

**MULVANE CITY COUNCIL
REGULAR MEETING MINUTES**

February 18, 2026

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: Kurtis Westfall, Tim Huntley, Grant Leach, Terry Lane.

OTHERS PRESENT: Austin St. John, Debbie Parker, J. T. Klaus, Joel Pile, Chris Young, Christopher Labrum, David Buche, Andrea Walker, Kaylie Mistretta, Nick Ryan, Samantha Wheeler, Aaron Palmer, Sherry Leach, Gordon Fell, 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 Huntley, second by Leach to approve the Regular meeting minutes dated February 2, 2026.

MOTION approved unanimously.

CORRESPONDENCE: None

PUBLIC COMMENTS: Andrea Walker commented that code enforcement should be kept in Mulvane and not outsourced.

APPOINTMENTS, AWARDS AND CITATIONS: None

OLD BUSINESS

1. Public Hearing for Special Assessments:

City Attorney, J.T. Klaus, reviewed this item with the council. At the 1/21/26 meeting, the City Council adopted Resolution No. 2026-2 setting the date, time, and place of a public hearing to receive complaints or objections to the proposed special assessments for Harvest Point Phase 1 Improvements and the Emerald Valley Estates Second Addition Improvements. Following the holding of this hearing, the next step in the process of providing permanent financing for these projects, is to adopt the ordinance levying special assessments against the benefited properties, and giving notice to the property owners of their option of paying the total amount of their assessments in full by March 10, 2026 or having their respective amounts included in a bond issue and having the amount of their special assessment levied over a 20-year period with interest each year on the unpaid balance.

It has been determined there was an allocation of costs of issuance error in the total amounts originally calculated for the January 21, 2026 meeting. The notice of public hearing published and mailed to the property owners used these corrected amounts. Accordingly, the Certification of Final Costs has been corrected and requires the council's formal reconsideration.

A Notice of Public Hearing has been published, and individual notices were mailed to the benefiting property owners of the time, date, and place of the public hearing. Following the holding of the hearing, the City Council will approve the amended Certificate of Total Final Costs and Assessments and then will consider the adoption of the ordinance levying the assessments against the properties. The City Council must formally hold the public hearing to receive objections or complaints to the proposed assessments against their property for the improvements.

Mayor Allen opened the Public Hearing and asked if anyone was present who wished to speak. There was no one present to speak. Mayor Allen closed the Public Hearing.

2. Approve Amended Final Costs / Adopt Special Assessment Ordinance:

City Attorney, J.T. Klaus, reviewed this item with the council. It has been determined there was an allocation of costs of issuance error in the total amounts originally calculated for the January 21, 2026 meeting. The notice of public hearing published and mailed to the property owners used these corrected amounts. Accordingly, the Certification of Final Costs has been corrected and requires the council's formal reconsideration.

MOTION by Huntley, second by Leach to accept and approve the amended total final costs and proposed assessments for the Emerald Valley Estates Second Addition Improvements, and the Harvest Point Phase 1 Improvements.

MOTION approved unanimously.

MOTION by Huntley, second by Westfall to adopt Ordinance No. 1600, an ordinance levying special assessment taxes on the properties benefiting from the Emerald Valley Estates Second Addition Improvements and the Harvest Point Phase 1 Improvements within the City.

MOTION approved unanimously.

ORDINANCE NO. 1600

AN ORDINANCE OF THE CITY OF MULVANE, KANSAS, LEVYING SPECIAL ASSESSMENT TAXES ON CERTAIN REAL PROPERTIES IN THE CITY, FOR THE PURPOSE OF PAYING A PORTION OF THE COSTS OF CERTAIN INTERNAL IMPROVEMENTS BENEFITING SUCH REAL PROPERTIES; PROVIDING FOR THE GIVING OF NOTICE OF SAID SPECIAL ASSESSMENT TAXES BY PUBLICATION AND MAILING; AND PROVIDING FOR THE COLLECTION OF SAID SPECIAL ASSESSMENT TAXES (HARVEST POINT PHASE 1 IMPROVEMENTS AND EMERALD VALLEY ESTATES SECOND ADDITION IMPROVEMENTS).

3. Adopt Public Sale Resolution:

City Attorney, J.T. Klaus, reviewed this item with the council. The City Council, by previous action, held a public hearing on the final costs and proposed assessments for the Emerald Valley Estates Second Addition Improvements and the Harvest Point Phase 1 Improvements. In addition, the City Council has previously authorized certain Sanitary Sewer Main "A" Improvements. The City desires to issue general obligation bonds to finance the costs of these improvements. The Standard and Poor's credit rating of AA- for the Series A, 2026 Bonds was affirmed on February 11, 2026.

The pay in period allowing the property owners to pay their assessments will expire on March 10, 2026. The balance of the assessments not paid will be included in the bond issue, which will result in the retirement of certain of the City's General Obligation Temporary Notes, Series A, 2024.

The proposed resolution authorizes the public sale of the Series A, 2026 Bonds on March 16, 2026, and authorizes the publication and sending of the Notice of Bond Sale to prospective bidders of the Series A, 2026 Bonds with an expected closing date for the Series A, 2026 Bonds of April 8, 2026.

MOTION by Leach, second by Huntley to adopt Resolution 2026-3 authorizing the public sale of approximately \$5,345,000 of the City's General Obligation Bonds, Series A, 2026, setting the date, time, and place of the sale of the bonds and providing for the publication of the notice of bond sale in the required newspapers.

MOTION approved unanimously.

RESOLUTION NO. 2026-3

A RESOLUTION OF THE CITY OF MULVANE, KANSAS AUTHORIZING AND PROVIDING FOR THE PUBLIC SALE OF THE CITY'S GENERAL OBLIGATION BONDS, SERIES A, 2026, IN A PRINCIPAL AMOUNT OF APPROXIMATELY \$5,345,000; SETTING FORTH THE DETAILS OF SAID PUBLIC SALE; AND PROVIDING FOR THE GIVING OF NOTICE THEREOF.

4. MABCD Presentation:

At the 1/21/26 City Council meeting, the resident of 120 W. Blair, Andrea Walker, expressed concerns regarding the property. Walker addressed permitting, inspection, potential hazards, and enforcement matters related to the property. City staff was instructed to contact MABCD and have them explain what has occurred and how it is being resolved.

MABCD Representative, Christopher Labrum, provided an update to the council. A timeline of events beginning in May 2025 for permitting and inspections was presented. MABCD has contacted the previous owner/contractor to address numerous issues with his permitting and project statuses. The current owner of the property, Chris Renner, has a new contractor completing the necessary repairs.

Labrum was asked about a certificate of occupancy being issued for the property and if any MABCD inspectors were associated with the previous contractor (Parabolic). Labrum advised there were no internal issues with inspectors and the previous contractor, and after further investigation, there was not a final inspection or certificate of occupancy on the property as presumed. There was a failure in the process that allowed these issues to occur. Labrum advised they are currently updating their system with a new module which will flag voided, unclosed, or other permits which have been left unresolved. This should help avoid this type of oversight in the future.

NEW BUSINESS

1. Mulvane Patriots Request for Funds:

David Buche with the Kansas Collegiate League Baseball (KCLB) were present to ask for the City's continued support of the Mulvane Patriots and the renewal of the Facilities Use Agreement for 2026. In 2025 the City provided \$17,000 to the Patriots which helped build out a Mascot (Pat Settler) which was at every home game and many community events.

Buche asked for a continuation of the 5-year agreement and requested \$10,000 for 2026, which aids in covering operating expenses. Buche advised the Patriots fan base continues to grow each year and is one of the highest attended teams in the league. The KCLB All Star event will take place in Mulvane for a second year. The Patriots will host the US Military WarDogs National Baseball Team on July 3rd. Buche is excited for the 2026 season and looks forward to the continued partnership.

MOTION by Leach, second by Westfall to approve the Mulvane Facility Use Agreement Extension for 2026 with the Mulvane Patriots for \$10,000.

MOTION approved unanimously.

2. Transient Guest Tax Request from Mulvane Marauders Car Club:

Mulvane Marauders Treasurer, Steve Nichols, was present to request transient guest tax funds in the amount of \$2,000. The 28th Annual Showdown in the Valley Car/Bike/Truck Show & Swap Meet for Charities will be held at the Kansas Star Casino Arena on April 18, 2026 from 10:00 a.m. to 5:00 p.m.

MOTION by Leach, second by Westfall to authorize the City Administrator to approve the 2026 request from the Mulvane Marauders Car Club for Transient Guest Tax funds in the amount of \$2,000.

MOTION approved unanimously.

3. Transient Guest Tax Request from Mulvane Old Settlers:

Mulvane Old Settlers Treasurer, Brandon Foster, was present to request transient guest tax funds in the amount of \$2,000. The annual Mulvane Old Settlers celebration will be August 20 – 23, 2026.

MOTION by Huntley, second by Westfall to authorize the City Administrator to approve the 2026 request from the Mulvane Old Settler's Association for Transient Guest Tax funds in the amount of \$2,000.

MOTION approved unanimously.

4. CPAAA Agreement:

Senior Center Director, Kaylie Mistretta, reviewed this item with the council. On 10/6/25, the City Council approved a Facility Agreement between Aging Projects Inc., d/b/a Everfull Wheels/Friendship Meals and the City of Mulvane, Kansas Mulvane Senior Center. In November 2025, the City was notified that Everfull would no longer be providing nutrition services as of December 31, 2025. Central Plains Area Agency on Aging (CPAAA) advised it will transition services provided by Everfull, including Friendship Meals and Meals on Wheels programs for 2026.

The new Agreement enables CPAAA to provide congregate meals and home-delivered meals under Title III of the Older Americans Act (OAA) to eligible older adults. The City will obtain all necessary licenses, permits, and certifications for food service. CPAAA shall reimburse the City for personnel costs incurred in performance of support services not to exceed \$6,375.00 from the date of the Agreement through September 30, 2026; and an amount not to exceed \$8,500 for a period beginning October 1, 2026 through September 30, 2027. Money donated by participants will be sent to CPAAA to assist with food expenses.

MOTION by Huntley, second by Leach to approve the Agreement for Site Use and Cooperation Agreement between the City of Mulvane, Kansas and Central Plains Area Agency on Aging for the Meals on Wheels and Friendship Meals Nutrition Program for the Mulvane Senior Center.
MOTION approved unanimously.

5. Code Enforcement Agreement:

City staff have been communicating with Professional Code Compliance (PCC) regarding their services. Currently code enforcement is done “on demand” by our Police Department.

Kendall Pierce with Professional Code Compliance (PCC) was present to review their services with the council. PCC helps smaller municipalities effectively enforce their local codes which include but are not limited to - tall weeds/grass, exterior conditions of yard/structure, junked motor vehicles/rubbish. PCC would dedicate 80 hours per month towards code compliance and enforcement duties. PCC would prepare and serve/deliver any communications needed to property owners, tenants, landlords, etc. for code compliance and enforcement services. This is a non-bias service that has been very successful in other municipalities. PCC works with residents to reach the desired result.

Compensation is a flat fee of \$3,500 per month and includes any costs that PPC incurs for fuel, office expenses, and a maximum fee of \$25.00 per month for regular or certified mailing or other postage expenses.

Public Safety Director, Gordon Fell, advised there is funding for this service. This would allow the City to be pro-active without an armed officer administering code compliance.

Mayor Allen was not in favor of the service and felt that the Police Department could handle any code enforcement issues. Councilmember Huntley was in favor of the service. Councilmember Lane would like more time to talk to people and get additional information.

MOTION by Huntley to table this item. Motion died for lack of a second. There was no other motion on this item.

6. Phone System Agreement:

City Administrator, Austin St. John, reviewed this item with the council. The City currently utilizes three (3) separate telecommunication providers. To modernize operations and improve efficiency, the City requested proposals for a unified hosted Voice over Internet Protocol (VoIP) phone system capable of serving all City facilities under a single platform.

The City received nine (9) proposals. Proposals were evaluated using a weighted scoring system considering system capability, cost, municipal experience, and implementation timeline. Twin Valley received the highest overall rating and provided the best overall value to the City. It is projected that the City will save approximately \$10,000 annually by utilizing one provider.

Staff recommends approving the Master Client Agreement with Twin Valley Communications, Inc.

MOTION by Westfall, second by Leach to approve the Master Client Agreement with Twin Valley Communications, Inc.

MOTION approved unanimously.

MOTION by Westfall, second by Leach to approve an agreement with Twin Valley Communications, Inc. for the City's hosted phone system upgrade and telecommunications services.

MOTION approved unanimously.

7. Fleet Program Agreement with Shamrock Car Wash:

City Administrator, Austin St. John, reviewed this item with the council. Shamrock Car Wash offers a Fleet Program that allows approved business customers to use Shamrock issued fleet cards at participating Shamrock Car Wash locations. Fleet cards may be assigned to specific vehicles or drivers for business related vehicle washing. The Fleet Program Terms and Use Policy outlines billing and payment terms, and card use and responsibility.

The council had questions regarding the Fleet Rate, how much money was spent at Post Rock Car Wash, and if there was a limit on washes. Planning and Zoning Director, Joel Pile, explained the program was not a pre-payment plan as before. The City would be billed for the number of washes monthly. Public Safety Director, Gordon Fell, advised that a card is issued for each department, and is checked out when needed. This program is a way for the City to allow employees to wash City vehicles and then receive a single invoice at the end of the month, rather than paying at the time of service, submitting individual reimbursements, or waiting on a pre-payment to apply before being able to wash a vehicle.

MOTION by Lane to table this item. Motion died for lack of a second.

MOTION by Huntley, second by Leach to approve participation in the Shamrock Car Wash Fleet Program and authorize the Mayor to sign the Fleet Program Terms and Use Policy.

MOTION approved unanimously.

8. Website Proposal:

City Administrator, Austin St. John, reviewed this item with the council. The City's current website provider announced it will discontinue service at the end of 2026. City staff issued a Request for Proposal for municipal website redesign and hosting services. The City received fourteen (14) proposals.

Proposals were evaluated using a weighted scoring system which included – Experience with municipal websites, ADA/WCAG compliance approach, Mobile responsiveness, Functionality and ease of use, Cost, and Implementation time. CivicPlus received the highest total score. Staff recommends entering into a contract with CivicPlus for municipal website redesign and hosting services.

MOTION by Leach, second by Westfall to approve moving forward with contract negotiations with CivicPlus for the redesign and hosting of the City's municipal website.

MOTION approved unanimously.

ENGINEER

1. Styx Creek Flood Mitigation Master Plan & Engineer Agreement:

In 2017 the City Council commissioned a drainage report entitled "Drainage Study Update, Part 2 – Styx Creek Drainage Basin". The 2017 report included a recommendation to develop a master plan for mitigating flooding along Styx Creek. The "Styx Creek Flood Mitigation Master Plan"

would establish a strategic long-range plan for constructing a “Greenway” along the creek, from the east side of First Street to the north end of English Park.

This planning document would identify concepts for widening and cleaning the existing channel and increasing the capacity of the existing Reinforced Concrete Boxes (RCB’s) per past Drainage Study recommendations. The plan would include locating a pedestrian pathway and sidewalk connection points along the channel as conceptualized in the recently updated Comprehensive Plan. The widened channel would provide additional flood storage during high flow events. The master plan would also examine property ownerships and make recommendations for space needed to access, construct, and maintain the greenway.

Design plans and bid documents, including permitting, flood modeling and field surveys are not included in the master plan and would be performed as needed for each construction phase. Young & Associates have prepared an engineering services agreement for preparing the master plan as outlined above in the amount of \$28,100.00.

MOTION by Leach, second by Huntley to enter into an agreement with Young & Associates, P.A. for engineering services for “Styx Creek Flood Mitigation Master Plan” as presented. MOTION approved unanimously.

2. KDOT CCLIP Grant Application & Engineer Agreement:

In 1992 the City Council commissioned a City-wide Drainage Study to examine drainage conditions along Styx Creek. The study included recommendations to improve the channel and increase the capacity of the existing RCB’s (Reinforced Concrete Box culverts) by 50%, from First St. to north of Emery. In 2024 the City examined increasing the Prather St. RCB capacity as part of the Phase 2 Main “A” Sanitary Sewer construction crossing at Styx Creek. The Prather St. RCB improvements were abandoned due to construction space limitations, scheduling, and financing concerns.

In 2025 the City reviewed the eligibility requirements for a KDOT CCLIP grant (City Connecting Link Improvement Program). If awarded, this grant would help fund the RCB improvements on Main St. (KDOT K-53) including adjacent channel work. The Main St. RCB is located between 2nd Ave. and 3rd Ave. The proposed RCB improvements would have a number of challenges, including: • Property acquisition(s) and building demolition(s). • Large tree removals, concrete wall removal, and reconstruction. • Extension of the north end of the proposed RCB’s. • Sidewalk and railing improvements. • Gas, water, and other utility conflicts. • Pavement, curb & gutter and sidewalk replacements and traffic control.

The CCLIP application will require identifying the project scope, preparation of a project map and detailed cost estimate. City staff will coordinate with KDOT officials to establish the appropriate grant category, grant rules and procedures, and matching fund percentages. Pending KDOT acceptance of the City’s CCLIP application, City staff will prepare a project proposal, budget and KDOT grant agreement for City Council consideration. It was noted that the grant would have a 10% minimum match.

To initiate the application process, City staff would like to engage the City Engineer to prepare a preliminary layout of the RCB improvements and associated channel grading improvements. This work would include obtaining preliminary surveys as needed to identify the major construction elements and approximate limits of construction and preparing material and cost opinions for the

project. Y&A have prepared an engineering services agreement for the work outlined above in an amount estimated not to exceed \$17,880.00.

MOTION by Huntley , second by Westfall to enter into an agreement with Young & Associates, P.A. for engineering services for “KDOT Application for CCLIP Grant – Concept Layout and Cost Opinions” as presented.

MOTION approved unanimously.

3. Project Review and Update:

Main “A” Sanitary Sewer Improvements Phase 4 – All sanitary sewer and manhole installations have been completed. All pavement sub-grades in Charles, except at the Franklin intersection, have been installed.

English Park Pedestrian Bridge – The Contractor has completed site grading for the bridge including adjacent storm sewer inlet and pipe. Shop drawings are under review.

CITY STAFF

City Clerk:

1. KOMA Training Opportunity: City Clerk, Debra Parker, advised that The League of Kansas Municipalities is offering a KOMA Webinar for Elected Officials on Thursday, February 26th from 10:00 a.m. to 11:30 a.m. If anyone wishes to attend, please let her know and she will complete the registration.

City Administrator:

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

2. Veterans Mobile Outreach Event: City Administrator, Austin St. John, advised the council of the Veterans Mobile Outreach Event on February 24 – 25, 2026 from 9:00 a.m. to 4:00 p.m. The Mobile Van will be located at the PIX. A representative from the Kansas Office of Veterans Services will be available to assist veterans with State and Federal Benefits.

City Attorney:

1. Executive Session: City Attorney, J.T. Klaus, requested an Executive Session for a period not to exceed ten (10) minutes to discuss matters deemed privileged in the attorney-client relationship.

MOTION by Leach, second by Huntley to recess this meeting to an Executive Session to discuss matters deemed privileged in the attorney-client relationship pursuant to K.S.A. 75-4319(b)(2) for the purpose of consultation with the City Attorney deemed privileged in the attorney-client relationship for a period not to exceed ten (10) minutes and to reconvene in open session at approximately 8:10 p.m. to include the Mayor, City Council, City Administrator, and the City Attorney.

MOTION approved unanimously at 8:00 p.m.

MOTION by Huntley, second by Westfall to reconvene the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 8:13 p.m.

Mayor Allen advised that no decisions were made during the Executive Session.

CONSENT AGENDA ITEMS:

MOTION by Westfall, second by Huntley to approve consent agenda items 1-5.

1. Payroll Dated 2/13/26 – \$265,897.28
2. Purchase of Blowers for Wastewater Treatment Plant from AMETEK - \$21,591.08
3. English Park Pedestrian Bridge – PSE Contractors – Pay Appl. No. 1 - \$63,952.65
4. Purchase of Chemicals for the WWTP from Brenntag - \$38,000
5. Warrant Register for January - \$2,346,940.87

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:

No Council Workshop for February.

Next City Council Meeting – Monday, March 2, 2026 – 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 8:14 p.m.

Minutes by:

Debra M. Parker

Debra M. Parker, City Clerk

Minutes approved by the City Council 3/2/26.