

## **Mayor Year End Report - 2021**

I think the theme of this year was progress, recovery and process improvement. We were still recovering from the pandemic but people were ready to start moving again and so were we, as a city.

### **Emergency gas supply and cost situation – Feb 16<sup>th</sup> special meeting**

*Communication:* Door to door flyers, calls to businesses, posted on social media and web page.

*Response:* The City has worked to build up a cash reserve in our gas company funds. The City Council chose to use \$350,950 of the reserve fund to pay the gas supply bill that was incurred because of the astronomical charges during the two-week arctic blast event which occurred in February 2021. The City did not pass any of the costs for that bill to our customers.

*Follow up:* We continue to monitor the gas prices on a monthly basis – and KMGa has changed their practice of how much to lock in at the start of each month.

## **City Council and City Staff**

### **Council personnel changes**

- Logan Smith resigned from the council
- Keith Stoker was appointed to fill the unexpired term
- Tommy Capp and Keith Stoker ran for their expired council seats and won
- James Theis chose not to run again for his seat
- David Brenneman ran for the empty seat and won

**Special meetings:** This year our Council and support staff attended quite a few special meetings and performed extra work for various committees. This requires a lot of extra time outside of council meetings. That really helps move business along but does require extra commitments and we appreciate that dedication from everyone involved.

**Governing Body handbook and packet:** One of the things we have worked on this year is a Governing Body handbook and a packet for Council members, Park Board members and Planning and Zoning members. We wanted to be more intentional with onboarding newly elected and appointed persons.

**Year at a glance calendar** for things that are scheduled at the same time each year.

### **Stormwater master plan – Mitzner and Capp**

- Identify areas of concern (if anyone sees water pooling after rains, please contact Jodi and add it to our list)

### **Guide for renters, landlords and homeowners– Stoker and Mitzner**

### **Street project planning**

### **Christmas street lighting project**

- Funding from Verizon tower and from the Lincoln Township

- All pole outlets were replaced
- New decorations purchased for both Broadway Street and Market Street poles
- Storage for our Christmas decorations for City Hall, Thayer Park and the Library

**Government Day Planning** – For Schools and City

**Update existing fee schedule** – The fees need to reflect the actual cost of city administrative time, publication cost and outside review by certified individuals

**KDOT CCLIP** – slated to begin in March 2022

**Water treatment plant settling ponds** – Project started November 1, 2021 and expected to be complete in March 2022

**Sewer lagoon capacity study** – completed by Bartlett & West

**Sewer project** – slated for bid in January 2022

- Preliminary engineer surveying completed
- Reviewing utility easement and right-of-way concerns
- Review of taps for vacant lots and lots with dilapidated homes
- Locating manholes
- Survey of right of way alley and utility easement for North Railroad and N 2<sup>nd</sup> Street

**Water purchase agreement with LVL** – Completed. The City of Linn Valley received the Letter of Conditions from USDA in September 2021 providing \$7.2 million in grants and \$10.2 million in a low-interest loan to proceed with the water project.

**ARPA (American Rescue Plan Act) Funds** available \$169,795

- Possible sidewalk from school to the library
- Possible Public Safety Building use

**Community Center** – Now used as the drop off for Meals on Wheels program as well as continued use for Governing Body meetings and municipal court

**Community Center** - HEAL Grant program was announced on November 5, 2021 for projects to revitalize historical/architecturally significant buildings located in the downtown district. Application is being completed to revitalize the current Community Building into the Community Plaza.

**Public Safety Building to house police and fire departments** – Working on First Option Bank Trustee Foundation grant application

**Policy updates and changes**

- Cemetery chapter in the Codes of the City of La Cygne was replaced with updated policy
  - Including purchasing the Simple City module that will make all the cemetery files electronic
- Administrative Policy No. 30 – Professional Standards for Board Members, Commission Members and Volunteers
- Administrative Policy No. 31 – Police Recruit Training and Equipment Agreement

- Administrative Policy No. 32 – Governing Body Handbook
- Updated Administrative Policy No. 9 – Purchasing Policy & Competitive/Non-Competitive Purchase
- KORA/KOMA training for boards, Council and city employees
- Verizon Tower Lease – \$90,000
- Alcohol sales on Sunday – 9 am to 8 pm goes into effect December 14, 2021

#### **Public Works**

- Revised public works positions:
  - General Laborer 1 and 2
  - Operator
  - Superintendent
- Coordinating with new business ventures for utility needs
- CCLIP project utility concerns
- Water treatment settling ponds
- Repeated lift station issues
- Purchased trucks
- Sold old trucks
- Codee Blanchett passed class II water certification
- Jeff Chaplin passed his class 1 sewer certification
- Bill Craven retired
- Randy Hardwick became our compactor attendant

#### **Fire Department**

- Hotdogs for Halloween in the park – 15<sup>th</sup> year
- New fire station project begins – Zingre Architects presented concept design and PER

#### **Police, Codes and Court**

- Animal control policy developed and approved by Council
- Dog days July 25<sup>th</sup>
- New judge, Sheila Schultz and municipal court changes - January
  - Zoom court initiated
- Working on fee schedule and administration policies
- Field Training Officer Manual
- Corporal West resigned
- Allison Fox – Completed her part-time and her full-time police academy and at this time splits her time between police work and codes work.

#### **Derelict Property Removal**

- 612 N 8<sup>th</sup> Street – City condemned and removed
- 602 N 5<sup>th</sup> Street – City now owns the property and the property has been condemned. Bids will happen soon for removal. The city will discuss and decide the best uses for the property and any possible lot splits.

- 116 N 5<sup>th</sup> Street – Owner has moved, trailer was removed, some materials and items still left to remove
- 306 N 4<sup>th</sup> Street – Owner removed this mobile home

Future Demo possibilities

- 610 Locust Street
- 617 N 7<sup>th</sup> Street
- 317 S 3<sup>rd</sup> Street
- 402 N Broadway Street – next on list to condemn

## **Boards**

### **Planning and Zoning:**

Council changed the number of people necessary to serve on the P & Z board and also the make up of the Zoning Appeals board.

Personnel changes:

- Shawn Hite and Brendon O’Rielly left the board
- Allison Fox and Jodi Wade are the city hall support to this group

Highlights of business conducted:

- JBB Farms – special use permit
- Non-conforming properties and lots – clarification and practice going forward
- Mobile Homes and RVs
  - Changed the age limit of mobile homes brought into the parks from no more than 10 years to no more than 15
- Began process to revise Article 22: Off-Street Parking Regulations
- Comprehensive Plan – Public input meetings. IBTS was hired to oversee the revision of the comprehensive plan

### **Park Board**

- Swimming pool opened for 2021
  - Leak on lines to the waterslide. Waterslide was closed for the season.
- Blast in the Park and Swanfest with fireworks
- Workshop with City to discuss roles and procedures
- Building bylaws and rules and procedures

Personnel changes:

- Linda Elder left the board
- Susan Harper and Jenn Vogt joined the board

**New Businesses this year:**

Event Venue – JBB Farms

Muddy River Outpost

RE-OHZ – Logan & Reyo Smith

Quick Taco

Wagon Wheel

Tropical Snow – Ashton’s Shaved Ice

Frankie’s Liquor changed ownership

Hook and Deals Bait Shop changed ownership

**Activities in the city**

- Trunk or Treat and hotdogs from Fire department in the park
  - Swanfest
  - Blast in the Park
  - Prayer Breakfast
  - Easter Egg Hunt
  - Christmas on Broadway
  - Two elections – August and November
  - City Wide Clean Up and Garage Sales
  - Memorial Day events
  - Veterans Day
  - Ray of Hope Fish Fry
  - Customer Appreciation Day – Peoples Telecom
  - Thanksgiving drive-thru meal
- City participated in the Arts and Crafts Parade at Mound City in October