

**City of Spring Hill, Kansas**  
**Minutes of City Council Regular Session**  
**February 14, 2019**

A Regular Session of the City Council was held in the Spring Hill Civic Center, 401 N. Madison, Council Chambers, Spring Hill, Kansas on February 14, 2019. The meeting convened at 7:00p.m. with President Chris Leaton presiding and Glenda Gerrity, City Clerk, recording.

Councilmembers in attendance:           Tim Pittman  
  Floyd Koder  
  Chad Eckert  
  Andrea Hughes

Absent:   Mayor Ellis

Staff in attendance:                         Jim Hendershot, City Administrator  
  Melanie Landis, Asst. City Administrator  
  Jose Leon, Asst. City Administrator  
  Lance Wipf, Interim Chief of Police

Consultants in attendance:                 Frank Jenkins, City Attorney

**INVOCATION**

The invocation was given by Pastor Janice Hawley, Hillside Community Lutheran Church.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

The City Clerk called the roll of the City Council. With a quorum present, the meeting commenced.

**APPROVAL OF THE AGENDA**

There were no changes to the agenda.

**Motion by** Leaton, seconded by Eckert, to approve the agenda as presented. Motion carried 5-0-0.

**CITIZEN PARTICIPATION**

Bill Peterman, 19431 W. 200<sup>th</sup> Street, addressed the City Council about a very large pothole at the corner of 200<sup>th</sup> & Barker Road and asked if it could be filled. Staff was directed to repair the pothole.

## **PRESENTATION**

### **4<sup>th</sup> Quarter Performance Measures, Johnson County Fire District No. 2**

Chief Jim Francis presented the 4<sup>th</sup> quarter performance measures for Johnson County Fire District No. 2. The information included the comparisons from 2017 to 2018 for incidents, turn out times, EMS travel time, fire travel time, patient transports, along with other data. Chief Francis also stated that the trips to the nursing home have decreased. Mr. Leaton inquired about benchmarking to other areas and nationwide. Mrs. Hughes asked if they could provide information that may be beneficial to the community for preventative measures and was also interested in knowing the time spent on the incident calls. Mr. Leaton thanked Chief Francis for the information.

## **PRESENTATION**

### **Report to City Council regarding Accounting Practices and Civic Center Project**

Councilmember Andrea Hughes provided the response related to an inquiry the City received from the community about the cost of the Civic Center Renovation Project and accounting practices. Mrs. Hughes and Councilman Pittman met with several staff members to review the project costs and asked questions about the City's accounting practices. Mrs. Hughes provided a spreadsheet that included the revenue and expenditures for the Civic Center Renovation project. She also explained that this spreadsheet was not readily available due to the limitations to the accounting software. The accounting software system was well established; however, was unable to provide enough detail for line-item accounting. The City also had been working through implementation of a new accounting system that went live on 12/1/18. Best practices will improve with the new system and reports will be more readily available for staff to produce in less time. Mrs. Hughes finalized the report by adding that the City's accounting practices are annually reviewed by an outside audit firm. There were no mis-statements, no significant accounting practice concerns from the audit team. We are meeting all the best practice requirements. Mr. Leaton thanked everyone involved with the research and review of this report.

## **CONSENT AGENDA**

**Motion by** Leaton, seconded by Pittman, to approve the consent agenda.

- 1. Approval of Minutes: January 24, 2019**
- 2. Appropriation Order 2019-02-14**
- 3. Consider Approval of Blanket Issuer Letter of Representations: The Depository Trust Company**
- 4. Consider Approval of Agreement: Public Improvement of 199<sup>th</sup> & Ridgeview Road (CARS), Johnson County, Kansas**
- 5. Consider Approval of Supplemental Agreement: Final Design of Veterans Park, Vireo**
- 6. Consider Approval of Change Order No. 1: Lone Elm RCB Project, Pfefferkorn & Drury Construction, LLC**

Motion carried 5-0-0.

## FORMAL COUNCIL ACTION

### 7. Consider Approval of Funding Agreement: Matt Adams Development Co., Inc.

Assistant City Administrator Landis, presented the funding agreement with Matt Adams Development Co., Inc.

Ms. Landis reported that Matt Adams Development and City staff have met to discuss potential financial incentives for an economic development project, currently identified as Oak Woods. In order to consider the Applicant's request, the City must retain outside counsel and consultants, causing expenses to be incurred. The requested funding agreement with the developer will allow the City to request a deposit from the developer to cover such costs. The initial recommended deposit is \$7,500, which the Applicant has delivered a check to the City for deposit. If approved, then the City will request engagement in those above mentioned outside professional services to move forward with the review. If the expenses go above \$7,500, the applicant will make a subsequent deposit or deposits to reimburse the City for the additional expenses.

**Motion by** Leaton, seconded by Pittman, to approve the funding agreement with Matt Adams Development Co., Inc., to provide a deposit of \$7,500 in an account for outside counsel and consultants to be delivered to the City in check. Motion carried 5-0-0.

## DISCUSSION

### 8. City Participation for Johnson County Project located on 199<sup>th</sup> Street, between Clare Road and 169 Hwy.

Mr. Brian Pietig, P.E., Johnson County Director of Public Works & Infrastructure, addressed the City Council about participating in the safety road improvements for 199<sup>th</sup> Street, from Clare Road to US 169 Hwy. The proposed shoulder safety improvement includes no reconstruction, 6' asphalt shoulder addition, 4" asphalt overlay, 10' clear zone (utilities, trees, fences, etc.), ditches for safety and drainage. The total estimated construction cost is \$2M; however, Spring Hill's portion would be approximately \$350K with potential 50% in CARS funding. Construction is anticipating beginning in 2021.

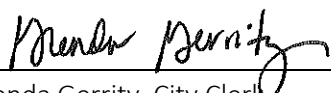
The City Council suggested exploring options for pedestrian traffic for Veterans Park that is located off 199<sup>th</sup> Street. Mr. Hendershot stated that this may be an opportunity to partner with Johnson County and contact Kansas Department of Transportation for improvement options.

It was the consensus of the City Council to partner with Johnson County on this project and move forward with an agreement.

## ADJOURN

**Motion by** Leaton, seconded by Hughes, to adjourn.

The meeting adjourned at 8:31p.m.

  
Glenda Gerrity, City Clerk

Approved by the Governing Body on February 28, 2019.