REGULAR COMMISSION MEETING MINUTES
TUESDAY, DECEMBER 22, 2015
6:30 P.M.

The Board of Commissioners met in Regular Session at 6:30 p.m. with Mayor Chris Williams presiding.

Present:

COMMISSIONER MARCUS KASTLER
COMMISSIONER JUSTIN MARTIN
COMMISSIONER CRAIG POWELL
COMMISSIONER JIM C. TAYLOR, JR.
COMMISSIONER CHRIS WILLIAMS

City Staff in attendance were:

CITY MANAGER KENDAL FRANCIS
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT MANAGER CHRIS FELIX
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
ENGINEERING SUPERINTENDENT THOMAS OSBORN
FIRE CHIEF JAMES GRIMMETT
POLICE CHIEF KWIN BROMLEY
ASSISTANT TO CITY MANAGER TRISHA PURDON

A. CALL TO ORDER – Mayor Chris Williams

B. INVOCATION – Dr. Dean McNamara, First Baptist Church

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. Regular City Commission Meeting Minutes – Tuesday, December 8, 2015

2. 2015 Appropriation Ordinance No. AO-15-23 – $4,767,857.36

4. Resolution No. R-15-162 – A Resolution to declare the City of Coffeyville boundaries.

5. Resolution No. R-15-163 – A Resolution to ratify expenses to repair the City Hall elevator.

MOTION: Move to approve the consent agenda as presented.

ACTION: WILLIAMS SECOND: KASTLER
ALL AYE

3. 2015 Appropriation Ordinance No. AO-15-23A – Taylor Crane $ 726.44

MOTION: Move to approve Appropriation Ordinance No. AO-15-23A.

ACTION: WILLIAMS SECOND: POWELL
ALL AYE EXCEPT TAYLOR WHO ABSTAINED.

REGULAR AGENDA ITEMS

F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).

1. Public Hearing - FY2015 Budget Amendments
   - Finance Director Stephanie Richardson stated six funds require amendments for 2015 – the economic development, police VIN, airport, internet utility, electric debt service and the water/wastewater utility funds for total expenditures of $19,846,083. A hearing notice was published in the Coffeyville Journal.
   - Mayor Williams opened the public hearing.
   - Following a question by Jim Falkner wanting clarification on VIN checks, Mayor Williams closed the public hearing.

2. Resolution No. R-15-164 – A Resolution to certify the 2015 budget amendments.

MOTION: Move to approve Resolution No. R-15-164 for adoption.

ACTION: POWELL SECOND: TAYLOR
ALL AYE

3. Public Hearing – Creation of Community Improvement District for Niel Hotel.
   - Assistant to the City Manager Trisha Purdon clarified what a community improvement district (CID) is and stated the city is not putting any upfront money into the Holiday Inn Express project. If the CID if approved, it will allow up to a 2% increase on sales tax with the increase going back to the hotel. A notice will be required to be posted on the door stating there is an additional sales tax added, and 5% of the tax increase will come back to the City.
   - Sarah Steele, Gilmore & Bell, stated a public hearing is required to be held regarding the formation of a CID. The ordinance presented to commissioners will also approve the development agreement with the hotel.
   - Mayor Williams opened the public hearing.
   - No comments were made; Mayor Williams closed the public hearing.

4. Ordinance No. S-16-01 – First Reading of an Ordinance to create a Community Improvement District for Niel Hotel.

MOTION: Move to approve Ordinance No. S-16-01 for First Reading.

ACTION: POWELL SECOND: TAYLOR
ALL AYE EXCEPT MARTIN WHO VOTED NO.

G. COMMENTS FROM THE PUBLIC

- Jim C. Taylor, Sr., had his son Jim C. Taylor, Jr., read a letter he wrote thanking the first responders for their commitment to the community.

- Charles Weed, 207 W. New, stated there needs to be a report of the financing of the municipal projects in the newspaper.
- Max Williams, 3408 W. 1st, stated he is having problems with the delay in the municipal projects; Commissioner Taylor responded he was the reason for the delay as he wanted to look at the expenses for the projects.
- Jim Falkner, 1014 W. 3rd, asked for a report on what the total is for the soft costs incurred in the project.
- Walt Songer, 1320 W. 3rd, stated the city is dragging the project on too long.

H. OLD BUSINESS

I. NEW BUSINESS

1. Resolution No. R-15-165 – A Resolution to execute an engineering services agreement with Professional Engineering Consultants.
   - Engineering Superintendent Thomas Osborn stated the city has four on-call agreements with civil engineering firms. The agreements are not project specific but are used for small or urgent services where time for standard RFQ procedures is not available. This agreement is with Professional Engineering Consultants (PEC) who has been used on several projects in the past. The agreement does not commit the city to any expenditures unless work is requested.

   MOTION: Move to approve Resolution No. R-15-165 for adoption.

   ACTION: TAYLOR SECOND: WILLIAMS
   ALL AYE

2. Resolution No. R-15-166 – A Resolution to purchase workers compensation insurance from KERIT for 2016.
   - Finance Director Stephanie Richardson stated the City's experience modification factor increased from a 1.10 in 2015 to 1.14 for 2016, however, the quote from the Kansas Eastern Region Insurance Trust (KERIT) is $26,810 lower than the 2015 premium. The decrease is due in part to high losses from 2011 being removed from the three-year look back period and the KERIT board reducing all loss rates to $1.98 per $100 of payroll as a result of cash and asset balances in accordance with their fund balance policy.

   MOTION: Move to approve Resolution No. R-15-166 for adoption.

   ACTION: WILLIAMS SECOND: TAYLOR
   ALL AYE

3. Resolution No. R-15-167 – A Resolution to submit the 2017-2019 Airport Capital Improvement Program data sheets.
   - Engineering Superintendent Thomas Osborn stated the FAA awards $150,000 each year in entitlement funds to the city to be used to complete airport improvement projects. The projects require a 10% match. The funds can be banked for up to four years for a total of $600,000. The FAA requests a list of projects be submitted annually.

   MOTION: Move to approve Resolution No. R-15-167 for adoption.

ACTION: WILLIAMS SECOND: KASTLER
ALL AYE

4. Discussion on East Coffeyville Redevelopment Plan.
   - Assistant to the City Manager Trisha Purdon stated the final draft of the East Coffeyville Redevelopment Plan has been prepared. The plan has been reviewed and analyzed by city staff along with CVR and CRNF plant managers and is very detailed. Staff recommends reviewing the plan at the next two commission meetings. At the January 12 meeting, the future land use, commercial development, residential development, industrial development and parks, trails and open space plans will be discussed. At the January 26 meeting, utility infrastructure, transportation, aesthetics, estimated costs and implementation will be discussed.

5. Discussion on Municipal Facilities Renovation Project.
   - City Manager Kendal Francis stated he believes the plan presented in August meets the needs of the community; he believes in the plan and trusts the information his senior staff has provided. He reviewed the plan stating according to actual sales tax received from July, 2014, through September, 2015, the staff projections are on track. By delaying the project the interest rates and the cost of financing have risen. As requested by the commission, the plans for first and second floor were given to Decker to give an estimate of the cost to remodel. The amount came back on track with what staff had projected. The police and fire departments have been scaled back with approximately 8,200 square feet cut out of the original stand-alone design. If the police department is placed back on first floor, the City stands to lose all the historic tax credits as either the whole building meets the criteria or none does which would have a big impact on the financing proposal.
   - Police Chief Kwin Bromley, Steve Moody, Police Officer Shelby Sewell, Jim Falkner, Charles Weed, Firefighter Mike O'Conner, Police Officer Jason Kastler, Gloria Songer, Tosha Williams and Max Williams all spoke in favor of moving forward with the plans as presented in August which included building a stand-alone fire and police department. Jim C. Taylor, Sr., expressed concern over not being able to remodel the building as needed due to restrictions if tax credits are used.
   - Commissioner Powell stated we need to move forward and not spend more than we have the money for. Commissioner Kastler stated he is tired of stalling, and the community deserves better from the commissioners. Mayor Williams stated City Hall is falling apart; we need to move forward and learn from our mistakes from the past where we built things and then walked away. Commissioner Taylor stated he is concerned about paying for the project but he wants to do something to maintain City Hall. Commissioner Martin stated he does not compromise well and is not supportive of the plan.

MOTION: Move to recess to Executive Session for consultation with an attorney for a period not to exceed five minutes.

ACTION: WILLIAMS SECOND: KASTLER
ALL AYE

Time the meeting was reconvened: 10:07 p.m.

MOTION: Move to approve Resolution No. R-15-168 for adoption to purchase 1220 W. 11th Street from Shygeri Elezi for $65,000.

ACTION: WILLIAMS SECOND: POWELL
ALL AYE

MOTION: Move to approve Resolution No. R-15-169 for adoption to purchase 1000 Gillam from Community State Bank for $75,000.

ACTION: WILLIAMS SECOND: KASTLER
ALL AYE

6. City Manager Report
   - City Manager Kendal Francis reported the railroad crossing repairs have been completed, there will be a community branding public meeting on January 6, 6 p.m., at the Sleep Inn; the city is working with Coffeyville Community College on replacing the west speakers at Veterans Memorial Stadium along with the scoreboard at Walter Johnson Park. He requested commissioners provide him with dates they will be available for a goal setting/retreat.

7. Comments from Commissioners and Staff
   - Commissioner Kastler thanked the Fire and Police Departments for participating in Shop with the Cop

J. EXECUTIVE SESSION(s)

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES
1. Building permit report
2. Library minutes

L. ADJOURN

MOTION: Move to adjourn.

ACTION: WILLIAMS SECOND: KASTLER

ACTION: ALL AYE

Time the meeting was adjourned: 10:17 p.m.

Date the minutes were approved: _____

_____
Cindy Price, City Clerk