

**CITY COUNCIL AGENDA
Monday, March 10, 2014**

Workshop – 7:00 p.m.

WS-1 Presentation by David Block - Tiblow Days Activities

Council Meeting – 7:30 p.m.

1. Proclamation Flood Safety Awareness Week March 16 to 22, 2014
2. Citizen Concerns About Items Not on Today's Agenda. (Copies of written material presented to the City Council also needs to be provided to the City Clerk.)
CONSENT AGENDA - If a Councilmember has a simple question about an item, it can be asked before the Mayor calls for the vote on the Consent Agenda. An item only needs to be removed from the Consent Agenda if it warrants discussion.
3. Minutes of the February 24, 2014 City Council Meeting
4. Claims for City Operations for March 10, 2014
5. Public Housing Authority Claims for March 10, 2014
6. Drug & Alcohol Committee Recommendation for Program Funds for 2014

REGULAR MEETING AGENDA

7. Ordinance to Amend the Membership of the Cemetery Advisory Committee
8. City Engineer Contract with Wilson & Company
9. City Manager's Report
10. City Council Items
11. Mayor's Report



City of Bonner Springs

P. O. Box 38, 205 East Second Street, Bonner Springs, KS 66012

WORKSHOP MEETING

7:00 p.m.

REGULAR CITY COUNCIL MEETING

7:30 p.m.

CITY HALL COUNCIL CHAMBERS

Monday, March 10, 2014

Life is Better in Bonner Springs

ITEM NO. 1.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

Present & Vote	Stephens _____	Peterson _____
	Cooper _____	Knight _____
	Reeves _____	Freeman _____
	Haas _____	Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Proclamation Flood Safety Awareness Week March 16 to 22, 2014

ACTION: Proclamation Presentation

STAFF RECOMMENDATION: None

Don Slone, Planning Director, will be present at the meeting to accept the presentation of the Proclamation.

ITEM NO. 2.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

Present & Vote	Stephens	_____	Peterson	_____
	Cooper	_____	Knight	_____
	Reeves	_____	Freeman	_____
	Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Citizen Concerns About Items Not on Today's Agenda. (Copies of written material presented to the City Council also needs to be provided to the City Clerk.)

ACTION: None

STAFF RECOMMENDATION: None

This item is for comments and questions from the audience about items that are not included on today's agenda.

CONSENT AGENDA

The City Council will consider Consent Agenda items by one motion with no discussion unless the City Council, Staff or the audience requests removal of an item from the Consent Agenda. The City Council will consider an item removed from the Consent Agenda as the next item after their action on the Consent Agenda.

ITEM NO. 3.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens	_____	Peterson	_____
Cooper	_____	Knight	_____
Reeves	_____	Freeman	_____
Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Minutes of the February 24, 2014 City Council Meeting

ACTION: Make a Motion to Approve the Minutes of the Regular Meeting Held on February 27, 2014

STAFF RECOMMENDATION: The City Clerk Recommends Approval

Enclosed are the minutes for approval. Enclosed is the Workshop summary for your information.

City Council Minutes – Regular Meeting – Monday, February 24, 2014

The Bonner Springs City Council met in regular session at 7:30 p.m. on Monday, February 24, 2014.

Governing Body Present: Mayor Jeff Harrington; Councilmembers: Tom Stephens, George Cooper, Bob Reeves, Joe Peterson, Jack Knight, Eric Freeman and Roger Shannon

Governing Body Absent: Racheal Haas

City Staff Present: Jack Helin, City Manager; Rita Hoag, City Clerk; Tillie Laplante, Finance Director and David Arteberry, Financial Advisor, George K. Baum and Company

The Mayor opened the meeting with the Pledge of Allegiance to the Flag of the United States of America and asked for a moment of silence to honor Representative Mike Peterson.

Item No. 1 – Citizen Concerns About Items Not on Today’s Agenda – None Presented.

CONSENT AGENDA

The Mayor read the Consent Agenda Items 2 through 5 and asked the Staff, audience or City Council if they wished to remove an item for separate consideration. No items were removed.

Item No. 2 – Minutes of the February 10, 2014 City Council Meeting – Presented for approval.

Item No. 3 – Claims for City Operations – February 24, 2014 – Presented for approval were the Supplement Claims in the amount of \$30,657.37 and Regular Claims in the amount of \$577,655.44.

Item No. 4 – Public Housing Authority Claims – February 24, 2014 – Presented for approval in the amount of \$14,032.41.

Item No. 5 – Appointments to Boards and Commissions – Library Board: Reappointment of Jane Rink and Emily Thomas-Dykes for a four-year term to expire April 2018. **Senior Center Advisory Board:** Appointment of Jacqueline Lee for a three-year term to expire March 2017 to replace the position held by Deanna Hutchison.

CONSENT AGENDA APPROVAL

Cooper made a Motion to Approve the Consent Agenda as presented. Stephens seconded the motion and it carried on a vote of seven to zero.

REGULAR MEETING AGENDA

Item No. 6 – Resolution to Authorize the Bond Sale for 2014-A General Obligation Bonds in the Total Approximate Amount of \$2,010,000 – David Arteberry, George K. Baum and Company, introduced himself and made a presentation as follows:

➤ The Resolution authorizes the sale of General Obligation Bonds in the amount of \$2,010,000.

➤ Proceeds from the bonds will pay off a temporary note which funded the 134 Street Utility Relocation Project for an amount of \$1,150,000. Additional proceeds will refinance the City’s Series 2004-A bonds in the amount of \$860,000.

➤ The Sale of the Bonds will be held on March 24, 2014 at 1 p.m.

Reeves made a Motion to Approve a Resolution to Authorize the Bond Sale for the 2014 G.O. Bonds in the Total Approximate Amount of \$2,010,000. Shannon seconded the motion and it carried on a vote of seven to zero. **Assigned Resolution No. 2014-04.**

Item No. 7 – Redemption of a Portion of General Obligation Bonds, Series 2006-A – David Arteberry, G. K. Baum and Company, made a presentation as follows:

➤ The authorization of the redemption will allow the City to use surplus Library sales tax funds to pay off a portion of the 2006-A Library Bonds in an amount of \$405,000.

➤ The early redemption will save the City approximately \$43,000 in interest cost.

➤ Staff requests the City Council authorize City Staff to make additional redemptions in the future and to notify the City Council of such additional redemptions.

Stephens made a Motion to Authorize the Redemption of General Obligation Bonds Series 2006-A in the Amount of \$405,000 Effective April 15, 2014 and Authorize Staff to Make Future Additional Redemptions as Determined Appropriate and Report Such Redemption to the City Council. Reeves seconded the motion and it carried on a vote of seven to zero.

Item No. 8 – City Manager’s Report – No additional items added.

Item No. 9 – City Council Items –

- Cooper expressed his support of the Community Garden.
- Reeves asked to place an item on the next City Council agenda to increase the Cemetery Advisory Committee membership. The Cemetery Advisory Committee would like to have a sign installed at the Cemetery to raise awareness of a future project. He expressed his appreciation that Public Works filled some pot holes.
- Peterson thanked everyone for their support after his father's death.

Item No. 10 – Mayor's Report –

- Attended a training seminar last week and learned about Parliamentary Procedure.
- Participated in the County Administrator interview process for the Unified Government.
- Will attend Mayor Holland's State of the Government address.
- Commended Public Works on the work done to fill pot holes.
- Asked Councilmembers to continue to notify City Hall staff about street light or stop light outages.
- The Community Garden is a great asset to the City.
- Cooper stated the stop light at Cedar and K-32 takes a long time to change and Reeves stated large trucks speed through the intersection to beat the light.

The meeting adjourned at 7:48 p.m.

Rita Hoag, City Clerk

City Council Workshop Meeting – Monday, February 24, 2014 – 7:00 p.m.

Governing Body Present: Mayor Jeff Harrington; Councilmembers: Tom Stephens, George Cooper, Bob Reeves, Joe Peterson, Jack Knight, Eric Freeman and Roger Shannon

Governing Body Absent: Councilmember Racheal Haas

City Staff Present: Jack Helin, City Manager; Rita Hoag, City Clerk; Tillie Laplante, Finance Director and David Arteberry, Financial Advisor, George K. Baum and Company

WS-1 – G.O. Bond Issue 2014-A and Refinance 2004-A Bonds for a Total Amount of \$2,010,000 – David Arteberry, George K. Baum and Company, reviewed the recommendations provided in the agenda as follows:

➤ 2014 G.O. Bond Issue and Refund 2004-A G.O. Bond Issue.

➤ The City previously issued temporary notes for the 134 Street Utility Relocation Project in the total amount of \$1,750,000 which are due on May 1, 2014. The City can use proceeds from the new 2014-A Bond to pay off the temporary notes. The City can call the 2004-A Bonds and include money in the 2014-A Bond issue to redeem them. The City can issue new bonds at current interest levels, pay off old bonds issued at a higher interest rate and expect to cut the interest rate almost in half.

➤ Reviewed Pages one through eight of the recommendation which included sources and uses of the 2014-A Bond, the Debt Service Schedule and expected interest rates, issuance costs, the Debt Service Schedule for the Water and Sewer portions of the Bond issue and the debt schedule for the refinanced bonds.

➤ The estimated savings is \$91,816.51 over the life of the Bond Issue based on the estimated interest rates.

➤ The bond sale will occur March 24 and Staff will advise the City Council at the March 24 meeting of the bids offered, the final size of the issuance and the total savings for their approval.

➤ Staff, Bond Counsel and the Financial Advisor recommend issuance of G.O. Bonds Series 2014-A in the amount of \$2,010,000 to pay off the 2012-1 Temporary Notes, issue new G.O. Bonds in the amount of \$1,150,000 and refinance the 2004-A G.O. Bonds for an amount of \$860,000.

➤ Redeem Portion of 2006-A Library G.O. Bonds and additional future redemptions. In December 2006, the City issued G.O. Bonds to finance the Library construction.

➤ The City can redeem the 2006-A Library Bonds.

➤ The City collected more sales taxes than needed to make payments on the Bonds.

➤ In early April the City will have approximately \$410,000 surplus sales tax dollars.

➤ Recommends the City call a portion of 2006-A Bonds in the amount of \$405,000 on April 15.

➤ The estimated savings is \$43,123.50 interest over three years.

➤ Total estimated savings is \$135,000.

The City Council reached consensus as there was no opposition to move forward with the G.O. Bond Issue 2014-A, refinance 2004-A Bonds for a total amount of \$2,010,000 and to redeem a portion of the 2006-A G.O. Bonds.

The meeting adjourned at 7:25 p.m.

ITEM NO. 4.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens	_____	Peterson	_____
Cooper	_____	Knight	_____
Reeves	_____	Freeman	_____
Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Claims for City Operations for March 10, 2014

ACTION: Make a Motion to Approve the Claims for City Operations for March 10, 2014

STAFF RECOMMENDATION: The City Manager and City Clerk Recommend Approval and State that all Expenditures Comply with the State of Kansas Cash Basis Law

Enclosed are the Supplement Claims for City Operations in the amount of \$40,288.63 and the Regular Claims in the amount of \$192,370.18.

Note: If a Councilmember has questions on any of the claims, it would be helpful to call or email ahead in order to get a detailed answer.

Check Register Report

SUPPLEMENTAL CHECK REGISTER

Date: 03/05/2014
Time: 2:26 pm
Page: 1

Bonner Springs City Hall

BANK: UNION BANK & TRUST

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST Checks							
123066	02/28/2014	Printed		4413	AT & T 5001	PHONE SERVICE	3,176.03
123067	02/28/2014	Printed		0122	BONNER SPGS FIREFIGHTERS ASSC	PAYROLL DEDUCTIONS	114.00
123068	02/28/2014	Printed		7193	CHASE PROCESSING	PAYROLL DEDUCTIONS	475.00
123069	02/28/2014	Printed		2331	COHEN-MCNEILE-PAPPAS-	PAYROLL DEDUCTIONS	340.27
123070	02/28/2014	Printed		3665	W H GRIFFIN, TRUSTEE	PAYROLL DEDUCTIONS	1,656.00
123071	02/28/2014	Printed		0898	ICMA RETIREMENT CORPORATION	PAYROLL DEDUCTS/BENEFITS	3,666.96
123072	02/28/2014	Printed		0981	ING FINANCIAL PARTNERS	PAYROLL DEDUCTIONS	658.75
123073	02/28/2014	Printed		3960	JOHN HANCOCK	PAYROLL DEDUCTS/BENEFITS	310.00
123074	02/28/2014	Printed		2195	KANSAS PAYMENT CENTER	PAYROLL DEDUCTIONS	1,021.99
123075	02/28/2014	Printed		2014	KGPL	ELECTRIC SERVICE	56.94
123076	02/28/2014	Printed		9879	MAINSTREET CREDIT UNION	PAYROLL DEDUCTIONS	2,952.32
123077	02/28/2014	Printed		2381	KEVIN MORONEY	UT BILL OVERPAYMENT	13.75
123078	02/28/2014	Printed		3361	PURCHASE POWER	POSTAGE FOR METER	1,250.00
123079	02/28/2014	Printed		2566	RICHARD REINWALD JR	OCCUPATIONAL LICENSE OVERPYMT	30.00
123080	02/28/2014	Printed		2380	MICHAEL SAUNDERS	TRAINING EXPENSE-PD	31.17
123081	02/28/2014	Printed		3790	WESTAR ENERGY	ELECTRIC SERVICE	24,535.45

Total Checks: 16	Checks Total (excluding void checks):	40,288.63
Total Payments: 16	Bank Total (excluding void checks):	40,288.63
Total Payments: 16	Grand Total (excluding void checks):	40,288.63

Check Register Report

COUNCIL CHECK REGISTER

Date: 03/05/2014

Time: 2:23 pm

Bonner Springs City Hall

BANK: UNION BANK & TRUST

Page: 1

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123082	03/04/2014	Printed		1592	ACME BRICK & TILE	ENGRAVED BRICK-CENTENNIAL PARK	15.00
123083	03/04/2014	Printed		3169	AKAWAM	COFFEE SERVICE-PW,UT,CH	204.62
123084	03/04/2014	Printed		0402	ALDEN-HARRINGTON FUNERAL HOME	FLOWER ARRANGEMENTS	107.00
123085	03/04/2014	Printed		2397	JOSEPH ANASTASIA	SECURITY DEPOSIT REFUND	16.38
123086	03/04/2014	Printed		6000	APAC	ROCK-PW	1,500.71
123087	03/04/2014	Printed		0068	AUTOMOTIVE EQUIPMENT SVC,INC	ENGINE & PARTS F/SANDER	590.60
123088	03/04/2014	Printed		1113	AWWA	AWWA MEMBERSHIP DUES-UT	295.00
123089	03/04/2014	Printed		5981	BALDWIN COOKE	MONTHLY MONITOR	170.24
123090	03/04/2014	Printed		2129	BARTLETT & WEST INC	DESIGN BACKWASH TANK-UT	3,500.00
123091	03/04/2014	Printed		0117	BOARD OF PUBLIC UTILITIES	WATER USAGE/JAN 2014	5,730.95
123092	03/04/2014	Printed		2385	BOTTLE 12 LLC	REFUND DUPLICATE PAYMENT	129.56
123093	03/04/2014	Printed		4172	BOUND TREE MEDICAL	MEDICAL SUPPLIES-EMS	504.83
123094	03/04/2014	Printed		2413	SHERRI BRUNK	SECURITY DEPOSIT REFUND	19.52
123095	03/04/2014	Printed		2403	MARCY CALDWELL	SECURITY DEPOSIT REFUND	48.69
123096	03/04/2014	Printed		3764	CHAD CANNON MD	MEDICAL DIRECTOR SVCS-EMS	900.00
123097	03/04/2014	Printed		7070	CAPITAL ELECTRIC CONSTRUCTION C	PLANT/TELEMETRY MAINT-UT	1,092.38
123098	03/04/2014	Printed		2367	TIFFANY CARRETE	RENTAL DEPOSIT REFUND	150.00
123099	03/04/2014	Printed		7102	CENTRAL SECURITY GROUP-	SECURITY SYSTEM MONITORING	201.00
123100	03/04/2014	Printed		0204	CHAMBER OF COMMERCE	MARBLE DAY DONATION-CTC	750.00
123101	03/04/2014	Printed		0019	CHEMQUEST INC	CHEMICALS-WATER	3,291.75
123102	03/04/2014	Printed		0144	CITY OF BONNER SPRINGS KS	SECURITY DEPOSITS APPLIED	500.00
123103	03/04/2014	Printed		2410	CITY TREASURER KCK	RESIDENTIAL REFUSE SVC	30,118.38
123104	03/04/2014	Printed		0213	COLEMAN EQUIPMENT INC	TRIMMER,HYDRAULIC FLUID-UT/PW	415.50
123105	03/04/2014	Printed		2676	CONOCO	KEROSENE F/SPACE HEATERS	120.25
123106	03/04/2014	Printed		0222	CONRAD FIRE EQUIPMENT INC	FIRELINE TAPE-FIRE	20.98
123107	03/04/2014	Printed		2390	STEVEN COX	SECURITY DEPOSIT REFUND	28.05
123108	03/04/2014	Printed		8815	DATA SOURCE TECHNOLOGY	TONER-FINANCE/CITY CLERK	170.25
123109	03/04/2014	Printed		2388	DEBI DELEON	SECURITY DEPOSIT REFUND	68.58
123110	03/04/2014	Printed		2658	DOUBLE D INC.	SNOW CONTROL MATERIALS-PW	14,125.51
123111	03/04/2014	Printed		2416	BRENDA K. DRURY	UNIFORM SHIRTS-UT	72.00
123112	03/04/2014	Printed		1075	DSA PRECISION CLEANING	CUSTODIAL SUPPLIES	21.60
123113	03/04/2014	Printed		0276	ENVIRONMENTAL LABORATORIES	UT SAMPLES/ANALYSIS-DEC13	1,119.00
123114	03/04/2014	Printed		5420	EVERETT MILBERGER PEST CONTROL	PEST CONTROL-UT	150.00
123115	03/04/2014	Printed		4342	FELDMANS	UNIFORMS,TRASH PUMP HOSE,MISC	470.49
123116	03/04/2014	Printed		7225	FORTILINE, INC	DISTRIBUTION/PLANT MAINT SUPP	1,944.86
123117	03/04/2014	Printed		6465	GILLILAND GROUP PARTNERSHIP	POLICE ADM BLDG LEASE	1,000.00
123118	03/04/2014	Printed		3190	JEFFREY W HARRINGTON	MILEAGE EXPENSE 2/12-2/25/14	97.89
123119	03/04/2014	Printed		1089	HAWKINS, INC	CHEMICALS-WATER	968.50
123120	03/04/2014	Printed		4275	HAYNES EQUIPMENT CO INC	PUMP REPAIRS-UT	4,441.80
123121	03/04/2014	Printed		4717	HD SUPPLY WATERWORKS, LTD	VALVE CHECK-UT	264.76
123122	03/04/2014	Printed		7242	HELGET GAS PRODUCTS INC	OXYGEN-EMS	13.20
123123	03/04/2014	Printed		6581	INLAND TRUCK PARTS CO.	VEH MAINT-PW	938.15
123124	03/04/2014	Printed		3289	J & D EQUIPMENT INC	PLOW & SANDER PARTS/REPAIRS-PW	3,992.11
123125	03/04/2014	Printed		2503	JAYS UNIFORMS	UNIFORMS-EMS	32.94
123126	03/04/2014	Printed		5902	JC'S SPEEDY LUBE	VEH MAINT-UT	34.93
123127	03/04/2014	Printed		1022	JO CO LANDFILL INC	LANDFILL CHARGES/JAN-FEB	5,800.08
123128	03/04/2014	Printed		5345	JOHNSON COUNTY WASTEWATER	WASTEWATER CHARGES/JAN 2014	77.98
123129	03/04/2014	Printed		5308	KANSAS ONE-CALL	LOCATE FEES/FEB 2014	116.40
123130	03/04/2014	Printed		2404	KAVE INC	SECURITY DEPOSIT REFUND	64.53

Check Register Report

COUNCIL CHECK REGISTER

Date: 03/05/2014

Time: 2:23 pm

Bonner Springs City Hall

BANK: UNION BANK & TRUST

Page: 2

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST Checks							
123131	03/04/2014	Printed		3085	KCK CHAMBER OF COMMERCE	CHAMBER ANNUAL MEETING FEES(2)	150.00
123132	03/04/2014	Printed		2014	KCPL	ELECTRIC SERVICE	123.69
123133	03/04/2014	Printed		3517	KEY EQUIPMENT & SUPPLY CO	STREETSWEEPER MAINT-PW	28.35
123134	03/04/2014	Printed		2023	KMJA	JUDGES' ASSOCIATION DUES-COURT	25.00
123135	03/04/2014	Printed		2387	LUCAS KREIDER	SECURITY DEPOSIT REFUND	41.41
123136	03/04/2014	Printed		1999	KRWA	KRWA CONFERENCE-UT	190.00
123137	03/04/2014	Printed		0418	KWEA	CERTIFICATION EXAM FEES-UT	65.00
123138	03/04/2014	Printed		3003	LAKE OF THE FOREST INC	REFUSE SUBSIDY	247.00
123139	03/04/2014	Printed		0852	LANMAN INCORPORATED	NOTEBOOK REPAIR-UT	47.50
123140	03/04/2014	Printed		1836	LOWE'S CREDIT SERVICES	PORCH SWING,DUMP TRUCK PARTS	384.82
123141	03/04/2014	Printed		2379	HAZEL LOWE	RENTAL DEPOSIT REFUND	100.00
123142	03/04/2014	Printed		4478	MADDEN PREPRINT MEDIA	AD F/KC VISITOR GUIDE-CTC	1,295.80
123143	03/04/2014	Printed		2414	MARINE RESCUE PRODUCTS INC	LIFEGUARD UMBRELLAS-POOL	266.00
123144	03/04/2014	Printed		1670	KENNEDEE GAYLE MEIER	VOLLEYBALL UMPIRE FEES	112.00
123145	03/04/2014	Printed		3007	MES-MIDAM	UNIFORMS-EMS	167.14
123146	03/04/2014	Printed		6137	METRO COURIER INC	DELIVERY CHARGES-UT	195.04
123147	03/04/2014	Printed		8001	MIDWEST PUBLIC RISK	HEALTH,DENTAL,VISION INS- FEB	70,429.88
123148	03/04/2014	Printed		5116	MILLER SIGN SHOPPE LLC	RESTROOM PLAQUE-POOL	112.50
123149	03/04/2014	Printed		7206	NATIONAL INSURANCE MARKETING	PAYROLL DEDUCTIONS	2,247.50
123150	03/04/2014	Printed		0947	O'REILLY AUTO STORES INC	VEH MAINT/EQUIP REPLACE PARTS	361.04
123151	03/04/2014	Printed		0187	OLATHE WINWATER WORKS	METERS & SUPPLIES-UT	236.90
123152	03/04/2014	Printed		2398	ORION PROPERTY GROUP	SECURITY DEPOSIT REFUND	69.61
123153	03/04/2014	Printed		3393	PACE ANALYTICAL	KDHE WATER QUALITY TEST-UT	1,590.00
123154	03/04/2014	Printed		5748	PETERSON PUBLICATIONS	AD KCK VISITORS GUIDE-CTC	350.00
123155	03/04/2014	Printed		0558	PHYSIO CONTROL INC	UPGRADE LIFEPAK MONITORS -EMS	1,319.70
123156	03/04/2014	Printed		9985	PONZER YOUNGQUIST P.A.	ENGINEERING SVC F/LIFT STATION	1,485.00
123157	03/04/2014	Printed		7022	POSTMASTER	FIRST CLASS MAIL POSTAGE	825.00
123158	03/04/2014	Printed		1679	PRAXAIR DISTRIBUTION INC	CYLINDER LEASE-PW	152.95
123159	03/04/2014	Printed		2182	PRECISION BRUSH	MAINTENANCE SUPPLIES-POOL	818.01
123160	03/04/2014	Printed		0904	PREDATOR TERMITE & PEST CONTRL	PEST/RODENT CONTROL-UT	104.00
123161	03/04/2014	Printed		0646	PUSHWATER ENTERPRISES INC	POSTER & SHOPPING GUIDES-CTC	321.50
123162	03/04/2014	Printed		8035	REEVES-WIEDEMAN COMPANY	BUILDING MAINT SUPPLIES-PW	20.70
123163	03/04/2014	Printed		2121	REYNOLDS AND MILLER HOLDINGS	LIT SIGNS F/COMMUNITY CENTER	640.00
123164	03/04/2014	Printed		1811	RICOH USA, INC.	COPIER LEASE	662.05
123165	03/04/2014	Printed		7223	SAM'S CLUB	240 FOLDING CHAIRS-COMM CNTR	4,795.20
123166	03/04/2014	Printed		7237	SK DESIGN GROUP INC.	134TH ST UT RELOCATION COSTS	8,432.50
123167	03/04/2014	Printed		8136	SMITH & LOVELESS INC	VALVE CHECK-UT	257.00
123168	03/04/2014	Printed		9993	SOUTHEASTERN EMERGENCY	MEDICAL SUPPLIES-EMS	286.31
123169	03/04/2014	Void	03/04/2014			Void Check	0.00
123170	03/04/2014	Void	03/04/2014			Void Check	0.00
123171	03/04/2014	Printed		6081	STAPLES ADVANTAGE	PAPER SHREDDER,TONER,PLANNERS	1,544.55
123172	03/04/2014	Printed		0963	STATE INDUSTRIAL PRODUCTS	HAND CLEANER-PW/UT	341.55
123173	03/04/2014	Printed		0352	TIGER TOW & TRANSPORT INC	TOW-PW	64.00
123174	03/04/2014	Printed		3388	TRINITY AUTOMOTIVE INC	VEH MAINT-TIBLOW TRANSIT	119.32
123175	03/04/2014	Void	03/04/2014			Void Check	0.00
123176	03/04/2014	Printed		6819	UNIFIRST COPRORATION	UNIFORM,RUG RENTAL-PW,UTIL	290.95
123177	03/04/2014	Printed		5442	UNITED COMMUNICATIONS CORP	PAGER-FIRE	83.00
123178	03/04/2014	Printed		1242	UNITED RENTALS	STREET PLATE-UT	687.10
123179	03/04/2014	Printed		3078	USA BLUE BOOK	PLANT/COLLECTION MAINT-UT	853.60

Check Register Report

COUNCIL CHECK REGISTER

Date: 03/05/2014

Time: 2:23 pm

Bonner Springs City Hall

BANK: UNION BANK & TRUST

Page: 3

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST Checks							
123180	03/04/2014	Printed		3088	VANCE BROTHERS, INC	ASPHALT-PW	425.02
123181	03/04/2014	Printed		8404	VESTA LEE LUMBER COMPANY	MATERIAL F/SHELVES,TRUCK RAIL	110.64
123182	03/04/2014	Printed		7009	VICTOR PHILLIPS CO INC	EQUIPMENT MAINT-PW	293.13
123183	03/04/2014	Printed		0712	W W GRAINGER	MARKING PAINT-UT	312.00
123184	03/04/2014	Printed		6537	WAITT OUTDOOR LLC	BILLBOARD LEASE-CTC	460.00
123185	03/04/2014	Void	03/04/2014			Void Check	0.00
123186	03/04/2014	Printed		1315	WALMART COMMUNITY GECRB	TONER,BINDERS,FRAMES,LOCK ETC	535.94
123187	03/04/2014	Printed		2845	WATTS UP	BULBS-PW/LIBRARY	155.88
123188	03/04/2014	Printed		8411	WILSON & COMPANY ENGINEERS	ENGINEER SERVICES	730.45

Total Checks: 107 **Checks Total (excluding void checks): 192,370.18**

Total Payments: 107 **Bank Total (excluding void checks): 192,370.18**

Total Payments: 107 **Grand Total (excluding void checks): 192,370.18**

ITEM NO. 5.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

Present & Vote	Stephens _____	Peterson _____
	Cooper _____	Knight _____
	Reeves _____	Freeman _____
	Haas _____	Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ SECOND: _____

AGENDA ITEM: Public Housing Authority Claims for March 10, 2014

ACTION: Make a Motion to Approve the Public Housing Authority Claims for March 10, 2014

STAFF RECOMMENDATION: The City Manager & Public Housing Authority Director Recommend Approval

Enclosed are the claims in the total amount of \$8,601.96.

Check Register Report

PUBLIC HOUSING CHECK REGISTER

Date: 03/05/2014
Time: 10:47 am
Page: 1

Bonner Springs City Hall

BANK: UNION BANK & TRUST-PHA

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST-PHA Checks							
96840	03/05/2014	Printed		P832	P CREATIVE LANDSCAPING&CONCRET	SNOW REMOVAL/APPLY ICE MELT	600.00
96841	03/05/2014	Printed		P422	P KRUEGER CONSULTANTS INC	CONSULTANT/ENG SVC-2012 CFP	3,200.00
96842	03/05/2014	Void	03/05/2014			Void Check	0.00
96843	03/05/2014	Printed		P503	P LOWES COMPANIES INC	PLUMBING SUPPLIES,EXIT LIGHTS	765.12
96844	03/05/2014	Printed		P818	P MIKE WALKER	REIMB SNOW BLOWER REP/BATTERY	47.54
96845	03/05/2014	Printed		P839	P MURPHY & SONS ROOFING, INC	ROOF REPAIR-1 UNIT	325.00
96846	03/05/2014	Void	03/05/2014			Void Check	0.00
96847	03/05/2014	Printed		P800	P NUTS & BOLTS	CUSTODIAL/PLUMBING/MAINT SUPP	219.30
96848	03/05/2014	Printed		P 798	P PERRY & TRENT LLC	LEGAL SERVICES	700.00
96849	03/05/2014	Printed		P983	P SOS PEST CONTROL INC	PEST CONTROL SVC	1,800.00
96850	03/05/2014	Printed		P850	P WESTERN STATES FIRE PROTECT	FIRE/SPRINKLER SYST INSPECTION	945.00
Total Checks: 11						Checks Total (excluding void checks):	8,601.96
Total Payments: 11						Bank Total (excluding void checks):	8,601.96
Total Payments: 11						Grand Total (excluding void checks):	8,601.96

ITEM NO. 6.

City Council Regular Agenda Monday, March 10, 2014 – 7:30 p.m.

Present & Vote	Stephens	_____	Peterson	_____
	Cooper	_____	Knight	_____
	Reeves	_____	Freeman	_____
	Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Drug & Alcohol Committee Recommendation for Program Funds for 2014

ACTION: Make a Motion to Approve the Drug & Alcohol Committee Recommendation for Program Funds for 2014 in the Total Amount of \$13,530

STAFF RECOMMENDATION: The City Manager, Finance Director & Drug & Alcohol Committee Recommend Approval

The enclosed memorandum provides the recommendation for award of funds for Drug & Alcohol Programs for 2014 and provides an explanation for each award recommendation.

The requests received this year were less than the approved budget of \$25,000. The Committee may come back to the City Council for additional awards if they receive additional requests this year.

Memorandum

Date: March 5, 2013
To: Mayor and Council
Through: John Helin, City Manager *JH*
From: Tillie LaPlante, Finance Director

Subject: Drug and Alcohol Advisory Committee 2014 Funding Recommendations

Recommendation:

Approve the City's Drug and Alcohol Advisory Committee recommendation in the total amount of \$13,530 for substance abuse programs in 2014.

Background:

In the 2014 Budget, the City Council approved funds in the amount of \$25,000 for substance abuse programs to be paid from the Drug and Alcohol Fund. In December, the Drug and Alcohol Committee sent applications to all agencies who were awarded funds in 2013. The total amount of funds requested for 2014 from the applications received was \$20,030.

Discussion:

The Drug and Alcohol Advisory Committee recommends awards for 2014 as listed below.

<u>Agency/Program</u>	<u>Approved By Council 2013</u>	<u>Requested By Agencies 2014</u>	<u>Recommended By Committee 2014</u>
Salvation Army	\$ 10,000	\$ 10,000	\$ 2,500
Bonner Spgs High School	\$ 0	\$ 1,895	\$ 1,895
Project Graduation	\$ 362	\$No amount listed	\$ 1,000*
Wyandot Center for Behavioral Healthcare	\$ 3,135	\$ 3,135	\$ 3,135
DARE Festival	\$ 4,640	\$ 5,000	\$ 5,000
Total Awards	\$16,335	\$ 17,775	\$ 13,530

* The committee recommends the purchase of a Drawstring Sport pack which will have a brave head and read "I Believe in Me – Drug and Alcohol Free" for each graduate who attends the Project Graduation event. The cost will not exceed \$1,000. There are currently 150 seniors who could attend the event.

Agency/Program**Description of Program**

Salvation Army

Provides detoxification, reintegration, intermediate, and outpatient drug and alcohol treatment programs.

Bonner Springs High School

Purchase the Navigator Drug and Alcohol prevention curriculum to be utilized in freshman Health classes.

Project Graduation

After graduation celebration to provide senior High graduates a drug and alcohol free environment that is safe to enjoy and celebrate their senior accomplishments.

Wyandot Center for Behavioral Healthcare

Provides intake/substance abuse evaluations and treatment services through therapy and counseling.

DARE Festival

Festival held for DARE graduates promoting the idea of students remaining drug and alcohol free.

The Salvation Army recommendation reduced. In 2012 two clients were served from the Bonner Springs/Edwardsville area. In 2013 there were no clients from the Bonner Springs/Edwardsville area. The agency was asked last funding year to provide more information and outreach to our community regarding the services available. They sent brochures to the Library, Vaughn Trent, Police Department and the High School but have not done any personal outreach to promote their services to these agencies.

The Bonner Springs High School application is a new request which will provide a supplementary curriculum to the Health class for freshmen. The funds will provide workbooks which will be used to educate students on drug and alcohol prevention and at risk behavior. The current Health class curriculum is only taught 45 days. This supplemental curriculum would allow for the Health class to be taught for a full semester. The workbooks would be kept by the school and reused from year to year.

Project Graduation did not request a specific dollar amount. In 2013, the City purchased collapsible water bottles with a brave head logo and "I Believe in Me – Drug Free". This year, the committee recommends the purchase of drawstring sport packs with a similar logo and the wording "I Believe in Me – Drug and Alcohol Free".

The DARE Festival recommendation increased slightly due to an increase in the cost of the sound system for the festival. The amphitheater does not charge for the use of the facility for this event.

Because requests were less than the approved budget for substance abuse programs (\$25,000 budget compared to \$13,530 recommendations), the committee may come back to the City Council with additional requests during the year. If no additional requests are made, the difference between the budget and the recommendations will carry over to the 2015 budget year.

In addition to the substance abuse programs, the City Council approved funds for the DARE program in the amount of \$56,250 in the 2014 Drug and Alcohol Budget. This covers 75% of the cost of the DARE Program which includes salary and benefits for the DARE officer as well as supplies for the program. All costs associated with the DARE program are paid through the Police budget in the General Fund. The amount funded by the Drug and Alcohol Fund is recorded as a transfer into revenue in the General Fund.

ACTION FOR CONSENT AGENDA

MOTION: _____

SECOND: _____

Stephens _____
Cooper _____
Reeves _____
Haas _____

Peterson _____
Knight _____
Freeman _____
Shannon _____

- Reminder:**
- 1. Councilmembers need to abstain on check numbers on the claims issued to their personal business.**
 - 2. If a Councilmember has a simple question about a Consent Agenda item, it can be asked before the Mayor calls for a vote on the Consent Agenda.**
 - 3. If a Councilmember feels a Consent Agenda item warrants discussion, then it needs to be removed from the Consent Agenda.**

Staff Present: _____

REGULAR AGENDA

The City Council will consider the following items individually.

ITEM NO. 7.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

Present & Vote	Stephens	_____	Peterson	_____
	Cooper	_____	Knight	_____
	Reeves	_____	Freeman	_____
	Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Ordinance to Amend the Membership of the Cemetery Advisory Committee

ACTION: Make a Motion to Approve an Ordinance to Amend the Membership of the Cemetery Advisory Committee

STAFF RECOMMENDATION: The City Manager, City Clerk & Cemetery Advisory Committee Recommend Approval

The enclosed memorandum provides the recommendation for approval of an amendment to the Cemetery Advisory Committee membership. If approved by the City Council, Staff will schedule appointments of two new members for the March 24 meeting.



City Council Staff Report Memorandum

Date: March 3, 2014
To: Mayor & City Council
Through: John Helin, City Manager
From: Rita Hoag, City Clerk

Subject: Cemetery Advisory Committee Membership Amendment

Recommendation:

The Cemetery Advisory Committee and the City Clerk recommend the City Council approve an Ordinance amendment to increase the membership of the Cemetery Advisory Committee from six to eight.

Background:

The City Council first established the Cemetery Advisory Committee in 1992 with a membership of five plus the provision that the Mayor may appoint a Councilmember to serve as a liaison. In 1997, the City Council amended the membership of the Committee to six to add an ex-officio. In 2011, the City Council amended the Committee Membership to remove the term limits for members.

Discussion:

The Cemetery Advisory Committee recommends the membership be increased by at least two members. Families that want to be involved with the Cemetery approached Committee members. The current Committee members wish to continue to serve and are all active in meetings and events at the Cemetery. The members feel that the addition of two members will increase their ability to act as representatives of the public and have additional members to assist with events and to help with annual landscape maintenance that they perform each year.

The enclosed Ordinance, if approved by the City Council, will increase the membership of the Cemetery Advisory Committee to eight members. The Ex-Officio position and the City Council Liaison position do not vote.

Financial Impact:

The only financial impact that will result from the City Council's approval of the recommendation is the cost to publish the Ordinance summary per State Law for a cost of approximately \$30.

Ordinance No. _____

An Ordinance to Amend Chapter I, Administration, Article 12 Cemetery Advisory Committee Section 1-1202 Membership of the Code of Ordinance of the City of Bonner Springs

Be it Ordained by the Governing Body of the City of Bonner Springs, Kansas:

Section I: Amend Chapter I Administration, Article 12 Cemetery Advisory Committee, Section 1-1202 Membership as follows:

“The Cemetery Advisory Committee shall be a committee composed of eight (8) members appointed by the Mayor and confirmed by the Governing Body of the City for terms of three (3) years, the initial terms to be as follows: Three (3) appointee to serve for three (3) years, two (2) appointees to serve for two (2) years, two (2) appointees to serve for one (1) year and one (1) ex-officio member to serve for three (3) years. The ex-officio member shall have not voting power. The Mayor may appoint a Councilmember to serve as a liaison. The City Council appointee shall have no vote. All members shall continue to serve until their successor shall have been appointed and confirmed.

Section II: This Ordinance shall be in full force and effect from and after is passage and publication in the official City newspaper.

Approved by the City Council and signed by the Mayor on March 10, 2014.

Attest:

Jeff Harrington, Mayor

Rita Hoag, City Clerk

(Seal)

ITEM NO. 8.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

Present & Vote	Stephens _____	Peterson _____
	Cooper _____	Knight _____
	Reeves _____	Freeman _____
	Haas _____	Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: City Engineer Contract with Wilson & Company

ACTION: Make a Motion to Approve a Contract with Wilson & Company for City Engineer Services

STAFF RECOMMENDATION: The City Manager, City Clerk & City Attorney Recommend Approval

In November 1991, the City Council approved a contract with Wilson & Company for City Engineer services and approved a minor amendment in February 1995.

The enclosed updated agreement submitted by Wilson & Company more accurately reflects the City Engineer services needed by the City. It also removes the "Retainer" provision and Wilson & Company will only bill on an hourly rate and expenses basis subject to review and adjustment once each year. Hourly rates for Wilson & Company were last increased in late 2012. Wilson & Company will continue to bill the same rates for 2014.

Since 1991, Wilson & Company and the City maintained a professional relationship that benefited both parties.

Mike Novak, currently designated as the City Engineer with Wilson & Company, will be out of town next week. Mike is very professional and provides excellent service to the City. Ric Johnson, Operations Manager, Wilson & Company, will be present at Monday's meeting.



**WILSON
& COMPANY**

800 East 101st Terrace, Suite 200
Kansas City, MO 64131
816-701-3100 phone
816-942-3013 fax

Alaska
Arizona
California
Colorado
Florida
Kansas
Missouri
Nebraska
New Mexico
Oklahoma
Texas
Utah

AGREEMENT
for
PROFESSIONAL ENGINEERING SERVICES
between
THE CITY OF BONNER SPRINGS, KANSAS
and
WILSON & COMPANY, INC., ENGINEERS & ARCHITECTS

THIS AGREEMENT is made this ____ day of _____, 2014, by and between City of Bonner Springs, Kansas (hereafter "City"), and Wilson & Company, Inc., Engineers & Architects (hereafter "Wilson & Company and/or City Engineer"), to perform professional services as described herein. Therefore, for valuable consideration as set forth herein, the City and Wilson & Company agree as set forth below.

SECTION 1 – WILSON & COMPANY RESPONSIBILITIES

- 1.1 City Engineer Services: Wilson & Company will designate (with approval of the City) a representative that is a licensed professional engineer in the State of Kansas. The duties of the designated representative include advising the City on engineering and related matters, and are further defined as follows:
- a. Attend City Council, Planning Commission or other city meetings as required.
 - b. Provide general engineering or other technical advice on matters pertaining to the City's infrastructure.
 - c. When requested, review the following for conformance to general engineering practices and compliance with City standards and ordinances:
 - 1) Engineering studies, reports, and investigations prepared by outside consultants.
 - 2) Planning development and land use documents.
 - 3) Development plans, plats, planning studies, or zoning consultations.
 - 4) Public infrastructure plans prepared by outside consultants for City projects.
 - d. Provide general engineering or other technical advice on matters pertaining to the City's infrastructure.
- 1.2 Miscellaneous Assignments: As mutually agreed upon by the City and Wilson & Company, specific assignments may be requested for tasks anticipated to require fewer than 100 manhours. These assignments, covering engineering or planning consultation services, could include, but are not limited to:
- a. Engineering studies, conceptual and/or final designs, reports, and investigations.

- b. Planning studies and zoning consultations.
 - c. Utility rate studies, special assessment calculations, or other financial studies.
 - d. Field survey and geospatial services.
 - e. Assistance in preparation of federal or state grant applications, permits, or environmental impact studies or any other technical documents related to city engineering or planning functions or intentions.
 - f. Construction management and other construction related services.
- 1.3 Compensation: Payments are to be on an hourly rate and expenses basis. These hourly rates and charges are subject to review and adjustment once each year. The estimated costs for Miscellaneous Assignments shall be agreed upon and approved in advance of completion of any work on the assignment.

Wilson & Company will submit invoices to the City at the end of each standard billing cycle (every 4 weeks). All payments are due 30 days upon receipt of invoices submitted.

SECTION 2 – CITY’S RESPONSIBILITIES

- 2.1 The City will designate a person (City Manager, Director of Community and Economic Development, Director of Planning, Director of Public Works, or Director of Utilities) to act as the City's representative with respect to any assignment rendered under this Agreement. Such person(s) shall have complete authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to Wilson & Company's services for the assignment.
- 2.2 Authorization to Provide Services: The City will provide verbal or written request and authorization for services. Request and authorization may be provided by City Manager and/or assigned Designee. When verbal authorization is provided, Wilson & Company will respond with written confirmation of authorization, summary of services to be provided and estimated effort to complete assignment.
- 2.3 Provide all criteria and full information as to City's requirements for each assignment, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish

copies of all design and construction standards which the City will require to be included in the Drawings and Specifications.

- 2.4 Assist Wilson & Company by placing at Wilson & Company's disposal all available information pertinent to each assignment, including previous reports and any other data relative to the assignment.
- 2.5 Arrange for access to and make all provisions for Wilson & Company to enter upon public and private property as required to perform services under this Agreement.
- 2.6 Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by Wilson & Company, obtain advice of an attorney, insurance counselor and other consultants as City deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the assignments.
- 2.7 Provide such accounting, independent cost estimating and insurance counseling services as may be required for each assignment, such legal services as City may require or Wilson & Company may reasonably request with regard to legal issues pertaining to the assignments.
- 2.8 Furnish to Wilson & Company data or estimated figures as to the City's anticipated costs for services to be provided by others for the City so that Wilson & Company may make the necessary findings to support Opinions of Probable Project Costs.
- 2.9 Give prompt written notice to Wilson & Company whenever the City observes or otherwise becomes aware of any development that affects the scope or timing of Wilson & Company's services, or any defect or nonconformance in the Wilson & Company's services.

SECTION 3 – GENERAL CONSIDERATIONS

- 3.1 Wilson & Company will exercise reasonable skill, care, and diligence in the performance of its services and will carry out its responsibilities in accordance with customarily accepted local professional engineering practices.

- 3.2 Wilson & Company agrees to comply with all federal, state and local laws, ordinances and regulations applicable to the Wilson & Company's services in effect at the time such services are rendered
- 3.3 The City employs Wilson & Company as an independent contractor, to perform the Services described herein. Wilson & Company agrees to accept responsibility for the proper conduct of Services performed under this Agreement, whether performed by Wilson & Company's employees or sub-consultants. Wilson & Company will not subcontract any portion of its work without prior written approval of the City.
- 3.4 Wilson & Company will not perform engineering; surveys; construction observation services; platting; or other related services for any person, company, or agency within the City without prior approval of the City.
- 3.5 To the extent required by law, all final documents prepared by Wilson & Company or its sub-consultants will be sealed by a professional licensed in the State of Kansas.
- 3.6 Termination: The obligation to provide further services under this Agreement may be terminated by either party upon thirty (30) days written notice. In the event of any termination, Wilson & Company will be paid for all services rendered to the date of termination plus the reimbursable expense costs incurred to the date of termination, Wilson & Company will also be reimbursed for the charges of independent professional associates and consultants employed by the Wilson & Company incurred to the date of termination.
- 3.7 Ownership of Documents and Intellectual Property: Except as otherwise provided herein, engineering documents, drawings, and specifications prepared by Wilson & Company as part of this Agreement shall become the sole property of the City, however, that both the City and Wilson & Company shall have the unrestricted right to their use. Wilson & Company shall retain its rights in its standard drawing details, specifications, data bases, computer software, and other proprietary property protected under the copyright laws of the United States. Rights to intellectual property developed, utilized, or modified in the performance of services shall remain the property of Wilson & Company. The City shall have the unlimited right to the use of intellectual property developed, utilized, or modified in the performance of the Agreement at no additional cost to the City.

The City further agrees, to the fullest extent permitted by law, to indemnify and hold Wilson & Company harmless from any claim, liability or cost (including reasonable attorneys' fees and defense costs) arising or allegedly arising out of any reuse or modification of the construction documents by the City or any person or entity that acquires or obtains the plans and specifications from or through the City.

3.8 Insurance:

- a. Commercial General Liability. Wilson & Company shall provide public liability insurance coverage in an amount no less than \$1,000,000 covering the liability of Wilson & Company and any and all consultants, agents, independent contractors, etc., which are employed or retained by Wilson & Company, on an occurrence basis. The insurer must be acceptable to the City.
- b. Automobile Liability. Wilson & Company shall provide coverage protecting Wilson & Company against claims for bodily injury and/or property damage arising out of the ownership or use of any owned, hired and/or non-owned vehicle. Required minimum limits: \$500,000 each accident, combined single limits, bodily injury and property damage.
- c. Workers Compensation. Before beginning work, Wilson & Company shall furnish to the City satisfactory proof that they have taken out, for the period covered by the work under this contract, full workers' compensation coverage as required by state law for all persons who he may employ directly in carrying out the work contemplated under this contract, and shall hold the City free and harmless for all personal injuries of all persons who Wilson & Company may employ directly.
- d. Professional Liability - Errors and Omissions. Wilson & Company shall provide Professional Liability Insurance with limits not less than \$1,000,000, covering the liability of Wilson & Company. The insurer must be acceptable to the City. In the event coverage provided is claims made coverage, the insurance shall be maintained for a period of not less than three (3) years after completion of the contract or in lieu thereof purchase of tail coverage (extended reporting period) under which the City shall be afforded protection.
- e. Certificate(s) of Insurance: Certificate(s) of Insurance acceptable to the City shall be filed with the City at the time the contract between the City and Wilson & Company is executed, if requested by City. These certificates shall contain a provisions that coverage that is afforded under the policies will not be cancelled until at least thirty (30) days prior written notice has been given to the City and acknowledged. An

updated certificate of insurance shall be submitted to the City at the anniversary date of the policy for the City's records.

- f. Notice of Claim. Wilson & Company, upon receipt of notice of any claim in excess of \$1,000 in connection with this contract shall promptly notify the City, providing full details thereof, including an estimate of the amount or loss of liability.
- g. Indemnification Clause. Wilson & Company agrees to indemnify and save harmless the City, its officials, servants, officers, directors and employees from and against all expenses and judgments for personal injury or death or damage to property where, and to the extent caused by Wilson & Company's negligent acts, errors or omissions.

3.9 Controlling Law: This Agreement is to be governed by the law of the State of Kansas.

3.10 Successors and Assigns:

- a. The City and Wilson & Company each is hereby bound and the partners, successors, executors, administrators and legal representatives of the City and Wilson & Company (and to the extent permitted by law), the assigns of the City and Wilson & Company are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this Agreement.
- b. Neither the City nor Wilson & Company shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that any assignment, subletting or transfer is mandated by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Wilson & Company from employing such independent professional associates and consultants as Wilson & Company may deem appropriate to assist in the performance of services hereunder.
- c. Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the City and Wilson & Company, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the City and Wilson & Company and not for the benefit of any other party.



Professional Services Agreement
City of Bonner Springs, Kansas
Page 7

SECTION 4 – SIGNATURES

In witness whereof, the parties hereto have made and executed this Amended Agreement.

CITY OF BONNER SPRINGS, KANSAS

**WILSON & COMPANY, INC.,
ENGINEERS & ARCHITECTS**

John Helin
City Manager



Troy M. Eisenbraun, PE
Senior Vice President

Date

February 25, 2014
Date

ITEM NO. 9.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens _____
Cooper _____
Reeves _____
Haas _____

Peterson _____
Knight _____
Freeman _____
Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: City Manager's Report

ACTION: None

STAFF RECOMMENDATION: None

Report attached.

City Managers Update

Date: March 10, 2014

To: Mayor and City Council

1. Council Follow Up Items.

- a. **Traffic Signal at Cedar & Front Street** – The traffic signal at Front St. & Cedar has been repaired. One of the camera modules needed to be rebooted to allow it to function properly.
- b. **Community Garden** – Parks took flyers about the garden to Nettleton Manor and 515 Morse and we also put the information on our website.

2. **City Manager at Leadership Training / Risk Pool Conference** – As Chairman of our Risk Pool organization, MPR-Kansas, I have the opportunity for to them to sponsor my attendance at the Association of Government Risk Pool's "Leadership and Governance" conference from 9 – 12 March. I see this as a great opportunity to help improve my leadership skills and I know I have Rita and great staff to handle anything in my absence. Additionally, as always, should you need me, I am always available on my cell phone.

3. **"Get Active" Fitness Challenge** – The Parks & Recreation Department is sponsoring a new health and fitness program to assist families and individuals to develop healthy lifestyles. The program goes for 8 weeks, starting on 1 April and will cost \$5 per participant/\$15 per family. They have partnered with Providence Medical which will provide some of the funding as well as free health assessments as well as instructors for various fitness and healthy eating classes. This is an eight week program that offers prizes for participation. Attached is more detailed information about the program.

4. Parks & Recreation Update:

- a. Soccer – 202 registered and still trickling in (171 Spring 2013)
- b. Youth baseball/softball deadline – March 26
- c. Adult softball deadline – March 26
- d. Quest for Blarney Stone is underway

5. **KDHE April Burn Ban** – KDHE regulations limit open burning in Wyandotte County and fifteen other counties in April each year in an effort to improve air quality in the metro area. Bonner Springs will not issue burn permits for the month of April in compliance with the regulations and per direction from the Fire Chief. We will issue burn permits in March but they must expire by March 31.

6. **Aquatic Park Birthday Package Program** – We are going to test a new program at the Aquatic Park this year. We will offer a Birthday Package for patrons who would like to have their child's birthday party at our pool. If successful, we will continue it next year and add the fees to our permanent fee schedule. Here are the various packages we will offer:

- \$80 for 10 day passes, 2 one topping pizzas, 10 drinks, 1 table reserved for 30 minutes
- \$120 for 15 day passes, 3 one topping pizzas, 15 drinks, 2 tables reserved for 30 minutes
- \$160 for 20 day passes, 4 one topping pizzas, 20 drinks, 3 tables reserved for 30 minutes

7. **Tiblow Transit Donation** – The City of Edwardsville sent a generous donation of \$250. Moon Marble submitted a \$400 donation for our planned assistance for their Marble Crazy event Friday, March 7 from 12 noon to 9 p.m. and Saturday, March 8 from 10 a.m. to 5 p.m.
8. **KDOT 5311 Grant Award Tiblow Transit** – KDOT awarded another 5311 Grant to the City for Tiblow Transit with sources of funds as follows:

Operations	
Local Match 30 Percent	\$25,003.20
State Match 20 Percent	\$16,668.80*
5311 Federal Match 50 Percent	\$41,672.00*
Total	\$83,344.00
Administration	
Federal Match 80 Percent	\$ 4,167.20*
Local Match 20 Percent	\$ 1,041.80
Total	\$ 5,209.00
Capital	
Federal Match	\$20,000.00*
Local Match	\$ 5,000.00
Total Grant Funds	\$82,508.00*

9. **Animal License Renewals** – Within the next week to ten days, staff will send out Animal License renewal notices. A notice will be sent to all residents that Staff is aware they have a dog or cat with no registration and to other residents that do not have a current renewal. Per the City's Ordinance, animal registrations are due January 1 of each year with a \$5.00 per month or partial month for residents that do not renew prior to March 1. Note that animals must be registered whether they are just indoor animals or not.
10. **Midwest Public Risk Annual Open House** – You are invited to attend MPR's 3rd Annual Open House, scheduled for Thursday, March 20, 2014 from 10:30 am-4:00 pm at the MPR Campus (19400 East Valley View Parkway, Independence, MO 64055) You can join the MPR staff, other members and partners for the opening rounds of the NCAA tournament. There will be lots of fun, food and conversation to be had. RSVP to Kelly Wright at kellyw@mprisk.org.
11. **Old Code Books** – Reminder to the City Council to return your old Code Book to the City Clerk. For your convenience you can bring the Code Books to the City Council meeting on March 10.
12. **Daylight Savings Time** – Be sure to set your clocks ahead one hour before you retire for the night on March 8.
13. **Community and Economic Development Update** –
- a. **National Agricultural Center and Hall of Fame** – You may have heard that Cathi Hahner, former executive director of the Ag Center, is now working for United Way as their volunteer services coordinator. The Ag Center Board of Directors has decided to not open the Center for the public this season, but will continue to sponsor four of their big summer events:

Tractor Cruise, which will be a part of Marble Day; Tractor Daze, Touch a Truck Swap Meet and Mud Run; Show 'N Shine Truck and Car Show and the International Lineman's Rodeo. The future viability of the Ag Center is uncertain at this time. The Chair of the Board, Jody Albers, and the three Wyandotte County Mayors are reaching out to our federal congressional delegation by letter to inquire if any federal appropriations could be budgeted for the Center. Congress mandated formation of the National Agricultural Hall of Fame with President Dwight D. Eisenhower's signature August 31, 1960, and to this point in time, there have been no federal funds allotted for the Center. We will keep you updated on the status.

- b. **Quik Trip Renovations** – The Building Official reports that he has received plans for renovation of the Quik Trip at 130th and K7. The store remodel will include a new full service area for their specialty items, such as pizza, pretzels, soft serve ice cream, etc. They anticipate the need to hire 3-4 more employees at this store due to their expanded services and products. Work is slated to begin the last week of April and completed by May 26. Quik Trip is undertaking major renovation work in all of their stores that are not the new café-style store model.
- c. **Holiday Inn Express Renovations** – This 63-room hotel was purchased by new owners in June 2013. At the end of March, a complete renovation will start taking place of all guest rooms and public areas, which will include new carpet, furniture, tubs, tile, linens, artwork, etc. The hot tub will be removed to allow room to add handicap accessibility to the pool. The building exterior will be updated as well along with new landscaping. The Building Official reports that he has received building plans for the renovation work.
- d. **Cerner Night at Cabelas** – On Tuesday, March 11 from 5-7 p.m., the KCK Chamber is sponsoring a “Welcome to the Neighborhood” event for 600-800 Cerner employees. This event was held for the first time last year when the first group of Cerner employees was hired for their new offices at Village West. Mayor Harrington will join Mayor McTaggart in welcoming individuals as they arrive and we will again sponsor a Bonner Springs booth where tourism-related brochures and housing information will be distributed.
- e. **Ribbon Cutting for Flip** – The City Council and City Staff are invited to a ribbon cutting ceremony on Thursday, March 27, at 6:00 p.m. for the soft opening of Flip. This new business will officially open on Friday, March 28, in the upstairs space of 300 Oak Street, which is the former location of the Masonic Lodge. Sixteen vendors have rented booth space to display and sell their products and wares, which range from home décor, trendy jewelry and clothing, repurposed furniture, etc. The response has been overwhelming for Kim Scott and Geralyn Minshew, sisters who are starting this new business. They are at capacity with vendors and have a wait list of others wanting to locate there. Flip will be open on the second and fourth weekends of every month.
- f. **Mona Lisa Fine Arts Studio** – Suzanne Hern, a local resident, is opening this new business in the upper level of 300 Oak Street next to Flip. Her grand opening event will be held on Saturday, March 15, from 7-9 p.m. Art, music and dance classes will be offered for youth and adults. The website is www.monalisafineartsstudio.com.

14. Police Department – Chief Haley started writing a newsletter for his department personnel to help improve communication within the department. His first issue is attached for your review.

Get Active Challenge

Participants accrue points for the amount of exercise time and the intensity of the exercise they participate. Participants received rewards when they reach an award milestone.

45 points – Water Bottle 90 points – Pair of Socks 120 points – Tote Bag

It doesn't matter the type of exercise that a person participates. What determines the amount of points a person gets depends on the amount of time spent exercising and the intensity. Time is measured in 15 minute increments. For every 15 minutes a person exercises they get one, two, or three points depending on the intensity of the exercise or the amount of exertion they put into the exercise. Intensity is broken down into three categories: low, moderate, and high.*

- **Low** - no sweating and there isn't a noticeable change in your breathing pattern.
- **Moderate** – break a sweat after 10 minutes of exercise and breathing becomes deeper
- **High** – break a sweat after 3-5 minutes of exercise and breathing is rapid and deep

*It should be noted that each person is different. For one person walking a mile may be low intensity, but for another person, who is not in good physical shape, it may be high intensity. Be your own judge.

Low Intensity: 1 point

Housework

washing the car

walking

beginner's yoga

Bowling

Wii games

Moderate Intensity: 2 points

Walking briskly

Water aerobics

Bicycling leisurely

Yard work

Weight training

Roller blading

High Intensity: 3 points

Race walking, jogging, or running

Swimming laps

Tennis

Bicycling

Basketball game

Fitness Classes

Key Dates

- March 29 – Challenge Begins
- April 1 - 6:00pm: **FREE Basic Health Screening**: Height, weight, blood pressure, BMI. Meet at the Providence Care, 913 Shiedley Ave, Bonner Springs, KS 66012
- April 15 - 6:00pm: *Reading and Understanding Food Labels Class* by Lara Whetstone from Providence Medical Center at the Community Center
- April 18 - Goal 1 - 45 activity points.
- May 6 - 6:30pm: *Healthy Cooking Class* by Patti Shirley of Encouraging Connections at Community Ctr
- May 9 - Goal 2 - 90 total points.
- May 23 - Goal 3 - 120 total points.
- May 23 - End of event pool party at Aquatic Park from 7-9pm.
- May 27 - 6:00pm: **FREE** follow up health screening - Providence Care in Bonner Springs

Weekly Health and Fitness Tips will be emailed to participants.



Bonner Springs Police Department

Chief's Chatter

Notes from the Chief:

Welcome to the first issue of Chief's Chatter. I will use this newsletter format to help keep everyone abreast of any changes that are on the way.

- ◆ The consensus for acknowledging each trainer within the department was to have a ribbon, like an award bar indicating "Police Instructor". Sgt. Zaretski has contacted the company that makes our award ribbons and a proof has been sent to him. It looks great! We don't have a date when they will be ready, but we'll let you know as soon as we do.
- ◆ We are all anxious for summer to arrive. The consensus in our staff meeting was to have stars above the nametag to indicate years of service to the community for the short sleeve uniform shirt. (This would work when there is no room for hash marks.) The stars are available at Alamar. We will authorize silver stars for officers and gold stars for sergeants and above and one star for every five years of service.
- ◆ The Awards Policy has been updated. We have added a Life Saving Award, Top Gun Awards and an Outside Award Recognition. You can find the Award Policy in the share drive or come see me with any questions.
- ◆ Sgt. Zaretski has distributed forms to be used in case of a Line of Duty Death or Serious Injury of an officer. Filling out these forms is not mandatory, but would be very useful in the event of an emergency. If you choose to fill out this form, be assured that all the information will remain confidential unless an event occurs. Place the completed form in the provided envelope, seal it with evidence tape and don't forget to put your name on the outside of the envelope.
- ◆ The Police Department is currently in a hiring process. The cut-off date for applications is March 14, 2014. If you have friends who may be interested in joining our police team, be sure to let them know. So far, we have received over twenty applications. On March 4, 2014, Sgt. Zaretski, Officer Farr, and Officer Pate made a recruiting trip to the Blue River Police Academy to solicit applicants.
- ◆ Officer Pate, who has expressed interest and received training in being a Public Information Officer (PIO), will be shadowing Sgt. Lockridge, who is responsible for the PIO program for the Kansas City, Kansas Police Department. A big thank you to Officer Pate for stepping up to fill this position.
- ◆ Patrol statistics for the month of February are posted in the PA building on the bulletin board. These statistics are for your information only.

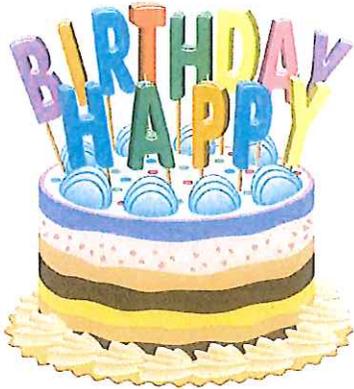
Inside this issue:

Birthday/Greetings	2
Anniversaries	2
Way to Gol	2
Way to Gol Cont'd	3
Mission & Values	3

What's in a Name?

Thanks to all the officers who shared their ideas for renaming PO III. The consensus is for Master Officer. I had several votes for Master Patrol Officer and Master Investigative Officer. Master Officer covers both, regardless of assignment. Thanks again for your ideas.

Birthday Greetings



I would like to offer Birthday greetings to the following employees with January, February and March Birthdays:

January	-	None	
February	-	Dan Farr	- 26
March	-	Dennis Cox	- 2
		Bill Mason	- 3
		Ryan Smith	- 31

Anniversaries

Salute to these employees who celebrate their anniversaries with the city:

Detective Vickie Fogarty	January 1993
Sgt. Tom Haas	January 1995
Officer Dennis Cox	January 1995
Detective Pat Budy	February 2000
Officer Anthony Davis	February 2002
Officer Mark Stites	January 2003
Officer Adam Doran	January 2005
Officer Joey Grimm	January 2008



"I will use this newsletter format to help keep everyone abreast of any changes that are on the way"



Way To Go...!

- ◆ A Days Team for the great handling of the shots fired call in the trailer park. This call netted two felons and the confiscation of an assault style rifle.
- ◆ B Nights Team for successfully deploying stop sticks to assist KHP and Lawrence PD capture a suspect in a stolen car. The suspect was arrested in Edwardsville.
- ◆ A Days Team for arresting three juveniles in a criminal trespass/burglary. Once the victim determines what was taken, if anything, juvenile charges can be filed.
- ◆ Sgt. Ed Kennedy for receiving the Outside Recognition Award and the Top Gun Dueling Tree Award.

Bonner Springs Police Department

- ◆ Officer Dan Farr for receiving the Top Gun Handgun Award.
- ◆ Officer Coleman Marshall for receiving the Top Gun Patrol Rifle Award. (He will actually be presented with the award later this month.)
- ◆ Officer Dan Farr! Look at the stats!
- ◆ Juli Hurley for having our Mission and Values put up on our website and for printing, framing and posting them in both buildings. Also, thank you, Juli Hurley for organizing the new pop and vending machine!! Please check out the new pop machine and vending machine located in the kitchen.
- ◆ Detective Fogarty for being a "Nana" again. Merida Louise, Born 03-04-14 at 5:20 p.m., 6 lbs. 5 oz. and 18" long. Congratulations!
- ◆ Angela Tate for making such a fine newsletter!

We're on the Web!
www.bonnerrsprings.org

Bonner Springs Police Department
130 North Nettleton
P. O. Box 376
Bonner Springs, Kansas 66012
Phone Number: 913-422-7800
Fax Number: 913-422-1395

Mission and Values Statement

MISSION

The mission of the Bonner Springs Police Department is to protect and serve the public, thereby enhancing their quality of life by providing the highest quality and most professional police services, performed with honor and integrity and in accordance with the values of our organization.

VALUES

As a member of the Bonner Springs Police Department, I will adhere to the following core values:

- ◆ I will display physical courage in the execution of my duties and in the confrontation of criminals and criminal activity.
- ◆ I will display moral courage by always doing the right thing and ensuring that I and those around me adhere to the highest ethical standards to include informing the highest level of the chain of command when necessary to ensure these standards are maintained.
- ◆ I will obey and enforce the laws of the City, State and Nation in a responsible, fair and equitable manner.
- ◆ I will use good and reasonable judgment in the execution of my duties by always keeping in mind my mission and values.
- ◆ I will treat the public, my fellow officers and employees with courtesy, civility, respect and dignity.
- ◆ I will be a team player and put the needs of the community above my own in the execution of my duties.
- ◆ I will perform my duties in a responsive and effective manner and always to the best of my abilities.
- ◆ I shall conduct myself both personally and professionally in a manner that is beyond ethical reproach and reflects the integrity of police professionals.

ITEM NO. 10.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens _____
Cooper _____
Reeves _____
Haas _____

Peterson _____
Knight _____
Freeman _____
Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: City Council Items

ACTION: None

STAFF RECOMMENDATION: None

ITEM NO. 11.

**City Council Regular Agenda
Monday, March 10, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens _____
Cooper _____
Reeves _____
Haas _____

Peterson _____
Knight _____
Freeman _____
Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Mayor's Report

ACTION: None

STAFF RECOMMENDATION: None

The Mayor will give a verbal report at the meeting on Monday.