2098 Providing for the Range of Salaries and Compensation of Various City Officers and Employees

Councilmember Longanecker moved to approve, seconded by councilmember Brown. The consent agenda was approved, 3-0.

**Regular Agenda**

8. **Declaration.** There were no declarations made by any of the Councilmembers.

9. **Public Comments.** Janeice Rawles, 709 Heather Knoll Dr., addressed the Council. She stated she would like an update from the Sheriff's Department on truck traffic, speeding, etc. on West 8<sup>th</sup> Street.

Deputy Johnson addressed the Council. He stated regarding the speeding, the average speed is about 33 mph on the road. There have been a few uncovered vehicles stopped and they have either been warned or cited. He stated dirt bikes, ATVs, etc. are stopped and cited.

### **Business Requiring Action**

#### **10. CONSIDER FACILITY USE AND MAINTENANCE AGREEMENT WITH EDGERTON HISTORIC SOCIETY FOR EDGERTON COMMUNITY MUSEUM**

Ms. Beth Linn, City Administrator, addressed the Council. She stated as in previous years the City Council considers a yearly Usage and Maintenance agreement with the Edgerton Historic Society to pay the city for use of the Community Museum. She stated previously, the council has set this at \$1.00 per year, but may determine an appropriate amount and insert that into the draft agreement.

Mayor Roberts stated he would like to see the fee set like previous years at \$1.00.

The Governing Body unanimously agreed to donate the fee to cover the rent for the museum.

Councilmember Longanecker moved to approve the Facility Use and Maintenance Agreement with the Edgerton Historic Society for the Edgerton Community Museum and set the fee for the contract at \$1.00. Councilmember Lewis seconded the motion. The agreement was approved, 3-0.

Mr. Charlie Troutner gave a quick update on the museum. He stated currently the museum is still by appointment only and he hopes this will change soon. He stated there have been two exciting donations made to the museum. He thanked the city for the repairs that have recently been completed.

Mayor Roberts thanked Mr. Troutner for all the time and his continued dedication to the Museum.

Mr. Troutner stated Mr. Bill Braun moved to Texas but will remain president of the EHS.

There were no further questions or comments from the Governing Body.

#### **11. CONSIDER THE 2022 FUNDING RECOMMENDATIONS FOR THE HUMAN SERVICE FUND**

Ms. Julie Brewer, Executive Director for United Community Services of Johnson County, addressed the Council.

She thanked the Governing Body for their continued work and partnership with the Human Service Fund. She said it's exciting to be coming up on a decade of partnership together.

She stated the Human Service Fund is a City-County partnership that supports priority health and human services and has been managed by UCS since 1990. She stated general tax dollars are awarded to nonprofits which operate vital programs that meet needs of Johnson County residents who live with income at, below, or near federal poverty lines. She stated HSF provides direct benefit to local governments and taxpayers by reducing the need for more costly interventions at the public's expense, such as law enforcement, courts and code enforcement. She stated primary beneficiaries are residents at or below 200% Federal Poverty Line, which is \$43,920 for a family of 3. She stated this makes up about 15% of the population in Johnson County.

She stated since 1990, over 46 million dollars in funds have been awarded through HSF. She stated in 2020, jurisdictions committed \$397,776 to HSF. The 15 HSF grantees provided more than 168,000 units of service to more than 37,000 individuals in Johnson County. She stated units of service can be medical/dental appointments, meals, or nights of safe shelter.

Councilmember Longanecker asked if they were affiliated in any way with the people who do Meals on Wheels.

Ms. Brewer stated they are not. Meals on Wheels is a part of the Johnson County Government.

She stated recently UCS worked to provide a small grant pool for smaller organizations to do minor home repairs and maintenance work. She stated in 2022, UCS has a little under \$19,000 for the small grants pool. She stated they are also moving toward a two-year recommendation for established grantees and programs.

Mayor Roberts stated he has had conversations with people of how to deal with homelessness and he often refers people to UCS for help to find resources. He stated UCS does much more than providing a person with a roof over their head, they give people a network to help them learn and get out of tough situations.

Ms. Brewer stated Johnson County is fortunate, although there is a mindset that there is not a need in the Johnson County area, which is not the case. She stated the agencies in the area work very collaboratively to ensure all aspects of help are addressed, such as cold weather shelter and shelters for adults without minor children. She stated there are zero shelters for adult men without minor children and very few shelters for women. She stated there is now a shelter in the area that provides roughly 30 sleeping beds during the cold months. She stated staff meets with people to help move them from a shelter to housing stability.

Mayor Roberts stated in 2013 he challenged UCS to show how they benefit the City of Edgerton. He stated he believes the \$2,500 the city contributes is paid back twenty-fold at times. He stated it is a minimal donation that gets brought back way more to the community and the citizens.

There were no further questions or comments.

Councilmember Longanecker moved to approve the 2022 funding recommendation for the Human Service Fund, seconded by Councilmember Lewis. The funding recommendation was approved, 3-0.

## **12. CONSIDER AN AGREEMENT WITH TYLER TECHNOLOGIES, INC., FOR ERP SOFTWARE**

Ms. Karen Kindle, Finance Director, addressed the Council. She stated at the October 28<sup>th</sup> City Council meeting, this item was tabled. She reminded Council of their proposed changes to the agreement, and then staff worked with the City Attorney, Tyler Technologies and GFOA to develop a proposal that met the guidance of the Governing Body. This new proposal does 3 things that were identified as most important: 1. Capped the annual renewals at the then current price, not to exceed 5%; 2. Changed the start date of the term to January 1, 2022; and 3. Removed the SaaS fees for the EnerGov solution for the first year of the term since the implementation of that software would not likely occur for a year. She stated the revised pages of the contract can be found in the council packet, with the entire contract available in the October 28, 2021 City Council packet.

She stated on the phone to answer any questions are Jay Kendell with Tyler Technologies and Mike Mucha with GFOA.

Mayor Roberts stated he was concerned with what a renewal would look like, but these revisions address that concern.

There were no further questions or comments.

Councilmember Lewis moved to approve the Agreement with Tyler Technologies for ERP Software, seconded by Councilmember Brown. The agreement was approved, 3-0.

## **13. CONSIDER AGREEMENT WITH HENDERSON BUILDING SOLUTIONS FOR GREENSPACE PROJECT TO PROVIDE OWNERS REPRESENTATIVE SERVICES**

Mr. Dan Merkh, Public Works Director, addressed the Council. He stated in 2019, the City Council approved the CIP Budget for 2020-2024, the Greenspace Project was included in that budget with a time frame from April 2019 to May 2021 and a budget of roughly \$4.1M. The funding source is listed as general obligation bonds.

He stated this project includes the design and construction of the Greenspace Facility. The project includes a building of approximately 20,000-30,000 square feet. Public engagement was completed by city staff, identifying program elements including but not limited to; multi-use sports courts, meeting spaces, admin/management spaces, walking track, game, weight, fitness, and movie rooms, storm shelter and splash pad. He stated these details are to be finalized during Phase I.

He stated during the uncertainty of the pandemic in 2020, City Staff proposed revising the scope and schedule to the project. During CIP and COVID-19 impact discussions in 2020, Council approved the staff recommendations to change delivery method to design-bid-build and the schedule to have design slated in 2021.

He stated City Council had previously approved an agreement with Incite Design Studio for Phase I Design Services. As this is the first vertical build that the City has designed and built in many years, staff recommends strengthening our team by selecting a firm to provide owner's representative services. He stated this firm would advise the city with regards to the constructability, schedule, site logistics and construction budget of the project. He stated the owner's representative would bring significant experience in vertical construction and is crucial to the successful completion of the project, staying within the budget and schedule.

He stated letters of interest were sent out in October 2021 for the owner's representative role. He stated two firms submitted letters and based on interviews conducted, the selection committee recommends Henderson Building Solutions as the most qualified and best team for the project.

He stated if approved, it is anticipated that Henderson Building Solutions would immediately join Incite Design Studio in the design phase of the project. The completion date is greatly dependent on final design and ability to obtain needed materials. He stated any changes to the schedule impacting the completion date will be brought before Council.

He stated included in the packet is the standard professional services agreement, including scope of services for pre-construction phase services for the owner's representative. He stated this agreement structures payment for owners' representative services similar to city engineer services where the city pays only for hours provided.

He stated the agreement is still pending Henderson Building Solutions review. Upon final approval from City Attorney and City Engineer, staff recommends authorizing the Mayor to execute the agreement.

There were no questions or comments from the governing body.

Councilmember Lewis made motion to authorize the Mayor to execute the contract after final review and approval by the City Attorney and City Engineer. Councilmember Longanecker seconded the motion. The motion was approved, 3-0.

#### **14. CONSIDER A CONTRACT WITH ELEVATEEDGERTON! FOR ECONOMIC DEVELOPMENT SERVICES FOR 2022**

Ms. Beth Linn, City Administrator, addressed the Council. She stated like previous years, the Governing Body considers an annual agreement and funding allocation for ElevateEdgerton!

She introduced James Oltman, ElevateEdgerton! President, to the Council.

He stated the funding request is the same, as far as dollar amounts, which was reviewed and approved during budget discussions in May. He stated this amount has not changed for the last couple years.

He reviewed accomplishments from 2021.

He stated On the Go Travel Center is now open. He stated because of this first development, the possibility of new development is greater, the area needed that first anchor tenant. He stated the Edgerton Crossing Commercial Development has now been announced. He stated EE! was able to partner with Olathe Health to provide a Covid-19 Vaccine Clinic at LPKC. He stated over 300 Edgerton residents and LPKC employees were vaccinated. He stated there have been some smaller businesses opening their doors this past year, including Lewis Indoor Athletics. He stated in April, the housing study was completed which is an important piece to recruiting housing efforts. He stated there has been a 15% growth in EE! memberships from the private sector. He stated EE! completed two great marketing campaigns that have been released and received great feedback, the most recent one being "Explore Edgerton" which will have merchandise for sale with 100% of the proceeds going to the Mayor Christmas Tree fund. He stated there was recently a write up completed which shows how much a destination Southwest Johnson County is and how Edgerton plays a role in that.

There were no further questions or comments from the governing body.

Councilmember Lewis moved to approve the 2022 Contract with ElevateEdgerton!, seconded by Councilmember Longanecker. The contract was approved, 3-0.

#### **15. CONSIDER REVISION TO LOGISTICS PARK KANSAS CITY PHASE I SANITARY SEWER MASTER PLAN**

Mr. Merkh, Public Works Director, addressed the Council. He stated in attendance tonight are representatives from both NorthPoint Development and Renaissance Infrastructure Construction.

He stated in May 2017, Council approved the LPKC Phase I Sanitary Sewer Master Plan. This master plan was developed by Edgerton Land Holding Company (ELHC) and reviewed by City staff. He stated the original map, which has been included in the packet, shows a building at the upstream connection to the rail serve area, this building is labeled as IP XL and currently occupied by ColdPoint. He stated to date, they have been utilizing a holding tank for their sewer service, which requires pumping of the wastewater and hauling it off site. He stated the original intent was to remain on a holding tank until development continued to the west, and the infrastructure was installed to service the buildings. He stated at the time of development and installation of the infrastructure, ColdPoint would install a lift station pumping the flow to the west.

He stated in early fall of 2021, ELHC approached the city with a request to construct private wastewater infrastructure to pump the flow to the east into Big Industrial Lift Station. He stated included in the packet is a map showing the proposed revision to the Master Plan. He stated staff worked with ELHC to understand the impact and nature of this request, it was concluded

ELHC is requesting a permanent revision to the master plan. ELHC and RIC's proposed revision memo has been included in the packet.

He stated staff has reviewed the memo which addressed the majority of the concerns staff had regarding this request. However, due to the unknown type and schedule of future development of rail served properties, staff would recommend granting a temporary revision to the master plan rather than a permanent version. He stated additionally, the approval of the temporary revision should include a requirement that at the time of any future development in the area, ELHC would be required to provide an analysis of the specific development and its demands to sanitary sewer master plan to determine the best permanent solution for both IP XL and other future rail-serve development.

He stated the applicant will install and maintain the private infrastructure themselves, with no requested funds from the city.

He stated staff intends to review plans at the staff level for any future moving pieces, such as locates, etc. He stated the capacity at Big Industrial Lift Station can handle this change and the quality and quantity of flow will be monitored.

Councilmember Longanecker asked if ELHC will be paying and putting in the line themselves.

Mr. Merkh stated yes, the only cost for the city is the electricity at the lift station. He stated depending on nature, staff will analyze at every development stage.

Councilmember Brown asked if they will be charged for water usage.

Mr. Merkh stated yes.

Mr. Brett Powell, with NorthPoint, stated he would like consideration for this, because it's a refrigeration storage facility, there is a lot of water usage with cooling towers, etc. He would like to see the usage monitored by a meter.

Ms. Linn stated there might already be something in the city code that relates to that.

Mayor Roberts stated if it is in the code, one way or another, he would like to stick with what the code says.

There were no further questions or comments from the Governing Body.

Councilmember Longanecker moved to approve the revision to the LPKC Phase I Sanitary Sewer Master Plan, seconded by Councilmember Brown. The item was approved, 3-0.

## **16. PUBLIC HEARING ON THE PROPOSED PROJECT PLAN B1 WITHIN THE EDGERTON HOMESTEAD LANE RETAIL DISTRICT REDEVELOPMENT (TIF) DISTRICT**

Mr. Scott Anderson, Bond Counsel, addressed the Council. He stated the City has previously created the Homestead Lane Retail TIF District on property generally located at the northeast and northwest corners of I-35 and Homestead Lane and has approved one project plan within

that district. He stated pursuant to a development agreement with Woodstone Properties, LLC, the City agreed to consider a TIF project plan for the redevelopment of approximately 42 acres located in the southwest corner of Homestead Lane and 199<sup>th</sup> Street.

He stated the developer proposes to construct one or two hotels, a conference center, travel center, restaurants, retail space, office space and associated infrastructure improvements on the Project Plan area. He stated the city proposes to construct public infrastructure improvements. Together, these improvements are considered Project Plan B1. He stated this project is an approximately \$90 Million project. Additionally, there will be sales tax generated and the city will receive one penny of that sales tax collected.

He stated to advance forward in the process, the city must first take certain actions as listed in the packet. He stated the next step is the completion of the public hearing on the proposed TIF District, and the final step in establishing Project Plan B1 is approval of the accompanying Ordinance by a 2/3 vote. The Ordinance is included in the council packet.

Mayor Roberts opened the public hearing at 7:48PM

Mr. Tim Gates with Agnes Gates Realty addressed the council. Mr. Gates is the realtor representing the property owner (Larry S. Alsup) who abuts the southwest corner of the parcel where Edgerton Crossing will be located. He stated they are glad to see progress and the planned development on this property. He stated at the same time, they do have some concerns with access to their property but understands these items can and will be addressed when it gets to Planning Commission and Council for a Final Plat. He stated they fully support this project and hope it develops.

With no further public comments, the Mayor then closed the public hearing at 7:50PM

**17. CONSIDER ORDINANCE NO. 2099 APPROVING AND ADOPTING REDEVELOPMENT PROJECT PLAN B1 WITHIN THE EDGERTON HOMESTEAD LANE RETAIL DISTRICT REDEVELOPMENT (TIF) DISTRICT PROJECT IN THE CITY OF EDGERTON, KANSAS.**

Councilmember Lewis moved to approve Ordinance No. 2099, seconded by Councilmember Brown. The Ordinance was approved, 3-0.

**18. CONSIDER RESOLUTION NO. 11-18-21A APPROVING AND AUTHORIZING THE EXECUTION AND DELIVERY OF A DISPOSITION AND DEVELOPMENT AGREEMENT (PROJECT PLAN B1 – HOMESTEAD LANE RETAIL DISTRICT REDEVELOPMENT (TIF) DISTRICT.**

Mr. Anderson stated now that the City has approved the ordinance related to the redevelopment of Project Plan B1, they must now agree with the developer on split of revenues, etc.

He stated along those lines, the draft Disposition and Development Agreement (DDA) provides that the developer has an estimated \$24.5 million dollars of private TIF reimbursable costs and the City has an estimated \$8.5 million dollars of public TIF reimbursable costs.



He added the DDA states that TIF Revenues are to be divided 50/50 between the City and the Developer for years 1-15 of the Project Plan B1. This agreement also states the City shall receive 100% of the TIF Revenues for years 16-20 unless the developer has not satisfied the conditions in section 4.3 of the Development Agreement. Those conditions can be found in the council packet. If the developer does satisfy the established conditions, TIF Revenues for years 16-20 shall be split 50/50 between the City and the Developer.

He stated the DDA also contains other covenants and agreements with respect to the project and certification of expense requirements.

Mayor Roberts stated from most TIF agreements he has seen, this one has many more claw backs. He stated he is not only happy these conditions were obtained, but it shows that the developer has high hopes and great intent on completing this project. He stated he looks forward to the partnership. Mr. Anderson stated a 50% split is very good for the city and there are many other cities that have received less.

There were no further questions or comments from the Governing Body.

Councilmember Lewis moved to approve Resolution No. 11-18-21A, seconded by Councilmember Longanecker. The Resolution was approved, 3-0.

**19. PUBLIC HEARING REGARDING THE CREATION OF A COMMUNITY IMPROVEMENT DISTRICT (CID) FOR THE EDGERTON CROSSING WOODSTONE PROJECT**

Mr. Anderson stated as part of the Woodstone Crossing Project, the City did receive a petition to create a community improvement district (CID). He stated this area, once designated as a CID, will levy a 1% sales tax with the proceeds going to the developer to reimburse them for certain eligible improvements and will run for a period of 22 years. He stated in order to create a CID, the city must first comply with certain steps as listed in the council packet. Prior to the approval of the Ordinance authorizing the creation of the CID, the city must first hold a public hearing.

Mayor Roberts opened the public hearing at 7:56PM.

With no comments from the public, Mayor Roberts then closed the public hearing at 7:56PM.

**20. CONSIDER ORDINANCE NO. 2100 AUTHORIZING THE CREATION OF A COMMUNITY IMPROVEMENT DISTRICT (EDGERTON CROSSING WOODSTONE PROJECT) AND LEVYING A CID SALES TAX WITHIN SUCH DISTRICT.**

Mayor Roberts asked how common CIDs are.

Mr. Anderson stated CIDs are very common. The statute for CIDs has been in effect for around 10 years. He stated virtually any new project in Olathe over the last 10 years has received CIDs. Lenexa with their City Center, Overland Park, Shawnee, etc. all have CIDs.

Councilmember Longanecker asked if the one percent sales tax proceeds come from the CID.

Mr. Anderson stated yes, one percent is added to the normal sales tax rate. This does not apply to liquor or fuel tax.

Councilmember Longanecker asked if the store would have to produce goods to get the extra 1 percent.

Mr. Anderson said that is correct. The tax only comes from goods sold within that CID.

Mayor Roberts stated the City too will still keep their one percent sales tax.

Mr. Anderson confirmed.

Ms. Linn stated this will be the same then on both sides of Homestead.

There were no further questions or comments from the Governing Body.

Councilmember Longanecker moved to approve Ordinance No. 2100, seconded by Councilmember Brown. The Ordinance was approved, 3-0.

**21. CONSIDER RESOLUTION NO. 11-18-21B AUTHORIZING A COMMUNITY IMPROVEMENT DISTRICT DEVELOPMENT AGREEMENT FOR THE EDGERTON CROSSING WOODSTONE PROJECT**

Mr. Anderson stated this Resolution approves the form of a CID Development Agreement. In this agreement, the City agrees to levy the 1% CID sales tax for a term of 22 years, commencing in January 2023. He stated for this particular project, the city also agrees to deposit all CID sales tax revenues in a fund and further agrees to use the money in that fund to reimburse the developer for eligible project expenses. He stated the developer agrees that the city can collect an annual 1% administrative fee to cover the city's expenses in administering the CID.

There were no questions or comments from the Governing Body.

Councilmember Brown moved to approve Resolution No. 11-18-21B, seconded by Councilmember Longanecker. The Resolution was approved, 3-0.

**22. CONSIDER ORDINANCE NO. 2101 AUTHORIZING A TRANSIENT GUEST TAX GRANT DEVELOPMENT AGREEMENT WITH WOODSTONE PROPERTIES, LLC**

Mr. Anderson stated the City levies a 6% transient guest tax (TGT) on the gross revenues received from all hotel and motel stays. The TGT is not charged on incidental expenses.

He stated as part of the project, Woodstone Properties, LLC is constructing one or two hotels. In the Development Agreement, the city agreed to make an economic development grant to the developer in an amount equal to a portion of the TGT received by the city from the hotels.

He stated the agreement states that the city will make an annual economic development grant to the developer each year equal to 50% of the transient guest taxes collected by the city. If the developer constructs certain infrastructure prior to January 1, 2029, then the developer will receive 75% of the transient guest taxes collected by the city from the developer's hotels. He stated the criteria to meet such is listed in the packet.

There were no questions or comments from the Governing Body.

Councilmember Brown moved to approve Ordinance No. 2101, seconded by Councilmember Longanecker. The Ordinance was approved, 3-0.

**23. CONSIDER RESOLUTION NO. 11-18-21C DETERMINING THE INTENT OF THE CITY OF EDGERTON, KANSAS, TO ISSUE ITS INDUSTRIAL REVENUE BONDS IN ONE OR MORE SERIES, THE AGGREGATE PRINCIPAL AMOUNT OF ALL SERIES NOT TO EXCEED \$82,000,000, TO PAY THE COST OF CONSTRUCTING THE EDGERTON CROSSING PROJECT FOR THE BENEFIT OF WOODSTONE PROPERTIES, LLC.**

Mr. Anderson stated the final incentive to consider for the project, is a project exemption certificate that the developer could use for items related to the cost of construction. He stated the project is not eligible for property tax abatement and the city is not requiring an origination fee at this time for the issuing of the bonds.

He stated the dollar amount proposed is based on the total size of the project, minus the land cost. He stated individual series bonds will need to be issued once the developer begins constructing.

He stated a public hearing is not required for this project, but notice was published of the intent to adopt the resolution.

He stated any bonds that are issued are not the general obligation of the city and the city is not held liable in any way.

Councilmember Longanecker asked if this is the same structure for Phase 1 of LPKC.

Mr. Anderson stated it is the same, there was a master resolution approved.

Mayor Roberts stated this has no property tax abatement, just sales tax.

Councilmember Longanecker moved to approve Resolution No. 11-18-21C, seconded by Councilmember Lewis. The Resolution was approved, 3-0.

**24. CONSIDER ORDINANCE NO. 2102 PROHIBITING PARKING ALONG 200TH STREET EAST OF HOMESTEAD LANE UNTIL THE END OF ROADWAY IN THE CITY OF EDGERTON, KANSAS AND PROVIDING CERTAIN PENALTIES FOR VIOLATION THEREOF**

Ms. Beth Linn addressed the Council. She stated with the opening of the new On the Go Travel Plaza, staff has identified a new location of trucks and vehicles parking on public

street that impedes the proper flow of traffic. She stated this can present an unsafe condition as the roadways do not contain a shoulder area and are not wide enough to allow for parked vehicles.

She stated the City Attorney has reviewed and approved the ordinance. She stated it is like other ordinances approved that include exemptions to emergency vehicles, city and utility vehicles, and any vehicles that are working on behalf of the city of a city event. She stated drivers found to be in violation of the proposed ordinance would be subject to a fine as outlined in the adopted Standard Traffic Ordinance.

There were no questions or comments from the Governing Body.

Councilmember Lewis moved to approve Ordinance No. 2102, seconded by Councilmember Longanecker. The Ordinance was approved, 3-0.

## **25. Report by the City Administrator**

- Report on 502 E 2<sup>nd</sup> Street

Ms. Linn stated enclosed in the packet is a status update for the above address. She stated it does reference an inspection that was performed on November 12<sup>th</sup> by City Staff, noted that the homeowner has cleaned up exterior of site. She stated due to problems obtaining an HVAC unit, work has been stalled inside the house.

Councilmember Longanecker stated the house looks completely different.

Mayor Roberts stated he is happy to see the result this far. He stated he understands the supply chain issues and the prices are going up like crazy.

There were no further questions or comments from the Governing Body.

## **26. Report by the Mayor**

Mayor Roberts asked the Sheriff's Office to give an update on crimes in the surrounding area.

Master Deputy Johnson addressed the Council. He stated as far as the robbery that occurred at On the Go, the suspects have been identified and the primary individual(s) are in custody. He stated prosecution is being sought in the jurisdiction that is most advantageous.

Mayor Roberts stated he has asked for the update because of chatter on social media. He stated law enforcement has been on top of this since the beginning.

Master Deputy Johnson stated yes, everyone has been identified.

Councilmember Longanecker stated he thinks it would be great to give a 4-day weekend to city staff so they can spend time with their friends and family for the holiday. He recommended the City grant an extra day for staff to include the 23<sup>rd</sup> as recognized holiday, allowing for the closure of city offices from December 23<sup>rd</sup>-24<sup>th</sup>.

Mayor Roberts requested a motion based on the recommendation of Councilmember Longanecker.

Councilmember Longanecker moved to approve the extra day off in recognition of the Holiday to include City offices closed from December 23<sup>rd</sup>-24<sup>th</sup>, seconded by Councilmember Lewis. The motion was approved, 3-0.

Ms. Linn stated this is very generous and City staff is very thankful. She stated the city has a tremendous group of public servants, the City staff is great and very thankful for the continued support from the governing body.

**27. Future Meeting Reminders:**

- December 9<sup>th</sup>: City Council Meeting – 7:00PM
- December 14<sup>th</sup>: Planning Commission Meeting – 7:00PM
- January 11<sup>th</sup>: Planning Commission Meeting – 7:00PM
- January 13<sup>th</sup>: City Council Meeting – 7:00PM
- January 27<sup>th</sup>: City Council Meeting – 7:00PM

**28. CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO K.S.A. 75-4319(B)(6) FOR PRELIMINARY DISCUSSIONS REALTED TO THE ACQUISITION OF REAL PROPERTY TO INCLUDE CITY ATTORNEY, CITY ADMINISTRATOR AND PUBLIC WORKS DIRECTOR TO DISCUSS PURCHASE CONTRACT SPECIFICS**

Councilmember Lewis moved to recess into executive session pursuant to KSA 75-4319(B)(6) to include the City Attorney, City Administrator and Public Works Director for the purpose of Acquisition of Real Property for 5 minutes. The open meeting will resume in the Council Chambers. Councilmember Brown seconded the motion.

The meeting recessed into executive session at 8:29 PM, 3-0.

Councilmember Brown moved to return to open session with no action taken. Councilmember Lewis seconded the motion. Open session resumed at 8:34 PM, 3-0.

Mayor requested motion for the City Attorney to prepare a purchase agreement with the property owner for the purchase of 308 E Martin Street for \$30,000 and authorize the Mayor to execute the agreement.

Councilmember Longanecker moved to approve the above-mentioned motion, seconded by Councilmember Brown. The motion was approved, 3-0.

**29. CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO K.S.A. 75-4319(B)(1) FOR CONSULTATION WITH AN ATTORNEY DEEMED PRIVILEGED FOR THE PURPOSE OF DISCUSSION RELATED TO PERSONNEL MATTERS OF NONELECTED PERSONNEL TO INCLUDE CITY ATTORNEY**

Councilmember Lewis moved to recess into executive session pursuant to KSA 75-4319(B)(1) to include the City Attorney for the purpose of discussions related to personnel matters of nonelected personnel for 5 minutes. The open meeting will resume in the Council Chambers. Councilmember Brown seconded the motion.

The meeting recessed into executive session at 8:38 PM, 3-0.

Councilmember Longanecker moved to return to open session with no action taken.  
Councilmember Brown seconded the motion. Open session resumed at 8:43 PM, 3-0.

Mayor requested motion to give the City Administrator a 5% raise, retroactive back to July 2021.

Councilmember Longanecker moved to approve the above-mentioned motion, seconded by Councilmember Lewis. The motion was approved, 3-0.

### 30. Adjourn

Councilmember Brown moved to adjourn, seconded by Councilmember Lewis. All in favor. The meeting was adjourned at 8:47 PM.

Submitted by Alexandria Clower, City Clerk

## EVENTS

November 19<sup>th</sup>: Yappy Hour  
November 25-26<sup>th</sup>: City Hall Closed for Thanksgiving Holiday  
November 29<sup>th</sup>: Trees due for Tree Decorating Contest  
December 1<sup>st</sup>: Watercolor Christmas Cards  
December 3<sup>rd</sup>: Mayor's Christmas Tree Lighting Ceremony  
December 4<sup>th</sup>: Christmas Cookie Exchange  
December 8<sup>th</sup>: Nominations due for Holiday Home Decorating Contest  
December 10<sup>th</sup>: Kids Night Out  
December 14<sup>th</sup>: Tales for Tots  
December 15<sup>th</sup>: Senior Lunch & BINGO  
December 24<sup>th</sup>: City Hall Closed for Christmas Holiday  
December 29<sup>th</sup>: Nerf Battle