

**MINUTES OF THE GOVERNING BODY OF  
THE CITY OF PARK CITY, KANSAS  
COUNCIL CHAMBERS – 1941 E. 61<sup>st</sup> STREET NORTH  
September 22, 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  
Terry Ford  
Teresa Seymour  
Michael Gerber  
Gary Whiting  
Debbie Jacobs

**MEETING CALLED TO ORDER**

The meeting was called to order by Mayor Ray Mann at 7:00 pm. Pastor Gary Whiting gave the invocation and Council Member Tom Jones led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Ray Mann requested that item #14 be added to the agenda. Discuss and consider the approval of a part -time Building Inspector position.

Council Member Tom Jones moved to approve the amended agenda.

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

**PUBLIC FORUM**

Mr. Gary Whiting thanked the Council and Mayor for their service. Mr. Whiting read from a prepared statement.

Terry Ford stated the Hartman Arena outdoor concert was a big success and hoped there will be more concerts to come.

Debbie Jacobs requested the Council consider to provide funding or training for wildlife removal with in the City. Ms. Jacobs expressed her concern over the diseases the animals carry.

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**STAFF REPORTS**

City Administrator Sean Fox stated Sedgwick County held a Covid Mobile testing event on September 9, 2020 and it was well received. He stated Sedgwick County will hold another Covid Mobile testing event on October 14, 2020 at the same location from 8:30 am to 11:00 am. Mr. Fox stated on October 14, 2020 the City is tentatively scheduling the downtown visioning workshop for Council. He stated Confluence, key stakeholders, and local area experts will meet to start the planning process of the land adjacent to the City Administration Center. Mr. Fox stated other upcoming dates for the calendar are: September 26, 2020, Park City Fall Garage sale, Brush and Limb Day, Oct 3, 2020 from 8:00 am to 1:00 pm, City Annual Shred Day, October 17, 2020 from 9:00 am to 12:00 pm, Fall Festival, October 24, 2020 from 2:00 pm to 7:00 pm, Early Voting, October 27<sup>th</sup> through October 31<sup>st</sup>, and General Election voting, November 3, 2020 at City Administration Center. Mr. Fox stated he provided a hard copy of an updated staff memo and recommendations for Council on agenda item #13.

**CONSENT AGENDA:**

1. Minutes of the August 25, 2020 Regular Meeting
2. Minutes of the August 25, 2020 Special Meeting
3. Minutes of September 8, 2020 Regular Meeting.
4. Appropriations 945-2020 with Addendums.
5. August Monthly Financials
6. Approve Expenditures of Transient Guest Tax as Recommended by the Convention and Tourism Board:  
(1) Dave's Construction LLC bid for \$15,261.40 for Park City BMX improvements.

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

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

**NEW BUSINESS****7. DISCUSS AND CONSIDER AUDIT PROPOSAL**

Finance Director Dee Grunder stated a request for Proposals for Auditing Services was distributed to 17 certified public accounting firms for the five-year period commencing with the audit of the year ending December 31, 2020 and continuing through the year ending December 31, 2024. She stated the RFP indicated that although price for services would be an important factor, several other factors would also be considered. Ms. Grunder stated proposals were received from six accounting firms.

Ms. Grunder stated a committee consisting of Council Member Brandi Baily, Assistant City Administrator/HR Manager Dana Walden, and Finance Director Dee Grunder reviewed the proposals and narrowed them down to the two firms that the committee unanimously agreed most closely fit the factors that were outlined in the RFP. She stated the committee interviewed those two firms, checked references, and then again unanimously agreed that the firm of BKD, LLP was the best fit for the City of Park City.

Council Member Brandi Baily moved to approve the proposal of BKD, LLP for audit services for the five-year period commencing with the audit of the year ending December 31, 2020 and continuing through the year ending December 31, 2024.

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

**8. DISCUSS AND CONSIDER A RESOLUTION PROVIDING AUTHORIZATION TO FUND THE COST OF IMPROVEMENTS TO 61st STREET NORTH FROM BROADWAY TO THE WICHITA-VALLEY CENTER FLOODWAY BRIDGE**

Garth Herrmann with Gilmore & Bell, P.C. stated the resolution presented to Council will authorize bond financing for all or portion of the cost of improvements to 61<sup>st</sup> Street from Broadway to the Wichita Valley Center project. He stated the amount that is authorized in the resolution is \$2,975,000 which is the City's portion of the overall project cost. Mr. Herrmann stated the balance of the project will come from the Kansas Department of Transportation.

Council Member Tom Jones moved to approve Resolution #1056-2020 a resolution of the City of Park City, Kansas, authorizing certain main trafficway improvements; and providing for the payment of the costs thereof in the amount of \$2,975,000.

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

**9. DISCUSS AND CONSIDER KANSAS GAS FRANCHISE AGREEMENT**

City Attorney Doug Moshier stated the existing natural gas franchise is set to expire on May 1, 2021. He stated the City and Kansas Gas Service both wish to extend the franchise. Mr. Moshier stated the terms of the proposed franchise ordinance are virtually the same as the existing franchise ordinance with the exception of a reduction in the term of the agreement from twenty years to ten years.

Council Member Ben Saucedo moved to approve Ordinance # 1106-2020 granting to Kansas Gas Service, a Division of ONE Gas, Inc., and its successors and assigns, a natural gas franchise.

Council Member Tom Jones seconded the motion.

**Roll Call**

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

**10. DISCUSS AND CONSIDER EVERGY FRANCHISE AGREEMENT**

City Attorney Doug Moshier stated Evergy holds an existing electric service franchise ordinance. He stated the franchise is set to expire in late 2020. Mr. Moshier stated both the City and Evergy wish to extend the franchise. Mr. Moshier stated the terms of the proposed franchise ordinance are virtually the same as the existing franchise ordinance.

Council Member Jim Schroeder moved to approve Ordinance # 1107-2020 granting to Evergy Kansas South, Inc., a Kansas Corporation, its successors and assigns, an electric franchise.

Council Member Geogle Glover seconded the motion.

**Roll Call**

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

**11. DISCUSS AND CONSIDER A CONTRACT WITH PEC FOR THE PRELIMINARY DESIGN AND ENGINEERING OF THE 77TH STREET IMPROVEMENTS**

City Administrator Sean Fox stated in a joint effort, Park City and Valley Center with the help of PEC, submitted an Economic Development Program application to KDOT to reconstruct Ford Street North (77<sup>th</sup>) from the bridge over the Wichita-Valley Center Floodway to I-135. He stated Valley Center’s goals for this project are to address the failing pavement and narrow road conditions along Ford Street, as well as align the offset intersection at Seneca. Mr. Fox stated Park City’s goals are to reconstruct the 77<sup>th</sup> Street and Broadway intersection with a safer, more effective, and efficient roundabout design, as well as make improvements to the road surface east of Broadway. He stated the application was accepted and Kansas Department of Transportation will be providing seventy percent of construction costs. Mr. Fox stated Sedgwick County has agreed to help by covering all required construction engineering and inspections services and may provide additional funding.

Council Member Tom Jones moved to approve the PEC Fee and Scope of Services and authorize the Mayor to execute a contract with Valley Center and PEC in an amount not to exceed \$107,740.00 to be paid from the Capital Projects Fund.

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

**12. DISCUSS AND CONSIDER SIDEWALK REPAIRS AND IMPROVEMENTS ON INDEPENDENCE STREET AND NEW SIDEWALK CONSTRUCTION AT JARDINE PARK**

Assistant Public Works Director Zach Day stated sidewalks on the west side of Independence between Beaumont and the north parking lot of Chisholm Trail Elementary School have sunken below the surrounding turf which is causing serious drainage issues. Mr. Day stated the sidewalks located within the existing cross walk are uneven and have broken concrete areas. He stated the crosswalk located within the intersection of Beaumont and Independence currently has two landings, one on the NE corner and one on the SW corner, and neither landing is ADA compliant.

Mr. Day stated in September of 2019, staff presented plans to Council for Improvements to Jardine Park. He stated RFP’s were sent to six area contractors requesting proposals for construction of a new 6’ walking path from Mobile Dr. to a new parking lot proposed for 6220 Independence Drive, with the construction of the walking path and 24’x16’ concrete approach for the new parking lot. Mr. Day stated the proposals to fix both sidewalk areas were listed on the staff summary.

Council Member George Capps moved to approve the proposals from Prado Construction for both projects in the amount of \$47,863.50 to be paid out of the Special Streets and Highways Capital Outlay Fund.

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

**13. DISCUSS AND CONSIDER 2021 STREET PROJECT OPTIONS**

Assistant Public Works Director Zach Day stated Council approved an Assessment Program and Road Repair/Replacement Plan with a goal of prioritizing necessary repairs and outlining the associated costs to return each road to an acceptable level. He stated staff was directed to prepare and be ready to present options to support that plan for 2021. Mr. Day stated he attached three options for Council's consideration.

A discussion ensued.

Council Member Jim Schroeder moved to approve option # 3 to direct staff on the method of approaching street repairs for the City of Park City, Kansas in 2021.

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

**14. DISCUSS AND CONSIDER THE APPROVAL OF A PART-TIME BUILDING INSPECTOR POSITION**

City Administrator Sean Fox stated during the budget discussions earlier in the year, it was brought up by several Council Members that staff should consider hiring additional help for the Planning and Building Department. He stated staff has identified a well-qualified and experienced individual that retired from Sedgwick County. He stated the individual is interested in assisting the Building Official on a part-time basis. Mr. Fox stated staff is requesting Council approve a part-time Building Inspector position. He stated the certifications, skills, and level of qualifications of the individual being considered. Mr. Fox stated the projected salary is \$25,500 with approximately \$2,500 in benefits.

Council Member Tom Jones moved to approve a part-time Building Inspector position, with a projected salary of \$25,500 annually and \$2,500 in benefits to be paid out of the General Fund.

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

**GOVERNING BODY REPORTS**

Mayor's Remarks

None.

Remarks by Council Members

Council Member Tom Jones stated there are some drainage issues in his area. He stated the issues will need to be addressed in the near future.

Council Member George Glover stated the United Way are taking appointments through September 25, 2020 for those who have been affected by Covid with furloughs or layoffs. He stated anyone can make an appointment


**ADJOURN**

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

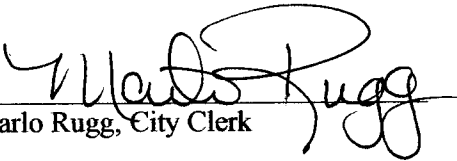
Council Member Ben Saucedo seconded the motion. Motion carried 8-0.

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Ray Mann, Mayor

Attest:

  
Marlo Rugg, City Clerk

The foregoing minutes were considered at the October 13, 2020 meeting and approved with the following amendment NONE.

The vote to approve the minutes 6-0.