

This is a business meeting of the governing body for the City of Herington. There is no implied or expressed right for persons outside the governing body to speak or voice their opinion unless specifically recognized by the chair.

**Regular Meeting
April 5, 2022
6:00 p.m.**

1. Pledge of Allegiance
2. Call to Order
3. Consider Minutes of the Regular City Commission Meeting on March 15, 2022
Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares
4. Public Forum
5. Additional Agenda Items
6. Approval of Agenda
Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares
7. Police Update
8. Sergeant Pinning of Brian Schantz
9. Detective Pinning of Allen Cottone
10. Fire Update
11. Neighborhood Enforcement Update
12. Discuss and Action Water Treatment Plant Change Order
Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

13. Discuss and Action on Planning Commission Recommendations on Revisions to Chapter 17 of the Zoning and Subdivision Regulations

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

14. Update on Father Padilla and North Park

15. Discuss and Action on Comprehensive Plan Slogan

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

16. UPTICC Grant Update

17. Arbor Day Proclamation

18. Update on Trapp Street CCLIP Project

19. Discuss and Action on City Insurance Policy Renewal for \$207,751

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

20. Discuss and Action on Code of Ethics

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

21. Discuss and Action on KDOT Grant to Replace HRU Airport Beacon Not to Exceed \$18,000

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

22. Discuss and Action on Abatement of Special Assessments of \$1,613 on 201 S 11th Street

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

23. Discuss and Action Ordinance 1859 - AMENDING THE CODE OF THE CITY OF HERINGTON, KANSAS, TO REPEAL AND REPLACE CHAPTER V, ARTICLE 6, SECTION 5-603 IN ITS ENTIRETY, REGULATING FIREWORKS IN THE CITY OF HERINGTON, KANSAS

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

24. Discuss and Action on Carol Riffel's Application for Reappointment to the Library Board Term to Expire 4/30/2026

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

25. Discuss and Action on Debbie Wendt's Application for Reappointment to the Library Board Term to Expire 4/30/2026

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

26. Discuss and Action on Cynthia Naylor's Application for Reappointment to the CVB Board Term to Expire 4/30/2023

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

27. City Manager Comments

28. Commissioner Comments

29. Adjourn

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

To join the City Commission meetings from your computer, tablet, or smartphone, go to
<https://www.youtube.com/channel/UCbvSBw6l4w85XQHSX0S1BXg> Public Forum Comments can be
dropped in the deposit box or emailed to cityoffice@cityofherington.com

Regular Meeting
March 15, 2022
6:00 p.m.

The Board of City Commissioners of the City of Herington, Kansas met at City Hall at 6:00 p.m. on the above date – the following being present: Mayor Eric Gares, Commissioner Vance Donahue, Commissioner Debi Urbanek via phone, Commissioner Robbin Bell, and Commissioner Ben Castleberry. Also in attendance were City Manager Branden Dross, City Attorney Brad Jantz, City Clerk Megan Lawrenz, Kyler Schlesener, David Kahle, DJ Neuberger, Cynthia Naylor, Janet Wade and Deana Lewis.

The meeting opened with the Pledge of Allegiance.

Mayor Gares called the meeting to order. Commissioner Donahue made a motion to approve the minutes from the regular commission meeting March 1, 2022, seconded by Commissioner Bell. Motion carried 5-0.

Public Forum – DJ Neuberger – 9 S 2nd – Roofing and Equipment License. Janet Wade – 602 E Arnold – Park/Priorities.

Additional Agenda Items – Move item 12 to 6a. Move Item 13 to item 11. Addition of 7a Discussion on temporary crosswalk painting and 14a Executive Session – Attorney Client Privilege – Litigation.

Commissioner Bell made a motion to approve the agenda with the additions, seconded by Mayor Gares. Motion carried 5-0.

Skid Loader – Kyler Schlesener spoke to the Commissioners about an option to trade in a skid loader to upgrade to a heavier duty one. Commissioner Bell made a motion to approve the purchase of a skid loader for \$30,000.00 and authorize the City Manager to sign, seconded by Commissioner Castleberry. Motion Carried 5-0.

Convention and Visitors Bureau Update – Cynthia Naylor provided the following updates for the CVB; Covid restricted what events could happen for the past couple of years, money not spent in previous years has been kept for more/bigger events this year. Ideas for this year's events include railroad days and a blue grass festival. The CVB received a grant from the Dickinson County EDC for \$705. A mural account was opened for upkeep on current murals and for adding murals in the future. The only event in 2021 was the fireworks. The hotel has changed hands. Other new event ideas are a craft show and Oktoberfest. Lighting at the Y has been budgeted. CVB is working with Corkie's group for the business sign at the intersection of 56 & 77. Working on updating their website. Updating the TVs around town, first month will be free to advertise then \$5/month. Working on a day trip guide. Although there is still some interest in the blue benches, the CVB will no longer be involved. CVB has talked about adding train statues around town. Have reorganized to combine the secretary and treasurer positions. CVB should have a full board after this meeting. Lights at the Y came to \$1233.06 and are installed. US Stone is donating stone for new signs that were damaged in the windstorm. Please contact the CVB with events for the TV's and radio.

Looking at getting electric vehicle charging stations to Herington. Meetings are the 3rd Friday of the month at 5:30 pm at the Chamber office.

7a. Discussion on Temporary Crosswalk Painting – Members of the community attended a mural workshop and would like to be able to implement temporary crosswalk art to welcome visitors and promote events in town.

CVB Application – Commissioner Bell made a motion to approve Janet Wade’s application for the CVB board to fill the unexpired term of Brandy Sensmeier term to expire 10/31/2023, seconded by Commissioner Donahue. Motion carried 5-0.

Ordinance 1859 – Mayor Gares made a motion to approve Ordinance 1859 – Roofing Licensure. Motion failed for lack of a second. Ordinance number 1959 will be unassigned.

Generator Repair & Maintenance – Commissioner Donahue made a motion to approve the generator repair and maintenance package for \$15,784.93 and authorize the City Manager to sign, seconded by Commissioner Bell. Motion carried 5-0.

Executive Session – Mayor Gares made a motion that the Herington City Commission recess into Executive Session, pursuant to the consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception K.S.A. 75-4319(b)(2) to discuss potential litigation, to include the following persons; Governing Body, City Manager, City Attorney, City Clerk and EMC Insurance Representatives with the open meeting to being at 7:20, seconded by Commissioner Donahue. Motion carried 5-0. The regular meeting resumed with no action taken.

Code of Ethics – Tabled for more review.

14a. Executive Session - Mayor Gares made a motion that the Herington City Commission recess into Executive Session, pursuant to the consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception K.S.A. 75-4319(b)(2) to discuss potential litigation, to include the following persons; Governing Body, City Manager, City Attorney, and Herington Housing Authority Representatives with the open meeting to being at 7:55, seconded by Commissioner Bell. Motion carried 5-0. The regular meeting resumed with no action taken.

Executive Session - Mayor Gares made a motion that the Herington City Commission recess into Executive Session, pursuant to the consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception K.S.A. 75-4319(b)(2) to discuss potential litigation, to include the following persons; Governing Body, City Manager, City Attorney with the open meeting to being at 8:20, seconded by Commissioner Bell. Motion carried 5-0. The regular meeting resumed with no action taken.

Executive Session - Mayor Gares made a motion that the Herington City Commission recess into Executive Session, pursuant to the consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception K.S.A. 75-4319(b)(2) to discuss potential litigation, to include the

following persons: Governing Body, City Manager, City Attorney with the open meeting to being at 8:30, seconded by Commissioner Bell. Motion carried 5-0. The regular meeting resumed with no action taken.

Governing Body Performance – The Commissioners responded to questions asked by Mayor Gares, “How are we governing?” and, “How can we improve?”

City Manager Comments – Pool repairs have been confirmed for April. Woodbine was receptive for rate increase but requested updated water levels. HWY 177 has been re-routed to HWY 77/HWY 56 until December or January. The Bridge on 8th Street needs to be reinspected. Staff has applied for a grant for work on the grandstand at Father Padilla Park. Megan will be out of the office the rest of the week for the City Clerk Spring Conference. Branden will be out Wednesday and Thursday. MacKenzie has turned in her notice, her last day will be April 25th. Megan will pick up court duties for now. Spoke with the pool director about expectations for this upcoming season. Branden is now a member of the Dickinson County EDC Board. There is a comp plan meeting on the 30th.

Commissioner Bell – Wanted to make sure the bathrooms were ready for the disc golf tournament. Wants to make sure the bridge at the park is fixed as well. Mentioned allowing kayaks on Father Padilla Pond. Asked that the potholes around town be addressed soon. Thanked the wrestling club and the gun show for their hard work.

Commissioner Castleberry – Asked about the Water Treatment Plant’s updated water scores. Branden had published the scores online. Asked about the status of the fountain at Father Padilla Pond, staff is still trying to get parts. Asked if the Commission or City Staff would be interested in separating the school from the rec commission and taking over the recreation activities.

Commissioner Urbanek – Nothing.

Commissioner Donahue – Said he received some residents feedback that their utility bills are about \$100 more than this time last year. Requested that we get the KDOL to inspect the pool house for a 2nd opinion.

Mayor Gares – Reminded the commissioners about brainstorming a vision and mission statement for the City.

Adjourn – Commissioner Donahue made a motion to adjourn, seconded by Commissioner Castleberry. Motion carried 5-0.

Megan Lawrenz, City Clerk

TECHNICAL MEMORANDUM



DRIGGS DESIGN GROUP, PA

Surveying Engineering Planning

MANHATTAN OFFICE

1115 Westport Drive
Manhattan, Kansas 66502

P: (785) 313-1346

E: bdriggs@driggsdesign.com

TO: Branden Dross -City Manager
CC: Jeff Shaw – APAC Kansas, Inc.
FROM: Buck Driggs, PE
DATE: March 21, 2022
RE: CO #7 – Additional Meters & Ozone Wiring

The following provides information for the items contained within this change order associated with the construction of the Herington Water Treatment Plant Improvement Project. Addition information pertaining to these items of work is provided as an attachment to this technical memorandum.

Item #1 – Recycle Meter Addition

This installation of a recycle meter was not part of the original design of the water treatment plant improvement project. This additional recycle meter was requested by City and desired by KDHE to assist in monitoring the amount of water that was being discharged from the plant to the settling basins and then diverted back through the water treatment plant for re-use.

Project Increase - \$4,897.99

Item #2 – Install Effluent Meter & Manhole

This was originally designed and showed within the KDHE Approved plans. However, during the bidding process, Addendum #3 was issued that eliminated this meter from the project and the from the contractors submitted bid. It was originally thought that this was a domestic water meter that metered the water that was being used by the Water Treatment Plant. However, that was not the case. This much larger water meter was used to track the amount of water that was leaving the water treatment plant and being pumped to the water tower. This new water meter is required by KDHE to track the water usage by the City of Herington.

Included in this price includes the installation of a 6-inch water meter and a new 48" manhole to house the water meter setting.

Project Increase - \$17,080.93

Item #3 – Ozone Control Wiring Modifications

As was indicated previously, there was no pilot testing that was completed as part of the design process due to the impacts of COVID. In addition, ozone equipment has been added to the project by Pureflow that was beyond what was originally planned for the project. As a result, additional conduit and control wiring was required in excess to what was shown in the plans. Per the contractors change order request, this contributed to an additional 105 new conduit runs.

Project Increase - \$ 13,965.00

Item #4 Turbidity Meter

A Turbidity Meter was added to the project per a requirement set forth by KDHE. The original plans provided and turbidity meter on the effluent side of each Westech Filter Unit. However, during construction KDHE is requiring an additional turbidity meter be installed that regulates the combined turbidity of both Westech Units. The new turbidity meter will be connected into the Westech Control Program and routed to the central SCADA System.

Project Increase - \$ 16,176.52

TOTAL PROJECT INCREASE FOR PROPOSED CHANGE ORDER = \$ 52,120.44

TOTAL PROJECT CHANGE ORDER RECAP		
Change Order #	Change Order Description	Amount
Change Order #1	Clear Well Piping Modifications	23,445.06
Change Order #2	Ozone Pressure Tank	\$56,173.24
Change Order #3	Misc. Site Revisions	\$ 1,820.04
Change Order #4	Ozone Room Revisions	\$ 28,097.38
Change Order #5	Pump Seal & Shaft Replacement	\$15,500.00
Change Order #6	Misc. Plant Items	\$ 20,149.92
Change Order #7	Additional Meters & Ozone Wiring	52,120.44
	Total Change Orders	197,306.08
	Contract Amount	3,529,724.64
	Change Orders as % of Contract	5.6%

Date of Issuance: - Effective Date: 3/30/2022
 Owner: City of Herington KS Owner's Contract No.: N/A
 Contractor: - APAC - Kansas Inc Contractor's Project No.: N/A
 Engineer: Driggs Design Group, PA Engineer's Project No.: N/A
 Project: Herington Water Treatment Plant Improvements Contract Name: Water Treatment Plant Improvements

The Contract is modified as follows upon execution of this Change Order:

(SEE ATTACHED INFORMATION)

Attachments: *Driggs Design Group, PA - Technical Memorandum*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 3,384,539.00</u>	Original Contract Times: Substantial Completion: <u>August 1, 2021</u> Ready for Final Payment: <u>October 15, 2021</u> days or dates
Increase from previously approved Change Orders No. <u>0</u> to No. <u>6</u> : <u>\$ 145,185.64</u>	No Increase from previously approved Change Orders No. to No. : <u>0</u> <u>0</u> Substantial Completion: <u>August 1, 2021</u> Ready for Final Payment: <u>October 15, 2021</u> days
Contract Price prior to this Change Order: <u>\$ 3,529,724.64</u>	Contract Times prior to this Change Order: Substantial Completion: <u>August 1, 2021</u> Ready for Final Payment: <u>October 15, 2021</u> days or dates
Increase of this Change Order: <u>\$ 52,120.44</u>	No Increase of this Change Order: Substantial Completion: <u>August 1, 2021</u> Ready for Final Payment: <u>October 15, 2021</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 3,581,845.08</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>August 1, 2021</u> Ready for Final Payment: <u>October 15, 2021</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u></u>	By: _____	By: _____
Title: <u>Project Manager</u>	Title: <u>Owner (Authorized Signature)</u>	Title: <u>Contractor (Authorized Signature)</u>
Date: <u>3/31/2021</u>	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
 Title: _____

ARTICLE 17

SUPPLEMENTAL DISTRICT REGULATIONS

Sections:

- 17-1. Floodplain Regulations**
- 17-2. Height Regulations**
- 17-3. Lots with Double Frontage**
- 17-4. Accessory Structures/Storage Containers**
- 17-5. Temporary Uses Permitted**
- 17-6. Home Occupations**
- 17-7. Antennas and Satellite Dish Antennas**
- 17-8. Fences**
- 17-9. Planned Unit Development**
- 17-10 Swimming Pools**

Section 17-1. Floodplain Regulations

- 17-101** There is hereby adopted and incorporated by reference, for the purpose of establishing rules and regulations to protect individuals and property from flood hazards or flooding, the City of Herington Floodplain Zoning Regulations, such regulations being made a part of these zoning regulations as if they had been set out in full herein. No fewer than three copies of the City of Herington Floodplain Zoning Regulations shall be marked or stamped "Official Copy as Incorporated by the Zoning Regulations of City of Herington," and shall be filed with the city clerk to be open to inspection and available to the public at all reasonable hours of business.

Section 17-2. Height Regulations

- 17-201** Chimneys, cooling towers, elevator headhouses, fire towers, grain elevators, monuments, stacks, stage towers, or scenery lofts, tanks, water towers, ornamental towers, and spires, church steeples, radio and television towers or necessary mechanical appurtenances, usually required to be placed above the roof level and not intended for human occupancy, are not subject to the height limitations contained in the District Regulations.

Section 17-3. Lots, Setback Exceptions

- 17-301** Where lots have a double frontage, the required front yard shall be provided on both streets.
- 17-302** Where the majority of the developed lots of a single block face have principal structures not meeting minimum front-yard setbacks, any new construction of or addition to a principal structure may have a front yard setback of not less than the average setback of all other principal structures upon that block face.

Section 17-4. Accessory Structures/Storage Containers

- 17-401** No accessory structure shall be erected in any required front yard, and no detached accessory structure shall be erected closer than five feet to any other structure or property line. Accessory structures may be located in the rear yard, but shall not be closer than five feet to the rear lot line and shall not be closer to the side lot line than the required side yard setback of the district, except that if the structure has a vehicular alley entrance, the sum of the width of the alley and the setback of the structure shall not be less than 25 feet. No accessory structure shall have a total square footage that exceeds 50% of the square footage of the ground floor of the principal building.
- 17-402** Metal shipping containers used for storage will be permitted in business and industrial districts. For purposes of these zoning regulations, metal shipping containers will be defined as storage containers and will be regulated as follows:
- (a) No storage container shall be installed in any required front or side yard, and no storage container shall be installed closer than five feet to any other structure or property line. Accessory structures may be located in the rear yard, but shall not be closer than five feet to the rear lot line and shall not be closer to the side lot line than the required side yard setback of the district, except that if the structure has a vehicular alley entrance, the sum of the width of the alley and the setback of the structure shall not be less than 25 feet. No accessory structure shall have a total square footage that exceeds 50% of the square footage of the ground floor of the principal building.
 - (b) A concrete or rock pad must be provided for placement of the storage container.
 - (c) No stacking of storage containers will be allowed, any such container shall not exceed a maximum height of ten (10) feet.
 - (d) If the storage container is visible from a residential district, privacy fencing of a solid nature, no less than 8 feet in height must be installed.
 - (e) Storage of hazardous materials is expressly prohibited.
 - (f) Storage containers are prohibited from use in all residential areas.

Section 17-5. Temporary Uses Permitted

- 17-501** Christmas Tree Sales: Christmas tree sales in any business or industrial district for a period not to exceed 60 days. Display of Christmas trees need not comply with the yard and setback requirements of these regulations provided that no trees shall be displayed within 30 feet of the intersection of the curb line of any two streets.
- 17-502** Contractors Office: Contractors office and equipment sheds (containing no sleeping or cooking accommodations) accessory to a construction project and continuing only during the duration of such project or for 12 consecutive months, whichever is the shorter period of time.

17-503 Real Estate Offices: Real estate office (containing no sleeping or cooking accommodations unless located in a model dwelling unit) incidental to a new housing development to continue only until the sale or lease of all dwelling units in the development.

17-504 Seasonal Sales: Seasonal sale of farm produce grown on the premises, in a (A) District. Structures incidental to such sale need not comply with the applicable front yard requirements if the structures are removed or moved back of the required front yard setback line at the end of the season during which they are used.

17-505 Carnivals and Circuses: A carnival or circus, but only in an A, B-3, B-4, 1-1, 1-2 District, and then only for a period that does not exceed two weeks. Such use need not comply with the front yard requirements, provided that structures or equipment which might block the view of operators of motor vehicles on the public streets shall conform to the requirements of the sight triangle as defined by these regulations.

17-506 Other temporary uses are permitted in accordance with the Temporary Uses Permitted (Section 17-5), which the Zoning Administrator determines to be the closest comparable permitted temporary use. In the event that, in the opinion of the Zoning Administrator, there is not a comparable temporary use, the temporary use shall be treated as a conditional use.

Section 17-6. Home Occupations

17-601 Home Occupations:

- a. The intent of this section is to allow home occupations, provided that they do not detract from the residential character of a neighborhood and will not cause excessive traffic, noise, nuisance or hazards to safety. It is also the intent of this section to allow only those home occupations as specifically provided for in section ~~187~~-602 below.

17-602 Restrictions and Limitations:

- 1. No commodities shall be displayed or sold on the premises except that which is produced on the premises.
- 2. No outdoor storage of materials or equipment used in the home occupation shall be permitted.
- 3. No alteration of the exterior of the principal residential structure shall be made which changes the character thereof as a residence.
- 4. ~~————~~ No sign shall ~~be permitted unless required by state law and, if so~~

~~4. _____ required, shall not exceed two-six~~ square feet in area, ~~shall not be illuminated and~~ shall be placed flat against the main wall of the structure, or free standing with upward illumination. Illumination is only allowed on the dimensions of the sign.

5. No person shall be engaged or employed in a home occupation that is not a resident of the dwelling unit.
6. No home occupation can create a nuisance due to noise, electrical or radio wave interference, or odors, nor can any home occupation utilize materials that are hazardous or explosive.
7. No more than 25 percent of the area of one story of a single-family dwelling, nor more than 20 percent of the area of any other dwelling unit, shall be devoted to the home occupation, provided, however, that rooms let to roomers are not subject to this limitation.
8. The home occupation shall be conducted entirely within the principal residential building or an accessory building on the property.

17-603

Particular Home Occupations Permitted: Customary home occupations include, but are not limited to, the following list of occupations, provided, however, that each listed occupation is subject to the requirements of Section 17-602 above:

1. Art, dancing, and music schools provided that instruction is limited to five pupil at one time;
2. Professional offices for architects, engineers, planners, lawyers, accountants, bookkeepers, and similar professions;
3. Offices for realtors, insurance agents, brokers, sales representatives, and manufacturing representatives when no exchange of tangible goods is made on the premises;
4. Barber and beauty services;
5. Watch, clock, and jewelry repair services;
6. Radio, television, photograph, recorder, and small appliance repair services;
7. Day care homes caring for children unrelated to the resident, provided that the number of unrelated children on the premises shall not exceed the maximum set by law, and further provided that such homes shall have enclosed all yard areas that are *devoted* to such use;
8. Home crafts and hobbies such as model making, rug weaving, lapidary work, cabinet making, etc., provided that no machinery or equipment shall be used or employed other than that which would

customarily be found in the home, including machinery or equipment that would customarily be employed in connection with a hobby or a vocation not conducted for gain or profit;

9. Tailoring, alterations, and seamstresses;
10. Sharpening services;
11. Bed-and-breakfast lodging; and

12. Ministers, rabbis and priests;

12-13. Or any other retail sales associated with permitted use.

Formatted: Font: 10.5 pt

Formatted: Left, Indent: Left: 2.22", Hanging: 0.5", No bullets or numbering, Tab stops: Not at 2.68" + 2.68"

Section 17-7. Antenna and Satellite Dish Antenna

17-701 The purpose and intent of the following regulations on antennas is to build, preserve and enhance such community values as the general appearance of neighborhoods, particularly those of residential character. In addition, the regulations are designed to preserve property values, prevent property damage, promote the health, safety and general welfare of all jurisdiction residents and property owners and to protect the legal rights of residents and property owners who reside and own property in areas where antennas are constructed.

17-702 Antennas and satellite dish antennas may be constructed as an accessory use in all zoning districts provided the development standards of this section are met. Each lot may have one antenna and one satellite dish placed within its boundaries as a matter of right. Additional antennas and satellite dish antennas may be allowed as a Conditional Use under these regulations.

17-702

The following development standards shall be applied to the placement and construction of all antennas and satellite ground antennas:

- a. Television and radio receiving antennas shall not exceed 60 feet in height and shall be located at a distance inside the nearest property line of the lot at least equal to one third its height.
- b. Ground satellite antennas shall not exceed 10 feet in diameter nor 13 feet in height from the natural ground level. Ground satellite antennas shall be ground mounted and securely attached to a concrete pad.
- c. Ground satellite antennas shall not be placed in a front or side yard and shall not be located closer to any lot line than the distances provided as yard requirements in the zoning district in which the property is located.
- d. Roof mounted satellite antennas shall not exceed four feet in diameter.
- e. Larger satellite and roof mounted antennas may be permitted in non-residential zoning districts, provided the larger antennas are approved as a Conditional Use under these regulations.

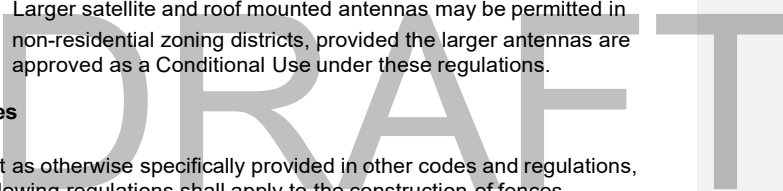
Section 17-8. Fences

17-801

Except as otherwise specifically provided in other codes and regulations, the following regulations shall apply to the construction of fences.

- 1. No fence shall be constructed which will constitute a traffic hazard.
- 2. No fence shall be constructed of such materials, or in such a manner or be of such design as to be hazardous or dangerous to persons or animals.
- 3. The building line is considered the point of the entry door,
- 4. No fence shall exceed 50/50 see-through at the beginning of the front yard.
- 2-5. Tapers in the fence shall not exceed eight (8) feet in length.
- 3-6. No person shall erect or maintain any fence which will materially damage the adjacent property by obstructing the view of an intersection or driveway, shutting out the sunlight or hindering ventilation or which fence shall adversely affect the public health, safety and welfare.
- 4-7. The maximum height for fences shall be as follows:

Fences erected after (the date of adoption of this ordinance) shall



Formatted: Character scale: 100%

Formatted: Font: 10.5 pt

Formatted: Left, Indent: Left: 2.22", Hanging: 0.5", Right: 0", Line spacing: single, No bullets or numbering, Tab stops: Not at 2.7" + 2.7"

Formatted: Character scale: 100%

Formatted: Font: 10.5 pt

Formatted: Left, Indent: Left: 2.22", Hanging: 0.5", Right: 0", Line spacing: single, No bullets or numbering, Tab stops: Not at 2.7" + 2.7"

Formatted: Font: 10.5 pt

Formatted: Left, Indent: Left: 2.22", Hanging: 0.5", Right: 0", Line spacing: single, No bullets or numbering, Tab stops: Not at 2.7" + 2.7"

not exceed four (4) feet in height in front yard and street yards and not to exceed ~~eight six and a half (6.58)~~ feet in height in the side yard and rear yards. For corner lots, six and a half (6.5) feet privacy fences should begin at rear yard on side streets For purpose of this ordinance, a fence shall be considered in the front yard at any point in front of the building line of the house.

Commercial	10 feet
Industrial	10 feet
Schools	no limit
Public	no limit

DRAFT

5-8. No fence shall be constructed without first obtaining a fence permit.

9. The owner and/or the occupant of real property upon which there is a swimming pool

6-10. having a depth of two feet or greater shall construct and maintain a security fence of not less than four feet or otherwise properly secure and restrict access to such pool in a manner approved by the Zoning Administrator.

Formatted: Character scale: 100%

Formatted: Font: 10.5 pt

Formatted: Left, Indent: Left: 2.22", Hanging: 0.5", Right: 0", Line spacing: single, No bullets or numbering, Tab stops: Not at 2.66" + 2.66"

Formatted: Font: 10.5 pt

DRAFT

Section 17-9 Planned Unit

Development 17-901

Objective

The objective of Planned Unit Development (PUD) is not simply to allow exceptions to otherwise applicable regulations. It is instead to encourage a higher level of design and amenity than it is possible to achieve under the usual land development requirements. It is accordingly the intent of the City to suspend the application of detailed zoning and subdivision standards as provided herein only where such special amenity is achieved. In this way the City may grant the creative developer a desirable flexibility and at the same time not only protect, but to enhance the welfare of the residents and other users of a development as well as the rest of the community.

The provisions of this section are intended for special situations in which:

1. adequate space, light, air, and other objectives of this Ordinance relating to the public health, safety, and welfare can be achieved without the literal application of the detailed zoning and subdivision requirements otherwise applicable, and
2. special amenities and benefits to the community beyond those required by this and other City ordinances can be achieved by allowing more flexible design than is otherwise permitted by such requirements.

These objectives can be achieved where an area of land is planned for development as an integrated unit, and where its design is subject to more detailed review and approval by the City than is normally required.

In recommending approval or conditional approval of a General Site Plan for an SD District Development (including Development Control Regulations associated therewith) or a Preliminary or Final Plan for a Planned Unit Development (PUD), the Plan Commission shall transmit to the City ~~Council-Commission~~ written findings of fact that the application meets all of the criteria below or will meet them when the Commission's conditions are complied with. The City ~~Council-Commission~~ shall, in granting approval or conditional approval, also find that all of the following criteria are met or will be met when the conditions to which the approval is made subject are complied

with:

17-902: Approval Criteria for Planned Unit Developments

1. Superior Design: The PUD represents a more creative approach to the unified planning of development and incorporates a higher standard of integrated design and amenity than could be achieved under otherwise applicable zoning district and subdivision regulations, and solely on this basis modifications to the use and design standards established by such regulations are warranted.
2. Meets PUD Requirements: The PUD meets the requirements for Planned Unit Developments set forth in this Ordinance, and no modifications to the use and design standards otherwise applicable are allowed other than those permitted herein.
3. Consistent with City Plan: The PUD is generally consistent with the objectives of the City Comprehensive Plan as viewed in light of any changed conditions since its adoption.
4. Public Welfare: The PUD will not be detrimental to the public health, safety, morals, or general welfare.
5. Compatible with Environs: Neither the PUD nor any portion thereof will be injurious to the use and enjoyment of other properties in its vicinity, seriously impair property values or environmental quality in the neighborhood, nor impede the orderly development of surrounding property.
6. Natural Features: The design of the PUD is as consistent as practical with the preservation of natural features of the site such as flood plains, wooded areas, steep slopes, natural drainage ways, or other areas of sensitive or valuable environmental character.
7. Circulation: Streets, sidewalks, pedestrian ways, bicycle paths, off-street parking, and off-street loading as appropriate to the planned land uses are provided. They are adequate in location, size, capacity, and design to ensure safe and efficient circulation of automobiles, trucks, bicycles, pedestrians, fire trucks, garbage trucks, and snow plows as appropriate without blocking traffic, creating unnecessary pedestrian-vehicular conflict, creating unnecessary through traffic within the PUD, or unduly interfering with the safety or capacity of adjacent streets.
8. Open Space and Landscaping: The quality and quantity of public and common open spaces and landscaping

provided are consistent with the higher standards of design and amenity required of a PUD. The size, shape, and location of a substantial portion of total public and common open space provided in residential areas render it useable for recreation purposes. Open space between all buildings is adequate to allow for light and air, access by fire fighting equipment, and for privacy where walls have windows, terraces, or adjacent patios. Open space along the perimeter of the development is sufficient to protect existing and permitted future uses of adjacent property from adverse effects from the development:

9. Covenants: Where individual parcels are to be later sold, adequate provision has been made in the form of deed restrictions, homeowners or condominium associations, or the like for:
 - a. the preservation and maintenance of any open spaces, thoroughfares, utilities, water retention or detention areas, and other common elements not to be dedicated to the City or another public body
 - b. such control of the use and exterior design of individual structures, if any, as is necessary for continuing conformance to the PUD Plan, such provision to be binding on all future ownership.
10. Public Services: The land uses, intensities, and phasing of the PUD are consistent with the anticipated ability of the City, the school districts, and other public bodies to provide and economically support police and fire protection, water supply, sewage disposal, schools, and other public facilities and services without placing undue burden on existing residents and businesses.
11. Phasing: Each development phase of the PUD can, together with any phases that preceded it, exist as an independent unit that meets all of the foregoing criteria and all other applicable regulations herein even if no subsequent phase should ever be completed. The provision and improvement of public or common area improvements, open spaces, and amenities--or the provision of financial sureties guaranteeing their improvement--is phased generally proportionate to the phasing of the number of dwelling units or amount of non-residential floor area.

17-10 Swimming Pools

17-1001 Restrictions and Limitations

1. Swimming pools with a depth of 2 feet or greater shall not be erected nearer to the side and rear lot lines than the standard setback requirements for the zoning district.
2. No swimming pool will be permitted forward of the front line of the house. Corner lots are considered double frontage.
3. No swimming pool, deck/lounge area, or walkway associated with the swimming pool shall be located under power lines.
4. ~~All above ground/grade pools with a depth of two (2) feet or greater having a retractable or removable ladder, shall retract or remove said ladder when pool is not being attended.~~ All gates shall be securely locked with a key, combination or other proof lock sufficient to prevent access to the swimming pool through such gate when the swimming pool is not in use or supervised.
5. Gates installed for access to the property or pool area shall be equipped with a closing and latching device to protect against uncontrolled access to the property.
6. Failure to maintain fences, failure to have gates ~~closed~~ locked, or failure to either remove or retract the ladder access to the pool shall constitute a violation of the Zoning Ordinance and therefore be subject to the penalties contained herein.
7. Any structure erected in connection with a swimming pool or a swimming pool constructed below ground/grade level shall require a building permit and conform to all adopted building code standards.
8. The owner and/or the occupant of real ~~property upon~~ property upon which there is a swimming pool having a depth of two feet or greater shall construct and maintain a security fence of not less than four feet or otherwise properly secure and restrict access to such pool in a manner approved by the Zoning Administrator.



THE CITY OF HERINGTON

P.O. Box 31 • 17 North Broadway • Herington, KS 67449

Telephone: (785) 258-2271

FAX: (785) 258-3552

PROCLAMATION

WHEREAS, Arbor Day should mean more than a simple designation of time and place. It should carry with it a desire and a purpose to add beauty and a home-like appearance to the landscape by planting and taking care of trees, which constitute one of the greatest achievements of nature; and

WHEREAS, a landscape devoid of trees offers no haven for the traveler or those seeking rest and repose. When hardy settlers came to Herington in the pioneer days, they were lured along streams and valleys where trees provided a welcome shade. As families came, trees followed until the treeless plains took on a new beauty; and

WHEREAS, trees are essential to life. Without them, the surface of the earth would be bare and drab, and mankind would not enjoy the comforts of beauty and peace. In planting and taking care of a tree, you are making an invaluable contribution to the lives of future generations.

NOW, THEREFORE, I, Eric Gares, Mayor of the City of Herington, Kansas do hereby proclaim April 29, 2022 as

ARBOR DAY

In Herington and urge that it be made a special occasion by the people of the City of Herington for planting trees and shrubs and encouraging continued maintenance thereof, thus making our community a better place in which to live.

DONE in the City of Herington, Kansas on this 5th day of April 2022.

Eric Gares, Mayor

ATTEST:

Megan Lawrenz, City Clerk



Meeting Date March 22nd, 2022

Insurance Renewal April 1st, 2022

Attendees: Branden Dross/Megan Lawrenz

History:

Servicing Agent for 16 years

Been with 8 City Managers/Interims

2016 Building Valuations and City Inspection

2019 Complete Inventory of Departments with Department Heads

2019 Partnered with Smart Insurance, Gained Strength and Longevity

2019 Saved City \$19,803

2021 Added Earthquake Coverage and The Sludge Press

2021 Updated City, Airport, Hilltop, Police Inventory (still waiting on Fire Department)

2022 Updated Building Values

DRAFT

Dividends paid out: KMU Safety Dividend through EMC

20-21: \$24,646.56

18-19: \$26,357.11

17-18: \$20,780.64

16-17: \$19,460.19

EMC:

Financially Stable Company

Over 100 years Success

Rated 5 Stars

Specialized in Municipalities

Attorney Direct Program

Loss Control Services

Client Portal Access – www.emcins.com (Policy Holder Access)

Experienced Claims Service

Smart Insurance:

Abilene Office Founded in 1981

Herington Office Founded in 1940

Experienced, Knowledgeable, Professional Agents and Staff

Over 100 years Combined Experience and Expertise

3 Locations – Abilene, Herington and Salina

Thrive to Provide Quality Service

24/7 Availability

Care about our Clients and Customers

Re-invest into the Community

Provide Jobs and Benefits in Community

Donate and Volunteer in Community

Live and Shop in Community

Provide Longevity in Community

DRAFT

Timeline of Insurance Events:

US Alliance (Group Life) - January

EMC (City Policy) - April

West Bend (Swim Team) – June

Nason (Airport Liability) – June

Audit – May/June

Bonds – All Year

Action Items Today:

Policy Review

Update Drivers List

Inland Marine Update- Fire Department Inventory

EMC Valuation at 5th Street New Building



CLIENT: 104099

INSURANCE INVOICE #: 3886

P.O. Box 697
Abilene KS 67410
785-263-1920

www.smart-ins.com

City of Herington
P.O. Box 31
Herington KS 67449

TO MAKE A PAYMENT ONLINE, VISIT
SMARTINSURANCE.EPAYPOLICY.COM

THANK YOU FOR YOUR BUSINESS!

INVOICE AMOUNT: 207,751.00

3/22/2022 15

DATE DUE	TRANSACTION INFORMATION		AMOUNT
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8A48264 COMM. PROPERTY 04/01/2022 THRU 04/01/2023	95,527.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8C48264 COMM IN MARINE 04/01/2022 THRU 04/01/2023	17,450.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8D48264 GENERAL LIAB 04/01/2022 THRU 04/01/2023	9,621.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8E48264 BUSINESS AUTO 04/01/2022 THRU 04/01/2023	19,120.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8G48264 COMP PERS LIAB 04/01/2022 THRU 04/01/2023	3,243.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8H48264 WORKERS COMP 04/01/2022 THRU 04/01/2023	38,695.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8J48264 COMM UMBRELLA 04/01/2022 THRU 04/01/2023	12,995.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8K48264 ERROR/OMISSION 04/01/2022 THRU 04/01/2023	10,150.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8Q48264 COMM CYBER 04/01/2022 THRU 04/01/2023	660.00
04/01/2022	RENEWAL POLICY EMC	EFFECTIVE: 04/01/2022 8F48264 CRIME & BURG 04/01/2022 THRU 04/01/2023	290.00
INVOICE AMOUNT			207,751.00

DRAFT

Quote Option Overview

CITY OF HERINGTON | 04/01/22



Option 002: \$207,751

Ref# X526984-002

renewal quote prop values amende

A - Commercial Property

Premium	\$95,527		
Deductible Range	47 bldg @ \$1,000		
	12 bldg @ \$5,000		
Extension Endorsement	Not Applicable		
Unreported Buildings	\$50,000 included		
Unique Forms	Comparison Unavailable		

C - Commercial Inland Marine

Premium	\$17,450		
Class Description	CAMERAS-COMM-EXCL MOTION PICT.		
	VALUABLE PAPERS AND RECORDS		
	SCHEDULED PROPERTY FLOATER		
	ACCOUNTS RECEIVABLE-NON-REPRTG		
	CONTRACTORS EQUIP-SPECIAL		
	CONTR EQUIP-LEASED FROM OTHERS		
	E. D. P.-SCHEDULED		
	SCHEDULED PROPERTY FLOATER		
Unique Forms	Comparison Unavailable		

D - General Liability

Premium	\$9,621		
Occurrence Limit	\$1,000,000		
Aggregate Limit	\$2,000,000		
Medical Limit	\$10,000		
Damage to Premises	\$500,000		
EPLI	Not Applicable		
Extension Endorsement	Elite Extension Endorsement		
Unique Forms	Comparison Unavailable		

E - Business Auto

Premium	\$19,120		
Liability Limit	\$1,000,000		
Medical Payments	\$2,000		
Special Auto Comp	Deductible Varies		
Special Auto Coll	Deductible Varies		
Trucks & Trlrs Comp	Deductible Varies		
Trucks & Trlrs Coll	Deductible Varies		
Public Auto Comp	\$1,000 Deductible		
Public Auto Coll	\$1,000 Deductible		
Extension Endorsement	Elite Extension		
Unique Forms	Comparison Unavailable		

* Differs per Option

Quote Option Overview

CITY OF HERINGTON | 04/01/22



Option 002: \$207,751

Ref# X526984-002

renewal quote prop values amende

G - Law Enforcement

Premium	\$3,243		
Occurrence Limit	\$1,000,000		
Aggregate Limit	\$2,000,000		
Deductible	\$5,000		
Medical Payments	\$5,000		
Unique Forms	Comparison Unavailable		

H - Workers Compensation

Premium	\$38,695		
Liability Limits	\$1,000,000/\$1,000,000/\$1,000,00		
Experience Mod	1.250 KS		
Unique Forms	Comparison Unavailable		

J - Commercial Umbrella

Premium	\$12,995		
Liability Limit	\$2,000,000		
SIR	\$10,000		
Unique Forms	Comparison Unavailable		

K - Linebacker

Premium	\$10,150		
Loss Limit	\$1000000		
Aggregate Limit	\$2000000		
Deductible	\$5,000		
Unique Forms	Comparison Unavailable		

Q - Cybersolutions

Premium	\$660		
Cyber Liability	\$100,000 Limit \$1,000 Deductible		
Data Compromise	\$50,000 Limit \$1,000 Deductible		
Unique Forms	Comparison Unavailable		

DRAFT



THE CITY OF HERINGTON

P.O. Box 31 • 17 North Broadway • Herington, KS 67449

Telephone: (785) 258-2271

FAX: (785) 258-3552

March 25, 2022

RE: 201 S 11th Street

Dear City Commission,

I am requesting the dismissal of fees for specials located at 201 S 11th Street. The current location currently owes a total of \$1,613 for yearly stormwater and mowing fees.

Ms. Mann purchased the property on tax sale this year. She has the means to have the property cleaned and plans to have a small structure placed on the lot within some time. With the amount it is going to cost her to clean the property, she is asking we waive these fees so that she can put her all towards property maintenance.

After speaking with Ms. Mann several times over the past month, I am very confident in her ability to clean and maintain the property. We have also discussed what the housing situation looks like. I would only support this abatement of fees if she would commit to building a house. I am comfortable with the five years time she mentioned.

Cordially,

A handwritten signature in black ink, appearing to read 'BD' with a flourish at the end.

Branden Dross
City Manager

March 24, 2022

TO WHOM TO MAY CONCERN:

I have bought the lot located at McClaren and 11th street at this year's tax auction. (The burnt down house). I noticed after the sale regarding the "special" and that the taxes are for a lot with a house on it. I have already paid the 1st half of tax's on it and I am asking for the 'special' to be waved. I already have someone lined up to remove the remains of the house and to fill it in by mid-summer. I do have plans on putting a small home/cabin on the property in the next 5 years and of course all the proper hookups. This summer I will also be looking for the property lines and if can't find, hiring someone.

I have never had a notice for unmowed lawns, vehicle removal, etc. from the city in the 5 years I have lived here. I have previously bought 2 tax auction houses, cleaning them up inside and out. Also I communicated with Scott Melcher regarding the proper procedures from eviction to electricians

I would really appreciate the "special" tax's, to be waved, so I can put the money into the property.

Thank you,



Kimberly Mann
785-466-1615

ORDINANCE NO. 1861

AN ORDINANCE AMENDING THE CODE OF THE CITY OF HERINGTON, KANSAS, TO REPEAL AND REPLACE CHAPTER V, ARTICLE 6, SECTION 5-603 IN ITS ENTIRETY, REGULATING FIREWORKS IN THE CITY OF HERINGTON, KANSAS, ADOPTING CERTAIN RULES AND REGULATIONS OF THE KANSAS STATE FIRE MARSHALL DEFINING FIREWORKS, REGULATING THE USE AND PUBLIC DISPLAY THEREOF, AND PROVIDING FOR PERMITS FOR THE SALE OF SUCH FIREWORKS, AND REPEALING ANY OTHER CURRENT ORDINANCES OR PORTIONS THEREOF IN CONFLICT HEREWITH.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HERINGTON, KANSAS.

SECTION 1. That Chapter V, Article 6, Section 5-603 of the Code of the City of Herington, Kansas, is hereby repealed and replaced in its entirety to read as follows:

DRAFT

ARTICLE 6. POSSESSION, USE AND SALE OF FIREWORKS

5-603. SALES:

(a) The retail sales of fireworks, which are defined as Class C explosives not including “bottle-rockets” which are expressively prohibited, may only be sold in areas of the city zoned (B-2) Neighborhood Commercial District, (B-3) Highway Industrial District, (B-4) General Commercial District, (B-5) Central Business District, (I-1) Light Industrial District and (I-2) Heavy Industrial District between the hours of 8:00 am to 11:00 pm on the days specified by Kansas Administrative Regulation subsection 22-6-5 (2008) and any subsequent amendments thereto specifically relating to authorized dates of sale, as authorized and implemented by K.S.A. 1984 Supp. 31-133 and all amendments thereto (most recently amended December 29, 2008) by persons or organizations holding a valid, current unrevoked permit issued by the City of Herington, Kansas. The permit application fee shall be the sum of \$200 and shall be renewed annually. Such fee shall be paid, in advance of issuance, to the City Clerk by cash, certified check, money order, Visa, or MasterCard. No sales of Fireworks shall be permitted in areas zoned Residential.

(b) The Herington City Commission or their designee, including, but not limited to the Herington Fire Chief, or his/her designee, shall approve all locations proposed for sale and storage of fireworks before a permit is issued by the City Clerk. Exceptions may be granted by the Herington City Commission or their designee, including, but not limited to the Herington Fire Chief, or his/her designee, and/or the Code Enforcement official to allow for sale and storage of fireworks with a permit in zones not specifically enumerated in subpart (a) hereof upon proper application of any individual or group properly qualified to sell or store such fireworks. No fireworks shall be set off within a 200 foot radius of a fireworks stand. As a condition of the City issuing a permit, the applicant shall provide proof of a sales tax number or an exemption certificate issued by the Kansas State Department of Revenue. Applications must be received no later than 21 business days prior to the permit issuance date to allow the Fire Chief time to inspect the premises.

(c) Licensee shall hold the City harmless and indemnify it against all claims of liability arising, in any way, from sale of fireworks. Licensee shall further secure and maintain in force a policy of comprehensive general liability with a combined single limit of \$1,000,000 naming the City of Herington as additional insured. A certificate evidencing such insurance shall be furnished to the City.

(d) The Fire Chief shall adopt, for approval by City Manager, administrative regulations/requirements, which may be amended from time to time, regarding the type of sale facility and all related safety/code requirements including fire extinguishers, which are hereby incorporated by reference.

SECTION 2. Repeal: Chapter V, Article 6, Section 5-603 of the Code of the City of Herington is hereby repealed and all other Ordinances in conflict herewith are hereby repealed.

SECTION 3. Effect: This Ordinance shall take effect and be in force from and after its once publication in the official city newspaper.

PASSED AND ADOPTED BY THE GOVERNING BODY OF THE CITY OF
HERINGTON, KANSAS, THIS _____ DAY OF _____,
2022.

Signed by the Mayor this ____ day of _____, 2022.

Eric Gares, Mayor

ATTEST:

Megan Lawrenz, City Clerk

SEAL:

DRAFT