

**CITY COMMISSION MEETING  
Winfield, Kansas**

DATE: Monday, December 04, 2017  
TIME: 5:30 p.m.  
PLACE: City Commission – Community Council Room – First Floor – City Building

**AGENDA**

CALL TO ORDER .....Mayor Gregory N. Thompson  
ROLL CALL.....City Clerk, Brenda Peters  
MINUTES OF PRECEDING MEETING.....Monday, November 20, 2017

**PRESENTATION**

-Recognition for Wes Keely, 42 years of service to the City of Winfield

**BUSINESS FROM THE FLOOR**

-Citizens to be heard

**NEW BUSINESS**

Ordinances & Resolutions

**Bill No. 1786 – An Ordinance** – Amending Section 34-62 (a) of the Revised Ordinances of the City of Winfield, Kansas, relating to fees for playing golf and related golf activities on the City of Winfield Municipal Golf Course, a/k/a Quail Ridge Golf Course.

**Bill No. 1787 – An Ordinance** – Amending Section 34-62 (b) of the Revised Ordinances of the City of Winfield, Kansas, relating to fees for the Winfield Aquatic Center.

**Bill No. 1788 - A Resolution** - Declaring the results of the General Municipal Election held in the City of Winfield, Kansas, on November 7, 2017.

**Bill No. 1789 - A Resolution** - Fixing the time and place and providing for notice of a public hearing before the Governing Body of the City of Winfield, Kansas, regarding the condemnation of 515 E 3<sup>rd</sup> Ave., a house in the City of Winfield, Cowley County, Kansas.

**Bill No. 1790 - A Resolution** - Fixing the time and place and providing for notice of a public hearing before the Governing Body of the City of Winfield, Kansas, regarding the condemnation of 623 W 9<sup>th</sup> Ave., a house in the City of Winfield, Cowley County, Kansas.

**Bill No. 1791 - A Resolution** - Establishing a date for a public hearing concerning the adoption of a plan pursuant to the Neighborhood Revitalization Act, K.S.A. 12-17,114 et seq.

**OTHER BUSINESS**

-Consider a Mini-Excavator Lease Agreement for the Underground Utilities

**ADJOURNMENT**

-Next regular work session 4:00 p.m. Thursday December 14, 2017.

-Next regular meeting 5:30 p.m. Monday, December 18, 2017.

**CITY COMMISSION MEETING MINUTES**  
**Winfield, Kansas**  
**November 20, 2017**

The Board of City Commissioners met in regular session, Monday, November 20, 2017 at 5:30 p.m. in the City Commission-Community Council Meeting Room, City Hall; Mayor Gregory N. Thompson presiding. Commissioners Ronald E. Hutto and Brenda K. Butters were also present. Also in attendance were Jeremy Willmoth, City Manager; Brenda Peters, City Clerk and William E. Muret, City Attorney. Other staff members present were Gus Collins, Director of Gas & Wastewater Utilities; and Patrick Steward, Director of Community Development.

Commissioner Butters moved that the minutes of the November 6, 2017 meeting be approved. Commissioner Hutto seconded the motion. With all Commissioners voting aye, motion carried.

**PRESENTATION**

Mayor Thompson presented an award of recognition to Jim Neal in appreciation of his 45 years of service to the City of Winfield.

**BUSINESS FROM THE FLOOR**

**NEW BUSINESS**

**Bill No. 1782 – An Ordinance** – Amending Article 3 of the Zoning Regulations of the City of Winfield, Kansas, by changing the boundaries of certain districts referred to on an official map designated as the “Zoning District Map of Winfield, Kansas,” which is made a part of Article 3 of the Zoning Regulations of the City of Winfield, Kansas. Community Development Director Steward explains that this is an ordinance to consider amending the zoning regulations by amending the zoning map for the Resthaven property located at 1611 Ritchie Street, by changing the property from an R-1 designation to an R-3. Steward also explains that the Planning Commission held a public hearing on October 30, 2017 to consider the change of zoning, and after the consideration of all factors as required by state statute and the zoning regulations of the City, recommends changing the zoning classification of the property from R-1 to R-3. Upon motion by Commissioner Butters, seconded by Commissioner Hutto all Commissioners voting aye, Bill No. 1782 was adopted and numbered Ordinance No. 4075.

**Bill No. 1783 – An Ordinance** – Amending Chapter 2 of Municipal Code of the City of Winfield by the repeal of Section 2-462 of said Chapter and the adoption in lieu thereof of a new Section 2-462. Community Development Director Steward explains that this ordinance proposes a change to the membership of the Building Trades Board by adding two members at large to the board. This action will allow a more diversified representation, and will bring the board membership to nine from a number of seven. Upon motion by Commissioner Hutto, seconded by Commissioner Butters all Commissioners voting aye, Bill No. 1783 was adopted and numbered Ordinance No. 4076.

**Bill No. 1784 – A Resolution** – Accepting and authorizing the filing of a certain permanent easement necessary to provide right-of-way for installation, construction, maintenance, repair, and removal of

the utilities and the necessary appurtenances therefore, in, over, under, and across the real estate in a portion of the Northwest Quarter of Section 27, Township 32 South, Range 4 East of 6th P.M., in the City of Winfield, Cowley County, Kansas. Director of Utilities Collins explains that this resolution and the next resolution consider utility easements for a future development to be located at the corner of 6<sup>th</sup> Avenue and College Street. This easement is granted by Wilbur D. and Janet I. Miller. Upon motion by Commissioner Butters, seconded by Commissioner Hutto all Commissioners voting aye, Bill No. 1784 was adopted and numbered Resolution No. 6117.

**Bill No. 1785 – A Resolution** – Accepting and authorizing the filing of a certain permanent easement necessary to provide right-of-way for installation, construction, maintenance, repair, and removal of the utilities and the necessary appurtenances therefore, in, over, under, and across the real estate in a portion of the Northwest Quarter of Section 27, Township 32 South, Range 4 East of 6th P.M., in the City of Winfield, Cowley County, Kansas. This easement is granted by Frontier Investment Group, LLC: Jesse L. Morris, Christopher W. Tyler, and Alex E. Gottlob, members. Upon motion by Commissioner Butters, seconded by Commissioner Hutto all Commissioners voting aye, Bill No. 1785 was adopted and numbered Resolution No. 6217.

**OTHER BUSINESS**

Director of Gas & Wastewater Utilities Gus Collins explained the sewer line project finished last week that began just south of the Shindigs Restaurant and going south to City Hall, and then east down the alley to Loomis Street.

**ADJOURNMENT**

Upon motion by Commissioner Butters, seconded by Commissioner Hutto, all Commissioners voting aye, the meeting adjourned at 5:44 p.m.

Signed and sealed this 27th day of November 2017. Signed and approved this 4<sup>th</sup> day of December 2017.

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Brenda Peters, City Clerk

Gregory N. Thompson, Mayor

(Published in the Cowley Courier Traveler on Friday, December 8, 2017)

**BILL NO. 1786**

**ORDINANCE NO. 4077**

**AN ORDINANCE**

**AMENDING** Section 34-62 (a) of the Revised Ordinances of the City of Winfield, Kansas, relating to fees for playing golf and related golf activities on the City of Winfield Municipal Golf Course, a/k/a Quail Ridge Golf Course.

**NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:**

**Section 1.** Section 34-62 (a), Chapter 34, of the Revised Ordinances of the City of Winfield, Kansas shall be deleted and an amended Section 34-62 (a) adopted as follows:

**(a) Municipal golf course fees.** The fees for playing golf and golf related activities on the Winfield Municipal Golf Course, a/k/a Quail Ridge Golf Course, referenced in Section 62-1, are amended as follows and shall become effective January 1, 2018:

**(1) Annual Season Pass Fees.** Annual season pass fees for Winfield residents and non-residents shall be as follows:

a. Annual Monday-Sunday golf green fees/1/2 golf car rental fees (trail fees)/ unlimited golf range ball fees:

- Individual Adult (18-61 yrs).....\$1,500
- Individual Senior (62 yrs +)..... \$1,300
- Senior Couple (both 62 yrs +)..... \$1,690
- Family (spouses and all dependents under 18)..... \$1,950
- Individual Junior (17 yrs or younger or valid college ID).....\$805
- Individual Active Military (valid ID).....\$805

b. Annual Monday-Friday golf green fees/1/2 golf car rental fees(trail fees)/ unlimited golf range ball fees:

- Individual Adult (18-61 yrs).....\$1,200
- Individual Senior (62 yrs +).....\$1,060
- Daily Fee Discount (Afternoon only on Saturdays, Sundays & all Holidays).....\$10 per round

c. Annual Monday-Friday golf green fees/unlimited golf range ball fees:

- Individual Adult (18-61 yrs).....	\$700
- Individual Senior (62 yrs +).....	\$600
- Individual Junior (17 yrs or younger or valid college ID).....	\$400
- Individual Active Military (valid ID).....	\$400
Daily Fee Discount (Afternoon only on Saturdays, Sundays & all Holidays).....	\$10 per round
1/2Cart Use/Trail Fee.....	\$11 per round

Annual season passes will be offered the option of paying monthly (with two months paid initially), quarterly, semi-annually or annually with an approved automatic bank withdrawal authorization. Cancellations will be charged a service fee worth two months of the annual price.

Passes are good for one year from the date of purchase.

(2) **Daily Green Fees.** Daily green fees include ½ cart and a warm up bucket of balls per round for Winfield residents and non-residents shall be as follows:

a. Monday-Friday (Excluding Holidays):

- 18-holes.....	\$31
- 18-holes, Senior (62 yrs +).....	\$28
- 18-holes, Junior (17 yrs or younger or valid college ID).....	\$21
- 18-holes, Active Military (valid ID).....	\$21
- Twilight.....	\$24
- 9-holes,.....	\$23

b. Saturday-Sunday, Holidays:

- 18-holes.....	\$40
- 18-holes, Senior (62 yrs +).....	\$33
- Twilight.....	\$28
- 9-holes, (PM).....	\$30

c. Pre-Paid Daily Green Fees:

-10 rounds (18-holes).....	\$215
-10 rounds (18-holes - Junior).....	\$145
-25 rounds (18-holes).....	\$515
-25 rounds (18-holes - Junior).....	\$215
-10 rounds (9-holes).....	\$119
-25 rounds (9-holes).....	\$290

d. Pre-Paid Daily Green Fees/1/2 Golf Car Rental Fees/Warmup Golf Range Ball fees:

-10 rounds (18-holes).....	\$360
-25 rounds (18-holes).....	\$870
-10 rounds (9-holes).....	\$245
-25 rounds (9-holes).....	\$590

(3) **Walking Daily Green Fees.** Daily green fees a warm up bucket of balls per round for Winfield residents and non-residents shall be as follows:

- a. Monday-Friday (Excluding Holidays):
  - 18-holes..... \$20
  - 18-holes, Senior (62 yrs +).....\$17
  - 18-holes, Junior (17 yrs or younger or valid college ID).....\$10
  - 18-holes, Active Military (valid ID).....\$10
  - Twilight.....\$13
  - 9-holes,.....\$12
  
- b. Saturday-Sunday, Holidays:
  - 18-holes..... \$23
  - 18-holes, Senior (62 yrs +).....\$19
  - Twilight.....\$14
  - 9-holes, (PM).....\$13

(4) **Driving Range Fees.** Use of City-owned driving range and practice golf ball fees for Winfield residents and non-residents shall be as follows:

- a. Monday-Sunday
  - Bucket (approx. 55 practice golf balls)..... \$6
- b. Pre-Paid Driving Range Balls
  - 6 Buckets.....\$30

(5) **Discounts.** The City Manager or their designee is hereby authorized to declare special discounts from established golf fees as may be deemed appropriate. Examples to be considered for special discounts could include, but shall not be limited to: Promotional Golf Cards (i.e., American Lung Association, National Golf Card, VIP Card); Professional Courtesy (i.e., PGA, GCSAA); weekday tournaments; High School and College events; and, seasonal considerations (i.e., off-peak reductions).

(6) **Miscellaneous.**

1. "Holidays" shall include the following and will be observed on the day that coincides with the observance by the City of Winfield Offices. Those holidays include:

- |                             |                  |
|-----------------------------|------------------|
| Martin Luther King Birthday | Labor Day        |
| President's Day             | Veteran's Day    |
| Memorial Day                | Thanksgiving Day |
| Independence Day            | New Year's Day   |
| Columbus Day                | Christmas Day    |

- 2. Children 12 or under must have adult (18 or older) supervision.
- 3. A valid driver's license required for anyone renting a cart.

4. Age at time of purchase of annual season pass shall determine the application of special rates.
5. All non-walking players must pay either a ½ cart or trail fee for every round played.
6. Weekend rates apply to all holidays.

**Section 2.** All fees shall be paid at Quail Ridge Golf Course to any duly authorized agent of the City of Winfield, Kansas.

**Section 3.** This Ordinance shall be in full force and effect after its adoption and publication in the official city newspaper.

**ADOPTED** this 4th day of December 2017.

(SEAL)

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Gregory N. Thompson, Mayor

ATTEST:

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Brenda Peters, City Clerk

Approved as to form:

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William E. Muret, City Attorney

Approved for Commission action:

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Jeremy Willmoth, City Manager

(Published in the Cowley Courier Traveler on Friday, December 8, 2017)

**BILL NO. 1787**

**ORDINANCE NO. 4078**

**AN ORDINANCE**

**AMENDING** Section 34-62 (b) of the Revised Ordinances of the City of Winfield, Kansas, relating to fees for the Winfield Aquatic Center.

**NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:**

**Section 1.** Section 34-62 (b), Chapter 34, of the Revised Ordinances of the City of Winfield, Kansas shall be deleted and an amended Section 34-62 (b) adopted as follows:

(b) **Admission Fees for Winfield Aquatic Center.** The admission fee is for one visit only. Anyone who exits the Winfield Aquatic Center will be charged another daily admission fee to return. The fees referenced in Section 62-53, are amended as follows and shall become effective January 1, 2018:

(1) **Daily Admission Fees.** Daily Admission fees for Winfield residents and non-residents shall be as follows:

Ages from birth to four years old.....	Free with Paid Adult
Ages five to thirteen.....	\$2.50
Ages fourteen to sixty-one.....	\$3.75
Ages sixty-two and up.....	\$2.50

(2) **Coupons.** Coupon rates for Winfield residents and non-residents shall be as follows:

One book of 20 coupons .....	\$20
Five books .....	\$80

Coupons required for entry:

Ages five to thirteen.....	2
Ages fourteen to sixty-one.....	3
Ages sixty-two and up.....	2

(3) **Private Party Rentals.** The private party rates for Winfield residents and non-residents shall be as follows:

Two-hour rental.....	\$250
Kiddy pool add on (with large pool rental only).....	\$75



(4) **Miscellaneous.**

1. Children eight years old or younger must be accompanied by someone fourteen years old or older.
2. State/Local sales tax included where applicable.
3. Coupon books are only good for the season which they are purchased and are non-refundable.
4. Hours of operation, dates the pool will be open to the public, and dates for private parties are all subject to the City Manager or their designee's discretion.
5. No refunds will be issued for weather related pool closures.
6. The City Manager or their designee is hereby authorized to declare special discounts from established fees as may be deemed appropriate.
7. Private pool party rental reservations that are cancelled less than 24 hours before the scheduled event will not be refunded. Reservations that are cancelled with more than 24 hours, but less than 72 hours notice shall be subject to a cancellation fee of 50% of the reservation fee. Reservations that are cancelled with more than 72 hours notice, or due to weather will not be charged the cancellation fee.

**Section 2.** This Ordinance shall be in full force and effect after its adoption and publication in the official city newspaper.

**ADOPTED** this 4th day of December 2017.

(SEAL)

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Gregory N. Thompson, Mayor

ATTEST:

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Brenda Peters, City Clerk

Approved as to form:

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William E. Muret, City Attorney

Approved for Commission action:

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Jeremy Willmoth, City Manager

**A RESOLUTION**

**DECLARING** the results of the General Municipal Election held in the City of Winfield, Kansas, on November 7, 2017.

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**WHEREAS**, the General Municipal Election of the City of Winfield, Kansas, for the election of two (2) Commissioners was held on November 7, 2017, and:

**WHEREAS**, the County Clerk of Cowley County, Kansas, has certified the election results as determined by the County Board of Canvassers, said results being as follows:

Phillip R. Jarvis	712
Ronald E. Hutto	675
Pamela Moore	458

and;

**WHEREAS**, according to L. 2015, ch 88 (H.B. 2014), the person receiving the largest number of votes at said election shall thereby be elected to a four-year term of office and the person receiving the next largest number of votes at said election shall thereby be elected to a two-year term,

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:**

**Section 1.** It is hereby declared that the results of the General Municipal Election held on November 7, 2017, are as follows:

- a. Phillip R. Jarvis who received 712 votes has been elected to a four-year term of office as a member of the governing Body of the City of Winfield, Kansas,
- b. Ronald E. Hutto who received 675 votes has been elected to a two-year term of office as a member of the Governing Body of the City of Winfield, Kansas,
- c. Said terms shall commence on January 8, 2018 upon taking and subscribing to an oath or affirmation as specified in K.S.A. 54-106.

**Section 2.** This resolution shall be in full force and effect from and after its passage and approval.

**ADOPTED** this 4th day of December, 2017.

(SEAL)

\_\_\_\_\_  
Gregory N. Thompson, Mayor

ATTEST:

\_\_\_\_\_  
Brenda Peters, City Clerk

Approved as to form: \_\_\_\_\_  
William E. Muret, City Attorney

Approved for Commission action: \_\_\_\_\_  
Jeremy Willmoth, City Manager

(Published in the Cowley Courier Traveler on Friday, November 24, 2017)

**BILL NO. 1789**

**RESOLUTION NO. 6417**

**A RESOLUTION**

**FIXING** The time and place and providing for notice of a public hearing before the Governing Body of the City of Winfield, Kansas, regarding the condemnation of a certain structures, a house in the City of Winfield, Cowley County, Kansas.

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**WHEREAS**, on October 23, 2016, the Code Enforcement Inspector of the City of Winfield, Kansas, acting as the enforcing officer pursuant to K.S.A. 12-1750 Supp. et. Seq., filed with the Governing Body of said City, a statement in writing that certain structures hereinafter described are unsafe for human habitation and/or dangerous.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:**

**Section 1.** A hearing will be held on January 16th, 2018 at 5:30 p.m. in the Community Council Room, City Hall, 200 East Ninth Avenue, Winfield, Kansas, at which time the owners, their agents, lien holders of record and any occupants of said structures legally described below:

1) A house on a tract of land legally described as: *East Half of Lot 7, and all of Lot 8, block 202, Andrews Addition, Winfield, Kansas.* Commonly known as **515 E. 3<sup>rd</sup> Ave.** Recorded in **Book 0931 Page 0833,** in the Office of the Register of Deeds of Cowley County, Kansas,.

may appear and show cause why said structures should not be condemned as unsafe and dangerous and ordered repaired or demolished.

**Section 2.** The enforcing officer is hereby directed to have this resolution published twice in the official city newspaper and shall give notice to said person or persons in the manner provided by K.S.A. 12-1750 Supp. et. seq.

**Section 3.** This resolution shall be in full force and effect from and after its adoption and publication in the official city newspaper.

**ADOPTED** this 4th day of December, 2017.

(SEAL)

ATTEST:

\_\_\_\_\_  
Gregory N. Thompson, Mayor

\_\_\_\_\_  
Brenda Peters, City Clerk

Approved as to form: \_\_\_\_\_  
William E. Muret, City Attorney

Approved for Commission action: \_\_\_\_\_  
Jeremy Willmoth, City Manager / jha

*(Published in the Cowley Courier Traveler on Friday, December 8, 2017)*

**BILL NO. 1790**

**RESOLUTION NO. 6517**

**A RESOLUTION**

**FIXING** The time and place and providing for notice of a public hearing before the Governing Body of the City of Winfield, Kansas, regarding the condemnation of a certain structures, a house in the City of Winfield, Cowley County, Kansas.

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**WHEREAS**, on May 05, 2017, the Code Enforcement Inspector of the City of Winfield, Kansas, acting as the enforcing officer pursuant to K.S.A. 12-1750 Supp. et. Seq., filed with the Governing Body of said City, a statement in writing that certain structures hereinafter described are unsafe for human habitation and/or dangerous.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT:**

**Section 1.** A hearing will be held on January 16th, 2018 at 5:30 p.m. in the Community Council Room, City Hall, 200 East Ninth Avenue, Winfield, Kansas, at which time the owners, their agents, lien holders of record and any occupants of said structures legally described below:

1) A house on a tract of land in the West Half of the Northwest Quarter of Section 28, Township 32 South, Range 4 East, described by metes and bounds, as follows: Commencing at a point on East side of Right-of-way of Kansas City and Southwestern Railroad at intersection of the South side of Ninth Avenue of the City of Winfield with said right-of-way; thence East on the South line of Ninth Avenue, 50 feet; thence South 140 feet; thence West to East line of Right-of way to point of beginning. Commonly known as **623 W. 9TH AVE.** Recorded in **Book 0861 Page 0058,** in the Office of the Register of Deeds of Cowley County, Kansas, may appear and show cause why said structures should not be condemned as unsafe and dangerous and ordered repaired or demolished.

**Section 2.** The enforcing officer is hereby directed to have this resolution published twice in the official city newspaper and shall give notice to said person or persons in the manner provided by K.S.A. 12-1750 Supp. et. seq.

**Section 3.** This resolution shall be in full force and effect from and after its adoption and publication in the official city newspaper.

**ADOPTED** this 4th day of December, 2017.

(SEAL)

ATTEST:

\_\_\_\_\_  
Gregory N. Thompson, Mayor

\_\_\_\_\_  
Brenda Peters, City Clerk

Approved as to form: \_\_\_\_\_  
William E. Muret, City Attorney

Approved for Commission action: \_\_\_\_\_  
Jeremy Willmoth, City Manager / jha

*(First Published in the Cowley Courier Traveler on Friday, December 8, 2017)*

**BILL NO. 1791**

**RESOLUTION NO. 6617**

**A RESOLUTION**

**ESTABLISHING** a date for a public hearing concerning the adoption of a plan pursuant to the Neighborhood Revitalization Act, K.S.A. 12-17,114 et seq.

**WHEREAS**, the City of Winfield, Kansas, may pursuant to K.S.A. 12-17,114 et seq. adopt a plan to assist in the rehabilitation, conservation or redevelopment of any area within the city of Winfield which meets the conditions provided in said law; and

**WHEREAS**, the City of Winfield, Kansas, seeks to exercise the authority provided in K.S.A. 12-17,114 et seq. in order to rehabilitate, conserve or redevelop certain designated areas in the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WINFIELD, KANSAS, THAT THE FOLLOWING NOTICE IS HEREBY GIVEN:**

**NOTICE OF PUBLIC HEARING**

The Governing Body of the City of Winfield, Kansas, will consider the adoption of a Neighborhood Revitalization Plan, pursuant to K.S.A. 12-17,114 et seq., at a public hearing at 5:30 p.m., Monday, December 18, 2017, in the Community Council Room--City Hall--200 East Ninth Ave.--Winfield, Kansas.

The proposed Neighborhood Revitalization Plan and a description of the boundaries of the proposed Neighborhood Revitalization Area are available for inspection during the hours of 8:00 a.m. to 5:00 p.m. in the office of City Manager, City of Winfield, Kansas.

At the conclusion of the hearing, the Governing Body will consider findings necessary for the adoption of the proposed Neighborhood Revitalization Plan and the establishment of the proposed Neighborhood Revitalization Area, all as provided for in K.S.A. 12-17,114 et seq.

**BE IT FURTHER RESOLVED** that the City Clerk shall cause a copy of this resolution to be delivered to the other taxing entities within Cowley County, Kansas.

**BE IT FURTHER RESOLVED** that the City Clerk shall cause this resolution to be published in the official city newspaper at least once each week for two consecutive weeks prior to the public hearing.

**ADOPTED** this 4th day of December, 2017.

(SEAL)

\_\_\_\_\_  
Gregory N. Thompson, Mayor

**ATTEST:**

\_\_\_\_\_  
Brenda Peters, City Clerk

Approved as to form: \_\_\_\_\_  
William E. Muret, City Attorney

Approved for Governing Body action: \_\_\_\_\_  
Jeremy Willmoth, City Manager



# Memo

**To:** Jeremy Willmoth  
**From:** Gus Collins  
**cc:** Gary Mangus; Beau Bailey  
**Date:** November 27, 2017  
**Re:** Mini-Excavator Lease Agreement

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The City of Winfield Wastewater Department currently leases a Bobcat E55 mini-excavator from White Star Machinery. The E55 has an extend-a-boom option which is not offered by other manufacturers (verified with the local dealers). The benefit of this upgrade is a digging depth of 14.5 ft. versus 11.5 ft. to 12 ft. in comparable machines offered by competitors.

The annual agreement provides the city with a new machine each year, fully covered under warranty. The current agreement, which ends in February, 2018 was a one-time payment of \$7600.00. We budgeted \$8300.00 for 2018, anticipating a small increase.

We have received notice from the dealer of an increase in the 2018 lease due to changes from the manufacturer. The cost of an annual lease agreement for a new excavator will go to \$11,900.00. White Star then provided two additional options under the same term of a renewal. They are as follows:

- Rent the current machine which is covered under manufacturer warranty for \$8000.00.
- Lease a new E55 for five years, with full warranty for the term of the lease for \$8000.00

The first option would allow us to stay under budget in 2018 and prepare for the increase in the annual lease agreement in 2019. The second option freezes our cost under the 2018 budgeted amount for five years.

Staff recommendation is to enter into the five year agreement at \$8000.00 annually.