

KECHI CITY COUNCIL MEETING MINUTES
Thursday, July 9, 2015
7 PM

I. CALL TO ORDER

Mayor, Ed Parker called the regular meeting of the Kechi City Council to order at 7:00 PM July 9, 2015

Council present: Margaret McCormick, David McConnaughay Kevin Opat, and Brian Adams.

Debbie Jacobs was absent.

Staff Present: Robert Conger, City Administrator; Laura Hill, City Clerk; Nicole Alvarado Bailey, Finance Director/Treasurer; John Blevins, Chief of Police; J.T. Klaus, Triplett, Woolf & Garretson;

Visitors Present: Sandra McConnaughay, Dustin Avey, Piper Jaffray & Co. LLC

A. PLEDGE OF ALLEGIANCE

B. APPROVE CONSENT AGENDA

Motion by Brian Adams to approve the consent agenda. Second by Margaret McCormick.

Motion carried 4-0-0.

Consent agenda

1. **Approve minutes of June 25, 2015**
2. **Approve Appropriation Ordinance # 703**

C. APPROVE AGENDA

Motion by Kevin Opat to approve the agenda with the executive session to be for 20 minutes for attorney client & personnel matters. Second by David McConnaughay. Motion carried 4-0-0.

II. COMMUNICATIONS

A. PUBLIC FORUM-None

B. KECHI CIVIC GROUPS/COMMITTEES-None

III. OLD BUSINESS-none

IV. NEW BUSINESS

A. Bond Refunding Issue

1. **Authorize the Mayor to sign Financial Services Agreement with Piper Jaffray & Co.**

Motion by Kevin Opat to approve the scope of service agreement with Piper Jaffray authorizing the Mayor to sign. Second by Brain Adams. Motion carried 4-0-0.

Dustin Avey, Piper Jaffray & Co. LLC explained the process for issuing bonds and also the bond rating process. The sale will be held August 13th and the council will adopt at the regular meeting of August 13th. The city will close on the bond refunding sale on September 15th. The refunding of the bonds is expected to net the city approximately \$75,000 in savings.

Mr. Avey provided and discussed a summary analysis with the council.

2. **Recommendation & Authorizing Resolution 15-645**

J. T. Klaus, Triplett, Woolf & Garretson; City Bond Counsel presented a Resolution 15-645 authorizing and providing for the public sale of the city's general obligation bond series 2015 in a total principal amount of approximately \$1,700,000 setting forth the details of said public sale and providing for the giving notice thereof.

Motion by Kevin Opat to adopt Resolution 15-645 authorizing and providing for the public sale of the city's general obligation bond series 2015 in a total principal amount of approximately \$1,700,000 setting forth the details of said public sale and providing for the giving notice thereof. Second by Margaret McCormick. Motion carried 4-0-0.

3. Authorization to engage Kansas League of Municipalities for an updated Personnel Policy
Laura Hill, City Clerk; requested assistance from the League of Municipalities for updating the city's personnel policy. She stated that she had been assigned this task, however, she was not confident to accomplish the task without professional assistance.

Motion by Margaret McCormick to authorize the contract with the League of Kansas Municipalities for custom personnel policy in an amount up to \$3,000. Second by Kevin Opat. Motion carried 4-0-0.

4. 2016 Budget Recommendation & 5 Year Capital Improvement Plan

Nicole Bailey, Finance Director/Treasurer; presented the final draft to the council for review. She stated that final expected estimates for 2015 have been adjusted as follows:

- The Finance Director/Treasurer position has been budgeted as a full-time position for the remainder of FY 2015 and all of FY 2016 if the council chooses to fill the position at full time.
- The City Hall LED Sign budget has been increased from \$36,000 to \$42,000 to reflect the approved increase the council authorized
- Due to revised estimates from PEC, the Water System Model and Master Plan has been increased from \$20,000 to \$25,000.

She stated the council will authorize the final publication for the public hearing at the next meeting on July 23rd.

V. EXECUTIVE SESSION - Attorney Client/Personnel Matters

Motion by Brian Adams to go into executive session for attorney client privileged information and personnel matters. Second by David McConaughay. Motion carried 4-0-0.

Action Items

Motion by Kevin Opat, based on satisfactory performance evaluation, I move that Laura Hill, City Clerk be moved from a Level 5 Step 10 to a Level 5 Step 11 and receive a longevity bonus for her 21 years of service. Second by Margaret McCormick. Motion carried 4-0-0.

Motion by Kevin Opat to authorize the Mayor to sign a contractor's agreement with Nicole Alvarado-Bailey for the purpose of providing consultation to the City on an as-needed basis. Second by Margaret McCormick. Motion carried 4-0-0.

VI. ADJOURNMENT

Motion by Brian Adams to adjourn the meeting. Second by Margaret McCormick. Motion carried 4-0-0.

The time was 9 PM

Signed: _____
Ed Parker, Mayor

Attest: _____
Laura Hill, City Clerk