



**MINUTES**  
**CITY COUNCIL MEETING**  
**COUNCIL CHAMBERS - HUTCHINSON, KANSAS**  
**May 19, 2020**  
**9:00 a.m.**

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1. The Governing Body of the City of Hutchinson, Kansas met in regular session at 9:00 a.m. on Tuesday, May 19, 2020 in the City Council Chambers with Mayor Piros de Carvalho presiding. Councilmembers Daveline, Soldner, Garza and Bagwell were present.

2. The Pledge of Allegiance to the flag was recited.

3. The prayer was given by Paul Brown, City Attorney.

4. Proclamations

a. The Proclamation for USD 308 Appreciation Day was read by the Mayor.

5. Petitions, Remonstrances and Communications

a. Oral communications from the audience. (Please limit your remarks to five (5) minutes and to items NOT on the agenda.)

Mayor Piros de Carvalho introduced Jeff Cantrell, the new City Manager. Mr. Cantrell said the last time they met no one was dealing with the Covid pandemic. He said he is pleased with how the City has proactively handled the situation; and said staff has done a great job. Mr. Cantrell said he has a lot to go over in the weeks and months to come; and said we will surely have budget complications. He also thanked council for the opportunity to serve the community.

- Spring Clean-Up

Brian Clennan, Director of Public Works, spoke about the City-wide clean up scheduled for May 30 and 31. He said there will be 14 dumpsters provided by Stutzman's, with four Public Works staff members working each day to assist citizens. Mr. Clennan reminded everyone that you cannot throw tires, tree limbs, grass clippings, hazardous waste, or large metal items into the dumpsters. He said he hopes everyone will participate.

6. Consent Agenda

- a. Approval of Minutes of May 5, 2020 City Council meeting.
- b. Approval of April financial reports.
- c. Approval of appropriation ordinance in the amount of \$1,332,498.33.

Motion by Councilmember Soldner, second by Councilmember Garza, to approve the Consent Agenda; and authorize the Mayor to sign. The motion passed unanimously.

7. Ordinances and Resolutions

- a. Consider Resolution designating authorized officers or employees to conduct business with banking institutions. Angela Richard, Finance Director, said since we have a new City Manager, we need to add him to the bank account.

Motion by Councilmember Daveline, second by Councilmember Bagwell, to approve Resolution 2020 R 10 designating the authorized officers or employees to conduct business with authorized banking institutions; and authorize the Mayor to sign. The motion passed unanimously.

- b. Consider Ordinance authorizing General Obligation Bonds for improvements to the Law Enforcement Center. Angela Richard, Finance Director, said this allows the City to start spending money before the project is officially bonded; and allows us to reimburse ourselves per IRS guidelines. She said the Ordinance includes a higher amount for a contingency; and said that amount can be changed when the motion is made.

Jeff Hooper, Police Chief, said the contingency amount was discussed at the last council meeting; and Councilmember Daveline had mentioned the 10% might not be enough. Chief Hooper said that was increased to 20%. He also said he has reached out to the architect regarding low cost improvements to the exterior of the building; and the architect will be putting together a proposal. Discussion ensued regarding the contingency.

Councilmember Garza asked when work would start on the project. Chief Hooper said if we move forward, they will start preliminary work on cabling by the end of the week. He said they hope to start on the project the first or second week of June, with completion in January. But by moving the communication center to the back-up site, the timeline may be moved up so the project will be done by Christmas. Chief Hooper also said service by the Police Department will not be interrupted. Additional discussion ensued.

Motion by Councilmember Daveline, second by Councilmember Soldner, to approve Ordinance 2020 - 20 authorizing the issuance of General Obligation Bonds of the City of Hutchinson, Kansas, to pay the cost of certain improvements, all pursuant to Charter Ordinance No. 50 of the City; and authorize the Mayor to sign. The motion passed unanimously.

8. New Business

a. Consider 2020 CDBG Housing Rehabilitation Action Plan and Contractor Guidelines. Ryan Hvitløk, Director of Planning and Development, said this would be for a \$256,000.00 grant from the Kansas Department of Commerce for housing rehabilitation in the Creekside Neighborhood. Mr. Hvitløk spoke about eligibility requirements, timelines, etc. Additional discussion ensued regarding how the area was chosen, boundaries of the neighborhood, etc.

Motion by Councilmember Soldner, second by Councilmember Bagwell, to approve the recommendation of the Housing Commission to approve the 2020 CDBG Housing Rehabilitation Action Plan and Contractor Guidelines; and authorize the Mayor to sign all required documents. The motion passed unanimously.

b. Consider Seal Coat Contract/Construction Services Contract Award for the Hutchinson Regional Airport. Pieter Miller, Airport Manager, spoke about the project. He said he anticipates the project to be completed by later summer or early fall.

Motion by Councilmember Daveline, second by Councilmember Garza, to accept the low bid with Vance Brothers, Inc. for an amount not to exceed \$587,671.47 for pavement maintenance associated with Runway 13/31; and authorize the Mayor to sign. The motion passed unanimously.

and

Motion by Councilmember Soldner, second by Councilmember Bagwell, to accept the contract for Construction Services related to Runway 13/31 as presented by H. W. Lochner in an amount not to exceed \$53,750.00; and authorize the Mayor to sign. The motion passed unanimously.

9. Report of City Officials

a. Council

- Councilmember Soldner had no comments.
- Councilmember Daveline asked where local governments stand with regard to the CARES Act. Mr. Cantrell said it's a day to day observation, but he's finding that cities that reacted the quickest fare the best. He said everything is still up in the air as to what level of assistance we can expect. Mr. Cantrell said he is happy to report that the City received a \$71,000.00 grant award for Covid related expenses reimbursement.
- Councilmember Garza welcomed the new City Manager.
- Councilmember Bagwell also welcomed Mr. Cantrell; and said she is looking forward to working with everyone on the budget.

Councilmember Garza asked about deadlines imposed by the Inspection Department and whether they had been moved back. Mayor Piros de Carvalho said she was under the impression that they were going to be more “hands off” until after the pandemic. She encouraged Councilmember Garza to contact Trent Maxwell. Councilmember Bagwell said she talked with Mr. Deardoff about this issue; and he was to follow up with the Inspection Department as there has been several issues. She also asked if the City was going to do anything with regard to late fees on property taxes. Councilmember Soldner told her that is handled by the County; and the City has nothing to do with this. Discussion ensued.

- Mayor Piros de Carvalho asked about the Governor’s 1.5 phasing and how it effects the opening of City facilities, specifically playgrounds. Justin Combs, Director of Parks and Facilities, said the City shows playgrounds reopening in Phase III, but the KRPA recommended opening them in Phase II. He said the City was being more cautious, but it was definitely doable to open them on June 1. Discussion ensued regarding sanitation, signage, splash pads, sporting activities, etc.

The Mayor asked Mr. Cantrell about opening City Hall. Mr. Cantrell said council has the discretion to open earlier than originally planned, but is something that should be monitored on a weekly basis as we move forward. He said from what he has seen the process is working well; and we are accommodating citizens.

Mayor Piros de Carvalho said the City is working with SCKEDD and the Chamber of Commerce to obtain CDBG Economic Development Funds to assist small businesses. Ryan Hvitløk, Director of Planning, said \$9 million is to be released to non-metro areas. He said the City will be requesting the full \$300,000.00 allowed; and will be looking at businesses that have 1-50 employees that have experienced an interruption in their services or who have had to lay people off. Mr. Hvitløk said there will be a public hearing on Tuesday, May 26, 2020 using Zoom. He said he hopes to get the application submitted in late May or early June as it is on a first come, first serve basis. Additional discussion ensued regarding the funds.

b. City Manager

Jeff Cantrell, City Manager, said he has been monitoring some trends and seeing how effective the phasing has been. He said the City made drastic and proactive moves; and is pleased to see that overtime costs have eased. Mr. Cantrell said the real component is sales tax revenues which will determine how hard the hammer will hit. He said he hopes to set budget meetings so they coincide with tax receipt information; and may be held more frequently than in past years.

Mr. Cantrell said the application for the Woodie Seat project was made in a timely manner; and said the City continues to receive letters of support which will be submitted as a supplement to the initial application.

Mayor Piros de Carvalho asked if we didn't have April's sales tax information until the end of June, when would budget discussions begin. Mr. Cantrell said he would like to start in June to see what cuts might be needed; and to model that under various scenarios. He said this can be risky if you cut too deep, but it might be a necessary step. Mr. Cantrell said the pandemic has caused cities to refocus on services; and we will look at everything to see if things need to be modified.

10. Adjournment

Motion by Councilmember Bagwell, second by Councilmember Soldner, to adjourn. The motion passed unanimously.

**Upcoming Meetings**

May 26, 2020	9:00 a.m.	Public Hearing
June 2, 2020	9:00 a.m.	City Council meeting
June 16, 2020	9:00 a.m.	City Council meeting