



City Council Meeting Minutes

July 11, 2022
6:00 p.m.

Mayor: Carolyn Caiharr
Councilmember Chuck Adams Mark Bishop Garrett Mellott
Greg Scott Margaret Shriver

1. **Consider approval of consent agenda items**
 - a) **Approve minutes of June 27, 2022**
 - b) **Statement of bills paid in the amount of \$253,853.78**
 - **Motion:** Councilmember Mellott made the motion to accept the consent agenda items as presented
 - **Second:** Councilmember Bishop seconded the motion
 - **Vote:** Passes, 5-0
2. **Requests or Comments from the public**
 - No comments were made during this item.
3. **Hear presentation from the Wyandotte County Public Health Department regarding ARPA funded programs**
 - Wesley McCain and Colleen Kelly, representing the Wyandotte County Public Health Department, gave this presentation, recapping the use of both the use of CARES Act dollars and ARPA funds to fight the COVID-19 pandemic and provide other resources to Wyandotte County residents.
 - The presentation provided an overview of the ARPA priorities as it relates to pandemic recovery. This included a review of the eligible categories for expenditure. Health Department projects included mask and test distribution, home delivery of household supplies and staples, PPE delivery, mass vaccination sites, contact tracing and more.
 - Other programs that were funded through ARPA dollars include efforts to combat substance abuse, Transportation Assistance Programs, supplemental nutrition programs for young mothers and infants through WIC, and health education through events such as the Bonner Springs Health Department.
 - Mr. McCain reviewed the Community Health Improvement Plan (CHIP) and its four principal focuses (jobs/education, healthcare access, safe/affordable housing, and violence prevention). Through conversations with aid organizations, the group's efforts focus on social determinates of health. In short, addressing these focuses would allow for residents to be able to focus more on their own health.
 - Ms. Kelly reviewed future ARPA projects, included providing low-income legal assistance, mobile groceries, mobile medical clinics, and more.
 - Mayor Caiharr made the point that it remains difficult for Edwardsville residents to access Health Department resources and noted she'd like to see these mobile opportunities more present in Edwardsville. There was additional discussion on billboard advertising.
 - There was additional discussion about potential service locations in Edwardsville. As well as the appropriateness of providing of legal assistance using health department funds.

- Councilmember Bishop asked about the funding strategies for these programs after ARPA funding is spent. Mr. McCain reviewed some of the budgeting decisions on the horizons as well as the possibility for external private and/or federal funding. He could not speak to the specific effects on the tax rate.
 - There was additional discussion about the methods to spread the word about these resources, utilizing some of Edwardsville's current outlets. Councilmember Scott specifically requested more information about the local health worker in Bonner Springs. There was a consensus to see if this worker could have standing hours in Edwardsville. Staff noted they had previously had these conversations but were awaiting follow-up from programming staff.
 - Mayor Caiharr stressed her desire to see health department restrictions be applied more narrowly in the future.
 - No action was recommended or taken as a result of this presentation
- 4. Consider authorizing the use of Special Sales Tax funds for the matching requirement related to the acquisition of a UTV slide-in firefighting unit**
- Fire Chief Tim Whitham reviewed this opportunity, noting it is the 5th year for the department to receive forestry grant dollars.
 - This purchase would outfit the Parks & Rec Department's UTV with an attachment that would assist with brush management and controlled burns. The total funding request is \$9,000, 50% of which would be reimbursed through the grant.
 - City Manager Michael Webb noted that this purchase is technically under the threshold required for Council approval, but authorization is required due to the use of Special Sales Tax Funds.
 - **Motion:** Councilmember Bishop made the motion authorize the use of Special Sales Tax dollars for this purchase.
 - **Second:** Councilmember Adams seconded the motion
 - **Vote:** Passes, 5-0
- 5. Hear presentation regarding development of the 2023 Annual Budget focusing on preliminary General Fund FY23 revenues and expenditures**
- Assistant City Manager Zack Daniel provided this presentation, first providing an update on estimated FY22 General Fund revenues and projected FY23 General Fund Revenues. Staff is currently estimating ending the year with \$6.8 million in revenues from the General Fund and \$7 million estimated for FY23 (or an overall 4%). Mr. Daniel noted these figures will likely shift as more data comes in over the summer.
 - Mr. Daniel reviewed the FY23 General Fund priorities, including staffing (including grant staffing for public safety departments), compensation, facilities, equipment, and quality of life improvements.
 - Mr. Daniel noted that currently, staff is estimating an overall 2% decrease in General Fund expenditures in all areas except pay and benefits. This is partly due to unbudgeted emergency maintenance projects in FY22, including roof repairs at the City Hall and AC replacement at the Community Center, as well as rising fuel costs.
 - Mr. Daniel then noted the pay scenarios for the General Fund, which includes at a 3% STEP adjustment for all employees at the current staffing level up to the addition of public safety grant staff, a full-time City Clerk and part-time intern, as well as 3% STEP and COLA adjustments. The scale for these adjustments were about \$500,000.
 - It was noted that major facility or street repair projects would be funded through the Debt Service Fund.

- Mr. Daniel reviewed the FY23 GF goals, including maintaining a fund balance of 15-18% of expenditures and presenting as close to a balanced budget as can be provided.
- Mr. Daniel noted this does not incorporate ARPA-funded projects, which would be discussed after the budget approval process.
- Mayor Caiharr expressed her desire to consider a mill decrease due to the increase in assessed property values.
- No action was taken as a result of this meeting.

6. Consider recessing into Executive Session pursuant to K.S.A. 75-4319(b)(6) for the preliminary discussion of acquisition of real property

- **Motion:** Councilmember Adams made the motion to recess into executive session for the reasons stated to return at 7:45
- **Second:** Councilmember Bishop seconded the motion
- **Vote:** Passes, 5-0
- The group recessed, then returned from executive session
- **Motion:** Councilmember Mellott made the motion to return to regular session
- **Second:** Councilmember Shriver seconded the motion
- **Vote:** Passes, 5-0
- **Motion:** Councilmember Mellott made the motion to authorize the Mayor to enter into an agreement for the acquisition of certain real property in the City of Edwardsville, contingent on the subsequent acquisition of special additional real property (*note: this motion was made and seconded after Item No. 7 on the agenda*)
- **Second:** Councilmember Shriver seconded the motion
- **Vote:** Passes, 5-0

7. City Manager Report

- **Hear City Manager presentation regarding bond capacity for FY23 and beyond**
 - City Manager Michael Webb provided this overview of the City's overall debt capacity, first reviewing the outstanding debt of the City, currently sitting at about \$7.5 million.
 - This debt level represents 8.3% of the City's assessed valuation. Mr. Webb noted it is not uncommon for Cities to have an up to 25% debt-to-assessed valuation ratio. Edwardsville is significantly lower than some of the neighboring communities.
 - Mr. Webb then reviewed the declining debt payments currently scheduled over the next 10-years.
 - Mr. Webb then showed a table demonstrating the City's capacity to pay up to \$300,000 in debt payments in FY23 without affecting the City's mill levy (if kept stable). This would increase if valuations continue to grow at a rate of 3%.
 - Effectively, holding the mill levy at its current level would allow the City to pursue major capital projects such as roads, facilities, etc. without raising the City's tax rate.
 - In short, the City has the capacity to invest more in its public infrastructure at the current mill levy, without needing to change the tax rate.
 - Mayor Caiharr requested information about expiring PILOTs and their effect on the mill levy. There was additional discussion on the IRB process.
 - Councilmember Adams asked the best way to move forward with putting together costs for projects to consider for a future bond measure, noting that delaying longer would only increase costs for these infrastructure and facility projects. Mr. Webb noted the processes currently in place and the possible facility financing and project management methods.

- Mayor Caiharr stated she wanted to know how much the City could afford before requesting third-party assistance. There was additional discussion on how to move forward with both processes at the same time.
- Mr. Webb noted he could provide the requested information to show the details on what the City can afford in debt capacity in future years.
- Fire Chief Whitham presented pictures from the recent Junior Fire Academy the department ran with the Parks & Rec Department.

8. Council and Mayor Comments

Councilmember Adams asked if there was any information on the COVID-19 test distribution done locally. Mr. Daniel and Mr. Webb provided some of the details they were aware of. He also asked if there were ways to market the ESL program to Edwardsville businesses, which Mr. Webb noted this would likely be discussed at the industrial park roundtable put together by WYEDC. He also noted that it should be considered on how to reuse facilities for county functions once the City moves forward with facility construction. There was additional discussion on the timing of the Quiet Zone designation.

Councilmember Bishop asked about the possible condemnation of the property located on the NW corner of K-32 and 98th St. He noted the dilapidated condition of the property. Mr. Webb reviewed the condemnation process and stated the City would look into it.

Councilmember Mellott asked about the Swartz Rd. project, which Mr. Webb noted he has a project meeting with McAnany in the coming week about the project. He noted he appreciated the Health Department's presentation but wanted more of a presence in Edwardsville. He closed by stating his desire to see the public facilities project move forward, citing the recent high-dollar repairs made to City Hall and the Community Center noting these costs could have gone towards rebuilding of new facilities.

Councilmember Shriver noted she thought the Junior Fire Academy was outstanding. She also appreciated the Health Department presentation, but noted the lack of outreach in Edwardsville. She noted she'd like to see the public health worker with office hours in Edwardsville.

Councilmember Scott inquired about an update to the street maintenance program and the sewer schedule. Mr. Webb provided an update on both items, noting the next steps for the sewer project as it relates to maintenance.

Mayor Caiharr noted she saw a pothole filler being used by Wyandotte County and asked if the City could reach out for possible use of the equipment in Edwardsville. She also asked about the recent work Evergy has been involved with and asked if pole placement requirements could be reviewed in future franchise agreements. She closed by requesting that the Council get a refresher on codes enforcement activity in the City. She also noted the mobile pantry performance at its most recent event.

ADJOURNMENT

The meeting was adjourned at 9:26 p.m.

Zachary Daniel
City Clerk