COMMISSION MEETING MINUTES
TUESDAY, JUNE 14, 2016
6:30 P.M.

The Board of Commissioners met in Regular Session at 6:30 p.m. with Vice Mayor Jim C. Taylor, Jr., presiding.

Present:
COMMISSIONER MARCUS KASTLER
COMMISSIONER JUSTIN MARTIN
COMMISSIONER JIM C. TAYLOR, JR.
COMMISSIONER CHRIS WILLIAMS

Absent:
MAYOR CRAIG POWELL

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 DIRECTOR GENE RATZLAFF
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
FIRE CHIEF JAMES GRIMMETT
POLICE CAPTAIN DANNY GRIGG
HUMAN RESOURCES OFFICER MARILYNN EVENSON
ASSISTANT TO CITY MANAGER TRISHA PURDON

A. CALL TO ORDER – Vice Mayor Jim C. Taylor, Jr.

B. INVOCATION – Mary Wilson

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, May 24, 2016
2. City Commission Special Meeting Minutes – Wednesday, June 8, 2016
3. 2016 Appropriation Ordinance No. AO-16-11 – $7,013,298.24

   MOTION: Move to approve the consent agenda as presented.

   ACTION: WILLIAMS SECOND: MARTIN
   ALL AYE EXCEPT POWELL WHO WAS ABSENT

4. 2016 Appropriation Ordinance No. AO-16-11A (Taylor Crane) – $ 42.50

   MOTION: Move to approve the consent agenda as presented.

   ACTION: WILLIAMS SECOND: MARTIN
   ALL AYE EXCEPT POWELL WHO WAS ABSENT

REGULAR AGENDA ITEMS

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

G. COMMENTS FROM THE PUBLIC - none

H. OLD BUSINESS

1. Resolution No. R-16-69 – A Resolution to execute an agreement with Whittaker and Associates for Southwire building occupant recruitment.
   - Assistant to the City Manager Trisha Purdon stated as previously discussed with Commission, Whittaker and Associates are able to provide a database of contact information for leads for the Southwire Building in order to be more proactive in recruiting a manufacturer to fill the vacant building. Montgomery County is willing to partner in this endeavor and will pay one half of the initial cost of $5,000. In addition, if the building is sold to a company on the list, the fee to Whittaker will be $7,500. One half of that will be paid by Southwire, and Montgomery County will pay one half of the remaining portion. The total cost to the city, therefore, would be $4,375.

   MOTION: Move to approve Resolution No. R-16-69 for adoption.

   ACTION: WILLIAMS SECOND: MARTIN
   ALL AYE EXCEPT POWELL WHO WAS ABSENT.

I. NEW BUSINESS

1. Resolution No. R-16-76 – A Resolution to request the Public Building Commission provide for the defeasance and redemption of the Health Care Facilities Refunding Revenue Bonds, Series 2012.
   - Garth Herrman, Gilmore & Bell, stated in 2001 a sales tax was passed to finance improvements to healthcare facilities operated by CRMC; these were refinanced in 2012. The city has now collected enough revenue to pay off the bonds. Once they are paid off, the new sales tax can commence. The bonds were financed through the creation of the Public Building Commission; this resolution is requesting the PBC defease and redeem the bonds and exercise the City's option to purchase the project.

   MOTION: Move to approve Resolution No. R-16-76 for adoption.

   ACTION: WILLIAMS SECOND: TAYLOR
   ALL AYE EXCEPT POWELL WHO WAS ABSENT.

2. Ordinance No. S-16-09 – First Reading of an Ordinance to execute a cooperation agreement with Coffeyville Regional Medical Center for the 2016 Health Care Sales Tax.
   - Garth Herrman, Gilmore & Bell, stated this ordinance will authorize the execution of a cooperative agreement related to the levy, collection and use of the one-half cent sales tax passed to provide financial support to CRMC for emergency services and operations. This will also be adopted by CRMC and sent to the Attorney General's office for approval.

   MOTION: Move to approve Ordinance No. S-16-09 for First Reading.

   ACTION: KASTLER SECOND: TAYLOR

ALL AYE EXCEPT POWELL WHO WAS ABSENT.

The City Commission will recess, and the Public Building Commission will convene for a meeting.

MOTION: Move to recess the City Commission meeting for the purpose of convening the Public Building Commission.

ACTION: MARTIN SECOND: WILLIAMS
ALL AYE EXCEPT POWELL WHO WAS ABSENT

3. Discussion and action to appoint one person to the Senior Citizens Activity Center Board serving to June 1, 2019.
   Applicant: Hugh Kimmons

   MOTION: Move to appoint Hugh Kimmons to a three-year term on the Senior Citizens Activity Center Board serving to June 1, 2019.

   ACTION: MARTIN SECOND: WILLLIAMS
   ALL AYE EXCEPT POWELL WHO WAS ABSENT

4. Resolution No. R-16-77 – A Resolution to adopt a Title VI policy and name the Title VI coordinator.
   - City Manager Kendal Francis stated Title VI of the Civil Rights Act of 1964 states no person on the grounds of race, color, national origin, sex, disability age or low income status will be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance. Rather than just conducting reviews, KDOT is requiring cities which receive federal funds adopt a discrimination policy and name a Title VI coordinator. The policy has been created and submitted to KDOT for approval. The resolution will officially adopt the policy and also name the Superintendent of Engineering as the coordinator.

   MOTION: Move to approve Resolution No. R-16-77 for adoption.

   ACTION: TAYLOR SECOND: KASTLER
   ALL AYE EXCEPT POWELL WHO WAS ABSENT.

5. Discussion on downtown traffic signals.
   - City Manager Kendal Francis stated staff is recommending as part of a comprehensive plan for downtown that traffic signals be removed from 8th and Walnut, 8th and Maple, 9th and Maple and 9th and Walnut and stop signs be installed. This will take care of the ongoing maintenance issues with aging wiring and equipment and future expense due to the crosswalk signals not functioning nor being ADA compliant. It will also enhance the appearance of the downtown with a unified look tying in with the branding initiative. The projected cost based on preliminary pricing is $16,000 to $20,000. This is not a budgeted item and will be brought back to commissioners for approval. Commissioners concurred to move forward with the project.

6. City Manager's Report
   - Kendal Francis reported the first draft of ordinances have been sent to Municode; garage sale signs cannot be in the public right of way; staff met with CCC to discuss the lease on Veterans Memorial Stadium; the New Generation project is on schedule, there is an issue getting the gas line from Atmos; budget work sessions need to be set; the Kansas State Historical Society has approved the City Hall window project; the engineers are refining the numbers on the emergency services building.

7. Comments from Commissioners and Staff
   - Commissioner Kastler stated he wishes to open the conversation on CRMC Board of Trustee members being able to also serve on the Board of Directors. Attorney Kritz stated wording can be placed in the ordinance stating the trustees cannot serve on the board. We need to study the history of the board to review what their duties are and look at the mayor or city manager being ex officio.
   - Trish Purdon reported the recent trip to the ICSC retail conference went well and there are two companies planning to visit Coffeyville.

J. EXECUTIVE SESSION(s)

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales and property tax reports
2. Library minutes
3. CRC report

L. ADJOURN

MOTION: Move to adjourn.

ACTION: MARTIN SECOND: KASTLER
ALL AYE EXCEPT POWELL WHO WAS ABSENT

Time the meeting was adjourned: 7:50 p.m.

Date the minutes were approved: _____

_____
Cindy Price, City Clerk