



# City Council Meeting Minutes

August 22, 2022

6:00 p.m.

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

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## 1. Consider approval of consent agenda items

### a) Approve minutes of August 8, 2022

### b) Statement of bills paid in the amount of \$133,277.32

- **Motion:** Councilmember Mellott made the motion to approve the consent agenda items.
- **Second:** Councilmember Shriver seconded the motion
- **Vote:** Passes, 5-0 with Councilmember Adams abstaining

## 2. Requests or Comments from the public

- Connie Henry, 1123 S. 102<sup>nd</sup> Terrace, took the podium and expressed her mixed feelings regarding the potential bond issuance for public facilities for City public safety staff. She noted she felt the City needed a thought-through plan in order to properly prepare for new debt. She also relayed the age demographics in the City she researched as well as the recent increases in the county's assessed valuations. She also relayed a comment from a 90-year old friend of hers who did not want new facilities built for City staff but wanted a focus on north end public safety needs.

## 3. Consideration of request for qualifications for construction management services

- City Manager Michael Webb reviewed this item, including the recent history of staff and elected officials looking at this particular item.
- Mr. Webb recapped a recent presentation from the City's financial advisor, who noted the City currently has the capacity for debt, noting its low assessed valuation-to-debt ratio and low interests rates. The advisors recommended seriously considering assuming more debt in the coming months to make proper investments in the City's infrastructure.
- Mr. Webb reviewed what exactly the request for qualifications (RFQ) accomplishes, which would allow a selection committee to review interested firm's ability to manage this project. Mr. Webb reviewed the three proposed phases for this project. Phase 1 would help the City develop firm costs with the help of a Construction Manager (CM).
- Mr. Webb reviewed the need for a selection committee for this piece. Councilmember Adams noted this was similar to the process used for the River Front Park redevelopment project, which he noted was generative and helpful for that effort.
- Mayor Caiharr asked at what point would the cost for the facilities project be finalized. Mr. Webb responded that the CM would be able to propose different cost estimates based on market factors at the end of Phase 1.
- Councilmember Bishop asked if it would be appropriate to review public safety facilities for the north end. Mr. Webb noted that could be included in the RFQ.
- Councilmember Mellott stressed the need for new public facilities, noting that both public safety departments are working out of "temporary" office trailers, with money

paid in rent and utilities that could be going towards payment on a facilities project. He emphasized that these facilities are not adequate for the City's public safety staff to work in.

- **Motion:** Councilmember Mellott made the motion to direct the City Manager to issue an RFQ for construction management services
- **Second:** Councilmember Adams seconded the motion
- **Vote:** Passes 5-0

**4. Consider Ordinance No. 1058 adopting the 2022 Standard Traffic Ordinance for Kansas cities**

- Assistant City Manager Zack Daniel reviewed this item and the STO process. The STO is put together by the League of Kansas Municipalities to provide uniformity in traffic laws from city-to-city.
- Each City must adopt the STO each year to incorporate these changes (many of them occurring at the state level), as well as to make amendments specific to their community. For Edwardsville, this includes speed limit changes and other items noted in Ordinance No. 1058.
- Mr. Daniel noted that consideration of the Unified Public Offense Code is not included at this meeting at the request of the Mayor to allow for additional review.
- **Motion:** Councilmember Adams made the motion to adopt Ordinance No. 1058.
- **Second:** City Councilmember Mellott seconded the motion.
- **Vote:** Passes, 5-0

**5. Consider Special Event application from the Bonner Springs-Edwardsville Area Chamber of Commerce to conduct CMB sales as part of AutumnFest 2022**

- Mr. Daniel reviewed this item, noting that it is the CMB sales permit for the Chamber to conduct beer sales during AutumnFest. Mr. Daniel also reviewed the proposed map of the beer garden for the September 16-17 event.
- Mayor Caiharr asked about shade and water at the event, which Mr. Daniel noted that there will be water at the event as well as shade tents in various locations.
- **Motion:** Councilmember Mellott made the motion to approve the Special Event application from the Chamber of Commerce and to waive the daily fees.
- **Second:** Councilmember Scott seconded the motion
- **Vote:** Passes, 5-0

**6. Conduct a public hearing for the purpose of considering exceeding the revenue neutral rate developed by Wyandotte County for the Fiscal Year 2023 Annual Budget and take any necessary actions**

**7. Consider setting the maximum Fiscal Year 2023 Budget and calling for a public hearing on September 12, 2022**

- Assistant City Manager Zack Daniel provided a presentation recapping the purpose of the RNR hearing, as well as the budget review process to this point. He also noted that Items 6 and 7 would be handled during the same discussion.
- Mr. Daniel reviewed the proposed General Fund expenditure amounts in all areas except for payroll and benefits. Compared to the FY22 adopted budget, these expenditures are about \$145,228 more in the proposed FY23 budget (an increase from \$1.448M to \$1.593M). He provided additional detail on the Materials & Services as well as Contract Services line items.
- Mr. Daniel then provided a summary of these expenditures with respect to recent inflation changes, noting that (according to the Bureau of Labor Statistics) \$1.448M

in spending in the summer of 2022 would require about \$1.579M in spending power in the summer of 2023. He notes that the proposed increases in these areas in the proposed FY23 budget are in line with increases in inflation. There are no major equipment purchases or capital projects included in the proposed FY23 General Fund.

- Mr. Daniel then reviewed three different mill levy scenarios: 1) a half mill increase to debt service, 2) a 1/3 mill decrease in the General Fund, and 3) a 1 mill decrease in the General Fund.
- Mr. Daniel noted that the changes in each scenario all have to do with pay to City employees. Under scenario 1 and 2, City staff would receive a 3% STEP increase and 2% cost-of-living adjustment. Scenario 1 also includes an increase in the mill levy for debt, which would result in about a \$1 million saving in interest payments over a 20-year period if new debt were to be issued. Scenario 3 does not include any cost-of-living adjustment for staff. All scenarios assume that grant-funded public safety staff be added as well as a restructuring of the administrative department.
- Mayor Caiharr noted that the increase in the valuation should allow for a 1-2 mill reduction overall (with an increase to the debt service to 11 mills) and also provide for pay increases to staff. Mr. Daniel reviewed the inflationary factors at play, noting that \$200K in 2021 buys less than \$200K in 2022. Fire Chief Tim Whitham provided some examples of other materials his department has seen increases in, not including fuel increases.
- Councilmember Mellott asked about the changes to property taxes based on each scenario. Mr. Daniel showed a table breaking down the annual changes based on the scenarios. Depending on the appraised value, the difference in the annual tax bill could vary from \$8 to \$20 should a half mill increase be implemented. Mr. Daniel noted that over the last 5 years, the City of Edwardsville is the only entity that has proposed a mill decrease in each budget year.
- Mr. Daniel also noted that each scenario keeps the City compliant with its financial policy of keeping a fund balance of at least 15% of expenditures.
- Councilmember Bishop asked if the 5% pay adjustments would still be included if the mill levy remained the same, which Mr. Daniel confirmed.
- Mr. Webb noted that its possible that increases to the mill levy in debt could be held off to the FY24 budget, as principle/interest payments would not be due until that time.
- **Motion:** Councilmember Adams made the motion to open the RNR public hearing
- **Second:** Councilmember Bishop seconded the motion
- **Vote:** Passes, 5-0
- Heinz Rodgers, 650 Edwardsville Dr., thanked staff for the presentation and asked what the difference in the presented numbers were to the recent County notices. Mr. Daniel responded that the County noticed the maximum the budget could increase, which were detailed on an earlier slide.
- **Motion:** Councilmember Adams made the motion to close the public hearing
- **Second:** Councilmember Bishop seconded the motion
- **Vote:** Passes, 5-0
- Mr. Daniel then reviewed the big picture considerations for FY23 budget, including appropriate tax relief to residents and providing compensation adjustments to City staff. Mr. Webb reviewed the changes to the pay plan made over the last year and a half, which included the addition of extra steps so staff are not topping out of the pay plan too early.
- There was some discussion on the potential addition of grant-funded public safety staff and its overtime implications.

- **Motion:** Councilmember Mellott made the motion to adopt Resolution 2022-11, setting the maximum mill levy at 42.844 and calling for a public hearing to take place on September 12, 2022.
- **Second:** Councilmember Bishop seconded the motion
- **Vote:** Passes, 6-0 with Mayor Caiharr voting.

## 8. City Manager Report

- Mr. Webb referred to the written report and also acknowledged the work of Public Works Supervisor James Haynes while the department has been without a permanent director.

## 9. Council and Mayor Comments

Councilmember Adams thanked Mr. Daniel for the budget presentation, noting it was very easy to follow. He also thanked the residents who attended and commented on the budget items.

Councilmember Bishop thanked Mr. Webb for the management of Public Works as of late and thanked public safety staff for a recent response call he observed.

Councilmember Mellott thanked the residents for participating in the meeting and stressed the need for new facilities, especially in the areas of public safety. He closed with a request that attention be given to maintenance of medians on K-32, which would involve pressing KDOT for improvements. Mr. Webb spoke to recent efforts and outreach in this area.

Councilmember Shriver asked about improvements to the circle drive in the Cemetery. Mr. Daniel noted that the costs for this are being developed now and should be in front of the CPPS Board at their September meeting. She also stressed the need for Public Works facilities, in addition to the other departments.

Councilmember Scott thanked EFD for being at the elementary school on the first day of classes. He asked about the sanitary sewer inventory project, which Mr. Webb provided an update on.

Mayor Caiharr noted her reasoning for withholding on the UPOC consideration, as it is over 400 pages of material to review. She also noted feedback she has heard from the community noting their concerns about property taxes. She noted her preference to look for additional ways of saving money in the upcoming budget.

### **ADJOURNMENT**

The meeting was adjourned at 8:26 p.m.

Zachary Daniel  
City Clerk