



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 Mullinix

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.](#)