



City of Lawrence

CITY MANAGER'S OFFICE

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INTERIM CITY MANAGER

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CITY COMMISSION

MAYOR
MIKE AMYX

COMMISSIONERS
LESLIE SODEN
STUART BOLEY
MATTHEW J. HERBERT
LISA LARSEN

February 9, 2016

The Board of Commissioners of the City of Lawrence met in regular session at 5:45 p.m., in the City Commission Chambers in City Hall with Mayor Amyx presiding and Commission members Boley, Herbert, Larsen and Vice Mayor Soden present.

A. STUDY SESSION (4:00 p.m.) :

1. Receive report from Bicycle Pedestrian Issues Task Force.

B. RECOGNITION/PROCLAMATION/PRESENTATION:

C. CONSENT AGENDA:

It was moved by Vice Mayor Soden, seconded by Commissioner Herbert to approve the consent agenda as below. Motion carried unanimously.

1. **REMOVED FROM THE CONSENT AGENDA FOR SEPARTE DISCUSSION.** Receive minutes from various boards and commissions:

Community Development Advisory Committee meeting of 01/14/16
Parks & Recreation Advisory Board meeting of 01/12/16

2. Approve claims to 237 vendors in the amount of \$3,861,178.86.
3. Approve licenses as recommended by the City Clerk's Office.

Drinking Establishment

Yokohama Sushi
Yokohama Sushi KS LLC
811 New Hampshire St.

Expiration

January 29, 2016

Yokohama Sushi
Yokohama Sushi KS LLC
1730 West 23rd St.

March 2, 2016

4. Approve appointment as recommended by the Mayor.

Community Development Advisory Committee:

Appoint Kendall Simmons (785.841.6902) to a term that expires 09/30/18.



5. Approve a Special Event Permit, SE-15-00637, for seasonal garden sales at 2300 Louisiana Street from March 26, through June 30, 2016. Submitted by Kaw Valley Greenhouses, Inc. for 2300 Louisiana Co., LLC, property owner of record.
6. Approve a request to rezone, Z-15-00609, approximately 4.038 acres from RS7 (Single-Dwelling Residential) District to RM15-PD (Multi-Dwelling Residential with Planned Development Overlay) District, located at 5325 W 6th St. Submitted by Landplan Engineering PA on behalf of Village Cooperative of Lawrence (contract purchaser). Kansas/Nebraska Association of Seventh Day Adventist Inc. is the property owner of record. Adopt on first reading, Ordinance No. 9198, to rezone (Z-15-00609) approximately 4.038 acres from RS7 (Single-Dwelling Residential) District to RM15-PD (Multi-Dwelling Residential with Planned Development Overlay) District, located at 5325 W 6th St. (PC Item 2A; approved 9-0 on 1/25/16)
7. Approve a Preliminary Development Plan, PDP-15-00610, for Village Cooperative of Lawrence, located at 5325 W 6th St. The plan proposes the construction of a 3-story structure containing 52 assisted living units, underground & surface parking and site improvements, including the construction of Branchwood Drive north to W. 6th Street. Submitted by Landplan Engineering PA on behalf of Village Cooperative of Lawrence (contract purchaser). Kansas/Nebraska Association of Seventh Day Adventist Inc. is the property owner of record. (PC Item 2B; approved 9-0 on 1/25/16)
8. **REMOVED FROM THE CONSENT AGENDA FOR SEPARTE DISCUSSION.** Authorize the Interim City Manager to negotiate a contract with GreenPlay LLC for updating of the Parks & Recreation Department Comprehensive Master Plan.
9. Authorize the Mayor to sign a Release of Mortgage for Bret C. and Kimberly A. Olsen, 1609 East 25th Street.

Commissioner Boley removed consent agenda item no. 1; receive minutes from various boards and commissions: Parks & Recreation Advisory Board meeting of 01/12/16

Commissioner Boley: I wanted to go to the Parks and Rec Advisory Board Minutes. On number eight, it's the update, the EAB. Mark reported that he's been working with staff who would like to move forward in requesting funding for this year that is not budgeted to treat the Emerald Ash Borer infestation. Proposing three or four full-time staff to treat in house in additional costs of \$238,540. My question on that is, is this from one of the funds that is not in our budget, and that's why it's not budgeted?

Diane Stoddard:
Interim City Manager Commissioner, the reference there to not budgeted, is that with the Emerald Ash Borer, I think it was sometime this fall; we were notified that it was entering Douglas County at that point. There hadn't been anything included in the 2016 budget beyond our regular forestry program for this particular program and response.

Commissioner Boley: Okay. Do you anticipate that this would come from one of the funds that's not included in our budget?

Diane Stoddard:
Interim City Manager: What we're recommending, as staff, is that any funding that the Commission would allocate would be from the Sales Tax Reserve Fund for this. We propose that this be an agenda item that will be sometime soon, perhaps even next week. We'll have an item for you, where you can direct us accordingly with that 2016 money.

Commissioner Boley: The Sales Tax Reserve Fund is one of the funds that's not included in our 2016 Budget, is that correct?

Diane Stoddard:
Interim City Manager: Correct.

Commissioner Boley: My point here is that I would like to see what we're planning to do with all of the funds that are not included in our budget for 2016 instead of just taking these things up just one at a time, as the year goes on. I'd like to know what plans we have for revenue and expenditures from these funds that are not included in our 2016 budget. If that's been provided, I can't recall it. I don't remember seeing a plan for these funds, so I'm interested in seeing that, as we start dealing with some of these things, next week, even.

Diane Stoddard:
Interim City Manager: Sure. When we bring that, we'll certainly do that, and I know that we have put together a forecast for all of the different funds and we'll be happy to provide all that.

Commissioner Boley: But, there hasn't been any plan that's been approved by the Commission?

Diane Stoddard:
Interim City Manager: Right.

Commissioner Boley: For this fund?

Diane Stoddard:
Interim City Manager: As we've talked, our plan is to migrate more and more of those funds into the actual budget.

Commissioner Boley: That's a wonderful way to do it, but in the meantime, we still have a year before we can get there.

Diane Stoddard:
Interim City Manager: Correct.

Mayor Amyx: Okay. Any other questions or comments on those minutes? Is there any public comment on the minutes of the Parks and Rec Advisory Board? Okay. Hearing none, I would entertain a motion to approve the Parks and Recreation Advisory Board Meeting of January 12th of 16'.

Moved by Commissioner Boley, seconded by Commissioner Larsen, to receive minutes from the Parks & Recreation Advisory Board meeting of 01/12/16. Motion carried unanimously.

Commissioner Larsen removed consent agenda item no. 8, for separate discussion, authorizing the Interim City Manager to negotiate a contract with GreenPlay LLC for updating of the Parks & Recreation Department Comprehensive Master Plan.

Commissioner Larsen: I had a question on the steering committee aspect of this project. How is that chosen and how is it going to work moving forward? Yeah, the steering committee... I guess what I'm looking at is that it seems to be limited as to the number of participants from the community?

Ernie Shaw:
Interim Director
Parks & Recreation Oh, well, the initial five basically was to review the content of the applicants that came in and do the interviews.

Commissioner Larsen: Okay.

Ernie Shaw:
Interim Director
Parks & Recreation We wanted a workable committee in order to do that, not to have 12-15 people on it. If there are other people out there now that is interested, once we get into the process. Plus, in the process, there'll be numerous stakeholders meetings, public meetings, surveys, all that to start getting it, but this was primarily from our advisory boards. Sue Hack was on it. She's also represented the Chamber, as a Chamber employee, which we thought was a good match. Eileen, obviously we worked with on sustainability county and she's also a LiveWell Lawrence representative. Then Kevin Loos was an ex-board member and an ex officio person on this committee and uses services for Park and Rec with all his kids and family and stuff like that. Mark and I were on it. It was mainly, like I said, to review and keep a workable group to do that and the interviews.

Commissioner Larsen: Okay. Is it feasible to expand that once we get into the process of actually developing the plan?

Ernie Shaw:
Interim Director
Parks & Recreation Sure, I mean we can expand it. That's not a problem. There'll be a large commitment for people. It's an eight-month process and lots and lots of meetings, but that's not a problem.

Commissioner Larsen: Because Parks and Recs, they touch pretty much every life in Lawrence in one way or another and all age spectrums. I think it would be important that we would go to different stakeholders and see if they would like to be representative, maybe through the schools, through Disabilities on Independence, Inc., Boys and Girls Clubs. Any of those types of folks, stakeholders, potential stakeholders should be represented.

Ernie Shaw:
Interim Director
Parks & Recreation

Those are the stakeholders we will be having direct meetings with. Pat O'Toole with Greenplay is here and we will have individual stakeholders meetings with a lot of those individuals once we get in to the process, too, as groups.

Commissioner Larsen:

Can they be included as part of the steering committee?

Ernie Shaw:
Interim Director
Parks & Recreation

Sure. If they're interested, they can. Yeah.

Commissioner Larsen:

Okay. How do we...

Mayor Amyx:

Ernie, would that take appointments by us to be able to do that?

Ernie Shaw:
Interim Director
Parks & Recreation

Not necessarily. All we have to do is if you have specifics that you want us to contact and try to get an appointment or we can contact them and people and see if they want to be on the steering committee and put the time and commitment into it. If there's particular areas like the school district or KU or whoever, you think is the list.

Commissioner Larsen:

I think Douglas County Senior Services, they would possibly be interested. Do we need to give him a list?

Mayor Amyx:

We probably should. The negotiation of the contract will take how long and when do you want to get started?

Ernie Shaw:
Interim Director
Parks & Recreation

Immediately.

Mayor Amyx:

Okay. My suggestion is that members of the Commission that wish to have Parks and Rec or folks from various organizations, stakeholders groups, to get those lists in like tomorrow.

Ernie Shaw:
Interim Director
Parks & Recreation

Yeah. We've got a contract waiting on us, so if it proves tonight, we are ready to go, but we'll obviously wait until we get your list.

Commissioner Larsen:

Okay.

Diane Stoddard:
Interim City Manager

One thing I might suggest is that I think that the School District would be a very good stakeholder. We have a lot of shared facility agreements on things like that with them. Perhaps reaching out to that group. One thing that I did want to caution, though, obviously, there are a lot of groups that will be engaging with, some of which have their own sport that

perhaps they are very interested in; will be engaging with all of those people throughout the process, as Ernie mentioned. It may be wise to have people that represent broad categories that can look at things broadly as a member of the steering committee and then we'll go out and engage with the groups that have particular sports that they are representing and are interested in.

Commissioner Larsen: Independence Inc., the folks from Independence Inc., would they be somebody to contact? I don't know.

Ernie Shaw:
Interim Director
Parks & Recreation
Yeah, I'm mean, we work Independence Inc., all the time so I know a number of people there and we usually have them review our plans and everything before we finalize them anyway.

Mayor Amyx:
Well here's the thing then. Get a list or get organizations that you would like to have contacted, get it Diane in the next couple of days and we'll make sure that it gets on

Commissioner Larsen: Okay.

Diane Stoddard:
Interim City Manager
We would certainly also welcome if any member of the commission would like to serve in that capacity with that project. We would certainly we

Commissioner Larsen: Yeah, I'd be happy to be a part of that.

Diane Stoddard:
Interim City Manager
That'd be fantastic.

Mayor Amyx:
We could make that a point Let it be heard.

Commissioner Boley:
I have some questions for you. Will this plan tell us how much we need to spend to keep our current facilities functional and safe for the citizens to use? I mean, what we've got right now.

Ernie Shaw:
Interim Director
Parks & Recreation
That's an inventory that we're going to be doing that will show some of the upcoming needs. It will address years and amounts that are being projected and things like that for current parks and all of our facilities. Yeah.

Commissioner Boley:
And then another question that I'd like for the study to consider, are the facilities that we're not using effectively? What excess capacity do we have and how can we increase utilization of that excess capacity?

Ernie Shaw:
Interim Director
Parks & Recreation
That's part of it too, to look at our programs and see how they're being utilized and our facilities.

Commissioner Boley: And another one is what facilities fit needs that have already been identified by independent groups, like the Bike-Ped Task Force that we just met with earlier today? Those are some questions I want to make sure we cover.

Ernie Shaw:
Interim Director
Parks & Recreation Yeah. Part of our RFP was what other organizations are out there doing some of the things we're doing or have the facilities that we have. So, that was part of it too.

Commissioner Boley: I'm also very much interested in information on revenues and expenditures. Not, simply by fund, but the actual cost to the city for the programs that we run.

Vice Mayor Soden: I think I'd like to see ... last night, we met with the Cultural Arts Commission and there are a lot of cultural opportunities that we have and a lot of buildings that the city has. It would be interesting perhaps to have a LCAC person on their representing that side. I think that that would be important.

Mayor Amyx: Any other questions of Ernie? Yep, don't go far.

Diane Stoddard:
Interim City Manager Thank you.

Mayor Amyx: Public comment, Candice?

Candice Davis:
Chair Lawrence Association
of Neighborhoods. I appreciate a lot of the questions or suggestions, I was going to give have been suggested by Lisa Larsen. I do think it would be helpful if we knew about expanding that steering committee, in terms of what numbers and I sure understand that you don't want it to be un-wielding, so you want it to be a reasonable size. Obviously, stake-holders, you're talking about a lot of people having opinions. I believe someone from the Health Department like Charlie Bryant, who has been involved with a lot of these task forces. The Pedestrian Coalition, Lawrence Trail Loop, The LiveWell Built Environmental Group, Bicycle Task Force, there have been a lot of people who have been contributing over the last year or more in terms of health, but he might be a person that would be able to make some suggestions to someone who would have a better, broader view of some of these stakeholders and what their needs might be. Really, that's all I had to say. Just that this is really important to our entire community in terms of our health and well-fare, mental health, physical health, social interaction, life-long education; I think that's all. Thank you very much.

Mayor Amyx: Thank you. Other public comment on this item? No one else? Okay, back to the commission.

Vice Mayor Soden: I have another thought. Does Lawrence Parks and Rec have to do anything out in the county because I'm not sure a county

person would be appropriate or not because I'm not sure you even go out in the county for things?

Ernie: Obviously, the county utilizes our facilities and we have SPL free to all county residents that can get a key card. We do have Eileen on it, which is a combination, City/County person. Yeah.

Mayor Amyx: Okay, the size of this committee. To be honest with you, you get up around fifteen people you're not going to have a workable committee so, I think that are appointments have to be pretty clear and concise. Make sure that we're able to bring people in here that are going to help bring in the maximum number of people together in this process. I want us to be careful about that. I'm going to tell you what; if you get over nine I think you've got an un-workable plan. That would be my suggestion, no more than nine.

Vice Mayor Soden: Yeah, I'm not sure a county person is appropriate.

Ernie: I was going to say, when you're talking about stakeholders too, if those can be identified, our thought is they don't necessarily have, everybody that's a stakeholder has to be on the committee because, if we identify those we will have individual meetings with those stakeholders as groups to get their general input on everything. So, if you start; like I said, there are many, many, many stakeholders out there, so you'd have a hundred people on a committee; we will have a lot of different meetings with stakeholders too.

Mayor Amyx: Okay. Just to lay it out so everybody understands, is nine an acceptable number?

Vice Mayor Soden: Yeah, that's fine.

Mayor Amyx: Matt, did you have anything on that? Nine okay?

Commissioner Herbert: That's okay.

Mayor Amyx: Okay. So, the thing is, we need to continue to get the names of organizations and folks that you'd like to have represented or different groups. We'll visit with Diane and if we have to make recommendation or work with Ernie, we'll be able to do that okay. Ernie and Mark. Okay.

Commissioner Larsen: Does that nine include staff that's already on there or does that not include staff?

Mayor Amyx: Staff is ...

Commissioner Larsen: Because you've got two staff on there. Three if you count Eileen.

Ernie Shaw:
Interim Director
Parks & Recreation

Yeah, we've got two staff plus the three.

Commissioner Larsen:

Miscellaneous.

Ernie Shaw:
Interim Director
Parks & Recreation

So, there are five total with staff right now, so.

Mayor Amyx:

You guys act as ex-officio?

Ernie Shaw:
Interim Director
Parks & Recreation

I guess, yeah, we can do that.

Commissioner Larsen:

Okay, we'll keep it down.

Mayor Amyx:

Okay. Get your names in and we'll work that out okay. Okay. Any other questions or comments? Okay. So, if there is nothing else and we all know that we're supposed to get our names to the various groups. Then, I would entertain a motion authorize the Interim-City manager to negotiate a contract with Greenplay LLC, for updating of the Parks and Recreation Department comprehensive master plan.

Moved by Vice Mayor Soden, seconded by Commissioner Larsen, to authorize the Interim City Manager to negotiate a contract with GreenPlay LLC for updating of the Parks & Recreation Department Comprehensive Master Plan. Motion carried unanimously

C. CITY MANAGER'S REPORT:

Diane Stoddard, Interim City Manager, presented the staff report regarding the 2016 Wage Floor, the Planning & Development Services (PDS) Monthly Project Report; the Lawrence Transit Public Meeting; the Lawrence Transit Amenities Update; and the Douglas County Food Policy Council Annual Report.

Vice Mayor Soden:

One thing I want to get more information about, I'm totally interrupting your City Manager's Report. I'm sorry. I was just scrolling through here. Benches are great, but I'm definitely really interested in the covered stops. You know, I drove by Free State High School just today and there's a bus stop right in front of that school. The ground is just barren right there by the street. There was someone standing there, waiting for their bus and there's no covered stop there. So, I've been scrolling through here and I know that passenger boarding counts is important to them determining where to put amenities but you have to be careful that that is not your only consideration. Public buildings such as, I don't know, any community buildings we might have or the schools are important, but also it's one thing to keep in

mind is that, if you increase amenities at a stop that might actually help the boarding count for that stop as well. Just because, you might have more boards at one stop doesn't mean you shouldn't just make that your one variable for determining things. There could be other reasons behind that, because at Free State obviously if it's raining they just go to the one closer to Walmart boarding stop, so let's not make that our only variable. Obviously, it's an important one. But, yeah, community buildings, grocery stores, schools, those are important things even if the boarding count is low, in my opinion

Diane Stoddard, Interim City Manager, continued with her City Manager's Report.

D. PUBLIC COMMENT:

Dan Dannenberg: There is a bill in the state legislature, Senate Bill number 338, it was introduced by the committee on commerce and it pertains to rehabilitation of abandoned property. It gives cities more authority to address abandoned property both commercially and in residential areas. I know your disdain for neighborhoods is well documented, I'm well aware of that. You have these important issues like, how do we pay for parking fines with food donations.

Mayor Amyx: Dan, Dan, don't go there okay. Don't attack commissioners on anything. You're more than welcome to give comment, but you know what, I take real offense to the fact you talk about our lack of support for neighborhoods and such. I really do. I want you to know that.

Dan Dannenberg: Well, I take offense Mr. Mayor at your lack of support for neighborhoods. I have to do all of the code enforcement work.

Mayor Amyx: Yep, there you go. Okay.

Dan Dannenberg: So, I'm going to have my say and if you find it offensive that's fine. I hope you do. Because, I find it offensive the way my neighborhood is treated. The way code enforcement is lousy and problems don't get addressed. Sidewalks are a joke. 1210 Crestline, the sidewalk there is in such bad condition, I reported it three times. I'll bet the owner of that property is one of the owners of the city commission. That sidewalk is in terrible condition. Other stretches of sidewalk on that street have been repaired and this person who owns that property surely has the means to do it.

Mayor Amyx: Okay.

Dan Dannenberg: I'm going to say that I would hope that somebody. This is a short bill, I would hope that somebody in the city looks at it and give it consideration. We need means to address the blight and

deterioration of neighborhoods. That's what this bill would probably do. I'm sure there are opponents to it and they'll probably win the day. We have to make sure we go about slumming like we do at the corner of Ninth and Kentucky. The northeast part of that intersection. Somebody's got an in there. Just like at 1210 Crestline, somebody's got it in because that sidewalk's pathetic.

Mayor Amyx:

Thank you. Other public comment. Okay. Diane, 1210 Crestline; we'd like to have an update on that and also could give us a report on Senate Bill 338. See where it is. Okay. Okay was there any other public comment, any general public comment. Okay, thank you. Next item and I apologize to everyone here. Every once in a while I will do whatever I can to make sure that I protect every member of this commission and any member of the public who comes forward and wishes to speak. Also, any member of our staff and the jobs that they do. I want everyone to know that, I appreciate all the hard work. I appreciate everybody that comes forward that wishes to address this commission. I will give time, but I will not allow for the disrespect of anyone or anything that we're trying to accomplish here.

Commissioner Herbert

Thank you Mike

E. REGULAR AGENDA ITEMS:

1. **Presentation by First Baptist Church of a monetary donation to the Affordable Housing Trust Fund.**

John Paul:

Good Evening. I'm the moderator of First Baptist Church here in Lawrence. With us tonight, we have our Senior Pastor Matt Sturtevant and two members of our Justice Ministry, Steve Yoder and Sandy Haycock. Tonight, First Baptist Church whose been a member of this community for over a hundred and sixty years would like to bring a check to you. During that time that we've been in Lawrence, we've served the community in various ways. Most of those are what we call mercy ministries. We've served Link, we were with Habitat for Humanity, we're an active member of Family Promise and we have our own Food Pantry. One of the things we'd like to do is get to the systemic reasons behind some of these issues that cause people to need these mercy ministries. One of those big areas that we see is the area of homelessness and affordable housing and trying to find a way to make housing affordable for those that work here in Lawrence that are maybe in lower income jobs like manufacturing ,food service or other occupations. Tonight, we ask the commission and we encourage the Commission to continue to identify sustainable revenue stream for the affordable housing trust fund and to find ways to disperse that in a proper manner. Tonight, we'd like to make a gift and this gift comes from our Christmas

Eve service as we reflected on the fact that Christ was born in a manger and that housing was less than desirable. We would like to make a donation from our offering from that evening and tonight we bring a check for \$1024.00 to be deposited into the affordable housing trust fund.

Mayor Amyx:

John, thank you very much. Matt, thank you. I know others have comments here. It's good to see folks in our churches and folks throughout a number of organizations throughout our community who recognize the importance of affordable housing and the city commission. I'm amazed, the city commission can do a number of things, and it can't do it all. So, when we have gifts like what you brought forward this evening to work through the trust fund and make sure that it goes into things that the advisory board sees fit for the expenditure, I think you're all to be applauded for the work and the gift that you provided for folks that really have needs. I want to thank you all. Comments.

Commissioner Larsen:

It makes our job much easier when we see the backing we've had from groups such as yours. It really does.

Vice Mayor Soden:

Yeah. Thank you for the gift. Especially since your involved in Family Promise so, the easy thing would have to been just to give it to your own program. Thank you for donating to the whole community this way.

Commissioner Boley:

Again, I'd like to echo their thanks. We really appreciate it and we appreciate the vision and the generosity behind it. I think it also highlights our need to come up with sustainable funding for the Affordable Housing Trust Fund. Thank you.

Commissioner Herbert:

Echo that and John I want to thank you especially for your comments about identifying the cause and not just trying to fix the problem. I know one of my frustrations this week, was when the city managers report came out, not towards you. We set our wage floor based on the federal poverty levels, which we obviously have no control over at the city commission but if you look at. This was the smallest wage increase we've had with the exception of 2010 when it remained stagnant, since the program began. I ran the math on it. Our twelve year growth program on that has been twenty-five cents a year and this year we've bumped it four cents. Which is a disappointment, obviously we can't control the level at which the federal government sets the poverty threshold but that was a disappointment to say the least.

Mayor Amyx:

It's true. Okay. Any public comment on this item? Well, again, thank you all very much and thank you for your commitment and your time to come address the Lawrence City Commission and we look forward to making this gift work for each and every one of you. Please pass that back to members of the church. Okay? Thank you all very much. Okay, so. I would entertain a motion

that we accept the monetary donation for the Affordable Housing Trust Fund from the First Baptist Church.

Moved by Commissioner Herbert, seconded by Commissioner Larsen, to accept monetary donation for the Affordable Housing Trust Fund from First Baptist Church. Motion carried unanimously.

2. **Consider approving guidelines for the Transient Guest Tax Grant Program and consider adopting Resolution No. 7151, creating the Transient Guest Tax Grant Program Advisory Board.**

Megan Gilliland, Communications Manager, presented the staff report.

Mayor Amyx: Questions of Megan?

Vice Mayor Soden: One thing that I didn't see here on the guidelines that I'm a little concerned about is to make sure there's not some kind of event that might be already getting funding from one part of the budget and now is going to get funding in another part of the budget through this way. Sounds like double-dipping, I really don't think that's fair as well. I think it should be kind of an either or thing.

Diane Stoddard:
Interim City Manager We can certainly add some language like that. I think as Megan pointed out, one of the items here does indicate that.

Vice Mayor Soden: Oh, it does?

Diane Stoddard:
Interim City Manager Well, it talks about no more than twenty-five percent.

Vice Mayor Soden: Yeah, I saw that.

Diane Stoddard:
Interim City Manager Over the budget.

Vice Mayor Soden: But, what if they ask for seventy-five percent from another area of our budget?

Diane Stoddard:
Interim City Manager Right, perhaps we could say twenty-five percent of the overall budget, should be this or other city sources. Something like that.

Vice Mayor Soden: Yeah, something, as long as you address that concern.

Mayor Amyx: Okay. Other questions?

Megan Gilliland:
Communications Coordinator The hope also, as I went through the application process. If you scroll down and take a look at it. Collaboration between the city and organizations to create events like this is really

important. Just like Mark Thiel does with his right-away permits, I'm trying to make sure I understand that if a group is asking for certain city services that we understand what that is from sanitation to police services. That that would not be necessarily considered as automatic as part of their grant request. Then also, the hope is that marketing is a huge part of events and making sure that people are aware of your event and so I'm hoping that as we have the groups think about marketing and think about some of the things that need to go into that. Hopefully, my background and my connections that I have in the community can help with that as we try and grow and raise events.

Vice Mayor Soden: Excellent work, thank you.

Mayor Amyx: Anyone else? Okay. Thanks, Megan. Don't go far.

Megan Gilliland:
Communications Coordinator Thank you.

Mayor Amyx: Public comment on this item? Any public comment? Okay. Just real quick again Megan. It's pretty well laid out as to where the advisory board members will come from, from the various groups here. The only two that are going to be from the hotel industry, they're going to come. We'll get that right?

Megan Gilliland:
Communications Coordinator Well, actually I notified the Explore Lawrence Board both in writing and verbally. Since they already have some hoteliers on there, my recommendation was to take a couple of hoteliers who had applied for that board, who had shown interest in community service and reach out to them. After tonight's meeting, I was going to reach out to a couple of those hoteliers that had interest in that. The Explore Lawrence board has already given me the name of somebody they'd like to serve on this. I would look to the LCAC to name somebody. If there's anybody in the community that's interested in serving from the at-large position, those are certainly open and available. I've had a couple of people come up to me and mention they saw it and were interested in it.

Vice Mayor Soden: Does the Mayor appoint those, the two at-large?

Megan Gilliland:
Communications Coordinator Yes, but if there's anybody who wants to get their name out there, certainly. I guess that's what I was asking; if there's anyone who is interested they need to let us know.

Mayor Amyx: Then under the hotel representatives, are we going to pick one from the large hotel and then one from the smaller?

Megan Gilliland:
Communications Coordinator No, this isn't written like that. No, it's just hotelier representation.

Mayor Amyx: Last but not least, the city commission member.

Commissioner Herbert: I'm on the board.

Mayor Amyx: Oh yeah. That's right, you probably have conflict. This is going to take four weeks twice a year?

Megan Gilliland:
Communications Coordinator This should be a nominal amount of time, hopefully. If we do a good job as staff and encourage education of the grant process and promotion of it, then hopefully it's a matter of coming together, looking at grant applications.

Mayor Amyx: Commissioner Herbert we already talked to Lisa in earlier. You'd be busy. Anyway, we'll be fine. I have nothing to do.

Commissioner Herbert: Thanks.

Mayor Amyx: We got you commissioner.

Megan Gilliland:
Communications Coordinator Yes. To answer your question was, it is the Mayor's decision, but I know there's a couple of hotel representatives that are already interested. I'll share those names and he can make those decisions.

Mayor Amyx: Okay. Well, if there's no other questions, no other comments, I guess we ought to get busy. Megan, as always, thank you for your hard work. Diane, do you have anything else to include in this?

Diane Stoddard:
Interim City Manager No, no. That's okay, we can start ...

Vice Mayor Soden: No comments.

Mayor Amyx: Again, is there any public comment on this item?

Vice Mayor Soden: I guess I missed you.

Commissioner Herbert: It's a tough crowd.

K.T. Walsh: I think this is wonderful. I'm so glad it's being established and again, thank you for all the work you've done. I hope also that this will encourage people to do events all over the city. Like, the water slide thing and the things that are going on out at Rock Chalk and to bring events to the whole city and this might be a little tangential, which is my nature, but there's so many people doing Air B&B rooms and in homes in our town and in our county and we don't tax them. We don't tax them with the transient guest tax and I actually don't think we should if it's just a family renting out a bedroom. There are many people who

have bought homes to rent out for Air B&B and I personally think those should be included in the transient guest tax which would bring us a little more to throw into this fund. It's just a suggestion. Thank you.

Mayor Amyx: Okay, thank you.

Megan Gilliland:
Communications Coordinator Actually the Explore Lawrence Board is busy doing some human resources and naming their director and things like that. The thought of the Air B&B and what that means to our community has come up in those meetings and it's something that that group at least wants to have a conversation on and we'll make sure you're aware of that. If you don't know what Air B&B is, it's basically renting a home and you do not have to pay transient guest tax instead of staying in a hotel.

Mayor Amyx: I just got in at the wrong time. Twenty years to early or something.

Commissioner Larsen: They don't have to pay taxes because legally they don't have to or because nobody knows they're out there?

Megan Gilliland:
Communications Coordinator I don't know the answer to that.

Commissioner Larsen: Tony?

Toni Wheeler:
City Attorney They've just come into being relatively new recently and the laws just haven't included them in the definitions of what should pay those guest tax fees. I know that there a number of cities across the country that are looking at their codes and trying to amend them and looking at zoning issues to make sure they're considering the impacts that they have on the communities that they're in. I'm not aware of many cities in Kansas that have adopted any laws or regulations on this yet, but we'll be watching and looking into it.

Commissioner Larsen: Thank you.

Mayor Amyx: Okay. Any other questions or comments? Megan again, thank you. Anything else from the commission? If not, I would entertain a motion to approve the guidelines subject to the recommendation of the City Commission that Vice Mayor Soden brought up for the Transient Guest Tax and also to adopt Resolution No. 7151, creating the Transient Guest Tax Grant Program Advisory Board.

Moved by Commissioner Boley, seconded by Commissioner Herbert, to approve the guidelines for the Transient Guest Tax Grant Program and adopt Resolution No. 7151, creating the Transient Guest Tax Grant Program Advisory Board. Motion carried unanimously.

3. **Consider motion to recess into executive session for approximately 30 minutes for the purpose of consultation with attorneys for the City deemed privileged in the attorney client relationship. The justification for the executive session is to keep attorney client matters confidential at this time. The City Commission will resume its regular meeting in the City Commission Room at the conclusion of the executive session.**

Moved by Vice Mayor Soden, seconded by Commissioner Larsen, recess into executive session for approximately 30 minutes at 6:35 pm., for the purpose of consultation with attorneys for the City deemed privileged in the attorney client relationship. The justification for the executive session is to keep attorney client matters confidential at this time. Motion carried unanimously.

The City Commission returned to its regular meeting at 7:06 p.m. and had nothing to report.

Okay, we are back in session and we have nothing to report.

F. FUTURE AGENDA ITEMS:

Diane Stoddard, Interim City Manager, outlined potential future agenda items.

Commissioner Herbert: When we talk about Emerald Ash Borer, are we going to have some individuals from Forestry with us?

Diane Stoddard: Yes.

Commissioner Herbert: I know there was a couple of them and we'd talked about this, it's been a couple of months ago now, Tyler Fike comes to mind, with the Forestry, who had talked about there's some opportunity there for some resale of some various woods that we've cut on city property. He would know numbers better than I. He was talking about some very real money and so, I think that's something to look at. Obviously it's going to be very expensive dealing with the Emerald Ash Borer and I don't pretend like we have that kind of money just sitting there in the wood lot, but there is some good real money sitting there. It'd be good to get him in here and discuss that further.

Diane Stoddard:
Interim City Manager Will do.

Mayor Amyx: Okay. Then, the items that we have on our ongoing list, obviously as much as I would like to say we could get all of these done over the next eight weeks, we could start out clean in April, that's not going to happen. Unless, we really load the agenda. I don't think we

want to be here on weeks at a time. City manager and I talked yesterday, we're going to sit down and talk about some of the things we really can get accomplished over the next several weeks. Get those up for discussion. Be prepared for some of those, giving you a couple of weeks of kind of a rest period. Give the community a rest period. Be ready for next week. Okay.

Diane Stoddard:
Interim City Manager

One of the things I might foreshadow is, we visited a little bit with the new city manager about the budget process and we want to put together a bit of a draft calendar. Talk with him a little bit about the process and visiting with him more, I do think that he is really a part of the budget discussions from the beginning. If we add some meetings in April to our calendar we will in-effect get a month jump on our regular process that we did last year. That would be my recommendation and then we can bring a schedule of meetings to you all to consider and get on calendars and things like that. But, might anticipate some study sessions and things like that beginning in April.

Mayor Amyx:

Okay. Sounds good. Any other future agenda item any commissioners have? Okay. Commission items?

G: COMMISSION ITEMS:

Vice Mayor Soden:

I wanted to bring up, when we go to D.C. we're in the national league of cities; Diane and Lisa and I will be going for that, Diane has set up a meeting for us with the National Trust Foundation.

Commissioner Larsen:

National Housing Trust.

Vice Mayor Soden:

National Housing Trust, so, I'm really looking forward to that. We only have ninety minutes and a lot of things to talk about so, very excited.

Mayor Amyx:

Do they have money?

Vice Mayor Soden:

Let's hope so.

Commissioner Larsen:

Hopefully they can give us a lot of ...

Mayor Amyx:

Put the squeeze on them.

Vice Mayor Soden:

I don't know how, but...

Diane Stoddard:

Well, it's in the right direction anyway.

Interim City Manager

Vice Mayor Soden: Yeah.

Diane Stoddard:
Interim City Manager On some resources and things.

Vice Mayor Soden: Yeah, absolutely.

Commissioner Larsen: Any ideas put them in the Commissioners hands. We'd like to take it with us.

Vice Mayor Soden: Yeah, please.

Mayor Amyx: Just take bags, you'll be okay. Big sacks. That's terrible isn't it?

Diane Stoddard:
Interim City Manager I'm only reimbursed one bag.

Mayor Amyx: If it weighs over fifty we can't. Oh my.

Diane Stoddard:
Interim City Manager I think an exception could be made.

Commissioner Boley: I got to go to Denny Lawton Barkers middle school class, the future cities class. I saw their presentation. They did a great job. I think I envy you, you see some really good stuff.

Commissioner Herbert: I have a pretty good job.

Commissioner Boley: So, yeah. Danny's done a lot of really good work with them and Chris Storm was there. I served with him on the traffic safety commission, he was here tonight. It's a bunch of folks who are also excited about going to Washington D.C., they leave on Friday morning.

Vice Mayor Soden: Nice.

Commissioner Boley: Their going off to present and just wish them best of luck.

Mayor Amyx: Okay. Other commission items? Okay. Calendar? Nothing.

H: CALENDAR:

Diane Stoddard, Interim City Manager, reviewed calendar items

I: CURRENT VACANCIES – BOARDS/COMMISSIONS:

Existing and upcoming vacancies on City of Lawrence Boards and Commissions were listed on the agenda.

Moved by Commissioner Boley, seconded by Commissioner Larsen, to adjourn at 7:13 p.m. Motion carried unanimously.

MINUTES APPROVED BY THE CITY COMMISSION ON MARCH 1, 2016.



Brandon McGuire, Acting City Clerk