

**City of Westwood, Kansas
City Council Work Session
4700 Rainbow Boulevard
July 9, 2026 – 5:00 PM**

Council Present: David E. Waters, Mayor
Jeff Harris, Council President
Steph Becker, Councilmember
Spencer Day, Councilmember
Laura Steele, Councilmember
Holly Wimer, Councilmember

Council Absent: None

Staff Present: Katherine Carttar, City Administrator
Curtis Mansell, Police Chief
John Sullivan, Public Works Director
Ryan Denk, City Attorney
Jeff White, Financial Planner – via Zoom
Abby Schneweis, City Clerk

Call to Order

Mayor Waters called the work session to order at 5:00 p.m. on July 9, 2026. Ms. Schneweis called the roll. A quorum was present.

Work Session Items/Discussion of Upcoming Matters

FY 2027 Budget Development: Capital Improvements Plan and Mill Rate Determination

Mayor Waters and Ms. Carttar lead a discussion regarding the FY 2027 budget.

Adjournment to Regular Meeting

The work session adjourned at 6:55 p.m. to prepare for the regular City Council meeting.

**City of Westwood, Kansas
City Council Meeting
4700 Rainbow Boulevard
July 9, 2026 – 7:00 p.m.**

Council Present: David E. Waters, Mayor
Jeff Harris, Council President
Steph Becker, Councilmember
Spencer Day, Councilmember
Laura Steele, Councilmember
Holly Wimer, Councilmember

Council Absent: None

Staff Present: Katherine Carttar, City Administrator
Curtis Mansell, Police Chief
John Sullivan, Public Works Director
Ryan Denk, City Attorney
Abby Schneweis, City Clerk

Call to Order

Mayor Waters called the meeting to order at 7:00 p.m. on July 9, 2026. Ms. Schneweis called the roll. A quorum was present.

Approval of the Agenda

Motion by Councilmember Harris to approve the July 9, 2026, agenda as presented. Second by Councilmember Steele. Motion carried by a 5-0 voice vote.

Public Comment

No comments were made by members of the public.

Presentations and Proclamations

No presentations or proclamations were made.

Consent Agenda

All items listed below are considered to be routine by the Governing Body and will be enacted in one motion. There will be no separate discussion of these items unless a member of the Governing Body so requests, in which event the item will be removed from the consent agenda and considered separately following approval of the consent agenda.

- A. Consider June 11 2026, City Council Work Session and Meeting Minutes
- B. Consider June 29, 2026, City Council Work Session Minutes
- C. Consider Appropriations Ordinance 788

Motion by Councilmember Harris to approve the Consent Agenda as submitted. Second by Councilmember Wimer. Ms. Schneweis conducted a roll call vote. Motion carried by a 5-0 vote.

Mayor's Report

No report was made.

Councilmember Reports

No reports were made.

Staff Reports

Administrative Report

Ms. Carttar provided an overview of the June 2026 Administrative Report included in the agenda packet and offered to answer questions.

Public Works Report

Mr. Sullivan provided an overview of the June and July 2026 Public Works Reports included in the agenda packet and offered to answer questions.

Public Safety Report

Chief Mansell provided an overview of the June 2026 Public Safety Report included in the agenda packet and offered to answer questions.

Treasurer's Report

The June 2026 Treasurer's Report was included in the packet, no questions or comments were made about the report.

City Attorney's Report

No report was made.

Old Business

No Old Business was considered during this meeting.

New Business

Consider authorizing the acceptance of the low bid from Kansas Heavy Construction for the W. 50th Street and W. 51st Street Road Improvement Project.

The City of Westwood solicited bids from 5 contractors for W. 50th Street and W. 51st Street Road Improvement Project and received 2 bids. The low bidder, Kansas Heavy Construction, bid \$583,336.50. The City Engineer has verified the bid is acceptable and recommended the acceptance of the bid from Kansas Heavy Construction. The project will be funded by the CIP and is under the budgeted amount.

Motion by Councilmember Wimer to authorize the expenditure of \$583,336.50 for the 2026 W. 50th Street and W. 51st Street Road Improvement Project. Second by Councilmember Steele. Motion carried by a 5-0 voice vote.

Receive Presentation of 2025 Independent Financial Audit

John Martin, Higdon & Hale, provided an overview of the fiscal year 2025 audit. Mr. Martin said the City's financial systems, controls, and financial reporting are strong, and Higdon & Hale did not take any

exception, or find any issues to bring to the Governing Body's attention.

Consider Resolution No. 155-2026 waiving the GAAP requirement for financial reporting

The State of Kansas requires audits for cities and their financial statements be based on Generally Accepted Accounting Principles (GAAP), which has proven to be a very cumbersome and expensive accounting standard to comply with for smaller municipalities.

The provisions of K.S.A. 75-1120A(A) do allow for cities to adopt the Cash Receipts and Disbursements method of accounting for the audit, where the audit testing procedures remain the same and it allows cities to report an audit based on the annual budget cycle.

Motion by Councilmember Day to approve Resolution No. 155-2026 waiving requirements of K.S.A. 75-1120A(A) as they apply to the City of Westwood for the fiscal year that ended December 31, 2024. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote.

Consider authorizing expenditure above City Administrator's purchasing authority for property and liability insurance coverage with Midwest Public Risk for renewal period July 1, 2026 – June 30, 2027

The City's commercial insurance policy runs through June 30, 2026. In 2024, City staff sought competitive quotes for property and liability coverage and ultimately moved from EMC Insurance (the City's historical carrier) to Midwest Public Risk (MPR).

The City's insurance broker, Geoff Gobble created a premium comparison for the expiring term and the coming year, which is included in the meeting packet. He will also be available at the meeting to address any questions from the Council. The premium comparison provided by Boulevard Insurance also covers policies outside the scope of the MPR P&L renewal but which Boulevard assists City staff in managing; these include:

- Worker's compensation insurance
 - Provided through KMIT
 - 2026 policy paid in January in the amount of \$34,698
 - Past premiums: \$29,344 in 2022, \$34,090 in 2023, \$27,605 in 2024, \$28,899 in 2025
- Fidelity bonds for City staff and officials
 - Renewed on a rolling basis dependent on coverage start date for each individual
 - Fidelity bonds issued only for employees and officers who are responsible for handling money
- Cyber Liability/Data Breach coverage
 - Past premiums: \$6,158 in 2022, 10,865 in 2023, \$11,072 in 2024, \$10,979 in 2025
 - In Spring 2025, the City applied for coverage with MPR with high limits. \$5,655 in 2025/6 and \$5,660 in 2026/7.

Motion by Councilmember Harris to authorize binding renewal coverage with MPR for property & liability insurance for the period of July 1, 2026 – June 30, 2027. Second by Councilmember Becker. Motion carried by a 5-0 voice vote.

Consider Resolution No. 156-2026 to Exceed the Revenue Neutral Rate, Establish the Date and Time of a Public Hearing, and Provide for the Giving of Notice of Such Public Hearing

Over the last several months staff have worked to develop the 2027 budget. The 2027 budget maintains the same level of services as the 2026 budget and keeps operating expenses relatively flat but provides

for increased expenditures related to personnel and certain professional services and contracts, as well as increased capital improvement costs.

Per State statute, notice and public hearing requirements are imposed on cities if their proposed budget will exceed the property tax levy's revenue neutral rate. The revenue neutral rate is the tax rate in mills that will generate the same property tax in dollars as the previous tax year using the current tax year's total assessed valuation. In Westwood, the revenue neutral rate would be 24.797 mills. Since the proposed budget – as well as the current mill levy – exceeds that amount, a public hearing is required. Notice of intent to exceed the revenue neutral rate must be provided to the County Clerk before July 20th. The hearing must take place between August 20th and September 20th. The public hearing is proposed for the City Council's regular meeting on Thursday, September 10, 2026. The budget public hearing and adoption of the 2026 budget will follow the revenue neutral rate hearing on that meeting agenda.

Motion by Councilmember Harris to approve Resolution No. 156-2026 to exceed the Revenue Neutral Rate, establish the date and time of a public hearing, and provide for the giving of notice of such public hearing. Second yb Councilmember Wimer. Ms. Schneweis performed a roll call vote, motion carried 6-0 with Mayor Waters casting an additional vote.

Executive Session

The Governing Body did not hold an executive session.

Announcements/Governing Body Comments

No announcements were made.

Adjournment

Motion by Councilmember Harris to adjourn the meeting. Second by Councilmember Wimer. Motion carried by a 5-0 voice vote. The meeting was adjourned at 7:58 p.m.

APPROVED: _____
David E. Waters, Mayor

ATTEST: _____
Abby Schneweis, City Clerk