

## CITY OF SILVER LAKE COUNCIL MEETING

### CITY HALL

February 5, 2024

5:30 P.M.

## ORDER OF BUSINESS MEETING

Pledge of Allegiance

**Public Comments** 

Minutes

Financial Report

Appropriation Ordinance

**Business Items:** 

- 1. Farm Lease Agreement
- 2. 2023 Annual Financial Report
- 3. Eagle Storage Presentation
- 4. Monthly City Hall Report
- 5. Monthly Police Report

\*\*\*\*PLEASE NOTE: This agenda is subject to additions or changes as may be necessary.

#### DRAFT City of Silver Lake Regular Session Minutes Monday, January 15, 2024

The Governing Body of the City of Silver Lake met in regular session at City Hall on Monday evening January 15, 2024, with Mayor Jonah Bishop conducting the meeting and the following Councilmembers present: Brad Bryant, Jake Fisher, Michael Hamilton, Larry Ross, and Kenneth Wade (5). Absent: None (0). Also present were Public Works Superintendent Cary Deiter, Police Chief Marc McCune, City Clerk Liz Steckel, and Assistant Clerk Marie Beam.

A motion was made by Councilmember Bryant to approve the Regular Meeting minutes of the January 4, 2024 meeting as written. The motion was seconded by Councilmember Ross and carried.

Claim vouchers in the amount of \$9,048.35 were submitted to the Council for appropriation. An Ordinance entitled "An Ordinance Appropriating Money to Pay Certain Claims" was introduced. A motion was made by Councilmember Fisher and seconded by Councilmember Wade that said Ordinance be accepted as read and was then placed on final passage by a roll call vote: AYE: Brad Bryant, Jake Fisher, Michael Hamilton, Larry Ross, and Kenneth Wade. (5) NAY: None. With no further discussion the Ordinance was declared passed and was given No. 2594.

Councilmember Wade motioned to modify the agenda, proposing the adjustment of business item number 2 to 'Zoning Status Discussion' and the addition of business item number 5, 'KRWA Annual Conference.' The motion was seconded by Councilmember Hamilton and carried.

Councilmember Wade made a motion to approve a Salary Ordinance for City employees effective January 1, 2024. The motion was seconded by Councilmember Hamilton and was then placed on final passage by a roll call of the following vote: AYE: Brad Bryant, Jake Fisher, Michael Hamilton, Larry Ross, and Kenneth Wade. (5). NAY: None. With no further discussion, the Ordinance was declared passed and was given No. 2595.

Council Discussed the Status of Zoning for Eagle Storage. Mayor Bishop aimed to uphold small-town values through collaboration with Eagle Storage. In response, Councilmember Wade made a motion to direct City Attorney Luckman to dismiss the charges against Eagle Storage without prejudice, with an objective to facilitate resolution for the ongoing nuisance situation and establish a more comprehensive, long-term solution for zoning issues. Importantly, this action did not entail a zoning amendment or the granting of any special use. The motion, seconded by Councilmember Ross, did not proceed further and can be considered not approved.

Councilmember Fisher made a motion to direct City Attorney Luckman to contact Mr. Smith, Counsel for Eagle Storage, to explore the possibility of continuing the case for a minimum of 90 days, with an extension for the purpose of facilitating negotiations between Eagle Storage and the City of Silver Lake. The motion was seconded by Councilmember Hamilton and approved.

A motion was made by Councilmember Ross to approve a Sign Ordinance that will provide regulations for signage within the City's Code, as corrected. The motion was seconded by Councilmember Wade and was then placed on final passage by a roll call of the following vote: AYE: Brad Bryant, Jake Fisher, Michael Hamilton, Larry Ross, and Kenneth Wade. (5). NAY. None. With no further discussion, the Ordinance was declared passed and was given No. 2596.

Councilmember Wade provided an update on the status of potholes on Parr Road, addressing a public comment received during the Council meeting on January 4, 2024. Superintendent Deiter assured Council that his team is ready to repair the potholes using cold patch and plans on completing the task before spring as long as weather permits. Councilmember Wade conveyed positive feedback from numerous members of the public, praising the excellent snow removal efforts of the Public Works team.

Councilmember Ross made a motion to send Public Works Superintendent Deiter and Public Works Assistant Kirk to the KRWA Annual Conference from March 26 to March 28, with expenses capped at \$1050 for room, board, and registration The motion was seconded by Councilmember Hamilton and carried.

City Attorney Luckman presented a resource to the Council, outlining the process and terminology associated with executive sessions.

Chief McCune commended the Public Works team for their efficient street clearing efforts after the recent storm. He reported that one police vehicle has been at Briggs for a week; they initiated the inspection today, and he expects more information by tomorrow. Chief McCune informed the Council that the city's crossing guard, Ivan May, resigned due to accepting the position of Transportation Manager for the school. The City will advertise for a new crossing guard. He also mentioned upcoming child safety and booster seat checkpoints on March 9th, with Silver Lake hosting one at the High School parking lot from 9 AM until noon. There is no charge for this service. Chief McCune added that Police Administrative Assistant Scarbrough is certified in car seat installation and inspection. Chief McCune cautioned about the use of counterfeit \$100 bills locally. Chief McCune informed Council that he would be absent at the next meeting due to training.

City Clerk Liz Steckel presented an offer from Silver Lake Bank with a new rate to consider when reinvesting the CD discussed at the last meeting, and Council took no action.

Mrs. Steckel asked Council if they would like to purchase a table at the Annual Silver Lake Education Foundation Breakfast for 225.00 dollars. Councilmember Ross made a motion to purchase a table at the breakfast. The motion was seconded by Councilmember Bryant and carried.

The next two meetings are scheduled for Mondays, February 5, 2024, and March 4, 2024, both at 5:30 PM.

With no other business to come before Council, Councilmember Wade made a motion to adjourn the meeting at 6:30 PM. Motion was seconded by Councilmember Fisher and approved.

MONTHS PAST IN 2024 PCT PAST IN 2024 MONTHS REMAINING IN 2024 PCT REMAINING IN 2024	TOTAL EXPENDED TOTAL PERCENT SPENT BALANCE PERCENT REMAINING	AMOUNT SPENT - AZYKOLL - 12/12/2024 AMOUNT SPENT - 12/16/2024 AMOUNT SPENT PAYROLL - 12/16/2024	AMOUNT SPENT PAYROLL - 11/18/2024  AMOUNT SPENT - 12/2/2024	AMOUNT SPENT PAYROLL - 11/4/2024  AMOUNT SPENT - 11/18/2024	AMOUNT SPENT PAYROLL - 10/21/2024	AMOUNT SPENT PAYROLL - 10/7/2024	AMOUNT SPENT - 10/7/2024  AMOUNT SPENT - 10/7/2024	AMOUNT SPENT PAYROLL - 9/5/2024 AMOUNT SPENT - 9/16/2024	AMOUNT SPENT - 9/5/2024	AMOUNT SPENT - 8/19/2024	AMOUNT SPENT PAYROLL - 8/5/2024	AMOUNT SPENT PAYROLL - 7/15/2024  AMOUNT SPENT - 8/5/2024	AMOUNT SPENT - 7/15/2024	AMOUNT SPENT - 7/1/2024  AMOUNT SPENT PAYROLL - 7/1/2024	AMOUNT SPENT PAYROLL - 6/17/2024	AMOUNT SPENT PAYROLL - 6/3/2024  AMOUNT SPENT - 6/17/2024	AMOUNT SPENT - 6/3/2024	AMOUNT SPENT PAYROLL - 5/20/2024	AMOUNT SPENT PAYROLL - 5/6/2024	AMOUNT SPENT PAYROLL - 4/15/2024  AMOUNT SPENT - 5/6/2024	AMOUNT SPENT - 4/15/2024	AMOUNT SPENT - 4/1/2024 AMOUNT SPENT PAYROLL - 4/1/2024	AMOUNT SPENT PAYROLL - 3/18/2024	AMOUNT SPENT - 3/18/2024	AMOUNT SPENT BAYDOL 3/4/2024	AMOUNT SPENT PAYROLL - 2/19/2024	AMOUNT SPENT - 2/19/2024	AMOUNT SPENT - 2/5/2024	AMOUNT SPENT PAYROLL - 1/15/2024	AMOUNT SPENT - 1/15/2024  AMOUNT SPENT - 1/15/2024	AMOUNT SPENT - 1/4/2024	1	2024	January 31, 2024
8% 11 92%	TOTALS:																												2594-P	2593-P	3		ORDINANCE	
	\$69,323.46 4.48% \$ 1,478,232.54 95.52%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,394.21	38,037.63 9,048.35	5,843.27	TOTAL \$1,547,556.00	BUDGETED	
	\$ 10,305.20 3.36% \$ 296,194.80 96.64%																												1,746.73	5,686.54 771 20	2,100.73	FUND \$306,500.00	GENERAL	
	\$ 25,686.73 5.66% \$ 428,313.27 \$ 94,34%																												6,870.61	14,189.64 3 915 48	711.00		GENERAL	
	\$4,702.18 5.06% 88,297.82 94.94%																												1,618.16	3,084.02	- 1	ent)	GENERAL	
	\$ 87.50 0.92% \$ 9,412.50 \$ 99.08%																													87 50			GENERAL	
	\$185.50 2.06% 8,814.50 \$ 97.94%																													185.50		treet Lighting) (\ \$9,000.00	GENERAL	BUDG
	\$28,356.35 4.68% 577,643.65 95.32%																												6,158.71	15,077.43 4 088.67	3,031.54	(Street Lighting) (Water/Sewer/Utility) \$9,000.00 \$606,000.00	WATERWORKS	BUDGETED FUNDS
	\$ 0.00% \$ 50,000.00 100.00%																															#IGHWAY \$50,000.00		
	\$ 0.00% \$ 18,000.00 100.00%																															PARKS & REC \$18,000.00	SPECIAL	
	\$ 0.00% \$ 1,556.00 100.00%																														- 1	69	DARE	
	\$ #DIV/0! \$ -																															TRANSFERS \$0.00	BUDGETED	
	\$ 69,323.46 4.48% \$ 1,478,232.54 95.52%	0.00	0.00		0.00		0.00		0.00	000		0.00			0.00		į	0.00		0.00			0.00			0.00			69,323.46			MONTHLY \$1,547,556.00	BUDGETED	
		December	November		October		September		Hoger	Aigus		July			June		į	Mav		April			March			February			January					_
	0.00 BALANCE \$14,768.48																												0.00	0.00	0.00	# E	ARPA	N C N
	\$0.00 BALANCE \$397,010.07																												0.00	0.00	0.00	(not in total) \$397,010.07	IMPROVEMENT	NON-BUDGETED FUNDS
	\$0.00 BALANCE \$435,764.90																																RESERVE	UNDS
	69,323.46	0.00	0.00	0.00	0.00	0.00	0.00 0.00	0.00	0.00	0.00	0.00	o o o	0.00	0.00 0.00	0.00	o o.oo	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,394.21	38,037.63 9,048.35	5,843.27	ALL	TOTAL	APPROPRIATION ORDINANCE

## City of Silver Lake Record of Ordinance #2597 Monday, February 5, 2024

An Ordinance making appropriation for th payment of certain claims. Be it ordained by the Governing Body of the City of Silver Lake, Kansas. That in order to pay the claims hereinafter stated which have been properly audited and approved, there is hereby appropriated out of the respective funds in the City Treasury the sum required for each claim.

Check #	Type	Name	Memo	Amount
General Op	erating			
	Gener	al Fund		:
EFT	GEN	Evergy	Electricity	-1,035.95
EFT	GEN	Shawnee County Solid Waste Department	Dumpster Service	-95.00
3709	GEN	League of Kansas Municipalities	2024 Labor Law Requirement Posters	-100.00
3717	GEN	The Topeka Metro News	Publish Ordinances No. 2595 & No. 2596	-297.97
3716	GEN	Silver Lake Education Foundation	2024 Education Foundation Breakfast Table	-225.00
FT	GEN	Kansas Gas Service	Gas Service	-364.25
EFT	GEN	Cox Business	Phone/Internet	-392.31
711	GEN	MARC	Herbicide	-150.00
3718	GEN	Wehner's Thriftway	Supplies	-31.77
EFT .	GEN	Card Service Center	Office Supplies	-170.11
EFT	GEN	Card Service Center	Supplies	-187.97
EFT	GEN	Card Service Center	Quickbooks Monthly Expenses	-72.00
FT	GEN	Card Service Center	Cleaning Supplies	-49.32
3701	GEN	Boxberger & Associates, INC	2023 W-2's	-250.00
			Total General	Fund -3,421.65
	Law E	inforcement		
FT	LAW	Evergy	Electricity	-166.56
708	LAW	Kansas State Treasurer	January 2024 Court Fees	-47.00
705	LAW	Kansas Highway Patrol Fleet Sales	2021 Dodge Durango	-31,775.00
FT	LAW	Kansas Gas Service	Gas Service	-306.98
FT	LAW	Casey's Business Mastercard	Fuel	-249.04
FT	LAW	Cox Business	Phone/Internet	-185.57
718	LAW	Wehner's Thriftway	Supplies	-19.18
FT	LAW	Card Service Center	Ashcraft Training	-34.16
FT	LAW	Card Service Center	Fuel	-129.94
FT	LAW	Card Service Center	Office Supplies	-55.31
FT	LAW	Card Service Center	Postage	-264.00
FT	LAW	Card Service Center	Mileage	-10.32
FT	LAW	Card Service Center	Supplies	-178.77
FT	LAW	Card Service Center	Car Washes	-30.00
FT	LAW	Card Service Center	Tow Unmarked Durango to Briggs	-100.00
FT	LAW	Card Service Center	Kansas Peace Officer Membership Renewal	-30.00
FT	LAW	Card Service Center	Vehicle Maintenance Supplies	-32.97
FT	LAW	Card Service Center	Uniforms	-1,218.28
FT	LAW	Card Service Center	KTAG	-12.00
FT	LAW	Card Service Center	Vehicle Maintenance Supplies	-32.97
			Total Law Enforce	····
FT	Street SDP	Evergy	Electricity	-1,124.40
EFT	SDP	Card Service Center	Salt & Sand Spreader Parts	-1,124.40

## City of Silver Lake Record of Ordinance #2597 Monday, February 5, 2024

		en e	,,, .,	Total Street	-1,368.62
	Street	Lighting	talian di Kalendarian di Kalendarian di Kalendarian di Kalendarian di Kalendarian di Kalendarian di Kalendaria Kalendarian di Kalendarian di		•
EFT	STL	Evergy	Electricity		-481.88
				Total Street Lighting	-481.88
				Total General Operating	-40,150.20
Waterwork	s Fund				
EFT	ww	Brad Kirk	Cell Phone Reimbursement		-41.34
EFT	ww	Evergy	Electricity	•	-970.17
8706	WW	Kansas One-Call System, Inc.	Locates		-6.00
8700	ww	Alexander Pump & Services, Inc.	Rebuild kits for chlorine regulators		-482.00
8710	ww	Logan Business Machines	Copy Contract		-69.18
8714	ww	Pace Analytical Services LLC	Quarterly Lagoon Labs		-384.50
8703	ww	High Plains Power Systems, LLC	City Generator Inspections		-270.00
8707	WW	Kansas Rural Water Assn.	KRWA Annual Conference Registrations		-360.00
8713	WW	Municipal Supply, Inc. of Wichita	Repair Clamp		-155.45
8702	ww	Gary Taylor	Water Operator Contract January 2024		-723.82
8712	ww	Menards	Shop Plumbing & Water Supplies		-216.71
EFT	ww	Kansas Gas Service	Gas Service		-407.43
EFT	ww	Casey's Business Mastercard	Fuel	•	-450.96
EFT	ww	Cox Business	Phone/Internet		-114.39
8715	ww	Rossville Auto Supply	Auto Maintenance Supplies		-259.38
8718	ww	Wehner's Thriftway	Supplies		-36.81
8704	ww	Jayhawk Software	Reprint 2024 Billing Cards		-420.00
EFT	WW	Card Service Center	Water Survey Postage		-488.40
EFT	ww	Card Service Center	Cell Phone Data		-0.99
EFT	ww	Card Service Center	Water Parts		-128.92
•				Total Waterworks Fund	-5,986.45
				TOTAL	-46,136.65

That this Ordinance shall take effect and be in force from and after its passage.

Passed this 5th day of February, 2024

Signed or Approved this 5th day of February, 2024

Attest:			
	City Clerk	Mayor	

#### **FARM LEASE AGREEMENT**

THIS AGREEMENT is made this 1st day of March, 2024, by and between The City of Silver Lake, Kansas (hereinafter referred to as "Lessor"), and Wendell Mohler, Dennis Mohler, Jesse Mohler, and Colleen Dougan (hereinafter referred to as "Lessees").

#### WITNESSETH:

**WHEREAS**, Lessor desires to lease to Lessees and Lessors desire to lease from Lessor the following described real estate:

11.9 acres of farmland located in the North Three-Quarters (N3/4) of the Southwest Quarter (SE/4) of Section Sixteen (16), Township Eleven (11) South, Range Fourteen (14), East of the 6<sup>th</sup> P.M., Shawnee County, Kansas

together with the improvements thereon (if any), being hereinafter referred to as "Leased Premises".

- **NOW, THEREFORE**, in consideration of the premises, the mutual covenants herein contained, and other valuable considerations, the receipt of which is hereby acknowledged, the parties hereto covenant and agree as follows:
- 1. Term of Lease. Lessor does hereby lease to Lessees and Lessees to hereby lease from Lessor the Leased Premises for the 2024 crop season, which shall be terminated on September 1, 2024; provided, however, anything herein to the contrary notwithstanding, the Lessees shall have until November 30 of the year of termination to harvest and remove any of the growing crops upon the Leased Premises.
- **2. Rental.** The Lessee shall pay to the Lessor as rentals for the Leased Premises One Thousand Eleven Dollars and Fifty Cents (\$1,011.50), said amount to be paid upon execution of this Farm Lease Agreement.
- 3. Expenses. Lessees, unless otherwise herein provided for, shall furnish or cause to be furnished all labor and equipment and to pay all costs and expenses for the farming operations on the Leased Premises as herein provided for. It is further agreed that all income received from the farm from the production and sale of crops shall be the property of the Lessee.
- **4. Assignment of Lease.** Lessees shall not assign this Lease or sublet any part of the Leased Premises without prior written consent of the Lessor.
- 5. Binding Effect. The terms and provisions of this Agreement shall extend to and be binding upon the heirs, executors, administrators, devisees, legatees, trustees, successors and assigns of the parties hereto.
- 6. Right of Entry. Lessor hereby reserves the right to enter upon said premises at any time for the purpose of reviewing the same or for making repairs, alterations or improvements thereon or for attending to any business matters pertaining to

the farm.

7. **Descriptive Headings.** The descriptive headings of the various sections hereof were formulated and inserted for convenience only and shall not be deemed to affect the meaning or construction of any of the provisions hereof.

**IN WITNESS WHEREOF**, the parties hereto have hereunto set their hands all as of the day and year first above written.

"LESSOR"	CITY OF SILVER LAKE, KANSAS
	By: JONAH BISHOP, Mayor
ATTEST:	
LIZ STECKEL, City Clerk	
"LESSEES"	WENDELL MOHLER
	DENNIS MOHLER
	COLLEEN DOUGAN
	JESSE MOHLER

## CITY OF SILVER LAKE ANNUAL FINANCIAL STATEMENT JANUARY 01, 2023-DECEMBER 31, 2023

FUNDS	01/01/23	DEPOSITS	WARRANTS	12/31/23
GENERAL OPERATING	271772.86	651410.13	695072.75	228110.24
SPECIAL HIGHWAY	70019.17	59550.82	93347.50	36222.49
WATER/SEWER UTILITY	166914.68	629564.96	514473.29	282006.35
SPECIAL PARKS & REC.	17086.34	1103.14	0.00	18189.48
D.A.R.E.	1555.55	0.00	680.34	875.21
UTILITY RESERVE FUND	420764.90	15000.00	0.00	435764.90
CAPITAL IMPROVEMENT	386878.07	30000.00	19868.00	397010.07
ARPA _	19618.48	0.00	4850.00	14768.48
_				
TOTALS	1354610.05	1386629.05	1328291.88	1412947.22
BANK ACCOUNTS	BALANCE	DEPOSITS	WARRANTS	BALANCE
MONEY MARKET	282029.87	2833.26	0.00	284863.13
CD #5	187815.89	4833.61	0.00	192649.50
CD #4	61926.82	1994.96	0.00	63921.78
CD #3	6146.23	213.75	0.00	6359.98
CD #2	63885.65	2254.40	0.00	66140.05
CD #1	137167.81	736.42	0.00	137904.23
D.A.R.E.	1555.55	0.00	680.34	875.21
CASH ACCOUNT	594463.75	1328762.65	1277761.54	645464.86
ARPA	19618.48	0.00	4850.00	14768.48
FUNDS TRANSFER		45000.00	45000.00	
TOTALS	1354610.05	1386629.05	1328291.88	1412947.22

I certify that the above information is true and correct to the best of my knowledge.

Liz Steckel, City Clerk

# Silver Lake Site Improvements







### Property owned by: Eagle Storage **Bahm Demolition Bahm Construction**



# Vision

- •To make updates to our properties
- •To improve the overall look of our sites
- •To provide safer work environment for our day to day operations
- •To enhance our impact on the community



Goal: Completely remove ourselves from this lot.

Look into transferring management of this property to



#### How do we get there:

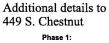
Our idea was to relocate all trucks and trailers located on the west lot and office area to the lower level at 449 S. Chestnut.

Due to this area being in the flood zone, we would only park trucks and trailers at this location as they can be relocated quickly if notified of a flood.

The goal is with the raised area directly to the north, that this will reduce visibility to our vehicles and trailers as well as provide a safer entrance and exit to the highway using the existing entrance located at highway level. This will also reduce impact on city streets (S. Chestrut)

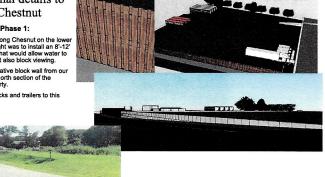


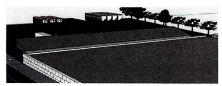




Build a fence along Chesnut on the lower level. Our thought was to install an 8'-12' wooden fence that would allow water to flow through but also block viewing.

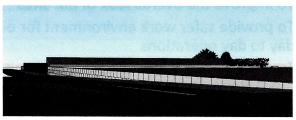
Relocate all trucks and trailers to this





#### Phase 2:

Install an awning along the north portion of the lower lot. The goal would be to get power to this area for our trucks to be plugged in during cold winter days. This will also help reduce visual impact to the area from the highway









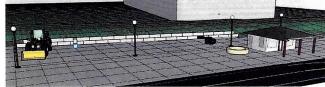
Idea/Proposal:

Trade frontage area for Masche St.



- Our items would be moved to the north away from the highway and located behind our block wall
   Increase visibility around the curve for drivers allowing for a safer entrance/exit from Thomas road. (see white line for rough idea of layout)





Opportunity for development: (commercial space, ie-restaurant, shops, townhomes, etc)

Future/Long-term Ideas:



Revise the front of our office using reclaimed brick/stone



## What am I asking for?

- 1) Opportunity to work together to achieve progress for both the city and our business.

  1) Clean up our sites

  - 2) Improve our day to day operations
- 2) Open up communication on any thoughts/ideas/concerns
- 3) Approval to park trailers/vehicles at 449 S. Chestnut (Lower level)
- a) What are the steps for us to get there?
   a) Permit (fence)

  - b) Stipulations c) ????

### City Hall Monthly Report - January 2024

Prepared by City Clerk Liz Steckel

- Transferred CD to Stockgrowers, provided documentation to the new bank.
- Completed year-end transfers for 2023.
- Ordered new checks for the City.
- Completed final edits and distributed a comprehensive survey for Emergency Communication, Email Billing, and Lead & Copper.
- Survey distributed to residents and business owners via mail and QR Code online.
- Marketed survey through social media, set up spreadsheet for data collection.
- Completed quarterly and annual financial reports for Council.
- Filed quarterly unemployment tax and clean water report.
- Prepared quarterly bills for fire department utilities.
- Reconciled all City accounts.
- Paid quarterly water sales tax.
- Collected W-9's, filed 1099's for 20 vendors in 2023.
- Distributed W-2's to all 2023 City employees.
- Interpreted 3 data logs for customer water leaks.
- Prepared monthly Water Billing.
- Created enhanced income and expenditure spreadsheets.
- Year-end accounting for 2023 income expenditures, franchise fees, ledger, and payroll.
- Accounted monthly income of \$310,954.04 and monthly expenditures of \$69,323.46.
- Created 2023 water report for public works.
- Prepared for two Council meetings.
- Certified new local sales tax to the State.
- Coordinated 8 community center reservations.
- Attended first department head meeting.
- Processed four UTV permit renewals and one building permit.
- Paid monthly bills.
- Mailed shut-off letters and collected emergency contact information for the upcoming Emergency Notification System.
- Collected court payments, communicated with the state.
- Provided notary public services on three occasions.
- Addressed IT challenges throughout January.

- Completed Annual Boundary & Annexation Survey for the U.S. Census Bureau.
- Processed new insurance bids for Council.
- Worked with City insurance company on a vehicle accident.
- Resolved 3 declined payments for a customer.
- Updated City rosters, City website contacts, and Council contacts with the League of Kansas Municipalities.
- Sent orientation materials to all governing body members.
- Worked with 2 new insurance companies.
- Booked reservations for public works at KRWA conference.

Throughout January 2024, City Hall maintained its dedication to excellence, actively engaged with the community, and efficiently operated, contributing to the ongoing improvement of our City.

# SILVER LAKE POLICE DEPARTMENT. ACTIVITY REPORT FOR: ALL OFFICERS MONTH AND YEAR: JANUARY 2024

TRAFFIC STOPS	TOTALS:
Tickets:	5
Warnings Total:	67
Verbal:	64
Written:	3
DUI Investigation:	
DUI Arrests:	
No. of Vehicle Stops:	62
ARRESTS	
Felony:	arangaran kanganan
Misdemeanor:	
WARRANTS	
Served:	THE PROPERTY OF THE PARTY OF TH
NCIC Hit:	
ACCIDENTS	
Injury:	ATHER RESIDENCES
Non-Injury:	
OTHER TYPES OF CAULS	
Animal:	
Assist Other Agencies:	15
Suspicious Persons/Vehicles:	
Assist Public:	77
Disturbance:	
Fire/Medical:	5
Juvenile:	2
UTV/MUT Inspections:	
Golf Cart Inspections:	
Burglary:	
Theft:	
Civil Standbys:	
Mental Health Issues:	4
Alarms:	2
Commercial Vehicle Stops/Inspections:	
Stolen Vehicle Recoveries:	1
UTV/MUT Violations:	
Business open doors Residential open doors	
Residential open doors Car seat inquiries	6
our sour inquiries	

## City Leaders Academy: Foundational Program

\$175 per member to attend

Friday & Saturday, April 12-13th

Manhattan, KS

- This conference offers essential training for local government skills and addresses key challenges faced by municipal officials. Topics include the Kansas Open Meetings Act, Municipal Finance, Ethics and Civility. Additionally, attendees can enjoy the popular 'Mistaken City' session by League staff (acting skills not evaluated). All elected officials are encouraged to attend.
- All attendees will receive a copy of the newly revised Governing Body Handbook (2024 edition) as part of the registration.

#### Schedule of Events:

## Friday, April 12

1:30 p.m. - Registration Opens [lunch on your own]

2:00 p.m. - Welcome & Opening Remarks: Nathan Eberline, Executive Director

2:30 p.m. - Overview of League Services: Kate Cooley, Director of Engagement

3:00 p.m. - How to Work with Your City Staff: Spencer Duncan

4:00 p.m. - Home Rule: Sage Pourmirza, Staff Attorney, & Nicole Proulx Aiken, Communications & Education Counsel

5:00 p.m. - Networking Reception

6:00 p.m. - Municipal Training Institute Graduation/Dinner

#### Saturday, April 13

7:45 a.m. - Breakfast

9:00 a.m. - KOMA: Nicole Proulx Aiken

10:10 a.m. - Municipal Finance & Budgeting: John Goodyear, General Counsel

11:20 a.m. - Mistaken City\*

12:00 p.m. - Lunch & Networking

1:30 p.m. - How to Be an Effective Leader: Andy Huckaba

2:30 p.m. - Conference Concludes

Month: January 2024

## Public Works Monthly Report

Activity	Quantity	Remarks
WATER PUMPED	2596000	
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WATER LEAK MAIN	0	
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1		
WATER LEAK SERVICE	0	
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SEWER BACKUP	0	
LOCATES	7	
LOCATES	7	
BUILDING PERMITS	3	
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LAGOON REPORT	0	
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PUMPED TO LAGOON	2084400	
Water samples	2	