

Council Meeting Minutes  
February 20, 2024  
7:00 PM Meeting

**I. Pledge of Allegiance**

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese led the pledge of allegiance.
- Mayor Frese, Mr. Partridge, Ms. McCutchen, Ms. Stevens and Mr. Donnelly were present. Mr. Dale was absent.
- City Manager George Brajkovic, Assistant City Manager Dan Porter, City Attorney Anna Krstulic and Municipal Court Clerk Lindsay Huntington were also present.

**II. Approval of Minutes – Regular meeting dated February 5, 2024**

- **Ms. Stevens made a motion to approve draft minutes from the regular meeting dated February 5, 2024.**
- **Mr. Donnelly seconded the motion.**
- **Vote of all ayes, motion carried.**

**III. Consent Agenda**

- a) Review bill payments
  - **Ms. McCutchen made a motion to approve the consent agenda.**
  - **Mr. Partridge seconded the motion.**
  - **Vote of all ayes, motion carried.**

**IV. Old Business**

- a) **City of Tonganoxie Logo Presentation**
  - Mr. Brajkovic presented the top three revised logos based off the input and comments from the last presentation.
  - Council members discussed the three options and agreed upon chose option number 2.

**V. New Business**

- a) Ordinance No. 1518: Consider Approval of Rezone Application for Wren Estates property generally located at Washington and East Streets, Tonganoxie, KS 66086 from R-R and R-SF to R-SF
  - Mr. Brajkovic stated Planning Commission has approved this item and it has met the required waiting period for any protests. No protests were received.
  - Mr. Brajkovic stated staff is still working through details for a development agreement which is required to move this project beyond the zoning and preliminary plat approvals that it has currently received. Mr. Brajkovic stated staff has no concerns with the rezoning.
  - Ms. Krstulic clarified the rezoning only applies to the 0.7 acres the remaining 6.6 acres is currently zoned R-SF.
  - **Ms. Stevens made a motion to approve Ordinance No. 1518 to rezone the application for Wren Estates property generally located at Washington Street and East Street, in Tonganoxie, KS from “R-R” Rural District to “R-SF” Single Family District.**
  - **Mr. Donnelly seconded the motion.**
  - **Vote of all ayes, motion carried.**
- b) Consider Approval of Payment of 2024 Funding Requests from Community Organizations
  - Mr. Porter provided a recap of the four requests for funding from community organizations that were received last summer. The requests were incorporated within the City’s 2024 adopted budget.
  - **Mr. Donnelly made a motion to approve the funds for all four of the different projects as proposed.**
  - **Mr. Partridge seconded the motion.**
  - **Vote of all ayes, motion carried.**
- c) Consider Approval of Donation of 2024 Group Water Park Season Pass for Genesis School, Inc. Auction

- Mr. Brajkovic stated this is a reoccurring request from Genesis as a part of their fundraising auction items, and staff is in support.
  - **Ms. McCutchen made a motion to waive the \$150 Tonganoxie Water Park resident group season pass fee and donate it to the Genesis Christian Academy for use at an upcoming annual silent auction.**
  - **Mr. Donnelly seconded the motion.**
  - **Vote of all ayes, motion carried.**
- d) Consider Approval of 2024 Hunter Education Temporary License Agreement with the Recreation Commission
- Mr. Porter stated is item has been renewed annually since 2020. Mr. Porter stated at the recommendation of the City Attorney updates have been made to the agreement. The updates have been reviewed with the Tonganoxie Recreation Commission and they are in support.
  - Mr. Porter stated the Tonganoxie Recreation Commission will be utilizing the City's Public Works facility and Public Safety firing range on weekend dates with classes organized through the State of Kansas and coordinated through the Rec Commission to provide safety instructions.
  - Mr. Porter stated that typically there are two events per year, but the City has received an update from Mr. Brad Eccles with the Rec Commission that they look to do two fall classes. Staff will make that amendment and have it executed by both parties.
  - Mr. Porter stated staff has no other concerns and this have been coordinated with the Police Chief and Public Works Director. Mr. Porter added staff has had no issue with previous years regarding cleanup or any other activities by the organization and recommends approval.
  - **Mr. Donnelly made a motion to authorize the City Manager to execute a 2024 Temporary License Agreement with the Tonganoxie Recreation Commission for the utilization of City facilities for Kansas Hunter Education courses.**
  - **Mr. Partridge seconded the motion.**
  - **Vote of all ayes, motion carried.**
- e) City Manager Agenda
1. 2024-01 Financial Report
    - Mr. Porter presented the January 2024 financial report to the City Council.
- f) City Attorney Agenda
- g) Mayor Pro Tem Agenda
- h) City Council Agenda
- i) Mayor Agenda
1. Executive session for discussion of non-elected personnel
    - **Ms. Stevens moved that the City Council recess into executive session to discuss the City Manager's annual review process, pursuant to the personnel matters of non-elected personnel exception in K.S.A. 75-4319(b)(1). The open meeting will resume in the City Council chambers at 7:43 p.m. The executive session will include the City Attorney, and Assistant City Manager.**
    - **Mr. Partridge seconded the motion.**
    - **Vote of all ayes, motion carried.**
    - ...
    - **Mayor Frese resumed the meeting at 7:43 p.m. and noted that no binding action was taken in executive session.**

- **Mr. Partridge made a motion to increase the City Administrator's salary by a percentage of 11%.**
- **Mr. Donnelly seconded the motion.**
- **Vote of all ayes, motion carried.**

**VI. Adjourn**

- **Mr. Partridge made a motion to adjourn the meeting.**
- **Ms. McCutchen seconded the motion.**
- **Vote of all ayes, motion carried.**
- **Meeting adjourned at 7:47 p.m.**

Respectfully submitted,



Lindsay Huntington, Municipal Court Clerk