

**CITY COUNCIL AGENDA
Monday, December 15, 2014**

Workshop – 7:00 p.m.

- WS-1 Management Agreement/Transfer Public Housing Authority - Please refer to Regular Agenda Item No. 20

Council Meeting – 7:30 p.m.

1. 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.
 2. Minutes of the November 24, 2014 City Council Meeting
 3. Claims for City Operations for December 15, 2014
 4. Public Housing Authority Claims for December 15, 2014
 5. Authorize City Manager to Sign Claims for Year End 2014
 6. Resolution to Write Off Outstanding Accounts Payable & Payroll Warrants
 7. Write Off Uncollected Accounts - Utilities, Weeds & Miscellaneous
 8. Resolution to Write Off Uncollected Public Housing Authority Accounts
 9. Appointments to Boards & Commissions
 10. City Council Meeting Dates & Holidays for 2015
 11. Cereal Malt Beverage Renewals for 2015
 12. Massage Therapy Business Establishment License for Bodyworks
 13. Arcade License Renewal for 2015
 14. Additional Holiday Friday, December 26
- REGULAR MEETING AGENDA
15. Ordinance to Amend the KDHE Loan Agreement Originally Approved in October 2012
 16. Approve New Fees & City Fee Increases - Parks & Recreation, Solid Waste & Utilities
 17. Reject HVAC & Window Bids
 18. Resolution to Approve the Public Housing Authority 2015 Budget
 19. Approval of Pressure Reducing Valve at 142 Street
 20. Authorization for City Manager to Sign a Management Agreement for the Operation of the Public Housing Authority
 21. City Manager Appointment of City Attorney & Prosecutor
 22. City Manager's Report
 23. City Council Items
 24. 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, December 15, 2014

Life is Better in Bonner Springs

ITEM NO. WS-1

**City Council Workshop Agenda
Monday, December 15, 2014**

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

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Management Agreement/Transfer Public Housing Authority - Please refer to Regular Agenda Item No. 20

ACTION:

STAFF RECOMMENDATION:

ITEM NO. 1.

**City Council Regular Agenda
Monday, December 15, 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: 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. 2.

**City Council Regular Agenda
Monday, December 15, 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 November 24, 2014 City Council Meeting

ACTION: Make a Motion to Approve the Minutes of the Regular Meeting Held on November 24, 2014.

STAFF RECOMMENDATION: The City Clerk Recommends Approval

Enclosed are the minutes for approval and attached is the Workshop Summary as information.

City Council Workshop Meeting – Monday, November 24, 2014 – 6:45 p.m.

Governing Body Present: Mayor Jeff Harrington; Councilmembers: Tom Stephens, Racheal Haas, Jack Knight, Eric Freeman and Joe Peterson

Governing Body Absent: Councilmembers George Cooper, Bob Reeves and Rodger Shannon

City Staff Present: Jack Helin; City Manager; Rita Hoag, City Clerk; Amber McCullough, City Clerk; Tillie LaPlante, Finance Director; Rick Sailler, Utilities Director and Skip Dobbs, Parks and Recreation Director

WS – 1 – City Fee and Rate Increases –

The Parks and Recreation Director made a presentation:

- Recommends the City Council approve a new fee for Party Packages at the Aquatic Park.
- Fees recommended are:
 - Ten Person - \$90 to include ten kids, two adults, two large pizzas from Simple Simons and ten 20-ounce sodas.
 - Fifteen Person - \$135 to include fifteen kids, three adults, three large pizzas from Simple Simons and fifteen 20-ounce sodas.
 - Twenty Person - \$180 to include twenty kids, four adults, four large pizzas from Simple Simons and twenty 20-ounce sodas.
- The City sold twelve packages in 2014 and will increase marketing with a goal to sell twenty packages in 2015.
- Fees compare to other area aquatic facilities.

The City Clerk made a presentation:

- Recommends the City Council approve a fee increase for residential trash and curbside recycle from \$13.70 to \$14.50 effective January 1, 2015.
- The fee the City pays the Unified Government will increase January 1, 2015 from \$13.38 to \$14.10.
- The fee increase for Bonner Springs residents will provide a forty-cent (\$.40) cushion for administration and maintains a cash carryover in the Solid Waste Fund.

The Utilities Director made a presentation:

Water System Impact Fees: The 2105 Water and Wastewater budgets included a two percent (2%) increase for water and an eight percent (8%) increase for wastewater service and usage fees effective January 1, 2015. Staff recommends Water System Impact Fee changes as follows:

- 5/8" Meter – Residential - from \$2385 to \$2,500
- 5/8" Meter – Irrigation – from \$1,775 to \$ 1,500
- 1" Meter – Commercial – from \$4,540 to \$5,000
- 1" Meter – Irrigation – from \$2,815 to \$3,000
- 2" Meter – Domestic – from \$11,175 to \$12,500
- 2" Meter – Irrigation – from \$6,990 to \$7,500
- 3" Meter – from \$23,405 to \$30,000
- 3" Meter – Irrigation - \$18,000

Wastewater System Impact Fees: Staff recommends Wastewater System Impact Fee changes as follows:

- 5/8 " Residential - from \$3,855 to \$4,000
- 1" Commercial - from \$7,705 to \$8,090
- 2" System Impact Fee - from \$13,175 to \$14,750
- 3" System Impact Fee - \$32,250

Outside City Limits Water System Impact Fees: Staff recommends to add “Outside City Limits” System Impact Fees as follows:

- 5/8 ” System Impact Fee - \$6,110
- 1” System Impact Fee - \$10,000
- 2” System Impact Fee - \$25,000
- 3” System Impact Fee - \$60,000
- 4” System Impact Fee - \$100,000

The meeting adjourned at 7:24 p.m.

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

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

Governing Body Present: Mayor Jeff Harrington; Councilmembers: Tom Stephens, Racheal Haas, Jack Knight, Eric Freeman and Joe Peterson

Governing Body Absent: Councilmembers George Cooper, Bob Reeves and Rodger Shannon

City Staff Present: Jack Helin, City Manager; Rita Hoag, City Clerk; Amber McCullough, City Clerk; Tillie LaPlante, Finance Director; Don Slone, Planning Director; Brian Hunt, Building Official and Rick Sailer, Utilities Director

The Mayor opened with the Pledge of Allegiance to the Flag of the United States of America.

Item No. 1 – Plaque Presentation by Kansas Division of Water Resources for FEMA Community Rating System Achievement – Tom Morey, Kansas Division of Water Resources for FEMA, presented a plaque to recognize the City's acceptance into the Community Rating System program. The rating provides reductions in flood insurance premiums. Don Slone, Planning Director; Brian Hunt, Building Official and Melissa Mitchell, Unified Government of Wyandotte County/Kansas City, Kansas, worked together to achieve the goal and accepted the CRS plaque on behalf of the City.

Item No. 2 - Citizen Concerns About Items Not on Today's Agenda – None Presented.

CONSENT AGENDA

The Mayor read the Consent Agenda Items 3 through 7 and asked the Staff, audience or City Council if they wished to remove an item for separate consideration. No items were removed.

Item No. 3 – Minutes of the November 10, 2014 City Council Meeting – Presented for approval.

Item No. 4 – Claims for City Operations – November 24, 2014 – Presented for approval were the Supplement Claims in the amount of \$44,460.26 and Regular Claims in the amount of \$60,085.96.

Item No. 5 – Public Housing Authority Claims – November 24, 2014 – Presented for approval in the amount of \$13,508.27.

Item No. 6 – Addendum to State Set Off Agreement – Staff enclosed an addendum by the State Set Off Program to amend the current agreement approved by the City Council in December 2003. The Set Off Program will no longer charge a CACOLLECT fee but will increase the Collection Fee from 18.4% to 19% effective January 1, 2015. The addendum applies to all accounts the City has with the Set Off Program.

Item No. 7 – Appointments to Boards and Commissions – Library Board: Appoint Jen Anders to fill the position held by Jane Rink who can no longer serve since she is now a Library employee. Ms. Anders will fill the unexpired term which ends April 2018.

CONSENT AGENDA APPROVAL

Stephens made a Motion to Approve the Consent Agenda as presented. Peterson seconded the motion and it carried on a vote of five to zero. Councilmember Stephens abstained on Check No. 125495.

REGULAR MEETING AGENDA

Item No. 8 – Public Hearing for Kansas Public Water Supply Loan Fund for Water System Pipeline and Water Treatment Plant Improvements –

The Mayor opened the Public Hearing at 7:37 p.m.

The Public Works Director made a presentation:

- The City Council in the Workshop Meeting in January 2014 reached consensus to apply for a loan through the Kansas Public Water Supply Loan Fund (KPWSLF) program in an amount of \$2,000,000.
- The City Clerk published a notice of a Public Hearing on November 24, 2014 at 7:30 p.m.
- The estimated cost to design and construct the Morse Waterline is \$800,000.
- The estimated cost to design and construct the Water Treatment Plant Improvements is \$1,120,000
- The final loan amount is based on the actual Project costs. The annual debt payment on a \$2,000,000 loan at the current interest rate of 2.56% is \$130,000. This is about a \$3.35 or 7.5% increase on the average monthly residential water bill.
- Staff recommends the City Council approve a Resolution to authorize the completion of a KPWSLF application in a total amount of \$2,000,000 to fund the Morse Avenue Waterline and Improvement to the Water Treatment Plant project.

The Mayor closed the Public Hearing at 7:44 p.m.

Item No. 9 - Resolution to Authorize Completion of an Application to the Kansas Department of Health and Environment for a Loan in the Approximate Amount of \$2,000,000 –

➤ Staff included in the agenda a Resolution which KDHE requires the City Council approve to move forward with the loan application.

➤ After the City Council approves the Resolution, Staff will complete the application for submission to the Kansas Department of Health and Environment.

Peterson made a Motion to Approve a Resolution to Authorize Completion of an Application to the Kansas Department of Health and Environment for a Loan in the Approximate Amount of \$2,000,000. Knight seconded the motion and it carried on a vote of five to zero. **Assigned Resolution No. 2014-15.**

Item No. 10 – Award Bid Headworks Operation Facility Electrical Upgrade Project –

The Utilities Director made a presentation:

➤ The City received two bids for the Headworks Operation Facility Electrical Upgrade Project: Yates Electrical Co., Inc. - \$27,498 and Capital Electrical Construction Co., Inc. - \$30,654.

➤ The Contractor will relocate the controls and electrical systems out of the dry-well at the Wastewater Treatment Plant into the new control room constructed in 2013.

➤ Staff recommends the City Council award the bid for the Wastewater Treatment Plant Headworks Operation Facility Electrical Upgrade Project to Yates Electrical Co., Inc. in the total amount of \$27,498.

➤ The 2014 Wastewater Operating Budget includes \$55,000 for this project. The System Integrator's estimated cost to complete the project is \$21,775 for a total estimated cost of \$49,273 which leaves a balance of \$5,727.

Haas made a Motion to Award the Bid for the Headworks Operation Facility Upgrade Project to Yates Electrical Co., Inc. in the Total Amount of \$27,498. Peterson seconded the motion and it carried on a vote of five to zero.

Item No. 11 – Wastewater Treatment Plant Headworks Operation Telemetry System Integration Upgrade –

➤ R.E. Pedrotti Company is the selected System Integrator for the Wastewater Treatment Plant. They are a sole source contractual provider.

➤ R.E. Pedrotti provided an estimate for the project of \$21,775.

➤ Staff recommends the City Council award the Telemetry design, work to program and Control Panel construction to R.E. Pedrotti Company in the total amount of \$21,775.

Peterson made a Motion to Award the Wastewater Treatment Plant Headworks Operation Telemetry System Integration Upgrade to R.E. Pedrotti Company in the Total Amount of \$21,775. Stephens seconded the motion and it carried on a vote of five to zero.

Item No. 12 – City Manager's Report – The City Manager added:

➤ Deffenbaugh will begin to collect trash for the entire City on Tuesdays to begin on December 2.

➤ Provided a breakdown of costs for the reduced fund amount for the Marc Grant for the K-32 Corridor Study.

➤ Congratulated Detective Farr for recognition by Mothers Against Drunk Driving.

➤ The eastbound I-70 ramp onto K-7 is open.

➤ The 118 Street bridge is open.

➤ The City received a Thank You note from Sunflower Hills for work done.

➤ This year the City will not send out reminders and warnings about the snow removal regulations.

➤ Anyone who wants to volunteer for the Snow Angels program should contact Barb Bille.

➤ Candy Cane Christmas parade participants should be at the First Christian Church at 6:00 p.m.

➤ Received a letter of resignation from Krista Gentry, Public Housing Director.

➤ The public reception for Rita's retirement is on December 22 in the Sunflower Room at the Community Center.

➤ Wished everyone a Happy Thanksgiving.

Item No. 13 – City Council Items –

➤ Knight asked how was the Bonner Animal Rescue meeting? The City Manager replied the City is in the process of negotiating with the Great Plains ASPCA for service.

➤ Haas wished everyone a Happy Thanksgiving.

➤ Stephens attended the high school Site Council meeting. The high school plans to renovate the auditorium and the athletic complex. He commended the Pow Wow, the high school newspaper, on the high quality writing.

Item No. 14 – Mayor's Report –

➤ Asked when will work finish on the ramp from K-7 onto I-70? The City Manager stated KDOT expects to complete work before Christmas.

➤ Participated in a meeting with the school district and local realtors to better promote the school district.

➤ Attended the Kansas Teacher of the Year Awards. Two Bonner Springs High School teachers were nominated for the award.

- Requested City employees get December 26 off. Staff will place the item on the December 15 Agenda for City Council consensus.
- Appreciates the Vaughn Trent Holiday Basket program and invited everyone to the Mayor's Christmas Tree lighting.

The meeting adjourned at 8:11 p.m. _____ Amber McCullough, City Clerk

ITEM NO. 3.

**City Council Regular Agenda
Monday, December 15, 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 December 15, 2014

ACTION: Make a Motion to Approve the Claims for City Operations for December 15, 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 \$142,222.71 and the Regular Claims in the amount of \$255,264.46 and includes a payment to Shawnee Mission Ford for two budgeted Police vehicles.

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: 12/10/2014

Time: 5:00 pm

Bonner Springs City Hall

BANK: UNION BANK & TRUST

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST Checks							
125510	11/21/2014	Reconciled		2470	ATMOS ENERGY	GAS SERVICE	3.18
125511	11/21/2014	Void	11/21/2014			Void Check	0.00
125512	11/21/2014	Void	11/21/2014			Void Check	0.00
125513	11/21/2014	Void	11/21/2014			Void Check	0.00
125514	11/21/2014	Void	11/21/2014			Void Check	0.00
125515	11/21/2014	Void	11/21/2014			Void Check	0.00
125516	11/21/2014	Void	11/21/2014			Void Check	0.00
125517	11/21/2014	Void	11/21/2014			Void Check	0.00
125518	11/21/2014	Void	11/21/2014			Void Check	0.00
125519	11/21/2014	Void	11/21/2014			Void Check	0.00
125520	11/21/2014	Void	11/21/2014			Void Check	0.00
125521	11/21/2014	Reconciled		6536	BANKCARD PROCESSING CENTER	TRAINING/MED EQUIPMENT,BENCH	9,914.77
125522	11/21/2014	Reconciled		0117	BOARD OF PUBLIC UTILITIES	WATER USAGE/OCTOBER 2014	10,929.46
125523	11/21/2014	Printed		0122	BONNER SPGS FIREFIGHTERS ASSC	PAYROLL DEDUCTIONS	92.50
125524	11/21/2014	Reconciled		7193	CHASE PROCESSING	PAYROLL DEDUCTIONS	620.00
125525	11/21/2014	Reconciled		3665	W H GRIFFIN, TRUSTEE	PAYROLL DEDUCTIONS	1,656.00
125526	11/21/2014	Reconciled		0898	ICMA RETIREMENT CORPORATION	PAYROLL DEDUCTS/BENEFITS	3,648.41
125527	11/21/2014	Reconciled		0981	ING FINANCIAL PARTNERS	PAYROLL DEDUCTIONS	1,169.48
125528	11/21/2014	Reconciled		3960	JOHN HANCOCK	PAYROLL DEDUCTS/BENEFITS	310.00
125529	11/21/2014	Printed		6159	KANSAS COURT OF TAX APPEALS	TAX EXEMPT APP-PD BLDG	400.00
125530	11/21/2014	Reconciled		2195	KANSAS PAYMENT CENTER	PAYROLL DEDUCTIONS	1,101.37
125531	11/21/2014	Printed		1428	KANSAS STATE UNIVERSITY	2014 SCHOLARSHIP-SENIOR CENTER	1,000.00
125532	11/21/2014	Reconciled		9879	MAINSTREET CREDIT UNION	PAYROLL DEDUCTIONS	2,672.32
125533	11/21/2014	Reconciled		8001	MIDWEST PUBLIC RISK	HEALTH,DENTAL,VISION INSURANCE	64,057.48
125534	11/21/2014	Printed		7206	NATIONAL INSURANCE MARKETING	PAYROLL DEDUCTIONS	2,419.83
125535	11/21/2014	Reconciled		2933	EMILY NELSON	VOLLEYBALL UMPIRE FEES	28.00
125536	11/21/2014	Reconciled		1727	ALEXIS SECHRIST	VOLLEYBALL UMPIRE FEES	98.00
125537	11/21/2014	Reconciled		1633	PAYTON SECHRIST	VOLLEYBALL UMPIRE FEES	98.00
125538	11/21/2014	Reconciled		3790	WESTAR ENERGY	ELECTRIC SERVICE	65.90
125539	11/24/2014	Reconciled		3190	JEFFREY W HARRINGTON	REPLACES CHECK #125456	306.71
125540	12/05/2014	Printed		4413	AT & T 5001	PHONE SERVICE	3,164.28
125541	12/05/2014	Printed		7084	AT&T U-VERSE	INTERNET SERVICE 10/10-11/9	340.00
125542	12/05/2014	Printed		2470	ATMOS ENERGY	GAS SERVICE	1,454.13
125543	12/05/2014	Printed		5588	JAMES BALLEW	INSTALLATION CHRISTMAS LIGHTS	1,375.00
125544	12/05/2014	Printed		7193	CHASE PROCESSING	PAYROLL DEDUCTIONS	620.00
125545	12/05/2014	Printed		0898	ICMA RETIREMENT CORPORATION	PAYROLL DEDUCTS/BENEFITS	3,700.24
125546	12/05/2014	Printed		0981	ING FINANCIAL PARTNERS	PAYROLL DEDUCTIONS	1,135.69
125547	12/05/2014	Printed		3960	JOHN HANCOCK	PAYROLL DEDUCTS/BENEFITS	310.00
125548	12/05/2014	Printed		2195	KANSAS PAYMENT CENTER	PAYROLL DEDUCTIONS	1,101.37
125549	12/05/2014	Printed		2014	KCPL	ELECTRIC SERVICE	126.30
125550	12/05/2014	Printed		9879	MAINSTREET CREDIT UNION	PAYROLL DEDUCTIONS	2,672.32
125551	12/05/2014	Printed		3361	PURCHASE POWER	POSTAGE FOR METER	1,250.00
125552	12/05/2014	Printed		1811	RICOH USA, INC.	COPIER LEASES	791.47
125553	12/05/2014	Printed		2959	MELISA VERSHER	COURT BOND REFUND	84.00
125554	12/05/2014	Printed		3790	WESTAR ENERGY	ELECTRIC SERVICE	23,506.50

Total Checks: 45 Checks Total (excluding void checks): 142,222.71

Total Payments: 45 Bank Total (excluding void checks): 142,222.71

Total Payments: 45 Grand Total (excluding void checks): 142,222.71

Check Register Report

CHECK REGISTER

Date: 12/10/2014

Time: 4:57 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							
125555	12/10/2014	Printed		0015	A-1 SEWER & SEPTIC SVC INC	COLLECTION SYST MAINT	5,419.45
125556	12/10/2014	Printed		3169	AKAWAM	COFFEE SERVICE-PW,UT,CH	303.66
125557	12/10/2014	Printed		3562	ALAMAR	UNIFORMS-POLICE	518.86
125558	12/10/2014	Printed		0402	ALDEN-HARRINGTON FUNERAL HOME	PLANTS (2)	86.00
125559	12/10/2014	Printed		1191	ALLIANCE PUMP & MECHANICAL INC	WELL #4 REHABILITATION-UT	17,837.16
125560	12/10/2014	Printed		2894	ARROW INTERNATIONAL	MEDICAL SUPPLIES-EMS	1,111.08
125561	12/10/2014	Printed		5615	AT & T 5011	SPECIAL CIRCUITS & ALARMS	291.58
125562	12/10/2014	Printed		5184	AT & T MOBILITY	MOBILE PHONE SERVICE	1,999.29
125563	12/10/2014	Printed		2470	ATMOS ENERGY	GAS SERVICE	4,027.88
125564	12/10/2014	Printed		0109	BERNING TIRE COMPANY	VEH MAINT & FLAT REPAIRS	265.20
125565	12/10/2014	Printed		6185	BLESSED TRINITY HOME HEALTH	RENTAL DEPOSIT REFUND	200.00
125566	12/10/2014	Printed		2849	BOCKYN LLC	RECREATION SOFTWARE FEES	150.00
125567	12/10/2014	Printed		6043	BONNER SPGS CHIEFTAIN	SUBSCRIPTION RENEWAL-SC	37.00
125568	12/10/2014	Printed		0170	BONNER SPGS THRIFTWAY	WATER FOR CITY COUNCIL	9.58
125569	12/10/2014	Printed		7027	BONNER SPRINGS ANIMAL CARE CTR	VET SERVICES-PD	2,357.00
125570	12/10/2014	Printed		4172	BOUND TREE MEDICAL	MEDICAL SUPPLIES-EMS	993.90
125571	12/10/2014	Printed		7102	CENTRAL SECURITY GROUP-	SECURITY SYSTEM MONITORING	172.00
125572	12/10/2014	Printed		0019	CHEMQUEST INC	CHEMICALS-WATER	3,291.75
125573	12/10/2014	Void	12/10/2014			Void Check	0.00
125574	12/10/2014	Printed		0144	CITY OF BONNER SPRINGS KS	SECURITY DEPOSITS APPLIED	1,700.00
125575	12/10/2014	Printed		3939	CITY OF EDWARDSVILLE	ENGINEERING SVC- WWT	958.00
125576	12/10/2014	Printed		2410	CITY TREASURER KCK	RESIDENTIAL REFUSE SVC	30,118.38
125577	12/10/2014	Printed		0222	CONRAD FIRE EQUIPMENT INC	PROTECTIVE GEAR-FIRE	326.70
125578	12/10/2014	Printed		4716	DAVE'S PLUSS CONSTRUCTION	ASPHALT RESTORATION-UT	4,380.60
125579	12/10/2014	Printed		0238	DEFFENBAUGH DISPOSAL SERVICE	DUMPSTER RENTALS	272.00
125580	12/10/2014	Printed		4329	JAMES DOBBS	MILEAGE EXPENSE 10/27-11/14/14	63.67
125581	12/10/2014	Printed		1075	DSA PRECISION CLEANING	CUSTODIAL SUPPLIES	383.88
125582	12/10/2014	Printed		0276	ENVIRONMENTAL LABORATORIES	UT SAMPLES/ANALYSIS-AUGUST	2,459.00
125583	12/10/2014	Printed		2588	ENVIRONMENTAL RESOURCE ASSOC	WASTEWATER STUDY-UT	88.55
125584	12/10/2014	Printed		5516	EXECUTIVE MARKETING PROMOTIONS	UNIFORMS F/REC PROGRAMS	3,710.22
125585	12/10/2014	Printed		2621	EXPRESS WASH AMERICA LLC	CAR WASHES-UT	24.00
125586	12/10/2014	Void	12/10/2014			Void Check	0.00
125587	12/10/2014	Printed		4342	FELDMANS	UNIFORMS,BLOWER,CHAINS,OIL	915.04
125588	12/10/2014	Printed		2965	THERESA FIELDS	RENTAL DEPOSIT REFUND	100.00
125589	12/10/2014	Printed		7225	FORTILINE, INC	DISTRIBUTION MAINT SUPPLIES	450.00
125590	12/10/2014	Printed		2970	GEOSOURCE	SECURITY DEPOSIT REFUND	1,039.60
125591	12/10/2014	Printed		1942	GRASS PAD INC	STRAW BALE-UT	29.75
125592	12/10/2014	Printed		2961	BROOKE HALLER	RENTAL DEPOSIT REFUND	100.00
125593	12/10/2014	Printed		2430	HAMBLIN PETROLEUM	MOTOR FUEL	9,715.95
125594	12/10/2014	Printed		9428	MARCIA HARRINGTON	IEDC CONFERENCE EXPENSE	240.56
125595	12/10/2014	Printed		1089	HAWKINS, INC	CHEMICALS-UT	2,468.00
125596	12/10/2014	Printed		4275	HAYNES EQUIPMENT CO INC	PUMP REPAIR-UT	377.09
125597	12/10/2014	Printed		2813	HD SUPPLY WATERWORKS LTD	DISTRIBUTION MAINT SUPPLIES-UT	1,355.92
125598	12/10/2014	Printed		2967	JACKIE HEAD	RENTAL DEPOSIT REFUND	100.00
125599	12/10/2014	Printed		7242	HELGET GAS PRODUCTS INC	OXYGEN - EMS	255.14
125600	12/10/2014	Printed		8192	JOHN HELIN	CORRECTED MILEAGE MPR CONF	126.56
125601	12/10/2014	Printed		2966	EVA HICKMAN	RENTAL DEPOSIT REFUND	100.00
125602	12/10/2014	Printed		2964	MYKA HOSKINS	RENTAL DEPOSIT REFUND	100.00
125603	12/10/2014	Printed		2978	INTEGRITY CAPITAL HOLDING	SECURITY DEPOSIT REFUND	59.52
125604	12/10/2014	Printed		3289	J & D EQUIPMENT INC	SPREADER/SANDER REPL PARTS-PW	809.28
125605	12/10/2014	Printed		1236	MELVA JARRETT	RENTAL DEPOSIT REFUND	150.00
125606	12/10/2014	Void	12/10/2014			Void Check	0.00

Check Register Report

CHECK REGISTER

Date: 12/10/2014

Time: 4:57 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							
125607	12/10/2014	Void	12/10/2014			Void Check	0.00
125608	12/10/2014	Void	12/10/2014			Void Check	0.00
125609	12/10/2014	Printed		2503	JAYS UNIFORMS	UNIFORMS-FIRE	1,151.19
125610	12/10/2014	Printed		1022	JO CO LANDFILL INC	LANDFILL CHARGES/OCT-NOV	4,659.90
125611	12/10/2014	Printed		1596	JOHN DEERE LANDSCAPES	TREE & IRRIGATION SUPPLIES	102.14
125612	12/10/2014	Printed		5345	JOHNSON COUNTY	WASTEWATER CHARGES/NOV	88.12
					WASTEWATER		
125613	12/10/2014	Printed		2014	KCPL	ELECTRIC SERVICE	505.39
125614	12/10/2014	Printed		0406	KELLER FIRE & SAFETY INC	FIRE EXTINGUISHER INSPECTION	77.00
125615	12/10/2014	Printed		2000	KS ASSOC OF CHIEFS OF POLICE	HIRING MATERIALS-PD	15.00
125616	12/10/2014	Printed		4578	KSAWWA	WATER TREATMENT TRAINING-UT	60.00
125617	12/10/2014	Printed		1921	KUSTOM SIGNALS INC	CRASH DETECT KIT-PD	172.65
125618	12/10/2014	Printed		3003	LAKE OF THE FOREST INC	REFUSE SUBSIDY	247.00
125619	12/10/2014	Printed		0852	LANMAN INCORPORATED	COMPUTER MAINT/REPAIRS	2,035.00
125620	12/10/2014	Printed		5868	ANGIE LARSON	SECURITY DEPOSIT REFUND	47.10
125621	12/10/2014	Printed		2419	LARUE DISTRIBUTING INC	COFFEE & SUPPLIES-PD/EMS	322.84
125622	12/10/2014	Printed		3603	LEI VALLEY REDEVELOPMENT LLC	REIMBURSE OFF-SITE SEWER	6,000.00
125623	12/10/2014	Printed		2248	LIFELINE TRAINING, LTD	TACTICAL LEADER TRAINING-PD	387.00
125624	12/10/2014	Printed		1138	LIGHT BULBS ETC	CHRISTMAS LIGHTS-PW	58.76
125625	12/10/2014	Printed		1836	LOWE'S CREDIT SERVICES	DOG PARK SUPPLIES,FLOOR GLUE	107.49
125626	12/10/2014	Printed		2977	ANDREW LUCHT	SECURITY DEPOSIT REFUND	66.59
125627	12/10/2014	Printed		3373	LUKE HTG & AIR CONDITIONING	HEATER REPAIRS/MAINT	354.00
125628	12/10/2014	Printed		4478	MADDEN PREPRINT MEDIA	AD F/KS TRAVEL GUIDE-CTC	1,675.00
125629	12/10/2014	Printed		9817	MEDASSURE HEARTLAND, LLC	MEDICAL WASTE DISPOSAL-EMS	36.05
125630	12/10/2014	Printed		2710	METRO ASPHALT, INC	SECURITY DEPOSIT REFUND	997.68
125631	12/10/2014	Printed		6137	METRO COURIER INC	DELIVERY CHARGES-UT	42.54
125632	12/10/2014	Printed		3443	WES MILLS	NAME PLATES F/NEW CITY CLERK	34.10
125633	12/10/2014	Printed		6849	MJV-A LLC	UNIFORM CLEANING-PD	542.59
125634	12/10/2014	Printed		2974	PATRICK MOORE	SECURITY DEPOSIT REFUND	44.75
125635	12/10/2014	Printed		3094	NORRIS EQUIPMENT CO LLC	LAWNMOWER REPAIRS-PARKS&REC	1,501.43
125636	12/10/2014	Printed		5050	NORTHERN SAFETY CO INC	UNIFORMS-UT	127.17
125637	12/10/2014	Void	12/10/2014			Void Check	0.00
125638	12/10/2014	Void	12/10/2014			Void Check	0.00
125639	12/10/2014	Printed		6709	NUTS & BOLTS	BULBS,BRICKS,ZIP TIES,FAN	416.03
125640	12/10/2014	Printed		0947	O'REILLY AUTO STORES INC	VEH BATTERIES,EQUIPMENT MAINT	394.37
125641	12/10/2014	Printed		0187	OLATHE WINWATER WORKS	METER PARTS &DIST MAINT SUPPLY	438.70
125642	12/10/2014	Printed		2126	OMNI SVC GROUP LLC	NOV AMB BILLING	1,151.75
125643	12/10/2014	Printed		3393	PACE ANALYTICAL	LAB TESTING F/WWTP	652.00
125644	12/10/2014	Printed		3618	PENNYS CONCRETE INC	CONCRETE-PW	166.90
125645	12/10/2014	Printed		3531	PERRY & TRENT LLC	PROSECUTOR & LEGAL SVC	8,319.10
125646	12/10/2014	Printed		2884	PITNEY BOWES	INK CARTRIDGE F/POSTAGE	65.44
125647	12/10/2014	Printed		9985	PONZER YOUNGQUIST P.A.	ENGINEER SVC F/LFLS PROJECT-UT	588.00
125648	12/10/2014	Printed		7022	POSTMASTER	FIRST CLASS MAIL POSTAGE	825.00
125649	12/10/2014	Printed		7022	POSTMASTER	PO BOX RENTAL FEE RENEWAL	232.00
125650	12/10/2014	Printed		2958	JUSTIN R. POWELL	IMAGES F/EXERCISE TRAIL SIGNS	150.00
125651	12/10/2014	Printed		0904	PREDATOR TERMITE & PEST CONTRL	LAWN MAINTENANCE, PEST CONTROL	581.00
125652	12/10/2014	Printed		2838	PREMIER AUTOMOTIVE OF BS KS	VEHICLE REP/MAINT-PW/UT/PD	3,376.55
125653	12/10/2014	Printed		7032	PRINTING SYSTEMS	TAX FORMS & ENVELOPES	215.21
125654	12/10/2014	Printed		0646	PUSHWATER ENTERPRISES INC	BUSINESS CARS & FLYERS	322.14

Check Register Report

CHECK REGISTER

Date: 12/10/2014

Time: 4:57 pm

Page: 3

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							
125655	12/10/2014	Printed		5302	R E PEDROTTI CO INC	TELEMETRY COMMUNICATION-UT	148.00
125656	12/10/2014	Printed		8035	REEVES-WIEDEMAN COMPANY	RESTROOM SUPPLIES-COMM CENTER	20.49
125657	12/10/2014	Printed		2566	RICHARD REINWALD JR	PLANT MAINTENANCE-WTP	490.00
125658	12/10/2014	Printed		1570	RESCARE KANSAS INC	LANDSCAPING MAINTENANCE	162.50
125659	12/10/2014	Printed		1811	RICOH USA, INC.	COPIER LEASES	266.75
125660	12/10/2014	Printed		2968	ANDREW ROBENS	RENTAL DEPOSIT REFUND	100.00
125661	12/10/2014	Printed		6120	ROK BROTHERS INC	VEH MAINT/REPAIRS-PD	109.42
125662	12/10/2014	Printed		2962	KEVIN ROTH	RENTAL DEPOSIT REFUND	200.00
125663	12/10/2014	Printed		1073	SAFELITE FULFILLMENT INC	VEH MAINT/REPAIRS-PD	286.85
125664	12/10/2014	Printed		2971	SUSAN DIANE SCOTT	SECURITY DEPOSIT REFUND	37.08
125665	12/10/2014	Printed		6495	JUSTUS A SEATON	SOCCER UMPIRE FEES	115.00
125666	12/10/2014	Printed		8441	SHAWNEE COPY CENTER	NEWSLETTER/CALENDAR/DOOR SIGN	115.00
125667	12/10/2014	Printed		8822	SHAWNEE MISSION FORD INC	2015 FORD EXPEDITION/EXPLORER	51,730.00
125668	12/10/2014	Printed		2927	SHRED-IT US JV LLC	SHREDDING SERVICE-EMS	47.80
125669	12/10/2014	Printed		6245	LORNA SIMMS-CARTER	SECURITY DEPOSIT REFUND	10.80
125670	12/10/2014	Printed		9993	SOUTHEASTERN EMERGENCY	MEDICAL SUPPLIES-EMS	805.05
125671	12/10/2014	Printed		9832	TANIA STANLEY	RENTAL DEPOSIT REFUND	100.00
125672	12/10/2014	Printed		6081	STAPLES ADVANTAGE	TONER,SHREDDER BAGS,PADS,GLUE	339.30
125673	12/10/2014	Printed		2963	WILLIAM STEBBINS JR.	ROOM RENTAL REFUND	185.00
125674	12/10/2014	Printed		2949	TOM STEPHENS	CORRECTED MILEAGE TO MPR CONF	126.56
125675	12/10/2014	Printed		0766	T A STOLFUS DVM	VET SERVICES-PD	1,783.00
125676	12/10/2014	Printed		7044	TARGET DIRECT MARKETING	2015 PROGRAM CALENDARS F/P&R	5,700.00
125677	12/10/2014	Printed		2466	TFM COMM INC	NEW VEHICLE EQUIPMENT-PD	5,140.05
125678	12/10/2014	Printed		6802	TOTAL ELECTRIC CONTRACTORS INC	TRAFFIC SIGNAL REPAIRS	6,723.25
125679	12/10/2014	Printed		2887	AMIE TRAFTON	RENTAL DEPOSIT REFUND	100.00
125680	12/10/2014	Printed		3388	TRINITY AUTOMOTIVE INC	VEH MAINT-PD	457.09
125681	12/10/2014	Printed		2960	UNIFIED GOVERNMENT TREASURY	TAXES COLLECTED 130 N NETTLETN	4,749.71
125682	12/10/2014	Printed		3736	UNIFIED TREASURER	PRISONER CARE-PD	2,315.25
125683	12/10/2014	Void	12/10/2014			Void Check	0.00
125684	12/10/2014	Printed		6819	UNIFIRST COPORATION	UNIFORM,RUG RENTAL-PW,UTIL	548.96
125685	12/10/2014	Printed		5442	UNITED COMMUNICATIONS CORP	PAGER REPAIRS-FIRE	156.35
125686	12/10/2014	Printed		6332	UTILITY SOLUTIONS LLC	SWINGSTER MANHOLE LINING-UT	4,000.00
125687	12/10/2014	Printed		2973	CASIE VALLEJO	SECURITY DEPOSIT REFUND	55.80
125688	12/10/2014	Printed		3823	VAUGHN TRENT COMMUNITY SVCS	DONATION F/XMAS BASKETS-SC	80.00
125689	12/10/2014	Printed		0915	VERIZON WIRELESS	COMMUNICATION - IND PK - UT	20.18
125690	12/10/2014	Printed		8404	VESTA LEE LUMBER COMPANY	SHEETROCK,LUMBER & SCREWS	92.75
125691	12/10/2014	Printed		2957	W VIELHAUER PLUMBING LLC	WATER HEATER REPAIR -FIRE/EMS	700.00
125692	12/10/2014	Printed		0712	W W GRAINGER	HYDRANT RELIEF VALVE,PAINT	1,237.04
125693	12/10/2014	Printed		4731	WALKER TOWEL & UNIFORM SVC INC	RUG RENTAL-FIRE/EMS	62.59
125694	12/10/2014	Void	12/10/2014			Void Check	0.00
125695	12/10/2014	Printed		1315	WALMART COMMUNITY GEGRB	TONER,SC ACTIVITY SUPPLIES	307.33
125696	12/10/2014	Printed		2845	WATTS UP	POLE LIGHTS & BULBS	299.41
125697	12/10/2014	Printed		3790	WESTAR ENERGY	ELECTRIC SERVICE	12,571.03
125698	12/10/2014	Printed		2969	TIFFANY WILLIAMS	RENTAL DEPOSIT REFUND	100.00
125699	12/10/2014	Printed		8411	WILSON & COMPANY ENGINEERS	ENGINEER SERVICES	10,886.80
125700	12/10/2014	Printed		4353	THE WORLD COMPANY	LEGAL PUBLICATIONS & ADS	380.80

Total Checks: 146

Checks Total (excluding void checks):

255,264.46

ITEM NO. 4.

**City Council Regular Agenda
Monday, December 15, 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 December 15, 2014

ACTION: Make a Motion to Approve the Public Housing Authority Claims for December 15, 2014

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

Enclosed are the claims in the total amount of \$12,711.69.

Check Register Report

PUBLIC HOUSING CHECK REGISTER

Date: 12/10/2014

Time: 3:54 pm

Bonner Springs City Hall

BANK: UNION BANK & TRUST-PHA

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST-PHA Checks							
97057	12/10/2014	Printed		P827	P ATMOS ENERGY	TENANT UTILITY REIMBURSEMENT	171.48
97058	12/10/2014	Printed		P636	P BERNING TIRE INC	TIRE DISPOSAL	8.00
97059	12/10/2014	Printed		P655	P CINTAS FAS LOCKBOX 636525	FIRE EXTINGUISHER INSPECTIONS	200.00
97060	12/10/2014	Void	12/10/2014			Void Check	0.00
97061	12/10/2014	Printed		P506	P CITY OF BONNER SPGS	REIMB WAGES/BENEFITS/UTIL	7,712.68
97062	12/10/2014	Printed		P627	P CRYSTAL CARNES	RENT OVERPAYMENT REFUND	2.00
97063	12/10/2014	Printed		P540	P DEFFENBAUGH DISPOSAL SVC	REFUSE SERVICE	271.54
97064	12/10/2014	Printed		P580	P DENNIS HUNT	PLUMBING MAINT 1 UNIT	85.00
97065	12/10/2014	Printed		P828	P FACTORY DIRECT APPLIANCE	REFRIGERATOR (1)	499.00
97066	12/10/2014	Printed		P422	P KRUEGER CONSULTANTS INC	CONSULTANT/ENG SVC-2012 CFP	527.01
97067	12/10/2014	Printed		P802	P LANSING HOUSING PRODUCTS	SCREEN DOOR LOCKS (10)	109.60
97068	12/10/2014	Printed		P774	P LIGHTFOOT SOFTWARE CO	SOFTWARE UPGRADES	2,460.00
97069	12/10/2014	Printed		P542	P LINDSEY SOFTWARE SYS INC	ACCOUNTING SVCS	135.00
97070	12/10/2014	Printed		P503	P LOWES COMPANIES INC	FLOOR FINISH/CUSTODIAL SUPPLY	66.92
97071	12/10/2014	Printed		P701	P MASON MONITORING INC	FIRE ALARM MONITORING	15.00
97072	12/10/2014	Printed		P800	P NUTS & BOLTS	KITCHEN FAUCET, PAINT, TAPE	100.62
97073	12/10/2014	Printed		P 712	P TENANT PI LLC	EMPLOYMENT VERIFICATION	9.50
97074	12/10/2014	Printed		P472	P WESTAR ENERGY	TENANT UTILITY REIMBURSEMENT	327.74
97075	12/10/2014	Printed		P459	P WORLD CO	PROPERTY DISPOSAL AD	10.60
Total Checks: 19						Checks Total (excluding void checks):	12,711.69
Total Payments: 19						Bank Total (excluding void checks):	12,711.69
Total Payments: 19						Grand Total (excluding void checks):	12,711.69

ITEM NO. 5.

**City Council Regular Agenda
Monday, December 15, 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: Authorize City Manager to Sign Claims for Year End 2014

ACTION: Make a Motion to Authorize the City Manager to Approve Claims for the Year End 2014

STAFF RECOMMENDATION: The City Manager, City Clerk and Finance Director Recommend Approval

For a number of years, we have had only one City Council meeting in December. This creates some problems with the payment of invoices due in 2014 that would not be paid until the first meeting in January 2015. There are four weeks between the December 15, 2014 meeting and the January 12, 2015 meeting.

The City pays bills within thirty days of receipt of an invoice or sooner if necessary. A number of invoices, for credit cards and utilities, include a penalty if not paid by a required date. The City Staff currently processes these invoices and/or refunds prior to City Council approval but show a list of those checks on a Supplement Claims Register. The City Manager is charged with the responsibility for daily operations. The City Manager, City Clerk and Finance Director must comply with state budget law that prohibits the expenditure of funds above that approved by the City Council in any fund for each fiscal year.

If the City Council approves the requested authorization, City Staff will process and mail payments for 2014 and will provide a separate 2014 Year End Supplemental Claims Register with the January 12, 2015 City Claims Item for that agenda. The City Council did approve this item for the first time in 2013.

ITEM NO. 6.

**City Council Regular Agenda
Monday, December 15, 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: Resolution to Write Off Outstanding Accounts Payable & Payroll Warrants

ACTION: Make a Motion to Approve a Resolution to Authorize the Cancellation of Certain Accounts Payable & Payroll Warrants Issued

STAFF RECOMMENDATION: The City Manager, Finance Director & City Clerk Recommend Approval

State law authorizes cities to cancel Accounts Payable and Payroll checks not cashed after publication of a list of checks in the City's official newspaper. Individuals have sixty days to contact City Hall to claim the check. The total amount to be written off is \$2,606.80.

After approval of the enclosed Resolution, all unclaimed checks will be canceled and the funds put back into the account paid from.

RESOLUTION NO. 2014-__

**A Resolution to Authorize the Cancellation of Certain Accounts
Payable and Payroll Warrants Issued by the City of Bonner Springs
as Authorized by KSA 10-816**

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

Whereas, the City issued certain individuals accounts payable and/or payroll checks that were not cashed, and

Whereas, KSA 10-816 authorizes the Governing Body to cancel and set aside such unclaimed warrants, and

Whereas, publication of the unclaimed warrants dated from August 2010 to August 2011 occurred on October 9 and 16, 2014 in the City's official newspaper that requested individuals listed in the notice to contact City Hall within 60 days, and

Whereas, the publication provided sufficient time and notice to all individuals to make a claim for their checks to be issued, and

Whereas, the Attached Exhibit A that lists all unclaimed warrants in the total amount of \$2,606.80 is a part of this Resolution.

Now, Therefore, be it Resolved by the Governing Body of the City of Bonner Springs, Kansas:

Unclaimed warrants listed on the attached Exhibit A shall be cancelled and such monies shall revert to the City fund drawn from.

Approved by the City Council and Signed by the Mayor on December 15, 2014.

Attest:

Jeff Harrington, Mayor

Amber McCullough, City Clerk

(Seal)

Notice of Outstanding Checks - City of Bonner Springs

Exhibit A

Following is a list of outstanding checks issued by the City of Bonner Springs (Prior to August 2011). If you are listed below, contact the Finance Director at City Hall at 913-667-1709 within 60 days of this publication for reissue of the designated check.

City of Bonner Springs

DIANNE HAUGH	\$50.50	JOHN S THURSTON	\$240.00
NICHELEE RICHMOND-PULLEY	\$27.49	TIM QUIGLEY	\$42.50
ANNA BAKER	\$13.00	CAITLIN HILTON	\$7.00
PERRY MARTIN	\$5.50	KS BUREAU OF INVESTIGATION	\$35.00
MIRIAH BAILEY	\$13.00	TYSON PRIER	\$2.16
PICAZO MARIO PEREZ	\$7.64	ERLINDA SWIFT	\$9.15
DANI GURLEY	\$30.00	MELISSA O'GRADY	\$3.04
DANIELLE HAGEN	\$5.51	NGA & ANGIE LE	\$50.00
NIAIA	\$250.00	REBECCA WOLFE	\$37.27
BRIAN TUCKER	\$4.00	COLORADO ELECTRIC SUPPLY	
JESSE WILCOX	\$2.00	& MIDWEST ELECTRICAL CORP	\$1,643.12
BRANDY GOLIGHTLY	\$9.00	CORY GEARIN	\$4.50
MARK HARBAUGH	\$13.17	MARK HARBAUGH	\$10.00
CORY GEARIN	\$1.50	JILL LOUISA	\$41.79
SPRING PATTERSON	\$10.00	DANIEL SANDERSON	\$38.96
		Total	\$2,606.80

ITEM NO. 7.

**City Council Regular Agenda
Monday, December 15, 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: Write Off Uncollected Accounts - Utilities, Weeds & Miscellaneous

ACTION: Make a Motion to Write Off Uncollected Accounts - Utility, Weeds & Miscellaneous Charges per the Governing Body Policy GB-03-01

STAFF RECOMMENDATION: The City Manager, City Clerk & Finance Director Recommend Approval

The Governing Body Policy GB-03-01 provides the procedure to annually write off uncollected bills.

The enclosed memorandum provides the information for uncollected charges for utilities, weed charges and other miscellaneous write offs. Collection efforts will continue after the City Council's action on Monday.

The memorandum explains the City's policy for uncollected EMS bills.

MEMORANDUM

December 10, 2014

To: Mayor and City Council

Thru: John Helin, City Manager 

From: Tillie LaPlante, Finance Director

Re: Write off of Past Due City Bills

Recommendation – Approve the write off of uncollected revenue per city policy.

Discussion – Following is a list of utility bills, weed mowing charges, and other miscellaneous billings which have been outstanding with no activity since November of 2013. Per the city's write off policy, I am requesting that these accounts which are over one year in arrears be written off of the City's books. The city will continue to pursue collection of the utility accounts and miscellaneous billings through the State's setoff collection program and the weed mowing charges through assessment to the owner's tax bill.

Per the city's policy, ambulance bills which are deemed uncollectable are written off of the City's books throughout the year as they are turned into the State's setoff collection program for collection. Due to HIPPA restrictions, we are not allowed to release names related to medical services. The total ambulance billings written off and turned into the setoff collection program from December 2013 through November 2014 was \$74,257. During that same time period, the city collected \$18,502 for ambulance bills through the State's setoff collection program.

Weed Mowing Write-Offs (December 2012-November 2013)

<u>Name</u>	<u>Amount</u>
Vest, Eric	\$675.00
Builders Realty Inc	\$925.00
Lawrence, Kenneth	\$425.00
Friend, Gary H & Patricia L	\$125.00
Owens, Verna	\$375.00
McDonald, Denise J.	\$737.50
Hernandez, Carla	\$250.00
McGee, Clayton	\$625.00
Lohmann, David	\$492.50
Von Freidley, Gary	\$175.00
American Home Mortgage	\$125.00
 Total	 \$4,930.00

Miscellaneous Write-Offs (December 2012-November 2013)

<u>NAME</u>	<u>AMOUNT</u>	<u>SERVICE</u>
Palmer, Andrea	\$ 360.98	Grinder pump service call
Johnson, James	\$174.00	Grinder pump service call
Davis, Frederick	\$230.00	Clean grinder pump tank

UTILITY ACCOUNT WRITE-OFFS (DECEMBER 2012-NOVEMBER 2013)

NAME	AMOUNT	NAME	AMOUNT
MORRIS, KIRBY	187.94	BAILEY, KEVIN	155.24
LEWIS, CHARLES	14.73	ROSOLA, CHERYLA	45.64
MORRIS, KIRBY	32.98	JENNINGS, KENDRA	4.76
JOHNSON, BARBARA	25.93	RANDALL, KATHLEEN	156.65
HOUSTON, DARLA	5.20	NIEMAN, MICHAEL	115.06
THOMAS, NANCY	121.91	KIETZMANN, RONALD	74.88
EDWARDS, JENNA	157.13	BELL, BARBARA	94.16
DARST, MARYANN	51.35	SMITH, ERICA	79.32
CHRZANOWSKI, STEVEN	44.53	SCOTT, LINDA	26.35
LUTTRELL, JOYCE	117.37	CHANCELLOR, JAMIE	148.93
GAUT, ANGIE	168.46	CALDWELL, BRANDY	179.20
MATHEWS, TERESA	59.04	CLARK, CARROL	37.90
GILRATH, CHRISTINE	80.79	BASEL, ALDANA	48.26
ROPER, PATRICIA	120.86	GALINDO, DANIEL	108.71
BRAKE, CARYE	22.93	FRANKER, TRAVIS	147.54
BLANKENSHIP HOMES	134.20	LUCIANO, PAULINE	94.19
OLIVIERI, JACOB	192.82	BARTON, GLENDA	109.08
ELLIS, TRACY	41.17	BOLTON, ERIC	159.59
STRICK, ERIN	81.02	GIEFING, MICHAEL	21.63
FLOYD, GINA	0.35	OVERFIELD, MICHELE	14.27
MCINTOSH, CHALOE	179.01	HILL, KYLE	225.15
INGALA, KRISTPHER	119.96	HENLEY, JESSICA	98.53
O'DELL, TERESA	97.45	HARRINGTON, SCOTT	53.34
WICKAM, KARLA	34.13	KELLY, SEAN	9.67
HUTCHCRAFT, SANDRA	172.27	LOEHR, JAKE	51.94
BARTHOLOMEW	249.20	HINTON, UL	84.09
VERHAMME, SARAH	96.56	MOORE, SALLY	23.98
KING, CHANDLER	142.36	WALKER, KIM	14.21
BAIRD, AARON	45.05	OWENS, BECKY	21.68
HIGBEE, CATHY	0.08	TIPTON, ROBERT	31.61
HOSHOR, LALAINA	63.31	MARTIN, LARESHA	78.18
JACKSON, TRACIE	9.19	WILKES-GUMM, MARIAN	268.87
WAITE, DENNIS	67.86	LEWIS, JOHN	156.93
		STAMATI, LIZ	231.39
		Total	\$6,108.07

ITEM NO. 8.

City Council Regular Agenda Monday, December 15, 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: Resolution to Write Off Uncollected Public Housing Authority Accounts

ACTION: Make a Motion to Approve a Resolution to Write Off Uncollected Public Housing Authority Accounts

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

Enclosed is a memorandum that recommends approval of a Resolution to write off uncollected Public Housing Authority accounts in the total amount of \$10,101.57. After approval of the resolution to write off the uncollected amounts, the Housing Authority will continue collection efforts.

City of Bonner Springs *Public Housing Authority*



December 15, 2014

To: Mayor and City Council
Through: John Helin, City Manager *JH*
From: Krista Gentry, Executive Director
Subject: Resolution to Write Off Uncollected Public Housing Authority Accounts

Recommendation:

Staff recommends Council approve the Resolution to write off uncollected vacated tenant accounts in the amount of \$10,101.57.

Background:

The Housing Authority exhausted attempts to collect monies due from the vacated tenants and requires Council authorization to remove these inactive accounts from our rental register in accordance with HUD's practices. HUD and our fee accountant request the Council approve this resolution. HUD directs an approved resolution to write off uncollected accounts so as not to distort the accounts receivable balance and the operating reserve balance.

Financial Impact:

After approval of the resolution to write off the uncollected amounts, the Housing Authority will continue collection efforts. Staff submits the accounts to the Kansas State Setoff Program for collection.

This Resolution will authorize the write-off of eight vacated tenant accounts in the total amount of \$10,101.57.

RESOLUTION NO. 2014-_____

Resolution to Write Off Uncollected Public Housing Authority Accounts

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

Whereas, former tenants of the Bonner Springs Housing Authority vacated the Housing Project with rent and/or other charges due and payable; and

Whereas, the Public Housing Authority made demand for payment of such accounts receivables; and

Whereas, the Public Housing Authority desires to charge off the vacated tenant accounts as a collection loss.

Now, Therefore, be it Resolved by the Governing Body of the City of Bonner Springs, Kansas,

That the following vacated tenant accounts are declared to be a collection loss and the same hereby approved to be a loss to the Bonner Springs Housing Authority.

Elaine Allenbrand	\$ 67.57
Stacy Backus	\$2,809.95
Jennifer Beck	\$ 256.76
Renee Cranford	\$1,926.41
Bayzell Davis	\$ 386.16
Bryan & Ashley Lighbourne	\$1,605.20
Eloise Martinez	\$3,047.53
James Mosley	\$ 1.99

Approved by the City Council and Signed by the Mayor on December 15, 2014.

Attest:

Jeff Harrington, Mayor

Amber McCullough, City Clerk

(Seal)

ITEM NO. 9.

**City Council Regular Agenda
Monday, December 15, 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: Appointments to Boards & Commissions

ACTION: Make a Motion to Approve Appointments to Boards & Commissions

STAFF RECOMMENDATION: The Mayor Recommends Approval

Tourism: Appoint Paige Karbeah with Holiday Inn Express to fill the position held by David Block who resigned and form is on file in the City Clerk's office. Mr. Block's term was to expire July 2015 which will be the term end date for Ms. Karbeah.

ITEM NO. 10.

**City Council Regular Agenda
Monday, December 15, 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 Council Meeting Dates & Holidays for 2015

ACTION: Make a Motion to Approve City Council Meeting Dates for 2015

STAFF RECOMMENDATION: The City Manager & City Clerk Recommend Approval

Attached is the meeting schedule for 2015. The schedule lists one Tuesday meeting (May 26 due to a Monday holiday - Memorial Day, May 25).

For a number of years, we hold only one meeting in December that is usually the second Monday. The schedule shows the meeting for December to be on the second Monday, December 14.

City of Bonner Springs

2015 Holiday Schedule & City Council Meeting Dates

<u>Holiday</u>	<u>Day</u>	<u>Date</u>
New Year's Day	Thursday	January 1
Martin Luther King Day	Monday	January 19
President's Day	Monday	February 16
Memorial Day	Monday	May 25
Independence Day	Saturday	July 4 (Holiday Observed Friday, July 3)
Labor Day	Monday	September 7
Veteran's Day	Wednesday	November 11
Thanksgiving	Thursday & Friday	November 26 & 27
Christmas	Thursday	December 25

One personal floating day at employee's choice.

**City Council meetings held on the second and fourth Monday unless otherwise noted.
Work Sessions – Generally 6:00 or 6:30 p.m. - City Council Meetings - 7:30 p.m.**

Meeting Dates:

January 12 & 26
February 9 & 23
March 9 & 23
April 13 & 27
May 11 & 26*
June 8 & 22
July 13 & 27
August 10 & 24
September 14 & 28
October 12 & 26
November 9 & 23
December 14 – Second Monday

*Tuesday meeting due to Memorial Day Holiday Monday, May 25.

NOTE: Material for City Council agendas due at 8 a.m. the Wednesday prior to each Council meeting date unless otherwise notified. Holidays & Meeting Dates posted annually on the City's website.

pc: Mayor and City Council
Department Heads
Media
Staff
Bulletin Board

ITEM NO. 11.

**City Council Regular Agenda
Monday, December 15, 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: Cereal Malt Beverage Renewals for 2015

ACTION: Make a Motion to Approve Cereal Malt Beverage License Renewals for 2015

STAFF RECOMMENDATION: The City Manager & City Clerk Recommend Approval

The enclosed list provides the businesses that made application to renew their Cereal Malt Beverage License for 2015. All businesses paid their renewal fee and meet the ordinance requirements. The Police Department conducted background checks. The Building Official completed safety inspections for all businesses.

CMB Current Year Report - 2015

<i>Year</i>	<i>Name of Business</i>	<i>Restrictions</i>	<i>Fee</i>	<i>Street Address</i>
2015	Walmart Store # 486	Unopened Container	\$75.00	12801 Kansas Avenue
2015	Quik Trip Corporation	Unopened Containers	\$75.00	389 North 130 Street
2015	Papa Bob's Bar-B-Que	Consumption on Premises	\$225.00	11610 Kaw Drive
2015	Wood Oil #6	Unopened Containers	\$75.00	413 Front Street
2015	Evergreen Chinese Restaurant	Consumption on Premises	\$225.00	13034 Kansas Avenue
2015	Sunflower Hills Golf Course	Consumption on Premises	\$225.00	12200 Riverview
2015	Queen Enterprises, LLC dba Bonner Springs Price Chopper	Unopened Containers	\$75.00	501 South Commercial Driv
2015	Springs Enterprise LLC dba Discount Smokes	Unopened Containers	\$75.00	13010 Kansas Avenue
2015	7-Eleven, Inc. dba 7-Eleven Store #36691	Unopened Container	\$75.00	34 North 130 Terrace
2015	Walgreens #12922	Unopened Containers	\$75.00	550 South 129 Street
2015	Bonner Springs Pizza Company	Consumption on Premises	\$225.00	129 Oak Street
2015	Hometown Thriftway, LLC	Unopened Containers	\$75.00	112 Oak Street

ITEM NO. 12.

**City Council Regular Agenda
Monday, December 15, 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: Massage Therapy Business Establishment License for Bodyworks

ACTION: Make a Motion to Approve a Massage Therapy Business Establishment License Renewal for Bodyworks Massage

STAFF RECOMMENDATION: The City Manager & City Clerk Recommend Approval

Bill Miller paid the renewal fees and submitted an application for renewal of his Massage Therapy Business Establishment License and Massage Therapist License. The Police Department conducted a satisfactory background check and the Building Official completed a safety inspection. The application complies with the requirements for renewal.

We did not include a copy of the application due to the confidential information it contains.

ITEM NO. 13.

**City Council Regular Agenda
Monday, December 15, 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: Arcade License Renewal for 2015

ACTION: Make a Motion to Approve an Arcade License Renewal for Walmart for 2015

STAFF RECOMMENDATION: The City Manager & City Clerk Recommend Approval

Walmart Store No. 486 made application and paid the fee to renew their Arcade License for 2015. The Police Department will conduct a background check and the Building Official will do a safety inspection.

We did not include a copy of the license due to the confidential information it contains.

ITEM NO. 14.

**City Council Regular Agenda
Monday, December 15, 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: Additional Holiday Friday, December 26

ACTION: Make a Motion to Approve Friday, December 26, 2014 an Additional City Holiday

STAFF RECOMMENDATION: The Mayor Recommends Approval

At the November 24 City Council Regular Meeting, the Mayor asked for consensus from Councilmembers to approve an additional holiday for employees on Friday, December 26 and to place this item on the December 15 Consent Agenda. The City Council unanimously gave their consensus. If approved, City Hall will be closed December 26.

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. 15.

**City Council Regular Agenda
Monday, December 15, 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 KDHE Loan Agreement Originally Approved in October 2012

ACTION: Make a Motion to Approve an Ordinance to Authorize the Execution of an Amendment to the KDHE Loan Agreement Originally Approved in October 2012

STAFF RECOMMENDATION: The City Manager, City Clerk, Finance Director & Utilities Director Recommend Approval

The City Council at their September 22, 2014 Meeting by motion approved an increase in the KDHE loan amount to \$900,000. KDHE requires the City to approve an ordinance to authorize a first amendment to the original loan agreement to increase the loan amount to \$900,000.

Attached is the ordinance for City Council approval. We did not include the loan agreement amendment or other required documents due to their size. The documents will be available for review at the meeting.

ORDINANCE NO. _____

An Ordinance to Authorize the Execution of an Amendment to the Loan Agreement Between Bonner Springs, Kansas and the State Of Kansas, Acting by and through the Kansas Department of Health and Environment for the Purpose of Obtaining a Loan from the Kansas Public Water Supply Loan Fund for the Purpose of Financing a Public Water Supply Project; Establishing a Dedicated Source of Revenue for Repayment of Such Loan; Authorizing and Approving Certain Documents in Connection Therewith; and Authorizing Certain other Actions in Connection with the Loan Agreement.

WHEREAS, the Safe Drinking Water Act Amendments of 1996 [PL 104-182] to the Safe Drinking Water Act (the "Federal Act") established the Drinking Water Loan Fund to assist public water supply systems in financing the costs of infrastructure needed to achieve or maintain compliance with the Federal Act and to protect the public health and authorized the Environmental Protection Agency (the "EPA") to administer a revolving loan program operated by the individual states; and

WHEREAS, to fund the state revolving fund program, the EPA will make annual capitalization grants to the states, on the condition that each state provide a state match for such state's revolving fund; and

WHEREAS, by passage of the Kansas Public Water Supply Loan Act, K.S.A. 65-163d *et seq.*, as amended (the "Loan Act"), the State of Kansas (the "State") has established the Kansas Public Water Supply Loan Fund (the "Revolving Fund") for purposes of the Federal Act; and

WHEREAS, under the Loan Act, the Secretary of the Kansas Department of Health and Environment ("KDHE") is given the responsibility for administration and management of the Revolving Fund; and

WHEREAS, the Kansas Development Finance Authority (the "Authority") and KDHE have entered into a Pledge Agreement (the "Pledge Agreement") pursuant to which KDHE agrees to enter into Loan Agreements with Municipalities for public water supply projects (the "Projects") and to pledge the Loan Repayments (as defined in the Pledge Agreement) received pursuant to such Loan Agreements to the Authority; and

WHEREAS, the Authority is authorized under K.S.A. 74-8905(a) and the Loan Act to issue revenue bonds (the "Bonds") for the purpose of providing funds to implement the State's requirements under the Federal Act and to loan the same, together with available funds from the EPA capitalization grants, to Municipalities within the State for the payment of Project Costs (as said terms are defined in the Loan Act); and

WHEREAS, Bonner Springs, Kansas (the "Municipality") is a municipality as said term is defined in the Loan Act which operates a water system (the "System"); and

WHEREAS, the System is a Public Water Supply System, as said term is defined in the Loan Act; and

WHEREAS, the Municipality has, pursuant to the Loan Act, submitted an Application to KDHE to obtain a loan from the Revolving Fund to finance the costs of improvements to its System consisting of the following:

This project will construct a settling tank for water treatment plant backwash water and replacement of Well #5, including the well house (the "Project"); and

WHEREAS, the Municipality has taken all steps necessary and has complied with the provisions of the Loan Act and the provisions of K.A.R. 28-15-50 through 28-15-65 (the "Regulations") applicable thereto necessary to qualify for the loan; and

WHEREAS, KDHE informed the Municipality that it has been approved for a loan in amount of not to exceed \$900,000 (the "Loan") in order to finance the Project; and

WHEREAS, the Governing Body of the Municipality hereby finds and determines that it is necessary and desirable to accept the First Amendment to the Loan and to enter into a First Amendment to the loan agreement and certain other documents relating thereto, and to take certain actions required in order to implement the First Amendment to the Loan Agreement.

THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BONNER SPRINGS, KANSAS:

Section 1. Authorization of the First Amendment to the Loan Agreement. The Municipality is hereby authorized to accept the First Amendment to the Loan and to enter into a certain First Amendment of the Loan Agreement, with an effective date of November 7, 2014, with the State of Kansas acting by and through the Kansas Department of Health and Environment (the "First Amendment to the Loan Agreement") to finance the Project Costs (as defined in the First Amendment to the Loan Agreement). The Mayor and Clerk are hereby authorized to execute the First Amendment to the Loan Agreement in substantially the form presented to the governing body this date, with such changes or modifications thereto as may be approved by the Mayor and the Municipality's legal counsel, the Mayor's execution of the First Amendment to the Loan Agreement being conclusive evidence of such approval.

Section 2. Establishment of Dedicated Source of Revenue for Repayment of Loan. Pursuant to the Loan Act, the Municipality hereby establishes a dedicated source of revenue for repayment of the Loan. In accordance therewith, the Municipality shall impose and collect such rates, fees and charges for the use and services furnished by or through the System, including all improvements and additions thereto hereafter constructed or acquired by the Municipality as will provide System Revenues (as defined in the Loan Agreement) sufficient to (a) pay the cost of the operation and maintenance of the System, (b) pay the principal of and interest on the Loan as and when the same become due, (c) pay all other amounts due at any time under the Loan Agreement, and (d) pay the principal of and interest on Additional Revenue Obligations (as defined in the Loan Agreement) as and when the same become due; provided, however, the pledge of the System Revenues contained herein and in the Loan Agreement (i) shall be subject to reasonable expenses of operation and maintenance of the System, and (ii) shall be junior and subordinate in all respects to the pledge of System Revenues to any Additional Revenue Obligations. In the event that the System Revenues are insufficient to meet the obligations under the Loan and the Loan Agreement, the Municipality shall levy ad valorem taxes without limitation as to rate or amount upon all the taxable tangible property, real or personal, within the territorial limits of the Municipality to produce the amounts necessary for the prompt payment of the obligations under the Loan and Loan Agreement. In accordance with the Loan Act, the obligations under the Loan and the Loan Agreement shall not be included within any limitation on the bonded indebtedness of the Municipality.

Section 3. Further Authority. The Mayor, Clerk and other City officials and legal counsel are hereby further authorized and directed to execute any and all documents and take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of the Ordinance, and to make alterations, changes or additions in the foregoing agreements, statements, instruments and other documents herein approved, authorized and confirmed which they may approve, and the execution or taking of such action shall be conclusive evidence of such necessity or advisability.

Section 4. Governing Law. The Ordinance and the First Amendment of the Loan Agreement shall be governed exclusively by and construed in accordance with the applicable laws of the State of Kansas.

Section 5. Effective Date. This Ordinance shall take effect and be in full force from and after its passage by the Governing Body of the City, and publication in the official City newspaper.

Approved by the City Council and signed by the Mayor on December 15, 2014.

Attest:

Jeff Harrington, Mayor

Amber McCullough, City Clerk

(Seal)

ITEM NO. 16.

**City Council Regular Agenda
Monday, December 15, 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: Approve New Fees & City Fee Increases - Parks & Recreation, Solid Waste & Utilities

ACTION: Make a Motion to Approve New Fees & City Fee Increases for Parks & Recreation, Solid Waste & Utilities

STAFF RECOMMENDATION: The City Manger, City Clerk, Finance Director, Parks & Recreation Director & Utilities Director Recommend Approval

Staff briefed the City Council at the November 24, 2014 Workshop meeting as follows:

Parks & Recreation Fees: Approve Party Package fees for Starfish - \$90, Dolphin - \$135 & Whale - \$180. Since then, the Parks & Recreation Director recommends the approval of new fees for online registrations. The recommended fees include Individual Activities - \$2, Team Sports under \$150 - \$5 and Team Sports over \$150 - \$10. The enclosed memorandum provides the recommendation and explanation of these fees. The fees, if approved, will be effective January 1, 2015.

Solid Waste Fees: Increase the solid waste fee charged to customers for trash and recycle from \$13.70 to \$14.50 effective January 1, 2015.

Utility Fees: The enclosed memorandum provides a summary of the fees for approval that include the Water & Wastewater System Impact fees. The memo also provides a table to reflect the new Out-of-City System Impact Fees. The effective date of the fees will be upon approval by the City Council.



MEMO

Date: December 8, 2014
 To: Mayor and City Council
 Through: Jack Helin, City Manager
 From: Skip Dobbs, Director

Subject: **Addition of Fee for Online Registration**

Recommendation: Council approve a convenience fee for online registration.

Background: Parks and Recreation uses Park Pro software to allow customers to register for programs online. Program registration fees range from \$5.00 to \$375.00.

The department did not have to purchase the software, but there are fees to the City associated with its use. The fees are listed below:

1. \$150/month - fee to use software
 - a. There isn't a contract that binds us to a long term agreement, but we have in writing that they will not raise their monthly fee for the first two years for use of their software.
2. \$15/month plus \$.10 per online transaction - payment processing company
 - a. To process payment between the City and the credit card company the City uses

Discussion: Staff feels it is appropriate to pass along to the customer the cost for the convenience of online program registration. It is a common practice among organizations and cities to charge a convenience fee for online services in order to recover the cost of the monthly fees. Our research shows that 50% of the area cities that use online registration software charge a service fee. These fees range from \$1.50 per registration to 2.5% (minimum of \$1.00) of the transaction.

Charge a fee	Don't charge a fee
Lansing	Shawnee
Basehor	Lawrence
Johnson County	Olathe
Gardner	DeSoto

Staff recommends the following fees per registration participant:

Individual activities	\$ 2.00	youth activities and adult fitness
Team sports under \$150	\$ 5.00	adult volleyball, etc
Team sports over \$150	\$10.00	adult softball, etc

Financial Impact: The fees are such that we do not expect to recover the entire expense to the City for the online costs because we see online registration as a service to the community. We believe online registration will increase the number of program registrants.

The estimated cost to the City is \$2,010 per year. Since the number of on-line transactions determines the fee revenue, we estimated this figure. Once there is a history of on-line registration, Staff will review this fee next year during the fee review process.

BONNER SPRINGS UTILITIES

PROVIDING SAFE DRINKING WATER FOR OUR CITY AND CLEAN WATER FOR THE ENVIRONMENT

MEMORANDUM

Date: December 2, 2014
To: Mayor and City Council
Through: Jack Helin, City Manager *JH*
From: Rick Sailler, Director

Subject: 2015 Water & Wastewater System Impact Fees

Recommendation:

The City Council approve an increase for Water & Wastewater System Impact Fees effective immediately.

Background:

Department staff briefed City Council regarding Water & Wastewater System Impact Fees during the Council Workshop session on 24 November. A City wide analysis of System Impact Fees (System Development Fees) were reviewed during the discussion. City Council agreed by consensus vote to proceed with the Fee increases recommended by City staff.

Discussion:

1. Water & Wastewater System Impact Fees:

Staff recommends the increases listed below for System Impact Fees (SIF). Wastewater (WW) SIF are based on the flow capabilities of the water meter or in the case of Grinder Pumps (GP), the flow rating of the pump(s), rather than the water meter. Irrigation (IRR) SIF are set at 60% of normal Water SIF.

Meter Size	SFE	Max Flow	Water SIF	IRR SIF	WW SIF	Grinder Pump SIF *
5/8"	1	20gpm	\$2,500	\$1,500	\$4,000	Simplex \$4,000
1"	2.5	50gpm	\$5,000	\$3,000	\$8,090	Duplex \$8,090
2"	8	160gpm	\$12,500	\$7,500	\$14,750	Triplex \$10,120
3"	17.5	350gpm	\$30,000	\$18,000	\$32,250	

* *Grinder Pump SIF were not discussed at the workshop; however these fees were increased at the same percentage as the normal SIF. The GP SIF are listed for clarity purposes since they are different than a normal gravity sanitary sewer connection.*

2. Out-of-City System Impact Fees:

The City Council agreed to Staff recommendations to enact new SIF for properties that are located outside the City of Bonner Springs and served by the Bonner Springs Utilities Department. The recommendation to double the SIF is based on the fees from adjoining providers and the desire to encourage development within the City of Bonner Springs.

Meter Size	Water SIF	IRR SIF	WW SIF	Grinder Pump SIF
5/8"	\$5,000	\$3,000	\$8,000	<i>Simplex</i> \$8,000
1"	\$10,000	\$6,000	\$16,180	<i>Duplex</i> \$16,180
2"	\$25,000	\$15,000	\$29,500	<i>Triplex</i> \$20,240
3"	\$60,000	\$36,000	\$64,500	

Financial Impact:

The increase of System Impact Fees may or may not result in additional annual revenues, dependent on the number of 2015 building permits issued.

ITEM NO. 17.

**City Council Regular Agenda
Monday, December 15, 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: Reject HVAC & Window Bids

ACTION: Make a Motion to Reject the Bids Received for the Gym HVAC Installation & the Gym Windows Installation

STAFF RECOMMENDATION: The City Manager, City Clerk and Parks & Recreation Director Recommend Rejection

The enclosed memorandum provides the recommendation for the City Council's rejection of these bids. It also provides Staff's determination for the reason to reject them.

The City will rebid these projects that will be brought to the City Council for award in 2015.



MEMO

Date: December 8, 2014
To: Mayor and City Council
Through: Jack Helin, City Manager *JH*
From: Skip Dobbs, Director

Subject: **Gymnasium HVAC and Windows Bids**

Recommendation: Reject bids for purchase and installation of gymnasium HVAC and Windows.

Background: Two projects in the Parks and Recreation budget for 2015 are the purchase and installation of HVAC units and the purchase and installation of double-pane windows for the gymnasium. Volleyball puts time restraints on work in the gym, so Staff wished to secure bids related to the gym in December 2014 and have the City Council review the bids at the first meeting in January. On November 30, the City Clerk opened the bids.

The Wilson Group is the only contractor that bid these projects as follows:

HVAC Bid amount: \$40,500 Budgeted: \$68,000

The bid was much lower than budgeted. We contacted The Wilson Group to discuss the scope of work. They said they thought they were to replace the units and not install units at new sites. This would cause their bid to be much higher. To insure the City gets the best value, Staff determined it is in the best interest of the City to rebid the project.

Windows Bid amount: \$75,000 Budgeted: \$28,000

The bid is over the estimate that staff procured when we prepared the budget in March 2014. The Wilson Group's bid was to install a cheaper window but staff does not wish to compromise quality.

Discussion: We advertised the Request for Bids in the newspaper and on the city website and The Wilson Group, Inc, was the only company to bid on each project. To increase the potential of a larger pool of bidders, bid packets will be sent to directly to contractors of the industry for to each project. We will also post a bid notice in the Chieftain and put the bid back on the City's Website.

Finance Impact: The only financial impact to rebid the projects is the cost for the Bid Notice in the Chieftain.

ITEM NO. 18.

**City Council Regular Agenda
Monday, December 15, 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: Resolution to Approve the Public Housing Authority 2015 Budget

ACTION: Make a Motion to Approve a Resolution to Approve the Public Housing Authority 2015 Budget

STAFF RECOMMENDATION: The City Manager and Housing Authority Director Recommend Approval

Enclosed is a memorandum that provides the recommendation for approval of the Public Housing Authority's Budget for 2015, a Resolution for approval by the City Council and spreadsheets that provide budget information for 2009 through 2015.

City of Bonner Springs Public Housing Authority

Public Housing Staff Report Memorandum



Date: December 15, 2014
To: Mayor & City Council
Through: John Helin, City Manager *JH*
From: Krista Gentry, PHA Executive Director

Subject: Resolution to Approve FY 2015 PHA Operating Budget

Recommendation:

Staff recommends approval of the Resolution to approve the FY 2015 operating budget.

Discussion:

The Public Housing Authority (PHA) Operating Budget and Board Resolution to approve the budget for FY 2015 are enclosed for Council consideration and approval.

The enclosed budget assumes the PHA will receive 75% of the subsidy calculated from the 2014 Department of Housing and Urban Development (HUD) subsidy forms. The 2015 forms will be submitted to HUD in January so the final 2015 funding level will not be known until congress makes some decisions in regards to the overall budget.

The proposed 2015 budget includes additional salaries and benefits for a full-time maintenance technician. It also includes additional material expenses associated with PHA staff completing preventative, routine and deferred maintenance and reduces the contractual costs for maintenance services performed by outside contractors.

We have anticipated lower rental income from previous years due to the June 9, 2014 resolution to adjust the utility allowances for the two-, three- and four-bedroom apartments. This adjustment was required because the previous allowance was significantly lower than the utility study provided and the allowance had not been updated in many years. Because of the increase in utility allowances, rent collections decreased in the last part of 2014 and it is anticipated the same will continue for 2015.

We have proposed to use \$20,000 from our capital funds for operations to support the increased operation costs which HUD has pre-approved in our 2014 Capital Fund request.

Financial Impact:

The Housing Authority is funded entirely by federal monies. No city funding is budgeted for Housing Authority expenditures; however, the City Council serves as the Governing Board of the Bonner Springs Housing Authority.

The proposed budget leaves a reserve balance to carryover to 2016 of \$190,629 which is approximately 8.67 months of expenditures based on the 2015 budget. HUD recommends 3-6 months reserve carryover. The PHA Board Resolution, form HUD-52574, if approved, represents the Board's approval of the 2015 Operating Budget as submitted for your consideration as well as certifying that the Housing Authority is in compliance with the six (6) items as identified in the Board Resolution.

420 N. Park Avenue • Bonner Springs, KS 66012 • 913-441-3816 • FAX 913-422-3750

E-mail: bonnerha@bonnersprings.org

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 04/30/2016)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Bonner Springs Housing Authority

PHA Code: KS009

PHA Fiscal Year Beginning: 01/01/2015

Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on:
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

12/15/2014

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: Jeff Harrington	Signature:	Date:
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BONNER SPRINGS HOUSING AUTHORITY
OPERATING BUDGET

	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 BUDGET
Dwelling Rentals	\$90,737	\$93,620	\$96,995	\$99,168	\$105,179	\$103,000	\$107,000	\$99,600
Excess Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Nondwelling Rentals	\$4,080	\$3,740	\$4,080	\$4,080	\$4,080	\$4,080	\$2,040	\$0
TOTAL RENTAL INCOME	\$94,817	\$97,360	\$101,075	\$103,248	\$109,259	\$107,080	\$109,040	\$99,600
Interest on General Fund Investments	\$1,084	\$2,170	\$630	\$501	\$361	\$300	\$370	\$370
Other Operating Receipts	\$2,875	\$5,482	\$3,170	\$2,246	\$8,236	\$2,500	\$5,000	\$5,000
TOTAL OPER.RECEIPTS/EXCLUD.HUD CONT.	\$98,776	\$105,012	\$104,875	\$105,995	\$117,856	\$109,880	\$114,410	\$104,970
OPERATING EXPENDITURES:								
ADMINISTRATION:								
Salaries	\$47,789	\$47,811	\$48,462	\$49,700	\$73,767	\$42,045	\$42,045	\$43,292
Legal Expense	\$0	\$40	\$0	\$0	\$700	\$1,200	\$1,850	\$1,850
Staff Training	\$0	\$0	\$0	\$0	\$677	\$1,680	\$1,050	\$1,000
Travel	\$104	\$52	\$46	\$53	\$677	\$2,000	\$1,000	\$1,000
Accounting Fees	\$1,935	\$2,065	\$1,945	\$2,165	\$2,075	\$2,150	\$2,150	\$2,200
Admin. Expenses other Than Salaries	\$8,296	\$9,002	\$9,087	\$10,089	\$11,343	\$15,003	\$13,663	\$12,315
Total Administration Expenses	\$58,124	\$58,970	\$59,550	\$62,007	\$88,562	\$64,078	\$61,758	\$61,657
TENANT SERVICES:								
Rec.,Publ. & Other Services	\$0	\$49	\$0	\$84	\$32	\$1,175	\$1,175	\$1,175
Total Tenant Services Expenses	\$0	\$49	\$0	\$84	\$32	\$1,175	\$1,175	\$1,175
UTILITIES:								
Water	\$6,224	\$6,997	\$7,150	\$8,447	\$9,129	\$9,000	\$7,500	\$8,000
Electricity	\$17,058	\$18,847	\$19,975	\$22,039	\$24,463	\$23,500	\$26,000	\$27,000
Gas	\$6,828	\$6,032	\$5,137	\$3,068	\$4,859	\$6,000	\$6,100	\$6,300
Other Utilities Expense	\$10,736	\$11,770	\$11,781	\$14,632	\$15,236	\$15,000	\$15,000	\$16,000
Total Utilities Expenses	\$40,846	\$43,646	\$44,043	\$48,186	\$53,687	\$53,500	\$54,600	\$57,300

BONNER SPRINGS HOUSING AUTHORITY
OPERATING BUDGET

	2009 ACTUAL	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGET	2014 ESTIMATE	2015 BUDGET
ORDINARY MAINT. & OPERATION:								
Labor	\$25,060	\$24,590	\$26,979	\$23,128	\$13,548	\$30,000	\$25,000	\$35,500
Materials	\$7,354	\$7,227	\$8,611	\$6,478	\$10,843	\$18,000	\$15,500	\$18,000
Contract Costs	\$29,396	\$27,997	\$23,460	\$17,102	\$38,282	\$30,000	\$43,000	\$20,000
Total Ord. Maint. & Oper. Expenses	\$61,810	\$59,814	\$59,050	\$46,708	\$62,673	\$78,000	\$83,500	\$73,500
PROTECTIVE SERVICES:								
Protective Services					\$500		\$1,100	\$1,100
Total Protective Services					\$500	\$0	\$1,100	\$1,100
GENERAL EXPENSES:								
Insurance	\$14,373	\$15,933	\$17,730	\$16,338	\$19,388	\$18,500	\$18,537	\$19,000
Compensated Absences	\$0	\$0	-\$1,034		(\$21,875)	\$0	\$0	\$0
Employee Benefit Contributions	\$14,456	\$18,047	\$17,348	\$20,297	\$28,819	\$17,045	\$16,755	\$32,785
Collection Losses	\$5,858	\$2,082	\$3,364	(\$2,488)	\$9,742	\$8,000	\$10,102	\$8,000
Total General Expenses	\$34,687	\$36,062	\$37,408	\$34,147	\$36,074	\$43,545	\$45,394	\$59,785
TOTAL ROUTINE EXPENSES	\$195,467	\$198,541	\$200,051	\$191,132	\$241,528	\$240,298	\$246,427	\$253,417
NONROUTINE EXPENDITURES:								
Extraordinary Maintenance	\$503	\$2,270	\$325	\$4,565	\$5,843	\$13,000	\$5,000	\$5,000
Replacement of Equipment	\$1,018	\$3,160	\$0	\$0	\$0	\$5,000	\$5,500	\$5,500
TOTAL NONROUTINE EXPENDITURES	\$1,521	\$5,430	\$325	\$4,565	\$5,843	\$18,000	\$10,500	\$10,500
TOTAL OPERATING EXPENDITURES	\$196,988	\$203,971	\$200,376	\$195,697	\$247,371	\$258,298	\$256,927	\$263,917
EXCESS/(DEFICIT)	(\$98,212)	(\$98,959)	(\$95,501)	(\$89,702)	(\$129,515)	(\$148,418)	(\$142,517)	(\$158,947)
								\$21,993.12 per month oper cost
BONNER SPRINGS HOUSING AUTHORITY OPERATING BUDGET								
OTHER HUD CONTRIBUTIONS								
Operating Subsidy	\$123,473	\$134,819	\$125,761	\$83,753	\$120,536	\$109,127	\$128,157	\$109,127
Capital Funds	\$0	\$2,132	\$0	\$0	\$30,690	\$0	\$0	\$20,000
TOTAL OTHER HUD CONTRIBUTIONS	\$123,473	\$136,951	\$125,761	\$83,753	\$151,226	\$109,127	\$128,157	\$129,127
RESIDUAL RECEIPTS (DEFICIT) - BEFORE PROVISION	\$25,261	\$37,992	\$30,260	(\$5,949)	\$21,711	(\$39,291)	(\$14,360)	(\$29,820)
RESERVE JAN 1	\$133,803	\$150,760	\$188,787	\$219,047	\$213,099	\$234,810	\$234,810	\$220,450
RESERVE DEC 31	\$159,064	\$188,752	\$219,047	\$213,099	\$234,810	\$195,519	\$220,450	\$190,629
ADJUSTMENT FOR MATERIALS INVENTORIES	(\$8,304)	\$35						
EXPENDABLE FUND BALANCE DEC 31	\$150,760	\$188,787	\$219,047	\$213,099	\$234,810	\$195,519	\$220,450	\$190,629
								8.67 # month expendable cash

ITEM NO. 19.

**City Council Regular Agenda
Monday, December 15, 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: Approval of Pressure Reducing Valve at 142 Street

ACTION: Make a Motion to Approve the Transfer of Funds from the Cornell Waterline Project to complete the 142 Street Pressure Reducing Valve Project

STAFF RECOMMENDATION: The City Manager, Finance Director and Utilities Director Recommend Approval

The enclosed memorandum from the Utilities Director provides a recommendation for approval by the City Council, the background information, discussion that explains the rationale for the recommendation, and the fiscal impact for the City.

MEMORANDUM

Date: December 11, 2014
To: Mayor and City Council
Through: Jack Helin, City Manager *JH*
From: Rick Sailer, Director

Subject: Pressure Reducing Valve Project

Recommendation: Staff Recommends Council approve the transfer of funds from the Cornell Waterline Project to complete the 142nd Street Pressure Reducing Valve Project.

Background: The Utilities Department included the Cornell Waterline Project (CWP) in the 2014 Approved Budget. The original project estimate with engineer costs was \$80,000. Due to higher than expected design engineering costs, Staff increased the Project cost to \$105,000 during the 2015 budget meeting and subsequent 2014 budget amendment. Discussions with Kansas Department of Health & Environment (KDHE) lead Department staff to decide that the project could be completed with minimal engineer cost due to the fact that the Project replaces an existing waterline and will not require extensive design engineer work. We are in the process to obtain revised engineer costs based on these discussions with KDHE. Staff decided to delay the CWP along with two (2) other waterline projects budgeted for 2014. These projects are scheduled for completion in 2015, which requires a budget amendment to the 2015 budget.

The 2015 Budget includes an expenditure of \$25,000 for a new Pressure Reducing Valve (PRV) for installation at 142nd Street and Minnesota Avenue, on the downstream side of the interconnect we have with Board of Public Utilities (BPU). The PRV installation will better control flow from BPU into our water system. We have discovered the BPU pressures run higher than ours due to operational changes within the BPU system. The higher pressure allows flow into our system when the interconnect valve is open. We normally leave this valve open to provide emergency flow into our system.

Discussion: The Utilities Department staff would like to proceed immediately with the PRV Project. Wholesale District #6 (WD6) has disbanded and staff was able to redesign the PRV location through use of the WD6 meter vault. Staff has obtained quotes for the materials, some of which are in our stock, and obtained an estimate from a contractor to complete the work. The estimated project cost is \$10,000 - \$12,000, which is approximately half of the original budget cost for 2015. The reason we need to complete the Project immediately pertains to protection of Public Health and the ability to provide water to businesses and residents in case of an infrastructure failure.

We recently experienced a large waterline break on Swartz Road north of Nettleton and a pump failure at the Storage Tank Booster Station, which provides water to the northern section of Bonner Springs, north of Metropolitan. We lost pressure in a large area of the City to include Cannan Center due to the fact that the normal operational plan to use BPU water during an emergency was not possible due to the closed valve at the interconnect.

Water system pressure dropped below 50psi in many areas north of Metropolitan and in some areas it was lower than 30psi.

KDHE requires all water systems to issue a “Boil Water Order” (BWO) if a water system loses pressure on their system or if pressure is lower than 20psi for an extended period of time. Staff did not issue a BWO for this incident due to the system pressure. We are taking this proactive approach to improve operations to move forward now with the PRV Project in order to avoid future issues with low pressure. Staff requests City Council approval to use budgeted funds from the CWP to complete the PRV Project.

Financial Impact: The PRV project which is budgeted in 2015 for \$25,000 will be completed in 2014 for an estimated cost of \$12,000. The Cornell waterline project budgeted in 2014 for \$105,000 will not be completed until 2015 at an estimated cost of \$80,000. The Cornell waterline requires a 2015 budget amendment to complete the project in 2015 rather than 2014. The two projects are estimated to be under budget by \$38,000.



ITEM NO. 20.

**City Council Regular Agenda
Monday, December 15, 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: Authorization for City Manager to Sign a Management Agreement for the Operation of the Public Housing Authority

ACTION: Make a Motion to Authorize the City Manager to Sign a Management Agreement for the Operation of the Public Housing Authority and Authorize Staff to Develop a Plan to Permanently Transfer all of the City of Bonner Springs Public Housing Authority Assets and Responsibilities to the Kansas City Kansas Public Housing Agency

STAFF RECOMMENDATION: The City Manager Recommends Approval

The enclosed memorandum from the City Manager provides two recommendations for authorization by the City Council, the background information, discussion that explains the rationale for the recommendation, and the fiscal impact for the City.

MEMORANDUM

DATE: 11 December 2014
FROM: City Manager *SM*
TO: Mayor and City Council

SUBJECT: Change in Management and Operation of the Bonner Springs Public Housing Authority.

RECOMMENDATION:

1. Authorize the City Manager to sign a Management Agreement with the Kansas City Kansas Public Housing Agency (KCKPHA) to manage the City's public housing program and facilities.
2. Approve staff develop a plan to permanently transfer all of the City of Bonner Springs Public Housing Authority assets and responsibilities to the Kansas City Kansas Public Housing Agency.

BACKGROUND:

1. The City of Bonner Springs created a Public Housing Agency (BSPHA) and built its current facilities in 1970.
2. The BSPHA has the following assets/facilities: The Vaughn-Dale apartment building which has 30 units and 20 family units contained in 5 separate buildings.
3. The BSPHA has always had one full-time Director and at times a full or part time maintenance person. Linda Marble, the previous Director, served in that position for 23 years and after retiring in July 2013, was replaced by Krista Gentry, our current Director.
4. Krista has submitted her resignation effective 19 December and we have had very little response to our advertisement for this position.
5. The BSPHA is and has always been fully funded through the Federal Government's Department of Housing and Urban Development (HUD). The City does not spend any direct funds in support of BSPHA but does provide in-kind services for budget preparation, personnel matters (payroll, etc.) and general oversight.
6. The BSPHA is currently categorized by HUD as "management troubled" due to the amount of back rental payments not collected by the previous Director. This rating has a negative effect until they are paid off, which will take many years, or those individuals are no longer BSPHA residents. The negative effect is a reduction in capital funding from HUD which severely affects our ability to upgrade our facilities. Krista Gentry, our current Director has done an amazing job of updating all aspects of management of our housing units and program but has no ability to correct these actions that happened before her arrival.

DISCUSSION:

The resignation of our current Director has clarified the serious issues we are confronted with our public housing agency.

- The first is that it will be difficult if not impossible to find a suitable replacement for our current Director and if we do, we could face this same situation pretty rapidly again, as an energetic and professional individual will eventually move on to a job that pays better and offers more potential for advancement.
- Having only a one person staff has the following effects:

- There is no backup which puts us in a critical position to run the agency when they are absent and especially when they leave.
- There are no internal financial controls with only one person.
- It is very inefficient to try and run our small number of facilities when a larger organization can do a better job and ultimately for a lower cost due to their large staff.
- Due to the small size of our agency and the concomitant amount of funding we receive from HUD due to our size and with the age and condition of its buildings, we will be hard pressed to maintain and upgrade the facilities as they need to be.
- In terms of which community residents we provide housing for in our public housing, the vast majority of applicants and those who are currently in our facilities, are actually from Kansas City, Kansas (we do not limit where applicants live at time of application so as to ensure we fill all of our units with those who need them).
- For the reasons listed above, we met with the Tom Scott, the Director of the Kansas City Kansas Public Housing Agency (KCKPHA) about the possibility of his entity providing full management of our facilities, program and to study the possibility of his agency absorbing our public housing program and assets.
- The KCKPHA has significant resources and capabilities to manage and absorb us should they decide to do so. They operate, maintain and manage 2,045 units as well as managing over 1,400 housing voucher recipients. Their capital fund is over \$3 million per year from HUD and they have a sizable staff, including a Maintenance Department, a six person Finance Department and even a Modernization Coordinator. They have the economy of scale to provide the necessary management functions for our PHA and its residents.
- Should KCKPHA ultimately agree to permanently take over our program and facilities, the City would no longer have any responsibility or authority over the program nor facilities in our City. The City actually transferred the Section 8 HUD housing voucher program to the KCKPHA 15 years ago, so there is precedent for taking the proposed action.
- Turning over responsibility for management and ultimately ownership of our program and facilities makes sense due to KCKPHA's better ability to run the program and facilities. They have staff and expertise to do so while we will always have to get by on a shoestring with only a one person staff. The residents and the facilities will actually be better served by a larger organization.

FISCAL IMPACT:

Krista has agreed to come in on weekends after she leaves to keep things going until we can execute a management agreement and transfer those duties to KCKPHA. The BSPHA funds will be paying her current wage on an hourly basis but will not be paying benefit costs. Any cost to pay KCKPHA for managing our program will come out of the BSPHA budget and presumably, there will be enough funds available to do that from the Director's salary budget line that we will not use once they take over the management functions.

ITEM NO. 21.

**City Council Regular Agenda
Monday, December 15, 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 Manager Appointment of City Attorney & Prosecutor

ACTION: Make a Motion to Concur with the City Manager's Appointment of the City Attorney & Prosecutor

STAFF RECOMMENDATION: The City Manager Recommends Approval

Attached is a formal resignation from Joe Perry. He announced his retirement effective upon the appointment date of his successor. Joe Perry served the City as City Attorney since his appointment in 1994. Dan Trent served the City as the City Prosecutor since his appointment as Assistant City Attorney/City Prosecutor in 1994.

The City Manager appointed Danny C. Trent as the City Attorney and Perry & Trent, LLC, as Assistant City Attorney and Prosecutor. The appointment in this manner will allow all Perry & Trent attorneys to be covered by the appointment.

The City's Code requires City Council concurrence with the City Manager's appointment.



*Joseph P. Perry • Danny C. Trent
Shane Lillich • Rhonda K. Levinson
Brian "Tony" Levinson*

December 4, 2014

Mr. Jack Helin
City Manager
P.O. Box 38
Bonner Springs, KS 66012

Re: City Attorney position

Dear Jack:

It has been my honor and privilege to serve as the City Attorney for the City of Bonner Springs for the past 20 years. From that position I have had the opportunity to participate in and sometimes assist in the growth and development of our City.

I have now come to the point in my life and career that I am looking forward to scaling back my work load at my office and hopefully have an opportunity to work on the many incomplete jobs on the home front. In doing so, I don't believe I will be able to continue to provide the time and attention requisite to continue to fulfill the City Attorney position.

Therefore, please accept this letter as my formal resignation as City Attorney, effective upon your appointment of my successor.

It has been a pleasure to work with you, Rita and the many other staff and City employees over the years. You have assembled a very capable and conscientious group of people working on behalf of the City.

I would appreciate it if you would also extend my appreciation to Mayor Harrington and the members of the City Council for the opportunity they have afforded me to work with the City over these many years. Thank you.

Sincerely,


Joseph P. Perry
JPP/mm

Perry & Trent, L.L.C.

ITEM NO. 22.

**City Council Regular Agenda
Monday, December 15, 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 Manager's Report

ACTION: None

STAFF RECOMMENDATION: None

Report attached.

City Managers Update

Date: December 15, 2014

To: Mayor and City Council

1. **Vehicle Registration Renewals** – Announcement by the Unified Government Motor Vehicle Division - Effective **January 1, 2015**, a \$5.00 service fee will be added to all automobile registration renewals processed at the Wyandotte County Courthouse and the Wyandotte County Annex. This added fee will help improve customer service at both motor vehicle offices and encourage citizens to handle their renewals **by mail at no additional cost** or on the Unified Government website for the fees charged by the process company. They will no longer charge the \$3.00 fee for new title work at the County Annex, 8200 State Avenue office.

Save time and get your number in line for the Motor Vehicle Registration on line. Go to www.wycokck.org/Departments/MotorVehicle/AutoLicensing. You will receive a text message to confirm your place in line and a text message 30 minutes prior to the time your number will be called. The online feature is open from 8:00 a.m. until title cutoff time. Any questions call 573-2823.

2. **Planning Department Update** – The City received final payment from KDOT for the 134 Street Utility Relocation Project. KDOT made payment after completion of the KDOT audit. This closes the book on a very successful joint City/KDOT project.
3. **Candidate Packets for City Election** – The Election Commissioner will send out Candidate Packets to the City Clerk sometime in December. As soon as we receive the information, we will email an election schedule and general information about the 2015 Primary and General Election.
4. **Community and Economic Development Update** –
 - a. **Goodcents Drive Thru Opens** – Goodcents started moving into their new location in the adjacent strip center this week. Their drive thru was open for business as of Wednesday, December 10. The owner of Goodcents, Brandon Graham, has indicated that Papa Keno's Pizza will not backfill the former Goodcents space as previously planned, so they are looking for a new tenant to fill that space.
 - b. **Great Clips** – This new hair salon is also open in the new strip center at K7/Kansas Avenue.
 - c. **Micronex** – This imaging and microfilming service company that relocated to 605 E. Front Street from Edwardsville in 2011 is no longer in business. We are not sure if they closed for good or moved elsewhere.
 - d. **Bonner Springs Eye Care** – Dr. Darin Nitschke, owner of Bonner Springs Eye Care at 116 Cedar Street, has sold his optometry practice to Epic Vision Eye Center. Dr. Thomas Anderson owns the business of which there are several in the Kansas City metro area. They provide state of the art eye care for the whole family and are providers for many insurance plans including VSP, Davis Vision, Eyemed, Medicaid and Medicare.

5. Parks & Recreation Update:

a. Completed Events:

- i. Breakfast with Santa: 25 kids (13 last year)
- ii. Tumbling: 17 participants

b. Upcoming Events:

- i. Movie in the Gym: A Muppet Christmas Carol – Sat, Dec 13, 6:30pm
- ii. Girls VB Registration: Deadline Jan 7, 2015. Fees: \$45 resident/\$50 NR
- iii. Recreation yearly calendar will be mailed out the week of December 15.

6. Time Warner Cable – Attached is a letter from Time Warner Cable about planned changes for 2015.

7. Bonner Springs Arts Alliance Finds a New Home – The school district has worked with the Bonner Springs Arts Alliance (BSAA) to provide them with three rooms on the second floor of McDaniel School so they can have a home in which to conduct their activities. The BSAA would like to raise \$7,000 to renovate and fix up the space to make it usable for classes, workshops and art displays.

They had an incredible first year in which they sponsored two major arts and crafts festivals - Festival of the Arts in June and the Autumn Arts Fest in November; made the world's largest marble with help from children at two elementary schools and provided art activities with children at Marble Day in May; offered art workshops; offered monthly craft sessions at the Bonner Springs Nursing Home as a service project and collected food for Vaughn-Trent Community Services and gifts for residents at the nursing home for Christmas.

If anyone would like to contribute to the McDaniel Renovation Fund and get a tax-deductible receipt, you can make a check out to KRCF-Bonner Springs Arts Alliance and mail it to BSAA, P. O. Box 34, Bonner Springs, KS 66012 or if you prefer, you can send it to KRCF (Kansas Rural Communities Foundation), P. O. Box 25, Wamego, KS 66547. KRCF is an umbrella organization that handles many non-profit organizations, so be sure to note that your gift is for Bonner Springs Arts Alliance.

8. K-7 & I-70 Interchange Survey – KDOT has a community survey on their website seeking citizen feedback on their K-7 & I-70 Interchange projects. You can share your opinion at www.k7andi70interchange.org . They say that feedback from the survey will help them better understand how informed the community is about the project, construction impacts, etc.

9. Christmas & New Year's Holidays – City Hall will be closed on Christmas Day, Thursday, December 25 and New Year's Day, Thursday, January 1, 2015.

Note: I will be out of town over Christmas but back by New Year's Day. If you need anything from me, give me a call on my cell phone or email me as I check my work email when I am out of the office.

*I want to wish you and yours a very Merry Christmas
and a safe and Happy New Year!*



November 10, 2014

Rita Hoag
City Clerk
City of Bonner Springs
205 E. 2nd Street
Bonner Springs, KS 66012

Dear Ms. Hoag:

Effective on or about February 3, 2015, Time Warner Cable ("TWC") will take another important step to improve video quality and increase internet speeds by providing video programming in digital-only format in the Kansas City area. As you recall, we began the process of converting analog channels to digital-only format several years ago to manage bandwidth more efficiently and provide customers with the advanced services they expect. These channels will continue to be carried on the Starter TV Tier and/or the Standard TV tier, and will be channel mapped (remain on their existing channel number) when accessed through a digital set top box, a Digital Adapter ("DA") or a CableCARD equipped Unidirectional Digital Cable Product ("UDCP").

Effective on or about March 24th, 2015, TWC will also begin encrypting Starter TV on our cable system. Customers with digital equipment will be unaffected by this change. A majority of our customers already have TWC-supplied digital equipment, but those who do not will need a digital set top box, digital adaptor (DA), or a CableCARD-equipped UDCP to continue viewing these channels.

For customers who do not already have digital equipment or need additional digital adaptors (DAs) we will, upon request, provide DAs and remote controls free for a period of time so those customers may continue to have access to the channels. Customers who have TWC-supplied digital equipment or subscribe to the Standard or Preferred Tiers of service are eligible to receive free DAs until April 15, 2016; and customers who subscribe to the Starter TV Tier only and do not have TWC-supplied equipment are eligible to receive free DAs until April 15, 2017. Customers on Medicaid may qualify to receive DAs at no charge for an extended period of time. Customers can order DAs via the TWC web site or phone, and we will ship them at no charge.

At the expiration of the free period, each digital adapter (DA) will cost \$1.50 per month. Just as is the case today, customers will not be required to subscribe to a higher tier in order to continue viewing their favorite channels.

TWC will provide customers with at least 30 days advance written notice to make this change as seamless as possible.

As always, I am available to discuss this matter at any time. If you have any questions or require digital equipment on your account, please contact me at jarad.falk@twcable.com or 816-886-8618.

Sincerely,

A handwritten signature in black ink that reads "Jarad Falk".

Jarad Falk
Director, Government Relations

ITEM NO. 23.

**City Council Regular Agenda
Monday, December 15, 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 Council Items

ACTION: None

STAFF RECOMMENDATION: None

ITEM NO. 24.

**City Council Regular Agenda
Monday, December 15, 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: Mayor's Report

ACTION: None

STAFF RECOMMENDATION: None

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