

Hillsboro, Kansas
August 1, 2023

1. The City Council met in regular session via Zoom and in person on Tuesday, August 1, 2023 at 6:30pm with Mayor Lou Thurston and Council members Blake Beye, Brent Driggers, David Loewen and Byron McCarty participating.

Members Absent: None.

2. **Others Participating:** Andrew Kovar, City Attorney; Matt Stiles, City Administrator; Danielle Bartel, City Clerk; Crystal Hinnen, Ranson Financial.

3. **CALL TO ORDER:** Mayor Lou Thurston called the meeting to order at 6:30pm.

4. APPROVAL OF CONSENT AGENDA

VOUCHERS in the amount of \$33,469.35.

Council member Beye motioned to approve the consent agenda. Council member McCarty seconded. Motion carried.

5. **PUBLIC COMMENTS:** None.

6. **RANSON FINANCIAL – CDBG AWARD OF \$600,000 FOR CHILDCARE:** Crystal Hinnen of Ranson Financial shared the next steps needed to receive the CDBG award for the childcare facility. She provided the Fair Housing and Opportunity to Work documents to be posted at City Hall. Hinnen also reviewed the grant contract and noted a separate bank account will be needed to hold the childcare grant funds.

Council member Loewen motioned to approve the agreement with the Kansas Department of Commerce for a Community Development Block Grant for the Community Child Care Center in the amount of \$600,000 and authorize the Mayor and City Clerk to sign. Council member Beye seconded.

Discussion ensued regarding funds raised and grants received. Administrator Stiles noted the total funds will be approximately \$2.66M and that the City will not make decisions regarding the childcare center.

Following this discussion, the motion carried.

7. BUSINESS ITEMS

JOB DESCRIPTION FOR THE DIRECTOR OF PARKS & RECREATION POSITION: Administrator Stiles shared of revisions to the Recreation Director job description. Following Cara Duell's resignation notice, staff took the opportunity to revise the job description. He noted this individual will need to hire another part time permanent position under the director, and a pool manager will still be needed. Council discussion regarding the scope of this position, budget impact, and seasonal staffing needs.

Council member McCarty motioned to approve the job description for the Director of Parks & Recreation position. Council member Loewen seconded. Motion carried.

HILLSBORO FORD INVOICES: Administrator Stiles reviewed the Hillsboro Ford invoices. Council member McCarty motioned to approve payment to Hillsboro Ford in the amount of \$216.83. Council member Driggers seconded. Council member Beye abstained. Motion carried.

8. DISCUSSION ITEMS:

2024 BUDGET DRAFT: Administrator Stiles shared there have been no changes to the budget draft. Stiles will keep the budget draft in front of the Council for review until it is approved. He noted the public hearing will be during the regular City Council meeting on September 5, 2023.

QUARTERLY STRATEGIC PLAN UPDATE: Administrator Stiles shared of updates to the strategic plan for the second quarter. He highlighted significant momentum in the Childcare category and provided updates for both Housing and Workforce categories. Stiles noted he would like to review and revise these goals for the upcoming three years.

9. **CITY ADMINISTRATOR'S REPORT:** Administrator Stiles reported on the following:

- Financial Dashboard Report
- Tabor Block Party August 12

- Marketing Help
- Ourtown Development Initiatives
- Splash Pad Dedication
- Senior Center
- CKEC MOU
- Pool closes to the public on Sunday, August 13
- Pool Dedication on Thursday, August 10 at 2PM
- Administrator Stiles Vacation

10. PUBLIC COMMENTS: None.

11. COUNCIL COMMENTS: Council member McCarty thanked observers for attending the Council meeting. Council member Driggers shared his appreciation for Representative LaTurner visiting Hillsboro today. Council member Beye thanked city staff, especially the street crew, for their work on the downtown streets this week.

12. ADJOURNMENT: Council meeting adjourned at 7:16pm.

ATTEST:



LOUIS THURSTON, MAYOR

DANIELLE BARTEL, CITY CLERK