

CITY OF VALLEY CENTER

FINAL AGENDA

JUNE 27, 2013

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.

July 2, 2013

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION: MINISTERIAL ALLIANCE**
- 4. PLEDGE OF ALLEGIANCE**
- 5. APPROVAL OF AGENDA p 3**
- 6. CLERK'S AGENDA p 4**
 - A. Minutes p 4
 - June 18, 2013 Regular Council Meeting p 5
 - B. Appropriation Ordinance p 9
- 7. PRESENTATIONS / PROCLAMATIONS p 14**
- 8. PUBLIC FORUM (*Citizen input and requests*) p 14**
- 9. APPOINTMENTS p 14**
- 10. COMMITTEES, COMMISSIONS p 14**
 - A. Items for Council review p 15
- 11. OLD BUSINESS p 18**
 - A. Ordinance 1262-13, Special Use 2859 E 5th, 2nd reading p 19
- 12. NEW BUSINESS p 20**
 - A. 2014 Budget Update p 20
 - B. Ordinance 1263-13, Dedication of Street Right of Way, 1st reading p 24
- 13. CONSENT AGENDA p 26**
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- 14. STAFF REPORTS p 30**
- 15. GOVERNING BODY REPORTS p 34**
- 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.

CLERK'S AGENDA

A. MINUTES:

Attached are the Minutes from the June 18, 2013 Regular City Council Meeting as prepared by the Assistant City Clerk.

RECOMMENDED ACTION:

Staff recommends motion to approve the minutes of the June 18, 2013 Regular Council Meeting Minutes as presented / amended

REGULAR COUNCIL MEETING
JUNE 18, 2013
CITY HALL
121 S. MERIDIAN

Mayor McNown called the meeting to order at 7:00 p.m. with the following members present: Judith Leftoff, Lou Cicirello, Terry Ishman, Laurie Dove Lionel Jackson, and Benjamin Anderson.

Members Absent: Marci Maschino and Al Hobson

Staff Present: Joel Pile, City Administrator
Kristine Polian, City Clerk
Jose Santiago, Assistant City Clerk
Mark Hephner, Chief of Police
Neil Owings, Parks and Public Buildings Superintendent
Lonnie Tormey, Fire Chief
Warren Utecht, Community Development Director
Mike Kelsey, City Engineer

Press present: The Ark Valley News

APPROVAL OF THE AGENDA

Cicirello moved, seconded by Jackson, to approve the Agenda as presented. Vote yea: Unanimous. Motion carried.

CLERK'S AGENDA

A. MINUTES – JUNE 04, 2013 REGULAR CITY COUNCIL MEETING

Jackson moved, seconded by Dove, to approve the Minutes of the June 04, 2013 Regular Council Meeting as presented. Vote yea: Unanimous. Motion carried.

B. MINUTES - JUNE 11, 2013 SPECIAL BUDGET WORKSHOP MEETING

Anderson moved, seconded by Ishman, to approve the Minutes of the June 11, 2013 Special Budget Workshop Meeting as presented. Vote yea: Unanimous. Motion carried.

C. APPROPRIATION ORDINANCE – 06/18/2013

Cicirello moved, seconded by Ishman, to approve the June 18, 2013 Appropriation Ordinance as presented. Vote yea: Unanimous. Motion carried.

D. TREASURER'S REPORT, MAY 2013

Jackson moved, seconded by Ishman, to receive and file the May 2013 Treasurer's Report. Vote yea: Unanimous. Motion carried.

PRESENTATIONS/PROCLAMATIONS - None**PUBLIC FORUM - None****APPOINTMENTS**

- Mayor McNown re-appointed Rod Jackson a 4-year term to the Recreation Commission.

Cicirello moved, seconded by Jackson, to re-appoint Rod Jackson to the Recreation Commission. Vote yea: Unanimous. Motion carried.

COMMITTEES, COMMISSIONS – No Questions/Comments.**OLD BUSINESS – None.****NEW BUSINESS****A. DISCUSSION RE: CONCEALED CARRY LEGISLATION**

The Kansas Legislature passed and Governor Brownback signed House Bill 2052 which authorizes the carrying of concealed weapons in State and Municipal Buildings. Changes go into effect July 01, 2013.

Pile stated the City of Valley Center can obtain an exemption if the City establishes a security plan and adopts a resolution to exempt certain buildings from the requirements of the act; the exemption will end on January 1, 2014 unless further action is taken by the governing body to extend the exemption. Notice of exemption, together with the resolution, shall be sent to the Kansas Attorney General and to the law enforcement agency of local jurisdiction.

Cicirello moved, seconded by Leftoff, to exempt City owned buildings from the requirements of House Bill 2052 and authorize The Mayor to sign the exemption letter. Vote yea: Unanimous. Motion carried.

B. CHAMBER OF COMMERCE REQUEST TO WAIVE SIGN CODE RESTRICTIONS

Utecht stated the Chamber of Commerce would like the City to waive the City's sign regulations that restricts yard signs and banners to a business' property. Utecht said we should support the Chamber of Commerce with their request since it would help local businesses.

Marshella Peterson, Chamber of Commerce Director; and Jennifer VanWyk, Chamber of Commerce Board Member; addressed the Council. They would like to have yard signs; and requested for banners to be installed without the issuance of a zoning permit. Peterson would like signs and banners to be allowed to be up the duration of the campaign, which will

NEW BUSINESS (CONTINUED)

run from July to December 2013. Peterson asked for a financial contribution of \$1,000.00 to help offset the cost of the campaign.

Cicirello moved, seconded by Jackson, to amend the request of The Chamber to: Approve exemption of the City Sign regulations to promote the Chamber of Commerce "Buy Local-Buy Valley Center" Campaign granted, and give a financial contribution of \$500.00 to help their cost of the campaign. Vote Yea: Unanimous. Motion carried.

CONSENT AGENDA

- A. REVENUE/EXPENSE SUMMARIES, MAY 2013
- B. BAD DEBT REPORT, MAY 2013
- C. CHECK RECONCILIATION REPORT, MAY 2013

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

STAFF REPORTSCITY CLERK POLIAN

City Clerk Polian stated the City is using the Collection Bureau and the Kansas Setoff program to collect utility and court bad debt. Kansas Setoff program is a program where the State of Kansas collects any refunds from taxes they may get and the City may get that money. Polian stated between the Collection Bureau and Kansas Setoff program the City has collected approximately \$11,000.00 as of today.

POLICE CHIEF HEPHNER

Hephner stated Officer Schrag's last day will be June 26th. Hephner will choose two officers out of the candidates on which he received background checks. Also, Hephner met with Officer David Adams who is back from overseas. Adams was on military leave of absence, and he will be back in a few weeks after spending some time with his soon-to-be wife and get re-oriented.

COMMUNITY DEVELOPMENT DIRECTOR UTECHT

Utecht gave a report of the results of the June 18th WAMPO Technical Advisory Committee's recommendations (to be forwarded to the full board in July) for Federal grant monies allocated toward local projects within the Regional Planning area. Valley Center will be eligible for the following sidewalk/path and major road project grants: 1) sidewalk/path project -- 2013-14 McLaughlin Street Path-10' wide, 2014 & 2015 Goff, Fieldstone, Clover Sidewalks – 5' wide, and 2015 Emporia Street Path – 10' wide. Federal dollars equal 73.6% of sidewalk/path project costs. (2) Major Road Project – 2016 5th Street: New Bridge to Broadway. Federal dollars equal 67.7% of project costs.

STAFF REPORTS (CONTINUED)

Cicirello said he appreciates everything Utecht has done with the City, and stated that is what community development should do.

CITY ENGINEER KELSEY

Kelsey stated tomorrow at 8:30AM the 5th Street Bridge will be opened.

CITY ADMINISTRATOR PILE

Pile stated the Mayor will be cutting the ribbon on the 5th street bridge at 8:30 a.m. and the barricades will be removed soon after the ceremony.

GOVERNING BODY REPORTS**COUNCILMEMBER ISHMAN**

Ishman thanked Community Development Director Utecht for all his efforts and congratulated Public Work's staff for getting all their training certificates.

COUNCILMEMBER DOVE

Dove agreed with Ishman's comments.

COUNCILMEMBER JACKSON

Jackson echoed our appreciation for Mr. Utecht's work.

COUNCILMEMBER ANDERSON

Anderson failed to thank and acknowledge Marshella Peterson, Chamber of Commerce Director, last meeting and since she is here now he will like to show appreciation for their work on the Spring Fling BBQ event they held this year. The event went from 25 entries last year to 34 this year. It is a very growing positive event for the community.

Jackson moved, seconded by Ishman, to adjourn the meeting. Vote yea: Unanimous. Motion carried.

Meeting adjourned at 7:32 PM

Jose A. Santiago, Assistant City Clerk

CLERK'S AGENDA**B. APPROPRIATION ORDINANCE:**

Below is the proposed Appropriation Ordinance for July 2, 2013 as prepared by City Staff.

[July 2, 2013 Appropriation](#)

Total **\$ 92,944.27**

RECOMMENDED ACTION:

Staff recommends motion to approve the July 2, 2013 Appropriation Ordinance as presented / amended.

6/25/2013 3:41 PM

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
0153	THE ARK VALLEY NEWS							
I-ORDINANCE 1260-13	MAY 2013 LEGALS	R	6/14/2013	44.80		043778		44.80
0237	MANSFIELD OIL CO							
I-818391	MANSFIELD 10/2012-06-2013	R	6/14/2013	8,249.37		043779		8,249.37
0257	CNA SURETY							
I-BONDPOLICY58320606	NOTARY POLICY THRU AUG'14	R	6/14/2013	212.50		043782		212.50
0285	KDHE							
I-CERT # 9717 R DUNN	RDUNN RENEWAL 9717 CLASS4	R	6/14/2013	20.00		043783		
I-CERT 14469 MARTINS	SMERTINS RENEWAL 14469	R	6/14/2013	20.00		043783		40.00
0542	GIANT COMMUNICATIONS							
I-0000011302	JUNE 2013 PHONE SRVCS	R	6/14/2013	689.13		043784		689.13
0547	AMSTERDAM PRINTING AND LITHO							
I-EMPL APPLICATIONS	EMPLOYMENT APPLICATIONS	R	6/14/2013	177.77		043785		177.77
0085	LAURIE B WILLIAMS							
I-BJE201306115204	CASE # 09-14039	R	6/14/2013	55.00		043786		
I-GJB201306115204	CASE # 11-13654	R	6/14/2013	172.00		043786		227.00
0210	SECURITY BENEFIT							
I-SCB201306115204	DEFERRED COMPENSATION	R	6/14/2013	63.00		043787		63.00
0313	VANTAGEPOINT TRANS AGENTS							
I-ICM201306115204	RETIREMENT 457 DEFERRED COMP	R	6/14/2013	65.00		043788		65.00
0372	U S DEPT OF EDUCATION							
I-JED201306115204	ACCT # 1002461211	R	6/14/2013	175.37		043789		175.37
0421	FAMILY SUPPORT PAYMENT CENTER							
I-JHC201306115204	CASE # 11LWAD00059	R	6/14/2013	67.00		043790		67.00
0092	TYLER TECHNOLOGIES INC							
I-025-70963	JUNE'13 ONLINE MONTHLY	R	6/21/2013	205.00		043791		205.00
0156	BEALL, MITCHELL AND SULLIVAN,							
I-MAY'13 CONTRACT	PUBLID DEFENDER CONTRACT	R	6/21/2013	1,000.00		043792		1,000.00
0204	PITNEY BOWES							
I-MAY'13POSTAGEREFIL	JUNE'13 POSTAGE REFILL	R	6/21/2013	600.00		043793		600.00

6/25/2013 3:41 PM

A/P HISTORY CHECK REPORT

PAGE: 2

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
0270	INTRUST CARD CENTER							
I-MAY'13	TRANSACTIONS MAY'13 TRANSACTIONS	R	6/21/2013	32,142.13		043794		32,142.13
0445	DELTA DENTAL OF KANSAS, INC.							
I-JUNE 2013	PREMIUM DELTA/DENTAL JUNE 2013	R	6/21/2013	3,122.21		043795		3,122.21
0458	DELANGE SEED							
I-13-02232	RIVERIA BERMUDA SEED	R	6/21/2013	325.00		043796		325.00
0511	COVENTRY HEALTH CARE, INC.							
I-48760463	JULY 2013 PREMIUM	R	6/21/2013	45,039.19		043797		45,039.19
0530	GALLAGHER BENEFIT SERVICES, IN							
I-34491	JUNE'13 FSA&COBRA ADMINFEE	R	6/21/2013	169.00		043798		169.00
0548	NIE SOLUTIONS, LP (NEWSPAPERS							
I-61841	NEWSPAPER IN EDUCATION	R	6/21/2013	250.00		043799		250.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
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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

VENDOR SET: 02	BANK: APBK	TOTALS:	20	92,863.47	0.00	92,863.47
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6/25/2013 3:41 PM

A/P HISTORY CHECK REPORT

PAGE: 3

VENDOR SET: 03 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
0014	JOEL D PILE							
	I-PILE-MILEAGEMAY'13 MILEAGE MAY 2013	R	6/21/2013	80.80		043800		80.80

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
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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
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VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00
TOTAL ERRORS:	0			
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REPORT TOTALS:	21	92,944.27	0.00	92,944.27

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 043778 THRU 043800
 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

PRESENTATIONS / PROCLAMATIONS

PUBLIC FORUM

APPOINTMENTS

COMMITTEES, COMMISSIONS

A. ITEMS FOR COUNCIL REVIEW:

- Valley Center Planning Commission / Board of Appeals
 - June 25, 2013 Minutes

**VALLEY CENTER
PLANNING COMMISSION/BOARD OF APPEALS
MINUTES**

7:00 P.M., Tuesday, June 25, 2013
Valley Center City Hall at 121 S. Meridian Avenue

CALL TO ORDER: Chairperson Park called the meeting to order at 7:00 p.m. with the following members present: Don Bosken, Terry Nantkes, Ronald Colbert Sr., Dee Wretberg, Danny Park and Matt Stamm. Members absent: Del James, Gary Janzen and Ricky Shellenbarger

Staff Present: Warren Utecht and Deby Taylor, Community Development Department and Councilman Ishman.

Meeting started with the Pledge of Allegiance to the American Flag.

AGENDA: A Motion was made by Commissioner Nantkes, seconded by Commissioner Colbert to set the agenda. Motion passed unanimously.

APPROVAL OF May 28, 2013 DRAFT MINUTES: A motion was made by Commissioner Stamm, seconded by Commissioner Wretberg to accept May 28, 2013 minutes as written. Motion passed unanimously.

COMMITTEE AND STAFF REPORTS: Community Development Director, Warren Utecht, stated that the staff would be driving through the community to accumulate pictures and addresses in order to prepare letters that will inform owners of recreational vehicles that there are new RV Zoning requirements.

COMMUNICATIONS: None

OLD BUSINESS:

MARQUEZ TABLED ITEM: Rezoning Petition Z-2013-03 filed by Jose Marquez to amend an existing PUD Site Plan.

A letter from Mr. Marquez's attorney, Robert Kaplan, to withdrawal the petition to amend the existing PUD Site Plan was reviewed and discussed. Mr. Utecht stated that Mr. Marquez and his attorney would like to meet with him and other staff to discuss what their options are with the current PUD. Mr. Utecht stated that Mr. Marquez will need to invest in infrastructure and comply with the original PUD Site Plan and zoning ordinance that adopted the PUD modifications. Commissioner Stamm requested that the shanties that had been built without obtaining building permits, be removed and the commissioners agreed.

MOTION: Based on City Staff recommendation, public comments, and discussion by the Planning Commission, Chairman Park made a motion to accept the withdrawal of Jose Marquez PUD amendment at 2750 E. Ford Street, based on Attorney Robert W. Kaplan's letter dated June 17, 2013 and the Community Development Director's analysis and recommendations. Motion was seconded by Commissioner Bosken and passed unanimously.

The commissioners charged Code Enforcement to stay on top of things and push for more compliance.

UNFINISHED BUSINESS-None

NEW BUSINESS

LOT SPLIT CASE LS-2013-01: Lot split petitioned by Leeker Valley Center Inc., to create a separate lot for Sid Unruh's Site Plan office building south of Leeker's Grocery Store dividing a platted lot into two parcels.

Adjacent property owners were sent a notice 10 days prior to the Planning Commission meeting making them aware that this lot split was being reviewed.

The lot being created will be 2.202 acres in size. The Small Tract Plat map shows a 35 foot front yard setback from S. Meridian Avenue, which is consistent with the front yard setback on the approved site plan. The new lot is large enough to meet all other setbacks for the office building as shown on the site plan approved at the May 28th, 2013 CPC meeting.

Per the City's request, the petitioner is showing the southerly 32 feet of their ownership to be dedicated for public right-of-way by separate instrument. When the landowner to the south is ready to develop, he will have to dedicate the other 32 foot strip of land to the City to create a 64 foot wide street. Once a full street is developed, the City would be able extend utilities and allow lot development to occur behind the Leeker's store.

MOTION: Based on City Staff recommendation, public comments, and discussion by the Planning Commission, Commissioner Nantkes made a motion to approve the lot split to create a separate lot for Sid Unruh's Site Plan office building south of Leeker's Grocery Store. Motion was seconded by Commissioner Colbert and passed unanimously.

PUBLIC STREET DEDICATION by Leeker Valley Center Inc.

Due to a lot split, the City has asked Leeker Valley Center Inc. to dedicate a 32 foot wide strip of land, which would run along the entire southerly lot line of their property. A preliminary development concept plan of this area makes the location of this street to be logical and would provide efficient access to vacant undeveloped land. The location of this road could also facilitate the extension of a future public sewer line from the treatment plant.

The street south of this dedication is shown as Sheridan Avenue, but is not a publicly dedicated street. It is a private driveway that services oil wells and two single family homes on the Little Arkansas River. The private drive is a dead-end road.

When the landowner to the south is ready to develop, he will have to dedicate the other 32 foot strip of land to the City to create a 64 foot wide street. Once a full street is developed, the City would be able extend utilities and allow lot development to occur behind the Leeker's store.

The driveway that will access Sid Unruh's office building will utilize this street right-of-way. When the street is fully dedicated, Sid Unruh understands that he will need to adjust his driveway entrance and pay for a special assessment for the road and utilities (when installed).

This dedication needs to be forwarded to the City Council for their action to accept the street as public right-of-way.

MOTION: Based on City Staff recommendation, public comments, and discussion by the Planning Commission, Commissioner Colbert made a motion to recommend approval of a 32 foot wide (half a dedicated public street) along the entire south line of the Leeker Valley Center Inc. property, south of Leeker’s Grocery Store. Motion was seconded by Commissioner Stamm and passed unanimously.

ITEMS BY PLANNING COMMISSIONERS:

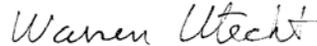
- Ronald Colbert Sr. – None
- Matt Stamm – None
- Dee Wretberg – None
- Terry Nantkes – None
- Don Bosken – Appreciated the Pledge of Allegiance
- Danny Park – Shared his concern over the recent Wetland Trail project. Stated how he felt it was crucial that staff be neutral.

ADJOURNMENT:

Motion made by Commissioner Nantkes and second made by Commissioner Wretberg to adjourn. Motion passed unanimously

Time of Adjournment 7:48 p.m.

Respectfully submitted,



Warren Utecht,
Planning Commission Secretary

Minutes to be reviewed and approved by the Valley Center Planning Commission on July 23, 2013.

 /Danny Park/
Danny Park, Chairperson
WU/dt

OLD BUSINESS**A. ORDINANCE 1262-13, SPECIAL USE – 2859 E. 5th, 2nd**
READING:

- Ordinance 1262-13

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt Ordinance 1262-13, approving a Special Use to establish boarding and riding stable in the AG Agricultural District on a certain property located in the City of Valley Center, Kansas, under the authority granted by the Zoning Regulations of The City, for 2nd reading.

ORDINANCE NO. 1262-13

AN ORDINANCE APPROVING A SPECIAL USE TO ESTABLISH BOARDING AND RIDING STABLE IN THE A-1 AGRICULTURAL DISTRICT ON CERTAIN PROPERTY LOCATED IN THE CITY OF VALLEY CENTER, KANSAS, UNDER THE AUTHORITY GRANTED BY THE ZONING REGULATIONS OF THE CITY.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF VALLEY CENTER, KANSAS:

SECTION 1. Having received a recommendation from the Valley Center City Planning Commission on Case No. SU-2013-01, and proper notice having been given and hearing held as provided by law and under authority and subject to the provisions of the Zoning Regulations of the City as originally approved by Ordinance No.1252-12, a Special Use is hereby approved to establish a boarding and riding stable in the AG Agricultural District.

Legal description: W1/2 NE1/4 EXC RD & EXC BEG NW COR E 90 FT S 674.95 FT TH SWLY 159.95 FT TO W LI TH N 807.97 FT TO BEG SEC 32-25-1E

General location: 2859 E. 5th Street

Such Special Use is subject to the following conditions:

1. Removal of two dilapidated structures on the premises within 60 days of Ordinance approval
2. Operator of Boarding and Riding Stable must obtain a zoning permit for a “Banner Sign”

SECTION 2. This ordinance shall take effect and be in force from and after its passage, approval and publication once in the official city newspaper.

PASSED by the Governing Body and approved by the Mayor of the City of Valley Center, Kansas, on this ____ day of ____ 2013.

First Reading: June 4, 2013

Second Reading: _____

Mike McNown, Mayor

ATTEST:

Kristine A. Polian, City Clerk

NEW BUSINESS

A. 2014 BUDGET UPDATE:

- 2014 Budget Update Memo from City Administrator

Should Council choose to proceed,

RECOMMENDED ACTION:

Review / Discuss FY 2014 Budget



FY 2014 Budget Update

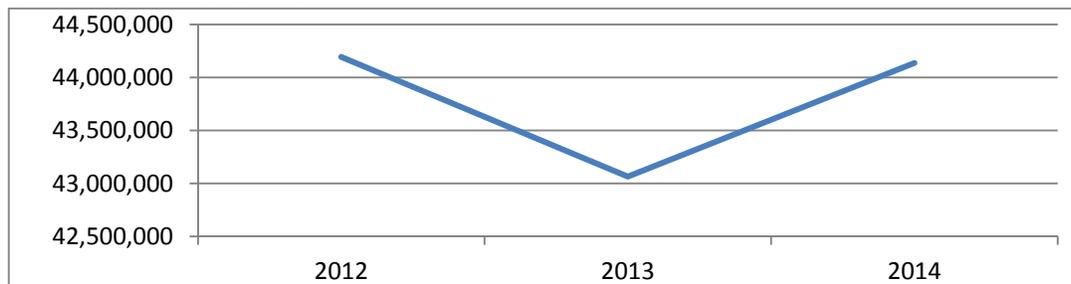
The FY 2014 Budget continues efforts launched three years ago to become a well-managed government focused on outcomes. During the last few years, the city has made difficult but necessary decisions through the economic downturn. We are committed to streamlining government and employing best practices, but our current needs and service levels exceed our available resources.

In order to address these challenges this year, staff has been diligent in becoming more efficient and eliminating redundant processes and staff has been working hard to trim excess from the budget. These efforts will continue throughout the budget process to increase overall performance.

The FY 2014 Budget is being built around two main priorities as identified by the City Council; Workforce Development and Infrastructure Maintenance. As we focus on these two priorities we look forward to working with the governing body to lay the groundwork necessary to support the overall quality of life of this great city.

The 2014 estimated assessed valuation of the city increased to \$44,135,675 representing 2.48% growth. The increase in value was fueled by moderate growth in the residential and commercial sectors of the city. The assessed valuation of the city declined in 2013, but the increase in 2014 returns the city’s valuation to the 2012 level.

Assessed Valuation 2012-2014

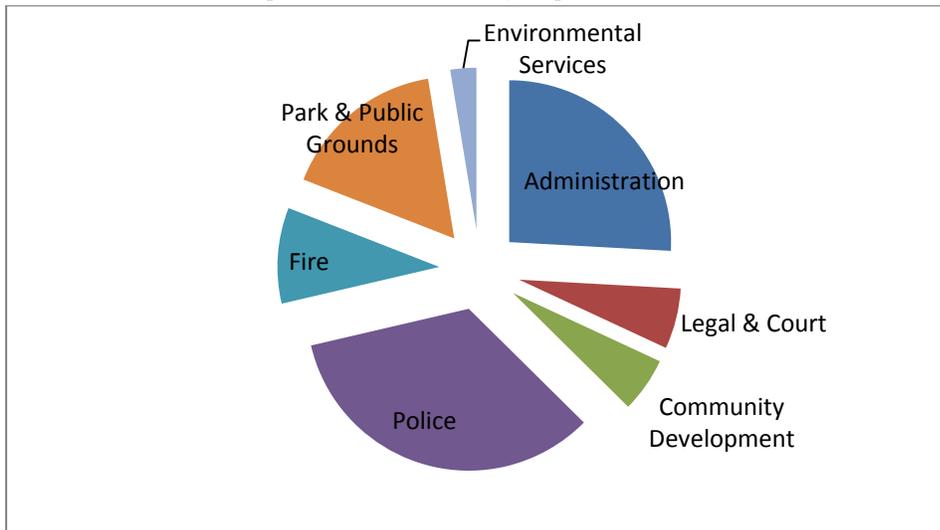




General Fund

No significant operational expense increases are anticipated within the General Fund for FY 14. Currently, total expenditures of the General Fund are estimated at \$2,268,000 which represents an increase of 3.36% over FY 13. Much of the increase is attributed to increasing the amount transferred to the Special Street & Highway Fund, the transfer was increased by \$40,000. The purpose of the transfer is to increase the amount of funds available for the Annual Street Improvement Program. To meet the top priority of the governing body, \$35,000 has been allocated across salary line items in most departments to fund “Part 2” of the multi-year salary adjustment plan and \$21,000 has been allocated to fund a 1% C.O.L.A. for all employees.

General Fund FY 14 Expenditure Allocation by Department



In an effort to reduce expenditures, the city has changed telephone providers from AT&T to Giant Communications yielding a 15% reduction in cost. Discussions are underway with the city’s property/liability insurance provider to reduce premium costs for FY 14, strategies are being developed to reach a goal of a 20% reduction.

Employee Benefit Fund

By far the most difficult task of the FY 14 budget is addressing rising health care costs. With Health Care Reform set to take effect January 1, 2014, there will be an estimated 20% increase in the cost of health insurance premiums for the city. Currently, employees are being surveyed to gain their opinions and preferences on health insurance. Once survey results are available, staff will be recommending changes regarding the manner in which the city provides employee health



insurance coverage. The desired outcome is to provide quality coverage tailored to meet the needs of a diverse workforce with a cost not to exceed the FY 13 expenditure level.

Other Budget Highlights

- \$32,000 allocated within the Emergency Equipment Fund to purchase new police vehicle, replacing 2006 Ford with 83,000 miles.
- \$10,000 allocated within the Emergency Equipment Fund to purchase 10 new mobile laptop computers for all fire trucks.
- Current mill levy projection is 53.6 (same as 2013)

NEW BUSINESS**B. ORDINANCE 1263-13, DEDICATION OF STREET RIGHT-OF-WAY, 1ST READING:**

- Ordinance 1263-13

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt Ordinance 1263-13, accepting the dedication of the south 32 feet of Lot 2 Leeker Valley Center Addition Replat as public street right-of-way into the City of Valley Center, KS, for 1st reading.

ORDINANCE NO. 1263-13

AN ORDINANCE ACCEPTING DEDICATON OF STREET RIGHT-OF-WAY INTO THE CITY OF VALLEY CENTER, KANSAS.

WHEREAS, the following described land is located in the City of Valley Center, Kansas; and

WHEREAS, this half-street dedication will facilitate future development west and south of the Leeker's Grocery Store when the south half of the street is dedicated,

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF VALLEY CENTER, KANSAS TO ACCEPT THE DEDICATION OF THE SOUTH 32 FEET OF LOT 2 LEEKER VALLEY CENTER ADDITION REPLAT AS PUBLIC STREET RIGHT-OF WAY, CITY OF VALLEY CENTER, SEDGWICK COUNTY, KANSAS, AS SHOWN ON THE MAP BELOW:



PASSED AND APPROVED by the Governing Body of the City of Valley Center, Kansas, this ____ day of ____ 2013.

First Reading: _____
Second Reading: _____

MICHAEL D. MCNOWN, MAYOR

ATTEST:

KRISTINE A. POLIAN, CITY CLERK

CONSENT AGENDA

A. AUTHORIZATION OF McLAUGHLIN SIDEWALK PROJECT

RECOMMENDED ACTION:

Staff recommends motion to approve the Consent Agenda as presented.

KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF LOCAL PROJECTS
REQUEST FOR CONSTRUCTION PROJECT

Submit One (1) Copy, With Map

City Valley Center

WHEREAS: The Secretary of Transportation of the State of Kansas, hereinafter referred to as the Secretary, has been designated as agent for City of Valley Center County under an agreement dated , or,

WHEREAS: The Secretary's agency for the City of Valley Center will be designated under an agreement to be executed, and,

WHEREAS: the Federal-Aid Highway Act of 1956, as amended, and subsequent acts and amendments, provided Federal-Aid funds to assist the counties, cities and other political sub-divisions in improving their roads and streets, and,

WHEREAS: The above-noted county/city desires to improve a certain portion of their road or street system as is more fully described hereinafter, now, therefore,

BE IT RESOLVED: That the Secretary is hereby requested to program, for construction, that portion of road / street which is functionally classified as a 10 foot wide path on Route Number located: within McLaughlin Street right-of-way, between 5th Street and N. Meridian Avenue, City of Valley Center, Kansas

Total Project Length (Km) .46 (Mi) Est. Let Date October, 2014 (latest)

ESTIMATED costs of such improvements are as follows:

Table with 2 columns: Description and Amount. Rows include Grading / Culverts / Storm Sewer (\$0), Surfacing (Type) (\$0), Bridges (Number) (\$0), Seeding (\$0), Other 10 foot wide path-2,430 ft (\$160,405), and ESTIMATED Total for Project (\$160,405).

Surveys and plans will be prepared by: Professional Engineering Consultants, Wichita, KS

BE IT FURTHER RESOLVED: That sufficient funds of City of Valley Center City are now, or will be available and are hereby pledged to the Secretary in the amount and at the time required for the supplementing of federal funds available for the completion of this project. Prior to Federal Authorization, any project expenditures made by the County/City are ineligible for federal funding and remain the responsibility of the County/City. Upon cancellation of the project by the County/City, the County/City shall reimburse the Secretary within thirty (30) days after receipt of statement of cost incurred by the Secretary prior to cancellation.

Day 2 Month July Year 2013, at Valley Center, Kansas.

Recommended for Approval:

APPROPRIATE LOCAL OFFICIAL(S)

County/City Engineer or Administrator

Chairperson/Mayor

ATTEST:

Member

County/City Clerk

Member

REQUEST FOR CONSTRUCTION PROJECT

RR within 1/2 mile _____ RR Owner _____ City Valley Center

Area Served: General Farming ___ Livestock ___ Oil/Gas ___ Industrial ___ Suburban ___ Urban ___
 Others: _____

Utilities to be adjusted: None

Environmental Concerns: Parks No Wetlands No Other No

Traffic Data: Present AADT _____ Year _____ Estimated Future AADT _____ Year _____

Existing Facilities:					Curb & Gutter	Storm Sewer			
Roadbed Width	Surface Type	Surface Width	Condition	Surface Thickness					
(M)		(M)							
(Ft)		(Ft)							
Proposed Facilities:					Curb & Gutter	Storm Sewer			
Roadbed Width	Surface Type	Surface Width	Surfacing By:	Surface Thickness or Rate/Km or /Mi					
(M)		(M)							
(Ft)		(Ft)							
Existing Bridges:					Safe Load	Suff. Rating	Rating Year	Posted	
NBIP Structure Number	Structure Type	Over-all Length		Clear Roadway					
		(M)	(Ft)	(M)	(Ft)				
		(M)	(Ft)	(M)	(Ft)				
Proposed New Bridges:					Safe Load	Suff. Rating	Rating Year	Posted	
Structure Type		Over-all Length		Clear Roadway					
		(M)	(Ft)	(M)	(Ft)				
		(M)	(Ft)	(M)	(Ft)				
Railroad Crossings:			No. of Tracks	Main Tracks	Other Tracks	Avg. Trains Daily	Min. Vis. @ 300'	Present Protection	Proposed Protection
Company Name			2	2	2	200002	30000'	None	

Comments: This will be a 10 foot wide path, 2,430 feet long, built within the McLaughlin Street right-of-way. No purchase of additional right-of-way will be needed to build this path. The topography is relatively flat.

REQUEST FOR CONSTRUCTION PROJECT

In accordance with the Bureau of Local Projects (BLP) Memo 99-11, dated December 16, 1999, we are required, under the Comprehensive Transportation Program (CTP) to collect and record total costs of all work phases of projects. This includes local agency federal-aid and state-aid projects that include any non-participating, pre-construction local agency costs for preliminary engineering (plan design), rights of way and utility adjustments.

Please show below your estimate of the cost of any of the following non-participating work phases for this proposed project.

Preliminary Engineering (PE)

Please estimate the payments you will make to your consultant. If your agency will perform its own PE, include your estimated direct costs plus overhead.

Rights of Way (R/W)

Please estimate the payments you will make to landowners.

Utility Adjustments (UTIL)

Please estimate the total of any payments you will make to utility companies for adjustments to utilities located on private easements.

ESTIMATED non-construction costs are as follows:

Preliminary Engineering	_____	\$	12,500
Rights of Way	_____	\$	0
Utility Adjustments	_____	\$	0
Other <u>Inspection</u>	_____	\$	3,500
ESTIMATED Total for Project		\$	<u><u>16,000</u></u>

STAFF REPORTS

A. City Clerk Polian

B. Chief of Police Hephner

C. Fire Chief Tormey

D. Community Development Director Utecht

- Code Enforcement May 2013 Report

E. City Superintendent Dunn

F. Parks & Public Buildings Superintendent Owings

- Park & Public Buildings April – May 2013 Report

G. City Engineer Kelsey

H. City Attorney Arbuckle

I. City Administrator Pile

Code Enforcement May 2013
Reported by Officer Cindy Plant, Code Enforcement Officer

- Impounding activity that occurred May 2013 is as follows:

Date	Time	Type of Animal	Results
1	10:59	Female pit Bull	Taken to the Valley Center Vet Clinic at 11:05. The owner claimed the dog the same day.
2	10:35	Male Feline	Taken to Ark Valley Animal hospital at 10:40 PM. Feline was injured later transferred to LAPP.
6	12:26	Female Maltese	Taken to Valley Center Vet Clinic at 12:30. Dog was transferred to LLAP.
6	12:26	Male Terrier mix	Taken to Valley Center Vet Clinic as 12:30. Dog was transferred to LLAP.
6	8:50	Male Heeler	Taken to Valley Center Vet Clinic at 9:00. Dog was transferred to the VCAL.
21	9:20	Female Rabbit	Taken to the Valley Center Vet Clinic at 9:25. Transferred to a rabbit rescue.
22	3:40	Female Pit Bull	Taken to the Valley Center Vet Clinic 3:45. Owner claimed the same day.
22	3:40	Female Pit Bull	Taken to the Valley Center Vet Clinic at 3:45. Dog was claimed the same day.
29	3:24	Female Beagle	Taken to the Valley Center Vet Clinic at 3:46. Dog was claimed the same day.

- Answered one hundred ten calls for service during the month of May.
- Eight dogs were impounded.
- One rabbit was impounded.
- Two injured animal complaints were received.
- A feline was impounded and taken to the vet clinic.
- Fifteen complaints were filed for dogs running loose.
- One complaint of dogs being abandon was addressed.
- One complaint of a coyote chasing horses was addressed.
- Two bite reports were filed and addressed.
- One barking report was filed and addressed.
- One dead animal was disposed of.
- Delivered dog license forms to Ark Valley Animal Hospital.
- One horse license was issued.
- Thirteen traps were set for wildlife.
- One skunk had been reported out in the daytime hours; the skunk had left the area when I arrived.
- One citation was issued for failure to clean the yard.
- Seventy-nine dog license renewal letters were sent to dog owners.
- One letter was sent to property owner for inoperable vehicles.
- One minimum housing issue was addressed.
- Thirty-eight letters were sent for tall grass.
- Twenty-two letters were sent to homeowners for trash and debris in their yards.
- Four zoning issues were addressed.

Department of Parks & Public Buildings

Completed Projects Task Highlights:

April – 2013

Arbor Day – tree education project/tree give-a-ways for all 3rd graders at West, Abilene and Wheatland Schools

Cemetery - 1 stone setting

Cemetery – 1 burial

Pool - Assemble and install stairs

Pool – Install chlorine feeders and piping

Pool – plumbing repairs

Pool – trace/map circuits for pool office

PSB – install restroom lock for women’s room

PSB – replaced records room toilet handle

PSB – installed fire extinguisher at fuel pumps

Park Restroom – prep, clean and open restrooms for season

CH – Clean & caulk fresh air intakes and clean out bird nests – filled gaps with expanding foam sealant

CH – provided sign holders for display of events and notifications at drive up window and front doors

Began park & building mowing routine & training new seasonal employees

Owings & Utecht – Attended a Pedestrian and Bike workshop “Navigating Map 21 Workshop” in Wichita

Owings attended monthly safety committee meeting

Household Hazardous Waste clean-up event.... a City/County cooperative project

Parks - (park rounds) routine maintenance checks

[Owings attended monthly safety committee meeting](#)

May – 2013

Parks - (park rounds) routine maintenance checks

Pool – confined space entry – cleaned out drain line

Pool – vacuum out deep end/debris removal

Pool – tile, caulking & re-grouting work

Pool – purchased & installed freezer

Pool – moved/installed signage and message boards

Pool – electrical work to accommodate new concession equipment

Pool – touch up painting in pool, buildings and benches

Pool – weekend duty personnel training

Pool - Opened swimming pool May25th

Cemetery – dirt work repairs, drainage and leveling

Cemetery – over-seeded bared areas

Dead Tree Removals: Booster Station, Library, North Meridian, McLaughlin Park, Lions Park, Public Safety Building, Emporia and Valley Oaks

McLaughlin Park -Opened splash pad May16th -daily hours of operation 10a-7p

McLaughlin Park - Pond management – vegetation control of moss & algae

McLaughlin Park- replaced battery on Toro mower

Irrigation System – check and start up all systems

MLP, LP, VP, AHP - Repaired Park signage and damage to plexiglass

CH, PSB - Checked buildings for leaks and verified drain lines are in good condition

CH- moved boxes upstairs

CH- replaced lights & repaired exit fixture & checked building for other lights out

Preventative maintenance – mowing equipment

CB – repaired/replaced window crank handle assembly

CB- addressed a concern for outlets that were not working in main room

PSB – checked leak in dispatch restroom

[Owings attended monthly safety committee meeting](#)

PSB – replaced 6 bulbs & checked dispatch toilet for leaks

GOVERNING BODY REPORTS

- A. Mayor McNown**
- B. Councilmember Leftoff**
- C. Councilmember Cicirello**
- D. Councilmember Ishman**
- E. Councilmember Dove**
- F. Councilmember Maschino**
- G. Councilmember L. Jackson**
- H. Councilmember Anderson**
- I. Councilmember Hobson**

ADJOURN