

**LINDSBORG CITY COUNCIL  
REVENUE NEUTRAL RATE HEARING  
Lindsborg City Hall  
September 18, 2023– 6:00 p.m.  
Meeting Minutes**

**MEMBERS PRESENT:** Mayor Clark Shultz, Kirsten Bruce, Blaine Heble, John Presley, Emile Gallant, Corey Peterson, Rebecca Van Der Wege

**MEMBERS ABSENT:** Tanner Corwin

**OTHERS PRESENT:** Kristi Northcutt, Roxie Sjogren, David Hay, Noah Flores, Chief Davis, Holly Lofton, Lauren Doak, Marcus Petty, Milton Collins

The hearing was opened at 6:00 p.m. by Mayor Clark Shultz.

**Public Comment:**

There was no public comment.

**Resolution 04-2023**

Councilmember John Presley moved to approve Resolution No. 04-2023 to exceed the Revenue Neutral Rate. Seconded by Councilmember Andrew Smith and passed 7-0 by roll call vote.

**ADJOURNMENT:**

**Kirsten Bruce moved to close the revenue neutral rate hearing. Seconded by Councilmember Andrew Smith and passed 7 -0 by voice vote. The hearing was closed at 6:08 p.m.**

Respectfully Submitted,  
Roxie Sjogren  
City Clerk

**LINDSBORG CITY COUNCIL**  
**Lindsborg City Hall**  
**September 18, 2023–6:30 p.m.**  
**Meeting Minutes**

**COUNCILMEMBERS PRESENT:** Mayor Clark Shultz, Corey Peterson, Blaine Heble, Kirsten Bruce, Andrew Smith, Rebecca Van Der Wege, Emile Gallant, John Presley

**COUNCILMEMBERS ABSENT:** Tanner Corwin

**OTHERS PRESENT:** Kristi Northcutt, Zach Strella, Roxie Sjogren, Marcus Petty, Chris Lindholm, Chief Davis, David Hay, Lauren Doak, Milton Collins, and from Hutton: Justin May, Josh Herrman, Jason Gillig

The meeting was called to order at 6:30 p.m. by Mayor Clark Shultz, followed by the pledge of allegiance.

**2024 Budget Hearing**

**Call to Open Hearing**

Mayor Shultz opened the budget hearing at 6:30 p.m.

**Public Input**

There was no public input.

**Adoption of Budget**

In May and July study sessions, City staff presented the preliminary 2024 budget drafts and outlined planned Capital Improvement Projects through 2028 to City Council. Based on feedback, revisions have been made to the budget and the final budget is now being presented to City Council for adoption.

The recommended budget is based on the following:

- The 2023 mill levy for Lindsborg was 55.912 mills, which generated \$1,597,211 in property tax revenue. The RNR mill levy from the McPherson County Clerk for the 2024 budget has been set at 52.003 to generate the same property tax revenue.
- The budget proposes that the mill levy for Lindsborg be set at 55.000 mills, which is lower than last year's mill levy by about 1 mill, but slightly above this year's RNR.

This budget comes to Council after several iterations and deep dives by staff to trim expenses where possible, anticipating that costs will continue to rise, and workforce challenges will continue.

The City's executive staff, with input from employees across the organization, developed the 2024 budget, which addresses the Council's project-based priorities. Staff have made every effort to reduce expenses even amidst rising costs and to invest in the City's people & places.

**Councilmember Blaine Heble moved to approve the City of Lindsborg 2024 operating budget as presented. Seconded by Councilmember John Presley and passed 7-0 by roll call vote.**

The budget hearing was closed at 6:36 p.m.

**PUBLIC INPUT:**

There was no public input.

**AMENDMENTS TO THE AGENDA:**

There were no amendments to the agenda.

## **MAYOR'S REPORT:**

Mayor Shultz shared that there will be a meeting on Thursday, September 21, 2023, at 4:30 p.m. at the Sundstrom Conference Center regarding Bethany College. The community can speak with President Mauch, Board Chair Cheryl Rasmussen, Board member Becky Anderson, and other members of the Executive Committee of the Bethany College Board of Directors. All are invited.

## **CONSENT AGENDA**

**Councilmember Kirsten Bruce moved to approve the Revenue Neutral Hearing minutes from September 5, 2023, and the minutes from the September 5, 2023, regular Council meeting, Payroll Ordinance 5449, and Purchase Order Ordinance 5450. Motion seconded by Councilmember Andrew Smith and passed 7-0 by roll call vote.**

## **APPOINTMENTS:**

There were no appointments.

## **COMMITTEE REPORTS:**

There were no committee reports.

## **OLD BUSINESS:**

There was no old business.

## **NEW BUSINESS:**

### **Public Safety Center Renovation Project**

One of the objectives of the city's Strategic Plan is to provide a "Safe & Healthy Community" with a goal of providing public safety services for all that maintain and exceed standards of excellence. Lindsborg's Public Safety Center at Lincoln & First Street was built in 1987, and no modernizing or large-scale improvements have been made to the facility since that time.

In Spring 2022, staff identified a need to improve both interior and exterior areas of the Public Safety Center buildings. Proposals were solicited from four firms; only Hutton responded. At the June 6, 2022, regular meeting, City Council approved Hutton to complete the space needs analysis, renderings, and budget for the project. On March 23, 2023, City Council approved a Design-Build agreement with Hutton and moved forward with Part 1 (Design/Engineering) at a cost of \$41,100 to commence the renovation project. Public Safety and Administrative staff have met regularly with Hutton to develop the design and fine tune the budget, and are on pace with the timeline:

- March 3, 2023: City Council Approved Part 1 Design/Engineering Agreement.
- April-June 2023: Design/engineering meetings
- Through Mid-August: Bidding and permitting process; confirm construction schedule.
- **Sept. 18, 2023: Present and GMP and Part 2 Build Agreement.**
- Nov. 1, 2023: Finalize move out and setup of temporary space; construction begins.
- By April 1, 2024: Completion and grand re-opening.

The total Guaranteed Maximum Price as presented in the Part 2 agreement is \$879,885.00. As part of the FY2023 Budget, which City Council passed in September 2022, \$200,000 was allocated for the first half of the project, with the second half to be budgeted in FY2024. More than the \$200,000 budgeted in FY2023 will be applied to the project, from projected sales tax revenue, interest earned, unbudgeted ½-cent sales tax revenue, remaining ARPA funds, and through the capital reserve. The 2024 Operating Budget has funds allocated in the amount of \$375,000, with sales tax revenue to supply additional funds, and staff has and will submit grant applications to reduce the pressure on the budget.

Staff feels confident that the project presented achieves all the desired outcomes to improve workspace efficiency, maximize safety, and ensure the wellbeing of our first responders within a project budget that does not place additional burden on taxpayers of the city.

**Councilmember Rebecca Van Der Wege moved to approve the Part 2 Build Agreement with Hutton at a Guaranteed Maximum Price of \$879,885.00 for the completion of the Public Safety Center Renovation Project. Seconded by Councilmember Emile Gallant and passed 7-0 by roll call vote.**

### **Streets Project**

#### **North Kansas Street Project**

The original bid for the repaving project of the 600-700 blocks of North Kansas Street from Pearson Construction was \$121,740.00. A motion was approved at the June 6, 2022, City Council meeting for a not-to-exceed price of up to \$135,000.00 to cover any unexpected issues that may be discovered regarding issues with the base. This project was supposed to happen last September; however, when Bethany College announced the Stadium Project was going to take place in 2023, the project was suspended until the stadium renovation work would be finished.

Because of the heavy equipment and how work was performed across North Kansas Street, the street has suffered a significant amount of additional damage. Because of this additional damage, the contractor worked up a new proposal to cover the additional work that will need to take place. This additional cost is \$17,648.00 over the original bid but only \$4,388.00 over the approved amount. Staff has been working with Weins & Co. to cover some of the additional cost of the repave because of the damage that was caused by their equipment and practices during construction. Staff is looking for a motion to cover the additional \$4,388.00 to cover the additional cost over what has been previously approved.

#### **South First Street Project**

City staff recommends another project, budgeted for FY2024, to repave of the 400/500 blocks of South First Street. This project was originally considered as a complete street replacement; however, the contractor has evaluated the condition of the street and recommends doing a 2" mill and overlay. This street sees a large volume of traffic traveling to the swimming pool, Riverside Park, and The Old Mill & Swedish Heritage Museum.

The quote for the mill and overlay of these two blocks was \$60,804.00.

**Councilmember Emile Gallant moved to approve an additional \$4,388.00 to Pearson Construction to cover the cost of the work needed to repair damage to North Kansas Street. Seconded by Councilmember Kirsten Bruce and passed 7-0 by roll call vote.**

**Councilmember Blaine Heble moved to approve a 2" mill and overlay of the 400/500 blocks of South First Street by Pearson Construction in the amount of \$60,804.00. Seconded by Councilmember Andrew Smith and passed 7-0 by roll call vote.**

#### **Viking Valley Shaded Picnic Structure**

There is \$15,000 budgeted in the Capital Improvement Plan to renovate and improve Viking Valley playground in 2023. Several items are going to be replaced and one item is going to be a new improvement.

This new improvement is a proposed picnic table with included shade. This completely new structure is constructed from steel and coated with a polyester powder coating. This should ensure durability and easy cleaning. It will be color coordinated with the playground.

This structure replaces an old bench that was in the center of the playground, but also adds a table and a shade structure. The old bench is no longer located in Viking Valley. Staff anticipates high usage due to lack of seating in all three combined amenities in Viking Valley.

- **Belson Outdoor** offered a unit at a cost of \$9,984.00.
- **Webstaurant Store** offered a unit at a cost of \$8,854.00.

**Councilmember Kirsten Bruce moved to approve the purchase of a pedestal picnic table with shade from Webstaurant Store for a cost of \$8,854.00. Seconded by Councilmember John Presley and passed 7-0 by roll call vote.**

### **Stage Rental Fee Structure**

On November 18, 2019, City Council considered approving a community stage that would be secured with David J. Nutt Grant funding with oversight by City staff. At that time, the cost to store the stage was \$120/month and the insurance was \$114/year (total, this was \$129.50/month or \$1,554/year). To offset these costs, City Council recommended a fee structure to offer the stage for rent to outside groups, as outlined below:

- Lindsborg based non-profits: \$500/day
- All other entities within McPherson/Saline Counties: \$950/day
- Entities based outside McPherson/Saline Counties: \$2,500/day

At the December 2, 2019, City Council approved the stage rental agreement and fee structure with future changes allowed administratively.

City Councilmember Rebecca Van Der Wege has requested that this item be brought back to City Council to reconsider the fee structure – to retain the fee for for-profit events and groups but to exempt Lindsborg-based verified 501(c)(3) nonprofits from paying the rental fee. All insurance requirements, application procedures, and deadlines would remain intact.

Local Lindsborg nonprofits who generally reserve the stage are Lindsborg at Work (Street Dance) and Hyllningsfest. With the removal of the fee, it is probable that more groups may reserve the stage for events such as Midsummer's, Jazz Walk, etc. It should be noted that increased use could lead to increased maintenance costs due to wear-and-tear, and increased demand on and risk to the committee that transports, sets up, and tears down the stage. City staff does not currently transport, set up, or tear down the stage and capacity to do so is extremely limited due to staffing and other responsibilities during events; this responsibility falls to volunteer committee members who have limited training and availability, and who assume the risks involved.

Currently, the cost to the City to store the stage is \$120/month and to insure it is \$212/year. Total, this is about \$138/month or \$1,656/year.

**Councilmember John Presley moved to approve a modification to the Stage Rental Agreement to exempt Lindsborg-based nonprofits from a rental fee. Seconded by Councilmember Kirsten Bruce and passed 7-0 by roll call vote.**

### **EXECUTIVE SESSION:**

There was no executive session.

### **ADJOURNMENT:**

**Councilmember Kirsten Bruce moved for adjournment, seconded by Councilmember Andrew Smith, and passed 7-0 by voice vote. The meeting was adjourned at 7:35 p.m.**

Respectfully Submitted,  
Roxie Sjogren, CMC  
City Clerk