

**LOUISBURG CITY COUNCIL  
REGULAR MEETING  
6:30 P.M., SEPTEMBER 16, 2024  
CITY HALL, 215 S. BROADWAY**

The council will conduct a workshop at 6 p.m. This is the livestream link for the workshop:

<https://boxcast.tv/view/agenda-workshop-91624-wgekurhjh6og0cx4ulr>

Meeting Livestream link:

<https://boxcast.tv/view/louisburg-city-council-91624-u1uo3vdunbbe8aj4zprd>

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT AGENDA
4. APPROVE MINUTES - of the Sept. 3, 2024, regular meeting
5. APPROVAL OF BILLS
6. PUBLIC HEARINGS
  - A. RNR Hearing
  - B. 2025 Budget
7. RECOGNITION OF SCHEDULED VISITORS
  - A. Renee Slinkard – Constitution Week Proclamation
  - B. Dan Rundel – propane tank request
  - C. Nick Stambaugh or Cooper Moore – youth center
  - D. LHS Student Council – Homecoming road closure
8. PUBLIC COMMENTS: Persons who wish to address the Mayor and City Council regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for informational purposes only. Please state your name and address.
9. COUNCIL/COMMISSION REPORTS

10. DEPARTMENT REPORTS

- A. Finance
- B. Public Works
  - Pool improvements
- C. Fire
- D. Police
  - Promotion of Officer to Sergeant
- E. Administration

11. CITY ATTORNEY'S REPORT

12. MAYOR'S REPORT

13. ADMINISTRATOR'S REPORT

- A. Annual STO & UPOC - Continued
- B. Farm and Hay Draft Agreements - Continued
- C. Gas Connect Fees – Preliminary Review

14. ADJOURNMENT

**CITY OF LOUISBURG, KANSAS  
MINUTES OF REGULAR MEETING  
SEPTEMBER 3, 2024**

The council will conduct a budget workshop from 5:30-6:30 pm.

Workshop livestream link:

<https://boxcast.tv/view/agenda-workshop-divbm6kyx0ijmrgxgg9d>

Meeting livestream link:

<https://boxcast.tv/view/louisburg-city-council-dvaqikfh4klyrdmwlj66>

The Council of the City of Louisburg, Kansas, met at 6:30 p.m. in regular session in the City Hall Council Chambers. Mayor Donna Cook presiding.

Council Members Steve Town, Scott Margrave, Tiffany Ellison, Clint Ernst, Kalee Stone

City Administrator Nathan Law

City Clerk Jessica McGowin

Public Works Director Peter Yazbec

Communications Coordinator Jean Carder

Police Chief Josh Weber

Fire Chief Gerald Rittinghouse

City Attorney Mary Stephenson

**PLEDGE OF ALLEGIANCE**

Mayor Donna Cook led the pledge of allegiance.

**ADOPT THE AGENDA**

Councilmember Clint Ernst moved, seconded by Councilmember Kalee Stone and carried 5-0, to adopt the agenda.

**APPROVAL OF THE MINUTES**

Councilmember Scott Margrave moved, seconded by Councilmember Tiffany Ellison and failed with all members abstaining.

City Attorney Mary Stephenson stated the minutes from August 19, 2024, needed to reflect under Tax Abatement that both bonds did not need to be passed for the builders to avoid paying back sales tax, it should have stated only a bond needed to be passed.

Councilmember Margrave moved, seconded by Councilmember Ellison, to approve the August 19, 2024, with the amendment. Motion carried 5-0.

### **APPROVAL OF THE BILLS**

Councilmember Steve Town moved, seconded by Councilmember Ernst, to approve the bills as presented. Motion carried 5-0.

Questions on bills:

Mayor Cook asked if we have billed Louisburg Estates. Yazbec stated that project costs will be separated out and presented to council.

Councilmember Margrave asked if the Principal Life insurance payment was only for life insurance. Finance Clerk Kelly Bond stated that it was for vision and life insurance.

Councilmember Ernst asked about the payment to EMC for legal defense. He asked for clarification on what claim that was for. City Administrator Law stated he would email the council the information.

Ernst asked about a check being reissued. Bond stated it was lost in the mail and had to be re-issued.

Ernst asked about the WEX fuel bill and asked if staff thought this would be the peak of fuel. Law stated that yes this would be the peak, especially with summertime help.

Ernst asked about the Sam's club concession receipts and asked if staff knew what the total revenue and expenses were or if there was a profit from the concessions. Communications Coordinator Jean Carder stated that while some items would produce a profit, other items did not so it would even out in the end. Our goal is to keep costs down as much as possible

Cook asked if the KC Concrete \$29,000 was within the bid. Public Works Director Peter Yazbec stated that it was. He also stated there was a cost reduction due to the company purchasing rock from the city.

### **SCHEDULED VISITORS:**

**None.**

### **PUBLIC COMMENTS**

**Ruth Urban 106 Broadmoor Drive** – Mrs. Urban expressed her concern about exceeding revenue neutral and what it would do to poverty-stricken families. Mrs. Urban stated she is employed at the school and sees how hard it is for families to provide essentials such as groceries for their families. She is against exceeding RNR.

**Jon Smith 1102 N 2<sup>nd</sup> St. East** – Mr. Smith referred to an affidavit from a previously published budget and stated that Admin, Fire and Parks salaries has gone up and he would like to see a clearer concept of the budget. He is against exceeding RNR.

**Oren Goldstein 1310 N 1<sup>st</sup> St. East** – Mr. Goldstein stated that taxes go up and believes the city has been a good steward of its money. He does not want to see our reserves depleted since we can use those funds to invest. He stated it is a nominal amount collected per home, he doesn't think it is fair to say moving the salaries back in utilities will cause an increase in rates and any increase would be due to the change in the cost of production. He is in favor of exceeding RNR if needed.

**Lori Scott 501 Countryside Drive** – Mrs. Scott expressed concern about the lack of growth and amenities in the town compared to the high taxes being paid. She mentioned that kids were speeding at S. 5th and Countryside and suggested that more police be stationed at every corner or that the kids be restricted from entering the neighborhood. Mrs. Scott also disagreed with the tax abatement and suggested that a forensic audit be conducted. She raised questions about the elimination of Teresa Vickrey's position, noting that she made approximately \$4,000 compared to another staff member making \$65,000. However, she admitted that she was unsure of the accuracy of this information and needed clarification. Additionally, she inquired about the sales tax for the aquatic center and its associated improvements. Law

clarified that there is a specific sales tax for the aquatic center, and improvements are in the works. Ellison added that the aquatic sales tax has been in place since the opening of the pool and any tax increase would need to be voted on by the citizens.

## **COUNCIL/COMMISSION REPORTS**

**TOWN** – None.

**MARGRAVE** – Margrave thanked all constituents for taking time to come to the meeting and voice their opinion and that their thoughts and opinions are warranted and heard.

**ELLISON**–Ellison expressed gratitude to the constituents for attending the meeting and for sending e-mails to voice their opinions. In response to Mr. Smith’s question about park salaries, Ellison clarified that the mentioned increase pertains to the LRC Director position. While LRC is not directly affiliated with the city, the individual in that position receives city benefits and the expenses are reimbursed by LRC to the city. This arrangement has no impact on the city's budget as the money is simply treated as an expense and then reimbursed by LRC. Ellison emphasized that regardless of the decision on RNR, it will not contribute to building the reserve fund. She attributed the healthy reserve fund to effective council management with the help of staff and increased sales tax revenue between 2021 and 2024, as well as one-time revenues. The council will now look into the surplus and draw down the reserve fund strategically. In response to Mrs. Scott’s suggestion of a forensic audit, Ellison stated that such a measure is unnecessary as it implies criminality. Regarding Teresa Vickrey's departure from her position at Fox Hall, Ellison was uncertain about the exact date of Vickrey’s resignation but mentioned while she appreciated Vickrey cleaning and taking reservations for Fox Hall, hiring the facilities coordinator will encompass a much larger role including overseeing all city facilities and parks including the aquatic center. Additionally, Ellison pointed out that the council has managed to lower taxes over the past four years, and any tax increases were not the result of the council's actions.

**ERNST** – Ernst thanked all in attendance. He reminded everyone that council members have city-issued emails if they would like to reach out with questions. Ernst spoke on transparency, and would rather people reach out to him or the council directly to get answers. He also provided an update on a recent Lake HOA meeting he attended. Ernst inquired about damage to the electrical and irrigation system at The Lake, that was a result of the Metcalf 2.0 project. Ernst questioned if they could still pursue the county for that. Law stated that was always a separate consideration and is working on it with the county. Ernst gave an update on the Greater Miami County Economic Development board of directors meeting where they spoke on the FIFA World Cup coming in 2026 and are looking at ideas to draw the influx of tourists to Miami County. He stated they approved the 2025 budget, and the county is working on round table discussions with some being held in Louisburg.

**STONE** – Stone was unable to attend the Planning Commission meeting and thanked all in attendance. She urged attendees to come back to attend the Sept. 16, 2024, meeting.

## **DEPARTMENT REPORTS**

### **PUBLIC WORKS**

**CRACK SEAL BIDS** - Public Works Director Peter Yazbec stated the city received two bids for the crack sealing work, Vance Brothers at \$4.39 a ton, and Pavement Management at \$4.49 a ton. Both companies agreed not to exceed the allocated \$79,000 from the Special Street Fund in the 2024 budget. The recommendation was to accept Vance Brothers' bid.

Ernst moved, seconded by Margrave, to accept the bid from Vance Brothers not to exceed \$79,000. Motion carried 5-0.

**CONCRETE REPLACEMENT ON METCALF** – Yazbec stated we had recently repaired a large water main break on Metcalf. Due to the break being under a commercial driveway approach, Public Works had to remove sections of concrete from the approach and sidewalk. Yazbec solicited three quotes to pour the concrete.

Nate Apple Concrete - \$11,100

KC Concrete Company - \$6,427

Pavement Management- \$18,768.75

Ellison moved, seconded by Stone, to accept KC Concrete for \$6,427. Motion carried 5-0.

It was noted that this unbudgeted item would be paid out of the Infrastructure Improvement Fund.

**2024 ADDITIONAL STREET REPAIRS** – Yazbec stated that since April 3, 2024, when the street work was awarded to Advanced Asphalt, the city has identified additional areas that need repark work.

700 N. Broadway- Full depth 6-inch

Sunrise and S. Sixth – Full depth 6-inch

Lake Hill Drive and Danford Drive – Full depth 6-inch

During repair work, S. 11th from Elm to Olive was identified as an area that was in substantial need of further repair. Staff observed complete base failure on S. 11<sup>th</sup> St. There does not appear to be any base material underneath the asphalt causing continuous asphalt failure. Yazbec recommended having the company move forward with repairing it correctly since it was currently exposed. Advanced Asphalt provided a quote of \$66,035.76 for the additional repairs. The extra items are unbudgeted. It is recommended to fund this from the Infrastructure Improvement Fund.

Ernst moved, seconded by Town to complete all work requested not to exceed \$95,527.76. Motion carried 5-0.

Ernst asked if this could also come out of the Special Improvement Street fund. Law stated yes that can be considered.

**PART-TIME PUBLIC WORKS EMPLOYEE** - Yazbec requested approval to hire a part-time employee to assist in day-to-day public works duties. The position will have similar duties as the summertime employees. Yazbec stated a candidate reached out to him who has good qualifications and there are enough projects to sustain the position. No benefits would be offered. The person hired would potentially work one to two full days a week. When asked about capping hours per week, Yazbec confirmed that it would be possible. He mentioned that this position was not initially budgeted for, but since they were down one budgeted summertime employee, there might be some salary flexibility. Additionally, when asked about the possibility of the candidate transitioning to a full-time role, Yazbec stated that this was an option. However, he clarified that the candidate understands this position ends at the end of December, but could reapply in the future.

Ellison moved, seconded by Town, to approve the hire of a part-time employee for the remainder of 2024, with a cap of 24 hours per week. Motion carried 5-0.

Yazbec asked the council if he needed to bring the candidate back for approval. It was decided that was not necessary since it is a seasonal position.

Mayor Cook asked about the report for lead and copper that is due to the State in October. Yazbec stated we have fulfilled our requirements on notification, and are working on inputting information into the database, however, the spreadsheet the State provided is unclear on what information needs to be put included. He stated we are working with the State on what information needs to be submitted. Ellison asked if there was a penalty if it is not submitted on time. Yazbec is not sure as the State has been unclear about the process.

**FINANCE** - Absent.

**FIRE** – None.

**POLICE** - Chief Weber provided updates and appreciated the civil behavior of all attendees. He informed the council about a significant recall on three fleet line vehicles due to the potential for explosions in the engine compartment. He mentioned that a fix is not expected until 2025 and is working with the dealership to resolve the issue. Weber also provided updates on the sign at 68/69, the monitoring of the crosswalk at Summerfield and Aquatic Drive, cameras, phones, and the Sargeant's promotion. In response to a question about a debriefing after the parade, Weber stated that he plans to reach out to the Legion after receiving public comments.

### **CITY ATTORNEY REPORT**

None.

### **MAYOR'S REPORT**

Cook thanked all attendees and stated that she appreciated their input. She also reiterated that council members have city-issued email addresses where constituents could reach out and ask questions anytime.

Cook asked how frequently the staff went to Sam's Club and suggested reducing the visits to twice a month instead of three times a week. Carder explained that during the pool season, there are more trips due to concessions, with visits once a week, and usually once a month in the off-season.

### **ADMINISTRATION**

None.

### **ADMINISTRATOR'S REPORT**

**STO & UPOC ORDINANCE** – City Attorney Stephenson raised concerns about the STO stating that she feels that amending the STO to not follow 114.5 Unlawful Operation of a Work-Site Utility Vehicles does not align with K.S.A. 8-15109. She mentioned that the Sheriff and the Kansas Highway Patrol have jurisdiction in the city and will be using the State statute. Stephenson asked Law for the background of why it was changed. Law explained it was changed to allow UTVs to drive in town and to the grocery store. Stephenson emphasized the need for a clear understanding of which statute will be used since they contradict each other. Ernst clarified that the local ordinance allows people to cross over the highway but not drive on it. Stephenson highlighted that the ordinance still conflicts with other agencies and that citizens could be cited by the Sheriff or Kansas State trooper. Weber added that there was also a conflict with K.S.A. on the lights as the UTV may pass local inspection however it does not follow the State and Federal statutes on lighting. Law will prepare a new draft for Stephenson to review and bring it back to the next meeting.

#### **FARM AND HAY DRAFT AGREEMENTS -**

Law talked about the updates made to the draft agreements including adding KSA 2-1314 noxious weeds which would incorporate the noxious weeds declared by Miami County under the same statute. He also added the ingress and egress points for the properties. Cook would like to see language added to maintain the ditches. Ernst asked who was responsible for mowing the ditches. Cook said usually the farmer. Stephenson asked if we had checked on insurance for the property and if it is the lessee's responsibility or the city. Law said he would check with the insurance company. Yazbec stated the city is responsible for maintaining the ditches and said it would be easier for staff to maintain.

#### **ANNUAL WEBSITE RENEWAL –**

Law stated this was an annual renewal of the website license, which included an annual increase in cost. There was a discussion about the features currently being utilized, and the available options as well as the options used by other cities such as Osawatomie, Paola, and Spring Hill, all of which use Civic Plus. Law stated that all mentioned cities saw an increase. Cook suggested starting a discussion next June to

explore other options. Ellison asked staff to compile a list of what features are currently being used and what features staff like, dislike, or would like to have.

Ellison moved, seconded by Stone to renew the annual contract with civic plus for \$9,209.86. Motion carried 5-0.

### **RESOLUTION TO ALLOW FOR ALCOHOL DURING CIDER RUN –**

During the meeting, Law proposed a resolution to permit alcohol for the annual Cider Run. Ellison inquired about any changes from the previous year to which Law responded that there were none. Ernst then asked Chief Weber if there were any concerns, to which Weber said they had not experienced any issues last year and he does not anticipate any issues this year. He emphasized the need for a barrier to designate the drinking area and to make sure they are checking IDs.

Town moved, seconded by Ellison approving an exception to the code of The City of Louisburg, Kansas, Chapter III. Beverages, Article 1. General provisions, section 3-104 consumption on public property, and chapter XII. Public property, article 4. Special Events. Resolution No. 9-3-24. Motion carried 5-0.

### **ALTERNATE USE OF DOG PARK FUNDS –**

Upon approval from the First Option Trusteed Foundation, Law proposed using the grant money previously awarded to the dog park, which failed to match funds and did not move forward, to surface areas of the playground at City Park. There was a discussion of other areas of the park where funds could be utilized. The grant awarded was \$15,000. Law stated that a quote of \$19,370 was submitted for play surfacing, so approval would be needed for the additional \$1,680 unbudgeted dollars to be paid out of the Aquatic and Recreation Fund. Ellison clarified that the unbudgeted amount of \$1,680 would be coming out of the Aquatic and Recreation Fund, and no money would be taken away from the aquatic center

Stone moved, seconded by Ellison to approve \$1,680 contingent upon approval from the Trustees Foundation, to be paid out of the Aquatic and Recreation Fund to resurface the playground area at City Park. Motion carried 5-0.

**SIDEWALK PROGRAM –**

Law discussed a preliminary program WALK, (Walk Around Louisburg, Kansas). Cook asked if this would be for the 2026 budget year. Law said yes. Council all agreed they like the idea of the program and to bring it back for 2026 budget considerations.

**FARMERS MARKET SURVEY RESULTS-**

Carder has compiled a list of comments from a survey that was conducted for community feedback about the farmer’s market. Cook would like to share the findings with a group that is interested in starting a community garden. Carder will post the findings on the website. Additionally, there was a discussion about some of the responses regarding what the community would like to see, such as restrooms and a play area.

Cook inquired about the Phoenix Chinese building, expressing concern about its dangerous condition. She mentioned that the glass windows are on the verge of falling out and are not made of safety glass. She described the overall structure is in poor condition. Discussion revolved around the necessary steps for the city to condemn the building, including the legal process and the need for a structural inspection. Cook mentioned that a recent structural inspection had been completed and indicated that she would attempt to obtain the results for Law.

**ADJOURNMENT**

At 8:16 p.m. Ellison moved, seconded by Ernst, to adjourn the meeting. Motion carried 5-0.

Approved:

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Donna Cook, Mayor

Attest:

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Jessica McGowin, City Clerk

**BILLS LIST 9-15-24**

ADP, INC	615.06	PAYROLL SERVICES - 8/21/24 & 9/4/24
ATKINSON, JIM	100.00	DEPOSIT REFUND - FOX HALL
BLUE VALLEY PUBLIC SAFETY	1,088.95	REPAIRS/TORNADO SIREN @ SHOP
CHERRYROAD MEDIA	117.00	LEGALS - ORDINANCE 1209
CIVIC PLUS	9,209.86	ANNUAL WEBSITE FEE
CONNECT IT SOLUTIONS	1,449.97	COMPUTER & SETUP - FACILITIES
CSG FORTE PAYMENTS	2,371.12	C/C PROCESSING FEE
DELTA DENTAL OF KANSAS	2,864.60	DENTAL INSURANCE - ALL
EMC INSURANCE COMPANIES	115.50	LEGAL DEFENSE DEDUCTIBLE
ENVIRONMENTAL WORKS	6,359.15	MONTHLY TESTING/SAMPLING - 3 MOS
FAMILY CENTER OF PAOLA	519.88	BOOTS/PAINT FOR LOCATES
FBI-LEEDA	795.00	LEADERSHIP TRAINING
FIRST IMPRESSIONS	150.00	EMPLOYEE HEADSHOTS
GROUNDSKEEPERS LLC	3,200.00	CEMETERY MOWING - AUGUST
HIREOLOGY, INC	267.50	CAREER SITE - SEPTEMBER
HR PARTNERS	65.00	PRE-EMPLOYMENT BACKGROUND
JOHN DEERE FINANCIAL	1,523.14	PLIERS/TRIMMER LINE/ROUND UP
KANSAS STATE TREASURER	352.50	AUGUST COURT COLLECTIONS
KANSAS TURNPIKE AUTHORITY	3.14	TOLL FOR FBI LEEDA TRAINING
KBI	400.00	RESTITUTION FOR COURT
LANDSCOPE MASONRY	7,962.00	CEMETERY STONE WALLS
LEAGUE OF KANSAS MUNICIPALITIES	469.63	STO & UPO CODE BOOKS - 2024
LEXIPOL	1,296.36	ACADEMY ANNUAL SUBSCRIPTION
LOUISBURG FORD	72.08	OIL CHANGE/TIRE ROTATE - CAR 5
LOUISBURG MUNICIPAL UTILITIES	1,459.25	CITY UTILITIES
MANNING, LORIE	100.00	DEPOSIT REFUND - FOX HALL
MCKELVEY'S TRUE VALUE	199.90	CHLORINE/ADA HAND RAIL/NUTS/MSC
MEADOWLARK PLUMBING	1,240.96	ADA FAUCETS/WATER SHUT OFF-LYP
MHS JANITORIAL CLEANING	1,150.00	MONTHLY CLEANING SERVICE
MIAMI COUNTY AUTO	26.50	TIRE REPAIR - CAR 38
MIAMI LUMBER INC	47.24	LUMBER/FARMERS MARKET BENCH
MO-KAN DIAL, INC.	1,414.52	TELEPHONE/INTERNET SERVICES
NETSTANDARD, INC	3,195.00	CLOUD BACKUP/IT SECURITY/SWITCH
NORTH POINT BOILER	1,615.00	POOL HEATER REPAIR
PEOPLES SERVICES	185.00	MONTHLY INTERNET CHARGES
PEREGRINE CORP.	1,537.10	AUGUST UTILITY BILLS
PRICE CHOPPER	254.37	BUDGET WORKSHOP/COFFEE
QUADIENT FINANCE USA INC	300.00	OFFICE MACHINE POSTAGE
RUMANS, FRAN	100.00	DEPOSIT REFUND - FOX HALL

RURAL WATER DISTRICT #2	39.56
SCHULTE SUPPLY INC	1,182.50
SHRED-IT USA	87.58
SMH CONSULTANTS	18,412.50
UCI	125.00
UTILITY SAFETY & DESIGN	7,950.00
VERIZON	1,254.64
WEX BANK	6,804.72
WHITE'S AUTOMOTIVE	2,064.56
<b>CLAIMS TOTAL</b>	<b>92,113.34</b>

WATER - PARKS
COLD ASPHALT PATCH
SHRED SERVICES
AMITY SIDEWALK DESIGN/ENGINEER
PRE-EMPLOYMENT SCREENING
GAS CONTRACT - AUGUST
CELLULAR - ALL
FUEL - ALL
MOWER TIRES/BRAKES & POWER STEERING

## **Constitution Week Proclamation**

WHEREAS: September 17, 2024, marks the two hundred and thirty-seventh anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Donna Cook by virtue of the authority vested in me as Mayor in the City of Louisburg, Kansas, do hereby proclaim the week of September 17 through 23 as

### **CONSTITUTION WEEK**

AND ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed this 16th day of September of the year of our Lord two thousand twenty four.

Signed \_\_\_\_\_

SEAL Attest \_\_\_\_\_

# Memo

To: Louisburg Governing Body

From: Peter Yazbec

Date: September 16, 2024

Re: Louisburg Aquatic Center Design and Engineering Update

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## Background:

The city has been working with Lamp Ryneerson on the renovation design and engineering for the Louisburg Aquatic Center (LAC). Substantial upgrades have been identified, those include:

- Raising the zero depth to make the area more usable for younger children.
- Removing the existing fountain spray features.
- Adding a peninsula for seating and separating the shallow depth area and the deeper lap lanes.
- Adding steps and a chair lift for ADA compliance.
- Adding a rope swing in the dive well.

Lamp Ryneerson have also provided input on recent popular features that have been utilized in zero depth areas. The first is splash pad type features. These features would be spread out throughout the zero-depth area allowing kids to play at several different stations.

The second suggestion is a large play structure, similar to a playground at a park. This will also have water features incorporated into the structure. Attached you'll find two illustrations for the two proposed options. The two options were discussed at the Park & Tree Board meeting last week, and that body recommended City Council pursue the splash pad.

A Facebook poll was conducted and approximately 170 individuals provided input. The majority were in favor of the splash pad style play features.

Lamp Ryneerson advised there is a potential to have the renovations completed prior to the pool opening. However, a lot of variables go into the renovations being completed prior to opening and there is a potential for a possible delayed opening if any of the variables come into play.

Financial:

None at this time.

Legal:

No legal consideration at this time.

Recommendation:

Discuss and advised staff on the play features in the zero-depth area and the comfortability of completing the renovations before the 2025 pool opening.



**To:** Louisburg Park & Tree Board

**From:** Jean Carder

**Date:** Sept. 6, 2024

**Re:** Aquatic Center improvements

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The City Council has budgeted funds in 2024 for improvements at the Aquatic Center to include deck repair/replacement, potential piping replacement and added amenities. The Council issued a RFP for design work and chose Lamp Rynearson to complete the work. City staff is currently working with those designers on those improvements.

Amenities that are being explored now are improvements to the zero-depth area to add activities for smaller children (5 or so and under). The current plan is to remove the zero-depth entry and build it up a bit so it doesn't become as deep as quickly as it does now. A wall or shelf with a seating bench will be added toward the deeper end of the area to separate the shallow water from where it starts getting deeper. The spray fountains will be removed. The design team proposed either a splash pad style or play structure feature for the zero-depth entry. It was determined to put the two designs on Facebook to gather input on which option would be preferred: splash pad or play structure. There were about 170 comments on the Facebook post although not all chose an option. Of those that did, the splash pad style received the most positive comments.

The pool also has a leak, and Council approved hiring a leak detection firm to determine where the leak was at. That leak is in the zero-depth area so the leak can be repaired as updates are made.

Other amenities see the drop slide being replaced with a swing rope and adding a chair lift for handicap use. The design team is also exploring ways to add additional shade and seating areas to the facility.

Staff is sharing the two concepts and are asking for a recommendation from the Park & Tree Board to take to Council. If we move quickly, there is potential to get all updates complete right around the start of the 2025 pool season. That would require a design recommendation by Park & Tree and approval at the Sept. 16 Council meeting. The design team could then finalize plans and prepare a bid set to be let potentially in October. It could be possible that work could commence this fall, dependent on weather.

Financial: None at this time.

Recommendation: Discuss and direct staff accordingly.

Splash pad design:



Play structure design:





# LOUISBURG POLICE DEPARTMENT

209 S. Metcalf  
Louisburg, Kansas 66053  
(913) 837-3191  
Chief of Police, Josh Weber



To: Louisburg Governing Body

From: Chief Weber LPD

Date: 09-16-2024

Re: Promotion of Officer to Sergeant

## Background:

Louisburg Police Dept (LPD) is currently staffed with 12 full-time sworn members, 2 part-time sworn, 1 full-time civilian, and 2 part-time civilian positions. LPD current command structure includes only two supervisor positions for the entire department. The span of control for the existing supervisors is greater than recommended for efficiency and accountability. The need for a field supervisor position is apparent and the promotional process for a sergeant was started on April 1<sup>st</sup>, 2024. The selection process included a submission letter of interest including resume, oral interview, and task-oriented training topic. The timeline for the process was application from April 1 to April 17<sup>th</sup>, Interviews were scheduled for May 15<sup>th</sup>, the task portion was given to all remaining applicants June 5<sup>th</sup> and due by July 3<sup>rd</sup>, scheduling for the training task took place until July 17<sup>th</sup>, implementation of the training task was from July 17<sup>th</sup> until August 30<sup>th</sup>, process evaluation totals were compiled by September 4<sup>th</sup> and the recommendation to council on September 16<sup>th</sup>. Oral interviews were conducted by a panel consisting of two department members and two people outside of the department. Considerations were given to years of experience, prior training, disciplinary actions, evaluations, and completion of the task assigned. There were 5 letters of interest submitted although 3 of the 5 candidates withdrew from the process by request. After completion of the promotional process, I am seeking approval to offer the position of sergeant to the highest scoring participant in the process.

## Budget:

In the 2024 budget LPD was funded for 14 full-time officers (including 2 SRO positions) and only 12 of the 14 positions have been filled to date. The position of sergeant was not in the 2024 budget although there should be adequate funds to absorb a recommended minimum 7% increase for the promoted officer due to the 2 open positions. The officer would move from pay grade 4 to pay grade 6 and then back in pay steps to the closest step in grade 6 accomplishing a minimum of 7% increase. The overall impact on the budget is just under \$5,000.00 annually.

## Recommendation:

Allow the offering of a sergeant rank to the highest scoring candidate from the promotional process with a minimum 7% pay increase.

# Memo

**To:** Louisburg Governing Body  
**From:** Nathan Law  
**Date:** September 12, 2024  
**Re:** Annual STO & UPOC – Continued

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**Background:** This item is continued from the previous meeting to remove a previously amended section of the STO regarding work-site utility vehicles from the draft ordinance.

As previously provided, each year the League of Kansas Municipalities updates both the Standard Traffic Ordinance (STO) and the Uniform Public Offense Code (UPOC). These two documents allow for a comprehensive set of laws to be incorporated by local government to remain consistent with state law. The 2024 editions of each are prepared and ready for implementation.

The attached ordinances reflect the previous years' changes less the section mentioned above. Attached again is a copy of the LKM summary of changes to both documents.

**Financial:** As previously provided, the City has purchased 25 sets of each code for Police Department, Municipal Court, City Attorney, required copies for City Hall, and Staff totaling \$469.63, including shipping. The cost to purchase an electronic copy of each for making available on the City website is \$150/each or \$300 total.

**Legal:** Ordinances must be published one time in the official newspaper.

**Recommendation:** 1) Adopt Ordinance for "Standard Traffic Ordinance for Kansas Cities," 51<sup>st</sup> Edition of 2024, as amended, and direct the Mayor to sign.

2) Adopt Ordinance for "Uniform Public Offense Code," 40<sup>th</sup> Edition of 2024, as amended, and direct the Mayor to sign.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF LOUISBURG, KANSAS; INCORPORATING BY REFERENCE THE “UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES”, 40<sup>TH</sup> EDITION OF 2024, AS AMENDED HEREIN, AND REPEALING ORDINANCE NO. 1195, EXCEPT THAT THIS ORDINANCE SHALL NOT AFFECT OR REPEAL ORDINANCE NO. 278 OF THE CITY OF LOUISBURG, KANSAS.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOUISBURG, MIAMI COUNTY, KANSAS;**

**Section 1. INCORPORATING UNIFORM PUBLIC OFFENSE CODE.** Except as amended by Section 2 herein, there is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Louisburg, Kansas that certain code known as the “Uniform Public Offense Code” 40<sup>th</sup> Edition of 2024, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas. No fewer than three copies of said Uniform Public Offense Code shall be marked or stamped “Official Copy as Adopted by Ordinance No. \_\_\_\_\_ and to which shall be attached a copy of this ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours.

**Section 2. Amendments.** The “Uniform Public Offense Code” 40<sup>th</sup> Edition of 2024 is hereby amended to exclude the following sections:

Section 10.13. Barbed Wire.

Section 10.29. Violation of a Public Health Order.

**Section 3. Repeal.** All ordinance and parts of ordinances of the City of Louisburg Kansas, that are in conflict herewith shall be and are hereby repealed, except that this Ordinance shall not affect or repeal Ordinance No. 278 of the City of Louisburg, Kansas.

**Section 4. Effective Date.** This ordinance shall take effect and be in full force from and after its passage, approval and publication in the official City newspaper as provided by law.

**PASSED AND APPROVED** this 16<sup>th</sup> day of September, 2024.

\_\_\_\_\_  
Donna Cook, Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica McGowin, City Clerk

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF LOUISBURG, KANSAS; INCORPORATING BY REFERENCE THE “STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES”, 51<sup>ST</sup> EDITION OF 2024, AS AMENDED HEREIN; PROVIDING CERTAIN PENALTIES AND REPEALING ORDINANCE NO. 1194.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOUISBURG, MIAMI COUNTY, KANSAS;**

**Section 1. INCORPORATING STANDARD TRAFFIC ORDINANCE.** Except as amended by Section 2 herein, there is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Louisburg, Kansas that certain standard traffic ordinances known as the Standard Traffic Ordinance for Kansas Cities, 51<sup>st</sup> Edition of 2024, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas. No fewer than three copies of said “Standard Traffic Ordinance” shall be marked or stamped “Official Copy as Adopted by Ordinance No. \_\_\_\_\_ and to which shall be attached a copy of this ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours. The police department, municipal judge and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such Standard Traffic Ordinance similarly marked, as may be deemed expedient.

**Section 2. Amendments.** The “Standard Traffic Ordinance” 51<sup>st</sup> Edition of 2024 is hereby amended as follows:

Section 1. Definitions.

Motorized Skateboard. A self-propelled device which has a motor or engine, a deck on which a person may ride and at least one wheel in contact with the ground.

**Section 3. TRAFFIC INFRACTIONS AND TRAFFIC OFFENSES.**

- (a) An ordinance traffic infraction is a violation of any section of this ordinance that prescribes or requires the same behavior as that prescribed or required by a statutory provision that is classified as a traffic infraction in K.S.A. 8-2118.
- (b) All traffic violations which are included within this ordinance, and which are not ordinance traffic infractions, as defined in subsection (a) of this section, shall be considered traffic offenses.

**Section 4. Repeal.** All ordinances or parts of ordinances of the City of Louisburg that are in conflict herewith shall be and are hereby repealed, except that this Ordinance shall not affect or repeal Ordinance 278 of the City of Louisburg, Kansas.

**Section 5. Effective Date.** This ordinance shall take effect and be in full force from and after its passage, approval and publication in the official City newspaper as provided by law.

**PASSED AND APPROVED** this 16<sup>th</sup> day of September, 2024.

\_\_\_\_\_  
Donna Cook, Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica McGowin, City Clerk

# Updates to the 2024 Standard Traffic Ordinance and the Uniform Public Offense Code

By: Nicole Proulx Aiken, Communications & Education Counsel, League of Kansas Municipalities



It is that time of year when the League updates the *Standard Traffic Ordinance (STO)* and the *Uniform Public Offense Code (UPOC)* with the changes made by the Kansas Legislature. This year also includes a change based off the Kansas Supreme Court decision, *City of Wichita v. Griffie*, 318 Kan. 510 (2024). This article describes those changes.

## Changes to the STO

### *Sec. 23. Accident Involving Death or Personal Injuries; Duties of Drivers, Reports; Penalties.*

Previously, drivers involved in an accident with more than \$1,000 of property damage that did not remain at the scene of an accident were subject to a penalty of up to one year of imprisonment and/or a fine up to \$2,500. HB 2665 amended the property damage amount to clarify the penalty applies to any property damage of \$1,000 or more.

### *Sec. 114.5. Unlawful Operation of a Work-Site Utility Vehicle.*

The League discovered the references to all-terrain vehicles in subsection (c) were incorrect and updated the section with the correct references to work-site utility vehicles.

### *Sec. 201.1. Failure to Comply with a Traffic Citation.*

This section has been updated to sunset at 11:59 p.m., on December 31, 2024. Upon its sunset, new section 20.1.2 will take effect.

### *Sec. 201.2. Failure to Comply with a Traffic Citation.*

This section takes effect on January 1, 2025, and reflects changes made by SB 500 regarding the failure to comply with a traffic citation. Previously, an individual violated this provision if they did not appear before municipal court and pay their fine and court costs in full. Now, a violation occurs when an individual does not appear in municipal court and pay their fine and court costs as ordered by the court.

In addition, municipal courts can no longer seek the suspension of an individual's license for failing to comply with the following traffic citations:

- Sec. 18. Interference with Official Traffic-Control Devices or Railroad Signs or Signals;
- Sec. 63. Pedestrians; Obedience to Traffic-Control Devices and Regulations;
- Sec. 65. Crossing at Other Than Crosswalks; Jaywalking;
- Sec. 67. Pedestrians to Use Right Half of Crosswalks;
- Sec. 68. Pedestrians on Highways;
- Sec. 69. Pedestrians Soliciting Rides or Business;
- Sec. 74. Pedestrian Under Influence of Alcohol or Drugs;

- Sec. 83. Stopping, Standing or Parking Outside Business or Residence Districts;
- Sec. 85. Stopping, Standing or Parking Prohibited in Specified Places;
- Sec. 86. Stopping or Parking on Roadways;
- Sec. 107. Unattended Motor Vehicle; Ignition; Key and Brakes;
- Sec. 112. Putting Glass, Etc. on Highway Prohibited;
- Sec. 112.1. Littering from a Motor Vehicle;
- Sec. 114. Snowmobile Operation Limited;
- Sec. 114.4. Unlawful Operation of a Golf Cart;
- Sec. 115. Unlawful Riding on Vehicles; Persons 14 Years of Age and Older;
- Sec. 124. Riding in House Trailer or Mobile or Manufactured Home Prohibited;
- Sec. 127. Effect of Regulations;
- Sec. 129. Riding on Bicycles; Seats; Riders Limited
- Sec. 130. Clinging to Vehicles;
- Sec. 131. Riding on Roadways and Bicycle Paths;
- Sec. 132. Carrying Articles;
- Sec. 133. Lamps and Other Equipment on Bicycles;
- Sec. 135.1. Electric Assisted Scooters, Traffic Law Application; and
- Sec. 182.2. Unlawful Riding on Vehicles; Persons Under Age 14.

SB 500 mandates that the Kansas Department of Revenue Division of Vehicles restrict, rather than suspend, an individual's license if they meet specific eligibility criteria. SB 500 also requires municipal courts:

1. assess a license reinstatement fee of \$100 instead of \$100 for each charge;
2. provide a form for any individual seeking to petition the court to waive fines or fees; and
3. consider waivers and alternatives to restricting or suspending a license.




## Changes to the UPOC

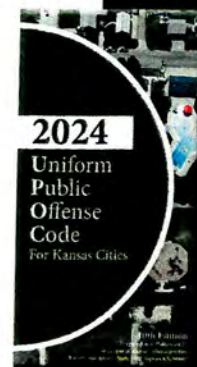
### *Section 9.1. Disorderly Conduct.*

In March, the Kansas Supreme Court determined that “. . . Wichita’s Municipal Code of Ordinances (W.M.O.) §5.24.010(c) criminalizing ‘noisy conduct tending to reasonably arouse alarm, anger or resentment in others’ [was] unconstitutionally overbroad under the First Amendment.” *City of Wichita v. Griffie*, 318 Kan. 510, 511 (2024) The same language found unconstitutional in the W.M.O. was present in this section. Consequently, the League removed that language from this section.

### *Section 9.9.1. Unlawful Possession of Marijuana and Tetrahydrocannabinols, Section 9.9.2 Possession of Drug Paraphernalia and Certain Drug Precursors, and Section 9.9.4 Unlawful Possession of Controlled Substances.*

The League amended these sections to add provisions from Sub for SB 41. This bill provides that a law enforcement officer shall not take an individual into custody for violations of section 9.9.1, 9.9.2(a), and 9.9.4 when the individual seeks medical assistance for themselves or others because of the use of a controlled substance. Individuals are also immune from prosecution unless the quantity of controlled substances found is sufficient to create a rebuttable presumption that there is an intent to distribute. Immunity does not apply if medical assistance is sought during the execution of an arrest or search warrant, or if prosecution is based on evidence from an independent source. The bill also provides that a person cannot initiate or maintain legal action against a law enforcement officer or their employee because of the officer’s compliance or failure to comply with this section. The bill also protects officers from liability for arresting individuals who are later found to be immune from prosecution, unless the officer’s actions involved reckless or intentional misconduct.

 **Nicole Proulx Aiken** is the Communications & Education Counsel for the League of Kansas Municipalities. She can be reached at [nproulxaiken@lkm.org](mailto:nproulxaiken@lkm.org).



# STO / UPOC

*Standard Traffic Ordinance*      *UNIFORM PUBLIC OFFENSE CODE*

The *Standard Traffic Ordinance* (STO) is an efficient, economical way to regulate traffic in Kansas cities. The *Uniform Public Offense Code* (UPOC) contains approximately 100 public offenses that can be adjudicated in municipal court.



**GO TO THE LEAGUE WEBSITE  
SERVICES → PUBLICATIONS → SEARCH STO OR UPOC  
TO ORDER THE MOST UP-TO-DATE STANDARD TRAFFIC  
ORDINANCE AND UNIFORM PUBLIC OFFENSE CODE.**

**ORDER TODAY!**

# Memo

**To:** Louisburg Governing Body  
**From:** Nathan Law  
**Date:** September 12, 2024  
**Re:** Farm & Hay Draft Agreements

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**Background:** This item is continued from the previous meeting to include review of taxability of land and insurance/liability considerations.

As previously provided, since 2017 there has been a process to accommodate bidding of a multi-year lease for farm ground located on S. Rogers Road. The number of years increased last time from three years to five years.

The attached draft agreements reflect additional language on the insurance consideration and removal of tax roll language.

**Financial:** As previously provided, the reason for allowing farming or haying of these properties is primarily that it reduces the scope and cost of otherwise maintaining the grounds.

**Legal:** Nothing additional than previously provided.

**Recommendation:** Approve the draft land lease agreements for publication for bidding to be returned at the second meeting of October.



**LAND LEASE AGREEMENT**  
**Lewis-Young Park**

This Lease Agreement made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the City of Louisburg, Kansas, Municipal Corporation, herein call the Lessor, and \_\_\_\_\_, herein called the Lessee.

WITNESSETH: That said Lessor, in consideration of the rents and covenants herein specified, does hereby let and lease to the said Lessee, approximately 46 acres of uncultivated pastureland located in Lewis-Young Park for the purposes of haying.

This lease agreement is valid for the period between March 1, 2025, to March 1, 2030. The consideration is as hereinafter set forth.

It is understood and agreed that the Lessee shall have the right to receive all of the income from said land for hay.

To solidify this agreement the Lessee shall pay Lessor \_\_\_\_\_ per year as payment for this five-year land lease.

Lessee agrees to keep all fences in good state of repair and will replace and/or repair the same as needed.

Lessee agrees to maintain the 46 acres of land and spray for all noxious weeds so declared by the State of Kansas under KSA 2-1314, including those additionally declared by Miami County under the same statute at own expense. Lessee agrees to apply fertilizer on all lands that will be hayed.

Lessee agrees to perform at least one cutting and remove all hay prior to the annual reoccurring July 4<sup>th</sup> celebration held within Lewis-Young Park.

Lessee agrees that farm equipment will not be stored on Lewis-Young Park land.

Lessee grants to Lessor, its agents and attorneys, full rights of ingress and egress.

Lessee agrees to abide by any requirement of Lessor to execute a hold harmless agreement, provide certificate of insurance with Lessor included as additionally insured, sign a waiver of subrogation, and provide any other documentation to make clear the liability of utilizing Lessor property is at the full risk and liability of Lessee.

Lessor has authority to determine point(s) of access for Lessee to utilize land identified within this agreement.

EXECUTED IN DUPLICATE, This \_\_\_\_\_ day of \_\_\_\_\_, 2024.

LESSOR

City of Louisburg, a Municipal Corporation

\_\_\_\_\_

By \_\_\_\_\_  
Donna Cook  
Mayor

ATTEST (SEAL)

\_\_\_\_\_  
Jessica McGowin  
City Clerk



**LAND LEASE AGREEMENT**  
**29146 South Rogers Road**

This Lease Agreement made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the City of Louisburg, Kansas, a Municipal Corporation, hereinafter call the Lessor, and \_\_\_\_\_, hereinafter called the Lessee.

WITNESSETH: That said Lessor, in consideration of the rents and covenants herein specified, does hereby let and lease to the said Lessee, approximately 21 acres of tillable land located at 29146 South Rogers Road for the purposes of growing crops, hay or pasture use.

This lease agreement is valid for the period between March 1, 2025, to March 1, 2030. The consideration is as hereinafter set forth.

It is understood and agreed that the Lessee shall have the right to receive all of the income from said land from agricultural use such as crops, hay or pasture.

To solidify this agreement the Lessee shall pay Lessor \_\_\_\_\_ per year as payment for this five-year land lease.

Lessee agrees to keep all fences in good state of repair and will replace and/or repair the same as needed.

Lessee agrees to maintain the 21 acres of land and spray for all noxious weeds so declared by the State of Kansas under KSA 2-1314, including those additionally declared by Miami County under the same statute at own expense.

Lessee agrees that farm equipment will not be stored on property.

Lessor shall not be responsible for any damage caused by the city burn area adjacent to leased land.

Lessee grants to Lessor, its agents and attorneys, full rights of ingress and egress.

Lessee agrees to abide by any requirement of Lessor to execute a hold harmless agreement, provide certificate of insurance with Lessor included as additionally insured, sign a waiver of subrogation, and provide any other documentation to make clear the liability of utilizing Lessor property is at the full risk and liability of Lessee.

Lessor has authority to determine point(s) of access for Lessee to utilize land identified within this agreement.

EXECUTED IN DUPLICATE, this \_\_\_\_\_ of \_\_\_\_\_, 2024.

LESSEE

City of Louisburg, a Municipal Corporation

\_\_\_\_\_

By: \_\_\_\_\_

Donna Cook  
Mayor

ATTEST (SEAL)

\_\_\_\_\_  
Jessica McGowin  
City Clerk

# Memo

**To:** Louisburg Governing Body  
**From:** Nathan Law  
**Date:** September 12, 2024  
**Re:** Natural Gas Fees

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Background: Last year staff provided a review of services provided by USDI, wherein there was additional consideration needed for City Code and the fees pertaining to new connections to the natural gas system. Since that time there has been one instance of a new commercial connection, and the cost is \$2,645 for labor, materials, equipment, and mileage.

What follows in this memo was provided in November 2023.

Code currently includes:

The fees for connection to the system shall be as follows:

- (a) For connecting gas main with 3/4, 1 or 1-1/4 inch service line and in 250 CFH or smaller meter - \$110 plus tax;
- (b) For connecting gas main with larger than a 1-1/4 inch tap, service line or meter cost of material and tax.
- (c) The above connection fees shall entitle the customer to materials, labor, and installation which shall include tapping of the main, service line (not to exceed 75 feet), riser, stop cock, service regulator, and meter.
- (d) Cost for any portion of a service line greater than 75 feet in length and for street crossings which require boring which cannot be pushed with city-owned equipment will be paid by the requesting customer. Riser and piping from outlet of the meter is the customer's responsibility, however, the type of materials, cover depth and proper pressure tests must comply with federal, state and city specifications.

There currently is no method in the Code for billing contractual services for new connections or for requests to move existing gas service lines or mains. There is reasonableness to billing contractual services for moving conflicting gas lines or making new connections. New service installation is outside and above the base contract with USDI. To date, new services have been installed at the following prices:

- Three invoices for new home service installation that went smoothly came in at \$780 each.
- Two invoices for new home service installation that encountered rock came in at \$1,560 and \$1,235.
- A new commercial service installation came in at \$2,265.26.

In all instances, the City fee for connection is less than the service cost.

La Cygne has a natural gas distribution system and includes the following language for billing of new service connections:

*The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purpose, desiring any type of gas service and situated within the City abutting on any street, alley, or right-of-way in which there is now located or may in the future be located near natural gas mains, is hereby required at his or her own expense to make connection to such public natural gas main.*

La Cygne similarly does not have language for cost of moving gas lines or mains.

Estimating costs may include averaging the actual costs for new service connections experienced to date, including having separate rates for residential or commercial. Estimating for moving gas lines or mains may include obtaining contractor estimate prior to work rendered and billing for actual cost when complete.

Locations where residential buildouts may still occur and gas mains exist include Summerfield Farm, Starbrooke, Lake, and Hidden Creek subdivisions.

For comparison of current charges, the fee for standard water meter installation is \$3,150, and fee for standard sewer hookup is \$2,500.

Financial: Nothing additional to that above.

Legal: City Code change must be made by ordinance.

Recommendation: Discuss as desired and direct staff accordingly.