

REGULAR COUNCIL MEETING  
February 6, 2024  
CITY HALL  
121 S. MERIDIAN

Mayor Truman called the council meeting to order at 7:00 p.m. with the following members present: Ronald Colbert, Robert Wilson, Clint Bass, Gina Gregory, Dale Kerstetter, and Matt Stamm.

Members Absent: Ben Anderson, and Chris Evans

Staff Present: Lloyd Newman, Public Safety Director  
Neal Owings, Parks and Public Building Director  
Ryan Shrack, Community Development Director  
Barry Arbuckle, City Attorney  
Barry Smith, Assistant City Administrator  
Brent Clark, City Administrator

Press present: Ark Valley News

**APPROVAL OF AGENDA**

Bass moved to approve the agenda as presented, seconded by Kerstetter. Vote Aye: unanimous. Motion carried.

**ADMINISTRATION AGENDA –**

**JANUARY 16, 2024, CITY COUNCIL MINUTES-**

Kerstetter moved to approve the minutes of the January 16, 2024, City Council meeting as presented, seconded by Stamm. Vote Aye: Unanimous Motion Carried.

**PRESENTATIONS/PROCLAMATIONS** – Assistant City Administrator Smith presented the 2023 Unaudited Financial Report to the Council. He highlighted the various revenue streams and congratulated the Community Development Department for a record year in permit revenues. Smith said the full report will be available online for the public to review and apologize for it not being in the packets.

**PUBLIC FORUM** – None

**APPOINTMENTS** – None

**OLD BUSINESS** – None

**NEW BUSINESS-**

**A. APPROVAL OF ALL EXHIBITS RELATING TO FINAL COSTS TO BE ASSESSED FOR CEDAR RIDGE ESTATES AND ARBOR VALLEY PHASE 1 AND SET DATE FOR PUBLIC HEARING:**

Assistant City Administrator Smith introduced Garth Herrmann from Gilmore and Bell, P.C., who explained the process of special assessments. Herrmann described the final costs and the schedules for the specials pertaining to the two developments. He discussed the public hearing process and the rights of every property owner within the special assessment district. Bass made a motion to approve all exhibits: establish March 5<sup>th</sup>, 2024 at 7:00 p.m., to meet for the purpose of hearing any and all written or oral objections to the respective assessments set forth therein; Publish the notice of Public Hearing in the Ark Valley News and mail the Form of Notice of Hearing and statement of Cost Proposed to be Assessed to

each and all owners of property affected by such assessments at their last known post office address on February 15<sup>th</sup>, 2024; File each of the documents of record in the office of the City Clerk and make the same available for public inspection seconded by Kerstetter. Vote Aye: unanimous. Motion carried.

**B. WASTE CONNECTIONS AGREEMENT:**

City Administrator Clark introduced Hershel West with Waste Connections to answer any questions pertaining to the annual two (2%) increase per contract. West thanked the Council for their continued support and let him know if there are any issues. Mike Miller, 650 Scott Street, asked a question regarding the increase and notices. No action was needed.

**C. ORDINANCE 1402-24: REZONING PROPERTY SOUTH OF 130 N. POPLAR CT.:**

Community Development Director Shrack requested approval of the rezoning of property located just south of 130 N. Poplar Ct. Shrack stated that the staff report explains how this does conform to the current area as there are existing multi-family homes there now. Kerstetter voiced his opposition to multi family housing. Shrack did indicate that his office received one comment from the public.

Wilson made a motion based on Planning and Zoning Board approval and City staff recommendation to adopt Ordinance 1402-24 for 1<sup>st</sup> reading. Motion seconded by Colbert. Vote Aye: Colbert, Wilson, Bass, Gregory, and Stamm. Vote Nay: Kerstetter. Motion carried.

**D. APPROVAL OF RFP – 2024 COMPREHENSIVE PLAN UPDATE:**

Community Development Director Shrack presented the proposed request for proposals (RFP) for the 2024 Comprehensive Plan Update. He explained how this plan is updated every ten years and the city is ready for the update. Shrack described the process and how there is a tight timeline to complete for potential firms. Wilson made a motion to approve the RFP and authorize staff to collect proposals/select finalists that will make presentations to City Council. Motion seconded by Gregory. There was a question from Mike Miller, 650 Scott Street, who asked about how the community would be able to participate in the process and he had other statements. Shrack assured the council that there will be a committee of various representatives throughout the community that will guide the process. Mayor Truman asked for the vote after further discussion, Vote Aye: unanimous. Motion carried.

**E. APPROVAL OF RFP – 2024 ABATEMENT MOWING/DEBRIS REMOVAL SERVICES:**

Community Development Director Shrack introduced Code Enforcement Officer/Building Inspector Bill Andrews presented the proposed request for proposals (RFP) for the 2024 Abatement mowing/debris removal services. Andrews explained the process and how the city attempts every way possible to work with the property owners to resolve the issues. Kerstetter asked a question on why city staff can't perform the work and his question was answered by Administrator Clark. Mike Miller, 650 Scott Street, had a question on the timeline for the RFP and question on processes for property owners. Stamm made a motion to approve the RFP for 2024 Abatement mowing/debris removal services and authorize staff to collect proposals and present selected bidder at a future City Council meeting. Motion seconded by Kerstetter. Vote Aye: unanimous. Motion carried.

**F. APPROVAL OF CREDIT CARD FEE DECREASE:**

Assistant City Administrator Smith presented a proposed credit card fee decrease to 1.75% from 2.5% that has been charged. Smith explained there has been a significant shift in how our residents pay their bills. This has resulted in less fees that the city must pay. Kerstetter made a motion to approve decreasing the credit card processing fee from 2.5% to 1.75%. Motion seconded by Wilson. Vote Aye: unanimous. Motion carried.

**G. APPROVAL OF PURCHASE OF BILL FOLDER/STUFFER:**

Utility Account Clerk Heather Vonfeldt presented the proposed approval to purchase a new bill folder/stuffer per a state contract bid price. Vonfeldt expressed how important this would be for the efficiency of sending out the monthly utility bills. Council asked about longevity of the equipment, maintenance, and about electronic billing options. Mike Miller, 650 Scott Street, had a question about budgeting this item and other questions. Vonfeldt explained it was previously budgeted. Stamm made a motion to approve the purchase of a DS64i MaxiFeeder from Midwest Single Source Inc. in the amount of \$11,386.00. Motion seconded by Wilson. Vote Aye: unanimous. Motion carried.

**H. APPROVAL OF AGREEMENT BETWEEN SEDGWICK COUNTY AND CITY OF VALLEY CENTER – MERIDIAN AVE.:**

City Administrator Clark presented the proposed agreement between the City of Valley Center and Sedgwick County for the Meridian Ave. Project along with acquiring additional right of way along Meridian Ave. and 69<sup>th</sup> Street. He explained how the county is a fantastic partner and is covering the expense of inspection services along with the matching funds for the roundabout at 69<sup>th</sup> Street and Meridian Ave. Kerstetter made a motion to approve the agreement with Sedgwick County for the Meridian Ave Project and authorize Mayor to sign. Motion seconded by Bass. Mayor Truman had a comment from the public, Mike Miller, 650 Scott Street, requested public outreach during the construction project. Vote Aye: unanimous. Motion carried.

**CONSENT AGENDA**

- A. APPROPRIATION ORDINANCE – FEBRUARY 6, 2024
- B. DELINQUENT ACCOUNT REPORT – NOVEMBER 2023
- C. PLANNING AND ZONING BOARD MINUTES – JANUARY 23, 2024
- F. COMMUNITY BLDG. ALCOHOL WAIVER REQUEST
- G. THANK YOU LETTER FROM THE GROUND UP

Kerstetter moved, seconded by Stamm to approve the Consent Agenda as presented. Vote Aye: Unanimous. Motion carried.

**STAFF REPORTS**

**COMMUNITY DEVELOPMENT DIRECTOR SHRACK**

Invited everyone to sign up for the upcoming Home Show booth where volunteers will be needed to promote the community.

**PUBLIC SAFETY DIRECTOR NEWMAN**

The fourth quarter report was included in the packets. Councilmember Bass had a question about stoplights and after hours potentially having them blinking yellow or something to move traffic through. Also, the traffic signal on 5<sup>th</sup> and Meridian Ave needs to be looked at for potential timing issues. Eggleston stated that he will explore the items presented. Mayor Truman asked how many signed up for Citizen Police Academy and potentially changing the name of the group.

**PUBLIC WORKS DIRECTOR EGGLESTON**

Reported on the dirt road grading and converting those roads to asphalt millings since we have a large stockpile. Updated the council on the waterline project on Meridian Ave. Also, announced the hiring of a new Infrastructure Manager that will attend a future meeting. Councilmember Kerstetter asked about the schedule for Meridian.

**CITY ENGINEER SCHEER**

Reported that Meridian Ave Project update meetings with all parties have fallen on Council dates so every council meeting there will be up-to-date information provided.

**ASSISTANT CITY ADMINISTRATOR OF FINANCE SMITH**

Reported that this will be his last council meeting and thanked the council for the fantastic last five years. Smith's last day will be on Tuesday, February 13<sup>th</sup>.

**CITY ADMINISTRATOR CLARK**

Thanked Barry Smith for everything that he's accomplished over the last five years in the community and how much Smith has positively impacted the city moving forward.

**GOVERNING BODY REPORTS-**

**MAYOR TRUMAN**

Thanked Barry Smith for his time with the City of Valley Center.

**COUNCILMEMBER COLBERT**

Provided a legislative update and a few handouts for the council. Thanked Barry Smith for all his help over the years.

**COUNCILMEMBER WILSON**

Made a statement about social media and commended the city staff for addressing issues that are reported through the proper channels. Stated that Barry will be extremely difficult to replace, and Mr. Smith made municipal finance simple and eloquently made it for the public to understand in a way no one else has.

**COUNCILMEMBER BASS**

Apologized for not being in attendance for the final vote pertaining to the sand pit and he thanked all the public for their input throughout the process. Also, gave a shoutout to duplexes in certain areas and thanked Barry for his time with the city.

**COUNCILMEMBER GREGORY**

Stated that she was disappointed that Barry was leaving and thanked him for everything.

**COUNCILMEMBER KERSTETTER**

Thanked Barry and said good luck.

**COUNCILMEMBER STAMM**

Stated that he will miss Barry and that he did respond to an email from him.

Stamm moved to adjourn, second by Kerstetter. Vote Aye: Unanimous.

**ADJOURN -**

**The meeting adjourned at 8:28 PM.**

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Brent Clark, City Administrator