

MEETING AGENDA
La Cygne City Council
February 21, 2024
Meeting Place: La Cygne Community Building

Thank You for **Not Talking** during the meeting until recognized by the mayor. If you wish to be scheduled on a future agenda, please contact the City Clerk by Friday preceding the meeting.

1) CALL REGULAR MEETING TO ORDER (7:00 P.M.)

Pledge of Allegiance by Mayor Debra Wilson

2) MAYOR'S COMMENTS:

3) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;

Minutes of the February 7, 2024 Council Meeting; (Pages 4-11)

2024 January Budget Report; (Pages 12-14)

2024 January Treasurer's Report; (Page 15)

Check Register: February 3, 2024 – February 17, 2024; (Page 16-17)

4) DISCUSSION FROM THE FLOOR:

Individuals, not scheduled on the agenda, are afforded an opportunity to participate in the meeting. Individuals may address the Council for a period not to exceed five (5) minutes. The Governing Body is not required to take action on requests and may schedule them for consideration at a future meeting.

5) REPORTS OF CITY OFFICERS (IN PACKETS)(PAGE 24):

a] Codes Officer report on 112 S. 7th Street. Determination of unfit dwelling per 7-708 of the Code of the City of La Cygne, Kansas. Recommendation for the council to proceed with the notice of violation as defined in 7-712 of the Code of the City of La Cygne, Kansas. (Pages 18 - 22)

b] Resolution No. ____ ordering a hearing on abatement of certain conditions in violation of the nuisance codes of the City of La Cygne. (Page 23)

c] Fringe Benefits: AFLAC, GLOBE Family Heritage, and Globe Life Insurance.

d] Financial updates: Possible Council Workshop in March?

- ✓ Sewer Improvement Project Temporary Financing;
- ✓ Special Park & Pool 1% Sales Tax;
- ✓ Gas Rate Review.

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6) SPECIAL PROJECT REPORTS:

NEW FIRE STATION 2022:

Hofer & Hofer & Associates continue to work on the punch list items.

7) REPORTS OF COUNCIL COMMITTEES:

a] Ordinance No. ____ amending Chapter 1. Administration, Article 6. Boards and Commission, Section 1-601. Committees established of the Code of the City of La Cygne, Kansas. The section would be modified to the following five (5) committees; Utilities Committee, Street Committee, City Facility Committee, Public Safety Committee, Employee Relations and Training Committee. (Page 24)

Action needed: Motion to approve Ordinance.

- a] Utility Committee----- _____ ----- _____
- b] Street Committee ----- _____ ----- _____
- c] City Facility Committee ----- _____ ----- _____
 ✓ La Cygne Concession Stand and Field Use Contract (Page 25)
- d] Public Safety Committee ----- _____ ----- _____
- e] Employee Relations and Training ----- _____ ----- _____

8) SPECIAL COMMITTEE REPORTS:

a] **Emergency Management** – Quarterly Linn County Emergency Management meeting will be held at the La Cygne Community Building in April 2024.

b] **Chamber of Commerce** – None

c] **Planning & Zoning Commission** – Resignation letter from Devin Canada effective February 12, 2024. (Page 26)

Updates from IBTS on Zoning Districts and Mapping.

9) NEW BUSINESS:

a] DRAFT Ordinance No. ____ amending Chapter 5. Business Regulations, Article 1. Solicitors, Canvassers, Peddlers, Section 5-103. Licensing Procedure of the Code of the City of La Cygne, Kansas. (Page 27)

b] Utility Safety & Design, Inc: Review of renewal contract. Modifications would include; Flat monthly rate; Work outside of base contract fee will receive prior written approval for owner and “do not Exceed” estimates of said service will be provided in advance.

10) UNFINISHED BUSINESS:

a] 528 N. 6th Street – Property Owner came by City Hall to pick up a Variance Application.

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EXECUTIVE SESSION: (See Examples at Table)

a] I move the city council recess into executive session to discuss _____ pursuant to _____. The open meeting will resume in the city council meeting area at _____ p.m.

11) POLICY REVIEW IN PROGRESS:

a] *Standard Operation Procedure Manuals for Police and City Hall* – City Treasurer Gore, City Clerk Wade and Mayor Wilson reviewed an STO service for Police policy. City Treasurer Gore is contacting another company so we can have two proposals for the council to review.

b] *Company Vehicle Use* – Employee Personnel Guidelines Section N-2. City Owned Vehicles (Page 28)

c] *Rental Ready Program (Landlord Registration)*

d] *Draft Article 3. Work-Site Utility Vehicles, Golf Carts and All-Terrain Vehicles.*

12) NEW POLICY REVIEW:

a] *Article 5. Parking*

b] *Social-Media Policy.*

c] *BNSF Quiet Zone*

13) NOTES & COMMUNICATIONS TO COUNCIL

14) GOVERNING BODY REMARKS

15) ADJOURNMENT