

The City of Andover, Kansas

City Council Minutes

**Andover City Hall
1609 East Central Avenue
January 14, 2025 at 7:00 PM**

Present

Mayor - Ronnie Price
Council President - Homer Henry
Council Member – Tim Berry
Governing Body Council member – Philip Hamilton
Council Member - Jodi Ocadiz
Council Member - Paul Wemmer

Absent – Mike Warrington

1. Call to Order

Mayor Ronnie Price called the meeting to order at 7:00 pm.

2. Roll Call

City Administrator, Jennifer McCausland
Assistant City Administrator, Jolene Graham
City Attorney, J.T. Klaus
Police Chief, Buck Buchanan
Fire Chief, Chad Russell
Director of Finance, Matt Koehn
Director of Community Development, Les Mangus
Planning and Zoning Administrator, David Westphall
Parks and Recreation Manager, Daniel Schapaugh
Public Information Officer, Megan Schapaugh
City Clerk, Dana Engstrom

3. Invocation

Eric Goodman, Riverlawn Christian Church led the invocation.

4. Pledge of Allegiance

5. Public Forum

Mayor Price opened the public forum. Speakers: None. Mayor Price then closed the public forum.

6. Acceptance of Agenda

Council President Henry moved, seconded by Council Member Ocadiz to accept the agenda as presented.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

7. Presentations

7.1 Andover Food Bank Presentation

President of the Andover Community Food Bank Board, Mistee Boatright provided an update on their Summer Lunch Program which provided meals to 93 families totaling 1,553 bags with 5 (five) lunch kits in each bag. This was made possible by the money received from the City of Andover through the Grant of Public Funds application process. Ms. Boathouse addressed Mayor Price's question. Council Member Wemmer thanked the organization for their contributions to the community.

8. Consent Agenda

- 8.1 City Council Workshop Minutes – December 9, 2024**
City Council Minutes – December 10, 2024
- 8.2 Appropriation Ordinance B.23.2024 \$2,610,177.60**
- 8.3 ICSC Convention**
- 8.4 2025 League of Kansas Municipalities (LKM) Membership**
- 8.5 Andover Chamber of Commerce - 2025 Invoice**
- 8.6 REAP 2025 Invoice**
- 8.7 Asset Management Software Renewal**
- 8.8 2025 GAAP Waiver**
- 8.9 Senior Accountant Job Description**
- 8.10 Non-Elected Personnel Changes**
 - Jenny Smith, New Hire, Administrative Assistant – Community Development, Effective 12/16/24.
 - Madelyn Alter, Salary Change, Senior Staff Accountant, effective 12/8/24
 - Christopher Dean, New Hire, IT Manger, effective 1/6/25
 - Rylee Walsh, Salary Change, Communications Officer, effective 12/22/24
 - Stacey Jansson, New Hire, Payroll and Benefits Specialist, effective 1/13/25
 - LeAnn C. Erbert, New Hire, Communications Officer, effective 1/6/25

- Madeline Roth, Salary Change, Park Maintenance III, effective 1/19/25

8.11 Summerlin Amended Developer's Agreement

8.12 O365 Licensing Renewal

Council President Henry moved, seconded by Council Member Wemmer to approve Consent Agenda items 8.1-8.12 as presented.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer

NOES: None

ABSENT: Warrington

ABSTAIN: None

CARRIED 5/0.

9. Approval of New City of Andover Logo

9.1 Public Information Officer Megan Schapaugh introduced this item and turned the presentation over to Ashley Bowen Cook, President of the Greteman Group and Kendell Schellhorn, Brand Manager of the Greteman Group. They went over their process which was conducted over the last 5 (five) months. The Greteman Group's presentation included their approach, timeline, research and discovery, City Council and Stakeholder Survey, what people seek out in Andover, adjectives to describe Andover, qualities the City logo should convey, emotions the City logo should evoke, key competitors, secondary competitors, logos the stakeholders admire, color preferences, preference of evolution or a revolution (samples of each were shown), the results of the community survey (467 total responses), and the logo was revealed and the design was explained.

Megan Schapaugh addressed Council Member Berry and Council President Henry's questions regarding the 4 (four) phases of the logo rollout which will occur over the course of several years.

Council Member Wemmer expressed his gratitude to the Greteman Group indicating it was great to be part of the process.

Council President moved, seconded by Council Member Ocadiz to approve the new City of Andover logo as presented this evening, designed by Greteman Group.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer

NOES: None

ABSENT: Warrington

ABSTAIN: None

CARRIED 5/0.

10. Central Park Lodge - Bid Package A.2

- 10.1 Parks and Recreation Manager Daniel Schapaugh presented this item and introduced Scott Bonebrake with Key Construction who addressed Council President Henry's question.

City Administrator McCausland gave kudos to the Governing Body explaining that a quarter of a million dollars of the funding for this project was allocated from ARPA funding that the Governing Body chose not to rush into spending during the pandemic. They remained fiscally responsible and rebuilding the Lodge turned out to be a great use of this money for the benefit of the community.

Council President Henry moved, seconded by Council Member Hamilton to accept the bids from the lowest qualified bidders, as presented, and accept the contract amendment including the guaranteed maximum price proposal from Key Construction for the Central Park Lodge package A.2 in the amount of \$2,101,883 and authorize the mayor to sign the agreement with Key Construction.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer

NOES: None

ABSENT: Warrington

ABSTAIN: None

CARRIED 5/0.

11. Harrison Street Improvements

- 11.1 Director of Public Works and Utilities Rick Lanzrath presented this item and addressed Council President Henry and Council Member Hamilton's questions. Mayor Price commented that he was impressed with the recent work by Pearson Construction on his street.

Council President Henry moved, seconded by Council Member Wemmer to authorize the Mayor to sign an agreement with Pearson Construction for Harrison Street improvements in the not to exceed amount of \$260,051.00.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer

NOES: None

ABSENT: Warrington

ABSTAIN: None

CARRIED 5/0.

12. Zoning Amendments

- 12.1 **Zoning Amendment: 420 W. Mike Street**

Mayor Price went through the checklist for zoning specifications in regards to Zoning Case Z-A24-0007 changing the zoning district classification of the subject property from existing SF-2 Single Family Residential/Medium-Density District to the MF-2 Attached Single-Family Residential District.

No Council Members indicated they intended to disqualify themselves from participation in the case due to a conflict of interest.

No Council Members indicated they received an ex parte communication either verbally or in writing prior to this agenda item.

City Clerk Dana Engstrom indicated no protests were received in the City Clerk's office regarding this item.

All Council Members indicated they received draft minutes of the Planning Commission meeting held November 19, 2024 which summarizes the hearings of the case.

The Zoning and Planning Administrator David Westphall provided a report and addressed Council President Henry and Council Member Berry's questions.

City Clerk Dana Engstrom indicated no written communication was received in the City Clerk's office regarding this item.

Mayor Price opened the public hearing. Speakers: none. Mayor Price then closed the public hearing.

Staff addressed additional questions by Council Member Berry.

Mayor Price indicated he believes the road is in good shape.

Council President Henry moved, seconded by Council Member Berry to adopt the findings of fact and approve Zoning Cases Z-A24-0007 changing the zoning district classification of the subject properties from the existing SF-2 Single Family Residential/Medium-Density District to the MF-2 Attached Single-Family Residential District.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

Mayor Price noted that any persons aggrieved by the final decision of the Council on this matter has 30 days after today's action within which to appeal to District Court.

12.2 **Zoning Amendment: 126 E. Lafayette Street**

Mayor Price went through the checklist for zoning specifications in regards to Zoning Case Z-A24-0008 changing the zoning district classification of the subject properties from the existing SF-2 Single Family Residential / Medium-Density District to the MXN Neighborhood Transition/Mixed Use District.

No Council Members indicated they intended to disqualify themselves from participation in the case due to a conflict of interest.

No Council Members indicated they received an ex parte communication either verbally or in writing prior to this agenda item.

City Clerk Dana Engstrom indicated no protests were received in the City Clerk's office regarding this item.

All Council Members indicated they received draft minutes of the Planning Commission meeting held November 19, 2024 which summarizes the hearings of the case.

The Zoning and Planning Administrator David Westphall provided a report and staff addressed Council Member Berry and Council Member Hamilton and Council President Henry's questions.

City Clerk Dana Engstrom indicated no written communication was received in the City Clerk's office regarding this item.

Mayor Price opened the public hearing. Speakers: none. Mayor Price then closed the public hearing.

Council Member Berry expressed his concerns with the rezoning within a residential neighborhood. Council member Hamilton indicated he wished the applicant was present at the meeting as he had a question regarding his correspondence with the neighbors.

Council President Henry moved, seconded by Council Member Ocadiz to adopt the findings of fact and approve Zoning Cases Z-A24-0008 changing the zoning district classification of the subject properties from the existing SF-2 Single Family Residential/Medium-Density District to the MXN Neighborhood Transition/Mixed Use District.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

Mayor Price noted that any persons aggrieved by the final decision of the Council on this matter has 30 days after today's action within which to appeal to District Court.

13. Tuscany Fourth Phase

13.1 Tuscany 4th Revised Paving Petition, Amended Resolution & Developer's Agreement

Assistant City Administrator Jolene Graham presented this item. There were no Governing Body questions.

Council President Henry moved, seconded by Council Member Hamilton to accept the revised petition for paving improvements; approve the amended Developer's Agreement and adopt an Amending Resolution of Advisability related to the Tuscany 4th Addition.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

13.2 Tuscany 4th: Amended Work Ordinance

Assistant City Administrator Jolene Graham presented this item. There were no Governing Body questions.

Council President Henry moved, seconded by Council Member Hamilton to adopt an amending Ordinance authorizing the construction of certain internal improvements related to the Tuscany 4th Addition.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

13.3

Bid Award Tuscany Fourth Phase Bid Award Street Improvements

Director of Public Works and Utilities Rick Lanzrath presented this item and addressed Council president Henry's question.

Council President Henry moved, seconded by Council Member Hamilton to accept the lowest qualified bid from Pearson Construction LLC, (Wichita, KS) in the not-to-exceed amount of \$ 565,802.00, and reject all other bids, and authorize the mayor to sign the contract for Paving Improvements to serve Tuscany Addition Fourth Phase.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer

NOES: None

ABSENT: Warrington

ABSTAIN: None

CARRIED 5/0.

14. PRAIRIE CREEK SEVENTH ADDITION

14.1 Prairie Creek 7th Addition: Baughman Engineering Agreement

Assistant City Administrator Jolene Graham presented this item and addressed Council President Henry's questions.

Council President Henry moved, seconded by Council Member Berry to approve the agreement with Baughman Company, P.A. (Wichita, KS) for Engineering Design and Construction Phase Services for the public improvements related to Prairie Creek 7th Addition in the not-to-exceed amount of \$179,500.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer

NOES: None

ABSENT: Warrington

ABSTAIN: None

CARRIED 5/0.

15. Joint Water Service Agreement: City of Wichita for NW Corner of 21st and Andover Rd.

15.1 Joint Water Service Agreement: City of Wichita, Rural Water District No. 5 and 21st St. LLC.

Assistant City Administrator Jolene Graham presented this item and staff addressed Council Member Berry and Council President Henry's questions.

Council President Henry moved, seconded by Council Member Berry to approve the joint Water Service Agreement with the City of Wichita, Rural Water District #5 and

21st St. LLC. for water services for four acres generally located at the northeast corner of 21st Street and Andover Road.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

16. Tablet Computers for Patrol Vehicles

- 16.1 Director of Information Technology Neil Coleman presented this item and addressed Council Member Berry's questions. Additionally, he introduced the new IT Manager, Christopher Dean.

Council Member Berry moved, seconded by Council President Henry to approve the two quotes provided by Turn-Key Mobile, Inc, Jefferson City, Mo in the amount not to exceed \$84,955 for replacement Panasonic Tablets for Patrol vehicles, Captains & Investigations.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

17. Wastewater Supplemental Agreement with PEC for Inspection Services

- 17.1 **Supplemental Agreement Wastewater Treatment Plant for Inspection and Testing Service**

Director of Public Works and Utilities Rick Lanzrath presented this item. There were no Governing Body questions.

Council President Henry moved, seconded by Council Member Ocadiz to approve the supplemental agreement with Professional Engineering Consultants, P.A., for \$1,080,255.00 for inspection and testing services for the Wastewater Plant Expansion Project.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

18. Change Order Cottages at Cornerstone

18.1 Director of Public Works and Utilities Rick Lanzrath presented this item and addressed Council President Henry and Council Member Hamilton's questions.

Council Member Berry moved, seconded by Council President Henry to approve Change Order #3 to the Cottages at Cornerstone Paving Project Contract in the amount of \$27,360.00 for total project costs of \$1,675,467.34.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

19. Code Ordinance Change and Updated Park Use Resolution

19.1 Code Ordinance Change - Adding Street Closure by Resolution

Parks and Recreation Manager Daniel Schapaugh presented this item and staff addressed Council President Henry's questions.

Council President Henry moved, seconded by Council Member Berry to adopt Ordinance 1941, creating Article 2 of Chapter XVIII allowing public street closure by Resolution, and authorize the Mayor to sign.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

19.2 Resolution: Parks Special Use Authorizations and Fee Schedule

Parks and Recreation Manager Daniel Schapaugh presented this item and staff addressed Council President Henry's questions.

Council President Henry moved, seconded by Council Member Berry to adopt Resolution 25-01 that amends and restates Chapter 4 of the City of Andover Policy and Guidelines regarding the Park Land and Facility Use Policy and authorize the Mayor to sign.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

20. Fire Engine Replacement

20.1 Fire Chief Chad Russell presented this item and addressed Governing Body questions. There was discussion regarding what to do with the 1998 engine and Council Member Berry asked the City to consider donating it to another organization.

Council President Henry moved, seconded by Council Member Ocadiz to approve the acquisition of a new fire engine and loose equipment from Conrad Fire Equipment/Pierce manufacturing in an amount not to exceed \$1,142,996.43.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

21. Fraud Risk Assessment

21.1 Finance Director Matt Koehn presented this item and addressed Council President Henry, Council Member Berry, and Council Member Hamilton's questions. Assistant City Administrator Jolene Graham presented statistics on fraud in organizations to support staff's recommendation for an assessment.

Council President Henry moved, seconded by Council Member Ocadiz to approve the Agreement with 65th North Group for a Fraud Risk Assessment with the cost of \$35,175 and authorize the Mayor to sign.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer
NOES: None
ABSENT: Warrington
ABSTAIN: None
CARRIED 5/0.

22. Member Items

Council Member Berry had no items to report.

Council Member Hamilton announced the Lodge Groundbreaking will take place in Central Park at 2pm on January 16, 2025.

Council President Henry expressed his excitement for all that's taking place in the City of Andover in 2025.

Mayor Price gave kudos to the Street Department for all their hard work maintaining the roads during the storms over the last several weeks.

Council Member Ocadiz also praised to the Street Department and all the first responders who continue to keep the community safe.

Council Member Wemmer expressed his appreciation to the Fire Department and EMS who arrived at his home for a medical emergency Christmas morning, he remarked on how responsive and professional the team was. Additionally, he congratulated City Administrator Jennifer McCausland on her nomination and acceptance as the Vice President of the Kansas Women Leading Government Chapter.

23. Adjourn

Council President Henry moved, seconded by Council Member Ocadiz, to adjourn the City Council meeting at 9:02 pm.

AYES: Berry, Hamilton, Henry, Ocadiz, and Wemmer

NOES: None

ABSENT: Warrington

ABSTAIN: None

CARRIED 5/0.

Respectfully Submitted by

Dana Engstrom

City Clerk

Approved this 28th day of January, 2025 by the City Council, City of Andover, Kansas.