

**ULYSSES CITY COUNCIL  
REGULAR SESSION  
June 24, 2020**

**PRESENT:**

Mayor: Tim McCauley

Council Members Present: John Duran, Tolan Seger, Ken Warner  
Jerry Jo Deckert, Caleb Woods, and Sam Guy

Staff Present: Alan Olson, Sarah Britton, and Dave Black

Visitors: Jantz Becker, Pastor Gustavo Perez, and Kristy Breese

**Mayor** Tim McCauley called the meeting to order at 5:00pm.

The **Pledge of Allegiance** was led by Mayor Tim McCauley.

Pastor Gustavo Perez led the room in **Opening Prayer**.

**CONSENT AGENDA**

Motion by Council Member Duran, seconded by Council Member Deckert to approve the consent agenda. Council Members Seger, Woods, Warner, and Guy, voted yea. Those voting nay, none. Motion carried, 6 yeas. Nays, none

**Visitors:**

Kristy Breese with the Grant County Recreation asked the council for permission to close the streets around the teen center for Prom on July 25, 2020 from 9:00 to 12:00pm. Kristy stated that the rec would like to close the streets so the parents could take pictures as the kids are walking in. The streets would need to be closed only for the walk-in which will start at 7:00p.m.

The council is in agreement with closing the streets around the teen center for Prom.

**OLD BUSINESS**

**NEW BUSINESS**

**Safe Routes to School Study**

City Engineer Pete Earles explained the City of Ulysses Safe Routes to School Phase 1 report.

**BACKGROUND**

Connect Ulysses formed under the mantle of the Rotary Club of Ulysses. Rotarians working on this committee invited businesses to become involved in the walkability of the City. The group named itself Connect Ulysses and has been operating as an independent movement of the Ulysses residents. The organization worked with the City of Ulysses to install a sidewalk around a park in a low income neighborhood, and to install sidewalks along a popular walking route on the west side of Ulysses called Joyce street. When the Connect Ulysses group ran a census in July of 2017 requesting

the priority needs of the community, residents listed safe walking and safe biking routes for the families as the town is sadly lacking in each. It is with the urging of current Connect Ulysses Member, former City Councilwoman Lana Long-Anderson that the group pursued a Kansas department of Transportation Safe Routes for Schools Phase 1 planning grant. With the past partnership between Connect Ulysses and the City of Ulysses, the City Mayor has agreed to work with this group toward a long term safe routes plan, and working with the school district and Grant county to submit phase 2 applications.

Poverty and/or health is not the symptom driving the Phase 1 Report. The City of Ulysses is responding to the observed needs of families in our community for safe walking and biking alternatives for children to schools, after school activities and summer recreational opportunities. Based on community and faculty input, as well as site observers, a minimal amount of students with or without parents walk or bike to school due to a lack of infrastructure and safety concerns. This leaves a large number of students that ride to school with parents and are bussed into school.

### **PLAN OF ACTION**

This study was initiated to assist the City of Ulysses, Grant County, and USD 214 in completing the Safe Routes to school (SRTS) Phase 1 Comprehensive plan and with Phase 2 funding submittal(s). The SRTS program is a federal funded program administered by the Kansas Department of Transportation (KDOT). The objective of this study is to encourage walking and bicycling to the school including identifying routes that children are taking to and between schools, and to and between after school and summer activities, and then propose improvements to those routes both in efficiencies and in traffic control design. The ultimate goal will be to improve router conditions through a combination of traffic calming techniques, sidewalk, installations, signage, striping improvements, route identification, and education initiatives to foster a safer environment for children to walk and bicycle to school. This comprehensive plan includes the five E's-Education, Encouragement, enforcement, Engineering and Evaluation.

The City of Ulysses utilized City Engineer Peter Earles and Earles Engineering & inspection, Inc, and the members of Connect Ulysses to gather data and create a comprehensive report. Members of Connect Ulysses met with the City staff and the USD 214 administrative officers to understand concerns and collect important information about the areas of concern. The SRTS team included Connect Ulysses Members, The City of Ulysses, The Rotary Club of Ulysses, and Earles Engineering & inspection, Inc.

Meetings were conducted with the administrative staff to obtain access to students and property for data gathering. Information was gathered from the school regarding:

- Dismissal and arrival process
- Crossing guard information
- Before and after school programs
- Attendance
- Busing Procedures

Earles and Connect Ulysses collected data to develop the existing conditions. Discussion were also held to gain a better understanding of the local concerns and to help identify problematic areas. A field study was conducted in the vicinity of the school during the peak arrival and dismissal times to compare the anecdotal data gathered from school administration. Recommendations and costs estimates were assembled for the school to include the 5 E's.

City Engineer Pete Earles explained with the city's approval of phase one the Safe Routes to School Comprehensive Plan, will give Connect Ulysses the ability to apply for funding for phase two of this project.

Council Member Warner asked Pete that by the city approving phase one, that it will not be committing the city to any funding of this project. Pete stated that phase one is only approving the comprehensive plan.

Motion by Council Member Deckert, seconded by Council Member Warner to approve phase one Safe Routes to School Comprehensive Plan. Council Members Seger, Woods, Duran, and Guy, voted yea. Those voting nay, none. Motion carried, 6 yeas. Nays, none

See city clerk for copy of Safe Routes to Schools Comprehensive Plan.

### **2019 Audit Report**

Rachel Thooft with Dirks, Anthony & Duncan, LLC presented the 2019 audit results.

Rachel stated that the city needs to revisit the credit card policy, and update how some of the procedures are conducted, and also to make sure that the municipal court bonds are recorded through the gworks computer system. Rachel also stated that the city is in a good position at this time. The city has ten months of reserves.

We have audited the summary statement of receipts, expenditures, and unencumbered cash of the City of Ulysses for the year ended December 31, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, Government Auditing Standards and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 4, 2020. Professional standards also require that we communicate to you the following information related to our audit.

#### **Significant Audit Findings**

##### Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Ulysses are described in Note 1 to the financial statement. No new accounting policies were adopted and the application of existing policies was not changed during 2019. We noted no transactions entered into by the City of Ulysses during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statement in the proper period.

The financial statement disclosures are neutral, consistent, and clear.

##### Difficulties Encountered in performing the Audit

We encountered no significant difficulties in dealing with management in performing our audit.

##### Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statement taken as a whole.

##### Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statement or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

##### Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 22, 2020.

##### Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation

involves application of an accounting principle to the City of Ulysses's financial statement or a determination of the type of auditor's opinion that may be expressed on those statement, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### Other audit findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City of Ulysses's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### Other Matters

We applied certain limited procedures to Schedules 1 through 3, which are required supplementary information (RSI) that supplements the basic financial statement. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statement, and other knowledge we obtained during our audit of the basic financial statement. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Motion by Council Member Warner, seconded by Council Member Deckert to approve the 2019 audit report. Council Members Duran, Seger, Woods, and Guy, voted yea. Those voting nay, none. Motion carried, 6 yeas. Nays, none.

See Attached 2020 Audit Report

#### **CMB License Garcia's Restaurant**

Motion by Council Member Deckert, seconded by Council Member Warner to approve the CMB License for Garcia's Restaurant. Council Members Duran, Seger, Woods, and Guy, voted yea. Those voting nay, none. Motion carried, 6 yeas. Nays, none.

#### **Yamaha Contract**

City Administrator Olson stated this is a contract for a new lease on golf carts. This lease will include 10 new golf carts, with the lease payment being \$4,620.00 biannually.

Motion by Council Member Warner, seconded by Council Member Seger to approve the Yamaha lease, with the lease payment being \$4,620.00 biannually. Council Members Duran, Deckert, Woods, and Guy, voted yea. Those voting nay, none. Motion carried, 6 yeas. Nays, none.

#### **High Plains Public Radio Day Proclamation**

Mayor McCauley read the High Plains Public Radio Day Proclamation stating he proclaims Saturday June 27, 2020 as High Plains Public Radio Day.

Motion by Council Member Deckert, seconded by Council Member Duran to approve the High plains Public Radio Day Proclamation. Council Members Warner, Seger, Woods, and Guy, voted yea. Those voting nay, none. Motion carried, 6 yeas. Nays, none.

#### **STAFF COMMENTS**

City Administrator Olson stated that he sent out some information about having issues with well number 11, and it has been found to have been struck by lightning. Olson also stated at this time he does not have an amount, and is not for sure how much the insurance will cover.

City Administrator Olson stated that know that the city has the audit report, we will begin the budget process at the next meeting.

**COUNCIL MEMBER'S COMMENTS**

Council Member Woods stated that if you know of any business owners that are needing assistance they have one more week to apply for the PPO program.

Council Member Guy stated that he thinks that we need to wear masks at the meetings. Mayor McCauley stated that he is going to leave this decision up to each individual.

Council Member Duran stated that if we practice social desisting we should be okay.

Council Member Warner stated we are in strange times, but it is probably a good thing that we have reserves, because with Covid-19 and businesses struggling we might need the extra money. Warner also encouraged business that if they are struggling to reach out for help like the PPO program.

Mayor McCauley thanked the staff for watching their spending, and also stated their probably won't be much of change with the 2021 budget, because we do not know what might happen with covid-19.

**ADJOURNMENT**

Motion by Council Member Warner, seconded by Council Member Deckert to adjourn the meeting at 6:00 p.m. Motion carried, 6 yeas. Nays, none.

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Mayor Tim McCauley

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Council Member Jerry Jo Deckert

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Council Member Tolan Seger

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Council Member Kenneth Warner

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Council Member Sam Guy

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Council Member John Duran

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Council Member Caleb Woods

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City Administrator Alan Olson

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City Clerk Sarah Britton