



# City of Valley Falls

Established 1854

## 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.

May 7, 2025, 6:30 PM

Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL - City Council and Staff

PUBLIC COMMENTS & GUESTS:

*Public Comment Policy*

CONSENT AGENDA:

1. Minutes - Regular Meeting of April 16, 2025
2. Administrator Report
3. Public Works Report
4. Police Department Report
5. Pool Report
6. Invoices & Financials
7. City Water Resources Update - Spring Line is Connected to the Water System!!!
8. Walking Trail -No Update

BUSINESS ITEMS:

1. Public Service Week Proclamation
2. Ragweed Trail Discussion - Citizen Comments
3. Government Assistance Services - Sewer Phase II Project
4. Citizen Water Leak Discussion
5. City Lake - Ordinance Approval
6. Sunset Haven RFP Contract - Approval
7. Crack Sealing of City Streets - Approval - \$21,600

REPORTS:

Mayor

Fire District

City Council Comments/ Feedback/ Ideas

ANNOUNCEMENTS/ COMMUNICATIONS:

City-Wide Cleanup - May 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 2025

City Offices Closed - Memorial Day - May 26<sup>th</sup>, 2025

EXECUTIVE SESSION

ADJOURNMENT



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*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

## **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.



# City of Valley Falls

Established 1854

## CITY OF VALLEY FALLS

April 19th 2025

### Meeting Minutes

The meeting was called to order at 6:30 p.m. by Mayor Jeanette Shipley.

**Council members present:** Dennis Tichenor, Brett Dallman, Kevin Loy, Jason Heinen, Bret Frakes

**Staff members present:** Wes Lanter (City Admin), Destiny Schrick (city clerk), Andrew Werring (City Attorney), Kenneth Maxwell (Public Works)

**Guest present:** Rebecca Heinen, Dianne Heinen, Dee Heinen

**Public Comment:** Dianne-Welcome to Valley sign K16&Sycamore, not K16&Maple

#### **Consent Agenda**

Dennis Tichenor made the motion, seconded by Brett Dallman 5-0 pass

#### **Business Items**

Sewer Pump Replacement Quote \$25,056.75 Bret Frakes made the motion, seconded by Jason Heinen 5-0 pass

Ordinance Jason Heinen made the motion to table, seconded by Kevin Loy 5-0 pass

Housing Authority Resignation of Pat Sieve Kevin Loy made the motion, seconded by Brett Dallman 5-0 pass

1005 Oak Water bill adjustment Jason Heinen made the motion to table, seconded by Brett Dallman 5-0 pass

Pool pass donations USD 338 Wellness night 4 family pass, 4H 2 10 Day Passes Brett Dallman made the motion, seconded by Jason Heinen 5-0 pass

Chamber of Commerce block ½ block on Broadway- Walnut to Alley Way for Farmers/Flea Market Kevin Loy made the motion, seconded by Brett Dallman 5-0 pass

#### **Adjournment**

Bret Frakes made the motion, seconded by Jason Heinen 5-0 pass. Meeting ended at 7:30pm

APPROVED: \_\_\_\_\_  
Jeanette Shipley, Mayor

Attest: \_\_\_\_\_  
Destiny Schrick, City Clerk



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# City of VALLEY FALLS

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*Incorporated May 17, 1854*

## **City Administrator Report City Council May 7, 2025**

### **Daily Operations:**

- Assist Citizens with service payments & questions.
- Citizen Notification System—Hopefully, the setup will be completed soon. We will post information on the City website and social media on how to sign up for the Everbridge system if you haven't already.
- Working on grant documentation for grants currently in progress.
  - a. SS4A— Close-out process.
- KDOT innovative grant (radar signs)—The second unit has been installed on Linn Street
- Working on year-end procedures and the close-out process for 2024 financials.
  - a. I will start submitting Audit Documentation once 2024 is closed out. This has been delayed due to the gWorks transition.
- gWorks—We went live on the gWorks hub on January 23rd. However, we are still working through some issues with the system.
  - a. I am still working on the 2024 Financials and Budget so that I can begin submitting audit documentation. Programming is working to fix this issue.
  - b. We are having issues printing out the budget reports. They are showing in the system, but I am unable to print them. Programming is working to fix this issue.
  - c. The Treasurer's report does not show our Water, Sewer & Solid Waste Fund revenue. Programming is working to fix this issue.
- Work Comp Audit – I will complete the work comp audit as soon as gWorks has updated our 2024 data.
- Sewer Phase 2—The Survey has been completed; we await the results.
- Attended the VFHA Special Meeting to review the RFP. KHRC was also in attendance to answer any questions. The Board voted to move forward with KHRC. The council is scheduled to review and approve the contract at the May 7<sup>th</sup> meeting so the VFHA can sign it at their May 13<sup>th</sup> meeting.
- Art Council Meeting 6:30 pm 4/28/2025 was cancelled due to the weather.
- Spring Line—The Spring line has been connected and flows into the sediment pond. We will upgrade the 2" meter on the spring line to a 4" to allow more flow.
- I met with PEC on the SS4A Grant Opportunities. During this meeting, we also looked at Oak and Francis Streets and the K16 and Oak Cross Walk. They are updating a few aspects of the SS4A plan so we can move forward with implementation. I am working to provide documentation, and they will present to the council a large grant to help improve our streets, sidewalks, and Oak Street waterline replacement. I have another check-in meeting with PEC on Thursday, May 8, at 2:30 p.m.
- The Mayor and I met with Pomeroy Development on Monday, April 21<sup>st</sup>, to learn about the possibilities of a Historical District and using tax credits to improve facades in the downtown district. This was a very informative meeting; I have also been communicating with Sheila Vemmer from Main Circuit, a historical grant advisor, on how to apply for grants to obtain the historical district survey.

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#### **CITY OFFICE**

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

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*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Public Works Report**  
**May 7, 2025**

**Water**

- Spring line is flowing at 20 GPM, ensuring a reliable water supply.
- The water intake pump has been sent to Independent Electric for repair.
- Spring cleaning of the water treatment plant was completed successfully.
- The swimming pool has been filled; chemical treatments are being processed.

**Sewers**

- Mid-American Pump has ordered parts for the pump replacement.
- The sewer report was finalized and submitted to KDHE.

**Streets**

- Street sweeping and storm drain cleaning are underway, led by Chad.
- Grading completed in the alley behind City Hall.

**Other Activities**

- Gravel was added around the gazebo at the RV park for improved access.
- Air compressor pump replaced at the city shop.
- Kevin has begun seasonal mowing of city properties.
- Replaced a front tire on the Country Clipper mower.
- Installed new teeth on the backhoe bucket.



# City of VALLEY FALLS

*Incorporated May 17, 1869*

## Police Department Report May 7, 2025

- I attended the Kansas City Police Conference in Mulvane, Kansas. I met numerous chiefs from around the state, including the new Topeka Police Chief.
- Sgt Spire attended the KNOA conference in Wichita, Kansas. These conferences provide updated and important information on current drugs, trends, and other details.
- Apollo and I started training with Lisa Smith. She owns and operates K9Sar in the Holton area. This "trailing" method teaches the canine to track a specific scent instead of the traditional KHP ground disturbance. These tracks can be followed by the canine up to three days old instead of two to three hours old with ground disturbance. We need volunteers to help us make trails for the canines to follow and find.
- I am meeting with the school superintendent this week to discuss a different solution for the traffic issues on 7th Street. This option would not require the city to change the ordinance or streets.
- Training on the new MDTs in the patrol vehicles will be completed this week. On Tuesday, Sgt Misty Davis from Holton PD, a dispatcher who knows the Interpol RMS system, it's the same system as Jefferson County Emergency Management. With the numerous issues we continually have with dispatch, we will conduct most of our own using the new MDTs. This will be a much safer route for our officers when conducting simple traffic stops. There will be specific calls that dispatch will continue with standard procedures however, with MDTs, dispatch will be able to communicate with the officers through the RMS system instead of radio traffic.
- A young Belgian Malinois puppy named Radar was donated to the department by a family in Valley Falls. Sgt Spire has taken on Radar and started obedience training. In around 8 months, he will start being imprinted on narcotics. Once completed, he will be certified for a single purpose. He will then begin tracking the same way Apollo did.

### Calls for service:

5/3 Traffic stop	4/24 Traffic stop	4/16 Civil dispute
5/3 Traffic stop	4/24 Traffic stop	4/15 Traffic stop
5/3 Traffic stop	4/24 Traffic stop	4/15 Traffic stop
5/3 Traffic stop	4/22 Abandoned vehicle (SO	4/15 Traffic stop
5/3 Traffic stop	case)	4/15 Traffic stop
5/3 Traffic stop	4/19 Traffic stop	4/14 Residential alarm
5/2 Traffic stop	4/19 Traffic stop	4/14 Traffic stop
5/2 Traffic stop	4/19 Suspicious activity	4/11 Traffic stop
5/2 Traffic stop	4/19 Traffic stop	4/11 Traffic stop
5/2 Traffic stop	4/19 Traffic stop	4/11 Traffic stop
5/2 Traffic stop	4/17 Traffic stop	4/11 Juvenile call
4/25 Traffic stop	4/17 Traffic stop	4/11 Traffic stop
4/25 Traffic stop	4/17 Civil dispute	4/1 Parking complaint
4/25 Traffic stop	4/17 Traffic problem	
4/24 Traffic stop	4/16 Traffic stop	
4/24 False Impersonation case	4/16 Animal complaint	
4/24 Traffic stop	4/16 Traffic stop	



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**Pool Report**  
**May 7, 2025**

- Public Works is reconditioning the diving board.
- The Swimming Lesson sign-up is open.
- The pool has been filled, and we await chemical treatment.
- The Chemical Control Box must be checked to ensure it works correctly.
- Staff has been hired for the 2025 season.
- Had our first meeting. Not all staff were able to attend.
- The lifeguard class is still in progress. One person has completed the written exam so far. The next testing—CPR AND First Aid—is May 10th, when the majority of the people are going. They all still have the water rescues left to complete.
- We will have a staff of 22 people, including me. We will be working around spring sports. Expecting several to be in state games for track, baseball, and softball. There are more guards this year than last, but all the staff have a lot of conflicting activities for the summer. Wednesdays will be a rough afternoon/evening as most staff participate in volleyball leagues.
- Swimming lesson registration seems to be going well. I need to get back to Judy Scott to see what her plans are for Nortonville/Winchester.
- Work days at the pool, asking available staff to show up May 21-24.





# City of Valley Falls

Established 1854

COUNCIL MEETING DATE: May 7, 2025

INVOICES IN THE TOTAL AMOUNT OF: \$105,384.94

APPROVED:

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STATE OF KANSAS

COUNTY OF JEFFERSON

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

Approved by:

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City Administrator

Subscribed and sworn to before me this \_\_\_\_\_ day of May 2025

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City Clerk

# Claims Report

Period: 04/17/2025 To 05/07/2025

Vendor Name	References	Invoice Amount	Transaction #	Date
GENERAL FUND - 100				
ADMINISTRATION - 110				
RIVERS EDGE CONSTRUCTION	Back door repair	\$ 423.75	24272	05/04/2025
AMAZON	Amazon	\$ 52.69		04/17/2025
AMAZON	Amazon	\$ 65.63		04/17/2025
Credit Card Services	Trail, misc	\$ 99.81		04/24/2025
AMAZON	Amazon	\$ 53.25		04/30/2025
AMAZON	Amazon	\$ 129.00		04/17/2025
Credit Card Services	Zoom	\$ 159.90		04/24/2025
GIANT COMMUNICATIONS	Giant Communications	\$ 40.48	24283	05/04/2025
EVERGY	Evergy	\$ 133.29		05/01/2025
Credit Card Services	CEC certified letters	\$ 20.84		04/24/2025
QUADIENT	Meter Ink	\$ 280.32	24273	05/04/2025
DAVIS PUBLICATION	Davis Publication	\$ 213.00	24285	05/04/2025
Department Total - ADMINISTRATION		\$ 1,671.96		
POOL - 160				
AMAZON	Amazon	\$ 159.98		04/17/2025
AMERICAN RED CROSS	LTS Facility Fee	\$ 200.00	24290	05/04/2025
Darren Shupe	Lifeguard Training	\$ 1,900.00	24286	05/04/2025
GIANT COMMUNICATIONS	Giant Communications	\$ 40.48	24283	05/04/2025
EVERGY	Evergy	\$ 116.89		05/01/2025
Department Total - POOL		\$ 2,417.35		
STREET - 140				
AMAZON	Amazon	\$ 108.47		04/17/2025
Credit Card Services	Truck decal	\$ 133.07		04/24/2025
AMAZON	Amazon	\$ 87.87		04/17/2025

Credit Card Services	door repair	\$ 86.76		04/24/2025
Credit Card Services	Fuel	\$ 71.00		04/24/2025
EVERGY	Evergy	\$ 2,000.50		05/01/2025
<b>Department Total - STREET</b>		<b>\$ 2,487.67</b>		
POLICE - 120				
AMAZON	Amazon	\$ 404.96		04/17/2025
AMAZON	Amazon	\$ 486.43		04/30/2025
AMAZON	Amazon	\$ 174.98		04/17/2025
Credit Card Services	Dollar General	\$ 24.86		04/24/2025
AMAZON	Amazon	\$ 79.32		04/30/2025
K4 AG & SERVICE LLC	K4 Ag	\$ 1,059.44	24279	05/04/2025
Credit Card Services	Oil, Parts	\$ 368.74		04/24/2025
GIANT COMMUNICATIONS	Giant Communications	\$ 40.48	24283	05/04/2025
EVERGY	Evergy	\$ 133.28		05/01/2025
Credit Card Services	TLO, Packtrack	\$ 88.00		04/24/2025
Credit Card Services	Tablets, Mounts	\$ 1,137.41		04/24/2025
AFLAC VISION	AFLAC	\$ 90.22		04/30/2025
Cody Spire	Training Reimbursement	\$ 144.21	24288	05/04/2025
<b>Department Total - POLICE</b>		<b>\$ 4,232.33</b>		
PARKS - 150				
JEANETTE SHIPLEY	Gazebo Flowers	\$ 84.10	24280	05/04/2025
Credit Card Services	Blocks for gazebo	\$ 31.23		04/24/2025
AMAZON	Amazon	\$ 83.76		04/30/2025
EVERGY	Evergy	\$ 321.04		05/01/2025
<b>Department Total - PARKS</b>		<b>\$ 520.13</b>		
LIABILITIES - 050				
AFLAC CAFETERIA	Payroll Run	\$ 91.52		04/21/2025
AFLAC CAFETERIA	Payroll Run	\$ 91.52		05/05/2025
KPERS	Payroll Run	\$ 1,422.71		04/21/2025
KPERS457	Payroll Run	\$ 235.00		04/21/2025

KPERS	Payroll Run	\$ 1,407.12		05/05/2025
KPERS457	Payroll Run	\$ 235.00		05/05/2025
EFTPS	Payroll Run	\$ 1,484.48		04/21/2025
EFTPS	Payroll Run	\$ 1,534.16		05/05/2025
EFTPS	Payroll Run	\$ 437.30		04/21/2025
EFTPS	Payroll Run	\$ 440.93		05/05/2025
KSDOR PAYROLL	Payroll Run	\$ 201.11		04/21/2025
KSDOR PAYROLL	Payroll Run	\$ 207.11		05/05/2025
Department Total - LIABILITIES		\$ 7,787.96		
Fund Total - GENERAL FUND		\$ 19,117.40		
WATER UTILITY - 720				
WATER - 720				
AMAZON	Amazon	\$ 585.98		04/17/2025
AMAZON	Amazon	\$ 88.78		04/17/2025
AMAZON	Amazon	\$ 977.77		04/30/2025
COUNTRY HARVEST APPLE MARKET	Country Harvest	\$ 36.65	24287	05/04/2025
AMAZON	Amazon	\$ 87.87		04/17/2025
MIDWEST OFFICE TECHNOLOGY	Copier	\$ 108.48	24277	05/04/2025
KDOR MISC TAX SECTION	WP1 2025Q1	\$ 60.41	24278	05/04/2025
KANSAS GAS	Kansas Gas Service	\$ 383.95		04/22/2025
GIANT COMMUNICATIONS	Giant Communications	\$ 40.48	24283	05/04/2025
EVERGY	Evergy	\$ 1,693.15		05/01/2025
Credit Card Services	Water Samples	\$ 111.55		04/24/2025
Credit Card Services	door repair	\$ 86.76		04/24/2025
VALLEY TRUCK & TRAILER	Water	\$ 13.42	24271	05/04/2025
VIKING	Water Tower	\$ 18,000.00	24270	05/04/2025
AFLAC VISION	AFLAC	\$ 43.10		04/30/2025
Department Total - WATER		\$ 22,318.35		
LIABILITIES - 050				

AFLAC CAFETERIA	Payroll Run	\$ 55.34		04/21/2025
AFLAC CAFETERIA	Payroll Run	\$ 55.34		05/05/2025
KPERS	Payroll Run	\$ 645.12		04/21/2025
KPERS457	Payroll Run	\$ 20.00		04/21/2025
KPERS	Payroll Run	\$ 579.85		05/05/2025
KPERS457	Payroll Run	\$ 20.00		05/05/2025
EFTPS	Payroll Run	\$ 607.48		04/21/2025
EFTPS	Payroll Run	\$ 546.22		05/05/2025
EFTPS	Payroll Run	\$ 225.78		04/21/2025
EFTPS	Payroll Run	\$ 185.33		05/05/2025
KSDOR PAYROLL	Payroll Run	\$ 117.62		04/21/2025
KSDOR PAYROLL	Payroll Run	\$ 96.21		05/05/2025
Department Total - LIABILITIES		\$ 3,154.29		
Fund Total - WATER UTILITY		\$ 25,472.64		
SEWER UTILITY - 730				
SEWER - 730				
AMAZON	Amazon	\$ 87.87		04/17/2025
AMAZON	Amazon	\$ 237.59		04/17/2025
Credit Card Services	Lock pin	\$ 6.88		04/24/2025
COUNTRY HARVEST APPLE MARKET	Country Harvest	\$ 36.65	24287	05/04/2025
K4 AG & SERVICE LLC	K4 Ag	\$ 674.66	24279	05/04/2025
FOLEY CAT EQUIPMENT	Foley Cat Equipment	\$ 829.47	24284	05/04/2025
KANSAS GAS	Kansas Gas Service	\$ 383.96		04/22/2025
GIANT COMMUNICATIONS	Giant Communications	\$ 40.48	24283	05/04/2025
EVERGY	Evergy	\$ 208.41		05/01/2025
Credit Card Services	float switch, door repair	\$ 254.74		04/24/2025
C & B EQUIPMENT	C & B	\$ 8,982.62	24289	05/04/2025
Pace Analytical Services LLC	Pace	\$ 605.90	24275	05/04/2025
Department Total - SEWER		\$ 12,349.23		

LIABILITIES - 050					
AFLAC CAFETERIA	Payroll Run	\$ 55.34			04/21/2025
AFLAC CAFETERIA	Payroll Run	\$ 55.34			05/05/2025
KPERS	Payroll Run	\$ 645.11			04/21/2025
KPERS457	Payroll Run	\$ 20.00			04/21/2025
KPERS	Payroll Run	\$ 579.87			05/05/2025
KPERS457	Payroll Run	\$ 20.00			05/05/2025
EFTPS	Payroll Run	\$ 225.81			04/21/2025
EFTPS	Payroll Run	\$ 185.35			05/05/2025
EFTPS	Payroll Run	\$ 607.42			04/21/2025
EFTPS	Payroll Run	\$ 546.24			05/05/2025
KSDOR PAYROLL	Payroll Run	\$ 117.62			04/21/2025
KSDOR PAYROLL	Payroll Run	\$ 96.22			05/05/2025
Department Total - LIABILITIES		\$ 3,154.32			
Fund Total - SEWER UTILITY		\$ 15,503.55			
WATER RESERVE - 721					
WATER - 720					
WERRING LAW LLC	City Lake	\$ 600.00	24269		05/04/2025
PEC	City Lake	\$ 1,115.75	24274		05/04/2025
Department Total - WATER		\$ 1,715.75			
Fund Total - WATER RESERVE		\$ 1,715.75			
CAPITAL IMPROVEMENT - 200					
CAPITAL IMPROVEMENT - 200					
HEINEN PHE	riverbore pipe connect	\$ 16,400.00	24281		05/04/2025
NPL Construction Co	ARPA- River Bore	\$ 27,175.60	24276		05/04/2025
Department Total - CAPITAL IMPROVEMENT		\$ 43,575.60			
Fund Total - CAPITAL IMPROVEMENT		\$ 43,575.60			
Report Total		\$ 105,384.94			

# Treasurer Report

Calendar : 05-2025, Fiscal : 05-2025

Fund #	Fund Name	Beginning Balance	Received	Disbursed	Change in Liabilities	Ending Balance
100	GENERAL FUND	\$ 49,857.66	\$ 250.00	\$ 23,137.18	\$ -3,392.14	\$ 23,578.34
120	Police Donations	\$ 380.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 380.00
125	DIVERSION FUND	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00
126	Court Bond	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
150	Parks & Recreation	\$ 11,769.10	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,769.10
160	POOL RESERVE	\$ 1,389.79	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,389.79
200	CAPITAL IMPROVEMENT	\$ 75,183.78	\$ 0.00	\$ 43,575.60	\$ 0.00	\$ 31,608.18
300	SPECIAL HWY & STREETS	\$ 108,776.19	\$ 0.00	\$ 0.00	\$ 0.00	\$ 108,776.19
400	EQUIPMENT RESERVE	\$ 94,052.71	\$ 0.00	\$ 0.00	\$ 0.00	\$ 94,052.71
500	BOND & INTEREST	\$ 377,473.25	\$ 0.00	\$ 0.00	\$ 0.00	\$ 377,473.25
600	RHID	\$ 162,173.58	\$ 0.00	\$ 0.00	\$ 0.00	\$ 162,173.58
720	WATER UTILITY	\$ 7,337.91	\$ 0.00	\$ 26,657.13	\$ -1,561.36	\$ -20,880.58
721	WATER RESERVE	\$ 73,002.59	\$ 0.00	\$ 1,715.75	\$ 0.00	\$ 71,286.84
730	SEWER UTILITY	\$ 79,373.74	\$ 0.00	\$ 16,648.02	\$ -1,561.31	\$ 61,164.41
731	SEWER RESERVE	\$ 189,683.20	\$ 0.00	\$ 0.00	\$ 0.00	\$ 189,683.20
740	SOLID WASTE (TRASH)	\$ 82,275.74	\$ 0.00	\$ 0.00	\$ 0.00	\$ 82,275.74
790	INSURANCE RESERVE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total		\$ 1,312,979.24	\$ 250.00	\$ 111,733.68	\$ -6,514.81	\$ 1,194,980.75



**City of Valley Falls**  
Established 1854

# *Proclamation*

## *National Public Service Recognition Week*

**WHEREAS**, Celebrated in May since 1985, Public Service Recognition Week is a time set aside to honor the folks who serve our nation; and

**WHEREAS**, Americans are served every single day by public servants at the federal, state, county, and city levels, and these essential workers and unsung heroes keep our nation functioning; and

**WHEREAS**, public employees take not only jobs, but oaths; and

**WHEREAS**, many public servants — including military personnel, police officers, firefighters, Border Patrol officers, embassy employees, health care professionals and others — risk their lives each day in service to the people of the United States and around the world; and

**WHEREAS**, these public servants include teachers, doctors, scientists, train conductors, astronauts, nurses, safety inspectors, laborers, computer technicians, social workers, and countless other occupations that, day in and day out, provide the diverse services demanded by the American people of their government, with both efficiency and integrity; and

**WHEREAS**, without these dedicated public servants at every level, continuity would be impossible in a representative democracy that regularly changes its leaders and elected officials.

**NOW, THEREFORE**, I, Jeanette Shipley, and the City Council of Valley Falls do hereby recognize the week of May 4<sup>th</sup> – 10<sup>th</sup> as National Public Service Recognition Week.

Proclaimed this 7<sup>th</sup> day of May 2025.

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Jeanette Shipley, Mayor

ATTEST:

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Destiny Schrick, City Clerk





# City of Valley Falls

Established 1854

City of Valley Falls  
City Council  
417 Broadway Street  
Valley Falls, KS 66088  
(785) 945-6612  
[www.valleyfalls.org](http://www.valleyfalls.org)

April 11, 2025

## To the Residents Along the Northern City Limits of Valley Falls:

The City Council of Valley Falls is excited to share an upcoming community enhancement project that may be of particular interest to you as a resident near the north city limits. The City has begun development of a new walking trail along the Corps of Engineers property currently leased by the City.

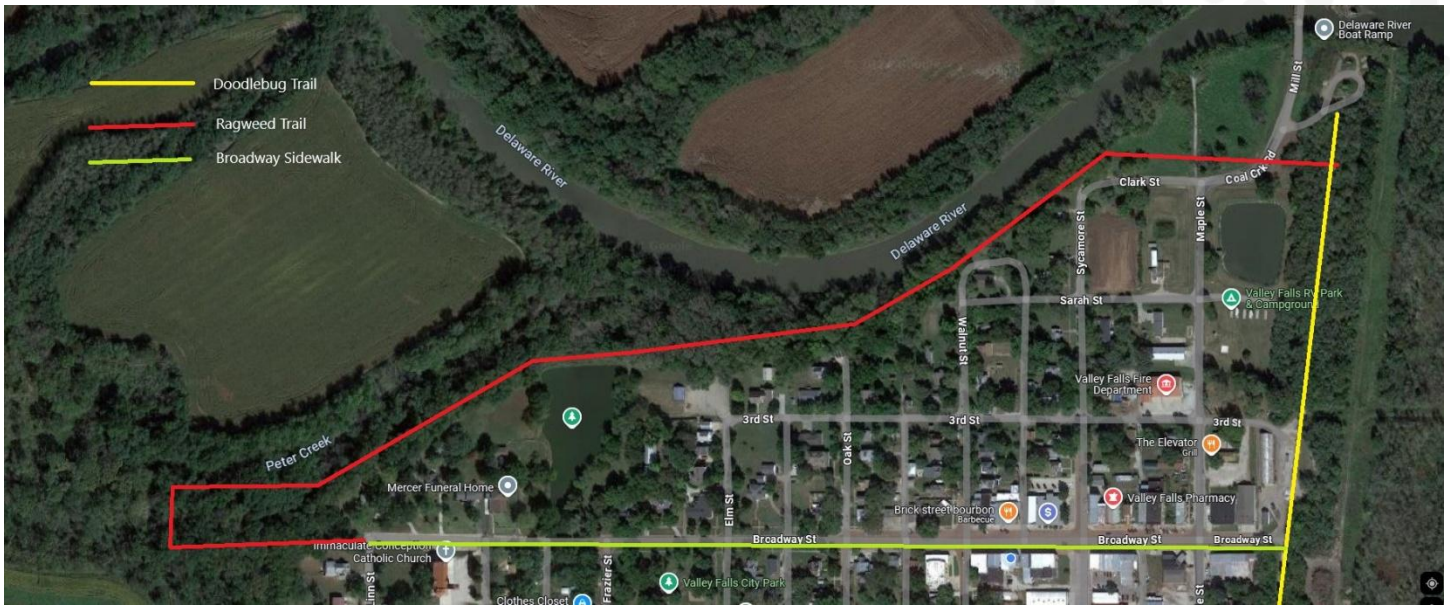
This new trail, to be named **Ragweed Trail** in honor of the historic Ragweed Express that once ran along the now-abandoned railroad, will provide a beautiful and accessible route for walking and recreation. The trail will begin at the **Delaware Boat Ramp**, cross over the **dam of Hagg's Pond**, and continue to its end point at **Broadway & Lynn Street**.

As this project develops, we welcome your input and involvement. The Valley Falls City Council will include a discussion item on the **May 7th, 2025, Council Meeting agenda**, scheduled for **6:30 p.m.** at City Hall. This will be an opportunity for residents to share comments, ask questions, and express any concerns regarding the Ragweed Trail.

We believe this new trail will be a valuable addition to our community—offering outdoor enjoyment, promoting wellness, and preserving a bit of Valley Falls history. We hope to see you at the meeting and look forward to hearing your thoughts.

Thank you for your continued support in making Valley Falls a great place to live, work, and explore.

Sincerely,  
**The Valley Falls City Council**





**CITY OF VALLEY FALLS**

**PHASE 2 SANITARY SEWER IMPROVEMENTS**

**2025 CDBG TIMELINE (REVISED 4/24/25)**

<u>MILESTONE</u>	<u>APPROXIMATE TIMEFRAME</u>
LMI Survey	COMPLETE
Finalize Project Scope and Cost	5/7/25 Council Meeting
<b>Submit Public Hearing Notice</b>	<b>5/12/25 (12:00 PM deadline)</b>
<b>Publish Public Hearing Notice</b>	<b>5/15/25 Valley Falls Vindicator</b>
<b>CDBG Public Hearing</b>	<b>5/21/25 Council Meeting</b>
Preliminary Architecture/Engineering Report	5/30/25
Submit Application	6/5/25 (at least 15 days after hearing)
Application Due Date	6/15/25 (15 <sup>th</sup> of each month)
Review Period	Reviewed by 30 <sup>th</sup> of each month (6/30)
Award Date	5 business days after review (7/7)
City/CDBG Contract Executed & Approved	4 weeks after Award Date
Design Plans and Specifications	TBD (could be up to one year)
Advertise Project in Paper	As soon as engineer has bid docs ready
Open Bids	30 days after advertisement runs
Award construction contract	Usually at a regular council meeting; need time for architect or engineer to examine bids (2-3 days)
City/Contractor Contract Executed & Approved	2-4 weeks after construction award
Notice to Proceed	As soon as contract is executed
Construction Completion	TBD; must be within 2 years of award

## CONTRACT FOR SERVICES

THIS AGREEMENT, MADE AND ENTERED INTO THIS 7th DAY OF MAY 2025, between THE CITY OF VALLEY FALLS, KANSAS (THE CITY), and WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES, PO BOX 187, LAWRENCE, KANSAS 66044 (THE CONSULTANT).

WHEREAS THE CITY hereby retains THE CONSULTANT for the preparation of a 2025 Community Development Block Grant through the Kansas Department of Commerce.

WHEREAS the purpose of this contract is to provide THE CITY a COMMUNITY DEVELOPMENT BLOCK GRANT application for a SANITARY SEWER IMPROVEMENTS Project.

THEREFORE, the parties agree as follows:

1. THE CONSULTANT agrees to perform the following services, to-wit:
  - (A) Submit Grant Application in accordance with the rules and regulations set forth by each State and Federal agency involved.
  - (B) THE CITY will be responsible for payment of public hearing costs.
2. In exchange for performance of above said services, related to the preparation and submission of said Grant Application, THE CITY shall authorize payment, as an allowable cost, to THE CONSULTANT, to-wit:
  - (A) Payment of \$8,950.00 due upon signing of this contract.

IN WITNESS WHEREOF, the parties hereto have signed their names the day, month and year mentioned above.

\_\_\_\_\_  
Jeanette Shipley, Mayor  
City of Valley Falls, Kansas

  
\_\_\_\_\_  
Brett Waggoner  
Partner - Western Consultants

**ORDINANCE NO.**

**12-201**

**AN ORDINANCE OF THE CITY OF VALLEY FALLS, KANSAS,  
ORDERING THROUGH THE EXERCISE OF EMINENT  
DOMAIN THE CONDEMNATION AND APPROPRIATION OF  
CERTAIN INTERESTS IN REAL PROPERTY FOR THE USE  
OF SAID CITY PURSUANT TO K.S.A. 26-501, AND  
ORDERING SAID INTERESTS TO BE CONDEMNED, ALL IN  
ACCORDANCE WITH K.S.A. 26-201, *ET SEQ.*, AS AMENDED.**

**WHEREAS**, the Governing Body of the City of Valley Falls, Kansas, did on April 2, 2025 adopt Resolution No. 2025-3 thereby finding, determining, and resolving it to be necessary and in the public interest to exercise its power of eminent domain to appropriate for public use and purpose certain real property interests in Jefferson County, Kansas, located at and commonly known as 18441 Jackson RD, Valley Falls, KS 66088, the legal description of which is set forth in Section 3, below, needed by the City for the purpose of acquiring certain property interests including a fee simple interest in real estate as well as a permanent easement as to real property located in Jefferson County, Kansas to access, maintain, use, and enjoy the City Lake, as declared in Resolution 2025-3; and

**WHEREAS**, the Governing Body has heretofore authorized and ordered a survey by a licensed land surveyor of the real property to be condemned and said survey has been made and filed with the City Clerk for the City of Valley Falls.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF VALLEY FALLS, KANSAS:**

**SECTION 1.** The above-stated recitals are incorporated herein by reference and shall be as effective as if set forth in full.

**SECTION 2.** The Governing Body hereby affirms all of its prior orders and declarations regarding the necessity for the appropriation, through the exercise of eminent domain, of certain real property and interests therein located at and commonly known as 18441 Jackson RD, Valley Falls, KS 66088, the legal description of which is set forth in Section 3, below, for the purpose of acquiring certain property interests including a fee simple interest in real estate as well as a permanent easement as to real property located in Jefferson County, Kansas as declared in Resolution 2025-3.

**SECTION 3.** The real property and interests therein required to be taken for such public purpose are described as follows:

A fee simple interest of the following:

A PORTION OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 05, TOWNSHIP 08 SOUTH, RANGE 18 EAST OF THE SIXTH PRINCIPAL MERIDIAN, JEFFERSON COUNTY, KANSAS, BEING DESCRIBED AND PREPARED ON 04/15/2025 BY GREGORY E. MCDOWELL PS #1393 AND PROFESSIONAL ENGINEERING CONSULTANTS P.A., C.L.S. #65, AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SOUTH HALF OF THE SOUTHEAST QUARTER; THENCE S88°01'14"W (BEARINGS BASED ON THE KANSAS COORDINATE SYSTEM 1983 NORTH ZONE) ALONG THE NORTH LINE OF SAID SOUTH HALF OF SOUTHEAST QUARTER A DISTANCE OF 1471.30 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S88°01'14"W ALONG SAID NORTH LINE A DISTANCE OF 717.00 FEET; THENCE S01°48'12"E A DISTANCE OF 81.39 FEET TO THE NORTHWEST CORNER OF A TRACT DESCRIBED IN BOOK 224

PAGE 395 IN THE JEFFERSON COUNTY REGISTER OF DEEDS OFFICE; THENCE N88°11'48"E ALONG THE NORTH LINE OF SAID TRACT A DISTANCE OF 717.00 FEET TO THE NORTHEAST CORNER OF SAID TRACT; THENCE N01°48'12"W A DISTANCE OF 83.60 FEET TO THE POINT OF BEGINNING.

ENCOMPASSING 59,150 SQ FT OR 1.358 ACRES, MORE OR LESS.

And

A PORTION OF THE NORTH 100 ACRES OF THE NORTHEAST QUARTER OF SECTION 8, AND A PORTION OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 5, ALL IN TOWNSHIP 08 SOUTH, RANGE 18 EAST OF THE SIXTH PRINCIPAL MERIDIAN, JEFFERSON COUNTY, KANSAS, BEING DESCRIBED AND PREPARED ON 04/15/2025 BY GREGORY E. MCDOWELL PS #1393 AND PROFESSIONAL ENGINEERING CONSULTANTS P.A., C.L.S. #65, AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID NORTHEAST QUARTER; THENCE S87°54'54"W (BEARINGS BASED ON THE KANSAS COORDINATE SYSTEM 1983 NORTH ZONE) ALONG THE NORTH LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 1709.75 FEET TO A POINT ON THE EAST LINE OF A TRACT DESCRIBED IN BOOK 224 PAGE 395 IN THE JEFFERSON COUNTY REGISTER OF DEEDS OFFICE, SAID POINT BEING THE POINT OF BEGINNING; THENCE S07°59'45"W A DISTANCE OF 641.55 FEET; THENCE S19°24'14"W A DISTANCE OF 443.21 FEET; THENCE N72°40'19"W A DISTANCE OF 301.10 FEET; THENCE N01°47'48"W A DISTANCE OF 348.14 FEET; THENCE N19°39'40"E A DISTANCE OF 680.75 FEET TO A POINT ON THE WEST LINE OF SAID TRACT DESCRIBED IN BOOK 224 PAGE 395; THENCE S00°56'20"W ALONG SAID WEST LINE A DISTANCE OF 373.99 FEET TO THE NORTHWEST CORNER OF A TRACT DESCRIBED IN BOOK 108 PAGE 303 IN THE JEFFERSON COUNTY REGISTER OF DEEDS OFFICE; THENCE S08°26'48"W ALONG THE WEST LINE OF SAID TRACT IN BOOK 108 PAGE 303 A DISTANCE OF 600.00 FEET TO THE SOUTHWEST CORNER OF SAID TRACT IN BOOK 108 PAGE 303; THENCE S81°33'12"E ALONG THE SOUTH LINE OF SAID TRACT IN BOOK 108 PAGE 303 A DISTANCE OF 165.00 FEET TO THE SOUTHEAST CORNER OF SAID TRACT IN BOOK 108 PAGE 303; THENCE N08°26'48"E ALONG THE EAST LINE OF SAID TRACT IN BOOK 108 PAGE 303 A DISTANCE OF 600.00 FEET TO NORTHEAST CORNER OF SAID TRACT IN BOOK 108 PAGE 303; THENCE N21°44'48"E ALONG THE EAST LINE OF A SAID TRACT IN DEED BOOK 224 PAGE 395 A DISTANCE OF 401.38 FEET TO THE POINT OF BEGINNING.

ENCOMPASSING 198,965 SQFT OR 4.57 ACRES, MORE OR LESS.

An access easement described as follows:

A PORTION OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 05, TOWNSHIP 08 SOUTH, RANGE 18 EAST OF THE SIXTH PRINCIPAL MERIDIAN, JEFFERSON COUNTY, KANSAS, BEING DESCRIBED AND PREPARED ON 04/15/2025 BY GREGORY E. MCDOWELL PS #1393 AND PROFESSIONAL ENGINEERING CONSULTANTS P.A., C.L.S. #65, AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID SOUTH HALF OF THE SOUTHEAST QUARTER; THENCE S88°01'14"W (BEARINGS BASED ON THE KANSAS COORDINATE SYSTEM 1983 NORTH ZONE) ALONG THE NORTH LINE OF SAID SOUTH HALF OF SOUTHEAST QUARTER A DISTANCE OF 1471.30 FEET; THENCE S01°48'12"E A DISTANCE OF 20.00 FEET; THENCE N88°01'14"E PARALLEL WITH SAID NORTH LINE A DISTANCE OF 1471.27 FEET TO THE EAST LINE OF SAID SOUTHEAST QUARTER; THENCE N01°43'09"W ALONG SAID EAST LINE A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING.

ENCOMPASSING 29,426 SQ FT OR 0.676 ACRES, MORE OR LESS.

**SECTION 4.** That certain real property interests therein described in Section 3, hereof, are hereby ordered condemned for the purposes and for the use described in Section 2, hereof.

**SECTION 5.** Attorneys for the City of Valley Falls, Kansas, for and in behalf of the Governing Body, are hereby authorized and directed to file, under the Eminent Domain Procedures Act, K.S.A. 26-501 *et seq.* a verified petition in the District Court of Jefferson County, Kansas, for the condemnation and appropriation of certain real property and interests described in Section 3, hereof, together with Resolution No. 2025-3 of the City of Valley Falls, Kansas, and to do all things necessary for the condemnation and acquisition of said real property and interests therein for the purpose of acquiring certain property interests including a fee simple interest in real estate as well as a permanent easement as to real property located in Jefferson County, Kansas as declared in Resolution 2025-3.

**SECTION 6.** This ordinance shall constitute the final order exercising eminent domain and setting forth the condemnation of the real property and interests therein described herein and the purpose for which the same shall be used.

**SECTION 7.** This ordinance shall be in full force and effect from and after its passage and publication according to law.

**PASSED** by the Governing Body of the City of Valley Falls, Kansas, this day of May 7, 2025.

**APPROVED**

\_\_\_\_\_  
Mayor

**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney

\*\*\*\*\*

**NOTICE TO PUBLISHER**

Publish one time and return one Proof of Publication to the City Clerk and one to the City Attorney.



# **Consortium Agreement**

## **KANSAS HOUSING RESOURCES CONSORTIUM, INC.**

The Housing Authorities of the Cities of Atchison, Holton, Wamego and Linn, Kansas hereby agree to administer all or part of their housing programs through a consortium under the authority of Section 13 of the United States Housing Act of 1937 (42 U.S.C. 1437k). The Consortium is designed to utilize the experience and expertise of the Lead Agency for the benefit of all members of the consortium. The KANSAS HOUSING RESOURCES CONSORTIUM, INC. has been established as a not-for profit corporation under the laws of the State of Kansas to serve the aforementioned Public Housing Agencies (PHA) by facilitating the smooth administration of housing programs and the delivery of support services. The Consortium is dedicated to providing decent safe and sanitary housing for lower income individuals. The consortium is formed in compliance with 24 CFR Part 943.

**Parties:** The parties first established this consortium as a partnership on the 1st day of April, 2021. The “Lead Agency” is the Atchison Housing Authority (Project Number KS017), which has formed the KANSAS HOUSING RESOURCES CONSORTIUM, INC. The “Participating PHAs are the Holton Housing Authority (Project Number KS008), Wamego Housing Authority (Project Number KS042), Linn Housing Authority (Project Number KS014), and Valley Falls Housing Authority (Project Number KS056).

**Scope of Consortium:** The scope of the consortium is to provide technical assistance and reporting and recording activities of the parties. Programs administered by the Consortium shall be the following:

- Atchison: Section 8 HCV/PBV Program, 190 Low Rent Public Housing Units, Capital Fund Programs, Resident Services Program.
- Holton: 60 Low Rent Public Housing Units and Capital Fund Programs.
- Wamego: 32 Low Rent Public Housing Units and Capital Fund Programs.
- Linn: 15 Low Rent Public Housing Units and Capital Fund Programs.
- Valley Falls: 24 Low Rent Public Housing Units and Capital Fund Programs.

Other programs may be considered under a separate interagency agreement.

**Role of Lead Housing Agency:** The Lead Agency shall perform the following functions:

- Maintain records and complete reports utilizing data obtained from each Participating PHA according to HUD regulations.
- Establish and administer administrative policies and procedures in accordance with the Annual Contribution Contract, Kansas Housing Municipal Law, and the U.S. Department of Housing and Urban Development.
- Enforce each agency’s personnel policy.
- Process all necessary and required reports and forms and ensure proper submittal to each agency’s Board of Commissioners, as well as applicable Federal, State and Local regulatory agencies.
- Provide Training and technical assistance to each Board of Commissioners.
- Provide Training and technical assistance to staff of each PHA.
- Maintain agency financial integrity in accordance with the agency policy and federal and/or state regulations.
- Prepare and revise all program budgets for Board Approval.



- Prepare and amend as necessary policies for Board Approval.
- Provide on-site assistance.
- Develop and maintain agency five year and annual plan in compliance with all applicable rules and regulations.
- Administer all Accounts Payable for each participating PHA.
- Carry out the official directive of the Board of Commissioners unless doing so could constitute a violation of the agency's policies, or any Federal, State or local law.
- Attend monthly Board Meetings.
- Assist in writing grants, to apply for additional budget supplementation.
- The Secretary of the KANSAS HOUSING RESOURCES CONSORTIUM, INC. shall serve as the Executive Director for each participating PHA.
- Employing and/or terminating personnel in accordance with the Personnel Policy.
- Prepare and submit all annual reports
- Prepare and submit all monthly, quarterly and semi annual reports.

**Role of Each Participating PHA:** Each Participating PHA shall provide the following in accordance with the agency policies; where applicable. Where no policy is required, the following will be provided per directives of lead agency.

- Provide Housing Assistance to Low Income individuals in their jurisdiction.
- Maintain the assisted units in a decent safe sanitary manner.
- Comply with the joint PHA plan submitted by the Lead Agency.
- Assure that all program funds are used in accordance with HUD regulations and requirements.
- Assure that the PHA program is administered in accordance with HUD regulations.
- Maintain necessary Records.
- Provide reports to Lead Agency in such manner and form as may be prescribed from time to time by Lead Agency.
- Conduct all affairs according to law and applicable housing regulations.
- Cooperate with the Lead Agency with open communications, timely reports and facilitate all the aspects of the agreement.
- Process applications for Housing Assistance. \*\*\*\*\*
- Maintain a Waiting List for applicants for Housing Assistance. \*\*\*\*\*
- Conduct semi and/or annual physical inspections, special inspections, move in and move out inspections, for all participants.
- Conduct all Re-certifications and initial certifications for all participants. \*\*\*\*\*
- Collect all accounts receivables. \*\*\*\*\*
- Maintain tracking system for; Occupancy, Vacancies, Work Order and Unit Turn Around Reports.
- Provide all accounts payable and payroll information to the lead agency.
- Electronically submit all 50058's for agency. \*\*\*\*\*
- Complete and report all Daily Deposits to the lead agency. \*\*\*\*\*
- Maintain all participant files. \*\*\*\*\*
- Maintain all Board Minutes and Resolutions.
- Attend appropriate trainings.

- Maintain all logs for all tenant accounts receivable charges. \*\*\*\*\*
- Provide adequate resources and equipment, to allow performance to meet agency goals.
- Adopt Agency Policies in Accordance with State and Federal Regulations
- Advocate for the Authority in the Community
- Promote a Positive Image in the Community
- Provide access to Security Components
- Provide access to all Financial Assets.

**\*\*\*\*\* Does not apply to the Linn and Valley Falls PHAs. The Lead Agency will Complete those task for Linn and Valley Falls.**

**Distribution of Funds:** The Lead Agency shall apply for HUD funding on behalf of each Participating PHA within the Consortium. The Lead Agency shall disburse said funds to the Participating PHA according to the allocation established by HUD. The Lead Agency will distribute funds monthly to each Participating PHA.

**Compensation:** All members including the lead agency will pay the consortium for services at the following rates:

- \$57.00 per occupied unit per month for the Public Housing Program for the Atchison Housing Authority.
- \$46.50 per occupied unit per month for the Public Housing Program for the Holton Housing Authority.
- \$46.50 per occupied unit per month for the Public Housing Program for the Wamego Housing Authority.
- \$1,250.00 per Month for the Public Housing Program for the Linn Housing Authority.
- \$1,600.00 per Month for the Public Housing Program for the Valley Falls Housing Authority.
- 14% of construction and rehab contracts that have dually be authorized by the Board of Commissioners under the Capital Fund Program and Extra Ordinary Maintenance Contract.
- \$12.00 per Housing Choice Voucher/Tenant Based Rental Assistance under lease per month.
- 10% Collection Fee for Fraud recovery funds received by the agency.

**Independent Audit and Performance Assessment System:** When the Consortium and/or Lead Agency manages substantially all the program and activities. It will be the responsibility that the financial accountability will rest with the Consortium. However, the financial responsibility/cost will rest on the participating member and/or program. The cost breakdown will be identified by the independent auditor.

**Software Data/Support System:** The Lead Agency may offer a participating agency software data/support. This section maybe used when a participating agency currently does not have housing software such as Occupancy, Accounting, Maintenance and Inspections. This solution is a cost saving measure and benefit for a monthly fee of \$15.00 per unit per month.

**Modification of Agreement:** This agreement shall not be modified during the fiscal year except by agreement of all parties. The Lead Agency shall have the authority to modify this agreement by giving written notice to the Participating PHA's not later than January 1, of each year. The Lead Agency's proposed modifications to the Agreement shall become effective on April 1. Any participating PHA requesting modification of this agreement shall submit such proposed modification to the Lead Agency no later than February 1.

**Term:** This consortium shall have perpetual existence, unless earlier terminated by withdrawal of all Participating PHA's or by withdrawal of the Lead Agency. The fiscal year of the Consortium shall be the period from April 1 of each calendar year through March 31 of the next calendar year. Each member of the Consortium shall be required to adopt this same fiscal year in order to become or remain a member of the Consortium.

**Admission of Additional Members:** The Lead Agency shall have the authority, in its sole discretion, to admit any additional participating PHA to the Consortium.

**Withdrawal of Participating PHA:** A Participating PHA may withdraw from the consortium only at the end of the fiscal year. Any Participating Agency electing not to renew membership in the Consortium shall give written notice of withdrawal from the Consortium to the Lead Agency delivered no later than January 1. The Lead Agency may decline to renew the membership of any Participating PHA by giving written notice of such intent delivered to the affected Participating PHA no later than February 1.

**Withdrawal of Lead Agency:** The Lead Agency may withdraw from the consortium only at the end of the fiscal year. In the event the Lead Agency elects to withdraw from the Consortium, the Lead Agency shall give notice to each Participating PHA no later than February 1. If, at any time the Lead Agency (i) is designed as a "troubled PHA" or (ii) fails the civil rights compliance threshold for new funding or (iii) has a PHA's designation withheld for civil rights or other reasons, then the Lead Agency shall withdraw at the first legal opportunity.

**Arbitration:** All claims, disputes, questions and controversies arising out of or in connection with this agreement, not resolved by negotiation between the parties shall be submitted to binding arbitration. Any such arbitration shall be conducted at Atchison, Kansas. Any party may initiate the arbitration by giving written notice. In the event of such notice, representatives of both parties shall meet in a good faith attempt to settle the matter first by mutual agreement. If they are unable to do so, then the matter shall be submitted to an impartial, qualified arbitrator whose decision shall be final and binding on the parties and whose fee and expenses shall be borne equally by the parties. If the parties have not settled the matter or agreed on an arbitrator within 30 days after the aforesaid notice, then upon the application of either party the arbitrator shall be designated by the administrative judge of the First Judicial District for the State of Kansas.

**In witness thereof,** the parties have thereto caused this instrument to be executed in four original counterparts, as of the day and year first above written.

Atchison Housing Authority

Holton Housing Authority

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Chairperson

Linn Housing Authority

Wamego Housing Authority

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Chairperson

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Chairperson

Valley Falls Housing Authority

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Chairperson

# ESTIMATE

## Prepared For

Valley Falls street dept.

### Complete Pavement Maintenance Inc.

Estimate # 3712

Date 04/18/2025

20935 Poplar Ct.  
Spring Hill, KS 66083  
Phone: (913) 208-3428  
Email: completepavementdennis@gmail.com  
Fax: (913) 592-2006

### Description

### Total

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Crack Sealing City Streets	\$4,800.00
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This includes material, blowing debris out of cracks with air compressor, applying material, traffic control.

You have plenty of good streets that could benefit from crack sealing. The price given will be for 1 ton of material applied. It will take 3.5-4.5 tons to get them all done. We just need a minimum of 1 ton to start. The list of streets will be listed in order of how i would seal them. Always start at your best streets and work your way down the ladder.

Streets to be sealed:

Broadway: brick to Linn  
16th st  
Walnut: 16hwy to 12th st  
Mulberry: Broadway to 16hwy  
Linn: 16hwy south to 19th  
Sycamore: Broadway to Maple  
Linn: north of 16 hwy ( theres a couple good blocks here)  
Louisa: maple to elm  
elm: broadway north

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Subtotal	\$4,800.00
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Total	<b>\$4,800.00</b>
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## 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;