

MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES

April 3, 2017

7:30 p.m.

The Mulvane City Council convened at the City Building at 211 N. Second at 7:30 p.m. Presiding was Mayor Shelly Steadman, who called the meeting to order.

**Council Members Present:** Joe Johnson, Terry Richardson, Jenean Keck, Nancy Mottola and Kevin Cardwell.

**Others Present:** Debbie Parker, Kent Hixson, J.T Klaus, Chris Young of Young & Assoc., Mike Robinson, Lona Kelly of Sedgwick County, Jeri Myers, Don Williams of the MOS, and several Mulvane Senior Center volunteers.

**Pledge of Allegiance:** All stood for the Pledge of Allegiance led by Mayor Steadman.

**Approval of Regular Meeting Minutes Dated 3-20-17:**

MOTION by Johnson, second by Richardson to approve the Regular meeting minutes dated 3-20-17.

MOTION approved unanimously.

**Correspondence:** None

**Review and Closing of the Agenda:**None

**Appointments, Awards and Citations:**

**1. Volunteer Service Recognition Day – April 4<sup>th</sup>:**

Several people volunteer each year at the Mulvane Senior Center to deliver meals, provide transportation to seniors and help out at the Sr. Center. April 4<sup>th</sup> is a national service recognition day for those people who volunteer their time. The Mayor read a proclamation declaring April 4<sup>th</sup>, 2017 as National Service Recognition Day. A group photo was taken of several volunteers who attended the meeting.

**OLD BUSINESS**

**1. Transient Guest Tax Funds Request – Mulvane Old Settlers Committee – Old Settlers Festival:**

In 2008, the council passed Charter Ordinance #26 establishing a 5% Transient Guest Tax. In 2011, the council passed Resolution #2011-9, a policy that defines how the Transient Guest Tax can be used and disbursed. The TGT funds should result in overnight stays at the Hampton Inn.

MOTION by Richardson, second by Keck to authorize the City Administrator to approve the request from the Mulvane Old Settlers Committee for the Transient Guest Tax fund request in the amount of \$5,000.00.

MOTION approved unanimously.

## NEW BUSINESS

### **1. 2018 Annual Budget Schedule:**

City Administrator reviewed the 2018 annual budget presentation schedule.

MAY 15, 2017

Planning & Zoning

Municipal Court

Public Safety (Police, Fire & Ambulance)

JUNE 5, 2017

Senior Citizens

Municipal Swimming Pool

Utilities Department

JUNE 19, 2017

Public Works

Administration

JULY 3, 2017

Council workshop

Review of Revenues

Tentative:

Budget must be complete for Hearing (Monday) July 17

Hearing notice to newspaper (Tuesday) July 18

Hearing notice published (Thursday) July 20

Budget Public Hearing & Council approved (Monday) August 7

Budget filed with County Clerks on August 17

Budget is to be certified by the County Clerks on or before August 25th

### **2. Mike Wenger – Nottingham Estates Addition – Rural Water District Service Territory:**

Mr. Wenger advised the council he received a letter from Sedg. Co. RWD # 3 regarding compensation for the service territory the City would be taking over with the development of his ten acre housing addition. City staff will put this issue on the 4-17-17 council agenda for discussion.

## ORDINANCES AND RESOLUTIONS

### **1. Flood Insurance Rate Maps – Code Amendment:**

On 9-19-16, the City Council approved Ordinance No. 1476 amending the City's Zoning Regulations to include the newest Flood Insurance Rate Maps ("FIRM") from the Federal

Emergency Management Agency (“FEMA”) and updating certain provisions of zoning regulations, all required to remain in compliance with FEMA guidelines and the National Flood Insurance Program.

Title IV, Chapter 405, Section 405.020 of the City’s Municipal Code is a very short provision which incorporates by reference the Official Zoning Maps of the City into the Municipal Code. This section still refers to the old FIRM maps by date and was not corrected when the Zoning Regulations were updated. Ordinance No. 1476 did not amend Section 405.020 of the Municipal Code to change the dates of the newly incorporated FIRM maps.

It is necessary to amend Title IV, Chapter 405, Section 405.020 of the City’s Municipal Code to refer to the FIRM maps dated December 22, 2016, which were previously incorporated into the City’s Zoning Regulations by Ordinance No. 1476.

MOTION by Keck, second by Cardwell to approve Ordinance No. 1489 amending Title IV, Chapter 405, Section 405.020 of the City’s Municipal Code to refer to the FIRM maps dated December 22, 2016.

MOTION approved unanimously.

**ORDINANCE NO. 1489**

AN ORDINANCE AMENDING AND RESTATING TITLE IV, CHAPTER 405, SECTION 405.020 OF THE MUNICIPAL CODE OF THE CITY OF MULVANE, KANSAS RELATING TO OFFICIAL ZONING MAPS.

**ENGINEERS REPORT**

**1. Engineer’s Report/Project Review and Update:**

Chris Young of Young & Associates updated the Council on the GIS mapping of city utility, E. Mulvane Street drainage project, Cedar Brook 2<sup>nd</sup> Addition, Hunters Pointe Addition, the O’Reilly Addition and the Villa Maria Senior Housing Project. The council discussed the problem with the installation of a sidewalk and privacy or retaining wall in the access easement in Cedar Brook. City staff will meet the developer, the project engineer and the adjacent property owners to resolve the issue.

**City Clerk:** None

**City Administrator:**

**Appoint Joel Pile as the Mulvane Representative to the Sumner County Economic Development Commission:**

Kent Hixson has served as a voting member of the SCEDC for the past few years. He is in the middle of a term. Once Joel Pile was hired to work on economic development, Pile began attending the monthly SCEDC board meetings.

MOTION by Keck, second by Richardson to appoint Joel Pile as the Mulvane representative to the SCEDC board to fill the term vacated by Kent Hixson.

MOTION approved unanimously.

**City Attorney:**

**Executive Session # 1:**

The City Attorney requested an executive session not to exceed five (5) minutes to discuss non-elected personnel. The executive session to include the Mayor, Council, City Administrator and City Attorney.

MOTION by Mottola second by Richardson to recess for a period not to exceed five (5) minutes to discuss non-elected personnel to include the Mayor, Council, City Administrator, and City Attorney.

To return at 8:44 p.m.

MOTION approved unanimously at 8:39 p.m.

MOTION by Mottola, second by Johnson to return from executive session at 8:44 p.m.

MOTION approved unanimously.

Mayor Steadman announced that no binding decisions were made during the Executive Session.

**Executive Session # 2:**

The City Attorney requested an executive session not to exceed five (5) minutes to discuss land acquisition. The executive session to include the Mayor, Council, City Administrator, City Attorney and City Engineer.

MOTION by Mottola, second by Keck to recess for a period not to exceed five (5) minutes to discuss land acquisition to include the Mayor, Council, City Administrator, City Attorney and City Engineer.

To return at 8:50 p.m.

MOTION approved unanimously at 8:45 p.m.

MOTION by Mottola, second by Johnson to return from executive session at 8:50 p.m.

MOTION approved unanimously.

Mayor Steadman announced that no binding decisions were made during the Executive Session.

**Consent Agenda:**

MOTION by Richardson, second by Cardwell to approve Consent Agenda items 1 – 3

1. Payroll dated 3-24-17 (\$188,701.48)
2. Bid from Stanion Wholesale of \$22,692.48 for primary electric underground wire.
3. City Utilities by Dept. (\$19,606.51).

MOTION approved unanimously.

**ANNOUNCEMENTS, MEETINGS AND NEXT AGENDA ITEMS**

- Next meeting is April 17th @ 7:30 p.m.
- Mottola will be attending the Rural Opportunity Conference April 25 & 26 in Junction City, Ks.

**Adjournment:**

MOTION by Keck, second by Richardson to adjourn the council meeting at 8:51p.m.  
MOTION approved unanimously.

Debra M. Parker, City Clerk