

CITY OF VALLEY CENTER

FINAL AGENDA

JANUARY 2, 2014

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.

JANUARY 7, 2014

- 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
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 - December 17, 2013 Regular Council Meeting p 5
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 - B. Resolution 625-14; Prohibiting Concealed Carry in certain City of Valley Center Public Facilities p 32
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- 15. GOVERNING BODY REPORTS** p 35
- 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 December 17, 2013 Regular City Council Meeting as prepared by the Assistant City Clerk.

RECOMMENDED ACTION:

Staff recommends motion to approve the minutes of the December 17, 2013 Regular Council Meeting Minutes as presented / amended

REGULAR COUNCIL MEETING
DECEMBER 17, 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, Marci Maschino (arrived at 7:30 PM), Lionel Jackson, Benjamin Anderson, and Al Hobson.

Members Absent:

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

Press present: The Ark Valley News

APPROVAL OF THE AGENDA

Jackson moved, seconded by Cicirello, to approve the Agenda as presented. Vote yea: Leftoff, Cicirello, Ishman, Dove, Jackson, Anderson, and Hobson. Motion carried.

CLERK'S AGENDA

A. MINUTES – DECEMBER 03, 2013 REGULAR CITY COUNCIL MEETING

Hobson moved, seconded by Dove, to approve the Minutes of the December 03, 2013 Regular Council Meeting as presented. Vote yea: Leftoff, Cicirello, Ishman, Dove, Jackson, Anderson, and Hobson. Motion carried.

B. APPROPRIATION ORDINANCE – 12/17/2013

Ishman moved, seconded by Jackson, to approve the December 17, 2013 Appropriation Ordinance as presented. Vote yea: Leftoff, Cicirello, Ishman, Dove, Jackson, Anderson, and Hobson. Motion carried.

C. TREASURER'S REPORT – NOVEMBER 2013

Cicirello moved, seconded by Ishman, to receive and file the November 2013 Treasurer's Report. Vote yea: Leftoff, Cicirello, Ishman, Dove, Jackson, Anderson, and Hobson. Motion carried.

PRESENTATIONS/PROCLAMATIONS

A. Retirement Presentations

City Clerk, Kristine Polian, stated the following two employees are retiring; each is recognized for their dedication and loyalty to The City of Valley Center:

- | | | |
|-----------------|---------------------|----------|
| 1) Leo Courtois | Grounds Supervisor | 7 years |
| 2) Richard Dunn | City Superintendent | 32 years |

Mayor McNown presented a gift to Mr. Dunn (Mr. Courtois could not be present).

Dunn stated this will be the last council meeting he would attend as an employee, and gave his goodbye to the Governing Body and Staff. Dunn thanked his family for being present.

PUBLIC FORUM – None

APPOINTMENTS - None

COMMITTEES, COMMISSIONS – No Questions/Comments.

OLD BUSINESS - None

NEW BUSINESS

A. RESOLUTION 622-13; FY 2014 G.A.A.P. WAIVER

A Resolution finding that Financial Statements and Reports prepared in conformity to Generally Accepted Accounting Principles are not relevant to the requirements of the cash basis and budget laws of the state and are of no significant value to the Governing Body or members of the General Public of The City of Valley Center.

Polian presented the GAAP waiver to the Council and the GAAP waiver resolution was provided after getting the following feedback from S&P: S&P believes there would not be any effect if we use cash versus the GAAP. Polian did not want to talk for Councilmember Maschino, but in a conversation with her feels Maschino is comfortable moving to cash basis versus GAAP.

Cicirello moved, seconded by Jackson, to adopt Resolution 622-13; finding that Financial Statements and Reports prepared in conformity with General Accepted Accounting Principles are not relevant to the requirements of the cash basis and budget laws of the state and are of no significant value to the Governing Body or members of the General Public of The City of Valley Center. Vote yea: Leftoff, Cicirello, Ishman, Dove, Jackson, Anderson, and Hobson. Motion carried.

B. RESOLUTION 623-13; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION TEMPORARY NOTE, SERIES 2014-1

A Resolution authorizing and directing the Issuance, Sale, and Delivery of General Obligation Temporary Notes, Series 2014-1, of The City of Valley Center, Kansas;

NEW BUSINESS (CONTINUED)

providing for the levy and collection of an annual tax, if necessary, for the purpose of paying The Principal of and Interest on said Notes as they become due; making certain covenants and agreements to provide for the payment and security thereof; and authorizing certain other documents and actions connected therewith.

Cicirello moved, seconded by Jackson, to adopt Resolution 623-13, authorizing and directing the Issuance, Sale, and Delivery of General Obligation Temporary Notes, Series 2014-1 and authorizing the Mayor to sign executing documents. Vote yea: Leftoff, Cicirello, Ishman, Dove, Jackson, Anderson, and Hobson. Motion carried.

C. ORDINANCE 1271-13; CHANGING ZONING CLASSIFICATION

Case No. Z-2013-5 was presented to the Planning Commission on December 10, 2013. The Commission voted unanimously to approve the re-zoning request.

Cicirello moved, seconded by Hobson, to adopt Ordinance 1271-13, changing the Zoning District Classification of certain property located in The City of Valley Center, Kansas, under the authority granted by The Zoning Regulations of The City, for 1st reading. Vote yea: Leftoff, Cicirello, Ishman, Dove, Jackson, Anderson, and Hobson. Motion carried.

CONSENT AGENDA

- A. Revenue/Expense Financial Summaries for November 2013
- B. Bad Debt/Delinquent Accounts Report for November 2013
- C. Check Reconciliation Report for November 2013
- D. Cereal Malt Beverage Licenses
- E. Approval 2014 Senior Coordinator Agreement

Anderson moved, seconded by Hobson, to approve the Consent Agenda as presented. Vote yea: Leftoff, Cicirello, Ishman, Dove, Jackson, Anderson, and Hobson. Motion carried.

STAFF REPORTS**CITY CLERK POLIAN**

Polian stated it is a pleasure knowing Mr. Dunn for 10 years, she wished the best for him; and wished everyone Happy Holidays.

CHIEF OF POLICE HEPHNER

Hephner stated Officer David Adams accepted the position as The City SRO (School Resource Officer). Adams will start his new assignment on January 06, 2013.

COMMUNITY DEVELOPMENT DIRECTOR UTECHT

Utecht announced that on November 06, 2013 the Valley Center Community Foundation was created by the following residents: Tom D. Harris, Spike Anderson, Mike Bonner, Mike Porter, Howard Botts, Ben Wilson, Kristy Bruns, Dr. Julie Evans, and Jerry Hawkins. Mr. Harris, Chairperson, signed a contract to make the Valley Center Community Foundation an affiliate

STAFF REPORTS (CONTINUED)

member of the Central Kansas Community Foundation. The Community Foundation is non-profit organization with the purpose of preserving the community's existing wealth by creating a donation mechanism.

Hobson congratulated Utecht for the creation of the Community Foundation.

PARKS AND PUBLIC BUILDINGS SUPERINTENDENT OWINGS

Owings thanked Mr. Dunn for hiring him fifteen years ago, and wished him a happy retirement.

CITY ENGINEER KELSEY

Kelsey stated the City's cemetery road was paved several years ago, and they are looking for an option to bring more parking at the cemetery.

CITY ATTORNEY ARBUCKLE

Arbuckle stated a "declaratory status action" correspondence was received in regards to Mr. Marquez's property, and The City needs to respond to such action. Arbuckle will keep updated the Governing Body and Staff about legal actions necessary to be taken to follow up with the action presented to The City.

CITY ADMINISTRATOR PILE

Pile stated the Valley Center Recreation Center received from The City in April 2013 \$10,501.31 in the settlement on the 2012 pool season. The Valley Center Recreation Center reported the 2013 net deficit to be \$9,424.71. A check will be processed from the City 2014 Budget General Fund Account to cover the 2013 deficit.

GOVERNING BODY REPORTSMAYOR MCNOWN

McNown stated it was a pleasure working with Mr. Dunn for almost 13 years; and wished everyone a safe and happy holiday.

COUNCILMEMBER LEFTOFF

Leftoff congratulated Mr. Dunn for his retirement.

COUNCILMEMBER CICIRELLO

Cicirello congratulated Mr. Dunn, and thanked him for his service; and wished everyone a happy holiday.

GOVERNING BODY REPORTS (CONTINUED)COUNCILMEMBER ISHMAN

Ishman appreciated Mr. Dunn for his service, and wished everyone happy holidays.

COUNCILMEMBER DOVE

Dove told Mr. Dunn to enjoy the time away, and congratulated the Community Foundation board members for creating the City of Valley Center Community Foundation.

COUNCILMEMBER MASCHINO

Machino wished Mr. Dunn a happy retirement and thanked him for his loyalty.

COUNCILMEMBER JACKSON

Jackson echoed everybody's comments.

COUNCILMEMBER ANDERSON

Anderson thanked Mr. Dunn, and wished everyone a Happy Holidays.

COUNCILMEMBER HOBSON

Hobson thanked Mr. Dunn and told him he would be missed. Hobson wished to everyone a Merry Christmas, and stated he was very impressed on how the City looks so great with the Christmas trees and decorations.

Cicirello moved, seconded by Maschino, to adjourn the meeting. Vote yea: Unanimous.
Motion carried.

Meeting adjourned at 7:35 PM.

Jose A. Santiago, Assistant City Clerk

CLERK'S AGENDA

B. APPROPRIATION ORDINANCE:

Below is the proposed Appropriation Ordinance for January 7, 2014 as prepared by City Staff.

[January 7, 2014 Appropriation](#)

Total	\$ 144,861.58
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RECOMMENDED ACTION:

Staff recommends motion to approve the January 7, 2014 Appropriation Ordinance as presented / amended.

1/02/2014 11:25 AM

A/P HISTORY CHECK REPORT

PAGE: 1

VENDOR SET: 02 City of Valley Center
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0445	DELTA DENTAL OF KANSAS, INC.							
	C-CHECK DELTA DENTAL OF KANSAS, VOIDED	V	12/13/2013			044242		2,886.49CR
	C-CHECK VOID CHECK	V	12/13/2013			044243		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
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:	2 VOID DEBITS	0.00		
	VOID CREDITS	2,886.49CR	2,886.49CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 02 BANK: *	TOTALS:	2	0.00	0.00	0.00
BANK: *	TOTALS:	2	0.00	0.00	0.00

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A/P HISTORY CHECK REPORT

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0085	Laurie B Williams							
	I-BJE201312105321 CASE # 09-14039	R	12/13/2013	55.00		044235		
	I-REB201312105321 CASE # 13-12943	R	12/13/2013	200.00		044235		255.00
0210	SECURITY BENEFIT							
	I-SCB201312105321 DEFERRED COMPENSATION	R	12/13/2013	63.00		044236		63.00
0313	VANTAGEPOINT TRANS AGENTS							
	I-ICM201312105321 RETIREMENT 457 DEFERRED COMP	R	12/13/2013	15.00		044237		15.00
0372	U S DEPT OF EDUCATION							
	I-JED201312105321 ACCT # 1002461211	R	12/13/2013	175.37		044238		175.37
0421	FAMILY SUPPORT PAYMENT CENTER							
	I-JHC201312105321 CASE # 11LWAD00059	R	12/13/2013	67.00		044239		67.00
0032	AFLAC							
	I-AF 201311145290 SUPPLEMENTAL INSURANCE	R	12/13/2013	41.25		044240		
	I-AF 201312105321 SUPPLEMENTAL INSURANCE	R	12/13/2013	41.25		044240		
	I-AFC201311145290 SUPPLEMENTAL INSURANCE	R	12/13/2013	33.06		044240		
	I-AFC201312105321 SUPPLEMENTAL INSURANCE	R	12/13/2013	33.06		044240		
	I-AFD201311145290 SUPPLEMENTAL INSURANCE	R	12/13/2013	102.12		044240		
	I-AFD201312105321 SUPPLEMENTAL INSURANCE	R	12/13/2013	102.12		044240		
	I-AFO201311145290 SUPPLEMENTAL INSURANCE	R	12/13/2013	12.35		044240		
	I-AFO201312105321 SUPPLEMENTAL INSURANCE	R	12/13/2013	12.35		044240		377.56
0354	LOYAL AMERICAN LIFE INSURANCE							
	I-ACC201311145290 LOYAL AMERICAN ACCIDENT	R	12/13/2013	6.35		044241		
	I-ACC201312105321 LOYAL AMERICAN ACCIDENT	R	12/13/2013	6.35		044241		
	I-CNC201311145290 LOYAL AMERICAN CANCER	R	12/13/2013	13.97		044241		
	I-CNC201312105321 LOYAL AMERICAN CANCER	R	12/13/2013	13.97		044241		40.64
0445	DELTA DENTAL OF KANSAS, INC.							
	C-DELTA 2013 ADJ DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	117.20CR		044242		
	C-DELTA ADJ 2013 INV DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	309.87CR		044242		
	C-DELTA ADJ INVOICE DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	617.74CR		044242		
	C-DELTA ADJ INVOICE2 DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	124.60CR		044242		
	C-DENTAL ADJ 2013 DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	55.18CR		044242		
	D-DELTA ADJ 2013 DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	51.48		044242		
	D-DELTA DENTAL ADJ I DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	619.74		044242		
	D-DR DELTA DEC'13 DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	62.30		044242		
	I-DD 201311145290 DENTAL INSURANCE	V	12/13/2013	1,426.76		044242		
	I-DD 201312105321 DENTAL INSURANCE	V	12/13/2013	1,406.26		044242		
	I-DEC'13 DELTA DENTA DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	185.92		044242		
	I-DELTA ADJ INVOIC1 DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	27.45		044242		
	I-DELTA DR ADJ DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	93.45		044242		
	I-REC CENTER DEC'13 DELTA DENTAL OF KANSAS, INC.	V	12/13/2013	237.72		044242		2,886.49

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A/P HISTORY CHECK REPORT

PAGE: 3

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0445	DELTA DENTAL OF KANSAS, INC.							
M-CHECK	DELTA DENTAL OF KANSAS, VOIDED	V	12/13/2013			044242		2,886.49
0445	DELTA DENTAL OF KANSAS, INC.							
I-DELTA DENTAL DECEM	DELTA DENTAL OF KANSAS, INC.	R	12/13/2013	3,122.21		044244		3,122.21
0084	KMIT-KS MUNICIPAL INSURANCE							
I-13-394	2014 WORKERS' COMP INS	R	12/20/2013	61,461.00		044245		61,461.00
0060	CITY OF WICHITA PUBLIC WORKS A							
I-MERTINS & WILLIAMS	2014 BACKFLOW RENEWAL	R	12/20/2013	10.00		044246		10.00
0136	MYRON CORP							
I-86335726	REGATTA ATLAS POCKET PAL	R	12/20/2013	447.77		044247		447.77
0190	MIZE HOUSER & COMPANY P.A.							
I-35889-00055388	AUDIT ADJ /BANK RECON	R	12/20/2013	2,120.00		044248		2,120.00
0196	P E C							
I-00511106	OCT 2013 RETAINER	R	12/20/2013	531.85		044249		531.85
0239	A T & T KANSAS							
I-315 755 20750409	VALLEY CK PUMP STATION	R	12/20/2013	67.87		044250		
I-316 755 35049227	DEC'13DES SUBSTATION SRVC	R	12/20/2013	77.30		044250		
I-316 755 73397207	DEC'13 AT&T PHONE SRVCS	R	12/20/2013	1,231.71		044250		1,376.88
0270	INTRUST CARD CENTER							
I-PCARDNOVTRANS 2013	INTRUST PCARD NOV 2013	R	12/20/2013	39,905.23		044251		39,905.23
0530	GALLAGHER BENEFIT SERVICES, IN							
I-DECEMBER 2013	DEC'13 COBRA/FSA ADMINFEE	R	12/20/2013	165.50		044252		165.50
0571	ROBERTS TRUCK CENTER							
I-20021HCSN 2H531627	2002 IHC4700 SN 2H531627	R	12/20/2013	22,000.00		044255		22,000.00
0085	Laurie B Williams							
I-BJE201312235354	CASE # 09-14039	R	12/27/2013	55.00		044256		
I-REB201312235354	CASE # 13-12943	R	12/27/2013	200.00		044256		255.00
0210	SECURITY BENEFIT							
I-SCB201312235354	DEFERRED COMPENSATION	R	12/27/2013	63.00		044257		63.00
0313	VANTAGEPOINT TRANS AGENTS							
I-ICM201312235354	RETIREMENT 457 DEFERRED COMP	R	12/27/2013	15.00		044258		15.00

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A/P HISTORY CHECK REPORT

PAGE: 4

VENDOR SET: 02 City of Valley Center
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0372	U S DEPT OF EDUCATION							
I-JED201312235354	ACCT # 1002461211	R	12/27/2013	175.37		044259		175.37
0421	FAMILY SUPPORT PAYMENT CENTER							
I-JHC201312235354	CASE # 11LWAD00059	R	12/27/2013	67.00		044260		67.00
0098	VALLEY CENTER POSTMASTER							
I-POSTAGE REPLENISHE	UTILITY POSTAL FUNDS	R	12/30/2013	6,000.00		044263		6,000.00
0061	EDNA BUSCHOW							
I-FINAL 2013 CHECK	LAST DISBURMENT 2013	R	12/30/2013	6,020.54		044264		6,020.54

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	24	147,616.41	0.00	144,729.92
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:	1 VOID DEBITS	0.00		
	VOID CREDITS	2,886.49	2,886.49	0.00

TOTAL ERRORS: 0

VENDOR SET: 02 BANK: APBK TOTALS: 25 147,378.69 0.00 144,729.92

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A/P HISTORY CHECK REPORT

PAGE: 5

VENDOR SET: 03 City of Valley Center
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 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
0048	DEBORAH TAYLOR							
	I-MILEAGE 12-13-13	R	12/20/2013	18.08		044254		18.08

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	18.08	0.00	18.08
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	0.00

TOTAL ERRORS: 0

VENDOR SET: 03 BANK: APBK TOTALS: 1 18.08 0.00 18.08

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PAGE: 6

VENDOR SET: 04 City of Valley Center
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 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
0078	BRENDA BULLER							
I-BRENDA BULLER'13	B BULLER-CARGLASSREPAIRED	R	12/20/2013	53.58		044253		53.58
0079	MELISSA GRANDSTAFF							
I-9-5-2013COMMBLDREF	MELISSA GRANDSTAFF	R	12/31/2013	60.00		044265		60.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	113.58	0.00	113.58
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	0.00

TOTAL ERRORS: 0

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BANK: APBK	TOTALS:		28	147,510.35	0.00	144,861.58
REPORT TOTALS:			30	147,510.35	0.00	144,861.58

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A/P HISTORY CHECK REPORT

PAGE: 7

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 044235 THRU 044265
 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 Public Library
 - September 9, 2013 Minutes
 - Financial Summary YTD October 14, 2013
 - October 14, 2013 Minutes
 - Financial Summary YTD November 11, 2013
 - November 11, 2013 Minutes
 - Financial Summary YTD December 9, 2013

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
September 9, 2013

The meeting was called to order by Marsha Huebert, Vice-President. Those in attendance were: Matt Cox, Marsha Huebert, Kay Thrasher, Chad Dove, Ashley Royal, Spencer Percival, Janice Sharp and Terry Foster. Amy Stamm arrived during the Financial Report.

Ashley made a motion to approve the agenda; Chad seconded. Motion carried; vote was unanimous.

Chad made a motion to approve the amended minutes from the August 12 meeting to cover the additional cost to a Spanish/English early learning computer; Matt seconded. Motion carried; vote was unanimous.

Chad made a motion to approve the financial reports for September and pay bills; Ashley seconded. Motion carried; vote was unanimous. A suggestion was made for us to request donations to help cover the cost of Cintas.

In the Director's report, Janice shared that the bathroom stools had backed up once again over the Labor Day weekend. She called Aaron's Plumbing to clean the lines. He found excessive waste in the line but no solid blockage as previously. We have posted new signs in the bathrooms.

The Early Literacy Station is here but not yet set up for use.

Neal has let me know that the City will be upgrading our electrical system next year as well as installing new air conditioners as part of the City CIP budget. We would like to have the work handled over the same day or several days so we can close to eliminate patron traffic during the upgrades.

We have not had further contact with Chase Brillhart regarding the Eagle Scout project. Alice had indicated from a Scout committee meeting that Chase had found the river rock to be cost prohibitive. I suggested that Chase talk to Neal @ the City regarding the cost and alternatives.

We had had an extremely large amount of paperwork for shredding for our August pickup. Janice was told that we would be charged for paperwork in excess of what their container would hold. With that in mind, we decided to limit patrons to two (2) grocery sacks of paperwork each month so our containers do not overflow since we do not charge for the shredding service.

We ordered two (2) wood shelf units that are 9 ½" deep to use for audio CD's and Playaways due to overcrowding. Gene has put the shelves together and installed them; staff has them loaded.

The Library has had a long-standing policy of at least two (2) employees working at all times. To further that policy, Janice and Amy have discussed Safe Boundaries training for staff. Janice will try to find someone in the Wichita area to facilitate that training for an upcoming staff education day.

The old orange book drop in the front of the Library has been donated to Kansas Newman University. We are discussing placing a bench and planter in that spot.

Janice requested permission to close the Library at 5 PM, on Thursday, October 31, for staff to help with Trick or Treat Main Street at LeVenue. We'll hand out candy and "worm juice" then judge the costume contest at 7 PM. The Board agreed. She also requested closing the Library on Friday, November 29, Monday, December 23, and Monday, December 30. The Board agreed.

We have received information from the Library System about a Digital Library Initiative. We have contacted the System to volunteer to be one of four or five libraries to begin digital projects.

In the Office Manager's report, Terry shared that while our circulation is down for books, we have had increased usage for our public Internet stations as well as E-books. The next grant round for purchasing E-books will open in mid-October. Terry has completed the quarterly newsletter; mailings will go out in the next several days.

Terry has prepared a poster and fact sheet about bedbugs. The poster is in the display case in the foyer. We will include facts regarding bedbugs on the insert to be included with the month-end water bills. Our hope is that patrons will share if they have incidents of bedbugs so that staff can thoroughly check materials being returned. The cost would be prohibitive for us to treat our collection should bedbugs be found in returned materials.

In Old Business, we have received the potential City/Library Agreement. The Board discussed several areas of concern; Chad, Amy and Janice will meet with Joel, the Mayor and the City Attorney to review for the document for agreement.

Our involvement for Fall Festival will be selling drinks at the Lions Club Bike Show on Saturday, September 21, in the Leekers parking lot. Several members of the Board indicated they would be available to help.

In New Business, Neal has notified Janice that the City will no longer pay for our phone bill after December 31. The current phone service costs the City about \$150 per month for our three (3) lines. The City is trying to eliminate service with A T & T due to high costs. Our Internet service is through Cox and the three (3) year contract has just expired. Janice will visit with Larry Papenfuss, Technology Coordinator at SCKLS, for his assistance since he had originally negotiated the Cox contract.

Janice gave the Board copies of additions to the Employment Policy for Tattoos & Piercings and Home Business Promotion to Staff & Patrons. The Board will review the policies for discussion at a future meeting. We also presented potential additions to the Operational Policy for Bedbugs; an Emergency Action Plan and a Storm Emergency Plan. The Board will review for discussion at a future meeting.

Marsha made a motion at 8:20 for the Board to move into executive session for 15 minutes to discuss personnel and land acquisition. The Board exited the executive session with no action taken.

Chad made a motion to adjourn the meeting; Marsha seconded. Motion carried; vote was unanimous.

Valley Center Public Library
Financial Summary
2013

	Year to Date Actual -- 2013 10/14/2013	Year to Date Budget -- 2013
Revenues		
City of Valley Center	\$ 206,321.69	\$ 226,300.00
State Aid	\$ 2,760.00	\$ 3,500.00
SCKLS Grant	\$ 17,563.00	\$ 12,500.00
Summer Reading Grant	\$ 5,238.57	\$ 4,500.00
Other income	\$ 6,428.46	\$ 8,200.00
 Total Revenues	 \$ 238,311.72	 \$ 255,000.00
 Expenses		
Wages, P/R Taxes & Benefits	\$ 111,122.97	\$ 150,414.00
Collection Development Materials	\$ 32,788.38	\$ 35,700.00
Utilities	\$ 4,800.75	\$ 5,800.00
Janitorial, Repairs & Maintenance	\$ 6,062.04	\$ 7,200.00
Programs - all ages	\$ 6,224.59	\$ 6,600.00
Capital Improvements		\$ 23,080.00
Other expenses	\$ 16,889.96	\$ 26,206.00
 Total Expenses	 \$ 177,888.69	 \$ 255,000.00
 Net Income (Loss)	 \$ 60,423.03	

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
October 14, 2013

The meeting was called to order by Amy Stamm, President. Those in attendance were: Matt Cox, Marsha Huebert, Kay Thrasher, Janice Sharp and Terry Foster.

Marsha made a motion to approve the agenda; Kay seconded. Motion carried; vote was unanimous.

Marsha made a motion to approve minutes from the September 9 meeting; Matt seconded. Motion carried; vote was unanimous.

Marsha made a motion to approve the financial reports for October and pay bills; Kay seconded. Motion carried; vote was unanimous.

In the Director's report, Janice shared that she had registered to attend a financial management class for non-profits sponsored by the Non-Profit Chamber of Service. There will be four sessions all held at the Child Start offices in Parklane Shopping Center. The first session is scheduled for Thursday, October 17.

Janice received a letter from Kate Jackson sharing information about the library they utilize in Provo, Utah.

One of our patrons, Ron Colbert, has loaned us **The Art Museum – Phaidon**: a complete overview of world art. He wanted to share the book with citizens of Valley Center with the stipulation that anyone viewing the book must wear white cotton gloves to prevent oils from our skin damaging the pages of the book. We cover the book each night at closing to prevent damage from Pages.

The concert by Celtic guitarist Jerry Barlow was held yesterday here at the Library. The concert was excellent. We had 12 in attendance – including four staff members.

We will be participating in Trick or Treat Main Street on Thursday, Oct. 31. We will be service "worm juice" and candy. We had discussed serving popcorn but felt that popcorn would be messier and we wouldn't be able to pop corn quick enough to keep up with the families circulating in LeVenue. The Library will close at 5 PM to enable staff to help.

In the Office Manager's report, Terry shared that statistics were down in all areas for September. We suspect with the beginning of the school year, patrons have been busy in other areas. She has placed signs on the shredding bins that donations would be appreciated.

Terry completed the information for the water bill inserts. We will take them to City Hall later this week. We made extra copies for those facilities that do not have individual water service. Janice took copies to Sunflower Gardens, Valley View Apartments and Brookfield Apartments. We mailed copies to the trailer parks.

A patron returning books told us about bedbug strips she had gotten from her exterminator. She and her husband travel extensively and pick up books from thrift stores so have started using the strips as a preventative. We'll check into the strips for our future use if needed.

Terry has checked with City Hall and apparently there is no phone tree in place for use in emergency situations. We'll continue to develop a protocol to use in case of inclement weather or emergencies.

We have three events scheduled as part of the annual Big Read. We have an adult party scheduled for Friday, Nov. 1 at 6:30 for food, games and watching **True Grit**. On Sunday, Nov. 3, at 2:30 PM, we've scheduled Mike Tracy to speak on the Old West at the Historical Society as a jointly sponsored event. Finally, we'll have a book discussion of the book **True Grit** on Thursday, Nov. 7, at 6:30 PM, at the Library.

In Old Business, it was decided to delay discussion of the City/Library Agreement until we have all members at the meeting.

Our activities at Fall Festival were a break-even event this year. There was discussion that we should have a car-bashing event next year. Amy will check on that for next year.

Janice shared that she had received paperwork from Cox regarding the changeover in our phone service. She wanted to verify the information with the Board prior to signing and returning. She'll make arrangements for Cox to come in early December to install their equipment for change from A T & T service to Cox.

New policy discussions were postponed until all Board members are present.

In New Business, Janice reminded that the lunch for the Chamber of Commerce is tomorrow. Food for the lunch has been prepared by staff and Amy. Individuals from the Paranormal Research Society of Wichita will be here to report their finds of the investigation done in July.

Janice had carpet samples from several businesses for the Board to review and recommend. Staff has looked at the samples and made their recommendation. Janice will have the quotes at a later meeting.

Staff has moved shelves and set up the tables for the Chamber luncheon prior to the meeting.

Marsha made a motion to adjourn the meeting; Matt seconded. Motion carried; vote was unanimous.

Valley Center Public Library
Financial Summary
2013

	Year to Date Actual -- 2013 11/11/2013	Year to Date Budget -- 2013
Revenues		
City of Valley Center	\$ 206,321.69	\$ 226,300.00
State Aid	\$ 2,760.00	\$ 3,500.00
SCKLS Grant	\$ 17,563.00	\$ 12,500.00
Summer Reading Grant	\$ 5,238.57	\$ 4,500.00
Other income	\$ 7,220.08	\$ 8,200.00
 Total Revenues	 \$ 239,103.34	 \$ 255,000.00
 Expenses		
Wages, P/R Taxes & Benefits	\$ 122,267.76	\$ 150,414.00
Collection Development Materials	\$ 36,120.52	\$ 35,700.00
Utilities	\$ 5,204.19	\$ 5,800.00
Janitorial, Repairs & Maintenance	\$ 6,512.04	\$ 7,200.00
Programs - all ages	\$ 6,421.53	\$ 6,600.00
Capital Improvements		\$ 23,080.00
Other expenses	\$ 17,097.93	\$ 26,206.00
 Total Expenses	 \$ 193,623.97	 \$ 255,000.00
 Net Income (Loss)	 \$ 45,479.37	

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
November 11, 2013

The meeting was called to order by Amy Stamm, President. Those in attendance were: Matt Cox, Kay Thrasher, Ashley Royal, Spencer Percival, Chad Dove, Janice Sharp and Terry Foster.

Ashley made a motion to approve the agenda; Kay seconded. Motion carried; vote was unanimous.

Matt made a motion to approve minutes from the October 14 meeting; Chad seconded. Motion carried; vote was unanimous.

Ashley made a motion to approve the financial reports for November and pay bills; Kay seconded. Motion carried; vote was unanimous.

In the Director's report, Janice shared that we will participate in the Christmas in the Valley events from noon to 3 PM, on Saturday, Dec. 7. We will have Christmas movies, cider, crafts and demonstration of making Christmas stars.

We have checked on the possibility of re-starting book discussions through the Kansas Humanities Council. We had held discussions previously but discontinued them due to lack of attendance. Another option would be to schedule programs through the Speaker's Bureau. We will investigate further after the first of the year.

We requested permission to close the Library when the USD262 schools close due to inclement weather. The Board concurred. Ashley made a motion for the Library to close when USD262 schools close; Matt seconded. Motion carried; vote was unanimous. Notices will be posted on Facebook, through our articles in the News and signage at the entrances.

Warren Utech called to discuss the formation of a community foundation that would be utilized for fund raising to assist organizations such as the Library to raise funds for a larger facility. Warren indicated the intent would be for three organizations to share a facility – the Library, the Recreation Commission, and the Seniors. Meetings would begin after the first of the year.

Janice has contracted to have Kelly Potter come to make balloon animals for our Easter Egg Hunt in April. Kelly had initially contacted us regarding a program prior to Christmas but had a prior commitment for our Dec. 7 Christmas in the Valley. Janice has contacted Anne's Attic and The News regarding the date.

We have received several checks from a hospital organization in payment of a payroll deduction commitment from a local patron. Thank you's have been made.

We have developed a disclaimer to be used in all Library brochures stating that by allowing teens/children to attend events, parents are providing permission for their child's name and/or image to be used in library promotion. We had previously tried to include the disclaimer on each brochure.

In the Office Manager's report, Terry shared that we will have our Food For Fines program from Dec. 2 – 21. For each dollar in fines, patrons will be able to donate one non-perishable item for the fines to be waived. Donated items will be given to the local Food Pantry. If cash is donated, the monies will be forwarded to the Ministerial Alliance to help those in need financially.

Terry has been working on a new website that will be maintained by Library staff. The web page is free through the South Central Kansas Library Foundation as a service to System libraries. We have been currently paying \$80 per quarter.

Terry has been researching sites for examples of emergency policies. She has not found suggestions from individuals or on the web.

In Old Business, the City/Library agreement will be discussed in detail at the January meeting. Janice has been obtaining cost information on re-carpeting the Library. She will present the full information when it has been received.

Amy had forwarded a flyer regarding the opening of the new pet store. We explained that we have not previously posted flyers for profit-making entities. We only post for non-profit programs.

Chad made a motion to go into executive session for five minutes beginning at 7:45 PM to discuss employee relations; Ashley seconded. Motion carried; vote was unanimous. Upon exiting from executive session, the Board took no action.

The Board/Staff Christmas gathering will be held at the December meeting. Everyone was reminded to bring a finger-food for sharing.

Spencer made a motion to adjourn the meeting; Chad seconded. Motion carried; vote was unanimous.

Valley Center Public Library
Financial Summary
2013

	Year to Date Actual -- 2013 12/09/2013	Year to Date Budget -- 2013
Revenues		
City of Valley Center	\$ 209,733.47	\$ 226,300.00
State Aid	\$ 2,760.00	\$ 3,500.00
SCKLS Grant	\$ 17,563.00	\$ 12,500.00
Summer Reading Grant	\$ 5,238.57	\$ 4,500.00
Other income	\$ 8,469.88	\$ 8,200.00
 Total Revenues	 \$ 243,764.92	 \$ 255,000.00
 Expenses		
Wages, P/R Taxes & Benefits	\$ 134,704.12	\$ 150,414.00
Collection Development Materials	\$ 38,807.08	\$ 35,700.00
Utilities	\$ 5,284.14	\$ 5,800.00
Janitorial, Repairs & Maintenance	\$ 7,030.79	\$ 7,200.00
Programs - all ages	\$ 6,447.55	\$ 6,600.00
Capital Improvements		\$ 23,080.00
Other expenses	\$ 18,598.05	\$ 26,206.00
 Total Expenses	 \$ 210,871.73	 \$ 255,000.00
 Net Income (Loss)	 \$ 32,893.19	

OLD BUSINESS**A. ORDINANCE 1271-13, CHANGING ZONING DISTRICT CLASSIFICATION, 2nd READING:**

An Ordinance changing the Zoning District Classification of certain property located in The City of Valley Center, Kansas, under the authority granted by The Zoning Regulations of The City.

- Ordinance 1271-13
- Case No. Z-2013-5 was presented to the Planning Commission on December 12, 2013. The Commission voted unanimously to approve the re-zoning request.

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt Ordinance 1271-13, changing the Zoning District Classification of 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. 1271-13

AN ORDINANCE CHANGING THE ZONING DISTRICT CLASSIFICATION OF 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. Z-2013-5, and proper notice having been given and hearing held as provided by law and under authority and subject to the provisions of the amended Zoning Regulations of the City as approved by Ordinance No. 1269-13, the zoning district classification of the property legally described herein is changed as follows:

Change of zoning district classification from R-1B Single Family Residential to RR-1 Suburban Residential.

Legal description: The south 145 feet of lot 1, Beckman Addition, S 176 feet, Lot 1, Block 1, Beckham Addition, and Lot 1, Block 1, Just Folks Add., City of Valley Center, Sedgwick County, Kansas.

General location: 125 S. Sheridan

SECTION 2. Upon the taking effect of this Ordinance, the above zoning change shall be entered and shown on the Official Zoning Map(s) as previously adopted by reference and said map(s) is hereby reincorporated as a part of the Zoning Regulations as amended.

SECTION 3. 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 _____, ____.

First Reading: December 17, 2013

Second Reading: _____

(SEAL)

/s/ _____
Michael D. McNown, Mayor

ATTEST:

/s/ _____
Kristine A. Polian, City Clerk

NEW BUSINESS**A. RESOLUTION 624-14; AMENDING STORMWATER MANAGEMENT FEE AND RATE ADJUSTMENT:**

A Resolution of The Governing Body of the City of Valley Center, Kansas amending the Storm Water Management Fee, and adjusting the rates charged within the City of Valley Center for Storm Water Utility Management.

- Resolution 624-14

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt Resolution 624-14; amending the Storm Water Management Fee, and adjusting the rates charged within the City of Valley Center for Storm Water Utility Management.

RESOLUTION NO. 624-14

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF VALLEY CENTER, KANSAS AMENDING THE STORM WATER MANAGEMENT FEE, AND ADJUSTING THE RATES CHARGED WITHIN THE CITY OF VALLEY CENTER FOR STORM WATER UTILITY MANAGEMENT.

WHEREAS, the City of Valley Center has established a Storm Water Utility according to state and federal guidelines; and

WHEREAS, Ordinance Number 1167-08 requires that the Storm Water Management Fee be established and set by Resolution of the Governing Body of the City of Valley Center; and

WHEREAS, Resolution Number 608-12 amended the rate structure for the Storm Water Management Fee and the Governing Body of the City of Valley Center has determined there is justifiable need to adjust the rates established under Resolution 608-12;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALLEY CENTER, KANSAS:

SECTION 1 The Storm Water Management Fee rates amended by Resolution 608-12 are adjusted for properties within the incorporated city limits of the City of Valley Center according to the following schedule based upon the total square feet of impervious surface contained within the property;

Property Class	Property Type	Impervious Surface Square Footage	Monthly management service fee structure	Total yearly management service fee
Class 1	Residential	2,000 for all properties	\$5.00	\$60.00
Class 2	All Non-Residential Properties*	≤ 1,000	\$5.00	\$60.00
Class 3	All Non-Residential Properties*	1,001 ≤ 5,000	\$15.00	\$180.00
Class 4	All Non-Residential Properties*	5,001 ≤ 100,000	\$30.00	\$360.00
Class 5	All Non-Residential Properties*	100,001 < above	\$60.00	\$720.00

(*All Non-Residential Properties include multi-unit residential properties with a parking lot and one single meter per building.)

SECTION 2 The foregoing fees shall be become effective upon adoption by the Governing Body of the City of Valley Center, Kansas.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR this 7th day of January, 2014.

Michael D. McNown, Mayor

ATTEST: _____
Kristine A. Polian, City Clerk

NEW BUSINESS**B. RESOLUTION 625-14; PROHIBITING CONCEALED CARRY IN CERTAIN CITY OF VALLEY CENTER PUBLIC FACILITIES:**

A Resolution of The City Council of the City of Valley Center, Kansas exempting certain facilities from the requirements of KAN. SESS. 2013 CH 105, Sec. 2(i).

- Resolution 625-14

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt Resolution 625-14, exempting certain facilities from the requirements of KAN. SESS. 2013 CH 105, Sec. 2(i).

RESOLUTION NO. 625-14

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALLEY CENTER, KANSAS EXEMPTING CERTAIN FACILITIES FROM THE REQUIREMENTS OF KAN. SESS. 2013 CH. 105, SEC. 2(i).

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF VALLEY CENTER, KANSAS,

Section 1. The following building is hereby exempted from the requirements of Kan. Sess. 2013 Ch. 105, Sec. 2(i).

Valley Center Public Safety Building, 616 E. Fifth Street

Section 2. The exemption is based on the analysis of the security plan completed on this building and the determination of the governing body that safety is sufficient to continue the ban on concealed weapons from this building.

Section 3. A security plan has been developed for the building being exempted which supplies adequate security to the occupants of the building and merits the prohibition of the carrying of a concealed handgun as authorized by the personal and family protection act. The prohibition shall continue until December 31, 2017.

Section 4. A copy of the security plan shall be maintained by the city clerk and will be provided to the Kansas attorney general or local law enforcement upon request. The security plan is not subject to disclosure under the Kansas open records act.

PASSED AND APPROVED by the Governing Body of the City of Valley Center, Kansas, this 7th day of January 2014.

{SEAL}

Michael McNown, Mayor

ATTEST:

Kristine A. Polian, City Clerk

CONSENT AGENDA

NONE

STAFF REPORTS

A. City Clerk Polian

B. Chief of Police Hephner

C. Fire Chief Tormey

D. Community Development Director Utecht

E. City Superintendent Dunn

F. Parks & Public Buildings Superintendent Owings

G. City Engineer Kelsey

H. City Attorney Arbuckle

I. City Administrator Pile

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