

**MINUTES OF THE COUNCIL MEETING
OF THE CITY OF PAOLA, KANSAS
6:00 O’CLOCK P.M.**

June 12, 2012

**HELD AT THE PAOLA JUSTICE CENTER
805 North Pearl Street in Paola**

The Governing Body of the City of Paola, Kansas, met with Mayor Stuteville presiding.

Councilmembers present: Mayor Artie Stuteville and Council Members Jim Pritchard, Gee Gee Wilhoite, Leigh House and Kevin Clouse.

Council Members absent: None.

Also present: City Manager Jay Wieland, City Clerk Dan Droste, Police Chief Dave Smail, City Planner Mike Gotfredson, Richard Lentz, and Brian McCauley with the Miami County Republic.

Agenda Item 1 - CALL TO ORDER: The regular council meeting was called to order by Mayor Stuteville.

Agenda Item 2 - ROLL CALL: Mayor Stuteville and Council Members Pritchard, Wilhoite, and House were all present. No one was absent.

Agenda Item 3 - PETITIONS, REMONSTRANCES, AND COMMUNICATIONS

Mayor Stuteville asked the audience if anyone desired to address the Council about any issue that is not an agenda item.

No one addressed the Council.

Agenda Item 4 - CONSENT AGENDA

- a. Approval of minutes of the meeting of May 22, 2012.
- b. Approval of Salary Ordinance 12-11.
- c. Approval of Appropriation Ordinance No 728.
- d. Approval of the Journal Entries Report for May, 2012.
- e. Approval of the Pledged Securities Report for May, 2012.
- f. Approval of the renewal of a Class A Private Club License for the American Legion.
- g. Approval of the renewal of a Drinking Establishment License for El Potro Mexican Restaurant.

Councilmember Pritchard made a motion to approve the Consent Agenda as presented and authorize the Mayor to sign. The motion was seconded by Councilmember Wilhoite and all voted aye. The motion passed 4 to 0.

Agenda Item 5 - REPORTS OF OFFICERS, BOARDS AND COMMITTEES

Agenda Item 5a – Consider the approval of a new Drinking Establishment License for Apple Central, LLC d.b.a. Applebee’s Neighborhood Grill and Bar.

Manager Wieland presented a request form Apple Central, LLC for a new Drinking Establishment License for the Applebee’s Neighborhood Grill and Bar at 1301 Kansas Drive. He explained that the new license was required because of a change in corporate ownership of the restaurant.

After a discussion, Councilmember Pritchard made a motion to approve a new Drinking Establishment License for Apple Central, LLC d.b.a. Applebee’s Neighborhood Grill and Bar subject to the issuance of an Occupancy Permit, a satisfactory Fire Safety Inspection, and a copy of the State of Kansas Drinking Establishment License. The motion was seconded by Councilmember House. Councilmembers Pritchard, House and Clouse voted aye and Councilmember Wilhoite voted nay. The motion passed 3 to 1.

Agenda Item 5b – Consider the approval of Payment Request No 1 for the City Hall Renovation Project.

Manager Wieland reported that the demolition phase of the City Hall renovation is moving along quite nicely. Many of the ceilings and interior walls have been removed with the exception of the original plaster interior walls. The contractor had uncovered several interesting items such as original wallpaper, an original window and the signature of a F.D. Yeater dated August 21, 1909 in an area under the stairway.

Manager Wieland presented payment request number 1 in the amount of \$86,733.00 less 10% retainage of \$8,673 for a net amount of \$78,060.00. After a discussion, Councilmember Pritchard made a motion to approve payment request #1 from Legacy Contractors, LLC in the net amount of \$78,060.00 for the City Hall renovation project. The motion was seconded by Councilmember Wilhoite and all voted aye. The motion passed 4 to 0.

Agenda Item 5c – Consider an Ordinance amending/extending the Housing Incentive Program.

Manager Wieland reported that on December 13, 2011, the City Council amended the New Housing Assistance Program. This program was originally established by Ordinance No 3007 on January 26, 2010 and is set to expire on June 30, 2012.

The New Housing Assistance Program was implemented to encourage the construction of new homes on existing vacant lots and to encourage the sale of incomplete new housing stock. The goal was to increase the City’s assessed valuation and to diversify the ownership of lots with special assessments. The Program provides a \$5,000 grant to the qualified purchaser of a new home. The grant is funded from the water and sewer connection fees paid by the contractor. To date, there have been a total of ten grants awarded under the program guidelines with the last grant being awarded in December of 2011.

Manager Wieland It is the opinion of staff that the program has been very successful in encouraging the sale of incomplete new housing stock. It has also been successful in encouraging new construction on existing vacant lots. However, it has had limited success in encouraging the diversity of ownership of lots with special assessments. However, he stated that the program may have run its course and it may no longer be necessary with record low mortgage rates.

After a discussion, Councilmember Pritchard made a motion to NOT APPROVE an ordinance amending the new housing purchase assistance program. The motion was seconded by Councilmember Wilhoite and all voted aye. The motion passed 4 to 0.

Agenda Item 5d – Review the 2013 Budget Calendar.

Manager Wieland presented a timeline for the creation and adoption of the 2013 Budget as follows:

- June 6-30 - Budget team review of departmental budgets
- June 15 - Assessed valuations due from Miami County
- June 26 - Discuss budget revenue status and projections with City Council
- July 6 - City Manager compilation of 2013 budget
- July 10 - Departmental budget presentations to City Council
- July 17 - Present proposed 2013 budget to City Council
- July 24 - Review revised 2013 proposed budget with Council and set the date for the public hearing and publication of the proposed 2013 budget
- July 31 - Review revised 2013 budget with Council (optional)
- August 7 - Review final revisions and adjustments to the proposed 2013 budget (if needed)
- August 14 - Public hearing and formal adoption of the 2013 budget
- August 25 - Transmit 2013 budget to Miami County as required by State Statute

The calendar was discussed. Additional meetings with the City Council can be added as necessary to complete the process and meet the statutory deadline for adoption.

Agenda Item 6 – NEW BUSINESS

Councilmember House asked if there would be a work study meeting on July 3rd. Manager Wieland indicated that if a meeting is necessary, it can be moved to later in the week.

Mayor Stuteville asked about the progress on the East Street water line. Public Works Director Browning reported that the line has been tied into the water system but the individual service lines to residents have not yet been installed. He also reported that the Castle Street repair project was coming along nicely.

Manager Wieland reported that there were some additional funds available from the Capital Improvement Program Fund that could be allocated to an outdoor basketball court in Whitaker Park. The project could be completed by the Public Works Department later this summer. The Council agreed that the project should be pursued.

Councilmember Pritchard reported that the Trail Committee met recently and they would like to have an informational booth at the Roots Festival to promote the trails. The Council agreed that it would be a good idea to have a booth at the Roots Festival.

Manager Wieland reported that the City would be applying for a grant from the Transient Guest Tax Funds for seed money for the trails.

Mayor Stuteville asked about the 11 dangerous structures on the Community Development statistics report. Manager Wieland indicated that as soon as one issue is resolved, another is be added to the list. Staff continues to work on these issues.

Agenda Item 7 – ADJOURNMENT

With no additional business to come before the Council, Councilmember Pritchard made a motion to adjourn. Councilmember Wilhoite seconded the motion and all voted aye. The motion passed 4 to 0.

Artie Stuteville, Mayor

ATTEST: [seal]

Daniel G. Droste, City Clerk