



# City of VALLEY FALLS

Incorporated May 17, 1869

## City Council Agenda

The City Council meeting is open to the public and will be held at City Hall.

Meetings will be streamed via Facebook Live (<https://www.facebook.com/cityofvalleyfalls>) Please email questions to [cityadmin@valleyfalls.org](mailto:cityadmin@valleyfalls.org) before the meeting.

August 16, 2023 6:30 PM  
Regular Meeting

CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL - City Council and Staff  
MINUTES - Regular Meeting of August 2, 2023

PUBLIC COMMENTS & GUESTS:  
*Public Comment Policy*

### BUSINESS ITEMS:

1. 419 Broadway St - Status Update
2. 204 Walnut St - Status Update
3. 207 Sycamore - Status Update
4. Fair Grounds - Water Shut Off Valve
  - a. 4H Fair Board President Thomas Welsh
5. RV Park Electrical
6. RV Park Cost Analysis
7. Quit Claim Deed Barnes Lot to Craig Meyers

INVOICES - \$ 49,841.48

### TABLED ITEMS:

### REPORTS:

CITY ADMINISTRATOR: Audree Guzman  
PUBLIC WORKS: Bill McCoy  
POLICE: Carrie Clark  
MAYOR: Jeanette Shipley  
FIRE DISTRICT: Salih Doughramaji  
COMMUNITY DEVELOPMENT COMMITTEE: Audree Guzman  
PLANNING & ZONING COMMISSION: Audree Guzman  
CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS

### ANNOUNCEMENTS/ COMMUNICATIONS:

- August 19<sup>th</sup> - VFW Breakfast 7 am - 10 am
- September 4<sup>th</sup> - Labor Day/ City Offices Closed

### EXECUTIVE SESSION

I move the city council recess into executive session to discuss an individual employee's performance pursuant to the **non-elected personnel** matter exception, K.S.A. 75-4319 (b) (1) to include: city administrator and city attorney. The open meeting will resume in the city council room at \_\_\_\_PM.

### ADJOURNMENT

## CITY OF VALLEY FALLS

August 2, 2023

### Open Meeting

The meeting was called to order at 6:30 pm by Mayor Jeanette Shipley. Council members present were, Gary McKnight, Salih Doughramaji, Jennifer Ingraham, and Judy Rider. Matt Frakes is absent.

Staff present: Audree Guzman, City Administrator, Chris Weishaar, City Clerk, and Bill McCoy, Public Works.

Others present: Dianne Heinen, Scott Heinen, and Larry Martin.

#### **Minutes:**

The minutes from the July 5, 2023, meeting was presented.

Salih moved to approve the minutes. Gary seconded the motion. Motion carried 4-0.

**Public Comments & Guests:** No Comment.

#### **BUSINESS ITEMS:**

1. Grasshopper Falls Day Request – Sept 23<sup>rd</sup> – It was requested to close the 300-400 block of Broadway St., use 4 picnic tables from the park, waive the Solicitors Permits, and use City barricades.

Salih made a motion to approve the request. Gary seconded the motion. Motion passed 4-0.

2. Grasshopper Falls Alcohol Resolution #2023-05 – Allows alcohol to be consumed in the 300-400 blocks of Broadway between 8:00 a.m. and 11:00 p.m.

Gary made a motion to approve the resolution. Jennifer seconded the motion. Motion passed 4-0.

3. Octoberfest Request – Sept 30th – Larry Martin was present to talk about St. Mary's Immaculate Conception Catholic Church's plans for Octoberfest in the city park from 5 – 9 p.m. He requested the use of the park and shelter house, to set up a beer garden in the park, request a waiver of solicitor permits, closure of Mary St. from Elm to Frazier, and the use of trash cans. Gary made a motion to approve the request. Judy seconded the motion. Motion passed 4-0.

4. Octoberfest Alcohol Resolution #2023-06 – Allows alcohol to be consumed in the city park from 4:00 – 10:00 p.m.

Gary made a motion to approve the resolution. Jennifer seconded the motion. Motion passed 4-0.

5. Party in the Park Alcohol Resolution #2023-07 - Allows alcohol to be consumed in the city park on October 21st from 4:00 – 11:00 p.m.

Gary made a motion to approve the resolution. Jennifer seconded the motion. Motion passed 4-0.

6. 207 Sycamore Status Update – was tabled until the City Attorney was present.

7. 2023 Standard Traffic Ordinance # 14-119

Salih made a motion to approve the ordinance. Gary seconded the motion. Motion passed 4-0.

8. 2023 Uniform Public Offense Code Ordinance # 11-117

Gary made a motion to approve the ordinance. Jennifer seconded the motion. Motion passed 4-0.

9. Blue Cross Blue Shield Rates – Audree discussed the reason for the rate increase for the upcoming year and advised that she explored other potential insurance plans. Our current plan which a grandfathered plan is still a better deal. The mayor wants it noted that she believes the employees should start paying part of the premiums.

Gary made a motion to approve the BCBS rates. Judy seconded the motion. Motion passed 4-0.

10. Auditor Proposals

a. VonFeldt, Bauer, & VonFeldt - \$9,500

b. Adams Brown - \$11,180

Gary made a motion to approve the bid from VonFeldt.... Salih seconded the motion. Motion passed 4-0.

11. Haven’s Construction Pay Request #1 - \$123,588.61

Gary made a motion to approve the pay request. Jennifer seconded the motion. Motion passed 4-0.

12. CDBG COVID Resiliency Grant – Country Harvest – Audree explained the grant process that the grocery store expressed an interest in. The city has to apply for the grant and the application fee is \$3,750. Audree will reach out to the owners about paying the application fee.

13. RV Park Extended Stay Request

a. Kevin Campbell – 1 month

b. Kayla Page – 1 month

Gary made a motion to approve the stays. Judy seconded the motion. Motion passed 4-0.

14. Appointments to Community Development Committee

a. USD 338 – John Hamon

b. Business Owner – Jo Tichoner

c. Member-at-large - Jayne Coleman

d. Resident – Sloan Breight

Gary made a motion to approve the appointments. Jennifer seconded the motion. Motion passed 4-0.

15. City Code Enforcement Officer – Audree discussed changing the CEO to an hourly employee. When she met with Jimmy his insurance agent happened to be present and provided a Certificate of Additional Insured with the City listed. It was decided to leave the position as is.

16. Budget Presentation – Audree presented the budget for 2024.

**Vouchers:**

July 19th vouchers - \$ 68,801.08. Salih moved to approve vouchers. Jennifer seconded the motion. Motion carried 4-0.

August 2nd vouchers - \$371,883.72. Salih moved to approve vouchers. Jennifer seconded the motion. Motion carried 4-0.

**City Administrator:**

**Daily Operations**

- 1. ICMA** Finished credentialing process to become a Certified City Manager with the International City Manager Association.
- 2. Welcome Sign** Put together some design options for Chamber to update the Welcome Sign on the hill.
- 3. Codification** First draft of update code is anticipated by mid-July.
- 4. Budget** Completed budget presentation and entry into state budget form.
- 5. Storm Siren** Storm siren has been installed at the park. Will work with Evergy to get connected to power. Once power is connected then BVPS will return to program the siren. Talked with Jepson's to remove old noon whistle. It is his understanding it belongs to the city. He is in agreement to remove the siren at city's cost.
- 6. Website** Updated and organized the website.
- 7. City BBQ** Organized the Party in the Park (City BBQ) Event.
- 8. Ford Truck** The new truck for the public works department is anticipated to be here by the end of this week.
- 9. Barnes Addition Plot** PEC has completed the draft. County appraiser not responding to PEC. The plot will be recorded this month.
- 10. Utility Mapping** PEC has starting adding the new maps on the GIS system. Maps should be ready by end of July.
- 11. 207 Sycamore St Condemnation** Waiting to put on tax sale.
- 12. 204 Walnut St Condemnation** Next update August 23rd.
- 13. 419 Broadway St Condemnation** Next update August 23rd.
- 14. Community Development Board** – Collaborative meeting over by-laws on June 28th. Sent letters out for membership to past EDC members and posted on Facebook page.
- 15. Planning Commission** – Met on July 6th variance was approved for 920 Walnut St. In addition a ordinance is being drafted to change setback regulations on double frontage lots. Next meeting is August 10, 2023 at 6:30 PM.

**Grants & Projects**

- 1. CDBG Sewer Project Phase 1-** Construction began May 1st. Anticipated completion by October 2023.
- 2. KDHE Waste Tire Grant** – Awarded grant of \$2,600 for benches and tables. Received first half of payment. Benches and tables have being assembled.
- 3. SS4A Grant** – Awarded grant of \$40,000 Federal Funding and \$5,000 KDOT. Working on completing RFQ with PEC for consultant. Final grant agreements received from KDOT and USDOT.

**4. LSSE Grant** Application submitted. To be used for radios and Enterpol RMS. Anticipated award notice in September.

**5. T-Mobile Grant** Application submitted on behalf of Valley Falls Historical Society. Anticipated award notice in September.

**6. K-4 / K-16 Street Lights** –Met with KDOT on July 18th to review recommendations. A speed study and safety study (lighting) were conducted for K-16 and K-4 Highways. The recommendations from the speed study are: installation of a speed radar sign on K-4 south of the Oak St intersection, increased enforcement from KHP and Jefferson County Sheriff, and reduce the speed on west K-16 from 45 to 35. The recommendations from the safety study are: Install reflective decals on the post of the stop signs, paint stop lines on K-16, mark the island with reflective paint at K-4/K-16 junction, possible route pavement markings on K-4 to mark K-16 turnoff, move the entrance to Sewer Lagoons further South on K-4 and install end of roadway sign at K-16/ K-4 intersection (dependent on lagoon entrance being moved). All recommendations will be completed by KDOT by the end of the year with the exception of the driveway. The KDOT maintenance crew will evaluate whether they can move the entrance to the lagoons. No lighting was warranted at the K-16/ K-4 intersection due to low traffic counts and crash logs. KDOT did say they would allow for lighting to be installed at the City's cost. Final reports for the speed study and safety study will be sent once the lagoon entrance has been evaluated.

**7. Opioid Settlement** –Total received to date is \$2,952.96. \$0.00 expended. Working with PD on possible uses of funds.

**8. American Rescue Plan Act (ARPA)** – Projects completed to date include: gWorks Software, RV Park Electrical Upgrade. Funds used to date: \$23,851.40. Projects pending to date include: KDOT TA Downtown Streetscape Project. Remaining Funds: \$152,106.96.

**9. Automatic Water Meters** – 16 meters left to install. Waiting on more meters. Anticipated delivery is September.

**10. KDHE Lead & Copper** Lead & Copper Inventory due to KDHE by October 16, 2024. Submitted grant application to KDHE for technical assistance.

#### **Sewer/Water/Streets/Alleys/Parks/Pool:**

##### *Water:*

Got the generator partially installed at Hurst tower they still need to connect it to the gas service. Once completed we will test run the unit to ensure that everything is in proper working order. Spent 2 days chasing the Spring line that comes from the city lake and have it temporarily capped we will evaluate the viability of repairing the line once the power crews are finished working in the area.

Did the sampling for the lead and copper testing of our water distribution system.

Took samples for nitrate levels in the water system.

##### *Streets:*

The brick repair in front of the methodist church and clothes closet has been completed.

Regraded the alley behind the post office and a couple other alleys.

Replaced 2 stop signs one at 7th and elm the other at 8th and elm.

Repaired and regraded a couple more alley ways to remove pot holes and ruts.

Replaced the 36-inch water meter cover at 7th and elm for the school and prepped it for concrete.

Cleared brush and limbs away from signage north of 9th Street.

*Sewers:*

Continuing to assist the sewer crews and doing locates as needed.

*General:*

Added 15 more grass carp to the pond on oak St and sprayed the duck weed on the pond we will be spraying again in 14 days providing, we have a 4-day window with no rain to allow the chemicals to work effectively.

Mowed the lot at 207 Sycamore.

Mowed the lot west of the drive down by the river.

Picked up brush blown down by storms.

**Police:**

No Report

**Pool:**

- No additional pool passes have been sold. #75 is the next number for a pass. Same as reported July 19th.
- Community Pool Party - Christmas in July - July 25th, \$2.00 admission. Was a success! 102 people attended.
- Pool parties reserved for August on the 2nd, 8th, 10th, 11th and 12th. The staff have not determined when and if they will have an end of season party.
- Closing Saturday, August 12th at 7:00 pm. If there is bleach available may continue with water aerobics.
- The new cooler works very well this summer to keep all the beverages, candy and chocolate in one place and visible by customers.
- The new freezer works very well to hold extra stock. Wonderful alarm feature when the door is left open. Gets the kids attention!
- Sending staff home early when there are not many swimmers in the evening or no pool parties.
- Continuing to update the list of items for repair or consideration for purchase for next season.

**Items to Consider Replacing or Repairing to prepare for Season 2024**

- ❖ Awning over concession stand
- ❖ Diving board and base need to be sanded and repainted to remove rust.
- ❖ Replace basketball goal or look to get new feature to attach to the pool bottom
  - The pool bottom has the areas to connect features. Would need to check that the recent painting of the pool bottom still allows these areas to be used.
- ❖ Paint line on the pool bottom to separate 5ft from the deep end.
- ❖ After draining the pool, tighten the drain cover.
- ❖ Attach the new ball floats in the pit area. What other changes need to be done in the pit area?
- ❖ Order at least 2 new umbrellas to have on hand for the guard stands.

- ❖ Remove and replace the wood benches. Not all benches need to be replaced. Benches could be refinished.
- ❖ More rock may be needed for the parking lot.
- ❖ Spray the parking lot and around the pool prior to season several times to kill weeds and grass that is growing in the areas around the pool. Start this process several weeks before the pool opens.
- ❖ Find a place for the large piece of tin that is for the carport/pit cover to be moved to or used. This will allow the bike rack to be used.
- ❖ Could use some plastic plugs for the pool wall holes. Several are missing.
- ❖ What maintenance, if any, needs to be done to the backwash filter container?
- ❖ What maintenance needs to be done for both bathrooms?
  - stool/urinal replacements?
  - exhaust fans
- ❖ Have the water slide inspected. There are slow drips under the slide and some large concrete chips around the pillars.
- ❖ The yellow umbrella and mushroom need to be repainted. There are parts that are rusted.
- ❖ The Delaware Point Sign on the east side of the building needs to be repaired, touched up and made to look better.
- ❖ Is it possible to add an electrical outlet around the counter and sink area?
  - 1 Outlet in this area and unable to use two microwaves.
- ❖ Purchase a battery operated polisher/buffer to use on the large slide. Slide is waxed once a week.
- ❖ Need to purchase a broom to sweep the pool bottom. The broom that is used was brought from the old pool and recently Bill repaired it by adding a screw. The brush head is worn.
- ❖ Consider using the lap lane ropes that are in the shed and never used, to make new ropes for the pool. This would be for the following areas.
  - deep end
  - shallow end
  - to mark off the slide (two ropes are needed)

**Mayor:** Wants to see about accommodating 20 or so trailers during a national event being sponsored by Sierra Steinlicht at the fairgrounds on June 26-29, 2024.

**Fire District:** No Report.

**Economic Development Board:** No Report

**Planning & Zoning Commission:** No Report

**City Council Comments:** None.

## **ADJOURNMENT**

Jennifer made a motion to adjourn the meeting. Salih seconded the motion. Motion carried 4-0.

APPROVED: \_\_\_\_\_  
JEANETTE SHIPLEY, MAYOR

ATTEST: \_\_\_\_\_  
CHRISTINE WEISHAAR, CITY CLERK





*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

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## **PUBLIC COMMENT POLICY**

**This is a business meeting of the governing body for the City of Valley Falls. We strive to run a smooth and efficient meeting.**

Public Comment is limited to 3 minutes per person. Speakers shall state their name and address. This is intended for citizens to express their views. City Council Members will not engage in dialogue with the speaker. Belligerent, rude, and offensive speakers will be stopped immediately. Citizen should reach out to City Council Members to have personal discussion of their concerns outside of City Council Meetings.

Any comment for agenda items shall be taken only during the specific agenda item. All questions posed during public forum should be answered within the specific agenda item by any City Council Member or followed up as needed by staff in a timely manner during regular business hours following the meeting.

Citizens desiring to comment on matters of a general nature, not specific to an agenda item, shall sign up in advance of the meeting & shall provide name and address, and the purpose or nature of the request. This request should be received by the City Administrator before Friday at noon preceding the meeting. No action or formal comment will be taken on such request at the council meeting. Staff will follow up in a timely manner during regular business hours following the meeting.

**Heinen P-H-E Services, Inc.**

Plumbing, Heating, Electrical, and Air Conditioning Services

**Jerry Heinen**

1808 Linn St. Valley Falls, Ks. 66088-1190

(785) 945-6668 (888) 942-6668 Fx (785) 945-6800 jwheinen@earthlink.net heinenphe@yahoo.com

Proposal Submitted To: CITY OF VALLEY FALLS

Phone: \_\_\_

Date: June 10, 2023

Valley Falls RV elec wps

We hereby submit specifications and estimates for: RV ELECTRIC

We will install 2 new 100 Amp electric services to the 2 West dual – pedestal locations.

We will dig in and run new electric in 2 conduits.

We will keep the existing 100 Amp service & have it go only to the far dual – pedestal # 5 & # 6.

We will supply 2 – 2100 breakers at the main for the new feeds.

We hereby furnish material, labor, and **NO** tax ( **a project exemption must be provided** ) - complete in accordance with above specification, for the sum of \$ 6,975.00.

Payment to be made as follows: 100% due when the work is completed, or within 15 days.

Authorized Signature \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within 10 days.

**Acceptance of Proposal**-- The above, prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

# Cost Analysis

## RV Park

Average Annual Operating Cost: \$4,500

Average Annual Revenue: \$2,000

### ***Rent Charge***

Current Rate: \$8.50/ night

Proposed Rate: \$18.00/ night

Site Amenities:

30-Amp, 50-Amp, Water Hook-Up, Concrete Pad, River Front

### ***Surrounding Comparisons***

Banner Creek: \$20.00/ night

Shawnee Lake: \$24.00/ night

Perry Lake: \$26.00/ night

Clinton Lake: \$26.00/ night

**QUITCLAIM DEED**

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

City of Valley Falls Land Bank

**QUITCLAIMS** to

Craig Thomas Meyer

all of the following described real estate located in Jefferson County, Kansas, to wit:  
Block One (1), Lot Four (4) of the Barnes Subdivision No. Four (4) of the City of Valley Falls, Jefferson County, Kansas

with the appurtenances, and all the estate, title, and interest of the said Grantor therein.

SUBJECT TO all easements and rights of way of record, if any.

**IN WITNESS WHEREOF**, the said Grantor has hereunto set its hand this day and year first written above.

\_\_\_\_\_  
Jeanette Shipley, Mayor - Grantor

STATE OF KANSAS                    )  
  ) ss:  
COUNTY OF JEFFERSON         )

This instrument was acknowledged before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Jeanette Shipley, Mayor - Grantor.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal the day and year last above written.

\_\_\_\_\_  
Notary Public

SEAL:



City of  
**VALLEY FALLS**

*Incorporated May 17, 1869*

COUNCIL MEETING DATE: August 16, 2023

INVOICES IN THE TOTAL AMOUNT OF: \$49,841.48

APPROVED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STATE OF KANSAS

COUNTY OF JEFFERSON

I hereby certify that the attached bills are just, correct, and remain unpaid, and that the amount therein is actually due and owing according to law.

Approved by:

\_\_\_\_\_  
City Administrator

Subscribed and sworn to before me this \_\_\_\_\_ day of August, 2023

\_\_\_\_\_  
City Clerk

**CLAIMS REPORT**  
**Check Range: 7/03/2023- 7/16/2023**

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ADVANTAGE COMPUTER	Jayhawk Reinstall		343.75	23514	7/03/23
AFLAC	cafeteria		352.92	22073409	7/03/23
AMERICAN RED CROSS	Lifeguard BL		378.00	23515	7/03/23
ARKANSAS POND STOCKER	Carp for pond		215.00	23516	7/03/23
COMPUTER DOCTORS LLC	IT SERVICES		530.00	23517	7/03/23
CORE & MAIN	REPAIR BANDS		731.90	23518	7/03/23
EFTPS	FED/FICA TAX		5,647.08	22073417	7/05/23
EVERGY	ELECTRIC		5,565.28	22073411	7/07/23
FORTE	ACH Fees		69.50	22073431	7/11/23
GIANT COMMUNICATIONS	Phone		299.41	23519	7/03/23
HEINEN REPAIR SERVICE, Inc	LAWN MOWER BELT		254.00	23520	7/03/23
HOLLIS TRUCK LINE LLC	Gravel Haul		400.00	23521	7/03/23
IMMENSE IMPACT LLC	Website Host		605.00	23522	7/03/23
K-4 AG & SERVICES LLC	brakes, tire repair, oil		638.70	23523	7/03/23
KANSAS GAS	NATURAL GAS		217.25	22073410	7/03/23
KPERS	KPERS TIER III		2,381.68	22073419	7/05/23
KPERS457	KPERS ROTH		910.00	22073420	7/05/23
KSDOR PAYROLL	STATE TAX		894.53	22073418	7/05/23
MIDWAY AUTO SUPPLY	fuse		2.69	23524	7/03/23
PEC	Sewer Phase 1		20,573.40	23525	7/03/23
VISA - 0543	concessions		1,821.24	22073414	7/05/23
VISA - 0873	stamps, pool supplies		921.26	22073415	7/05/23
VISA - 0881	security cameras, meter		854.62	22073416	7/05/23
VISA - 0899	pants, badge, computer tower		786.52	22073413	7/05/23
VISA - 0949	bulletproof vest, stamps		1,932.32	22073412	7/05/23
WASTE MANAGEMENT	Trash Service		1,511.43	23526	7/03/23
WESTERN CONSULTANTS	Sewer Phase 1		1,004.00	23527	7/03/23
			=====		
	Accounts Payable Total		49,841.48		

**CLAIMS REPORT**  
**CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
100	GENERAL FUND	17,704.96
720	WATER UTILITY	6,103.73
730	SEWER UTILITY	24,521.36
740	SOLID WASTE (TRASH)	1,511.43
-----		
	TOTAL FUNDS	49,841.48



# City of VALLEY FALLS

*Incorporated May 17, 1854*

## City Administrator Report City Council August 16, 2023

### Daily Operations

1. **Codification** Reached out for update.
2. **Budget** Completed budget presentation and entry into state budget form.
3. **Storm Siren** Storm siren has been installed at the park. Will work with Evergy to get connected to power. Once power is connected then BVPS will return to program the siren. Talked with Jepson's to remove old noon whistle. It is his understanding it belongs to the city. He is in agreement to remove the siren at city's cost.
4. **Barnes Addition Plot Plat** has been recorded. Recording Quit Claim to Meyers is the final step.
5. **Utility Mapping** PEC has starting adding the new maps on the GIS system. Reached out for update.
6. **Capital Improvement Plan** Working on drafting capital improvement plan. Will review at next work session in October.
7. **207 Sycamore St Condemnation** Waiting to put on tax sale.
8. **204 Walnut St Condemnation** Next update August 23<sup>rd</sup>.
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11. **Planning Commission** - Met on August 10<sup>th</sup> to review draft ordinance to change setback regulations on double frontage lots. A public hearing has been established for the next meeting is September 14<sup>th</sup>, 2023 at 6:30 PM.

### Grants & Projects

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#### CITY OFFICE

417 Broadway • Valley Falls, Kansas 66088-1200  
Phone 785-945-6612 • Fax 785-945-3341



FUND GL	BANK NAME	JUNE CASH BALANCE	JULY RECEIPTS	JULY DISBURSMENTS	JULY CASH BALANCE	INVOICES PAID	BANK BALANCE	2023 BUDGET	YTD BILLS	BUDGET REMAINING
GENERAL OPERATING FUND										
100	CASH - CHECKING	222,261.31	9,597.40	60,604.28	171,254.43	10,978.56		729,701.00	489,946.99	239,754.01
160	CASH - CHECKING	5,232.19	30.00	0.00	5,262.19			6,500.00		6,500.00
200	CASH - CHECKING	159,327.12	0.00	13,545.00	145,782.12	13,545.00		50,000.00	13,741.90	36,258.10
300	CASH - CHECKING	74,512.87	0.00	0.00	74,512.87			172,841.00	6,500.00	166,341.00
400	CASH - CHECKING	64,831.71	64,105.00	128,210.00	726.71	64,105.00		63,000.00	64,105.00	1,105.00-
500	CASH - CHECKING	160,136.09	0.00	0.00	160,136.09			182,393.00	84,588.75	97,804.25
600	CASH - CHECKING	77,999.21	0.00	0.00	77,999.21			60,000.00		60,000.00
720	CASH - CHECKING	63,032.43	9,440.49	23,038.14	49,434.78	11,291.09		543,500.00	274,014.96	269,485.04
721	CASH - CHECKING	15,800.00	0.00	6,962.20	8,837.80	6,962.20		50,000.00	8,362.20	41,637.80
730	CASH - CHECKING	179,832.20	441,435.35	425,888.17	195,379.38	130,065.92		3,821,000.00	405,964.94	3,415,035.06
731	CASH - CHECKING	24,000.00	0.00	0.00	24,000.00			50,000.00	1,400.00	48,600.00
740	CASH - CHECKING	67,893.04	7,604.82	12,402.66	63,095.20	12,402.66		258,000.00	99,416.23	158,583.77
790	CASH - CHECKING	0.00	0.00	0.00	0.00					
GENERAL OPERATING FUND TOTALS		1,114,858.17	532,213.06	670,650.45	976,420.78	249,350.43	727,070.35	5,986,935.00	1,697,391.40	4,289,543.60
CHECKING - POOL										
160	CASH - CHECKING POOL	0.00	0.00	0.00	0.00			6,500.00		6,500.00
CHECKING - POOL TOTALS		0.00	0.00	0.00	0.00	0.00		6,500.00		6,500.00
VF PUBLIC BUILDING COMMISSION										
500	MONEY MARKET- PUBLIC BUILDING	14,636.93	0.00	0.00	14,636.93			182,393.00	84,588.75	97,804.25
VF PUBLIC BUILDING COMMISSION		14,636.93	0.00	0.00	14,636.93	0.00	14,636.93	182,393.00	84,588.75	97,804.25
KENALL BANK CD'S										
300	CD X1565	0.00	0.00	0.00	0.00			172,841.00	6,500.00	166,341.00
500	CD X0971	153,500.00	0.00	0.00	153,500.00			182,393.00	84,588.75	97,804.25
720	CD X0503	0.00	0.00	0.00	0.00			543,500.00	274,014.96	269,485.04
720	CD X0524	0.00	0.00	0.00	0.00					
720	CD X0535	0.00	0.00	0.00	0.00					
721	CD X0503	0.00	0.00	0.00	0.00			50,000.00	8,362.20	41,637.80
721	CD X0504	0.00	0.00	0.00	0.00					
721	CD X0535	0.00	0.00	0.00	0.00					
731	CD X2279	91,083.20	0.00	0.00	91,083.20			50,000.00	1,400.00	48,600.00
KENALL BANK CD'S TOTALS		244,583.20	0.00	0.00	244,583.20	0.00	244,583.20	998,734.00	374,865.91	623,868.09



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Public Works Report**  
**August 16, 2023**

**Water:**

Installed the fire hydrant on Linn St

Got the new turbidity meter for the water plant and have it installed

Generator for Hurst tower is supposed to be finished with installation this week

**Sewers:**

Continuing to work with the repair crews as needed project is moving along nicely

Mowed and cleared some more of the brush around Lagoons

**Streets/Parks:**

Cleared the vines and trees around the Gazebo at the park

Put up new signage for NO THRU STREET on the 2 streets now obstructed by the school building

Turned on the school speed zone lights

Repaired our portion of the drive to south tower



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Police Department Report**  
**August 16, 2023**

Stop the Bleed Training hosted at the Delaware Township Hall which included city personnel and outside agencies.

Officer Rivera hosted ALICE training to the school staff.

Items are being put together for community members struggling with addiction while in recovery

Expedition is scheduled to go into the dealership for a recall.

Officer Rivera and I attended the fall3n Fairway Officers funeral

Attending on Wednesday in Topeka Human Trafficking training

## EXECUTIVE SESSION MOTIONS

There is no standard format for the motion to recess into executive session which will apply to all situations. Because the statutory language requires the motion contain both the "justification" and the "subjects" to be discussed, the motion should include the statutory reason for recessing into executive session and a more specific description of the topic for discussion.

### 1. **Statutory reason for non –elected personnel needs a more specific reason which could be Individual employee's performance**

I move the city council recess into executive session to discuss an individual employee's performance pursuant to the **non-elected personnel** matter exception, K.S.A. 75-4319 (b) (1) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 2. **Statutory reason for Attorney – Client privilege needs a more specific reason which could be discuss contract, Litigation, Claim, or other such more specific item.**

I move the city council recess into executive session to discuss a claim pursuant to **Attorney – Client privilege** matter exception, K.S.A. 75-4319(b)(2) to include: the City Attorney and (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 3. **For employer-employee negotiations a more specific description could be salary.**

I move the city council recess into executive session to discuss salary pursuant to **employer-employee negotiations** matter exception, K.S.A. 75-4319(b) (3) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 4. **For property acquisition matters a more specific description could be purchase cost.**

I move the city council recess into executive session to preliminary discuss purchase cost pursuant to **property acquisition** matter exception, K.S.A. 75-4319(b)(6) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

**K.S.A. 75-4319.** Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure. (a) Upon formal motion made, seconded and carried, all bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include a statement of (1) the justification for closing the meeting, (2) the subjects to be discussed during the closed or executive meeting and (3) the time and place at which the open meeting shall resume. Such motion, including the required statement, shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion. (b) No subjects shall be discussed at any closed or executive meeting, except the following:

- (1) Personnel matters of nonelected personnel;
- (2) consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship;
- (3) matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency;
- (4) confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships;
- (5) matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by the person;
- (6) preliminary discussions relating to the acquisition of real property;