



CITY OF BURLINGAME, 101 East Santa Fe, Burlingame, KS 66413

REGULAR MEETING AGENDA

Monday, January 5, 2026

7:00 pm

Mayor, Michelle Mullinix -	—	City Attorney, Rick Godderz -	—
Councilmember, Kenna Burns -	—	City Clerk, Patty Atchison -	—
Councilmember, Jim Strohm -	—	Acting Superintendent, Kyle Bond	—
Councilmember, Sheila Curtis -	—	Police Chief – Mathew Baker –	—
Councilmember, Brandi Shaffer -	—	Building Inspector – Chris Dubois	—
Councilmember,	—		

1. CALL TO ORDER

- A. Roll Call
- B. Additions or Deletions to the Agenda
- C. Approval of the Agenda

Motion _____ Second _____ Ayes _____ Nays _____

2. PUBLIC COMMENTS

3. PUBLIC HEARING

4. APPROVAL OF MINUTES

A. Approval of Regular Meeting Minutes for December 15, 2025.

Motion _____ Second _____ Ayes _____ Nays _____

5. Five Minute Executive Session non-elected personnel with City Clerk Atchison

Motion _____ Second _____ Ayes _____ Nays _____

6. Consider the motion to appoint new Council Member to replace Travis Middleton's position.

Motion _____ Second _____ Ayes _____ Nays _____

7. Consider motion to Sine Die for Purpose of Installing New Officers

Motion _____ Second _____ Ayes _____ Nays _____

8. Swear in Mayor Mullinix, Councilmember Burns, Councilmember Shaffer, and appointed Councilmember

Motion _____ Second _____ Ayes _____ Nays _____

9. Meeting called to order by 2026 Council and Mayor

Motion _____ Second _____ Ayes _____ Nays _____

10. CONSENT AGENDA

A. Approval of Bills for 01/05/2026

Motion _____ Second _____ Ayes _____ Nays _____

11. CORRESPONDENCE TO COUNCIL

- A. Information for new Council Members
- B. KCC 2024 Inspection
- C. KCamp Risk Management Services

12. UNFINISHED BUSINESS

A. Update on repair of switch in front of Fire Department and Feeder Cables at the Power Plant.

Motion _____ Second _____ Ayes _____ Nays _____

B. Code Enforcement/Building Inspector Updates

1. Discussion regarding CDBG Grant and Demo at 105 East Santa Fe

Motion _____ Second _____ Ayes _____ Nays _____

2. Update on the property at 203 S. Kansas and 222 E. Dayton – Baker

Motion _____ Second _____ Ayes _____ Nays _____

3. Update on the certificate of occupancy for “The Den”

Motion _____ Second _____ Ayes _____ Nays _____

C. Consider the motion to hold a special meeting on January 13, 2026, at 7:00 pm for the purpose discussing the Interlocal Agreement for the new Library Community Building.

Motion _____ Second _____ Ayes _____ Nays _____

D. Discussion regarding the property insurance coverage on BRC equipment

Motion _____ Second _____ Ayes _____ Nays _____

13. New Business

A. Consider the motion to approve the Arborist Permit Application for J&T Service.

Motion _____ Second _____ Ayes _____ Nays _____

B. Consider the motion to approve the annual appointments for 2026 for the following.

Official Depository – Flint Hills Bank of Burlingame
Official City Newspaper – Osage County Herald/Chronicle
City Attorney – Attorney Rick Godderz
City Municipal Judge – Judge Kevin Kimball
City Treasurer –

C. Consider the motion to approve Resolution #464 for the GAAP Waiver for 2025

Motion _____ Second _____ Ayes _____ Nays _____

D. Consider the motion for Mayor Mullinix to sign the UCI Testing Annual contract and approve payment of \$480.00.

Motion _____ Second _____ Ayes _____ Nays _____

E. Consider the motion to approve the 2026 City Membership dues in The League of Municipalities for \$867.38

Motion _____ Second _____ Ayes _____ Nays _____

F. Consider the motion to approve the renewal of Computer Information Concepts for the software for payroll, billing, budgetary and Accounts Payable in the amount of \$2665.00.

Motion _____ Second _____ Ayes _____ Nays _____

G. Consider the motion to pay KS Water Office \$18,133.00 for water purchase contract NO. 93-2 out of water fund.

Motion _____ Second _____ Ayes _____ Nays _____

H. Consider the motion to approve the annual service agreement for Itron with 1/3 each coming from Electric, Water and Gas

Motion _____ Second _____ Ayes _____ Nays _____

I. Discussion regarding either a permanent/temporary fence by “The Den” and an ordinance allowing alcohol on Public Sidewalk

Motion _____ Second _____ Ayes _____ Nays _____

J. Consider the motion to approve the Electrical and Plumbing License for Theel Plumbing

Motion _____ Second _____ Ayes _____ Nays _____

14. STAFF REPORTS

- A. Building Inspector
- B. Police Department
- C. Public Works Department
- D. City Clerk

15. Attorney Report

- A. Attorney Godderz

16. Council/Mayor Comments and Reports

- A. Councilmember Curtis
- B. Councilmember Strohm
- C. Councilmember
- D. Councilmember Shaffer
- E. Councilmember Burns
- F. Mayor Mullinx

17. Executive Session

A. Thirty Minute Executive Session non-elected personnel

Motion _____ Second _____ Ayes _____ Nays _____

18. Adjourn - Consideration to adjourn the City of Burlingame Council Meeting at _____ P.M.

Motion by: _____ Second by: _____ Vote: Ayes: _____ Nays _____

Next Ordinance Number: 2549 Next Resolution Number: 464 Next Charter Ordinance Number: 18

This agenda may be revised before the meeting.
An updated agenda is currently on file at the City Clerk's Office.