

**COMMISSION MEETING MINUTES
TUESDAY, JULY 14th, 2020 6:30 P.M.**

The Board of Commissioners met in Regular Session at 6:30 p.m. in the Commission Room. The meeting was called to order by Mayor Bauer

Present:

COMMISSIONER PAUL BAUER
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK
COMMISSIONER TRACY MAXSON
COMMISSIONER JUSTIN DOANE

City Staff in attendance:

CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
IT DIRECTOR CHRIS FELIX
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
SUPERINTENDANT OF ENGINEERING THOMAS OSBORN
ELECTRIC UTILITY DIRECTOR MIKE SHOOK

- A. **CALL TO ORDER** – Mayor Paul Bauer
- B. **ROLL CALL** – All Present
- C. **INVOCATION** – Minister Joey Barrett
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**

MOTION: Move to approve Amended Agenda to remove MOU between GRDA & City of Coffeyville item and add Coffeyville Public Library Board application consideration.

ACTION: MOTION: BAUER SECOND: DOANE
ROLL CALL: ALL AYE

F. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, June 23rd, 2020
2. Second Reading Ordinance S-20-03 an Ordinance to allow alcohol to be served on 9th Street during the Coffeyville Chamber of Commerce ‘Hops Around Town – Beer Festival’ event on October 10, 2020.
3. 2020 Appropriation Ordinance No. AO-20-13 - \$ 1,153,549.29

MOTION: Move to approve item 1-3 of the consent agenda as presented.

ACTION: MOTION: BAUER SECOND: VANNOSTER
ROLL CALL: ALL AYE

G. COMMENTS

1. Comments from Public

The public is free to comment on items not listed on the agenda. Please address comments to the Commission as a body, and be mindful of others who may also wish to speak by limiting comments to 3 minutes.

Gail Smith and Mike Bradley with Summer Celebration thanked the City for what they do for them. They stated that they had a pretty good day considering what we are going through. They were down a little bit in numbers for the Car Show and Kiddie Car Cruise. Mike Bradley commented how proud he was of the Dance Team for performing in the heat. Gail Smith said that when evening came and the bands started to play they had to call it because the storm came through. The bands gave them a rain check so the Summer Celebration group noted both bands concerts to the Dalton Days Festival. The Fireworks show went on after the rain and they put on a great show. Gail and Mike presented a plaque to the City Commission for their continued support. Mayor Bauer said the thank you really goes to the Summer Celebration team. Mike and Gail also thanked Jim Bradshaw and Public Works, Mike Shook and the Electric Department, and the Fire Department.

REGULAR AGENDA ITEMS

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

1. 2019 Audit Report Presentation

Neil Phillips, CPA, Jarred, Gilmore & Phillips, PA presented the 2019 Audit Report. He reviewed what was audited. Mr. Phillips stated that based on the testing that was done this year, they feel Coffeyville has a materially accurate representation of what happened during the year without any further modification needed. No funds ended negative. The City started the year out with \$43 million, brought in \$98 million, and spent \$92 million. Mr. Phillips then gave explanations of the footnotes in the Audit Report. There were no statute violations in the 2019 Audit. The City of Coffeyville is in compliance with the budget laws of Kansas.

2. UFS Electric Cost of Service Update and Rate Design Presentation

Director of Electric Utility Mike Shook introduced Mark Beauchamp, President of Utility Financial Solutions who presented via Zoom. Mr. Beauchamp stated that Coffeyville Electric Department is doing quite well financially and they are not proposing any rate increases. They are proposing some rate changes just to tweak the rates closer to cost services. Mr. Beauchamp presented a five year projection in different areas and financial targets. He reviewed the cost of service and customer charges in different customer classes. Mr. Beauchamp then moved onto the Rate Design Presentation where he proposed slight changes that would reduce residential rates slightly each year for the next three years and increase some other rates to make classes closer to cost of service. Mike Shook stated that the next step is to present this to the Commission to be voted on.

I. OLD BUSINESS

J. NEW BUSINESS

1. Lianakay Wilsons' application to serve on the Coffeyville Public Library Board of Directors. Liana Wilson stated that she is a preschool teacher at the Early Learning Center and has been wanting to get involved and be more a part of the community. The Commission expressed their appreciation in her wanting to get involved.

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MOTION: Move to appoint Liana Wilson to the Coffeyville Public Library Board of Directors.

ACTION: MOTION: VANNOSTER SECOND: MAXSON
ROLL CALL: ALL AYE

2. Resolution R-20-47 a Resolution declaring it advisable to issue general obligation refunding bonds of the City of Coffeyville, Kansas to refund outstanding Electric Utility System Revenue Bonds; and providing for the giving of notice of said intention of the City. Director of Finance Stephanie Richardson stated that we have presented with the opportunity from Baker Tilly our Financial Advisors to refinance two of our series of bonds in order to create some savings for the city due to lower interest rates in the market. This is the first one – the 2015-B Electric Revenue Bonds that were initially issued in June of 2015 for \$48.9 million dollars. Mrs. Richardson stated that we will be working with Baker Tilly and Gillmore & Bell's Garth Herrmann as Bond Council. Garth Herrmann joined the meeting via Zoom to explain the Resolution before them will start the process of refunding this first series of bonds. This will change the bonds from a pure electric utility system bond into a double barrel bond where there are two sources of repayment. This makes them a more secure investment which usually results in a lower interest rate and cost to the City. To make this happen this Resolution needs to be passed, it will be published twice in the newspaper after which there is a 20 day period in which it could be protested. Once that 20 day protest time has expired the City can move forward with this piece of the refinancing.

MOTION: Move to approve Resolution R-20-47 as presented.

ACTION: MOTION: VANNOSTER SECOND: BAUER
ROLL CALL: ALL AYE

3. Resolution R-20-48 a Resolution Approve to a work authorization for Allgeier, Martin and Associates, Inc.(AMA) for design of a new culvert and guard rails for unnamed drainage. Superintendent of Engineering Thomas Osborne stated this was a work authorization to replace the damaged guard rail on the West side of Overlook on the bridge North of Woodland. Mr. Osborn stated now is the time to do it as they are already there. This will be paid out of the Sales Tax Revenues. The plan will widen the bridge, update the other side to proper standards, and replace the damaged guard rail. The contract with Allgeier Martin is not to exceed \$27,000 for design of the culvert. Bids will hopefully be put out end of August or first part of September which will then be awarded end of September or beginning of October.

MOTION: Move to approve Resolution R-20-48 as presented.

ACTION: MOTION: YORK SECOND: VANNOSTER
ROLL CALL: ALL AYE

4. City Manager's Report

City Manager Mark Hall stated that Mayor Bauer brought up another rail on Overlook that has been damaged. There will be a report on this and we think it can be fixed in-house. Mr. Hall reminded the public that we are back in budget sessions this week with presentations on Thursday night. Staff is moving forward and catching up on things and he thanked them.

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5. Comments from Commissioners and Staff

Mayor Bauer stated that Summer Celebration was a great success and he commends them as they did in six weeks what they usually have 6 months to do. Commissioner York noted that they put a lot of work in and have a large financial obligation for it. He also noted that the first Outdoor Movie Night took place last Friday. Commissioner York said they had about 75 people show up with great social distancing and a lot of them were wearing masks. He appreciates the public coming out to support them. Commissioner Vannoster noted that FKHS Graduation is Saturday the 18th evening and many of the Lifeguards at the Aquatic Center will be participating in that. The Aquatic Center will close early on Friday for graduation practice and then be closed on Saturday so the employees can be with their families. Commissioner Maxson thanked Mark Hall for going out to the golf course with him to go over some issues that they have had out there and make a plan to get them taken care of and improve that attraction.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Building Permit Report - May 2020
2. Coffeyville Police Department Crime Statistics - May 2020
3. Sales Tax Report – June 2020

M. ADJOURN

MOTION: Move to Adjourn

ACTION: MOTION: BAUER SECOND: DOANE
ROLL CALL: ALL AYE

Time the meeting was adjourned: 8:03 pm

Date the minutes were approved:

7/28/2020

Melissa Carter

Melissa Carter, City Clerk

