

To: City Commissioners  
From: Cyndra Kastens

Re: City Clerk/Administrator Report  
5/6/25

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**April 28<sup>th</sup> (Time TBD) Groundbreaking for Sunrise and Sycamore Developments**

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**CONSENT AGENDA**

1. Approve Regular Meeting Minutes of April 15, 2025
2. Approve Special Meeting Minutes of April 29, 2025
3. Approve Special Meeting Minutes of April 30, 2025
4. Appropriation Ordinance No 3213 \$186,044.07
5. Approve 04.22.2025 Payroll \$56,921.68
6. Approve 05.06.2025 Payroll \$62,254.01
7. Approve Commissioner Smith as City Commission Representative to the HCHF Community Project Discussion Group

*This is just a formalized action as per the Commission direction given.*

8. Approve Sunrise 2nd Lot 1 Block 1 Utility Easement for City of Anthony

*Since we are getting closer to having lot purchase agreements ready for approval, I need to get the easements cleaned up post-construction prior to any land ownership changing hands. This applies to items 8, 10, and 22 on this agenda. This easement is for the RV Dump Station pressure main that comes from the lake and dumps into the sewer manhole in the large commercial lot on the far north of the development. This easement protects the city's interest in utilizing the land for the purpose at the location on Exhibit A regardless of future ownership changes.*

9. Approve to Bid Purchase of 150 Trees for Community IRA Grant #A24-0081-S006

*This is explained in my report.*

10. Approve Sunrise 2nd Lots 1-16 Block 5 Utility Easement for City of Anthony

*This easement is for the sewer, gas, and electrical infrastructure located in the front (east) 25' of the 16 residential lots.*

11. Approve Investments:

Peoples Bank & Trust-Capital Improvement/Swimming Pool Renovation \$90,000-6 months @ 4.25%

Bank of the Plains-Wayne Dennis-Renewal CD 134361 \$90,000-24 months @ 3.73%

Bank of the Plains-Wayne Dennis- \$250,000-24 months @ 3.73%

12. Approve April 2025 Court Report

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**PUBLIC HEARINGS - NONE**

**REGULAR BUSINESS**

13. City Insurance Discussion and Presentation of Dividend Check - Scott Strong, Jessie Hodson - Strong's Insurance

14. Bid Opening for CCTV Services - 16" Water Main

15. Bid Opening for GeoTech Services - 16" Water Main

16. Bid Opening 2025 Street Sealing

17. Bid Opening 2025 Crack Fill Materials

18. Annual 4th of July Celebration at Anthony Lake - Dollie Mathes & Cheryl Adelhardt, HPCO Heart

*HPCO Heart is here to introduce themselves and seek permission to host the 4<sup>th</sup> of July Event at Anthony Lake.*

19. Approve Tree Board Memorial - Bill Moyer, Anthony Tree Board

*Bill will be here to share an idea for the Tree Memorial with the Commission. See photo attached of example memorial display. Bill will explain. I sent an email yesterday indicating that I still need to create the resolution to officially create the memorial fund. I can do that and present it at a later date. Today will just be for Bill to share what can be done with the memorial.*

20. Park and Museum Sign Replacement - Randy Wiseley, ACE

*Randy will present the sample of the signs to be replaced in Anthony compliments of ACE.*

21. Street Department Discussions - Commissioner Hatfield

22. Approve Sunrise 2nd Right-of-Way Dedication

*I will explain this during the meeting. This is needed due to the adjustment of the new West Avenue.*

23. Sunrise 2nd Development Groundbreaking

*It does appear we may be scheduling the official groundbreaking of Sunrise 2<sup>nd</sup> with the Kansas Speaker of the House and Assistant Secretary to the Department of Commerce present, if the City Commission approves to move forward.*

24. Approval to Submit Pre-Application for KDHE SRLF Program for 16" Water Main

*This is a formality that I will explain further at the meeting.*

25. KDOT CCLIP FY28 East Main Match Determination

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*It is May and KDOT is coming for the site meeting to review our application for converting east Main to concrete. I will need to know how much match the Commission wants to commit to the project to help our approval ranking. We budgeted 10% which is approx. \$138,000.*

26. HCHF Project Update

*Commissioner Smith will update the Commission on the meeting with HCHF which also had representatives from Harper, Attica, USD361, Harper County, and more.*

27. Land Bank Discussion

*This item is just here to give you the opportunity to share thoughts after the Land Bank meeting and provide direction if you want me to continue to pursue the establishment of one for Anthony.*

28. City Uniform Discussion

*We were going to present a recommended uniform plan but have ran into a snag. Reminder that have finally satisfied the three-year contract to get out of the Unifirst service which was extremely poor service. For this meeting, we will let you know where we are currently and then bring back final information once we have it. Mostly, since time is of the essence, we want to make sure the current direction is supported before we draft policy updates and continue to obtain pricing and info.*

29. Approve Summer Office Internship/Assistance

*This is the same position as last summer; we just have to come in each year and obtain approval. This is not only a good supportive position for the youth of our community, as short staffed as the office has been for going on five-months now, we can truly also use the help.*

30. Approve Police Department Bathroom Floors Rehab

*The Commission has already given approval to put the power plant houses rehab out to bid. There are two floors at the PD that need replaced as well. Since we are going out to bid and hire a contractor, we would like to just include that in the bid specs. We will need approval.*

31 – 40 Various Nuisances

Admin Report:

1. ANTHONY NAMED AMONG TOP 10 TOWNS TO LIVE IN KANSAS! Yes, that is right, World Atlas named Anthony one of the top 10 in Kansas. You can see the post here: <https://www.worldatlas.com/cities/10-best-places-to-live-in-kansas-in-2025.html>  
Just like with the Parker McCullom video, now is the time to really market our community and what we have to offer. But just like the Parker video PR opportunity, I have excellent skills to make something like this happen, but I don't get the time to work on this type of project. I will work with the Eco Devo Board to see if they can take some lead on this to do something with it. It's important to move on these opportunities when we can.

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2. ARPA – I completed the annual ARPA reporting again. Even though this money was fully expended as BASE grant match several years ago, our reporting requirements continued for five years. I believe we can do a final report in April 2026. I will be very glad for this commitment to be complete.
3. Airport Taxiway – All of the required grant forms were completed and submitted to FAA for the Taxiway project. We cannot issue contracts with the winning bidder until these are approved.
4. Airport KDOT Grant for Jet-A Fuel– Governor Kelly announced on April 24<sup>th</sup> that the City of Anthony is 1 of 47 airports in Kansas whose grant has been awarded! Yes, that is another grant and ...well this is a lot to manage but it is another \$153,000 for our community and that is always a win. This was just announced so it will take a little bit to process and to receive the actual grant application. More to come. Side note: the day after it was announced I had yet another call of aircraft wanting to land and fuel at ANY, this time three black hawk helicopters, and once again I had to turn them away because we do not have Jet-A. But we won't have to turn them away for long!!
5. Lead Service Line SOP – It appears the Standard Operations Plan that we approved at our last meeting will require some amendments. It was not due yet, but JEO assisted the City of Anthony in completing ours and since it was done, I just added it to the agenda. One less thing to remember to do later. Well, it appears since it is not due yet, KDHE/EPA has required some additional language. We will wait this time to make sure there are no further additions before I put the amended plan through the Commission meeting for approval. At some point, however, heads up that there will be an amended SOP on the agenda. FYI
6. KCC-40101d Grant – KMEA visited the project sites in Anthony last week. They will now be able to finalize the material list and get that to me along with an agreement and a task order. More to come.
7. 2025 Audit – The audit is scheduled to be presented at the May 20<sup>th</sup> meeting. I will try to get copies of the audit in advance and get them to you for review prior to the meeting.
8. KHITC – Continued conversations regarding the tax credits for Sunrise have developed the need to create an agreement to execute with the builder, Klausmeyer, just to have everything solidified about how we will process the credits and at what stage they will be released to them. I will work with legal to draft the agreement and then bring it to the Commission for review and approval.
9. Trail Grant – I met with Andrew, EBH and our local NRCS again on April 22<sup>nd</sup> to finalize a few more details on how to handle the drainage at the trail. This meeting resulted in a few edits that

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Andrew will make and then we will call another meeting with the property owner to review. More to come.

10. IRA Tree Grant – I met with Bill Moyer to review the grant requirements and slate a plan for the implementation of the objectives. We are still waiting for a few responses from K-State on how purchases can be made according to the grant but otherwise, we are mapping a fair course to get started. On this consent agenda is approval to bid trees out. This is getting the formality out of the way so that once we have the final responses from K-State, Bill can get going with tree bidding.
11. Docuware – This is the storage software the city bought ten years ago but did not have enough staff to implement in the city office. The PD uses it. I had a quick meeting with a Rep this week to determine how AI could help catalog the last century of meeting minutes, ordinances, resolutions, etc. because right now we spend days combing through them when we need to find certain actions of the governing body. This could save days of staff time to have but I am sure it will be a hefty price tag. They are providing a quote. If it is even feasible, I will bring it in.
12. City Software – Jamie has continued to research different software companies to come to Anthony and provide demo's as we move closer to making a decision on selecting a new software company. She is narrowing it down now to around five potentials. Reminder, our software company upped the pricing from \$12K to \$25K in one year and is forcing a move to a new platform that has massive reports of technical difficulties). So we are looking for a new company.
13. AMI Metering – The city has 2025-2026 slated to make the transition from radio reed to AMI metering for utilities. We will not have word from the grant until late May (or longer as that one I believe is still federally frozen). Either way, Naaman is working on researching different AMI vendors for the city to consider.

Note on items 12 and 13. Both of those items are EXTREME changes and require months of transition, staff training, data transfer, and much more. These are huge projects with rippling changes so it's going to be a very large ordeal to get through. Just a heads up as we move closer to these becoming a reality.

14. City Office Phone System – As with all other software and equipment issues outdated, our phone system is also apparently outdated. If you have had any complaints from the public in the last week about the phones not working that is because our plan type (which of course can be changed for a fee) no longer supports simple things like getting a busy signal when staff or on the phone. For several days it would just hang up people instead of getting a busy signal. Melinda worked with the carrier and found a way to play a message if customers call and all staff are on the phones so we hope we have it solved. If not, we are potentially looking at a more expensive plan here as well.
15. AWOS – Atlas is scheduled to be at the airport this week to install the AWOS system. This is exciting!

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16. Wrecked Deweze Mower – The parts are on and the mower is back in use.
17. KS Home Rebates Program – This is a new program through the Kansas Corporation Commission to help low-moderate income homes with energy costs. There will be two programs, HER and HEAR. The program does not rebate utility bills. The Home Efficiency Rebates (HER) provides rebates for energy efficiency improvements within an entire home. Eligible improvements may include a combination of energy saving measures such as appliance and HVAC system upgrades, adding insulation, air sealing, and associated electrical panel and/or wiring upgrades. The Home Electrification Appliance Rebates (HEAR) is intended to provide rebates for single or stand-alone appliance (i.e. heat pumps), or energy upgrades (i.e. insulation, electric load service center, electric wiring, insulation, air sealing, and mechanical ventilation). KCC has received Early Administrative Funding from DOE for these new rebate programs to help pay for the Program's initial design and development. Homeowners will be eligible to apply through an online portal for assistance once KCC has received plan approval from the DOE. I am not sure of an expected timeline for this but KCC's contractor that will administer the program is reaching out across the state to prep utilities to help spread the word to let our customers know of these possible services. Yes, the funds can work in conjunction with SCKEDD Weatherization. Once available it will be good for us to let our customers know, that could mean a mailer in the utility bill. More to come.
18. Boat Ramp – Larry is still working with the contractor to determine a correction. They have consulted with the contractor's "engineer" on a suggestion but before bringing it to the Commission for review, Larry is wanting to test the theory first. More to come.
19. Power Plant Soil Contamination Compliance – I have updated the additional information as requested by the program and resent the application again. We will wait for further instruction.
20. ID/Eco Devo Board – I have shared several conversations and ideas with the Board Chair, Curt Miller, to keep things moving since my workload is too heavy such as airport business start, marketing the Anthony named 1 out of 10 top places to live, editing the tourism marketing (item 22 listed below), and more. After the next board meeting, we will provide a list of items that the board found interest in.
21. Anthony Community Care Center – The letter of support was completed and presented to the ACCC for their Community Service Tax Credit grant application.
22. Staffing – A couple has been selected as Camp Host for the 2025 Season: Mariea Briggs and Dwayne West. Dwayn worked for the City of Pratt Street Department for years (retired now) and is familiar with parks, public restrooms, and citizen service. In addition, we have extended an offer that has been accepted for the Utility Billing Clerk position. The name will be released once the candidate has provided notice to the current employer. Chris Mayberry visited the office this week and is looking to return to work on June 1.
23. ADA Accessibility – We need to circle back to the review of the ADA parking stalls on Main. I have not had time, but I don't want this to slip too many months down. Bryan has been busy

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getting the airport ready for Balloon Fest, then the Street Department needs to start crack fill. But I will try to reschedule a date when we can start this review and get information into the Commission. More to come soon hopefully.

24. KACM – We visited with Matt Godinez at the conference, this is the gentleman we met with from Chanute three years ago that helped us research land banks and other housing. He is now the Assistant Secretary for the Kansas Department of Commerce. He is an excellent resource of all things KDOC, communities, housing, and grants/opportunities for rural towns to excel. We invited him to come tour Anthony and Harper so he can see our communities first-hand, see what the BASE grant made possible for us, as well as help share any insights or other programs that might be beneficial to our area. He has agreed to come, and we have set a tentative date for May 28<sup>th</sup>. Pencil that on your calendar. Maybe we can do a groundbreaking or something while he is here. Update: I have now listed this as an agenda item since it does seem to be shaping into an official groundbreaking at Sunrise, so I wanted to speak to the Commission for approval.

Some other key points from the conference:

- a) We really need to get our LMI Survey done. I am communicating with Beth Warren at KMU to see how they might be able to help us with this. I also have Melinda reaching out to WSU to see if they can assist.
  - b) I received a contact from Matt Godinez for the Drone Rep at the Department of Commerce. I hope to work with the ID/Eco Devo Board to reach out to this contact and the other two contacts I gained at the capital in February to try to keep this and any other potential business development at the airport going.
  - c) Even with what looks like property tax relief from the state (getting rid of their 1.5 mills), they still tell us how we assess and collect property taxes. Until these change, every county in Kansas is going to continue to feel this extreme burden of valuations increasing. LKM is going to assemble a committee to work on a valuation plan that will be crafted by cities and counties to take to the legislature to try to address the problem. LKM would like cities of all sizes to be represented on this committee. This could be one powerful way to actually impact this burden locally. We have spent the last 5 years working toward expanding the tax base to help relieve the local burden to property owners and we still will, but this could be another tool that could have a more immediate impact, for the positive hopefully, for our citizens. We will see. I will try to monitor the progress of this committee.
  - d) This conference brought another idea to mind about a potential way to reduce the ad valorem tax burden. I need to do more research before I discuss it here but I will let you know if it turns out to be anything with potential.
25. KS Tourism – I cannot remember if I reported that I had submitted several ads to the KS Tourism Travel Guide prior to the deadline this year. I know I received guidance in a commission meeting to go ahead and list Anthony, so I did get that done by the deadline for the 2026 Kansas guide. I included the following listings: Anthony Lake, 911 Memorial, Show and Shine Car Show, Balloon Fest, and the Fourth of July Fireworks Celebration. I realize the city is not responsible for promoting several of those events, but I was filling out the information for the Lake and didn't want to miss the chance to list all Anthony has to offer, so I just included them all. The Travel

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Guide will not be printed and released for a while, but it does appear they were kind enough to list the Balloon Fest on their website since it was upcoming. We have received electronic marketing notification that it is already receiving “hits” which means people are clicking it and reading about it. That is excellent for promoting tourism for our community! Here is a screenshot of the Kansas Tourism page as well as the 2025 Balloon Fest schedule of events FYI:

The screenshot displays the Kansas Tourism website's event page. On the left is a dark sidebar with navigation options: 'PRINT EVENTS', 'RSS', a search bar, 'SHOW EVENTS FOR' (with tabs for DAY, WEEK, WEEKEND, and MONTH), a date range selector for 'May 4th - Jun 4th', a calendar for 'May 2025', and a language dropdown set to 'English'. The main content area features a top navigation bar with 'GRID', 'LIST', 'RECOMMENDED', 'NEAR ME', and 'SHOW MAP'. Below this, three event cards are visible:

- ABATE D3 Bike Show & Rally**: May 04, 5/3/2025 - 5/4/2025, Girard. Includes a 'QUICK VIEW' link.
- Cruise the 'Burg**: May 04, 5/4/2025, Louisburg. Includes a 'QUICK VIEW' link.
- 2025 Sunflower Balloonfest**: May 09, Recurring daily until May 11, 2025, Anthony. Includes a 'QUICK VIEW' link.

Below these cards, a fourth card for 'May 10, 2025' is partially visible, mentioning 'Open 5:00 pm to Sunset (8:30pm)' and 'Freeman Field/Junction City Airport'.



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• 27th ANNUAL •

# SUNFLOWER BALLOON FEST

ANTHONY AIRPORT • ANTHONY, KS  
MAY 9th, 10th & 11th, 2025  
FREE ADMISSION • WIND PERMITTING



**Friday, May 9th**

- 6:15 pm – Sunset      Balloon Launch & Tethered Rides (Anthony Airport)
- 8:00 pm                Balloon Glow (Anthony Airport)

**Saturday, May 10th**

- 6:15 am – 7:15 am      Balloon Launch Window (Anthony Airport)
- 8:00 am until Dark    Helicopter Rides (Anthony Airport)
- 9:00 am – 3:00 pm      Food Court and Craft Vendors (Downtown Anthony)
- 9:00 am – 3:00 pm      Face Painting (Downtown Anthony)
- 10:00 am – 2:30 pm    Pictures at Where Bugs Come Alive Studio (Across from Courthouse)
- 10:00 am – 3:00 pm    Medieval Re-Enactment Demo (Near the Anthony Theater)
- 10:00 am – 3:00 pm    Inflatable Bounce House (Downtown Anthony)
- 10:00 am – 4:00 pm    ESports Tournament (Bank of the Plains)
- 11:00 am – 3:00 pm    Inflatable Obstacle Course (Downtown Anthony)
- 3:00 pm                Parade (Downtown Anthony)
- 4:00 pm                Children's Coin Dig (Anthony Airport)
- 4:00 pm – 6:00 pm    Live Music by Jason Boyd (Anthony Airport)
- 6:15 pm – Sunset      Balloon Launch & Tethered Rides (Anthony Airport)
- 8:00 pm                Balloon Glow (Anthony Airport)
- 9:00 pm                Live Music by Dennis & Friends (Idle Hour Bar and Grill)

**Sunday, May 11th**

- 6:15 am – 7:15 am      Balloon Launch Window (Anthony Airport)

**BALLOON FLIGHTS:**  
\$300

**TETHERED BALLOON RIDES:**  
Adults - \$20  
Kids - \$10

*\*Balloon rides are weather permitting*

**All Balloon Rides, Tethered Rides, & T-Shirts are CASH ONLY!**

*Sponsored by the Anthony Chamber of Commerce.  
Thank you for your support!*



## **BALLOON FLIGHT TIMES**

<b>Friday, May 9th</b>	<b>6:15 pm – Sunset</b>	<b>Glow @ 8:00 pm</b>	
<b>Sat., May 10th</b>	<b>6:15 am – 7:15 am</b>		
<b>Sat., May 10th</b>	<b>6:15 pm – Sunset</b>	<b>Glow @ 8:00 pm</b>	
<b>Sunday, May 11th</b>	<b>6:15 am – 7:15 am</b>		

A BIG THANKS TO ALL OF OUR SPONSORS!

26. Kayak Building – The kayak building was constructed April 23<sup>rd</sup>. We will still need to run power to the facility, generate the Lease Agreement, and finalize signage etc. Of course, we are still waiting for the insurance company regarding the lease agreement. I may pivot and get some information from a different insurance company so I can finish the lease and then when we finally

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hear from ours, we can just make an amendment if we need to. I will work on that. Here ae some pics of the building:





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