

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - MINUTES
January 27, 2026
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order/ Invocation and Flag Salute

Mayor Burt Ussery called the meeting to order at 6:30 p.m. followed the invocation and flag salute.

2. Roll Call

The City Clerk called the roll to confirm the presence of a quorum. The following members were present:

Mayor Burt Ussery, Councilmembers; Justin Shore, Samantha Warkins, Shirley Palmer-Witt and Dalton Chambers.

The following staff members were present:

City Administrator Zollinger, City Clerk Poe, Kirk Ives, Amber Ives, Jared Dinwiddie, Cole Hollis and City Attorney Scott Ufford.

Others present who spoke:

Logan Mills.

3. Approval of Agenda

Mayor Ussery asked if there were any modifications to the agenda, there were none.

Motion: *Palmer-Witt* moved; *Shore* seconded to approve the agenda as submitted. Voted and passed unanimously.

4. Public Forum

None.

5. Consent Agenda

Mayor Ussery asked if there was any question on the consent agenda and if not asked for a motion to approve.

Previous Council Meeting Minutes

Claims and Warrants

Facility Usage Agreement – Clearwater Rec

Motion: *Warkins* moved; *Palmer-Witt* seconded to approve the consent agenda as submitted. Voted and passed unanimously.

6. Staff Reports:

- Administration Office – Courtney Zollinger – Council confirmed property owners were responsible for snow removal of sidewalks, Zollinger stated that was correct and enforcement was not put in City Code per Councils request at a previous meeting, but it does specify they are responsible and are legally liable in the event of a fall.
- Fire Department – Jared Dinwiddie – None.
- Police Department – Kirk Ives – None.
- Public Works/Parks – Cole Hollis – Council asked about the sinking culvert by the Dollar General, Hollis is aware of this, and it is on their radar to be fixed. Zollinger mentioned the Engineer has offered options to help the situation as well. Shore asked if the County would be responsible for the repair, Hollis said the County handles the pavement only.
- Senior Center – Amber Ives – Amber informed Council that the food program now has warm food available for the home deliveries and shelving has been donated to store the meals separately from the Senior Center food. She then showed them a box of frozen food that has been coming in for this food program. There are around 5 people eating at the building where they are warming these meals for them. Her goal is to have around 20 people for this program. Ives also informed Council that Commissioner Blubaugh will be the presenter for the February 10th lunch and learn around 12:30.

7. Business

a. Field Usage Agreement – Kansas Curve

Jacob Baca, Kansas Curve Baseball, is interested in using the baseball field at the sport complex again and would like the City to consider a 3-year contract to range from 2026 to 2028. There will be 17 home games in 2026. The field will be used for games only, no practice. There will not be a charge to spectators. Their tentative schedule was provided in the packet. The standard Field Usage Agreement has been shared with Mr. Baca for him to review with a request to extend it to 3 years. This does include usage of the concession stand, but Mr. Baca has stated they are not looking to sell concession at present. The City Council set a fee of \$150/game played for each year. Kansas Curve will have access to the fields, lights, bathrooms, and trash service. Counsel has reviewed the agreement and found no issues with it. Council asked if there would be any conflicts with the School and Recreation schedule, Zollinger stated that the School has 1st priority followed by the Rec, which the Rec does not utilize field 1. Kansas Curve will continue to send their schedule so it can be input into the reservation calendar. Council asked if there were any complaints regarding Kansas Curve's use of the field. Zollinger stated that no complaints had been received. She noted that Whitney inspects the fields for maintenance following the season and reported no issues. Mayor Ussery asked whether the motivation was to keep the cost at \$150 per game or to guarantee a place to play. Zollinger stated she believed the motivation was to secure a place to play. Mayor Ussery expressed concern about the absence of an out clause in the event the City or Kansas Curve needed to terminate the 3-year agreement. Zollinger stated that the agreement stated it could be amended. Ufford clarified that both parties would need to agree to the amendment and indicated he would prepare a revised agreement to include a termination clause. Shore asked if the concessions would be able to be used by other parties during the events since Kansas Curve doesn't usually use it, Zollinger confirmed. Consensus was to allow Kansas Curve to use the fields and have the 3-year agreement with the termination clause to be brought back to Council.

b. Field Usage Agreement – USD 264

USD264 will need use of the sports complex for their upcoming ball season. Each year the City renews the contract with them. In 2024 the City implemented fees for organizations who utilize the city parks, including the sports complex fields. Late last year USD 264, the City and Rec agreed to make improvements to the baseball and softball fields by adding bullpens to fields #1 and #2 as well as a new set of batting cages. With the added cost to the complex the Schools fee will be adjusted for the next 4 years. The fee last year was \$7,500 and in the next 4 years it will be \$20,000. After 4 years the City will re-evaluate the usage fee. The \$20,000 received from the School will offset some of the annual costs to maintain the grass for the School's baseball/softball season as well as the cost of the improvements. The City Attorney drafted the original agreement with the \$20,000 being the only thing changed. Counsel may review and comment as necessary.

Motion: *Shore* moved; *Warkins* seconded to authorize the Mayor to sign the agreement between the City and USD 264. Voted and passed unanimously.

c. Sports Complex Funding Agreement – City/ Rec

In September 2023, the Governing Body engaged Professional Engineering Consultants, P.A. to work with Sports Complex stakeholders to develop a comprehensive master plan. In 2024, the Governing Body received the completed plan and in December of 2025 approved the installation of pitching lanes on fields #1 and #2, redoing the existing batting cages and adding a new set of batting cages between fields 2 and 3 for a price not to exceed \$220,000. Also approved was to widen the pitching lanes to allow two people to warm up at a time which would increase the cost by \$21,320. Making the total project \$241,320. The Council agreed to split the cost with Rec Commission and School District. The School cannot contribute funding to improvements to property they do not own, but the City could increase their usage fee. The School board committed to a 4-year plan of \$20,000 in usage fees which would cover only \$50,000 of the project. The School was not interested in widening the pitching lanes, so the project was reduced to single wide pitching lanes to keep the project at \$220,000. This would leave the City and Rec to split the remaining costs at \$85,000 each. The City does not have the cash available to pay the full portion for the City and the School in one year and asked the Rec Commission if they would be willing to front the majority cost of the project and allow the City to pay back the City and School portion by 2028. There was a verbal agreement from the Rec that they wanted to move forward with the process and said yes. The City will utilize \$45,000 in equipment reserve funding in 2026 to pay a portion of the improvements while the Rec has agreed to cover the remaining. Since the City will be collecting the School portion over a 4-year period, it will be the responsibility of the City to pay the City and School portion of the project back to the Rec. The Rec has agreed to allow the City to do this in two years. The City will budget in 2027 and 2028 to make a payment to the rec, not to exceed \$45,000 in each of those years. Shore asked if the double-wide pitching lanes was contingent upon the School agreement, Zollinger stated that she was given authority to spend a max amount and without the School's third it would

have exceeded the max. She stated that the original design had around 6 ½ feet but they are actually closer to 12 feet so it ended up being almost double without costing extra anyway. Zollinger explained the City paid \$45,000 this year and the School will pay up to \$50,000 with the additional \$12,500 received this year probably going into equipment reserve. After, it will be in the general fund budget.

Motion: *Warkins* moved, *Palmer-Witt* seconded to authorize the Mayor to enter into the payment agreement with Clearwater Rec Commission for the Sports Complex funding. Voted and passed unanimously.

d. Congregate Meals

At the December 9, 2025, Council meeting the governing body was made aware that Everful (aka Meals on Wheels) would no longer be providing meals in Clearwater. CPAAA stepped in and said they were working on a deal with TRIO to offer meals to the areas in which Everful would not. A contract or details had not been worked out with CPAAA but did say they would give a stipend up to \$5,000 to cover costs. The governing body voted to move forward with a contract with CPAAA and authorized the Mayor to sign with the terms that had been stated. Since then, the amount offered to Clearwater Senior Center has increased to \$7,000 annually and would only be reimbursed expenses for costs incurred. This is the same method the Department on Aging funding is handled. Counsel reviewed the agreement and asked that they strike the words 'as Exhibit A' in both 4.a. And 4.b. when referring to an inventory list, they agreed and provided a revised agreement. Counsel has reviewed and approved it. The added language was 4 in item number 5 instead of incorporated into exhibit A, it just says it would be incorporated by reference and herein by reference. Then CPAAA shall document all such new equipment and office products by adding them to the inventory list maintained pursuant to section 4A5 all conditions of section 4A5 shall equally apply to this section. It was fine to sign before. Shore asked if Amber's pay was going to be adjusted due to this, Zollinger stated it is a possibility.

Motion: *Shore* moved, *Palmer-Witt* seconded to authorize the Mayor to sign the agreement with CPAAA. Voted and passed unanimously.

e. Janet/ Yvonne Expansion

Zollinger presented Council with Preliminary Engineer's Opinion of Probable Cost for the extension of Janet and Yvonne Dr. One included open ditch and one with curb and guttering. The open ditch estimate was \$1,557,299.86; the curb and gutter estimate was \$2,138,331.68. She mentioned that the City owns the 40 acres to the North and that there has been discussion with Council on what should be done with it since it is landlocked. This would be a City at large project due to reducing the traffic especially with the school and 4-way stop. Currently Yvonne Dr. is open ditch and needs to be considered whereas Janet is curb and guttering. Both plans presented have sidewalks that run on one side of the road. If this gets approved and installed, it will complete the Heart Loop which is part of the walkability plan. It has been discussed that the 40 acres would need to have access to appear marketable. Zollinger mentioned this project being able to be split up, if Janet were to be installed it would connect with Indian Lakes Drive as well as Chisholm Trail being a vein to help alleviate the traffic from the 4-way stop. She also mentioned that those are residential streets which are thinner and designed for less heavy traffic. The Senior Center expansion has also been discussed with Council and will go out to bid on the 30th and be back in March. Mayor Ussery would like to meet with the School to discuss their exit route since it is on the West end of the school and the extension of Yvonne Dr. would create an intersection in turn creating congestion. Council then discussed curb and guttering verses open ditch and the consensus curb and guttering for both extensions. Palmer-Witt mentioned past drainage issues on the East side of Chisholm Ridge. Logan Mills spoke and said what makes the curb and guttering so expensive is running a storm pipe to capture all the drainage whereas the open ditch not having the pipe. Open ditch would be about 2 feet deep and 4 feet wide depending on the location and need of drainage on both sides. Mills informed Council that open ditches require more right-of-way, he is suggesting getting another 20 feet. He mentioned people parking on the current Yvonne Dr. when there are events for the School and said a shoulder could be put in if they wanted. Shore asked if parking was allowed there, Ives said there is no code stating otherwise currently. Council then discussed open ditch being more appealing for people to park when that is not the intent. Shore asked how wide the sidewalks were on the plans, Mills said 5 feet. Shore said that WAMPO will not recognize these as an official bike path trail unless they are 8 feet to which Mills said that is an option but would require more right-of-way. Council asked where right-of-way would come from, Zollinger stated it would be the farmer. Mills stated the City currently has 80 feet and CED is recommending getting at least 20 feet more for room and having a corridor for future utilities. Council then questioned if water should be put in for future expansion, Zollinger replied that there is already water running throughout Chisholm Ridge. Warkins suggested putting in a small extension, fire hydrant or blow off North of Chisholm Trail to make the 40 acres more marketable. Mayor Ussery mentioned the major rainfall in the last couple of years and being concerned that open ditch wouldn't be sufficient drainage. Mills said that a ditch was

cut in from the Northeast corner going South to accommodate that field drainage and referenced a backyard that flooded which prompted the fix. He said there was also some drainage work along Red River that drains into that West pond if he remembers correctly. CED analyzed the 100-year event for the drainage and about 10-25 year for the storm sewer. It was mentioned that there would be a retention pond to the North if the property was developed. Consensus was from Council was curb and guttering for both extensions of Janet and Yvonne Dr.

f. Project Funding Options

Zollinger presented Council with a report that had the current street projects and included the Senior Center expansion and Janet/Yvonne Dr. Extension.

				2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Existing At-Large Debt Service (see previous sheet)				\$ 92,577.89	\$ 73,952.61	\$ 72,217.68	\$ 34,733.52	\$ 33,951.33	\$ 40,447.08	\$ 39,368.62	\$ 40,968.38	\$ 39,733.80	\$ (20,973.28)	\$ (7,697.77)
Upcoming/Proposed Capital Projects (At-Large)														
Description (Items Note "A" are)	Bonded Amount	City At-Large Amount	Completion Year (Bond payment begins next year)	# of Years to Amortize										
Street Improvements (Engineer Est)	\$ 548,100.00	\$ -	2026	20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Street Improvements*	\$ 5,705,000.00	\$ 3,499,581.62	2027	20	\$ 264,854.54	\$ 264,854.54	\$ 264,854.54	\$ 264,854.54	\$ 264,854.54	\$ 264,854.54	\$ 264,854.54	\$ 264,854.54	\$ 264,854.54	\$ 264,854.54
Janet	\$ 920,000.00	\$ 920,000.00	2028	20	\$ 69,809.77	\$ 69,809.77	\$ 69,809.77	\$ 69,809.77	\$ 69,809.77	\$ 69,809.77	\$ 69,809.77	\$ 69,809.77	\$ 69,809.77	\$ 69,809.77
Yvonne	\$ 730,000.00	\$ 730,000.00	2028	20	\$ 55,392.53	\$ 55,392.53	\$ 55,392.53	\$ 55,392.53	\$ 55,392.53	\$ 55,392.53	\$ 55,392.53	\$ 55,392.53	\$ 55,392.53	\$ 55,392.53
Senior Center	\$ 590,000.00	\$ 590,000.00	2028	20	\$ 44,769.31	\$ 44,769.31	\$ 44,769.31	\$ 44,769.31	\$ 44,769.31	\$ 44,769.31	\$ 44,769.31	\$ 44,769.31	\$ 44,769.31	\$ 44,769.31
Total Annual AT-LARGE Debt Service (with Proposed Projects)					\$ 92,577.89	\$ 73,952.61	\$ 337,072.22	\$ 469,559.67	\$ 468,777.48	\$ 475,273.23	\$ 474,194.77	\$ 475,794.53	\$ 474,559.95	\$ 413,852.87
LESS: Estimated Sales Tax Revenue, if any: \$ 340,000.00							\$ (340,000.00)	\$ (340,000.00)	\$ (340,000.00)	\$ (340,000.00)	\$ (340,000.00)	\$ (340,000.00)	\$ (340,000.00)	\$ (340,000.00)
Required At-Large Property Tax Levy					\$ 92,577.89	\$ 73,952.61	\$ (2,927.78)	\$ 129,559.67	\$ 128,777.48	\$ 135,273.23	\$ 134,194.77	\$ 135,794.53	\$ 134,559.95	\$ 73,852.87
Estimated City Valuation for Prior Year (Levied for Current Year Debt Service)					\$ 24,354,288	\$ 27,198,146	\$ 28,286,074	\$ 29,417,517	\$ 30,594,218	\$ 31,817,986	\$ 33,090,706	\$ 34,414,334	\$ 35,790,907	\$ 37,222,544
Bond & Interest Mill Levy Required (unless other funds are used)					3.801	2.719	0.000	4.404	4.209	4.251	4.055	3.946	3.760	1.984

* at-large amount may be reduced by grants received

The 1% sales tax is being set aside for down payments and can only be used for infrastructure. There is around \$1,240,824.95 that has been put aside with interest earned from CD's and transfers. She estimates that the City will need to borrow around \$3.5 million for the street projects over 20 years. This payment would be around \$264,000 annually. The numbers for Yvonne and Janet on the report include only the open ditch. The 3 City at large projects being discussed, The Senior Center expansion, Janet and Yvonne extension would all need to be entirely bonded if Council chose to move forward with the projects. The report shows what the debt service MIL levy would possibly be with the added projects and the other committed City at large projects then includes an estimated \$340,000 revenue from the 1% sales tax. Council has tried keeping the debt service to around 4 MILs so when projects come off, others can come on. In 2029 the Business park will come off with the last payment being made in 2028. For 2028, there is scheduled to have \$72,000 for other projects plus the \$265,000 payment for the road project totaling \$337,000. The estimated \$340,000 from the 1% sales tax will be used for that payment, therefore we are estimating that Ad Valorem taxes will not be used for the Debt service in 2028. The estimates may vary if we get less from the sales tax, assessed valuations or interest rates could be off. If you add in the extensions of Janet and Yvonne to include curb and guttering, then the MIL for deb service would go up to about 6.5. Zollinger stated that the projects could be split up and that the debt service staying at 4 MILs in not written in stone, it has been a guideline for budgeting purposes and is all up for discussion. Mayor Ussery mentioned the road maintenance plan that has the City split into 4 sections with a section being maintained each year and this cost is built into the budget. He asked when the next major road project would be needed, Zollinger believes a review will need to be done in around 10 years. Council asked about the cost of paving the dirt roads in town, Zollinger didn't have that information with her but is unsure who should pay for that, the City at large or special assessments. She mentioned that other properties had to pay for their roads to be paved and this question would need to be researched more. Mayor Ussery praised the discipline with road maintenance and budgeting. He also stated that he believes that Council has agreed to moving forward with the whole expansion of the Senior Center, the extension of Yvonne would create safety and access in the event of emergencies. Consensus was to bid these projects this year, Zollinger believes that would be the way to go with how the other bonds fall off. Zollinger mentioned if all three projects were temp noted together, it would save time and interest, she will work with CED to get plans ready for bid.

9. Governing Body

Shore – Will be going to Local Government day tomorrow and would take any comments from Council to the event and will update them on what is shared from the League.

Warkins – There were only 5 people who showed up to the last Fall Festival meeting, with several people dropping out this year. She expressed concern about needing more volunteers for the festival. The meetings are held in the evening and if anyone knows anyone interested in serving their community, this would be a good opportunity.

Palmer-Witt – None.

Chambers – Was unable to attend the last Fall Festival meeting but will be on the Fall Festival board still.

Ussery – None.

10. Executive Session

Motion: *Warkins* moved; *Shore* seconded to recess into executive session pursuant to non-elected personnel to discuss specific personnel matters, to include Council, City Administrator and City Attorney. The City Council will reconvene the open meeting in the City Council Chamber at 7:45 p.m. Voted and passed unanimously. The meeting reconvened at 7:45 pm with no action taken.

Mayor Ussery had Resolution 02-2026 authorizing the Senior Center Coordinator, Amber Ives, to receive a pay increase to \$22.78 per hour and asked for a motion to approve.

Motion: *Shore* moved; *Warkins* seconded to approve Resolution 2-2026. Voted and passed unanimously. Mayor Ussery thanked Ives for all that she does.

11. Adjournment

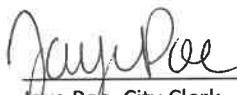
Motion: *Warkins* moved; *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:45 PM.

CERTIFICATE

State of Kansas }
County of Sedgwick }
City of Clearwater }

I, Jaye Poe, City Clerk of the City of Clearwater, Sedgwick County, Kansas, hereby certify that the foregoing is a true and correct copy of the approved minutes of the January 27th, 2026, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 10th day of February 2026.



Jaye Poe, City Clerk

