

CITY OF VALLEY CENTER

FINAL AGENDA

JULY 28, 2016

THE CITY COUNCIL SHALL HOLD ITS REGULAR MEETINGS IN THE COUNCIL CHAMBER IN THE CITY HALL, LOCATED AT 121 S. MERIDIAN, BEGINNING AT 7:00 P.M.

August 2, 2016

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION: MINISTERIAL ALLIANCE**
- 4. PLEDGE OF ALLEGIANCE**
- 5. APPROVAL OF AGENDA p 3**
- 6. ADMINISTRATION AGENDA p 4**
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- 16. ADJOURN

All items listed on this agenda are potential action items unless otherwise noted. The agenda may be modified or changed at the meeting without prior notice.

At anytime during the regular City Council meeting, the City Council may meet in executive session for consultation concerning several matters (real estate, litigation, non-elected personnel and security).

This is an open meeting, open to the public, subject to the Kansas Open Meetings Act (KOMA). The City of Valley Center is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation to attend the meeting should contact the City Clerk in a timely manner, at cityclerk@valleycenter-ks.gov or by phone at (316)755-7310.

For additional information on any item on the agenda, please visit www.valleycenter-ks.gov or call (316) 755-7310.

APPROVAL OF AGENDA

RECOMMENDED ACTION:

Staff recommends motion to approve the agenda as presented / amended.

ADMINISTRATION AGENDA

A. MINUTES:

Attached are the Minutes from the July 18, 2016 Special City Council Meeting as prepared by the City Clerk.

SPECIAL COUNCIL MEETING
July 18, 2016
CITY HALL
121 S. MERIDIAN

Mayor Laurie Dove called the meeting to order at 5:01 p.m. with the following members present: Lou Cicirello, Gina Gregory, Marci Maschino, Lionel Jackson, Al Hobson, Ben Anderson and Dale Kerstetter.

Members Absent: Brendan McGettigan

Staff Present: Kristine A. Polian, Finance and Admin Director
 Scott Hildebrand, City Administrator
 Kristi Carrithers, City Clerk

Press present: None

SUMMARY OF PAST INFORMATION DOCUMENTS

Paula Downs, WSU, recapped the process thus far and reminded Council of what the community stakeholders and Council have identified as the major areas important to the City of Valley Center.

MISSION AND VISION

Misty Bruckner, WSU, explained that in order to key in on the five areas identified and create a strategic plan the group should first keep the mission in mind. As the group works through the next step, they should remember “Who” they are serving, “What” the service is, “How” are they doing it, and “Why” they are providing it.

GOALS, OBJECTIVES AND STRATEGIC ACTIONS

Discussion was held on each of the five areas.

- Communication
- Economic Development
- Environmental Considerations
- Infrastructure and City Services
- Housing

NEXT STEPS

Smaller committees will need to meet to continue to create and draft a plan for each of the five areas.

WSU will funnel the discussion and ideas from tonight’s work session and have it ready to present back to the community.

Anderson thanked Bruckner and Downs and the staff from WSU for the process and leadership in this project.

ADJOURN -

Maschino moved to adjourn, second by Anderson. Vote Yea: Unanimous.

Meeting adjourned at 7:47 PM.

Kristi Carrithers, City Clerk

ADMINISTRATION AGENDA
RECOMMENDED ACTION

A. MINUTES:

RECOMMENDED ACTION:

Staff recommends motion to approve the minutes of the July 18, 2016 Special Council Meeting as presented / amended.

ADMINISTRATION AGENDA

A. MINUTES:

Attached are the Minutes from the July 19, 2016 Regular City Council Meeting as prepared by the City Clerk.

REGULAR COUNCIL MEETING
July 19, 2016
CITY HALL
121 S. MERIDIAN

Mayor Laurie Dove called the meeting to order at 7:00 p.m. with the following members present: Dale Kerstetter, Lou Cicirello, Gina Gregory, Brendan McGettigan, Marci Maschino, Lionel Jackson, Ben Anderson and Al Hobson.

Members Absent: None

Staff Present: Kristine Polian, Finance and Admin Director
Mark Hephner, Police Chief
Neil Owings, Parks and Public Buildings Superintendent
Lonnie Tormey, Fire Chief
Brent Holper, City Superintendent
Ryan Shrack, Community Development Director
Joshua Golka, City Engineer
Barry Arbuckle, City Attorney
Scott Hildebrand, City Administrator
Kristi Carrithers, City Clerk
Barry Smith, Asst. Treasurer

Press present: The Ark Valley News

APPROVAL OF THE AGENDA

Maschino moved to approve the Agenda, seconded by McGettigan. Vote yea: unanimous. Motion carried.

ADMINISTRATION AGENDA

MINUTES – JULY 5, 2016 REGULAR CITY COUNCIL MEETING

Hobson moved to accept the minutes of the July 5, 2016, regular City Council meeting, seconded by Cicirello. Vote yea: unanimous. Motion carried.

PRESENTATIONS/PROCLAMATIONS – None

PUBLIC FORUM –

Janice Sharp, Valley Center Public Librarian reported that donations and pledges for the Community Building thus far total \$214,245.00.

Gene Miller addressed Council regarding the ongoing drainage problem in his block of Northwind Drive. He reported that City personnel were working in the ditches and culverts but seem to have made matters worse. Mayor Dove thanked Miller for bringing the issue to Council and will get more information and contact him.

APPOINTMENTS –

Mayor Dove appointed Don Keenan to the Site Plan Committee. Jackson moved to approve the appointment, seconded by Kerstetter. Vote yea: unanimous. Motion carried.

COMMITTEES, COMMISSIONS – June 28, 2016 Planning Commission Meeting Minutes

OLD BUSINESS

A. PUBLIC HEARING FOR ALCOHOL WAIVER FOR JERRY'S TEX MEX GRILL

Mayor Dove opened the Public Hearing regarding the alcohol waiver at 7:09pm

John Rogers urged Council to approve the waiver to Jerry's Tex Mex Grill. He felt that Valley Center needs to be more business friendly and help the community grow.

Members of the Valley Center United Methodist Church, located across the street from the restaurant addressed Council to ask that no waiver be approved. They cited safety concerns especially for children crossing the street as well as members of the congregation in the parking lot. Stressed that it is the busiest intersection in Valley Center and that impaired drivers could aggravate an already dangerous situation. They asked Council to respect the Ordinance in place. Addressing Council were Roger Joyal, John Rogers, June Marcy, Bart Balthazor, Steve Holmes, Kristen Joyal and Brian Schendolar.

Mayor Dove closed the Public Hearing at 7:25pm.

B. RESOLUTION 655-16 REGARDING ALCOHOL WAIVER

Council discussed the waiver. Hobson questioned how patrons would be monitored regarding alcohol consumed. Cicirello stated that he has not found any of his constituents that are against the waiver. Kerstetter asked what hours the restaurant is open. Sandra Lopez, Jerry's Tex Mex Grill, addressed Council in regards to questions. Staff must go through training prior to serving alcohol. She has previous experience as a bartender and restaurant owner and would refuse to serve to an inebriated person. Hours are Tues-Sunday 11:00am to 9:00pm.

Discussion was held with staff clarifying that the waiver is only for a cereal malt beverage license 3.2 beer, same type of license that Pizza Hut currently has. Chief Hephner reported that to his knowledge no issues have occurred regarding other restaurants in Valley Center

Kerstetter moved to approve Resolution 655-16 waiving the location restrictions of Section 5.18.040 for Jerry's Tex Mex Grill, 556 N. Meridian, Valley Center, Kansas. Seconded by Maschino. Vote: yea: Kerstetter, Cicirello, McGettigan, Maschino, Jackson and Anderson. Opposed: Hobson and Gregory. Motion carried.

C. RESOLUTION 654-16 REGARDING USD 262 HIGH SCHOOL ANNEXATION

Arbuckle explained the process of annexation. The resolution if approved will be sent to Sedgwick County for approval.

Cicirello moved to adopt Resolution 654-16, to pursue annexation of certain property owned by USD 262. Seconded by Maschino. Vote yea: unanimous. Motion carried.

Kerstetter asked and was informed that after the County receives the request they have 30 days to approve or reject.

D. DISCUSSION OF 2017 BUDGET

Funding for the Fire Department was addressed. Council wants to make sure that we keep our Fire Department local and supports funding. Kerstetter would like to move funding from a Community Development Intern to fund an additional full time firefighter especially if the proposed study recommends such action.

Cicirello moved to approve the consultant in the 2017 budget but fund study in 2016 with reserve funds and the 2017 budget will reimburse said reserve funds. Maschino seconded the motion.

Hobson is opposed to spending more money on a consultant fee. Staff stressed the importance of the study and recommendation from a consultant that specializes in Volunteer Fire Departments. Such a study could help lay out a master plan for the next 10 years. Anderson stated that this Council needs to be good stewards of tax payer funds not just on the short term but consider long range plans, and felt the such a study is worth the investment.

Vote yea: unanimous. Motion carried.

Council continued with discussion of 2017 Budget. Council agreed that they would like to not raise taxes, but would feel the tax lid going into effect in 2018, should be a consideration as they approve the 2017 Budget. Polian reported that 1 mill would raise taxes approximately \$11.00 per \$100,00.00 value. Council directed Polian to create proposal with a 2 mill increase.

Mayor called a 15 minutes recess at 8:11pm to allow Polian to adjust dollar amounts.

E. NOTICE OF PUBLIC HEARING RE: 2017 BUDGET

Mayor called meeting back to order at 8:26pm.

Polian reported that with a 2 mill increase, total tax dollars to authorize would be \$2,660,277.00. Council felt that would be an amount they felt comfortable proposing and they could make adjustments if needed.

Jackson moved to set the upper limit for publication at \$2,660,277.00. Maschino seconded the motion. Cicirello and Polian asked that the Public Hearing also be set. Jackson amended his motion to establish and publish for public hearing August 2, 2016 at 7:00 PM at City Hall for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds with the amount of Ad Valorem Tax not to exceed \$2,660,277.00. Maschino seconded the amended motion. Vote Yea: Unanimous

NEW BUSINESS

CONSENT AGENDA

- A. APPROPRIATION ORDINANCE
- B. TREASURER'S REPORT JUNE 2016
- C. REVENUE AND EXPENSE SUMMARIES JUNE 2016
- D. CHECK RECONCILIATION JUNE 2016
- E. MAIN STREET VALLEY CENTER FOOD TRUCK REQUEST

Anderson moved, seconded by Hobson to approve the Consent Agenda as presented. Vote Yea: Unanimous. Motion carried.

STAFF REPORTS

CHIEF HEPHNER

Reported that Officer Schaller has graduated from field training and is now on her own in a patrol car. Officer Manning will graduate from KLETC on July 29th.

CITY SUPERINTENDENT HOLPER

Reported that the department is burning the brush pile, so if people ask about smoke smell, it could be coming from there. Reminded everyone that the mulch pit is open from 9-4.

PARKS AND PUBLIC BUILDINGS SUPERINTENDENT OWINGS

Following a series of vandalism events, the department has installed security cameras at Lions Park and McLaughlin Park.

CITY ENGINEER GOLKA

While a final date has not been set, he anticipates the 93rd. Street project to begin mid-August.

The north driveway project at Leeker's was completed in 9 days.

CITY ADMINISTRATOR HILDEBRAND

Thanked the Council for the opportunity to work for Valley Center. One of his major goals will be to keep communication open. "Come talk to me, with both the good and the bad."

GOVERNING BODY REPORTS –

MAYOR DOVE

Mayor Dove welcomed Administrator Hildebrand. His first day was July 18, 2016.

COUNCIL MEMBER CICIRELLO

In regards to the remarks made during Public Forum by Mr. Miller, asked why the clearing and drainage for the Northwind Drive area was started in that block and not further south.

COUNCIL MEMBER ANDERSON

Thanked all the members of Council for their input working with WSU on the Strategic Plan for Valley Center. Feels that the project has been and will continue to be very beneficial.

COUNCIL MEMBER HOBSON

Noted that funds for Main Street Valley Center are included in the 2017 budget, but would like to be able to keep their motivation going. Hobson moved that \$5000.00 be given to the group from 2016 funds to help fund projects and activities from now to the end of the year.

Questions were raised whether this is appropriate to discuss without being on agenda. Motion died for lack of second. Staff was asked to place this on the August 2, 2016 agenda for discussion.

Hobson moved to adjourn, second by Jackson. Vote Yea: Unanimous.

ADJOURN -

Meeting adjourned at 8:43 PM.

Kristi Carrithers, City Clerk

ADMINISTRATION AGENDA
RECOMMENDED ACTION

A. MINUTES:

RECOMMENDED ACTION:

Staff recommends motion to approve the minutes of the July 19, 2016 Regular Council Meeting as presented / amended.

PRESENTATIONS / PROCLAMATIONS

PUBLIC FORUM

APPOINTMENTS

WSU Strategic Planning Team

COMMITTEES, COMMISSIONS

OLD BUSINESS

A. PUBLIC HEARING: PROPOSED FY 2017 BUDGET:

- Under K.S.A. 79-2929, a Public Hearing must be held prior to filing an Adopted Budget.
- City Council authorized publication of the Notice of Budget Hearing and notice was published July 21, 2016.

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to:

- 1. Open Public Hearing**
 - **Receive Public Comment**
- 2. Close Public Hearing**

OLD BUSINESS

B. 2017 BUDGET DISCUSSION / APPROVAL:

- After Closing the Public Hearing, The Council shall consider Amendments to the 2017 Budget.
- If / after Amendments are made, The Council shall vote to adopt the 2017 Budget.
- The Published Notice of Budget established a maximum Expenditure level for 2017 of \$2,660,277.00. This level may be lowered, but cannot be increased without republication and conducting another Public Hearing.
- Budget Summary - Council changes to Proposed Budget
 - Approved public safety consultant for Audit and Master Plan for Fire Department
 - Removed \$36,000 for Intern;
 - Added \$36,000 for 2nd full-time firefighter;
 - Added \$22,000 for benefits for 2nd full-time firefighter;
 - \$46,285 negative net income absorbed with mill increase;
 - Added \$24,338 to Reserves

Total tax dollars- \$2,660,277.00, which provides an estimated 2-mill increase.

CITY OF VALLEY CENTER 2017 ANNUAL BUDGET

FUND 010	GENERAL FUND- SUMMARY
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	2015 ACTUAL	2016 BUDGET	2017 REQUESTED	2017 RECOMMEND
Revenues:				
Taxes	1,572,643	2,328,683	1,673,912	2,506,251
Licenses & Permits	629,641	619,650	619,650	619,850
Charges for Services & Fees	12,460	16,600	16,600	16,100
Fines & Forfeitures	141,467	127,100	127,100	142,100
Interest Earnings	20	2,000	2,000	1,000
Other Revenues	66,688	75,200	75,200	96,155
Miscellaneous	131,006	139,000	139,000	154,000
TOTAL REVENUE	2,553,925	3,308,233	2,653,462	3,535,456
Expenditures:				
Administration Department	598,457	1,387,715	1,359,941	1,355,838
Community Development Department	121,132	203,000	286,450	214,800
Park & Public Grounds Department	396,211	418,058	569,008	536,558
Police Department	821,478	909,250	909,250	924,450
Fire Department	217,653	227,450	299,800	318,600
Legal & Court Department	127,967	131,430	131,430	153,530
Environmental Services Department	65,676	31,330	51,850	31,680
TOTAL EXPENDITURES	2,348,574	3,308,233	3,607,729	3,535,456
Budgeted Income (Loss)	205,351	0	(954,267)	0
Fund Balance - January 1	561,310	766,661	766,661	766,661
Fund Balance - December 31	766,661	766,661	(187,606)	766,661

CITY OF VALLEY CENTER 2017 ANNUAL BUDGET

FUND	GENERAL
DEPARTMENT	ADMINISTRATION
DETAIL EXPENDITURE SUMMARY	

	2015 ACTUAL	2016 BUDGET	2017 REQUEST	2017 RECOMMEND
Salary-Staff	298,607	340,000	361,000	379,100
Salary-Part-Time	10,989	15,000	18,000	
Contract 457 defer	4,775	2,900	2,900	2,900
Salary-Council	7,250	7,500	7,500	7,500
Subtotal Salaries and Benefits	321,621	365,400	389,400	389,500
Postage	2,526	3,000	3,000	3,000
Telephone	5,624	5,500	5,500	5,500
Travel	3,666	5,000	5,000	5,000
Insurance	11,714	16,000	16,000	16,000
Other Equipment Insurance	0	500	500	500
Subscriptions and Dues	14,949	12,000	12,000	12,000
Professional Services	25,073	39,774	60,000	60,000
Training	4,321	5,000	5,000	5,000
Printing	6,825	6,200	6,200	6,200
Software / Hardware Maintenance	5,801	7,000	7,000	7,000
Maintenance and Repair	989	1,500	1,500	1,500
Equipment Maintenance and Repair	1,473	2,000	2,000	2,000
Building Maintenance	0	1,000	1,000	1,000
Utility Expense	27,259	25,000	25,000	30,000
Street/Traffic Lights	46,425	40,000	40,000	50,000
Other Contractuals	12,135	5,000	0	0
Subtotal Contractuals	168,780	174,474	189,700	204,700
Office Supplies	4,733	6,000	6,000	6,000
Supplies and Parts	661	4,000	2,000	2,000
Other Commodities	919	0	0	0
Subtotal Commodities	6,313	10,000	8,000	8,000
Office Equipment	3,196	6,300	6,300	6,300
Equipment	1,790	4,500	4,500	4,500
Computer Equipment / Software	2,850	2,500	2,500	2,500
Other Capital Outlay	0	1,000	1,000	1,000
Subtotal Capital Outlay	7,836	14,300	14,300	14,300
Economic Development	100	0	20,000	0
Contingency / Misc Transfers	23,216	8,541	8,541	15,000
Transfer to Equipment Reserve	0	185,000	100,000	124,338
Transfer to CIP	18,589	500,000	500,000	500,000
Transfer to Special Streets & HW	75,000	130,000	130,000	100,000
Misc Exp Offset (tie to audit)	-88,805			
Transfers Out (tie to audit)	93,589			
Encumbrances (tie to audit)	-27,782			
Subtotal Other / Misc	93,907	823,541	758,541	739,338
TOTAL	598,457	1,387,715	1,359,941	1,355,838

CITY OF VALLEY CENTER 2017 ANNUAL BUDGET

FUND	GENERAL
DEPARTMENT	COMMUNITY DEVELOPMENT
DETAIL EXPENDITURE SUMMARY	

	2015 ACTUAL	2016 BUDGET	2017 REQUESTED	2017 RECOMMEND
Salary-Staff	59,966	147,000	147,000	140,600
Salary-Part-Time	14,868	0	35,000	
Subtotal Salaries and Benefits	74,834	147,000	182,000	140,600
Postage	1,175	1,400	1,400	1,400
Telephone	1,348	1,100	1,100	1,100
Travel	2,016	700	800	700
Vehicle Insurance	0	700	1,000	700
Insurance	289	500	500	500
Subscriptions and Dues	5,213	3,900	4,000	3,900
Professional Services	1,768	24,550	25,000	3,000
Training	831	900	1,000	1,000
Printing	1,541	2,400	2,400	2,400
Software / Hardware Maintenance	1,848	1,000	1,800	1,000
Vehicle Maintenance	1,173	3,000	1,300	3,000
Maintenance and Repair	243	500	500	500
Equipment Maintenance and Repair	233	200	200	200
Building Maintenance	0	500	500	500
Main Street	0	0	10,000	10,000
Uniform Clothing	0	100	100	100
Utility Expenses	697	300	800	300
Other Contractuals	370	200	200	200
Subtotal Contractuals	18,745	41,950	52,600	30,500
Office Supplies	898	900	1,400	900
Supplies and Parts	0	0	0	0
Motor Fuel	0	350	800	350
Other Commodities	293	900	300	900
Subtotal Commodities	1,191	2,150	2,500	2,150
Office Equipment	911	500	500	500
Equipment	60	200	350	350
Computer Equipment / Software	1,785	1,000	500	500
Other Capital Outlay	0	200	23,000	200
Subtotal Capital Outlay	2,756	1,900	24,350	1,550
Economic Development Resources	23,607	10,000	25,000	40,000
Misc Expense Offset (tie to audit)	-1			
Subtotal Other / Misc	23,606	10,000	25,000	40,000
TOTAL	121,132	203,000	286,450	214,800

CITY OF VALLEY CENTER 2017 ANNUAL BUDGET

FUND	GENERAL
DEPARTMENT	FIRE
DETAIL EXPENDITURE SUMMARY	

	2015 ACTUAL	2016 BUDGET	2017 REQUESTED	2017 RECOMMEND
Salary-Staff	97,663	98,000	151,550	169,500
Salary-Part-Time	52,116	50,000	45,000	46,350
Subtotal Salaries and Benefits	149,779	148,000	196,550	215,850
Postage	110	150	150	150
Telephone	2,548	1,000	2,600	2,600
Travel	0	500	500	500
Vehicle Insurance	4,260	5,300	4,300	4,300
Insurance	3,382	12,500	12,500	12,500
Other Equipment Insurance	3,679	5,000	5,000	5,000
Subscriptions and Dues	528	3,500	3,500	3,500
Professional Services	4,741	3,500	5,000	5,000
Training	2,126	2,500	2,500	2,500
Equipment Lease	0	4,000	4,000	4,000
Printing	301	300	300	300
Vehicle Maintenance	7,338	4,000	7,000	7,000
Software / Hardware Maintenance	3,749	1,800	4,000	4,000
Maintenance and Repair	2,668	2,000	3,000	3,000
Building Maintenance	1,008	1,000	2,000	2,000
Uniform Clothing	4,415	4,500	6,500	6,500
Utility Expense	8,714	4,000	8,700	8,700
Other Contractuals	30	0	0	0
Subtotal Contractuals	49,597	55,550	71,550	71,550
Office Supplies	1,211	400	1,200	1,200
Supplies and Parts	1,625	2,000	2,000	2,000
Motor Fuel	2,729	3,500	3,500	3,500
Other Commodities	0	0	0	0
Subtotal Commodities	5,565	5,900	6,700	6,700
Office Equipment	1,013	1,500	1,500	1,500
Equipment	1,239	1,500	1,500	1,500
Computer Equipment / Software	1,564	1,000	1,000	1,000
Fire Fighting Equipment	6,876	12,000	18,000	18,000
Other Capital Outlay	0	0	0	0
Subtotal Capital Outlay	10,692	16,000	22,000	22,000
Fire Prevention Week	2,020	2,000	3,000	2,500
Misc Expense Offset (tie to audit)	0			
Subtotal Other	2,020	2,000	3,000	2,500
TOTAL	217,653	227,450	299,800	318,600

CITY OF VALLEY CENTER 2017 ANNUAL BUDGET

FUND 110 EMPLOYEE BENEFITS SUMMARY				
	2015 ACTUAL	2016 BUDGET	2017 REQUESTED	2017 RECOMMEND
Revenues:				
Ad Valorem Tax	626,897	415,730	429,679	451,679
Delinquent Tax	11,010	7,500	7,500	7,500
In Lieu of Tax	0	0	0	
Motor Vehicle Tax	86,804	84,389	55,666	55,666
Recreational Vehicle Tax	1,376	1,427	920	920
16/20M Trucks	146	124	72	72
Commercial Vehicle	0	2,240	1,631	1,631
Watercraft Tax	0	188	228	228
Total Property & Motor Vehicle Taxes	726,233	511,598	495,696	517,696
Interest on Idle Funds	0	0	0	
Total Interest Earnings	0	0	0	0
Transfer In from General Fund	0	0	0	
Transfer In from Water Fund	0	0	0	
Transfer In from Sewer Fund	0	0	0	
Transfer In from Stormwater Fund	0	0	0	
Reimbursed Expense	468	3,500	3,500	3,500
Misc Rev Offset (tie to audit)	38	0	0	
Transfers In & Reimbursements	506	3,500	3,500	3,500
TOTAL REVENUE	726,739	515,098	499,196	521,196
Expenditures:				
Medicare	21,129	35,000	28,000	29,000
Social Security	90,341	90,000	105,000	108,000
KPERS	126,297	100,000	130,000	134,000
Hospitalization Insurance	231,224	445,000	445,000	457,000
Workmans Comp Insurance	42,519	40,000	55,000	56,000
Unemployment Insurance	2,315	17,000	12,000	13,000
Total Personnel Ser. & Benef.	513,825	727,000	775,000	797,000
Contingency	240	14,000	14,000	12,280
Total Other / Misc.	240	14,000	14,000	12,280
TOTAL EXPENDITURES	514,065	741,000	789,000	809,280
Budgeted Income (Loss)	212,674	(225,902)	(289,804)	(288,084)
Est Variance in Health ins				-288,084
Est Income (Loss)				-56,524
Fund Balance - January 1	354,621	567,295	341,393	341,393
Fund Balance - December 31	567,295	341,393	51,589	53,309

OLD BUSINESS

RECOMMENDED ACTION

B. 2017 BUDGET DISCUSSION / APPROVAL:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt the 2017 Budget for the City of Valley Center as presented / amended in The July 21, 2016 publication for Public Hearing with the amount of Ad Valorem Tax not to exceed _____.

OLD BUSINESS

C. GOFF STREET SIDEWALK SUPPLEMENTAL AGREEMENT:

- Supplemental agreement

PROJECT NO. 87 TE-0607-01
 TA-T060(701)
 TRANSPORTATION ENHANCEMENT PROJECT
 SIDEWALK CONSTRUCTION
 CITY OF VALLEY CENTER, KANSAS

S U P P L E M E N T A L A G R E E M E N T N o . 1

This Agreement, made and entered into effective the date signed by the Secretary or designee, is by and between the **Secretary of Transportation**, Kansas Department of Transportation (KDOT) (the “Secretary”) and the **City of Valley Center, Kansas** (“City”), **collectively**, the “Parties.”

R E C I T A L S :

- A. The Parties entered into an Agreement dated December 4, 2015 for Construction of 5-foot sidewalk on Goff Road, from N. Meadow to N. Meridian, in Valley Center, Kansas (the “Original Agreement”).
- B. The Parties mutually desire to supplement the Original Agreement to reflect an increase in the maximum federal funds allowed for the Project.

NOW, THEREFORE, the Parties agree as follows:

1. On page 4 of the Original Agreement, Article II, paragraph 4, be replaced in its entirety to read as follows:

4. Payment of Costs. The Secretary agrees to be responsible for eighty percent (80%) of the total actual costs of Construction (which includes the costs of all Construction Contingency Items) and Construction Engineering, but not to exceed \$260,000.00 for the Project. The Secretary shall not be responsible for the total actual costs of Construction (which includes the costs of all Construction Contingency Items) and Construction Engineering that exceed \$325,000.00 for the Project. The Secretary shall not be responsible for the total actual costs of Preliminary Engineering, Right of Way, and Utility adjustments for the Project.

2. On page 10 of the Original Agreement, Article III, paragraph 19, be replaced in its entirety to read as follows:

19. Financial Obligation. The City will be responsible for twenty percent (20%) of the total actual costs of Construction (which includes the costs of all Construction Contingency Items) and Construction Engineering, up to \$325,000.00 for the Project. In addition, the City agrees to be responsible for one hundred percent (100%) of the total actual costs of Construction (which includes the costs of all Construction Contingency Items) and Construction Engineering that exceed \$325,000.00 for the Project. Further, the City agrees to be responsible for one hundred percent (100%) of the total actual costs of Preliminary Engineering, Right of Way, and Utility adjustments for the Project. The City shall also pay for any Non-Participating Costs incurred for the Project along with the associated Non-Participating Construction Engineering costs.

THIS SUPPLEMENTAL AGREEMENT shall not be construed to alter, modify, or void the terms, provisions or conditions of the Original Agreement, incorporated herein by reference, except as herein specifically provided.

IN WITNESS WHEREOF, the Parties have caused this Supplemental Agreement to be signed by their duly authorized officers.

ATTEST:

THE CITY OF VALLEY CENTER, KANSAS

CITY CLERK (Date)

MAYOR

(SEAL)

Kansas Department of Transportation
Secretary of Transportation

By: _____
Jerome T. Younger, P.E. (Date)
Deputy Secretary and
State Transportation Engineer

OLD BUSINESS
RECOMMENDED ACTION

C. GOFF STREET SIDEWALK SUPPLEMENTAL AGREEMENT:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to approve supplemental agreement with KDOT for construction of sidewalk on Goff Road in Valley Center and authorize Mayor to sign.

NEW BUSINESS

A. PROPOSED COMMUNITY CENTER – DISCUSSION:

- Funding initiatives have brought goal of raising \$1,000,000.00 for new library closer than previous attempts.
- Building will require minimum of 14 months to design and complete construction.
- Staff requests discussion on how to proceed; consideration of authorizing expenditures for design.

NEW BUSINESS

RECOMMENDED ACTION

A. PROPOSED COMMUNITY CENTER – DISCUSSION:

Should Council choose to proceed

RECOMMENDED ACTION:

Council set aside \$_____ to proceed with the design phase of the community center.

NEW BUSINESS

B. FUNDING FOR MAIN STREET VALLEY CENTER:

- **Discussion/approval of disbursement of funds for Main Street Valley Center.**

NEW BUSINESS

RECOMMENDED ACTION

B. FUNDING FOR MAIN STREET VALLEY CENTER:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends Council approve the expenditure of \$5,000.00 toward the Main Street Valley Center program for fiscal year 2016, to be taken from General Fund budget.

NEW BUSINESS

RECOMMENDED ACTION

C. EXECUTIVE SESSION TO DISCUSS EASEMENT ACQUISITION:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends Council recess into Executive Session for the purpose of discussing land acquisitions.

CONSENT AGENDA

A. APPROPRIATION ORDINANCE – AUGUST 2, 2016

RECOMMENDED ACTION:

Staff recommends motion to approve the Consent Agenda as presented.

7/26/2016 10:59 AM
 VENDOR SET: 02 City of Valley Center
 BANK: APBK INTRUST CHECKING
 DATE RANGE: 0/00/0000 THRU 99/99/9999

A/P HISTORY CHECK REPORT

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0085	LAURIE B WILLIAMS I-REB201607207794 CASE # 13-12943	R	7/22/2016	200.00		046645		200.00
0210	SECURITY BENEFIT I-SCB201607207794 DEFERRED COMPENSATION	R	7/22/2016	50.00		046646		50.00
0032	AFLAC I-AF 201607067716 SUPPLEMENTAL INSURANCE	R	7/22/2016	35.99		046647		
	I-AF 201607207794 SUPPLEMENTAL INSURANCE	R	7/22/2016	36.01		046647		
	I-AFC201607067716 SUPPLEMENTAL INSURANCE	R	7/22/2016	21.71		046647		
	I-AFC201607207794 SUPPLEMENTAL INSURANCE	R	7/22/2016	21.71		046647		
	I-AFD201607067716 SUPPLEMENTAL INSURANCE	R	7/22/2016	69.82		046647		
	I-AFD201607207794 SUPPLEMENTAL INSURANCE	R	7/22/2016	69.82		046647		
	I-AFO201607067716 SUPPLEMENTAL INSURANCE	R	7/22/2016	12.35		046647		
	I-AFO201607207794 SUPPLEMENTAL INSURANCE	R	7/22/2016	12.35		046647		279.76
0445	DELTA DENTAL OF KANSAS, INC. I-DDS201607067716 DENTAL INSURANCE	R	7/22/2016	159.79		046648		
	I-DDS201607207794 DENTAL INSURANCE	R	7/22/2016	190.20		046648		
	I-DEC201607067716 DENTAL INSURANCE	R	7/22/2016	216.44		046648		
	I-DEC201607207794 DENTAL INSURANCE	R	7/22/2016	216.44		046648		
	I-DES201607067716 DENTAL INSURANCE	R	7/22/2016	188.22		046648		
	I-DES201607207794 DENTAL INSURANCE	R	7/22/2016	188.22		046648		
	I-DFM201607067716 DENTAL INSURANCE	R	7/22/2016	420.48		046648		
	I-DFM201607207794 DENTAL INSURANCE	R	7/22/2016	420.48		046648		2,000.27
0566	SURENCY LIFE AND HEALTH I-VES201607067716 VISION INSURANCE	R	7/22/2016	8.84		046649		
	I-VES201607207794 VISION INSURANCE	R	7/22/2016	8.84		046649		
	I-VMC201607067716 VISION INSURANCE	R	7/22/2016	33.24		046649		
	I-VMC201607207794 VISION INSURANCE	R	7/22/2016	33.24		046649		
	I-VME201607067716 VISION INSURANCE	R	7/22/2016	32.23		046649		
	I-VME201607207794 VISION INSURANCE	R	7/22/2016	32.34		046649		
	I-VMF201607067716 VISION INSURANCE	R	7/22/2016	80.70		046649		
	I-VMF201607207794 VISION INSURANCE	R	7/22/2016	80.70		046649		
	I-VMS201607067716 VISION INSURANCE	R	7/22/2016	19.36		046649		
	I-VMS201607207794 VISION INSURANCE	R	7/22/2016	19.36		046649		348.85
0705	UNITED HEALTHCARE I-M1C201607067716 MEDICAL INSURANCE- EMP COST	R	7/22/2016	30,014.41		046650		
	I-M1C201607207794 MEDICAL INSURANCE- EMP COST	R	7/22/2016	56.29		046650		
	I-M1E201607067716 MEDICAL INSURANCE- EMP COST	R	7/22/2016	56.28		046650		
	I-M1E201607207794 MEDICAL INSURANCE- EMP COST	R	7/22/2016	56.28		046650		
	I-M1F201607067716 MEDICAL INSURANCE- EMP COST	R	7/22/2016	354.60		046650		
	I-M1F201607207794 MEDICAL INSURANCE- EMP COST	R	7/22/2016	354.60		046650		
	I-M1S201607067716 MEDICAL INSURANCE- EMP COST	R	7/22/2016	60.51		046650		
	I-M1S201607207794 MEDICAL INSURANCE- EMP COST	R	7/22/2016	60.51		046650		31,013.48

7/26/2016 10:59 AM

A/P HISTORY CHECK REPORT

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2

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BANK: APBK INTRUST CHECKING

DATE RANGE: 0/00/0000 THRU 99/99/9999

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0270	I-201607127789	INTRUST CARD CENTER INTRUST CARD CENTER	R 7/22/2016	38,377.54		046651		38,377.54
0009	I-201607127788	VERIZON WIRELESS SERVICES, LLC VERIZON WIRELESS SERVICES, LLC	R 7/21/2016	70.88		046652		70.88
0025	I-201607127783	MIKE JOHNSON SALES, INC. MIKE JOHNSON SALES, INC.	R 7/21/2016	45.00		046653		45.00
0059	I-201607207798	CITY OF WICHITA 120,000 GALLONS SLUDGE HAULING	R 7/21/2016	4,800.00		046654		4,800.00
0077	I-201607127784	KANSAS OFFICE OF THE TREASURER KANSAS OFFICE OF THE TREASURER	R 7/21/2016	1,244.49		046655		1,244.49
0092	I-201607127785	TYLER TECHNOLOGIES INC TYLER TECHNOLOGIES INC	R 7/21/2016	205.00		046656		205.00
0133	I-201607207799	MAYER SPECIALTY SERVICES LIFT STATION CLEANING	R 7/21/2016	1,600.00		046657		1,600.00
0153	I-201607127787	THE ARK VALLEY NEWS THE ARK VALLEY NEWS	R 7/21/2016	388.08		046658		388.08
0239	I-201607187792 I-201607207796 I-201607207797	A T & T KANSAS A T & T KANSAS DES SUBSTATION VALLEY CREEK PUMP STN	R 7/21/2016 R 7/21/2016 R 7/21/2016	1,287.62 127.81 127.81		046659 046659 046659		1,543.24
0538	I-201607207800	ARLAN COMPANY, INC. SODA ASH - POOL CHEMICALS	R 7/21/2016	1,100.00		046660		1,100.00
0639	I-201607127782	ARMSCOR CARTRIDGE INCORPORATED ARMSCOR CARTRIDGE INCORPORATED	R 7/21/2016	226.60		046661		226.60
0648	I-201607187791	SPANGENBERG PHILLIPS TICE ARCH SPANGENBERG PHILLIPS TICE ARCH	R 7/21/2016	2,250.00		046662		2,250.00
0656	I-201607137790	DRAGONFLY LAWN & TREE CARE LLC JUNE LAWNCARE APPS	R 7/21/2016	1,785.00		046663		1,785.00

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A/P HISTORY CHECK REPORT

VENDOR SET: 02 City of Valley Center
 BANK: APBK INTRUST CHECKING
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
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* * T O T A L S * *

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HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

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A/P HISTORY CHECK REPORT

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 BANK: APBK INTRUST CHECKING
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0079	RYAN SHRACK							
I-201607127786	RYAN SHRACK	R	7/22/2016	65.34		046664		65.34

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VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

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SELECTION CRITERIA

VENDOR SET: * - All
VENDOR: ALL
BANK CODES: All
FUNDS: All

CHECK SELECTION

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DATE RANGE: 0/00/0000 THRU 99/99/9999
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

CONSENT AGENDA

B. CEREAL MALT BEVERAGE LICENSE:

The following business has made application for a Cereal Malt Beverage License for the year 2016.

Application was received by the Finance and Administration Director and recommended for approval by the Chief of Police, Mark Hephner.

Consumption:

Jerry's Tex Mex Grill, 556 N. Meridian, Valley Center, KS

STAFF REPORTS

- A. Finance and Administration Director Polian**
- B. Chief of Police Hephner**
- C. Fire Chief Tormey**
- D. Community Development Director Ryan Shrack**
- E. City Superintendent Holper**
- F. Parks & Public Buildings Superintendent Owings**
- G. City Engineer Golka**
- H. City Attorney Arbuckle**
- I. City Administrator Hildebrand**

MEMO



TO: City of Valley Center

DATE: August 2, 2016

PROJECT NO.: 35-13208-2502

PROJECT: Valley Center – City Engineer

ATTENTION: Mayor Dove and Members of Council

FROM: Josh Golka, P.E.

REFERENCE: Project Status Update

COPIES TO: Scott Hildebrand, Brent Holper, MDK

Please advise immediately of any misconceptions or omissions you believe to be contained herein.

Shown below is a list of current PEC projects with status updates:

Projects:

93rd Street Paving Improvements (13208-005)

- Preconstruction meeting with Contractor, County, City and PEC on July 14, 2016.
- Awaiting preconstruction minutes and confirmed start date from County.

Butler and High Point Paving Improvements (160447)

- Plan development and utility coordination July 22, 2016.

Goff, Fieldstone, and Clover Safe Routes to School (13692)

- Final plan submittal to KDOT on July 13, 2016.
- Awaiting confirmation of bid date.
- Processing construction engineering agreement.

Emporia Bicycle and Pedestrian Path (13800)

- KDOT review comments returned July 19, 2016.
- Sidewalk easement required at Main and Meridian.
- Bid late summer 2016.

5th Street Paving Improvements (14323)

- Review meeting with WAMPO on July 19 for MOVE 2040 and TIP amendment.
- PEC developing Phase 2 construction estimate for amendment.

Raw Water Well Replacement (15454-002)

- Response issued to City of Wichita on water contract negotiations. Determine responsible party for draft agreement.
- Existing well house building assessments to be provided to staff with recommended improvements.

Waste Water Treatment Plant Evaluation (15454-001)

- Updated itemized costs for recommended improvements.
- Final evaluation provided to staff July 20, 2016.

Master Drainage Plan (15665)

- Final draft to be provided to staff for review by July 29, 2016. After receiving review comments, the plan will be updated and presented to Council.

Bicycle and Pedestrian Master Plan Update (13208-004)

- Updated mapping based on staff comments provided on April 26, 2016.

Miscellaneous Items:

- Scheduling structural engineer evaluation for load rating requirements for I beam and hoist at WWTP.
- Discussed private lift station considerations and force main within public right of way to serve 121 S Birch.

Warranty Dates for Construction Projects:

August 26, 2016 Industrial Park Paving and Drainage (13436)

May 8, 2017 Valley Creek Waterline and Sanitary Sewer (14899-001/002)

July 8, 2017 Valley Creek Paving and Drainage (14899-000)

February 12, 2018 Waterline Improvements along Emporia Avenue (14122-005)

November 9, 2017 Ford and Meridian Paving, Storm Sewer, and Pond Grading (12486-002)

February 4, 2018 Ford Street Pond Pump Station (12486-003)

GOVERNING BODY REPORTS

A. Mayor Dove

B. Councilmember Kerstetter

C. Councilmember Cicirello

D. Councilmember Gregory

E. Councilmember McGettigan

F. Councilmember Maschino

G. Councilmember L. Jackson

H. Councilmember Anderson

I. Councilmember Hobson

ADJOURN