

**MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES**

July 7, 2025

6:00 p.m.

The Mulvane City Council convened at the City Building at 211 N. Second at 6:00 p.m. Presiding was Mayor Brent Allen, who called the meeting to order.

**COUNCIL MEMBERS PRESENT:** Grant Leach, Trish Gerber, Todd Leeds.

**OTHERS PRESENT:** Austin St. John, Debbie Parker, J. T. Klaus, Joel Pile, Mike Robinson, Chris Young, Gordon Fell, Rachael Blackwell, Sherry Leach, Robert Little, John Ross, and other interested citizens.

**PLEDGE OF ALLEGIANCE:** All stood for the Pledge of Allegiance led by Mayor Allen.

**APPROVAL OF REGULAR MEETING MINUTES:**

MOTION by Leach, second by Gerber to approve the Regular meeting minutes dated June 16, 2025.

MOTION approved unanimously.

**CORRESPONDENCE:** None

**PUBLIC COMMENTS:** Residents from Emerald Valley Estates, Robert Little and John Ross, advised of an unkept lot at 841 Opal Ct. with tall grass and weeds. Communication attempts with the property owner have been unsuccessful in getting the lot mowed. The council asked about contacting the HOA for assistance. City Attorney, J.T. Klaus, explained the City's process for nuisance abatement and assessing the property for any maintenance or weed control performed by the City.

Little and Ross also advised they have witnessed motorcycles in the area doing burnouts, speeding and reckless driving. The Police have been called regarding this problem and have issued a citation. It was asked if this was occurring at certain times. The Police will continue to monitor the situation.

**APPOINTMENTS, AWARDS AND CITATIONS:**

**1. 10-Year Service Award for Rachael Blackwell:**

Mayor Allen presented a 10-year service award to Finance Director, Rachael Blackwell, and thanked her for her dedicated service.

**OLD BUSINESS**

None

## **NEW BUSINESS**

### **1. Request for Transient Guest Tax Funds from Fuel True:**

Fuel True Director of Events, Lori Desch-Ranallo, submitted an application for Transient Guest Tax funds in the amount of \$2,000. Fuel True Independent Energy and Convenience Association is holding their annual convention September 22 – 24, 2025. Activities for the convention will be held at local and surrounding locations including Wyldewood Cellars and the Kansas Star Casino.

To help promote Mulvane and direct individuals into town, the council would like information about the City provided to anyone requesting TGT funds. It was advised that Visit Mulvane Brochures are made available.

MOTION by Gerber, second by Leach to authorize the City Administrator to approve the 2025 request from Fuel True Independent Energy and Convenience Association for Transient Guest Tax funds in the amount of \$2,000.

MOTION approved unanimously.

### **2. Request for Transient Guest Tax Funds from Kansas Star Casino:**

In 2008, the governing body of the City of Mulvane, Kansas passed Charter Ordinance No. 26 which established a 5% Transient Guest Tax (TGT).

In 2011, the City Council adopted a policy that defines how the Transient Guest Tax shall be used and disbursed. As required by State law, the policy specifies tax proceeds shall primarily be spent on convention and tourism promotion primarily on activities and organizations which encourage increased lodging facility occupancy (i.e., stays at the Hampton Inn).

Then in 2022, the City Council amended the “Transient Guest Tax” Resolution. The amendment increased the Transient Guest Tax from 5% to 8% of gross receipts. The amendment restated the city’s intent to grant priority to request funds for convention and tourism to the Kansas Star for the first 5% of annual gross receipts. This priority will remain in effect until use of the Transient Guest Tax Funds by the Kansas Star reaches \$3,800,000. With the 2025 request of \$400,000.00 the total distribution to date is \$3,417,000. City Attorney, J.T. Klaus, advised that this is not a legally binding obligation.

MOTION by Leach, second by Gerber to authorize the City Administrator to approve the 2025 request from the Kansas Star Casino for Transient Guest Tax funds in the amount of \$400,000.00.

MOTION approved unanimously.

### **3. Set Public Hearing Date for RNR and 2026 Budget:**

Finance Director, Rachael Blackwell, presented this item to the council. The last day to notify the County Clerk of intent to exceed the Revenue Neutral Rate (RNR) is July 20<sup>th</sup>. The City must provide the County Clerk with the proposed tax rate and hearing information. The County Clerk must send notice to each taxpayer with property in the taxing subdivision of the intent to exceed the revenue neutral rate at least 10 days in advance of the public hearing. Notice of the public hearing must be published on the city website and in the newspaper at least 10 days in advance of the revenue neutral rate hearing. The hearing can be no earlier than August 20<sup>th</sup> and no later than September 20<sup>th</sup>. The City can choose to combine the notification for both the RNR Hearing and the Budget Hearing into one notice if all elements for both hearings are contained in the notice.

MOTION by Leeds, second by Leach to authorize the Finance Director to notify the County of the City of Mulvane's intent to exceed the Revenue Neutral Rate and the proposed tax rate of 57.300 mills.

MOTION approved unanimously.

MOTION by Leeds, second by Leach to set the Revenue Neutral Rate Public Hearing and the 2026 Budget Public Hearing for Wednesday, September 3<sup>rd</sup>, 2025 at 6:00 p.m. at Mulvane City Hall.

MOTION approved unanimously.

It was mentioned that the Land Bank will also need to hold a Budget Public Hearing. City Attorney, J. T. Klaus, explained the different responsibilities and functions of the Land Bank, Public Building Commission, and the Mulvane Housing Authority.

#### **4. Station 1 Lift Station:**

Public Safety Director, Gordon Fell, presented this item to the council. Station 1 has had ongoing issues with the sewer lift system, causing backups inside the station with no warning. FTC Equipment LLC has provided a quote for the repair/replacement of the sewer lift system in the amount of \$12,685.00.

MOTION by Leach, second by Leeds to approve the quote from FTC Equipment LLC in the amount of \$12,685.00.

MOTION approved unanimously.

### **ENGINEER**

#### **1. Main "A" Sanitary Sewer Improvements Phase 4:**

Apex Excavating is scheduled to complete Phase 3 of the Main "A" Sanitary Sewer Improvements in July. Apex asked if the City was interested in negotiating a price for Phase 4. The City was interested in receiving a preliminary cost which could save remobilization costs and expedite completion of the Main "A" Improvements. Young prepared preliminary plans for Phase 4 and has been working with Apex on cost estimates. Apex has provided a base bid for Phase 4 in the amount of 1,464,995.00 with an add Alternate A Bid for pavement construction for streets, valley gutters, and curb and gutters for a cost of \$225,450.00, making the total with the Add Alternate A bid, \$1,690,445.00. The total from Apex was less than the engineer's cost estimate. If the council desires to accept the proposal from Apex and not bid the project, staff will prepare the necessary Agreement and Bond forms for execution by Apex.

Young indicated that this will be the final phase of the Project and will be a dedicated line from Settler's Addition to Ralph Bell Park.

MOTION by Leach, second by Gerber that the City issue a Notice of Award to Apex Excavating for constructing Phase 4 of the Main "A" Sanitary Sewer Improvement Project.

MOTION approved unanimously.

City Administrator, Austin St. John, advised the council that staff will be working on the bond paperwork to finance the Project for their review and consideration.

## **2. Project Review and Update:**

Main “A” Sanitary Sewer Improvements Phase 3 – Apex has completed SS installation to the north side of Emery St. on Third Ave. Warranty work on pavements at Bridge St. and Boxelder is scheduled to begin on 7/16/25. Westbound traffic on Bridge St. will be closed from 7/16/25 to approximately 7/28/25.

Phase 1 Harvest Point – Kansas Paving and McCullough Excavation are working on their punch-list items.

Emerald Valley Estates 2<sup>nd</sup> Addition – McCullough Excavation is finishing grading work. Pearson Construction has completed concrete curb and gutter, inlet hookups, asphalt pavement and signage installations.

English Park Pedestrian Bridge – Bid documents have been prepared and sent. Several bridge manufacturers have expressed an interest in the project. Bid opening is scheduled for Tuesday, July 8<sup>th</sup>.

Water Distribution System Study – City provided record information on water usage. Work continues on water modeling data entry.

## **CITY STAFF**

**City Clerk:** None

**City Administrator:** Austin St. John provided information and cost estimates to the council for the All-Employee Christmas Party. The total estimated cost will be approximately \$16,500. St. John asked for a consensus from the council to continue planning the Christmas Party.

The council asked about sponsorships to help with the cost of the party or if Transient Guest Tax Funds could be used. It was determined that sponsorships were not favorable, however, the Committee could request TGT for \$2,000, which is the same limit for other events. It was the consensus of the council to proceed with planning the Event.

**City Attorney:** J. T. Klaus explained the origin of the two grinder pumps at the Fire Station was to consider building a real commercial lift station on the theory that the property on the other side of K-15 would develop if it had access to sewer. The theory at the time was that this would last 20 years and by then we would need to put in a real commercial lift station for the development.

## **CONSENT AGENDA ITEMS:**

MOTION by Leach, second by Gerber to approve consent agenda items 1-5.

1. Payroll Dated 6/20/25 - \$300,454.29
2. Payroll Dated 7/3/25 - \$291,914.90
3. City Utility Bills for May - \$20,628.02
4. Pay Appl. #1 from Pearson Const. for Emerald Valley Estates 2<sup>nd</sup> Addn. - \$78,237.72
5. Pay Appl. #2 from Apex Const. for Main “A” SS Phase 3 - \$166,504.50

MOTION approved unanimously.

## **ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:**

Next City Council Meeting – Monday, July 21, 2025 – 6:00 p.m.

**ADJOURNMENT:**

MOTION by Leach, second by Gerber to adjourn the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 7:15 p.m.

Minutes by:

*Debra M. Parker*

Debra M. Parker, City Clerk

Minutes approved by the City Council 7/21/25.