



## CITY COUNCIL AGENDA

January 4, 2022

**THE CITY COUNCIL SHALL HOLD ITS REGULAR MEETINGS IN THE COUNCIL CHAMBER IN THE CITY HALL, LOCATED AT 121 S. MERIDIAN, BEGINNING AT 6:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. INVOCATION: MINISTERIAL ALLIANCE
4. PLEDGE OF ALLEGIANCE
5. APPROVAL OF AGENDA p 4
6. ADMINISTRATION AGENDA p 5
  - A. [City Council Meeting Minutes – December 21, 2021](#) –
7. PRESENTATIONS / PROCLAMATIONS p 10
8. PUBLIC FORUM (*Citizen input and requests*) p 10
9. APPOINTMENTS p
10. COMMITTEES, COMMISSIONS p 10
11. OLD BUSINESS p 11
  - A. [Ordinance 1368-21; Re-zoning of property north of 596 W. 1<sup>st</sup> St. E.](#) p
12. OUTGOING CITY COUNCILMEMBER RECOGNITION p
13. ADJOURN

### **SWEAR IN OF NEW COUNCILMEMBER CLINT BASS**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. NEW BUSINESS p 15
  - A. [Approval of Food for Fines Program](#) p
5. CONSENT AGENDA p 21
  - A. [Appropriation Ordinance - January 4, 2022](#) p
  - B. [Delinquent Account Report – October 2021](#) p

- C. [Planning and Zoning Board Minutes – December 16, 2021, p](#)
- 7. **GOVERNING BODY REPORTS p 48**
- 8. **ADJOURN**

**PLEASE STAY FOR RECEPTION FOLLOWING MEETINGS TO THANK COUNCILMEMBER DAVIS FOR HIS SERVICE.**

*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 any time 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](mailto: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](http://www.valleycenter-ks.gov) or call (316) 755-7310.*

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION – MINISTERIAL ALLIANCE**

**PLEDGE OF ALLEGIANCE**

## **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 December 21, 2021, regular City Council Meeting as prepared by the City Clerk.

REGULAR COUNCIL MEETING  
December 21, 2021  
CITY HALL  
121 S. MERIDIAN

Mayor Cicirello called the regular council meeting to order at 7:00 p.m. with the following members present: Matt Stamm, Paul Davis, Ben Anderson, Gina Gregory, Dale Kerstetter, Robert Wilson, and Ronald Colbert.

Members Absent: Chris Evans

Staff Present: Neal Owings, Park and Public Building Director  
Barry Arbuckle, City Attorney  
Josh Golka, City Engineer  
Barry Smith, Assistant City Administrator  
Brent Clark, City Administrator  
Matt Koehn, City Treasurer  
Matt Vogt, Police Captain  
Kristi Carrithers, City Clerk

Press present: The Ark Valley News

**APPROVAL OF AGENDA**

Stamm moved to approve the agenda as presented, seconded by Gregory. Vote yea: unanimous. Motion carried.

**ADMINISTRATION AGENDA –**

DECEMBER 7, 2021, REGULAR CITY COUNCIL MINUTES-

Gregory moved to approve the minutes of the December 7, 2021, regular City Council meeting as presented, seconded by Colbert. Vote yea: unanimous. Motion carried.

**PRESENTATIONS/PROCLAMATIONS – None**

**PUBLIC FORUM – None**

**APPOINTMENTS – None**

**COMMITTEES, COMMISSIONS – None**

**OLD BUSINESS –**

A. ORDINANCE 1366-21; RE-ZONING OF PROPERTY SOUTHWEST OF THE INTERSECTION 5<sup>TH</sup> ST. AND SENECA

City Administrator Clark presented Ordinance 1366-21 for 2<sup>nd</sup>. reading. This Ordinance will re-zone property currently unaddressed but located southwest of the 5<sup>th</sup> St and Seneca St. intersection, from A-1 (Agricultural District) to R-1B (Single-Family Residential District) and C-2 (General Business District). Wilson moved to approve to approve Ordinance 1366-21; re-zoning of land located southwest of the intersection of 5th St. and Seneca St., Valley Center, KS, for 2<sup>nd</sup>. reading, seconded by Colbert. yea: unanimous. Motion carried.

**B. ORDINANCE 1367-21; RE-ZONING OF PROPERTY IMMEDIATELY EAST OF 3059 E. 5<sup>TH</sup> ST**

City Administrator presented Ordinance 1367-21, which will re-zone property currently unaddressed, but located immediately east of 3059 E. 5th St., Valley Center, KS, from C-2 (General Business District) to A-1 (Agricultural District).

Wilson moved to approve Ordinance 1367-21; re-zoning of land located immediately east of 3059 E. 5th St., Valley Center, KS, for 2<sup>nd</sup>. reading. Motion seconded by Stamm. Vote yea: unanimous. Motion carried.

**NEW BUSINESS-**

**A. APPROVAL OF CITY ENTRANCE SIGN**

Parks and Public Buildings Director Owings presented bids received for the proposed City Entrance signs. Four bids were received with the lowest qualified bid from George Lay Signs Inc. in the amount of \$64,400.00. He explained that after RFP was sent out for bids staff meet with Sedgwick County and WAMPO, the placement of sign at 63<sup>rd</sup> and Meridian will be postponed for installation until after the Meridian Street Project is complete. Colbert inquired why school was on sign but no other organizations. Administrator Clark stated they are in contact with school, but it is also a “branding” for the city especially with the water tower design. Kerstetter asked about the timeline for installation. Staff will work closely with George Lay Signs to finalize design but anticipates spring 2022. Gregory asked if consideration is being given for signage at north and west entrances into Valley Center.

Kerstetter moved to approve low, qualified bid from George Lay Signs Inc. for two welcome signs in the amount of \$64,400.00. Motion seconded by Anderson. Vote yea: Stamm, Davis, Anderson, Gregory, Kerstetter and Wilson Opposed: Colbert. Motion carried.

**B. RESOLUTION 706-21; ARBOR VALLEY PAVING AUTHORITY**

City Administrator Clark explained that Resolutions 706-21 and 707-21 authorize and provide for the paving and water improvements at Arbor Valley Sub-division. This is the same process of Resolution approval as Cedar Ridge Estates. Clark did point out that this is a name change from Hidden Valley to Arbor Valley. Kerstetter confirmed that the assessment of specials to each lot would reimburse the city.

Gregory moved to approve Resolution 706-21 authorizing paving improvements to the Arbor Valley sub-division. Motion seconded by Davis. Vote yea: unanimous. Motion carried.

**C. RESOLUTION 707-21: ARBOR VALLEY WATER AUTHORITY**

Anderson moved to approve Resolution 707-21 authorizing water improvements to the Arbor Valley sub-division, seconded by Kerstetter. Vote yea: unanimous. Motion carried.

**D. DESIGN SERVICES AGREEMENT- ARBOR VALLEY**

City Administrator Clark introduced Jeff Ray with JEO. Mr. Ray stood for questions regarding design and public bidding agreement with JEO Consulting Group for paving and water improvements for the Arbor Valley Sub-division.

Stamm moved to approve agreement between City of Valley Center and JEO Consulting Group for design of paving and water improvements for the Arbor Valley Sub-division in the amount of \$128,400.00. Motion seconded by Kerstetter. Vote yea: unanimous. Motion carried.

**E. REVIEW OF VAC – 2021-01**

City Administrator Clark presented VAC-2021-01 and the accompanying vacation order, which vacates a portion of dedicated alley right-of-way located south of 3rd Street, between Ash Avenue and Park Avenue. This has been reviewed and recommended by the Planning and Zoning Board. This property has been maintained and used by the city for utilities since 1948. This vacation order cleans up the property lines.

Wilson moved to approve VAC-2021-01 and Vacation Order and authorize Mayor to sign. Motion seconded by Gregory. Vote yea: unanimous. Motion carried.

F. ORDINANCE 1368-21: RE-ZONING OF PROPERTY IMMEDIATELY NORTH OF 596 W. 1<sup>ST</sup> ST. E.

City Administrator Clark presented for 1<sup>st</sup> reading, Ordinance 1368-21, which will re-zone property currently unaddressed from R-1B (Single-Family Residential District) to R-2 (Two-Family Residential District). This has been reviewed and approved by the Planning and Zoning Board. Jeff Pritchard, owner of property stated that the house at 596 W. 1<sup>st</sup>. will be renovated and rented out. Kerstetter felt that more single-family homes should be in that area and wasn't in favor of more duplexes. Anderson and Stamm both were in favor of the re-zoning as there is already a mixture of single and multi-family homes in the neighborhood. Mayor Cicirello reminded Council that the Ordinance wasn't for a lot-split, it was only a re-zoning of the property.

Stamm moved to approve Ordinance 1368-21; re-zoning of land located immediately north of 596 W. 1st St., Valley Center, KS 67147, for 1st reading, seconded by Anderson. Vote yea: Stamm, Davis, Anderson, Wilson, and Colbert. Opposed: Gregory and Kerstetter. Motion carried.

G. APPROVAL OF INCODE BRAZOS E-TICKET SYSTEM

Asst. City Administrator Smith requested final approval from Council for the Brazos e-ticket system. The expense was previously approved in budget process. Although the bid is slightly higher the emergency equipment fund will cover the overage. Discussion was held regarding other agencies in Sedgwick County that are using Incode. City of Wichita does not use Incode.

Kerstetter move to approve the agreement with Brazos and schedule implementation for early 2022. Motion seconded by Gregory. Vote yea: unanimous. Motion carried.

H. APPROVAL OF 2022 WATER RATES

Asst. City Administrator Smith presented proposal for 2022 water rates. He explained that per City Ordinance sewer rates increase by 2.5% annually. The City of Wichita approved a 6.5% increase in rates; however, he recommends no increase to water rates for tier 1 users and a 4% increase to tier 2 and tier 3 rates. Kerstetter and Anderson both appreciated the proposal and holding water rates.

Anderson moved to increase Sewer rates by 2.5% and increase the tier 2 and tier 3 water rates by 4%. All base charges and tier 1 rates will remain the same as 2021. Stamm seconded the motion. Vote yea: unanimous. Motion carried.

I. RESOLUTION 710-21: G.A.A.P. WAIVIER

Asst. City Administrator Smith explained that the approval of this waiver is an annual requirement. Smith explained it is a standard accounting method for a cash basis budget. Because the City doesn't have a city owned retirement program or depreciation, this is the accounting method the city uses.

Gregory moved to approve Resolution 710-21; G.A.A.P. waiver, seconded by Kerstetter. Vote Yea: Unanimous. Motion carried.

J. APPROVAL OF SCOPE OF SERVICES CONTRACT WITH PEC FOR MERIDIAN PROJECT

Golka announced that the city was notified of 1.5 million in additional funding from WAMPO and Sedgwick County. This allows for additional improvements along Meridian. Approval of supplemental agreement with PEC for Meridian Project is needed. North and South Meridian will be one project and drainage issues and hardscapes from Main to 5<sup>th</sup> will be addressed.

Stamm moved to approve PEC Supplemental Agreement for Meridian project in an amount of \$111,740.00 and authorize Mayor to sign. Motion seconded by Kerstetter. Vote yea: unanimous. Motion carried.

K. APPROVAL OF 6:00PM START TIME FOR JANUARY 4, 2022, CITY COUNCIL MEETING

City Administrator Clark requested approval of start time for the January 4, 2022, council meeting to 6:00pm.



Anderson moved to approve the January 4, 2022; regular City Council meeting be called to order at 6:00pm. Motion seconded by Davis. Vote yea: unanimous. Motion carried.

## **CONSENT AGENDA**

- A. APPROPRIATION ORDINANCE - DECEMBER 21, 2021
- B. CHECK RECONCILIATION – NOVEMBER 2021
- C. TREASURER’S REPORT – NOVEMBER 2021
- D. REVENUE AND EXPENSE REPORT-NOVEMBER 2021
- E. ECONOMIC DEVELOPMENT BOARD MINUTES – DECEMBER 1, 2021

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

## **STAFF REPORTS**

### CITY ENGINEER GOLKA

Reported that Kansas Gas began work along Ford Street on Monday. This work wasn’t expected to start until after the 1<sup>st</sup> of the year. Discussion was held regarding lack of communication, possibilities of one lane being open, installation of electronic signage. Golka stated that he has been informed that as the Kansas Gas crews will not be working over holidays, the street will be open the Christmas weekend and New Year’s weekend.

### ASST CITY ADMINISTRATOR SMITH

Stated that the city has a partnership with DCF for assistance with utility bills.

Beginning in January, he will begin a 2-year term serving on the board of directors of the Kansas General Financial Officers Association.

### CITY ADMINISTRATOR CLARK

Announced that the Wichita Business Journal has selected Barry Smith as 2022 CFO honoree.

Thanked the Council for their forward thinking and action that allows great things to happen in Valley Center. Also thanked the department heads, PEC and the citizens.

The Recreation Center Committee will begin planning and working on designs for the facility.

## **GOVERNING BODY REPORTS –**

### MAYOR CICIRELLO

Was asked to speak at the Daughters of the American Revolution Wreaths across America event. They had enough wreaths to place on each grave of a veteran buried in the Valley Center cemetery.

Thanked all staff for their work this year.

### COUNCILMEMBER KERSTETTER

Inquired whether the city had any damage due to the powerful winds. Clark stated that a few power lines were blown down and some signs, but overall no major damage was found.

### COUNCILMEMBER ANDERSON AND WILSON

Thanked staff for their work. Wilson stated that it makes our jobs so much easier.

### COUNCILMEMBER COLBERT

Stated that he isn’t against having the school on the city limit signs, just worried about other organizations being excluded.

Colbert moved to adjourn, second by Wilson. Vote Yea: Unanimous.

**ADJOURN -**

**Meeting adjourned at 8:11 PM.**

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**Kristi Carrithers, City Clerk**

**ADMINISTRATION AGENDA**  
**RECOMMENDED ACTION**

**A. MINUTES:**

**RECOMMENDED ACTION:**

**Staff recommends motion to approve the minutes of the December 21, 2021, Regular Council Meeting as presented/ amended.**

**PRESENTATIONS / PROCLAMATIONS**

**PUBLIC FORUM**

**APPOINTMENTS**

**COMMITTEES, COMMISSIONS**

## OLD BUSINESS

### A. ORDINANCE 1368-21; RE-ZONING OF PROPERTY IMMEDIATELY NORTH OF 596 W. 1<sup>ST</sup> ST. E:

Community Development Director Shrack will present for 2<sup>nd</sup> reading, Ordinance 1368-21, which will re-zone property currently unaddressed from R-1B (Single-Family Residential District) to R-2 (Two-Family Residential District).

- Ordinance 1368-21

**ORDINANCE NO. 1368-21**

**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.**

**NOW THEREFORE, 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 and Zoning Board on Case No. RZ-2021-08, 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. 1279-14, 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 District) to R-2 (Two-Family Residential District).

Legal Description: THE NORTH HALF OF THE WEST 130 FEET OF LOT 16, ON 2<sup>ND</sup> STREET, NOW 1<sup>ST</sup> STREET, CARPERNTER'S ADDITION TO VALLEY CENTER, SEDGWICK COUNTY, KANSAS

Legal Address: Currently unaddressed, but located immediately north of 596 W. 1<sup>st</sup> Street, Valley Center, KS 67147

**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 signed by the Mayor of the City of Valley Center, Kansas, on this 4<sup>th</sup> day of January, 2022.

First Reading:           December 21, 2021  
Second Reading:        January 4, 2022

(SEAL)

/s/ \_\_\_\_\_  
Louis Cicirello, Mayor

ATTEST:

/s/ \_\_\_\_\_  
Kristi Carrithers, City Clerk

**OLD BUSINESS**  
**RECOMMENDED ACTION**

**A. ORDINANCE 1368-21; RE-ZONING OF PROPERTY IMMEDIATELY  
NORTH OF 596 W. 1<sup>ST</sup> ST. E:**

**Should Council choose to proceed,**

**RECOMMENDED ACTION:**

**City staff recommends motion to approve Ordinance 1368-21; re-zoning of land located immediately north of 596 W. 1<sup>st</sup> St., Valley Center, KS 67147, for 2<sup>nd</sup>. reading.**

**OUTGOING CITY COUNCIL RECOGNITION**

**COUNCILMEMBER PAUL DAVIS**

**ADJOURN**



**SWEAR IN NEW COUNCILMEMBERS/MAYOR**

- **COUNCILMEMBER CLINT BASS**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF AGENDA**

## **NEW BUSINESS**

### **A. APPROVAL FOOD FOR FINES PROGRAM:**

Public Safety Director Newman will present and seek approval of the Food for Fines program held in March and April. All food is donated to the Ministerial Alliance to help the local community.

- Memo - Stacy Shay, Municipal Court Clerk



**December 21, 2021**

**To: Mayor Cicirello & Members of Council**

**From: Stacy Shay, Court Clerk**

**Subject: Food for Fines**

## **BACKGROUND**

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Food for Fines is a project that will not only benefit the community but have a positive impact on the clients of the Valley Center Municipal Court. This program will only occur during predetermined time frame agreed upon by the City and Municipal Court. Food for Fines is designed to emphasize the compassionate side of our judicial system and encourage charity within the community.

## **PROPOSAL**

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Please consider approving the Food for Fines program for 2022! I have spoken to Kevin at the Ministerial Alliance and the need for non-perishable items still exists. He is happy to be part of the program each year.

In 2019, we collected 714 cans/items, 69 people participated, and \$3358.50 went toward fines/fees. Additionally, 2 organizations together donated 268 cans/items. In 2020, we collected 601 cans/items, 53 people participated, and \$2320.00 went toward fines/fees. In 2021, we collected 379 cans/items, 30 people participated, and \$1525.00 went toward fines/fees. Although 2021 was not a substantial year for collection, I believe 2022 will be.

## **PROGRAM BASICS**

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- Proposed dates for 2022 would be from March 1<sup>st</sup> through April 29<sup>th</sup> during business hours only.
- For a single **can** of non-perishable food donated to the food drive the court would forgive **\$5.00 (per Council)** of the person's fine or warrant fees only. Regardless of the number of cans that are donated, the maximum amount that will be forgiven is \$50 to any one person.
- **Donations only apply to Fines and Warrant Fees assessed by the court.** Restitution, Court Costs, Diversion Fees, Community Corrections Fees, Reinstatement Fees are not eligible.
- All non-perishable food items collected will be donated to the VC Food Pantry sponsored by the Ministerial Alliance. The Food Pantry will pick up donated items from City Hall on a scheduled time to be determined based upon participation.

- Dented, Rusted, Non-Labeled, or Expired canned food will NOT be accepted.

## **IMPLEMENTATION**

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To implement this project the Municipal Court will need to inform our clients with flyers, the City's website, and social media. The more clients who are aware of the program the better response the court will receive.

## **COST**

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Because the court will be offering the program during business hours there will be no additional cost to the city in overtime.

## **SUMMATION**

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The court has the potential to reduce the debt owed on active cases that meet the court's criteria for eligibility at a time of year when the general population is struggling to make ends meet.

## **RECOMMENDATION**

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Approve the Food for Fines program for 2022. If you have any questions, feel free to contact me at any time.

Respectfully,

Stacy Shay  
Court Clerk

**NEW BUSINESS**  
**RECOMMENDED ACTION**

**A. APPROVAL FOOD FOR FINES PROGRAM:**

Should Council choose to proceed

**RECOMMENDED ACTION**

**Staff recommends motion of approval of Food for Fines program and set the amount per can/food item at \$5.00 with a maximum amount of \$50.00.**

**CONSENT AGENDA**

- A. **APPROPRIATION ORDINANCE – JANUARY 4, 2021**
- B. **DELINQUENT ACCOUNT REPORT – OCTOBER 2021**
- C. **PLANNING AND ZONING BOARD MINUTES – DECEMBER 16, 2021**

**RECOMMENDED ACTION:**

**Staff recommends motion to approve the Consent Agenda as presented.**

## **CONSENT AGENDA**

### **A. APPROPRIATION ORDINANCE:**

Below is the proposed Appropriation Ordinance for January 4, 2022, as prepared by City Staff.

#### **January 4, 2022, Appropriation**

<b>Total</b>	<b>\$ 180,969.46</b>
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0796	I-202112098029							
	BARDAVON HEALTH INNOVATIONS BARDAVON HEALTH INNOVATIONS	R	12/10/2021	430.00		053487		430.00
0824	I-202112098027							
	GALLS, LLC GALLS, LLC	R	12/10/2021	50.56		053488		50.56
0905	I-202112078015							
	COPRO EMERGENCY FIRE PRODUCTS COPRO EMERGENCY FIRE PRODUCTS	R	12/10/2021	16,524.00		053489		16,524.00
0987	I-202112078006							
	THE FOOD GUY THE FOOD GUY	R	12/10/2021	648.00		053490		648.00
1004	I-202112078016							
	GILMORE SOLUTIONS GILMORE SOLUTIONS	R	12/10/2021	1,224.00		053491		1,224.00
1056	I-202112078011							
	WEX BANK WEX BANK	R	12/10/2021	6,462.67		053492		6,462.67
1070	I-202112068002							
	INTERNATIONAL CODE COUNCIL, IN INTERNATIONAL CODE COUNCIL, IN	R	12/10/2021	145.00		053493		145.00
1078	I-202112078004							
	FLEXIBLE BENEFIT SERVICE CORPO FLEXIBLE BENEFIT SERVICE CORPO	R	12/10/2021	61.25		053494		61.25
	I-202112078005							
	FLEXIBLE BENEFIT SERVICE CORPO	R	12/10/2021	132.00		053494		132.00
0032	I-AF 202111307979							
	AFLAC SUPPLEMENTAL INSURANCE	R	12/17/2021	73.65		053497		73.65
	I-AF 202112158055							
	SUPPLEMENTAL INSURANCE	R	12/17/2021	73.65		053497		73.65
	I-AFC202111307979							
	SUPPLEMENTAL INSURANCE	R	12/17/2021	22.62		053497		22.62
	I-AFC202112158055							
	SUPPLEMENTAL INSURANCE	R	12/17/2021	22.62		053497		22.62
	I-AFD202111307979							
	SUPPLEMENTAL INSURANCE	R	12/17/2021	32.76		053497		32.76
	I-AFD202112158055							
	SUPPLEMENTAL INSURANCE	R	12/17/2021	59.66		053497		59.66
	I-AFO202111307979							
	SUPPLEMENTAL INSURANCE	R	12/17/2021	29.12		053497		29.12
	I-AFO202112158055							
	SUPPLEMENTAL INSURANCE	R	12/17/2021	29.12		053497		29.12
0445	I-DDS202111307979							
	DELTA DENTAL OF KANSAS, INC. DENTAL INSURANCE	R	12/17/2021	216.97		053498		216.97
	I-DDS202112158055							
	DENTAL INSURANCE	R	12/17/2021	216.97		053498		216.97
	I-DEC202111307979							
	DENTAL INSURANCE	R	12/17/2021	228.06		053498		228.06
	I-DEC202112158055							
	DENTAL INSURANCE	R	12/17/2021	228.06		053498		228.06
	I-DES202111307979							
	DENTAL INSURANCE	R	12/17/2021	231.18		053498		231.18
	I-DES202112158055							
	DENTAL INSURANCE	R	12/17/2021	231.35		053498		231.35
	I-DFM202111307979							
	DENTAL INSURANCE	R	12/17/2021	553.90		053498		553.90
	I-DFM202112158055							
	DENTAL INSURANCE	R	12/17/2021	553.90		053498		553.90

2,460.39



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0566	SURENCY LIFE AND HEALTH							
I-VEC202111307979	VISION INSURANCE	R	12/17/2021	7.59		053499		
I-VEC202112158055	VISION INSURANCE	R	12/17/2021	7.59		053499		
I-VMC202111307979	VISION INSURANCE	R	12/17/2021	58.17		053499		
I-VMC202112158055	VISION INSURANCE	R	12/17/2021	58.17		053499		
I-VME202111307979	VISION INSURANCE	R	12/17/2021	59.85		053499		
I-VME202112158055	VISION INSURANCE	R	12/17/2021	60.06		053499		
I-VMF202111307979	VISION INSURANCE	R	12/17/2021	96.84		053499		
I-VMF202112158055	VISION INSURANCE	R	12/17/2021	96.84		053499		
I-VMS202111307979	VISION INSURANCE	R	12/17/2021	48.40		053499		
I-VMS202112158055	VISION INSURANCE	R	12/17/2021	48.40		053499		541.91
0186	KRAMER & FRANK PC							
I-JCG202112158055	2017-LM-003829	R	12/17/2021	447.53		053500		447.53
0059	CITY OF WICHITA							
I-202112168071	CITY OF WICHITA	R	12/17/2021	140.00		053501		140.00
0076	KANSAS SECRETARY OF STATE							
I-202112158061	KANSAS SECRETARY OF STATE	R	12/17/2021	25.00		053502		25.00
0076	KANSAS SECRETARY OF STATE							
I-202112158062	KANSAS SECRETARY OF STATE	R	12/17/2021	25.00		053503		25.00
0077	KANSAS OFFICE OF THE TREASURER							
I-202112158052	KANSAS OFFICE OF THE TREASURER	R	12/17/2021	2,135.84		053504		
I-202112158053	KANSAS OFFICE OF THE TREASURER	R	12/17/2021	1,946.08		053504		
I-202112158054	KANSAS OFFICE OF THE TREASURER	R	12/17/2021	1,296.34		053504		
I-202112158056	KANSAS OFFICE OF THE TREASURER	R	12/17/2021	1,600.87		053504		6,979.13
0084	KMIT-KS MUNICIPAL INSURANCE							
I-202112168072	KMIT-KS MUNICIPAL INSURANCE	R	12/17/2021	70,884.00		053505		70,884.00
0092	TYLER TECHNOLOGIES INC							
I-202112148046	TYLER TECHNOLOGIES INC	R	12/17/2021	205.00		053506		205.00
0113	VALLEY OFFSET PRINTING, INC.							
I-202112148047	VALLEY OFFSET PRINTING, INC.	R	12/17/2021	219.97		053507		219.97
0129	JCI INDUSTRIES INC							
I-202112168070	JCI INDUSTRIES INC	R	12/17/2021	155.78		053508		155.78
0196	P E C (PROFESSIONAL ENGINEERIN							
I-202112158058	P E C (PROFESSIONAL ENGINEERIN	R	12/17/2021	1,915.80		053509		
I-202112158059	P E C (PROFESSIONAL ENGINEERIN	R	12/17/2021	105.00		053509		2,020.80

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0328	UCI - UTILITY CONSULTANTS							
I-202112168066	UCI - UTILITY CONSULTANTS	R	12/17/2021	800.00		053510		800.00
0578	PHILIP L. WEISER, J.D.							
I-202112148042	PHILIP L. WEISER, J.D.	R	12/17/2021	150.00		053511		150.00
0693	MIDWEST TRUCK EQUIPMENT, INC							
I-202112168068	MIDWEST TRUCK EQUIPMENT, INC	R	12/17/2021	182.80		053512		182.80
0708	UNIFIRST							
I-202112168067	UNIFIRST	R	12/17/2021	43.90		053513		43.90
0784	MERIDIAN ANALYTICAL LABS, LLC							
I-202112168064	MERIDIAN ANALYTICAL LABS, LLC	R	12/17/2021	425.00		053514		425.00
0898	GREATER WICHITA YMCA							
I-202112148043	GREATER WICHITA YMCA	R	12/17/2021	1,087.00		053515		
I-202112148045	GREATER WICHITA YMCA	R	12/17/2021	25.00		053515		1,112.00
1004	GILMORE SOLUTIONS							
I-202112158048	GILMORE SOLUTIONS	R	12/17/2021	10,911.72		053516		
I-202112158049	GILMORE SOLUTIONS	R	12/17/2021	1,224.00		053516		
I-202112158050	GILMORE SOLUTIONS	R	12/17/2021	1,236.00		053516		13,371.72
1075	RED EQUIPMENT LLC.							
I-202112168069	RED EQUIPMENT LLC.	R	12/17/2021	159.11		053517		159.11
1137	WASTE CONNECTIONS OF KANSAS, I							
I-202112158057	WASTE CONNECTIONS OF KANSAS, I	R	12/17/2021	42,615.50		053518		42,615.50
0270	INTRUST CARD CENTER							
I-202112168073	INTRUST CARD CENTER	R	12/17/2021	11,682.35		053520		11,682.35

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	31	180,667.57	0.00	180,667.57
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:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			31	180,667.57	0.00	180,667.57

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0122	ANGIE SLOAN							
I-202112068001	ANGIE SLOAN	R	12/10/2021	75.01		053495		75.01
0131	TROY WALKER							
I-202112098026	TROY WALKER	R	12/10/2021	200.00		053496		200.00
0079	RYAN SHRACK							
I-202112158051	RYAN SHRACK	R	12/17/2021	26.88		053519		26.88

\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	3	301.89	0.00	301.89
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

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 03 BANK: APBK TOTALS:	3	301.89	0.00	301.89
BANK: APBK TOTALS:	34	180,969.46	0.00	180,969.46
REPORT TOTALS:	34	180,969.46	0.00	180,969.46

SELECTION CRITERIA

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

---

CHECK SELECTION

CHECK RANGE: 053487 THRU 053520  
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

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**CONSENT AGENDA**

**B. DELINQUENT ACCOUNT REPORT-OCTOBER 2021:**

ZONE: ALL

CONTRACTS: NO

STAT: Disconnect, Final, Inactive

START DATES: 0/00/0000 THRU 99/99/9999

LAST BILL DATES:10/01/2021 THRU 10/31/2021

FINAL DATES: 10/01/2021 THRU 10/31/2021

ACCOUNT NO#	NAME	LAST PAY	ST	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
01-0119-90	NIEDENS, JEFF	0/00/0000	F		129.92				129.92
01-0152-90	NIEDENS, JEFF	0/00/0000	F		18.32			10.80	29.12

=====  
 \*\*\*\* BOOK # :0001 TOTAL ACCOUNTS: 2 0.00 148.24 0.00 0.00 10.80 159.04  
 =====

02-0089-05	LUPO, AMANDA	9/17/2021	F		106.28	140.19			246.47
02-0094-00	TENNYSON, ELVIN	10/06/2021	F		104.98				104.98

=====  
 \*\*\*\* BOOK # :0002 TOTAL ACCOUNTS: 2 0.00 211.26 140.19 0.00 0.00 351.45  
 =====

=====  
 \*\*\*\* BOOK # :0003 TOTAL ACCOUNTS: 0 0.00 0.00 0.00 0.00 0.00 0.00  
 =====

04-0003-07	CREEKMORE, ARIZONA	7/23/2021	F		71.59	137.22	102.30		311.11
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=====  
 \*\*\*\* BOOK # :0004 TOTAL ACCOUNTS: 1 0.00 71.59 137.22 102.30 0.00 311.11  
 =====

05-0017-04	WISOOKER, BRYCE	9/07/2021	F		72.05	167.72	128.62		368.39
05-0105-04	SNOOK, JOSHUA	8/17/2021	F		62.62	132.58	144.39		339.59

=====  
 \*\*\*\* BOOK # :0005 TOTAL ACCOUNTS: 2 0.00 134.67 300.30 273.01 0.00 707.98  
 =====

=====  
 \*\*\*\* BOOK # :0006 TOTAL ACCOUNTS: 0 0.00 0.00 0.00 0.00 0.00 0.00  
 =====

=====  
 \*\*\*\* BOOK # :0009 TOTAL ACCOUNTS: 0 0.00 0.00 0.00 0.00 0.00 0.00  
 =====

11-0102-91	CLAREMONT REALTY	10/07/2021	F		106.21				106.21
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 \*\*\*\* BOOK # :0011 TOTAL ACCOUNTS: 1 0.00 106.21 0.00 0.00 0.00 106.21  
 =====

ZONE: ALL

CONTRACTS: NO

STAT: Disconnect, Final, Inactive

START DATES: 0/00/0000 THRU 99/99/9999

LAST BILL DATES:10/01/2021 THRU 10/31/2021

FINAL DATES: 10/01/2021 THRU 10/31/2021

ACCOUNT NO#	NAME	LAST PAY	ST	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
**** BOOK # :0012	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
**** BOOK # :0013	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
**** BOOK # :0015	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
**** BOOK # :0018	TOTAL ACCOUNTS:	0		0.00	0.00	0.00	0.00	0.00	0.00
20-0207-05	PENNINGTON, BILLY	9/30/2021	F		107.16	141.27	132.04		380.47
20-0227-04	LOSTLEN, ALAXANDRA	9/14/2021	F		69.90	117.95			187.85
20-0250-98	DUTTON CONSTRUCTION & PL	10/12/2021	F		8.12				8.12
**** BOOK # :0020	TOTAL ACCOUNTS:	3		0.00	185.18	259.22	132.04	0.00	576.44
21-0006-02	DELGADO, SERGIO	10/04/2021	F		72.49				72.49
**** BOOK # :0021	TOTAL ACCOUNTS:	1		0.00	72.49	0.00	0.00	0.00	72.49
80-0064-00	MARCOTTE, BOB G	10/27/2021	F		8.12	28.68			36.80
**** BOOK # :0080	TOTAL ACCOUNTS:	1		0.00	8.12	28.68	0.00	0.00	36.80
**REPORT TOTALS**	TOTAL ACCOUNTS:	13		0.00	937.76	865.61	507.35	10.80	2321.52

## ===== R E P O R T   T O T A L S   =====

## ==== R E V E N U E   C O D E   T O T A L S   =====

REVENUE CODE:	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
100-WATER	0.00	384.74	310.94	170.53	6.68	872.89
200-SEWER	0.00	374.85	312.91	194.73	0.00	882.49
300-PROT	0.00	0.50	0.67	0.33	0.00	1.50
400-RECONNECT FEE	0.00	15.53	33.79	25.68	0.00	75.00
410-INSUFFICIENT FEE	0.00	2.57	9.06	0.00	0.00	11.63
600-STORMWATER UTILITY FEE	0.00	77.92	54.23	26.78	4.12	163.05
610-SOLID WASTE	0.00	50.83	96.33	52.99	0.00	200.15
850-PENALTY	0.00	30.82	47.68	36.31	0.00	114.81
TOTALS	0.00	937.76	865.61	507.35	10.80	2321.52

TOTAL REVENUE CODES:       2,321.52  
TOTAL ACCOUNT BALANCE:    2,321.52  
DIFFERENCE:                0.00



## ===== R E P O R T   T O T A L S   =====

## ==== B O O K   C O D E   T O T A L S   =====

BOOK:	--CURRENT--	+1 MONTHS	+2 MONTHS	+3 MONTHS	+4 MONTHS	--BALANCE--
01-BOOK 01	0.00	148.24	0.00	0.00	10.80	159.04
02-BOOK 02	0.00	211.26	140.19	0.00	0.00	351.45
03-BOOK 03	0.00	0.00	0.00	0.00	0.00	0.00
04-BOOK 04	0.00	71.59	137.22	102.30	0.00	311.11
05-BOOK 05	0.00	134.67	300.30	273.01	0.00	707.98
06-BOOK 06	0.00	0.00	0.00	0.00	0.00	0.00
09-BOOK 09	0.00	0.00	0.00	0.00	0.00	0.00
11-BOOK 11	0.00	106.21	0.00	0.00	0.00	106.21
12-BOOK 12	0.00	0.00	0.00	0.00	0.00	0.00
13-BOOK 13	0.00	0.00	0.00	0.00	0.00	0.00
15-BOOK 15	0.00	0.00	0.00	0.00	0.00	0.00
18-BOOK 18	0.00	0.00	0.00	0.00	0.00	0.00
20-BOOK 20	0.00	185.18	259.22	132.04	0.00	576.44
21-BOOK 21	0.00	72.49	0.00	0.00	0.00	72.49
80-STORMWATER YEARLY	0.00	8.12	28.68	0.00	0.00	36.80
TOTALS	0.00	937.76	865.61	507.35	10.80	2321.52

ERRORS: 000

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SELECTION CRITERIA  
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## REPORT OPTIONS

ZONE: \* - All  
ACCOUNT STATUS: DISCONNECT, FINAL, INACTIVE  
CUSTOMER CLASS: ALL  
COMMENT CODES: All

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## BALANCE SELECTION

SELECTION: ALL  
RANGE: 9999999.99CR THRU 9999999.99  
AGES TO TEST: ALL  
INCLUDE ZERO BALANCES: Include Accts w/Revenue Code balances

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## DATE SELECTION

CUSTOMER DATES: YES  
START DATE: 0/00/0000 THRU 99/99/9999  
LAST BILL DATE: 10/01/2021 THRU 10/31/2021  
FINAL DATE: 10/01/2021 THRU 10/31/2021

---

## TRANSACTION DETAIL

PRINT TRANSACTION DETAIL: NO  
OLDEST TRANSACTION DATE: 99/99/9999

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## PRINT OPTION

TOTALS ONLY: NO  
CONTRACTS: NO  
PRINT SEQUENCE: ACCOUNT NUMBER  
COMMENT CODES: None  
\*\*\* END OF REPORT \*\*\*

**CONSENT AGENDA**

**C. PLANNING AND ZONING BOARD MINUTES – DECEMBER 16,  
2021:**

**PLANNING AND ZONING BOARD MEETING MINUTES**  
**CITY OF VALLEY CENTER, KANSAS**

TUESDAY, DECEMBER 16, 2021, 7:00 P.M.

**CALL TO ORDER:** Chairperson Gary Janzen called the meeting to order at 7:00 P.M. with the following members present: Brian Shelton, Toby Meadows, Mike Boyd, and Steve Conway.

**Members Absent:** Paul Spranger, Rick Shellenbarger

**City Staff Present:** Kristi Carrithers

**Audience:** Dana Lechner, Zoe Navarrete, Jason Conrady, and Jeff Pritchard

**AGENDA:** A Motion was made by Chairperson Janzen and seconded by Board Member Boyd to approve the agenda. Motion passed unanimously.

**APPROVAL OF DRAFT MINUTES:** Chairperson Janzen made a motion to approve the November 23, 2021 meeting minutes. The motion was seconded by Board Member Conway. Motion passed unanimously.

**COMMUNICATIONS:** None

**PUBLIC HEARINGS BEFORE THE PLANNING AND ZONING BOARD:**

1. Review of LS-2021-04, application of Jeff Pritchard, pursuant to Section 16.09., who is petitioning for approval of a lot split of the property the applicant owns currently addressed as 596 W. 1<sup>st</sup> St., Valley Center, KS 67147.

Chairperson Janzen briefly discussed the application and opened the hearing for comments from the public: 7:05 PM

Dana Lechner addressed the board and reiterated her opposition to this application and the associated rezoning application. She had previously submitted a letter to City staff that was shared with the members of the board. Chairperson Janzen addressed Ms. Lechner's questions/concerns and said that the future duplex to be built on this new lot will meet all City building and zoning codes.

Chairperson Janzen closed the public hearing: 7:10 PM

Based on the City Staff recommendations and discussion by the Planning and Zoning Board, Chairperson Janzen made a motion to approve LS-2021-04. Motion was seconded by Board Member Shelton. The vote was unanimous.

2. Review of RZ-2021-08, application of Jeff Pritchard, pursuant to Section 17.11, who is petitioning for a rezoning of land that is currently zoned R-1B, which is the City's designation for a single-family residential district, to R-2, which is the City's designations for a two-family residential district. The lot is currently unaddressed, but located immediately north of 596 W. 1<sup>st</sup> St., Valley Center, KS 67147.

Chairperson Janzen shared a brief summary of this rezoning application and opened hearing for comments from the public: 7:11 PM

The board members briefly discussed this application and spoke with the applicant on potential landscaping between the future duplex and the property to the north of this one.

Chairperson Janzen closed the public hearing: 7:12 PM

Based on the City Staff recommendations and discussion by the Planning and Zoning Board, Chairperson Janzen made a motion to approve RZ-2021-08 for rezoning of land that is currently zoned R-1B, which is the City's designation for a single-family residential district, to R-2, which is the City's designations for a two-family residential district. Motion was seconded by Board Member Boyd. The vote was unanimous.

3. Review of VAC-2021-01, application of Tobias Conrady, pursuant to Section 16.10., who is petitioning for a vacation of a portion of dedicated alley right-of-way located immediately east of 225 W. 3<sup>rd</sup> St., Valley Center, KS 67147.

Chairperson Janzen provided a brief explanation of the application and opened hearing for comments from the public: 7:14 PM

Jason Conrady addressed the board and stated he was representing the applicant and appreciated the board's consideration of the application. No other public comments received.

Chairperson Janzen closed the public hearing: 7:16 PM

Based on the City Staff recommendations and discussion by the Planning and Zoning Board, Chairperson Janzen made a motion to approve VAC-2021-01. Motion was seconded by Board Member Conway. The vote was unanimous.

**OLD BUSINESS:** None

**STAFF REPORTS:** None

**ITEMS BY PLANNING AND ZONING BOARD MEMBERS:**

Gary Janzen-none  
Paul Spranger-absent  
Brian Shelton-none  
Rick Shellenbarger-absent  
Mike Boyd-none  
Steve Conway-none  
Toby Meadows-none

**ADJOURNMENT OF THE PLANNING AND ZONING BOARD MEETING:** At 7:18 P.M., a motion was made by Chairperson Janzen to adjourn and seconded by Board Member Shelton. Vote was unanimous and the meeting was adjourned.

Respectfully submitted,

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Ryan Shrack, Community Development Director

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Gary Janzen, Chairperson

## **STAFF REPORTS**

**A. Community Development Director Shrack**

**B. Parks & Public Buildings Director Owings**

**C. Public Safety Director Newman**

**D. Public Works Director Eggleston**

**E. City Engineer Golka**

**F. City Attorney Arbuckle**

**G. Asst. City Administrator of Finance Smith**

**H. City Administrator Clark**

## **GOVERNING BODY REPORTS**

- A. Mayor Cicirello**
- B. Councilmember Stamm**
- C. Councilmember Evans**
- D. Councilmember Bass**
- E. Councilmember Anderson**
- F. Councilmember Gregory**
- G. Councilmember Kerstetter**
- H. Councilmember Wilson**
- I. Councilmember Colbert**

**ADJOURN**