

To: City Commissioners
From: Cyndra Kastens

Re: City Clerk/Administrator Report
2/18/24

CONSENT AGENDA

1. **Approve Regular Meeting Minutes February 4th, 2025**
2. **Appropriation Ordinance No 3028 \$223,110.32**
3. **Approve 02.11.2025 Payroll \$61,911.57**
4. **Approve Emergency Quote to Snow-Biz for Replacement Sand Spreader \$6,000 - Paid from Capital Streets**
5. **Reappoint Larry Berry to KMEA Director 1 Position for a 2-year Term to Expire April 30, 2027**

PUBLIC HEARINGS - NONE

REGULAR BUSINESS

6. **Approve Grader Replacement Tires**

This will be over my spending authority.

7. **Approve ID/Eco Devo Board Public Survey**

The updated final survey version is in your packet for review. The Commission will also have to grant permission to put the survey in the utility bills if you want them to go out that way.

8. **Wayne Dennis Fund Review**

Commissioner Smith has requested a copy of the expense list so I have included it in the packet in case there are items he would like to reference during the discussion.

9. **Commission Guidance on Lake Lease Funds Interpretation**

I just need clarification from the Commission on which two funds in the Lake Leases this underlined language is referring to. We have the following possibilities:

34 – Lake Board Capital

34 – Lake Maintenance and Improvement Capital

02 – Lake Maintenance and Improvement

02 – Lake Capital

I will explain more at the meeting.

This agenda will be amended to include some CD renewals that need approved at this meeting (we are still waiting for the documentation from Kanza Bank and hope to have it Tuesday morning) and to include some Solar Resolutions that have an upcoming deadline (I just got them to review Friday and have some technical questions before I place them on the agenda). If we can get both of these things accomplished on Tuesday before the meeting, we will add these items. Heads up.

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Admin Report:

1. KCC-40101d Grant – No word on any of the grants that were frozen. I did have one meeting to discuss first steps if the grant gets “unfrozen” which will include the city going out to bid for materials and approving a work order update for KMEA. I will not put any of that on the agenda during this “freeze” state but you can expect to see those appear if we receive a green light.
2. Community Solar – As mentioned above there may be a solar credit deadline that will warrant approving a resolution now. If we did, there would be no commitments, and we can back out later. We just don’t want to wait longer to get our name in if we are going to proceed. POSSIBLY. This is for one section of the tax credits (dealing with LMI) that we may or may not want to participate in. I am researching this now and have a call in to KMEA. I will talk with them Tuesday morning and if it still seems warranted to bring in for review. I will prepare the resolutions and amend the agenda prior to the meeting.
3. Flood Plain Mapping Update – As you recall we are in the last few weeks of the three-year long flood plain map update. The final stage is for the city to update our ordinance and adopt the new map. This will take public notice and a public hearing. We are dangerously close to the deadlines to complete this. I am somewhat arguing with the Department of Ag right now on the necessity of updating our entire ordinance just to do a map update. I am not sure if I will win or lose this battle but either way, I will need to get the draft reviewed by KDA this week, a notice to the paper Friday in order to host the 20- day waiting period between publication and the date of the public hearing which will be at the regular meeting of March 18th (if I get all of the prior steps completed on time). The deadline to adopt the map is March 25th.
4. BCEGS Annual ISO Impact Rating – I have started gathering the required information for the City’s BCEGS rating review. This meeting will be held on February 25th and is very important to the city’s ISO rating. I am working with IBTS Inspector Mark Manville to assist with the process. Reminder, Mark is the city’s contracted building inspector.
5. Lake Trail – I have provided a project update report to KDWL&P’s. For now, we are still waiting for information on the draft plans back from Andrew with EBH. He will produce that once he has the information from Chris at our local NRCS. Everyone is working.
6. Sunrise 2nd – Klausmeyer is still struggling a bit determining the exact model to select that will be the most attractive for this market. We continued conversations. I am going to go up to Wichita and look at the two options he has narrowed it down to and review the price points of each. I also put him in touch with local realtors and shared the information from the Housing Assessment. Basically, the decision point centers on 1,500 square feet with a basement or 1,300 square foot slab on grade. Klausmeyer can do an unfinished basement at that square footage very close to the same price and they feel the larger size will be more proportionate to the massive lots. However, we also know that more people are looking for slab on grade these days and everything on one

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level. If you want to discuss this at the meeting, let me know and I will get it on the agenda. Otherwise, I will just let you know what their final decision was.

7. **KDOT Cost Share Grant** – This grant officially opened again for the spring round. This is the grant the city was considering for the sidewalk on LL&G. We have not received the survey work just yet but have visited with the surveyor and expect to have this information soon. He will send it to Joel and Joel will prepare some draft drawings for the Commission's review. I do not know if we will make this grant deadline this round nor have we decided fully that we still have the match to dedicate to this project. We will know this once the street capital plan is final. More to come on this project, just giving you a heads up the grant cycle opened.
8. **Kayak Building** – References were checked, and the bid was awarded to Horsch Trailer/Carolina Carport. In this AP you will find the downpayment due to Horsch Trailer. The balance will be paid direct to Carolina Carports at the completion and acceptance of the installation.
9. **CCLIP Main & Anthony** – Right of way certification is completed, and all documents have been submitted. Hopefully, we have now completed all the requirements of the city to continue KDOT's latest amended timeline for the project as listed below. The bid letting date was moved again, from April to likely the beginning of June:

ITEMS TO BE COMPLETED	Months to Letting	DEADLINE COMPLETION DATE	DATE COMPLETED <small>-For Your Use Only-</small>
Consultant Design Contract to be Executed by	22.0	August 28, 2023	
Pre-Design Field Check	20.0	October 27, 2023	
Field Check Complete	15.0	March 25, 2024	
Office Check Plans and Estimate to BLP	11.0	July 23, 2024	
Office Check Plans Complete	9.0	September 21, 2024	
Final Check Plans and Estimate to BLP	6.0	December 20, 2024	
Begin CE Agreement	6.0	December 20, 2024	
Final Check Complete	5.0	January 19, 2025	
R/W Clearances (1306 Form) to BLP	4.0	February 18, 2025	
Utility Form (1304 Form) to BLP	4.0	February 18, 2025	
Status of Permits (1307 Form) and Required Permits to BLP	4.0	February 18, 2025	
PSE Plans to BLP	3.5	March 02, 2025	
PSE Plans Complete	1.5	May 04, 2025	
Final Letting Plans to BLP	1.2	May 11, 2025	
CE Agreement Executed	1.1	May 14, 2025	
Advertise	1.0	May 19, 2025	

10. **ID/Eco Devo Board** – The Board Chair will be here to get your final approval of the community survey and the news article they will release to the public to inform them what the survey is and why it is needed. The sample survey and article are in your packet.
11. **Anthony Recreation Commission** – I attended the Rec meeting on February 12th at their request to discuss the steps to start the Anthony Pool Bathroom renovation. In addition, Rec requested a Venmo account, and the City Admin reviewed employment protocols and communication processes. A full Rec agenda with discussion will be provided with the minutes once I receive them.

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12. Tree Board – We still have no official information on the grant. Bill Moyer wasn't sure if he had given the City Commission his report from the last round of tree planters in the fall so that is attached to the packet for reference just in case.
13. EOY Financials – We are 75% complete with the review. I am typing this on Monday and the office is closed. I am adding the EOY Transfer list review and approval to the agenda, however, if we cannot get it completed Tuesday before the Commission meeting, then we will just table it for the next commission agenda.
14. Street Department 2025 Capital Planning – Bryan and Joel met to review Main and LL&G. Joel is putting some figures together for possible recommendations to address the needs of these streets. Once we have those, we will prepare the recommended street plan and present it to the Commission.
15. Magellan – I worked with KMEA to update contract rates at Magellan's request so they could perform some modeling. We provided the numbers (as we have in the past as well). We have not received any word back that they will schedule these pumps to run. But at least it was considered once again.
16. Health Insurance Annual Renewal – We have continued to work on this project steady having met with Darren Booth with Theel Insurance, Broker for Freedom Claims Management Inc (FCMI), the company that Harper has used for several years now, and Harper County just switched to. They have a way of changing a health plan to a higher deductible (which equals cheaper premiums) while managing the claims and risks for the city that picks up the balance difference. Much like our HRA, only larger scale and more managing of claims. Through this research, we are also reviewing just a different HRA with an HRA management service. Basically, this new research is not self-funding, it is remaining with the current level-funded plan and finding creative ways to manage higher deductible plans that save the city dollars. A lot of these quotes are coming back now. If we have time to thoroughly vet them at this meeting, we will try to present. Likely, it will be the next meeting depending on what we determine.
17. Water Violation Notice – The City of Anthony has received a second violation notice. This one is for failure to submit the required lead result letters to the property owners where the city does the lead testing. The city has always been required to perform lead testing at the KDHE specified intervals as part of our compliance schedule and report said results to the properties we sampled from. Again, with new staffing there are compliance measures that will be new to learn and that is the case with this missed step. The water department head will re-prioritize finalizing their operations plan which does include a calendar of compliance to follow each year. This will aid in increasing the knowledge and awareness of various compliance measures and when they are due. Again however, everything is new, so it just takes time.
18. 2025 Legislative Session – HB2152 will continue to be debated this session. It gives local banks the ability to provide investment rates with greater benefit to the local bank rather than the municipality. This bill has strong backing from financial institutions. LKM will keep us posted if

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there is additional local effort needed. We may consider reaching out to the Senate committee if this bill passes the House. There is also a call to action on the following two bills issued by LKM:

CONTACT HOUSE MEMBERS: Fast Track Permitting: [HB 2088](#) enacts fast-track permitting, requiring local governments to meet specified deadlines for issuing building permits. This bill is opposed by the League and many cities weighed in with concerns.

- It imposes a 60-day deadline for approval, which is not always realistic for how many general processes work for approval and planning.
- The deadline does not factor in the planning commission process, which is essential for public input. It ignores the statutory protest period which exists to provide citizens concerned with a project an opportunity to weigh in. As written, the bill would provide citizens less time to express concerns with a project and reduce the public's ability to participate in the process.
- It does not factor in joint projects between cities and counties or timelines for required testing for certain projects, which are dictated by the federal government or the State of Kansas. Cities should not be penalized when they can't meet a deadline because of state requirements.
- It will be costly for developers. Currently, most cities allow developers to submit initial plans and work with the city to make sure they are compliant. That saves a developer time and money, so they don't have to repeat work. This bill eliminates that flexibility, requiring a developer to present all work up front, then being in a position where they may have to make costly adjustments later. It ignores the collaborative and cost-saving process cities and developers have fostered.

CONTACT HOUSE MEMBERS: Home-Based Business Act: [HB 2343](#) creates the no-impact home-based business fairness act. The bill limits a city's ability to license businesses in neighborhoods. This would include removing licensing on home-based daycare programs and removing a city's ability to regulate short-term rental properties such as Airbnb's. It also removes a fire department from enforcing any fire codes for a home-based business, including a home salon. This conflicts with Constitutional Home Rule and local control. This also creates safety issues in neighborhoods, as citizens often ask the state to regulate childcare programs and cities to regulate short-term rental programs.