



Welcome To Your City Commission Meeting - Please turn off or silence all cell phones during the commission meeting.
Meetings are televised everyday on Channel 2 at 7 p.m. and midnight

Call to Order – Pledge of Allegiance Followed by Silent Meditation

**Amended Agenda:
Added Item #7
Executive Session**

Proclamation:

- 1. Constitution Week September 17-23, 2018 (pg. 2)

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

- 2. Minutes from August 28, 2018 Regular Meeting **Action:** Motion (pg. 3)

NEW BUSINESS:

Citizen Participation: *(i.e. Items not listed on the agenda or receipt of petitions- Please state your name and address)*

General Items:

- 3. Mosquito Program Discussion **Action:** Motion (pg. 9)

Resolutions:

- 4. Resolution B-2205-Capital Fund Program Grant 2018; Leavenworth Housing Authority **Action:** Motion (pg. 10)
- 5. Resolution B-2206-Capital Fund Program 5 Year Action Plan & 2019 Capital Fund Annual Statement, Performance & Evaluation Report; Leavenworth Housing Authority **Action:** Motion (pg. 13)

Bids, Contracts and Agreements:

- 6. Consider bids for 2018/2019 Salt **Action:** Motion (pg. 31)

Consent Agenda: Claims for August 25, 2018 through September 7, 2018 in the amount of \$1,320,438.43; Net amount for Pay #18 effective August 31, 2018 in the amount of \$342,507.23; (No Police & Fire Pension). **Action:** Motion

Executive Session:

- 7. Discuss Personnel Matters of Nonelected Personnel per K.S.A. 75-4319 (b) (1), City Manager Contract Renewal **Action:** Motion (pg. 34)

Adjourn: **Action:** Motion

City of Leavenworth, Kansas



Proclamation

WHEREAS, September 17, 2018 marks the two hundred thirty-first anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, It is fitting and proper to accord official recognition to this magnificent document, its memorable anniversary, and the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17-23 as Constitution Week.

NOW, THEREFORE, I, Mark Preisinger, Mayor of the City of Leavenworth, Kansas hereby proclaim September 17-23, 2018 as:

Constitution Week

and urge all citizens to study the constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

IN WITNESS WHEREOF, I set my hand and have affixed the Great Seal of the City of Leavenworth, Kansas this eleventh day of September in the year of two-thousand and eighteen.

Mark Preisinger, Mayor

ATTEST:

Carla K. Williamson, CMC, City Clerk



CALL TO ORDER - The Governing Body met in regular session and the following commission members were present: Mayor Mark Preisinger, Mayor Pro-Tem Jermaine Wilson, Commissioners Nancy Bauder, Larry Dedeker and Myron J. (Mike) Griswold.

Others present: City Manager Paul Kramer, Assistant City Manager Tylour Tedder, Police Chief Pat Kitchens, Fire Chief Gary Birch, HR Director Lona M. Lanter, HR Specialist Michelle Meinert, Public Works Director Mike McDonald, Deputy Public Works Director Mike Hooper, Chief Building Inspector Hal Burdette, City Planner Julie Hurley, Finance Director Ruby Maline, Public Information Officer Melissa Bower, City Attorney David E. Waters and City Clerk Carla K. Williamson.

Mayor Mark Preisinger opened the meeting with the pledge of allegiance followed by silent meditation.

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Dedeker moved to approve the minutes from the August 14, 2018 regular meeting as presented. Commissioner Bauder seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Second Consideration Ordinances:

Second Consideration Charter Ordinance No. 60 Transient Guest Tax – City Manager Paul Kramer stated that there have been no changes to the ordinance since it was first introduced on August 14, 2018.

Mayor Preisinger called the roll and Charter Ordinance No. 60 was unanimously approved 5-0.

Second Consideration Ordinance No. 8084 Uniform Public Offense Code (UPOC) 2018 – City Clerk Carla Williamson stated that since the ordinance was first introduced on August 14, 2018, the following changes were made:

- There was a consensus by the Governing Body to eliminate the section of the City code regarding Littering. The Uniform Public Offense Code (UPOC) now addressed Criminal Littering in Sec 6.8. That has been removed.
- Sec. 9.9.2 Possession of Drug Paraphernalia and Simulated Controlled Substances
 - Statutory reference has been added.
- Sec 10.23 Trafficking in Counterfeit Drugs
 - Section has been removed from the ordinance. The UPOC contains identical language and therefore unnecessary to include as an amendment.
- Sec 10.6 Air Gun, Air Rifle, Bow and Arrow, Slingshot or BB Gun

This section remains in the ordinance with language unchanged. It has been moved within the ordinance to keep it in sequential order. Ordinance No. 8084 was presented for second consideration and a roll call vote.

Mayor Preisinger called the roll and Ordinance No. 8084 was unanimously approved 5-0.

Second Consideration Ordinance No. 8085 Standard Traffic Ordinance (STO) 2018 - City Clerk Carla Williamson stated that there have been no changes to the ordinance since it was first introduced on August 14, 2018. Ordinance No. 8085 was presented for second consideration and a roll call vote.

Mayor Preisinger called the roll and Ordinance No. 8085 was unanimously approved 5-0.

Second Consideration Ordinance No. 8086 Intersection Traffic Control Device Master Index 2018 – Police Chief Pat Kitchens stated that since the ordinance was first introduced on August 14, 2018, the only change is the addition of a stop sign at N 14th Street and Seneca Street. Ordinance No. 8086 was presented for second consideration and a roll call vote.

Mayor Preisinger called the roll and Ordinance No. 8086 was unanimously approved 5-0.

NEW BUSINESS:

Citizen Participation: none

Bids, Contracts and Agreements:

Employee Benefits Renewal – HR Director Lona Lanter presented for approval the recommendations for employee benefit coverage to be effective December 1, 2018. The current providers, United Health Care for medical coverage and Delta Dental for dental coverage will remain the same. The vision coverage provider is currently VSP and the proposed change is with United Health Care. The new plans are as follows:

- United Health Care – Medical: No plan design change and a 7.33% premium increase (6.83% with vision line coverage).
- Delta Dental: No plan design change and a 5% premium increase.
- United Health Care – Vision: Plan design change includes once a year eye exam with a \$10.00 copay but enhanced the frames/lenses/contacts benefit to once a year up to \$130.00 allowance with a \$25.00 copay and an 8% increase in our current premium with VSP. In addition UHC offers a 0.5% decrease in the medical premium for this second line of coverage and reduce the medical renewal to 6.83%.

Commissioner Bauder moved to approve the proposal the Employee Benefit Plan Renewal as presented. Commissioner Dedeker seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Consider Bids Fire Station No 1 HVAC Upgrade – Fire Chief Gary Birch presented for consideration the bids for HVAC upgrades to Fire Station No. 1. Staff recommends approval of the bid from Control Service Company, Inc. in the amount of \$54,770.00 for the base bid only. The alternate will

not be required as there is a current ventilation system in place. Bids were opened on August 23, 2018 and were as follows:

Bidder	Address	Base Bid	Alternate
C & C Group	Lenexa KS	\$55,100.00	\$4,200.00
Control Service Company Inc.	Lee's Summit MO	\$54,770.00	\$7,571.00
Engineer's Estimate:		\$80,000.00	

Commissioner Bauder moved to approve the bid from Control Service Company Inc. in the amount not to exceed \$54,770.00. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Other Items:

Rental Inspection Review and Discussion – City Planner Julie Hurley presented for review and discussion options for inspections of residential rental units.

- Housing stock in the City of Leavenworth is comprised of over 50% rental units
- Approximately 6,100 addresses that are rentals
- Staff is frequently contacted by tenants with reports of substandard conditions of units
- The City currently contracts with Welcome Central to mediate tenant/landlord issues
- In 2009 the City adopted a Rental Registration ordinance
- Ordinance requires a one-time registration of property by owners but does not address any type of inspection or minimum standard
- Exterior inspections of all residential units (rental and owner occupied) are handled by Code Enforcement
- Other Cities in Kansas have enacted rental inspection programs to address concerns with living conditions and life-safety issues in residential rental units
- In 2016 the State of Kansas enacted a statute prohibiting the periodic interior inspection of residential property
- The statute specifically allows a lawful occupant to request an interior inspection by the City
- Positive effects of rental inspection programs can include:
 - Increase accountability for property owners
 - Decrease in code violations
 - Central point of contact for property owners and tenants
 - Better oversight of life-safety issues in rental units
- Potential cons may include:
 - Program may not be 100% self-funding
 - Increased burden on staff time
 - Difficulty identifying all rental units and gaining compliance

Commission and Staff Comments:

Commissioner Wilson:

- Sister Vickie said there is a need for a rental inspection program and she is in favor of an inspection program

- He also heard from many Citizens during the campaign that there is a need for an inspection program
- Some landlords just don't care
- Is in favor of a program to protect the safety of tenants who have landlords that do not properly take care of their properties
- This is not to be a burden on the good landlords in town
- Just clarifying if this not a pre-rental inspection

Commissioner Preisinger:

- Discussed the inspection process and how much time it would take staff to do this
- Discussed the current mediation process
- Does not want a program that will handcuff the good landlords
- Good for those tenants that are living in rentals that are not being taken care of
- Look at those Landlords that are habitual offenders

Commissioner Dedeke:

- Would like to know what type of inspection is being considered
- There are three code enforcement officers that drive the streets; should not take that much time to look at properties while they are on their routes
- Are we going to tell them what color paint to paint, type of floors, etc.
- Would support six things in an inspection:
 - Securable doors
 - Sanitary sewer operational
 - Hot and cold running water
 - No mold
 - Windows operational
 - Furnace operational
- Concerned about additional fees on the landlord
- Asked how many hours per day code enforcement are in the field

Commissioner Bauder:

- Does not see a need for an inspection between rentals
- Concerns with renters who have been there a while and cannot get things fixed
- Would like the data from Sister Vickie on the number of calls and issues
- Does not want to see a lot of fees put on Landlords
- Does not see a need for a big rental inspection program

Commissioner Griswold:

- Agrees this would be a big job
- Would like to see a program to enhance the appearance of the City
- Health, safety and welfare of the tenants is main concern
- Would like to see more information on the other Cities programs

City Manager Kramer:

- Where do we stand on the licensing process
- This is a first step to start a discussion

- Renters are reluctant to call the city

Comments from Landlords/Citizens:

Sandra Van Hoose: (Welcome Central)

- Put together the program for Welcome Central the Landlord tenant program with the city
- Needs more regulation
- More advocacy for tenant rights
- Also sympathetic to Landlords
- Discussed a recent complaint from a family with a young baby
 - Hole in windows
 - Cockroaches
 - Peeling paint
 - This is not representative of most landlords

Bruce Wiley: (Landlord)

- Compliment on good common sense on the Commission
- In business since 1992
- Delivers a good product
- If you don't do it right you will be out of business
- Always bad apples in any type of business
- All for punishing any landlords that are not providing a good product

Chris Urban: (Landlord)

- Very instrumental in getting landlord association going in 2009
- In rental business since 1978
- Would like to see the landlord association work with the commission

Wayne Shehorn: (G & W properties)

- 1980 started his rental business
- Started that the rental registration program put into place in 2009, was so the police would know who owned the properties
- Inspectors are inspecting the outside of the property now and doing a good job
- Mildew vs black mold-- there is a difference; Property owners need to be aware of the problem to fix it
- Not in favor of an inspection between renters
- In favor of internal inspections

Debbie Asher: (Property Manager)

- Property managers in addition to landlord/tenant
- Property managers manage many properties but do not make the financial decision on property maintenance
- Many occasions have call code enforcement on the tenant to get them to comply
- Feels the code enforcement officers do a good job
- Property owners are contacted not the property manager

- Loophole in the city process that leaves the property manager out of the process to be able to fix problems
- Would like to be part of the landlord association to help correct issue
- Would like to see number of occupants within a structure addressed by the City
 - *Mayor Preisinger stated that there are laws that prohibit the city from placing restrictions on occupancy*
- Concerns with the increase in the number of bedbug infestations

Phil Urban:

- Agrees with some of the things that have been discussed
- Scrap third party mediation; Let the City deal with the problems
- Sometimes tenants don't tell Landlords about problems and leaks lead to mold that owners are unaware of

CONSENT AGENDA:

Commissioner Griswold moved to approve claims for August 4, 2018 through August 24, 2018 in the amount of \$970,282.37; Net amount for Pay #17 effective August 17, 2018 in the amount of \$348,692.09; (Includes Police & Fire Pension of \$11,572.36). Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Other:

Commissioner Griswold:

Discussed the first Podcast presented by the City Manager and Mayor. Available on the City website to listen to.

Mayor Preisinger:

Tour of Towne Place Suites last week

Passed out a copy of an article about the City of Pittsburg. They painted school crosswalks with a grant and assistance from the students from the University. Would like to see the City do the same in Leavenworth.

Adjourn:

Commissioner Dedeke moved to adjourn the meeting. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor declared the motion carried and the meeting adjourned.

Time Meeting Adjourned 8:41 p.m.

Minutes taken by City Clerk Carla K. Williamson, CMC

Policy Report
Mosquito Program Discussion
Sept 11., 2018

Prepared by:



Paul Kramer
City Manager

Issue:

The City Commission continues to review the Mosquito Spray Program.

Background:

At the Aug. 14, 2018 Study Session, the City Commission heard from Kansas State University Entomologists Jeff Whitworth (PhD) and Holly Davis (PhD). The guest speakers talked about the City's mosquito program and mosquito control in general.

At the conclusion of the meeting, the Commission asked to revisit the topic at a later date, and specifically asked to see the costs associated with the program, which are included below.

Mosquito Spraying Cost Estimate Per Season		
Larvicide	100 tablets per case	\$500.00
Adulticide	4 drums	\$3,980.00
Labor	140 hours	\$4,173.40
Equipment	2 trucks, 2 sprayers	\$2,919.00
	TOTAL	\$11,572.40

*These are not exact costs, as labor and equipment costs vary year-to-year.

Commission action:

The Commission can continue to review the program or elect to take action, either by maintaining, altering or ending the Mosquito Spray Program.

**POLICY REPORT
RESOLUTION TO ACCEPT THE 2018 CFP GRANT FOR PLANTERS II
September 11, 2018**

PREPARED BY:


Andrea Cheatom, Housing Manager
Leavenworth Housing Authority

APPROVED BY:


Paul Kramer, Executive Director
City Manager

ISSUE:

Consider a resolution accepting the 2018 Capital Fund Program (CFP) grant (Grant# KS01P06850118) for Planters II in the amount of \$139,790.

RESOLUTION:

The resolution is required by the U.S. Department of Housing and Urban Development (HUD). The CFP grant must be accepted annually by the City Commission.

COMMISSION ACTION:

Motion to adopt the attached resolution accepting the 2018 CFP grant for Planters II.

RESOLUTION NO. B-2205

BE IT RESOLVED BY THE LEAVENWORTH CITY COMMISSION ACTING AS THE LEAVENWORTH HOUSING AUTHORITY COMMISSION, CITY OF LEAVENWORTH, KANSAS, AS FOLLOWS:

Section 1. The Leavenworth City Commission is the legal Housing Authority for the City of Leavenworth, Kansas.

Section 2. The 2018 Capital Fund Program Grant (Grant # KS01P06850118) in the amount of \$139,790.00 is specifically approved as a part of the approval process.

Section 3. The Capital Fund Program Grant has been appropriately adopted by Resolution of the Leavenworth City Commission on file and available for public inspection in the Leavenworth Housing Authority Office, 200 Shawnee Street, Leavenworth, Kansas.

Section 4. This Resolution shall be effective from and after its passage as provided by law.

PASSED AND APPROVED this 11th day of September 2018.

Mark Preisinger, Mayor

[Seal]

ATTEST:

Carla K. Williamson, CMC, City Clerk



The Leavenworth Housing Authority conducted a public hearing pursuant to 24 CFR Part 905 reference to the 2018 Capital Fund Program grant on Tuesday, August 28, 2018 at 9:00 a.m.

All documents pertaining to the 2018 Capital Fund Program grant were available for public viewing.

The Public Hearing was held to answer questions pertaining to the 2018 CFP grant and to accept comments.




Paul Kramer, Executive Director

9-7-2018

Date

POLICY REPORT
RESOLUTION SUBMITTING 2018-2022 CAPITAL FUND PROGRAM FIVE-YEAR
ACTION PLAN AND THE CAPITAL FUND ANNUAL STATEMENT/PERFORMANCE
AND EVALUATION REPORT
September 11, 2018

PREPARED BY:


Andrea Cheatom, Housing Manager
Leavenworth Housing Authority

REVIEWED & APPROVED BY:


Paul Kramer, Executive Director
City Manager

ISSUE:

Consider a resolution adopting and submitting the 2018-2022 Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual Statement/Performance and Evaluation Report for the Leavenworth Housing Authority to the U.S. Department of Housing & Urban Development for the operation of Planters II and Section 8.

PLAN:

The 2018-2022 Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual Statement/Performance and Evaluation Report will be electronically submitted to the U.S. Department of HUD. A paper copy of the CFP Annual Statement/Performance and Evaluation Report and the 2018-2022 Capital Fund Program Five-Year Action Plan are available at the Leavenworth Housing Authority office.

The plan is standard HUD format. It makes no changes to the operation of either Planters II or the Section 8 (Housing Choice Voucher) programs. Plan approval and submission to the U.S. Department of Housing & Urban Development is required annually. We currently enjoy a favorable status for both programs.

The Leavenworth Housing Authority was declared a High Performer in FY 2017.

COMMISSION ACTION:

Motion to approve the plan (by adoption of resolution) and authorize its submission to HUD.

RESOLUTION NO. B-2206

BE IT RESOLVED BY THE LEAVENWORTH CITY COMMISSION ACTING AS THE LEAVENWORTH HOUSING AUTHORITY COMMISSION, CITY OF LEAVENWORTH, KANSAS, AS FOLLOWS:

Section 1. The Leavenworth City Commission is the legal Housing Authority for the City of Leavenworth, Kansas.

Section 2. The Leavenworth Housing Authority 2018-2022 Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual Statement/Performance and Evaluation Report, including all attachments and certifications are hereby approved and authorized for submission to the U.S. Department of Housing & Urban Development.

Section 3. Policies and procedures identified in the plan have been appropriately adopted by Resolution of the Leavenworth City Commission on file and available for public inspection in the Leavenworth Housing Authority Office, 200 Shawnee Street, Leavenworth, Kansas.

Section 4. This Resolution shall be effective from and after its passage as provided by law.

PASSED AND APPROVED this 11th day of September 2018.

Mark Preisinger, Mayor

[Seal]

ATTEST:

Carla K. Williamson, CMC, City Clerk



Criteria for Significant Amendment or Modification to the CFP 5-Year Action Plan

The following additions to the CFP 5-Year Action Plan shall constitute a significant amendment or modification: Demolition, disposition, homeownership, Capital Fund financing, conventional development or mixed-finance development.

Paul Keance

Name of Executive Director



Signature of Executive Director

6-21-18

Date

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 02/29/2016

Civil Rights Certification

Annual Certification and Board Resolution

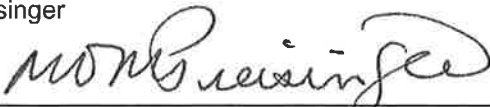
Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Leavenworth Housing Authority
PHA Name

KS068
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Mark Preisinger	Mayor
Signature 	Date <u>June 25, 2018</u>

**Capital Fund Program
(CFP) Amendment**

to the Annual Contributions Contract (ACC)
HUD-52840-A

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0075
(exp. 01/31/2021)

The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2577-0075. There is no personal information contained in this application. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when disclosure is not required. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

Whereas, Public Housing Authority (as identified in the attached Addendum) (herein called the "PHA") and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") have entered into Annual Contributions Contract(s) (ACC(s)) (HUD-53012), this CFP Amendment to the ACC(s) and the attached Addendum (collectively the Consolidated Annual Contributions Contract).

Whereas, HUD has agreed to provide CFP assistance, to the PHA in the amount specified in the attached Addendum for the purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised CFP Amendment with Addendum authorizing such additional amounts.

Now Therefore, this CFP Amendment with the attached Addendum amends the ACC(s) as follows:

1. This CFP Amendment with Addendum is a part of the ACC(s).
2. The PHA must carry out all development, capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in section 9(g)(2) of the Act.
3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five-Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.
4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization

scheduled will be made directly to a designated trustee within 3 days of the due date.

5. Unless otherwise provided, the 24-month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48-month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.
6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in development, capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.
7. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. However, the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing project(s) under the ACC(s), and provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.

8. The PHA has accepted all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement. In such case, the PHA shall only incur additional costs with HUD approval.

9. Implementation or use of funding assistance provided under this CFP Amendment is subject to any corrective action order(s) in effect.

10. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.

11. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall

follow such applicable statutory authorities and all applicable HUD regulations and requirements. For total conversion of public housing projects, the provisions of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing projects(s) under the ACC(s), and provided further that, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For partial conversion, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.

12. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12-month obligation and 24-month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24-month obligation and 48-month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must record the Declaration(s) of Trust within 60 days of the effective date or HUD will recapture the funds.

Field Office Name	PHA Name	PHA Code	Grant Number	Grant Amount	Effective Date
INDIANA STATE OFFICE	Columbus Housing Authority	IN058	IN36P05850118	\$317,693.00	5/29/2018
INDIANA STATE OFFICE	Knox County Housing Authority	IN067	IN36P06750118	\$136,352.00	5/29/2018
INDIANA STATE OFFICE	Fremont Housing Authority	IN085	IN36P08550118	\$61,985.00	5/29/2018
INDIANA STATE OFFICE	Housing Authority of the City of Rome City	IN089	IN36P08950118	\$86,797.00	5/29/2018
INDIANA STATE OFFICE	Greendale Housing Authority	IN090	IN36P09050118	\$68,229.00	5/29/2018
INDIANA STATE OFFICE	Housing Authority of the City of Peru	IN091	IN36P09150118	\$178,978.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Kansas City, KS Housing Authority	KS001	KS01P00150118	\$4,676,183.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Topeka Housing Authority	KS002	KS01P00250118	\$1,428,835.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Bird City Housing Authority	KS003	KS01P00350118	\$32,527.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Wichita Housing Authority	KS004	KS01P00450118	\$1,302,760.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Housing Authority of the City of Colby	KS005	KS01P00550118	\$188,728.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Dodge City Housing Authority	KS006	KS01P00650118	\$545,658.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Washington Housing Authority	KS007	KS01P00750118	\$73,348.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Holton Housing Authority	KS008	KS01P00850118	\$95,390.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Bonner Springs Housing Authority	KS009	KS01P00950118	\$67,426.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Seneca Housing Authority	KS010	KS01P01050118	\$103,760.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Horton Housing Authority	KS011	KS01P01150118	\$108,705.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Oberlin Housing Authority	KS012	KS01P01250118	\$42,997.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Hanover Housing Authority	KS013	KS01P01350118	\$24,625.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Linn Housing Authority	KS014	KS01P01450118	\$25,650.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	North Newton Housing Authority	KS015	KS01P01550118	\$76,628.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	South Hutchinson Housing Authority	KS016	KS01P01650118	\$217,453.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Atchison Housing Authority	KS017	KS01P01750118	\$349,881.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Anthony Housing Authority	KS018	KS01P01850118	\$70,137.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Beloit Housing Authority	KS019	KS01P01950118	\$57,570.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Osborne Housing Authority	KS020	KS01P02050118	\$61,873.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Oakley Housing Authority	KS021	KS01P02150118	\$71,426.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Atwood Housing Authority	KS022	KS01P02250118	\$35,347.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Kinsley Housing Authority	KS023	KS01P02350118	\$43,789.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Lyons Housing Authority	KS025	KS01P02550118	\$141,954.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Luray Housing Authority	KS026	KS01P02650118	\$15,035.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Russell Housing Authority	KS027	KS01P02750118	\$116,066.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Sterling Housing Authority	KS028	KS01P02850118	\$77,331.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Augusta Housing Authority	KS029	KS01P02950118	\$89,102.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Blue Rapids Housing Authority	KS030	KS01P03050118	\$30,510.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Marion Housing Authority	KS032	KS01P03250118	\$40,269.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Minneapolis Housing Authority	KS033	KS01P03350118	\$118,195.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Norton Housing Authority	KS034	KS01P03450118	\$54,478.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Phillipsburg Housing Authority	KS036	KS01P03650118	\$61,264.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Wellington Housing Authority	KS037	KS01P03750118	\$130,353.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Salina Housing Authority	KS038	KS01P03850118	\$289,147.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Paola Housing Authority	KS039	KS01P03950118	\$130,958.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Fort Scott Housing Authority	KS040	KS01P04050118	\$360,666.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Great Bend Housing Authority	KS041	KS01P04150118	\$120,498.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Wamego Housing Authority	KS042	KS01P04250118	\$47,838.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Olathe Housing Authority	KS043	KS01P04350118	\$204,175.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Parsons Housing Authority	KS044	KS01P04450118	\$197,748.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Galena Housing Authority	KS045	KS01P04550118	\$72,084.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Jetmore Housing Authority	KS047	KS01P04750118	\$29,183.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Iola Housing Authority	KS049	KS01P04950118	\$310,897.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Agra Housing Authority	KS050	KS01P05050118	\$20,474.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Gaylord Housing Authority	KS051	KS01P05150118	\$17,521.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Pleasanton Housing Authority	KS052	KS01P05250118	\$84,354.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Lawrence/Douglas County Housing Authority	KS053	KS01P05350118	\$826,502.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Sabetha Housing Authority	KS054	KS01P05450118	\$23,838.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Housing Authority of the City of Goodland	KS055	KS01P05550118	\$135,919.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Valley Falls Housing Authority	KS056	KS01P05650118	\$38,483.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Housing Authority of Medicine Lodge	KS057	KS01P05750118	\$57,463.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Ulysses Housing Authority	KS058	KS01P05850118	\$75,218.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Moundridge Housing Authority	KS059	KS01P05950118	\$84,860.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Waterville Housing Authority	KS060	KS01P06050118	\$24,435.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Humboldt Housing Authority	KS061	KS01P06150118	\$83,473.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Chanute Housing Authority	KS062	KS01P06250118	\$217,549.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Manhattan Housing Authority	KS063	KS01P06350118	\$392,125.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Lindsborg Housing Authority	KS065	KS01P06550118	\$111,882.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Sedgwick Housing Authority	KS066	KS01P06650118	\$27,883.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Leavenworth Housing Authority	KS068	KS01P06850118	\$139,790.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Neodesha Housing Authority	KS069	KS01P06950118	\$99,013.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Strong City Housing Authority	KS070	KS01P07050118	\$32,681.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Garden City Housing Authority	KS071	KS01P07150118	\$170,199.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Liberal Housing Authority	KS072	KS01P07250118	\$125,789.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	Newton Housing Authority	KS073	KS01P07350118	\$188,567.00	5/29/2018
KANSAS/MISSOURI STATE OFFICE	St. Francis Housing Authority	KS076	KS01P07650118	\$31,003.00	5/29/2018

Part I: Summary					
PHA Name: Leavenworth Housing Authority		Grant Type and Number Capital Fund Program Grant No. KS01P06850118 Replacement Housing Factor Grant No. Date of CFFP:		FFY of Grant: FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (Revision No:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20)(3)				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				

(1) To be completed for the Performance and Evaluation Report
 (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (3) PHAs with under 250 units in management may use 100% of CFP Grants for operations
 (4) RHF funds shall be include here

Part I: Summary					
PHA Name: Leavenworth Housing Authority		Grant Type and Number Capital Fund Program Grant No. KS01P06850118 Replacement Housing Factor Grant No. Date of CFFP:		FFY of Grant: FFY of Grant Approval:	
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (Revision No:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling equipment				
14	1480 General Capital Fund				
15	1485 Demolition				
16	1492 Moving to Work Demonstration				
17	1495.I Relocation Costs				
18a	1499 Development Activities (4)				
18ba	1501 Collateralization or Debt Service paid by the PHA				
19	9000 Collateralization or Debt Service paid via System of Direct Payment				
20	1502 Contingency (may not exceed 8% of line 20)				
21	Amount of Annual Grant: (sum of lines 2-20)				

(1) To be completed for the Performance and Evaluation Report
 (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (3) PHAs with under 250 units in management may use 100% of CFP Grants for operations
 (4) RHF funds shall be include here

Part I: Summary					
PHA Name: Leavenworth Housing Authority		Grant Type and Number Capital Fund Program Grant No. KS01P06850118 Replacement Housing Factor Grant No. Date of CFFP:		FFY of Grant: FFY of Grant Approval:	
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (Revision No:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of Executive Director	Date	Signature of Public Housing Director	Date
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(1) To be completed for the Performance and Evaluation Report
 (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (3) PHAs with under 250 units in management may use 100% of CFP Grants for operations
 (4) RHF funds shall be include here

Part II: Supporting Pages								
PHA Name: Leavenworth Housing Authority		Grant Type and Number Capital Fund Program Grant No. KS01P06850118 Replacement Housing Factor Grant No. CFPP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost ⁽²⁾		Status of Work
				Original	Revised ⁽¹⁾	Funds Obligated	Funds Expended	
KS068000001 - PLANTERS II	Replace Waste Stacks (Dwelling Unit-Interior (1480))			\$139,790.00				
	Total:			\$139,790.00				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Leavenworth Housing Authority					Federal FFY of Grant:
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ⁽¹⁾
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(1) Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part I: Summary						
PHA Name : Leavenworth Housing Authority		Locality (City/County & State)				
PHA Number: KS068		<input checked="" type="checkbox"/> Original 5-Year Plan		<input type="checkbox"/> Revised 5-Year Plan (Revision No:)		
A.	Development Number and Name	Work Statement for Year 1 2018	Work Statement for Year 2 2019	Work Statement for Year 3 2020	Work Statement for Year 4 2021	Work Statement for Year 5 2022
	PLANTERS II (KS068000001)	\$139,790.00	\$139,790.00	\$139,790.00	\$139,790.00	\$139,790.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 2577-0274
 07/31/2017

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2018		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$139,790.00
ID0001	Replace Waste Stacks(Dwelling Unit-Interior (1480)-Plumbing)	Replace 5 sets of waste stacks with PVC		\$139,790.00
1	Subtotal of Estimated Cost			\$139,790.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2019				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$139,790.00
ID0002	Replacc Waste Stacks(Dwelling Unit-Interior (1480)-Plumbing)	Replace 5 sets of waste stacks with PVC		\$139,790.00
	Subtotal of Estimated Cost			\$139,790.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2020		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$139,790.00
ID0003	Replace Drain Lines(Dwelling Unit-Interior (1480)-Plumbing)	Replace 6 stacks of kitchen and bathroom drain lines and vents with PVC.		\$139,790.00
	Subtotal of Estimated Cost			\$139,790.00


Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2021	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$139,790.00
ID0004	Replace Drain Lines(Dwelling Unit-Interior (1480)-Plumbing)	Replace 6 stacks of kitchen and bathroom drain lines and vents with PVC.		\$139,790.00
	Subtotal of Estimated Cost			\$139,790.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$139,790.00
ID0005	Replacc Generator(Non-Dwelling Construction - Mechanical (1480)-Generator)	upgrade generator system		\$139,790.00
	Subtotal of Estimated Cost			\$139,790.00

**POLICY REPORT NO. 18-35 - MSC
CONSIDER THE AWARD OF THE 2018/2019 SALT BID
PUBLIC WORKS DEPARTMENT**

September 11, 2018

Prepared by: 
Curtis Marks
MSC Superintendent

Reviewed by: 
Paul Kramer
City Manager


Michael G. McDonald P.E.
Public Works Director

ISSUE: Consider award of the 2018/2019 Salt Bid.

BACKGROUND: The procurement is for 800 tons of crushed deicing rock salt.

Leavenworth County advertised for salt bids for their needs. The bid specifications allowed the City of Leavenworth and other cities in the county to purchase salt at the bid price.

Leavenworth County's bid opening was held on August 29, 2018, and submissions are shown below. Staff expects that the County Commissioners will approve the low bidder in their meeting on the morning of September 11, 2018.

2018 Salt Bid Tabulation

Vendor	Bid Price	Bid Alternate
Hutchinson Salt Company	\$59.50	\$59.50
Independent Salt Company	\$53.68	\$53.68
Compass Minerals	No Bid	No Bid
Cargill, Inc.	No Bid	No Bid

STAFF RECOMMENDATION: Staff recommends that the City Commission approve the Leavenworth County bid for rock salt at \$53.68/ton for 800 tons, totaling \$42,944 with Independent Salt Company.

Mike McDonald

From: Lutgen, David <DLutgen@leavenworthcounty.org>
Sent: Wednesday, August 29, 2018 3:12 PM
To: Gene Myracle; kheskett@tonganoxie.org; Jeffrey Focht; Curtis Marks; Becky Beaver; Mike McDonald
Subject: Salt Bids

Bid results –

2018 Salt Bid Tabulation

Vendor	Bid Price	Bid Alternate
Hutchison Salt Company	\$59.50	\$59.50
Independent Salt Company	\$53.68	\$53.68
Compass Minerals	No Bid	No Bid
Cargill, Inc	No Bid	No Bid

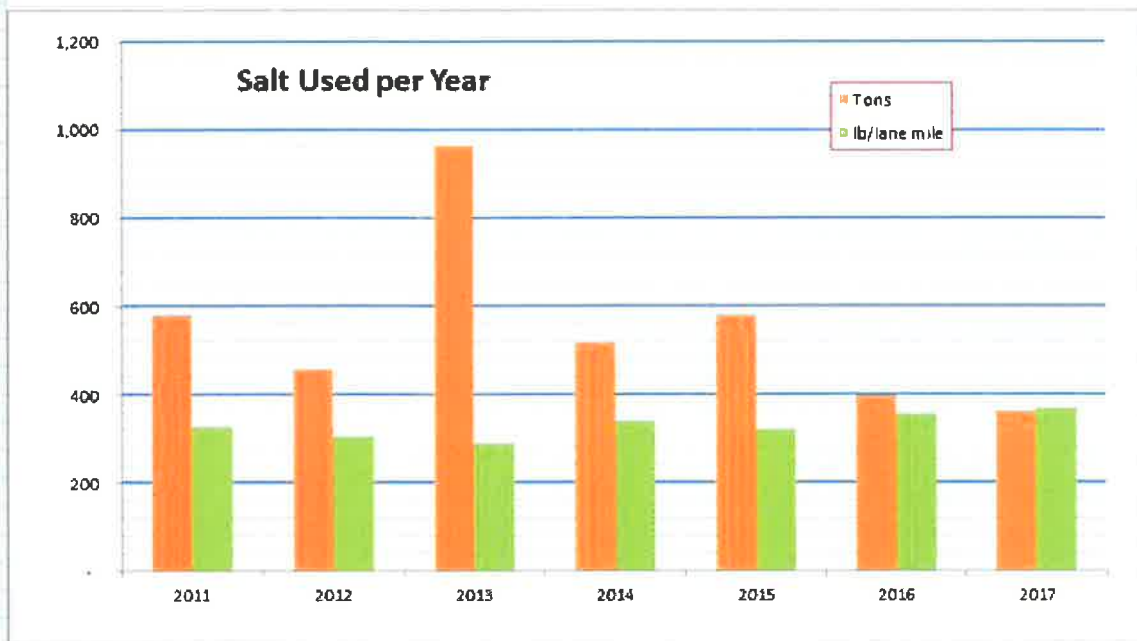
Thanks,

David Lutgen, P.E.
Director of Public Works/County Engineer
300 Walnut, Suite 007
Leavenworth KS 66048
913-684-0470

City of Leavenworth

February 25, 2017

Salt Used		
Year	Tons	lb/lane mile
2011	583	328
2012	457	305
2013	967	291
2014	520	342
2015	582	323
2016	398	356
2017	364	370



EXECUTIVE SESSION

DISCUSS PERSONNEL MATTERS OF NONELECTED PERSONNEL

SEPTEMBER 11, 2018

CITY COMMISSION ACTION:

Motion:

Move that the City Commission recess into executive session pursuant to the *nonelected personnel matters* exception per K.S.A. 75-4319 (b) (1), in order to discuss the City Manager contract renewal. The open meeting to resume in the City Commission Chambers at _____ by the clock in the City Commission Chambers. City Attorney David Waters is requested to be present during the Executive Session.