

**MULVANE CITY COUNCIL
REGULAR MEETING MINUTES**

October 20, 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: Trish Gerber, Kurtis Westfall, Tim Huntley, Todd Leeds, Grant Leach.

OTHERS PRESENT: Austin St. John, Debbie Parker, J. T. Klaus, Joel Pile, Mike Robinson, Chris Young, Terry Lane, Crystal Hinnen, Malissa Long.

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

APPROVAL OF REGULAR MEETING MINUTES:

MOTION by Leach, second by Westfall to approve the Regular meeting minutes dated October 6, 2025.

MOTION approved unanimously.

CORRESPONDENCE: None

PUBLIC COMMENTS: Terry Lane commented that he has spoken with several voting citizens that do not like the bridge that will be constructed in English Park.

APPOINTMENTS, AWARDS AND CITATIONS: None

OLD BUSINESS

1. CDBG Funding for ADA Project:

Crystal Hinnen, with Ranson Financial, reviewed this item with the council. Professional Engineering Consultants (PEC) has completed a Preliminary Engineering Report (PER), for participating businesses, which includes documentation of the existing condition of the entryways with an overall plan to improve the sidewalk, entryways, and accessibility to make the entryways ADA compliant.

On September 15, 2025, the City Council approved sponsorship of the CDBG application and set the public hearing date for October 6th. CDBG had questions regarding the cost estimate of the project. To allow time for the questions to be addressed, and due to publication deadlines, the City Council rescheduled the public hearing to October 27th.

Ranson Financial has provided the application paperwork and resolutions for council's review and consideration. The City Attorney drafted the Sub-Applicant Agreement which will be approved for each business owner.

Mayor Allen asked for clarification regarding the project. Hinnen explained the application and resolutions. The Agreement will be between the City and business owners. If needed, the Mulvane Community Foundation plans to help raise funds for the business owners to meet their 10% match. The businesses that are ready to proceed have been moved to Phase 1 of the project and will need to provide a notice of funds. The City will only be the pass-through for the funds and will not pay for any improvements. Hinnen pointed out that not all businesses would qualify for grant funding since only low to moderate income individuals may apply. City Attorney, J.T. Klaus, asked if any buildings had anyone living in them, due to the HUD requirements referenced in the paperwork.

MOTION by Huntley, second by Gerber to approve Resolution No. 2025-9 certifying legal authority to apply to CDBG and authorize the Mayor to sign and submit such application.
MOTION approved unanimously.

RESOLUTION NO. 2025-9

RESOLUTION CERTIFYING LEGAL AUTHORITY TO APPLY FOR THE 2025 KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FROM THE KANSAS DEPARTMENT OF COMMERCE AND AUTHORIZING THE MAYOR/COMMISSIONER TO SIGN AND SUBMIT SUCH AN APPLICATION.

MOTION by Huntley, second by Gerber to approve Resolution No. 2025-10 for the operation and maintenance of improvements to the ADA Barrier System to be financed with CDBG funds.
MOTION approved unanimously.

RESOLUTION NO. 2025-10

A RESOLUTION ASSURING THE KANSAS DEPARTMENT OF COMMERCE THAT FUNDS WILL BE CONTINUALLY PROVIDED FOR THE OPERATION AND MAINTENANCE OF IMPROVEMENTS TO THE ADA BARRIER SYSTEM TO BE FINANCED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

NEW BUSINESS

None

ENGINEER

1. Project Review and Update:

Main “A” Sanitary Sewer Improvements Phase 3 – Contractor is completing punch-list items. Waiting on final pay application.

Main “A” Sanitary Sewer Improvements Phase 4 – Traffic control plans for Charles St. were prepared and sent to the City. Traffic on W. Charles will be limited to one-way southbound from Martha to Franklin and is scheduled to begin approximately 10/31/25.

Emerald Valley Estates 2nd Addition – McCullough Excavation is working on Change Order No. 1 and punch list items including seeding, erosion control, and general clean-up.

English Park Pedestrian Bridge – Shop drawings for the pedestrian bridge were anticipated to be received by 10/17/25. The Contractor plans to begin channel grading work in mid-November.

Water Distribution System Study – The EPANET water model has been prepared, and test modeling of the City’s existing water distribution system has been run. Public Works has completed field pressure data. Proposed water system modeling is anticipated to be completed in October 2025 and a draft study completed in December 2025.

CITY STAFF

City Clerk:

1. KPP Voting Delegates at Annual Meeting: The KPP Energy Annual Members Meeting is December 12, 2025. Voting delegates for the meeting need to be selected by the member city’s governing body.

MOTION by Huntley, second by Westfall to appoint Jacob Coy as the representative voting delegate and Austin St. John and Bill Reekie as the alternate voting delegates at the KPP Energy Annual Members Meeting.

MOTION approved unanimously.

City Administrator:

1. Finance Report for September: City Administrator, Austin St. John, reviewed the September Financial Report with the council.

City Attorney: None

CONSENT AGENDA ITEMS:

MOTION by Leach, second by Westfall to approve consent agenda items 1-3.

1. Payroll Dated 10/10/25 - \$254,545.46
2. CMB License for Dillons
3. CMB License for Jump Start

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:

Public Hearing for CDBG Funding for ADA Project – Monday, October 27th - 5:00 p.m. at City Hall.

Next City Council Meeting – Monday, November 3, 2025 – 6:00 p.m.

ADJOURNMENT:

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

MOTION approved unanimously at 6:39 p.m.

Minutes by:

Debra M. Parker

Debra M. Parker, City Clerk

Minutes approved by the City Council 11/3/25.