



City Council Meeting
November 2, 2015
7:00 p.m. Regular Meeting

Mayor Jason Ward opened the meeting at 7:00 p.m. with the pledge of allegiance. Council members present were Jim Curtis Oroke, Chris Donnelly, Andy Gilner, and Kara Reed. Jim Truesdell was absent. Also in attendance were City Administrator Nathan McCommon, Assistant City Administrator Jamie Shockley, and City Attorney Michael Kelly.

Approval of Minutes and Consent Agenda

- Mr. Gilner moved to approve the minutes from October 19, 2015. Mr. Donnelly seconded. All ayes. Motion carried.
- Ms. Reed moved to approve the consent agenda for November 2, 2015. Mr. Gilner seconded. All ayes. Motion carried.

Open Agenda

- Monica Gee, 612 E. 4th Street, gave the City Council an update regarding Spooktacular, which took place on Friday, October 30.

New Business

First Reading: Ordinance 1400, annexing certain parcels into the corporate limits of Tonganoxie

- Mr. McCommon explained the ordinance, and informed the Council that the County will have to hold a public hearing for their part of the approval. Chris Brewster with Gould Evans gave a staff report regarding this petition for annexation.

Awarding the winning bid for grass fire skid water pump

- Fire Chief Holcom addressed the Council and explained the need for an additional grass fire skid water pump, 50% of which will be paid for through a grant that the City was awarded.
- Ms. Reed moved to approve the purchase from Conrad Fire Equipment in an amount not to exceed \$9,021. Mr. Gilner seconded. All ayes. Motion carried.

Presentation of schematic design of City Hall and Police Station

- Marissa Carroll with HTK Architects walked the Council through the schematic design process.
- Ms. Reed asked about the low ceilings on the first floor of the police station. Ms. Carroll stated that the City would need to request a variance in the code to allow for the low ceilings.
- Mr. Oroke stated that he wanted to see everything broken out and associated costs. He wants to know exactly what we're getting for our money.
- Mayor Ward asked what the Council needed tonight to make a decision. He asked if the Council is comfortable moving forward with the purchase of the church building, and if they are able to come closer to a decision about what project budget to set.
- JW Evans addressed the Council and asked if they have had the building appraised and if they are satisfied with the sale price. He would like to see the City get an appraisal.
- Diane Bretthauer addressed the Council and asked if this location at 6th and Church Street is the location that the Council has officially decided for the new police station.
- Mayor Ward said that we've had many, many meetings about the topic where the public has been invited to come and share their thoughts with us, and the Council ultimately made the decision to move forward with the purchase of the building at 6th and Church.
- Mr. Gilner moved to get an appraisal on the building and enter into negotiations on the purchase. Mr. Donnelly seconded. Ms. Reed stated that she is not ready to progress any further down this road. She wants to look at renewing the water park sales tax, which will expire in 2017, and explore this revenue source as a means for paying for a new police station and other infrastructure improvements. Roll call vote: Ms. Reed – no. Mr. Gilner – Yes. Mr. Donnelly – Yes. Mr. Oroke – No. Tie breaking vote: Mayor Ward – Yes. Motion carries 3-2.

Consider Renewal of the Neighborhood Revitalization Program

- Mr. McCommon informed the Council that the Neighborhood Revitalization Program is expiring at the end of 2015, and he's interested in knowing if the Council is interested in renewing this program for another ten years. He also asked whether the boundaries of the distressed areas should be redrawn.

- Mr. Donnelly said that he would like to see the Council move forward with renewing this important program.
- Mr. Donnelly moved to continue the Neighborhood Revitalization program as presented. Mr. Gilner seconded. All ayes. Motion carried.

City Administrator Agenda

Discuss possible discount on electronic submissions of business license applications

- Ms. Shockley explained to the Council that with the recent investment in SeamlessDocs, city staff is looking for a way to improve the customer experience for our businesses when applying for or renewing their business licenses. One opportunity that staff sees is to offer a discount to those applicants who submit their paperwork and payment electronically through the SeamlessDocs platform. She inquired with the City Council to see if they would have an interested in offering a 10% discount to those business license applicants who submit electronically, as it would require an ordinance to make the change.
- Mr. Gilner moved to authorize staff to draft an ordinance to amend the business license fee and offer a discount to those who submit electronically. Mr. Donnelly seconded. All ayes. Motion carried.

Update on Financial System RFP

- Mr. McCommon informed the Council that staff has drafted an RFP for a new financial system and it will be made available on November 9. He stated that an agreement should come to the Council for approval sometime in January.

Mayor's Agenda

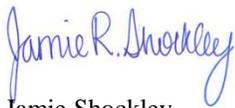
- Mayor Ward informed the Council that the Mayor's Tree Lighting would take place on Saturday, Nov. 21 from 3 to 6 p.m. He asked the Council to set a budget for the event.
- Mr. Donnelly moved to set a budget for the Mayor's Tree Lighting for DJ and carriage rides not to exceed \$600. Mr. Gilner seconded. All ayes. Motion carried.

Council Agenda

- Ms. Reed requested that the discussion on community event funding be added to the agenda for the next meeting.

Mr. Gilner moved to adjourn at 8:27 p.m. Ms. Reed seconded. All ayes. Motion carried.

Respectfully submitted,



Jamie Shockley
Assistant City Administrator