



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

MINUTES

Mayor, Michelle Mullinix – P
Councilmember, Kenna Burns - P
Councilmember, James Strohm – P
Councilmember, Sheila Curtis – P
Councilmember, Kathy Love - P
Councilmember, Travis Middleton – A

City Attorney, Rick Godderz – P
City Clerk, Patty Atchison - P
City Superintendent, Les Holman - P
Police Chief, Mathew Baker - P
Building inspector – Jim Welch - A

Held: **July 1, 2024 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Michelle Mullinix

a. Roll Call - Officer Layton Dougherty, Linda Vandevord, Carolyn Strohm, Jean Creviston, Meribah and Jakob Zirkle, and Librarian Brandi Shaffer

b. Additions or Deletions to Agenda - none

c. Approval of Agenda.

Councilmember Burns made the motion to approve the agenda. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

2. Public Comments - none

3. PUBLIC HEARING - none

4. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes for June 17, 2024

Councilmember Love made the motion to approve the minutes from June 17, 2024. Councilmember Burns seconded the motion.

Vote: Ayes: 4 Nays: 0

5. CONSENT AGENDA

a. Approval of bills presented to be paid for July 1, 2024

Councilmember Curtis made the motion to approve the bills to be paid for July 1, 2024 Councilmember Burns seconded the motion.

Vote: Ayes: 4 Nays: 0

6. CORRESPONDENCE TO COUNCIL - none

7. Unfinished Business

a. Pool Updates

- Discussed the two bids received from DWR Aquatics and Westport Pools, LLC

- Both bids were over the \$1,000,000.00 Water's Edge will work with Westport on value engineering.
- Final bid approval on 07/15/2024
- Received the final distribution from Jones Trust for a total received of \$500,000

b. Code Enforcement Update – Building Inspector Welch

1. Shipping Container Discussion – Linda Vandevord

Mrs. Vandevord discussed her concerns in moving the shipping container which has been on her property since 2020. She asked the Council if they would reconsider the no-shipping container policy. The council reviewed their concerns regarding the placement of the containers and the upkeep in painting the containers, Councilmember Burns motioned to give Mrs. Vandevord six months to have the container moved from the property. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

2. Review of properties with 7/1/2024 Extensions

- **912 South Oak** – Jean Creviston discussed the current legal issues she has with Travis Hill. She has cleaned up the stuff on the property, but the rest must have a law enforcement officer to stand by, but Travis has not contacted them for the stand-by to clean up the rest of the property. Attorney Godderz recommended to contact the court for a motion to enforce or dispose of property and get a ruling for a time limit and a hard date. Councilmember Strohm motioned to give Ms. Creviston until 8/5/24 for a status update. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

- **406 West Seward** – Zirkle/Marshall. Officer Baker advised the property has been satisfied in the clean-up efforts. The yard still needs to be mowed, but the property owner has been working on the weekends to get the mowing done.
- **216 West Lincoln** – Jakob Zirkle advised the council the property has been cleaned up as per the city code. The vehicle is now tagged and insured. Officer Baker advised the property has been satisfied in the clean-up efforts.
- **201 East Santa Fe** – James Master. It was discussed fence has been started around the property, however, Mr. Masters had been mailed letters since October 23 regarding the nuisance complaints. Officer Baker read the letter Jim Welch mailed to Jim Masters on 6/17/24 asking him to be present at the 07/01/2024 Council Meeting to update the council on the clean-up efforts. Attorney Godderz indicated Mr. Masters stopped by his office to discuss the clean-up efforts. Councilmember Strohm made the motion to start the abatement process for the property. Councilmember Burns seconded the motion.

Vote: Ayes: 4 Nays: 0

- **403 South Delaware** – Gayer/Masters. Attorney Godderz advised the court had given Mr. Gayer 14 days to remove his personal property. The Council agreed to set an update on 8/19/24

c. Discussion on “Notice of Violation” letter and fee schedule – City Superintendent Holman and Attorney Godderz

Councilmember Burns made the motion to table until the 07/15/2024 meeting. Councilmember Strohm seconded the motion.

Vote: Ayes: 4 Nays: 0

d. Discussion regarding the parking at Sumner Park

Councilmember Strohm discussed the concerns he had regarding residents of the Lincoln Apartments working on their cars on the west side of Sumner Park and then moving the cars onto the sidewalk for repairs. Discussion regarding the need for tickets to be issued. Officer Baker advised he had discussed this problem with the owner of the Lincoln Apartments who sent an email to the residents on 6/28/24 at 7 pm advising the parking requirements. Councilmember Strohm made the motion for “No Parking” on the west side of Sumner Park. Motion died Council asked the Utility Dept to put up signs advising the parking and for Officer Baker to advise Roger Harmon to put a copy of the new ordinance in with the lease agreement.

e. Consider motion to approve Ordinance Number 2529 Parking Alongside the West Side of Sumner Park

Councilmember Curtis made the motion to approve Ordinance Number 2529 and for the fine to not exceed \$100. Councilmember Burns seconded the motion.

Vote: Ayes: 4 Nays: 0

f. Discussion regarding Junk Car Proposal

Councilmember Burns made the motion to table this item until 7/15/24. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

g. Discussion regarding the Code Compliance Officer Job Description

Councilmember Burns made the motion to table this item until 7/15/24. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

8. New Business

a. Consider motion to approve the 2025 Library Budget

Councilmember Curtis made the motion to approve the 2025 Library Budget Councilmember Burns seconded the motion.

Vote: Ayes: 4 Nays: 0

b. Discussion regarding Planning and Zoning Committee recommendations for 115 East Seward Ave Rezoning and Ottawa Coop Rezoning at Block 13 and Block 25

Councilmember Burns made the motion for Attorney Godderz to draft the ordinances for both Planning and Zoning Recommendations. Councilmember Strohm seconded the motion.

Vote: Ayes: 4 Nays: 0

c. Consider motion to approve participation in the Kroger Opioids Implementation Program

Councilmember Burns made the motion to not participate Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

d. Consider motion to be a hole sponsor for the Bearcat Scramble Golf Tournament

Councilmember Curtis made the motion to sponsor one hole for the tournament. Councilmember Strohm seconded the motion.

Vote: Ayes: 4 Nays: 0

e. Consider motion to approve council delegates and City Clerk Atchison to attend the Mayor Summit meeting on 07/18/2024 in Burlingame, KS

Councilmember Burns made the motion for City Clerk Atchison, Mayor Mullinix, and Councilmember Love to attend the Mayor Summit Meeting on 7/18/24 in Overbrook, KS. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

9. Executive Session

10. Staff Reports

a. Police Chief Baker

- Discussed the possible need for an ordinance regarding "Panhandling" on Santa Fe
- Discussed the storm from last Wednesday and the flooding from today.
- Thanked the Utility Department for all their work

b. Public Works Bond

- Discussed the power outages and the flooding issues

c. City Clerk Atchison

- Provided copy of updated Request for Public Records Form

- Recapped meetings from the past two weeks and provided updates on the meetings
- Provided a copy of the BG Consultants PARS and Structural Assessments proposals

11. Attorney Reports – nothing to report

12. Council/Mayor Comments and Reports

a. Councilmember Curtis

- Thank you for all the work from Utility Department from the past storms

b. Councilmember Strohm

- The City Crew did a great job with the work from the storm damage and keeping the stuff piled up at the Dump so it could be burned.
- Asked if a letter or inspection could be done on the building at 105 East Santa Fe. Bricks are falling from the side of the building in the Dollar General Parking Lot. Mayor Mullinix asked City Clerk Atchison to send an email to Building Inspector Welch to do an inspection and send a letter to the property owner.

c. Councilmember Love

- Thank you to the Utility Department for all their work during the storm and flooding
- Thank you to the volunteers who cleaned up the park and the Vacation Bible Study kids for their help as well. It was nice to see the community work together to clean up the park and other properties.

d. Councilmember Burns

- Thank you to all the guys for all their help with the storm and flooding issues the past week.

f. Mayor Mullinix

- Thanks to everyone for their help this past week with the storm damage and flooding.

13. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 8:45 pm

Councilmember Burns made the motion to adjourn the Council Meeting at 8:45 pm. Councilmember Curtis seconded the motion.

Vote: Ayes: 4 Nays: 0

Submitted by: _____ Date: _____
Patty Atchison, City Clerk

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 before the meeting to arrange necessary accommodations.

Next Ordinance 2530
Next Charter Ordinance #18
Next Resolution # 442