

MULVANE CITY COUNCIL
REGULAR MEETING MINUTES

July 15, 2013

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 James P. Ford, who called the meeting to order.

COUNCIL MEMBERS PRESENT: Terry Richardson, Doug Hatfield, Shelly Steadman and Jenean Keck. Joe Johnson was absent.

OTHERS PRESENT: Kent Hixson, J.T. Klaus, Patty Gerwick, Mike Robinson, Chris Young, Ray Fleming, Dave Williams, Sharon Phipps, Cathy Walker, Brent Wooten with Baughman Co., Curt Warren and Joe Warren

All stood for the Pledge of Allegiance and Invocation led by Mayor Ford.

APPROVAL OF REGULAR MINUTES DATED 7-1-13: MOTION by Hatfield, second by Richardson to approve the Regular minutes dated 7-1-13. MOTION approved unanimously.

CORRESPONDENCE: Wichita Area Metropolitan Planning Organization (WAMPO) is establishing a Technical Advisory Council and is looking for volunteers to serve on the Council. MOTION by Richardson, second by Keck to appoint Councilmember Joe Johnson as the Voting Representative and Troy Emigh as the Alternate Representative. MOTION approved unanimously. The League of Kansas Municipalities (LKM) is accepting applications to serve on the League Governing Body if anyone is interested in serving.

REVIEW AND CLOSING OF THE AGENDA: Mayor Ford declared the agenda closed.

APPOINTMENTS, AWARDS AND CITATIONS: None at this time.

OLD BUSINESS

None at this time.

NEW BUSINESS

1. AMBULANCE DEPT. – QUOTES FOR AUTO-LOADING COT SYSTEMS: Dave Williams, Public Safety Director asked permission to purchase three auto-loading cot systems, two up-grade kits and two stair chairs for the ambulances. MOTION by Keck, second by Richardson to approve the quote from K & L Safety Products in the amount of \$81,760.00 for (3) Stryker #6390 Power-Load mount systems, (2) Power-LOAD cot compatibility upgrade kits, and (2) Stryker #6252 Stair PRO stair chairs. MOTION approved unanimously. Funds are available in the EMS West budget.
2. ACCEPT DEDICATIONS OF THE WEST UTILITY PARK ADDITION FINAL PLAT: Ray Fleming, Planning & Zoning Administrator explained that this is the final step of the

platting process. This Addition is where the water treatment plant and the new water tower will be located. MOTION by Keck, second by Richardson to accept the dedications of the West Utility Park Addition. MOTION approved unanimously.

3. NEW CITY WEBSITE – REVIEW QUOTE FROM eGOV: Cathy Walker, Accounting/Budget Clerk explained that our current website is not very user friendly with all the new technology that is now available and it is hard to update the information to keep current. She explained the advantages of a “Responsive Design” website that will configure itself to whatever mode of technology you are using to view the website with. City Staff can easily update the website and keep the website current. MOTION by Keck, second by Richardson to approve a contract with e-Gov in the amount of \$11,880.00 to design, configure, plan and launch a new City website, subject to the City Attorney’s review and approval. MOTION approved unanimously. Funds are available in the Administration budget.

City Attorney J.T. Klaus addressed the Council in regards to the next five (5) items on the agenda. The City has received petitions for water, sewer, stormwater, paving and sidewalk improvements to serve the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision. In addition, the City received a Sidewalk Easement correcting an encroachment and a Developer’s Agreement regarding the Developer’s obligation to present the City with various Letters of Credit to support the City’s undertaking these Improvements. The Council must formally accept these documents as well as adopting the advisability resolutions and the work ordinances in order to special assess the cost of the improvements to the benefitted properties.

4. PETITIONS FOR WATER, SEWER, STREET AND SIDEWALK IMPROVEMENTS (CEDAR BROOK ADDITION): MOTION by Keck, second by Steadman to **accept the seven petitions** for the two additional phases of water, sewer, stormwater and paving improvements necessary to serve the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision delineated as Phase 4 and 5. MOTION approved unanimously. MOTION by Keck, second by Steadman to **accept the two petitions** for the Phase 4 Sidewalk Improvements and Phase 5 Sidewalk Improvements necessary to serve the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision. MOTION approved unanimously.
5. CONSIDERATION OF SIDEWALK EASEMENT (CEDAR BROOK ADDITION): MOTION by Keck, second by Steadman to accept the Sidewalk Easement for the City’s sidewalk and bike path located on the utility easement of Lots 25 & 26, Block A to the Cedar Brook 2nd Subdivision. MOTION approved unanimously.
6. REVIEW CEDAR BROOK DEVELOPERS AGREEMENT: MOTION by Keck, second by Steadman to accept the Developer’s Agreement for the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision with Warren Homes, LLC and authorize the Mayor to sign. MOTION approved unanimously.

RESOLUTIONS AND ORDINANCES

1. RESOLUTIONS OF ADVISABILITY (CEDAR BROOK ADDITION): MOTION by Keck, second by Steadman to adopt **Resolution 2013-1**, determining the advisability of making certain improvements consisting of Cedar Brook Phase 4 Water Improvements, Cedar Brook Phase 4 Sewer Improvements, Cedar Brook Phase 4 Street Improvements in the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision. MOTION approved unanimously. MOTION by Keck, second by Steadman to adopt **Resolution No. 2013-2** determining the advisability of making certain improvements consisting of Cedar Brook Phase 5 Water Improvements, Cedar Brook Phase 5 Sewer Improvements, Cedar Brook Phase 5 Street Improvements in the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision. MOTION approved unanimously. MOTION by Keck, second by Steadman to adopt **Resolution 2013-3**, determining the advisability of making certain improvements consisting of Cedar Brook Phase 4 & 5 Storm Sewer Improvements in the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision. MOTION approved unanimously.
2. WORK ORDINANCES (CEDAR BROOK ADDITION): MOTION by Keck, second by Steadman to adopt **Ordinance No. 1418**, authorizing the construction of Cedar Brook Phase 4 Water Improvements, Cedar Brook Phase 4 Sewer Improvements, Cedar Brook Phase 4 Street Improvements in the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision. MOTION approved unanimously. MOTION by Keck, second by Steadman to adopt **Ordinance No. 1419**, authorizing the construction of Cedar Brook Phase 5 Water Improvements, Cedar Brook Phase 5 Sewer Improvements, Cedar Brook Phase 5 Street Improvements in the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision. MOTION approved unanimously. MOTION by Keck, second by Steadman to adopt **Ordinance No. 1420**, authorizing the construction of Cedar Brook Phase 4 & 5 Storm Sewer Improvements in the Cedar Brook Subdivision and Cedar Brook 2nd Subdivision. MOTION approved unanimously.

ENGINEER'S REPORT

1. PROJECT UPDATES: Chris Young, City Engineer did a brief review of City projects currently under design, review and/or construction. The Council expressed concerns about the Wildcat Blvd. street improvement project and what steps are being taken to prevent additional flooding in that area. The project is a USD #263 project and the City has limited involvement. Young will put together a timeline of events for the school project and report back to the Council on August 5th.

2014 ANNUAL BUDGET

1. REVIEW REVENUE ESTIMATES: Cathy Walker, Budget/Accounting Clerk reviewed revenue estimates for the 2014 Annual Budget.
2. SCHEDULE A WORK SESSION FOR MONDAY, JULY 22ND: City Staff will meet with City Attorney J.T. Klaus and Financial Advisor Mark Detter on Thursday July 18th to review and discuss the proposed 2014 Budget before presenting it to the Council for consideration. Tonight's meeting will be recessed until Monday, July 22nd at 7:00 p.m. when the Council will meet again to review the proposed 2014 annual budget.

CITY CLERK

Nothing at this time.

CITY ADMINISTRATOR

Nothing at this time.

CITY ATTORNEY

1. EXECUTIVE SESSION – ATTORNEY/CLIENT PRIVILEGE: Attorney Klaus requested an Executive Session. MOTION by Richardson, second by Keck to recess at 9:20 p.m. for a period not to exceed 10 minutes to discuss matters under attorney-client privilege, with the Mayor, Council, City Administrator and City Attorney to attend. MOTION approved unanimously.

MOTION by Richardson, second by Hatfield to return to open session. MOTION approved unanimously. Mayor Ford announced that no binding decision or agreements were made during the Executive Session.

MOTION by Richardson, second by Keck to recess at 9:35p.m. for a period not to exceed 10 minutes to discuss matters under attorney-client privilege, with the Mayor, Council, Administrator and Attorney to attend. MOTION approved unanimously.

MOTION by Hatfield, second by Steadman to return to open session. MOTION approved unanimously. Mayor Ford announced that no binding decisions or agreements were made during the Executive Session.

CONSENT AGENDA: MOTION by Richardson, second by Keck to approve the Consent Agenda Items as follows:

1. Employee Payroll dated 7-5-13 (\$189,925.23)
2. EMS Substation – Pay Application #3 (\$87,660.00)
3. Warrant Register for June (\$777,721.41)

MOTION approved unanimously.

ANNOUNCEMENTS AND NEXT AGENDA ITEMS:

None at this time.

RECESS: MOTION by Richardson, second by Keck to recess until 7:00 p.m. on Monday, July 22, 2013 for further discussion on the 2014 annual budget. MOTION approved unanimously.

Patty Gerwick
City Clerk

RECONVENE:

Present: Terry Richardson, Joe Johnson, Shelly Steadman, Doug Hatfield and Mayor Jim Ford

MOTION by Steadman second by Hatfield to reconvene the city council meeting on Monday, July 22, 2013 at 7:00 p.m. at city hall. MOTION approved unanimously.

2014 ANNUAL BUDGET

Mark Detter of Central States Capital and the City's financial advisor made a PowerPoint presentation on the City's debt situation.

Jenean Keck arrived at 7:30 p.m.

City staff reviewed projected revenues for 2014.

City staff reviewed the department heads requested expenditures.

City staff recommended that the department head's budget requests be funded in full. Any funds should be put into the Capital Improvements Reserve to help fund future City projects.

MOTION by Richardson second by Johnson to set the 2014 annual budget public hearing for Monday, August 5th at 7:30 p.m. in the council chambers of the Mulvane city hall. MOTION approved unanimously.

ADJOURNMENT: MOTION by Richardson, second by Johnson to adjourn at 8:30 p.m. MOTION approved unanimously.

Kent Hixson
Deputy City Clerk