REGULAR COMMISSION MEETING MINUTES
TUESDAY, AUAGUST 13, 2013
6:30 P.M.

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

Present:
MAYOR DAVID GEORGE
COMMISSIONER DON EDWARDS
COMMISSIONER JIM FALKNER
COMMISSIONER MARCUS KASTLER
COMMISSIONER CHRIS WILLIAMS

City Staff in attendance were:
CITY MANAGER GARY BRADLEY
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT DIRECTOR CHRIS FELIX
FIRE CHIEF JAMES GRIMMETT
POLICE CHIEF TONY CELESTE
POLICE CAPTAIN DENNIS ANDRES
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK
ENGINEERING SUPERINTENDENT SCOTT MASSMAN

A. CALL TO ORDER – Mayor David George

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

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA ITEMS

1. Regular City Commission Meeting Minutes – Tuesday, July 23, 2013

MOTION: Move to approve the minutes of the Tuesday, July 23, 2013 meeting.

ACTION: MOTION: EDWARDS SECOND: GEORGE
ALL AYE; WILLIAMS ABSTAIN

2. 2013 Appropriation Ordinance No. AO-13-14 – $1,332,778.69

MOTION: Move to approve Appropriation Ordinance No. AO-13-14.

ACTION: MOTION: EDWARDS SECOND: GEORGE
ALL AYE

REGULAR AGENDA ITEMS

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

1. Public Hearing on the FY 2014 budget.
   - Finance Director Stephanie Richardson provided general information about the City's budget and talked about the City's goals including adopting best practices and benchmarking our community with others of similar size; the City's desire to simplify the budget process and right sizing the employment level. The City's valuation has decreased approximately 55% from 2012; the proposed mill levy will be 42.254. At this rate, there will be a decrease in funds received from property tax of approximately $250,000. One mill equals $48,702.
   - Mayor George opened the public hearing; no comments were made.
   - Mayor George closed the public hearing.

2. Resolution No. R-13-63 – A Resolution to certify the FY 2014 budget.

   MOTION: Move to approve Resolution No. R-13-63 for adoption.

   ACTION: MOTION: FALKNER SECOND: EDWARDS
   ALL AYE EXCEPT WILLIAMS WHO VOTED NO.

3. Swear in Police and Fire Chaplains
   - Mayor George swore in Rev. Dean McNamara, Rev. Mark Wilson and Ron Garrison as Police and Fire Chaplains.

G. COMMENTS FROM THE PUBLIC

The public is free to comment on items not listed on the agenda. Public participation is welcome and encouraged for all items on the agenda as the topics are discussed.

- Mary Wilson, 207 W. New, provided an update on the Farmers' Market.

H. OLD BUSINESS

1. Ordinance No. G-13-04 – First Reading of an Ordinance to amend Chapter 6 of the Code of Ordinances related to dangerous animals.

   MOTION: Move to approve Ordinance No. G-13-04 for adoption.

   ACTION: MOTION: FALKNER SECOND: EDWARDS
   ALL AYE

I. NEW BUSINESS

1. Resolution No. R-13-64 – A Resolution to execute a contract with Springsted Incorporated for financial advisory services.
   - Finance Director Stephanie Richardson stated six responses were received for a request for proposals for financial advisory services; three of those firms were interviewed. Staff recommends contracting with Springsted who will serve as an extension of the City staff assisting to develop financial policies and practices to make Coffeyville more attractive in the bond market. They will also assist in community and economic development and in the creation of a five-year capital improvement plan.

   MOTION: Move to approve Resolution No. R-13-64 for adoption.

   ACTION: MOTION: GEORGE SECOND: FALKNER

ALL AYE

2. Resolution No. R-13-65 – A Resolution to execute Supplemental Agreement No. 1 and authorize commitment of City funds for KDOT Project No. 166-63 KA-2616-01 (4th & Northeast).
   - Engineering Superintendent Scott Massman stated the 4th and Northeast Geometric Improvement Project has been increased to the west requiring a supplemental agreement be signed. KDOT is awarding the project to Mission Construction of St. Paul who was the low bidder at $548,289.80. This is a 90/10 project; the City's share will be $63,254.36.

   MOTION: Move to approve Resolution No. R-13-65 for adoption.

   ACTION: MOTION: EDWARDS SECOND: GEORGE
   ALL AYE

3. Resolution No. R-13-66 – A Resolution to approve a grant offer from the FAA for drainage improvements at the Coffeyville Municipal Airport.
   - Engineering Superintendent Scott Massman stated the FAA is providing a grant offer for a drainage improvement project at the Coffeyville Municipal Airport.

   MOTION: Move to approve Resolution No. R-13-66 for adoption.

   ACTION: MOTION: EDWARDS SECOND: FALKNER
   ALL AYE

4. Ordinance No. G-13-07 – First Reading of an Ordinance to amend electric utility rates.
   - Finance Director Stephanie Richardson stated as presented to Commissioners at the previous meeting, staff is recommending approval of an electrical rate proposal which removes the top tier for residential and non-residential rates as well as eliminate the General Service/Large Power I Off-Peak Discount Rate Code 17. Together these two changes will generate approximately $514,000 which will help to ensure sufficient operating revenues and reserves and promote the sustainability of one of the City's most important assets.

   MOTION: Move to approve Ordinance No. G-13-07 for First Reading.

   ACTION: MOTION: FALKNER SECOND: KASTLER
   ALL AYE EXCEPT WILLIAMS WHO VOTED NO.

5. Resolution No. R-13-67 – A Resolution to execute an agreement with the Kansas Department of Transportation and the South Kansas and Oklahoma Railroad.
   - City Manager Gary Bradley stated the Union Pacific Railroad recently contacted the City to repair the Seventh Street rail crossing. The City would be required to provide two rail crossing signs.

   MOTION: Move to approve Resolution No. R-13-67 for adoption.

   ACTION: MOTION: EDWARDS SECOND: GEORGE
   ALL AYE

6. Ordinance No. G-13-05 – First Reading of an Ordinance to adopt the 2013 Standard Traffic Ordinance.

   MOTION: Move to approve Ordinance No. G-13-05 for First Reading.

   ACTION: MOTION: GEORGE SECOND: FALKNER
   ALL AYE

7. Ordinance No. G-13-06 – First Reading of an Ordinance to adopt the 2013 Uniform Public Offense Code.

   MOTION: Move to approve Ordinance No. G-13-06 for First Reading.

   ACTION: MOTION: GEORGE SECOND: FALKNER
   ALL AYE

8. Authorization to purchase grant software.
   - City Manager Gary Bradley recommended the City purchase eCivis software to provide a listing of grants available for municipalities as well as other non-profit organizations. The software also includes links to samples of applications that have been awarded in the past For specific grants and a peer review process which helps to improve the quality of grant applications. Commissioners agreed to purchase the software at a cost of $11,800, however, they want someone tasked to this project and will review the effectiveness after one year.

9. Comments from Commissioners and Staff
   - Police Chief Tony Celeste stated the WatchGuard video equipment will be installed in police vehicles this week; two officers are becoming DOT certified; there were no racial profiling complaints during the past year and a representative with the Safe Routes to Schools grant program will be in Coffeyville in September to review the grant.
   - Electric Utility Director Gene Ratzlaff reported Oklahoma Governor Mary Fallin rescinded her action to form a task force to undertake a full study of GRDA.

J. EXECUTIVE SESSION(s)

MOTION: Move to adjourn to Executive Session for discussion of acquisition of real estate to reconvene on or before 8:55 p.m.

ACTION: MOTION: GEORGE SECOND: EDWARDS
ALL AYE

Time the meeting was reconvened: 8:55 p.m.

Mayor George stated there was no action as a result of Executive Session.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report
2. Building Permit Report
3. PD Report
4. Clean-Up Day Report

L. ADJOURN

MOTION: Move to adjourn.

ACTION: MOTION: GEORGE SECOND: EDWARDS
ALL AYE

Time the meeting was adjourned: 8:55 p.m.