



# City Of Burlingame

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## MINUTES

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Mayor Mike Dorr – A  
Councilmember Carolyn Lee – P  
Councilmember Carolyn Strohm - P  
Councilmember Vikki DeMars - A  
Councilmember Michelle Mullinix - P

City Attorney Rick Godderz - P  
City Clerk Lee Ann Smiley - P  
City Superintendent Joey Lamond – P  
Police Officer Dudley - P  
Building Inspector Jim Welch -A

Held: **December 16, 2013 at 7:00pm**

Location: **Council Chambers**

### 1. CALL TO ORDER BY MAYOR - 7:00PM

### 2. ROLL CALL - See above

Citizens Present: Gabe Faimon, Rosie Parker, Jeanne Riggs, Kenna Burns, Ray Burns, Charles Shirley, Stephanie Watson, Bill Caton, and Monte Lass

3. PUBLIC COMMENTS - Kenna burns stated that she appreciated everything that the city did in regards to the Country Christmas activities and thanked Joey for everything he did with the speakers.

### CONSENT ITEMS

**These items can be voted on with one motion or individually by the city council.**

4. APPROVAL OF AGENDA - Motion made by Councilmember Strohm to approve the agenda with the amendment of adding item 17D Burgess Plumbing and Electric for Renewal of Licenses and adding 14A Cindy Harris request for water and electric utilities to be installed. Councilmember Mullinix seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

5. APPROVAL OF MINUTES - Motion made by Councilmember Mullinix, seconded by Councilmember Strohm to approve the minutes from the regular meeting of December 16, 2013.

Vote: Ayes: Lee, Strohm, Mullinix

6. APPROVAL OF CLAIMS ORDINANCE - Councilmember Mullinix made the motion to authorize the payment of claims ordinance 2265 with the exception of the check to Auditor Connelly and to the IRS and enter into a 24 month agreement with the IRS for a payment plan for penalties, fees and taxes owed and to put Connelly on the agenda for the final meeting of the year. Councilmember Strohm seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

## OLD BUSINESS

**7. SENIOR HOUSING PROJECT**- After discussion of not having funds available to tear down the Nursing Home a motion was made by Mullinix and seconded by Lee to not commit to the Senior Housing Tax Credit Program.

Vote: Ayes: Lee, Mullinix      Nays: Strohm

**8. PROPERTIES FOR SALE**-A motion was made by Mullinix and seconded by Lee to table this item until the next meeting. City Clerk Smiley is to look further for possible expenses for inspections and any other fees pertaining to the purchases of the properties at Santa Fe Avenue and Prospect Place.

Vote: Ayes: Lee, Strohm, Mullinix

## NEW BUSINESS

**9. KANSAS SAMPLER FESTIVAL** - Motion was made by Mullinix and seconded by Lee to pay a registration fee of \$175 for an 8x10 tent space at the Kansas Sampler Festival.

Vote: Ayes: Lee, Strohm, Mullinix

**10. COMMERCIAL TANNERY** - Monte Lass had presented books entailing detailed information in regards to the chemicals to be used in his tannery. No action was taken on the agenda item but is to be added to the next month's agenda.

Vote: Ayes: Lee, Strohm, Mullinix

**11. MEDICOM FRANCHISE RATE** - Councilmember Strohm made the motion to send a letter of notice for a franchise increase to 5% to Mediacom and for Mike to sign the agreement with Mediacom for them to provide service in Burlingame. Councilmember Mullinix seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**12. UTILITY AGREEMENTS** - Councilmember Mullinix made the motion to write a policy and procedure for commercial business' to follow payment plans the same as residential customers. Councilmember Strohm seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**13. APPROVAL OF 2012 AUDIT** - Councilmember Mullinix made the motion to table this item to the year- end meeting. Councilmember Strohm seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**14. CONCEAL CARRY EXEMPTION** - Councilmember Mullinix made the motion to approve the extension for 4 years of Conceal Carry Exemption and Security Plan and approve Resolution #372. Councilmember Strohm seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**14A. CINDY HARRIS REQUEST** - No action taken on this item as Harris did not show.

Vote: Ayes: Lee, Strohm, Mullinix

**15. UTILITY WAIVER REQUEST** - Councilmember Mullinix made the motion to waive the Utility Deposit for Rosie Parker at 107 W Santa Fe. Councilmember Strohm seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**16. EMP3 NET METERING** - Councilmember Strohm made the motion to approve the upgrade for metering and communications. Councilmember Mullinix seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**17. RENEWAL OF LICENSES**- Councilmember Strohm made the motion and councilmember Mullinix seconded to renew the licenses for the 2014 calendar year as follows:

Casey's General Store - Cereal Malt Beverage  
Santa Fe Café - Cereal Malt Beverage  
Orender Services - Plumbing and Electric  
Burgess Plumbing & Electric - Plumbing and Electric

Vote: Ayes: Lee, Strohm, Mullinix

**18. RESOLUTION FOR GAAP WAIVER** - Councilmember Strohm made the motion to approve the waiver of GAAP, required for the general accepted accounting practices for the year of 2013 resolution #373. Councilmember Mullinix seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**18. TREE ORDINANCE**- Councilmember Mullinix made the motion to approve Ordinance #2205 amending chapter XIII, Article 3, Section 13-318 distance from curb and sidewalk of the code of the City of Burlingame. Councilmember Mullinix seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**19. YEAR END MEETING** - Councilmember Strohm made the motion to set the date of the final meeting of the year to December 27<sup>th</sup> at 5:00pm. Councilmember Mullinix seconded the motion. The agenda is to include closing the books, final billings, Connelly audit approval and payment, and Greg Wright gas review.

Vote: Ayes: Lee, Strohm, Mullinix

**20. CHRISTMAS EVE HOLIDAY HOURS**- Councilmember Mullinix made the motion to change the hours for employees on Christmas Eve and New Year's Eve to be closed at noon on December 24<sup>th</sup> and December 31<sup>st</sup>. Councilmember Strohm seconded the motion.

Vote: Ayes: Lee, Strohm, Mullinix

**21. EXECUTIVE SESSION NON-ELECTED PERSONNEL**- This session was not held as Police Chief Shaffer was not present and he was the one that had requested it.

**22. REPORTS** -

City Superintendent Lamond stated that he would be gone for a week beginning the 30<sup>th</sup> of December. He is working on the EMP and will be getting that ordered.

Rick stated that he would get reports from Phil in regard to the Bond Issue.

Councilmember Mullinix questioned if the county needed to be told the city has a dog catcher. Godderz stated that the county should already know. She questioned as to when we would make a decision on the council member. City Clerk Smiley stated that Mayor Dorr had requested it not to be put on this agenda. Attorney Godderz stated that it would be best to wait until after the first of the year.

**23. ADJOURNMENT** - Motion made by Councilmember Strohm to adjourn the City Council Meeting. Motion seconded by Councilmember Mullinix.

Vote: Ayes: Lee, Strohm, Mullinix

SUBMITTED BY: \_\_\_\_\_  
Lee Ann Smiley, City Clerk

\_\_\_\_\_  
Date

Americans with disabilities act (A.D.A.): The City of Burlingame intends to comply with A.D.A. If you are physically challenged or disabled and need special accommodations to participate in this town meeting, please contact the city clerk forty-eight (48) hours prior to the meeting to arrange necessary accommodations.