



**City Council Meeting**  
November 16, 2015  
7:00 p.m. Regular Meeting

Mayor Jason Ward opened the meeting at 7:00 p.m. with the pledge of allegiance. Council members present were Jim Truesdell, Curtis Oroke, Chris Donnelly, Andy Gilner, and Kara Reed. Also in attendance were City Administrator Nathan McCommon, Assistant City Administrator Jamie Shockley, and City Attorney Michael Kelly.

**Approval of Minutes and Consent Agenda**

- Mr. Oroke moved to approve the minutes from November 2, 2015. Mr. Gilner seconded. Jim Truesdell abstained. 3 ayes. Motion carried.
- Mr. Gilner moved to approve the consent agenda for November 16, 2105. Mr. Donnelly seconded. All ayes. Motion carried.

**New Business**

**Second Reading: Ordinance 1400, annexing certain parcels into the corporate limits of Tonganoxie**

- Mr. McCommon explained the ordinance and mentioned that staff has had no inquiry from the public or council members requesting additional information on this item.
- Mr. Donnelly moved to approve Ordinance 1400. Ms. Reed seconded. All ayes. Motion carried.

**Resolution 11-15-01, requesting the County Commission's support of annexing certain parcels of land into the corporate limits of Tonganoxie**

- Mr. McCommon read the preamble of the resolution. Mr. Donnelly asked when it will be sent up to the County. Mr. Bixby stated that he chairs the County Commission this year and he could get it on the agenda for Thursday.
- Mr. Donnelly moved to approve Resolution 11-15-01. Mr. Gilner seconded. All ayes. Motion carried.

**First Reading: Ordinance 1401, amending Chapter 5, Article 1 of the city code to offer a discount for electronic submissions of the business license**

- Mr. McCommon explained the ordinance would offer a 10% discount to businesses who apply for their business license online. No questions from Council and no action taken as this is the first reading.

**Setting a Budget for design and construction of City Hall and Police Station**

- Mr. McCommon walked the Council through the actions that have been taken to date to move forward with new facilities for City Hall and the Police Department. He informed the Council that the next step before City staff can move forward with design is to set a project budget and determine the financing for the project.
- Mr. Gilner inquired as to whether we can move forward with setting a budget without the appraisals on the 6<sup>th</sup> and Church facility being completed. Mr. Kelly said it will be about 3 weeks before the appraisals are completed. Ms. Shockley stated that staff is just asking the Council to set a total project budget, and they are not agreeing to a purchase price for the acquisition of the facility at 6<sup>th</sup> and Church at this time.
- Karen Seymour, of 305 E. 2<sup>nd</sup> Street, asked if it was set in stone that the City was purchasing this facility. She also asked if the grade school was not offered at a decent price? Mayor Ward responded that the grade school was offered at a decent price; however, the total cost of renovating the facility to meet the needs of our department exceeded what the city is able to spend without an impact to the tax levy. He added that the Council has vetted a number of facilities, including some downtown, and has found that the facility at 6<sup>th</sup> and Church is the most viable and affordable option to renovate into a police station.
- Diane Bretthauer, 1415 E. 1<sup>st</sup> Street, asked the Council's opinion as to what they will do if the appraisal comes back much less than the asking price. The Council agreed that they would not be in favor of paying more than the appraised value for a building.
- Mayor Ward said that a lot of folks in the audience didn't have the opportunity to participate in this discussion for the past year. He wanted everyone to be aware that the Council has weighed all of the options, and as much as they would love to have brand new facilities, it would come with a hefty price tag and would put the City in the position of giving up some of the things that we know we need in the near future – a big piece of which is better retirement plans for our police and firefighters. Tonight, the Council is being asked to set a budget and move forward based on all of the decisions that they have already made over the past year.

- Mr. Gilner inquired about the appraisals and who we will be selecting to conduct them. Mr. McCommon said that he reached out to six appraisers, and received bids from three. He is asking permission from the Council to hire the lowest two bidders to conduct independent appraisals at the facility at 6<sup>th</sup> and Church, which is Bliss Appraisals and All Appraisals. Mr. Gilner moved to hire these two appraisers with the lowest bids. Ms. Reed seconded. Mr. Oroke asked why we are not hiring anyone locally to conduct the appraisals. Mr. McCommon said that he specifically chose to reach out to people that were not local and familiar with the situation. Roll call vote: Ms. Reed – yes. Mr. Gilner – yes. Mr. Donnelly – yes. Mr. Oroke – Yes. Mr. Truesdell –Yes. Motion carried.
- Mayor Ward asked Council to move forward with setting the project budget and asked Mr. McCommon what steps needed to be taken tonight. Mr. McCommon said in the next meeting, the financial advisor will come speak before the Council to explain the financing steps and process, part of which will be recommending to establish a public building commission, and drafting an ordinance to that effect.
- Mr. Gilner moved to set the project budget for City Hall and Police Station at \$1.1 million. Mr. Donnelly seconded. Roll call vote: Ms. Reed – yes. Mr. Gilner – Yes. Mr. Donnelly – yes. Mr. Oroke – yes. Mr. Truesdell – no. Motion carried.

#### **Discussion of Process for Community Event Funding**

- Ms. Shockley explained the draft policy for community event funding. Mayor Ward requested that any reference to deadlines be taken out of the policy.
- Ms. Shockley will make the adjustments and bring the policy back for approval at an upcoming Council meeting.

#### **City Administrator Agenda**

##### **October Financial Report**

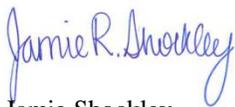
- Mr. McCommon gave the October financial report and informed the Council that the General Fund shows strong promise to meet the desired cash reserves by the end of the year. .

#### **Council Agenda**

- Ms. Reed informed the Council that the Sesquicentennial Steering committee is holding a call for volunteers meeting on Thursday, November 19 at 7:00 p.m. in the Council Chambers. She stated that there are several areas in which people can volunteer.
- Ms. Reed gave an update on the Farmers Market.
- Mr. Gilner mentioned that the VFW will be hosting a social for their 30<sup>th</sup> anniversary from 2 – 4 p.m. on November 21.
- Mr. Gilner moved to go into executive session to discuss matters of non-elected personnel for 5 minutes. Mr. Gilner seconded. All ayes. Motion carried.
- Mr. Gilner moved to return from executive session and make note that no action was taken. Ms. Reed seconded. All Ayes. Motion carried.

Mr. Gilner moved to adjourn. Ms. Reed seconded. All ayes. Motion carried. Meeting adjourned at 8:49 p.m.

Respectfully submitted,



Jamie Shockley  
Assistant City Administrator