



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 Manager Nathan McCommon, Assistant City Manager Jamie Shockley, and City Attorney Michael Kelly.

#### **Approval of Minutes and Consent Agenda**

- Ms. Reed moved to approve the minutes from March 7, 2016. Mr. Gilner seconded. All ayes. Motion carried.
- Mr. Gilner moved to approve the consent agenda for March 21, 2016. Ms. Reed seconded. All ayes. Motion carried.

#### **New Business**

##### **Consider awarding the bid to and approving contract with DF Osborne Construction for the renovations of City Hall and the Police Department**

- Ms. Shockley explained that the city sought sealed bids from general contractors for the construction of city hall and the police station. DF Osborne was the low bid, including two of the add/alternates included in the bid specifications, which were windows for City Hall and a shower for the police station. Ms. Shockley introduced Marissa Carroll with HTK Architects to provide further details to the Council regarding the contract.
- Mayor Ward inquired as to whether Ms. Carroll would monitor the progress and review all invoices. Ms. Carroll stated that she will be doing weekly visits to the job site to keep an eye on the progress.
- Mr. Donnelly moved to authorize the mayor to execute the agreement for construction with DF Osborne construction. Mr. Gilner seconded. Ms. Reed – yes. Mr. Gilner – yes. Mr. Donnelly – Yes. Mr. Oroke – Yes. Mr. Truesdell – No.

##### **Consider approval of Ordinance 1407 authorizing a special use permit for in-home daycare services at 406 E. 6<sup>th</sup> Street**

- Ms. Shockley explained the Ordinance and informed the council that this was for a renewal of a special use permit that already exists. She added that the planning commission recommended approval.
- Mr. Donnelly moved to approve Ordinance 1407. Mr. Truesdell seconded. All ayes. Motion carried.

##### **First Reading: Ordinance 1408, annexing certain parcels of land into Tonganoxie city limits**

- Mr. Donnelly inquired as to where this piece of land was precisely located. Ms. Shockley informed him that the land was located in the southeast corner of the approximately 150 acres that was annexed back in November, and this portion is just over an acre. She said that she would send out a map of the location to the Council in an email and include it in the next Council packet.
- No action was taken, as this was the first reading of the ordinance.

##### **Consider approval of annual street repair projects**

- Mr. Heskett presented his proposal for 2016 street repair projects, which would include a mill and overlay of 4<sup>th</sup> Street, from 24/40 Highway to the grain elevators. He informed the Council that \$124,000 is budgeted in the Special Highway Fund for these repairs, and he anticipates this project will cost about \$122,000.
- Mr. Donnelly moved to authorize the public works director to solicit bids for the annual street repair projects, to include a mill and overlay on 4<sup>th</sup> Street. Mr. Truesdell seconded. All ayes. Motion carried.

#### **City Manager Agenda**

##### **Requesting expenditure authority for furnishings of City Hall and the Police Station**

- Ms. Shockley informed the Council that \$50,000 was budgeted in the city hall and police station project budget for furnishings, which includes \$20,000 for the police station and \$30,000 for City Hall. Because we will likely be purchasing furnishings from a variety of entities, staff is requesting the City Council to grant the City Manager expenditure authority up to \$50,000 for furnishings of these buildings.
- Mr. Donnelly moved to grant the City Manager expenditure authority up to \$50,000 for furnishings of city hall and the police station. Mr. Gilner seconded. Ms. Reed – yes. Mr. Gilner – Yes. Mr. Donnelly – Yes. Mr. Oroke – Yes. Mr. Truesdell – No. Motion carried.

##### **February Financial Report**

- Ms. Shockley gave the February Financial Report, stating that the revenues and expenditures were right where we expected them to be for this time of the year. Mr. Donnelly inquired about how many building permits have been granted for new residential so far this year. Ms. Shockley said that she believed there was only one; however, she would look into it and send that information out to the Council.

#### **Authorizing Mayor to sign furnishings agreement with ROS furniture**

- Ms. Shockley explained that the police station has found a number of furnishings at ROS furniture that they would like to purchase for the new police station. The purchase order and agreement requires a signature from a city official.
- Mr. Donnelly moved to authorize the mayo to sign the furnishings agreement with ROS furniture for police station furnishings. Mr. Gilner seconded. Ms. Reed – yes. Mr. Gilner – yes. Mr. Donnelly – yes. Mr. Oroke - yes. Mr. Truesdell – no. Motion carried.

#### **Requesting expenditure authority for abatement of the new city hall**

- Ms. Shockley explained that asbestos abatement is needed before construction can begin at the new city hall. She solicited quotes from various companies, and only received one quote from B&R Insulation in the amount of \$5,678. She is requesting expenditure authority from council in the amount of \$5,678 to move forward with scheduling the abatement for sometime in April.
- Mr. Gilner moved to authorize the abatement of city hall in the amount of \$5,678. Mr. Donnell seconded. 4 ayes, 1 no. Motion carried.

#### **City Attorney Agenda**

##### **Second Reading: Ordinance 1405, amending the city code to conform to Charter Ordinance 26 and assign responsibilities to the mayor, city manager, and other officers**

- Mr. Kelly explained the ordinance and requested approval from the Council. Mr. Gilner moved to approve Ordinance 1405. Mr. Donnelly seconded. Mr. Oroke said he would like to have more time to review the Ordinance and discuss it with the City Manager before voting. Mr. Gilner agreed to table his motion.

##### **Second Reading: Ordinance 1406, amending the city code to add parking restrictions on city streets in certain business and industrial parks**

- Mr. Kelly explained the ordinance, which would restrict parking in certain business and industrial parks within city limits.
- Ms. Reed moved to adopt ordinance 1406. Mr. Gilner seconded. All ayes. Motion carried

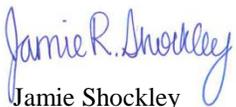
#### **Council President Agenda**

##### **Discuss Strategic Planning**

- Ms. Reed informed the Council that she would like to have a discussion about doing some strategic planning and goal setting. She would like to hear other council members opinions about directing staff to hire a consulting company to come in and do initial goal setting and move on to a greater strategic plan and organizational work plan.
- Mayor Ward agreed that the City is overdue for a strategic plan, and directed staff to research consultants and come back to Council with a plan for implementation and budget information.

Mr. Gilner moved to adjourn. Ms. Reed seconded. All ayes. Meeting adjourned at 7:53 p.m.

Respectfully submitted,



Jamie Shockley  
Assistant City Manager