

**City Commission Minutes**

Regular Session

July 28, 2025

City Commission Chambers

101 S Lincoln Ave.

Chanute, KS 66720

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Vice-Mayor Tim Fairchild presided and called the meeting to order at 6:30 p.m., the Pledge of Allegiance was recited.

Commissioners Present: Vice-Mayor Tim Fairchild and Commissioners Kevin Berthot, Tim Egner, and Larry Taylor.

Commissioners Absent: Mayor Jacob LaRue.

Staff Present: Todd Newman, City Manager; Ryan Follmer, Assistant City Manager; Tina Bailey, City Clerk; David Brake, City Attorney; and Cory Kepley, Chief Finance Officer.

**INVOCATION**

The invocation was given by Vice-Mayor Tim Fairchild.

**AGENDA**

Vice-Mayor Fairchild requested the addition of Item 9A-Lease Agreement for Golf Course Restaurant and the removal of Item 9J-Property Resolution for 515 South Highland. The amended Agenda was approved on motion by Commissioner Taylor, seconded by Commissioner Egner. Voting Aye: All. Motion carried unanimously.

**CONSENT AGENDA**

The Consent Agenda is used to approve non-controversial or routine matters by a single motion and vote. The Consent Agenda consisted of the following:

- Minutes – City Commission – July 14, 2025
- Warrant Register dated July 16, 2025
- Warrant Register dated July 23, 2025
- Review Various Board and Committee Minutes and Reports

Motion made by Commissioner Egner, seconded by Commissioner Taylor, to approve the Consent Agenda as presented. Voting Aye: All. Motion carried unanimously.

**PUBLIC COMMENTS**

Chamber of Commerce and Office of Tourism Executive Director invited the City Commission to attend the Ribbon Cutting for the reopening of the Art Gallery, scheduled for August 15, 2025, 12:00 p.m.

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### **CITY MANAGER'S REPORT**

City Manager Todd Newman gave his report on City activities and operations. Items reported on included an update on the Osa Martin Option B Road Project and the new trash carts.

### **OLD BUSINESS**

#### **PRESENTATION OF THE 2024 AUDIT**

Neil Phillips with Jarred, Gilmore and Phillips, PA presented the 2024 Audit to the Commission.

Motion made by Commissioner Berthot, seconded by Commissioner Taylor, to adopt the 2024 Audit as accepted. Voting Aye: All. Motion carried unanimously.

### **CRDA – BALLOT QUESTION**

On June 23, 2025, at the City Commission meeting, the Commission passed a resolution to put a sales tax question on the November ballot for CRDA/Economic Development. At the July 14, 2025 meeting, the Commission agreed to finalize the amount at one-eighth cent and agreed to accept CRDA's revised ballot language.

Kansas cities are allowed to have up to a two-cent general sales tax and a one-cent special purpose sales tax. Currently, the City of Chanute has a one-cent general sales tax and a quarter-cent sales tax which will fund The Depot project. One-eighth equals .125 and cities can only have a sales tax in .05 increments. Accordingly, the City Commission needs to vote between a sales tax of .10% or .15%.

General discussion was made. Comments were made by CRDA Executive Board Member Darin Luebbering, City Manager Todd Newman, and City Attorney David Brake.

Motion made by Commissioner Egner, seconded by Commissioner Berthot, to adopt

A RESOLUTION AUTHORIZING AND PROVIDING FOR THE CALLING OF A SPECIAL QUESTION ELECTION IN THE CITY OF CHANUTE, KANSAS, FOR THE PURPOSE OF SUBMITTING TO THE ELECTORS OF THE CITY A QUESTION RELATING TO A CITYWIDE RETAILERS' SALES TAX FOR CHANUTE REGIONAL DEVELOPMENT AUTHORITY AND ECONOMIC DEVELOPMENT and the proposed sales tax will be in the amount of .15%.

Voting Aye: All. Motion carried unanimously.

The Resolution was assigned: No. 2025-93

### **NEW BUSINESS**

#### **LEASE AGREEMENT – GOLF COURSE RESTAURANT**

City staff has been advertising and showing the Restaurant area at Stone Creek Golf Course since April 2025. Amy Callahan owner of Outsiders Bar & Grill has presented a contract for City Commission consideration.

City staff alongside the Golf Board is recommending Commission approval.

Amy Callahan provided a brief overview of the request.

General discussion was made. Comments were made by City Manager Todd Newman and Amy Callahan.

Motion made by Commissioner Taylor, seconded by Commissioner Egner, to authorize the City Manager to execute a lease agreement as presented. Voting Aye: All. Motion carried unanimously.

#### **CONSIDER PUBLIC HEARING DATE FOR 2026 MUNICIPAL BUDGET**

The City of Chanute is required to hold a Budget Hearing and have the Budget submitted to the County no later than August 25. This will require publication of the Notice of Budget Hearing Form at least 10 days in advance of said hearing.

The purpose of the hearing is to allow the public to speak about the proposed budget. This requires a public notice which is set by the City Commission.

The budget establishes the allocation of financial resources expected to be available to deliver municipal services for 2026.

Motion made by Commissioner Taylor, seconded by Commissioner Egner, to set August 11, 2025 as the date to hold the required Public Hearing for the 2026 Municipal Budget. Voting Aye: All. Motion carried unanimously.

#### **APPOINT ONE MEMBER TO THE TOURISM AND CONVENTION COMMITTEE**

The Tourism and Convention Committee currently has one vacant board term.

Amy Jensen, Executive Director, Chanute Chamber of Commerce & Office of Tourism, on behalf of the Tourism and Convention Committee is requesting that the Commission appoint one member, Tommy Rodriquez, to serve on the board.

General discussion was made. Comments were made by Office of Tourism Executive Director Amy Jensen.

With Commission consent the Vice-Mayor appointed Tommy Rodriquez to the Tourism and Convention Committee for a two-year term.

#### **REQUEST TO CONSUME ALCOHOL ON CITY PROPERTY DURING CLASS REUNION**

Linda Barnes, CHS Class of 1985, is requesting permission to consume alcohol on City property during their class reunion, at the Fiesta Grounds, Friday, September 26, 2025 and Saturday, September 27, 2025, both evenings from 5:00 p.m. through midnight.

General discussion was made. Comments were made by City Manager Todd Newman.

Motion made by Commissioner Egner, seconded by Commissioner Taylor, to approve the request to Consume Alcohol at the Fiesta Grounds on Friday, September 26, 2025 and Saturday, September 27, 2025 as presented. Voting Aye: All. Motion carried unanimously.

**PROPERTY RESOLUTION – 525 SOUTH GRANT**

**PROPERTY RESOLUTION – 19 SOUTH KANSAS**

**PROPERTY RESOLUTION – 511 NORTH CENTRAL**

**PROPERTY RESOLUTION – 502 NORTH CENTRAL**

**PROPERTY RESOLUTION – 502 WEST 5TH**

**PROPERTY RESOLUTION – 1219 NORTH WASHINGTON**

Motion made by Commissioner Egner, seconded by Commissioner Berthot, to adopt resolution declaring that the above properties are in violation of Chanute Municipal Codes and authorizing abatement of certain nuisances as presented. Voting Aye: All. Motion carried unanimously.

The Resolutions were assigned: No. 2025-94, No. 2025-95, No. 2025-96, No. 2025-97, No. 2025-99, and No. 2025-100.

**PROPERTY RESOLUTION – 125 SOUTH LAFAYETTE**

Robert Ballard requested that the City Commission consider an extension until September 30, 2025, to allow him time to abate the property violation(s).

General discussion was made. Comments were made by City Manager Todd Newman.

Motion made by Commissioner Taylor, seconded by Commissioner Berthot, to adopt resolution declaring that the above property is in violation of Chanute Municipal Codes and authorizing abatement of certain nuisances as presented and to allow the property owner an extension to abate the violation(s) before September 30, 2025. Voting Aye: All. Motion carried unanimously.

The Resolution was assigned: No. 2025-98.

**COMMISSION COMMENTS**

Commissioner Larry Taylor reported that he has been attending the Tourism and Convention Committee monthly meetings and that he appreciates their community involvement.

Commissioner Berthot commented on the reopening of the Art Gallery and encouraged everyone to support the Art Gallery.

Vice-Mayor Tim Fairchild commented on the Art Gallery and encouraged everyone to attend and celebrate the reopening.

**ADJOURNMENT**

Motion made by Commissioner Taylor, seconded by Commissioner Egner, to adjourn. Voting Aye: All. Motion carried unanimously. Meeting adjourned at 7:32 p.m.

Tina L Bailey, CMC  
City Clerk