



# City Of Burlingame

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## MINUTES

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Committee: Mayor Mike Dorr – present  
Councilmember Carolyn Lee - present  
Councilmember Carolyn Strohm - present  
Councilmember Christopher Moon - present  
Councilmember Michelle Mullinix - present  
Councilmember Vikki DeMars - present

Held: **June 03, 2013 at 7:00pm**

Location: **Council Chambers**

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

**2. ROLL CALL** - Mayor, all Council Members

Staff Present: City Superintendent Lamond, Police Chief Shaffer, City Attorney Godderz and Interim City Clerk Fry.

Citizens Present: Gabe Faimon, Amber Moon, Rosie Parker, Jay Butterfield, Jeanne Riggs, Stephanie Watson and Bill Caton.

**3. PUBLIC COMMENTS** - Chris Dubois voiced concerns regarding delinquent notice procedure and City code regarding weeds. Amber Moon provided expense information from Rodeo Days events. Discussion continued regarding how finances are to be handled by entities working together for Rodeo Days and Country Christmas. Jeanne Riggs stated that three vendors used City electrical outlets during the Rodeo Days events and she would be making reimbursement payment to the City.

### CONSENT ITEMS

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

**4. APPROVAL OF AGENDA** - Motion by Councilmember DeMars to approve the agenda as is. Motion seconded by Councilmember Lee.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

**5. APPROVAL OF MINUTES** - Motion by Councilmember DeMars, seconded by Councilmember Moon to approve the minutes from the regular meeting of May 20, 2013 .

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

**6. APPROVAL OF CLAIMS ORDINANCE** - Councilmember DeMars made the motion to authorize the payment of claims ordinance 2252. Councilmember Mullinix made the second motion.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

### **OLD BUSINESS**

**7. PROPERTY AT 105 E SANTA FE AVENUE** - Council reviewed letter from building inspector Welch, whom was absent from the meeting. Councilmember DeMars made the motion to table further discussion regarding property at 105 E Santa Fe Avenue until the June 17<sup>th</sup> council meeting. Motion seconded by councilmember Lee.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

### **NEW BUSINESS**

**8. OSAGE COUNTY ECONOMIC DEVELOPMENT** - Stephanie Watson and Bill Caton presented the council with information regarding the Senior Housing Tax Credit Project. Application approval was not successful. Applications may be made again in February 2014.

No action taken

**9. JAY BUTTERFIELD** - Mr Butterfield offered to use his services to haul dirt to complete the demolition project at 107 and 109 East Santa Fe Ave. Motion made by councilmember Lee made the motion to allow up to ten loads to finish leveling properties at 107 and 109 East Santa Fe and replacing dirt used from 117 East Santa Fe. Motion seconded by councilmember Strohm

Yeas: Michelle Mullinix  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

Nays: Vikki DeMars

**10. THOMSON RUETERS** - Motion made by Councilmember DeMars to authorize a representative from Thomson Rueters to assist with software clean-up. Seconded by Councilmember Strohm.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

**11. PHASE II SEWER PROJECT - ASPHALT** - Motion made by Councilmember Strohm to authorize additional asphaltting at the cost of \$30,600.00 under Phase II Sewer Project. Motion seconded by Councilmember Lee

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

**12. NON-ELECTED PERSONNEL** - Motion made by Councilmember DeMars to enter into executive session including Jon Shaffer until 8:05 pm. Motion seconded by Councilmember Moon.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

No action taken

**13. CITY CODE 8-401 - 8-407** - Motion made by Councilmember DeMars to amend the length to 8" and the 5 days instead of 10 days to abate the conditions. Motion seconded by Councilmember Moon.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

**15. REPORTS** - Councilmember DeMars: Requesting update at next meeting from Attorney Godderz regarding Grocery Store project.

Councilmember Strohm: Voiced concern regarding washed out culvert at Dacotah Street near 605 South Dacotah.

Councilmember Lee: Request to schedule budget meetings: Mayor Dorr will contact Steve Connelly. Request to Superintendent Lamond to have weeds mowed between Fast Drive and Osage Street on Jackson Avenue.

Mayor Dorr - Contacted Aerielle Floyd with an August 30<sup>th</sup> date for ball tournament. Attended Incident Command Seminar, will schedule a time to speak with Superintendent Lamond, Police Chief Shaffer and Fire Chief Strohm regarding Emergency Preparedness Plan. Would like to have appropriate staff and council complete forms to receive badges for Emergency Preparedness. There will also be a county wide exercise on June 29<sup>th</sup>

**16. ADJOURNMENT** - Motion made by Councilmember DeMars to adjourn June 17, 2013 City Council Meeting. Motion seconded by Councilmember Lee.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon  
Carolyn Lee

SUBMITTED BY: \_\_\_\_\_  
Janene Fry, Interim 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.