



## CITY COUNCIL AGENDA

**May 5, 2020**

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

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84456087911>

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA p 3**
4. **ADMINISTRATION AGENDA p 4**
  - A. City Council Meeting Minutes – April 21, 2020
5. **PRESENTATIONS / PROCLAMATIONS p 10**
  - A. Valley Center Public Library 1<sup>st</sup> Quarter Report
6. **PUBLIC FORUM (*Citizen input and requests*) p 1**
7. **APPOINTMENTS p**
  - A. Planning and Zoning Board Appointments p
8. **COMMITTEES, COMMISSIONS p 10 - None**
9. **OLD BUSINESS p 11 - None**
10. **NEW BUSINESS p 15**
  - A. Sidewalk removal request -521 N Colby p
  - B. Change Order for WWTP p
  - C. Discussion of Meridian Project – Main to 5th p
  - D. Marquez Acres Addition Plat (SD-2020-01) Final Approval p
11. **CONSENT AGENDA p 21**
  - A. Appropriation Ordinance – May 5, 2020 p
12. **STAFF REPORTS p 43**
13. **GOVERNING BODY REPORTS p 48**
14. **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 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**

**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 April 21, 2020 regular City Council Meeting as prepared by the City Clerk.

REGULAR COUNCIL MEETING  
April 21, 2020  
CITY HALL/ZOOM REMOTE MEETING  
121 S. MERIDIAN

Via zoom remote meetings, Mayor Cicirello called the 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: Lloyd Newman, Public Safety Director  
Rodney Eggleston, Public Works Director  
Neal Owings, Parks and Public Buildings Director  
Ryan Shrack, Community Development Director  
Barry Arbuckle, City Attorney  
Barry Smith, Assistant City Administrator  
Brent Clark, City Administrator  
Josh Golka, City Engineer  
Kristi Carrithers, City Clerk

Press present: The Ark Valley News

**APPROVAL OF THE AGENDA**

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

**ADMINISTRATION AGENDA –**  
APRIL 7, 2020 CITY COUNCIL MINUTES-

Gregory moved to accept the minutes of the April 7, 2020, regular City Council meeting, seconded by Davis. Vote yea: unanimous. Motion carried.

**PRESENTATIONS/PROCLAMATIONS –**  
1<sup>ST</sup> QUARTER FINANCIAL REPORT

Asst. City Administrator Smith presented to Council the 2020 1<sup>st</sup> quarter financial report. He stated that the first quarter finances have not been negatively affected by the COVID-19 events as it didn't really start until mid-March.

2020 CITY OF VALLEY CENTER OUTLOOK

Smith addressed the financial outlook for the City for the remainder of 2020. He focused on the revenue and the sources the City receives. The unemployment rate in Kansas has increased dramatically which is an indicator of future sales tax and possible property tax revenue. He stated that Sedgwick county has almost double the amount of property tax appeals from 2019. The loss in sales tax revenue will impact the streets department the most. Smith stated that according to policy the City does have reserves to continue on budget, but will need to be very conservative until we get things going again as well as in preparation of the 2021 budget.

**PUBLIC FORUM –None**

**APPOINTMENTS – None**

**COMMITTEES, COMMISSIONS – None**

**OLD BUSINESS**

A. AMENDED BUDGET CALENDAR

Smith presented a revised budget calendar for Council review. Staff is working on the 2021 budget. Departments will work with City Administration and Finance in May and present department budgets to council on June 2, 2020. Public hearing and approval of 2021 budget is scheduled for August 4, 2020.

Kerstetter moved to approve the 2021 budget calendar as amended. Motion seconded by Gregory. Vote: Yea: Unanimous. Motion carried.

**NEW BUSINESS-**

**A. APPROVAL OF PURCHASE OF FLYGT PUMP FOR 5<sup>TH</sup> ST. FLOOD CONTROL**

Public Works Director Eggleston requested approval of purchase of pump for the 5<sup>th</sup> St. flood control. He stated that the existing pump is 13 years old. The system is designed that this pump is the primary pump with 2 larger pumps that kick in based on rising water levels. He recommended replacement of pump rather than repair due to the age of the existing pump as well as a 5 year pro-rated warranty a new pump would have. Funding for the replacement would be from the water enterprise funds. Eggleston assured Council that even with a possible 12 weeks lead time, the other two pumps are working fine. He anticipated the pump would be here sooner. Golka stated that these type of pumps have a 10-15 year life span.

Kerstetter moved to approve the purchase of a FLYGT pump for the 5<sup>th</sup> St. flood control from JCI Industries in the amount of \$10,295.00. Motion seconded by Stamm. Vote Yea: Unanimous. Motion carried.

**CONSENT AGENDA**

- A. APPROPRIATION ORDINANCE-APRIL 21, 2020
- B. CHECK RECONCILLIATION – MARCH 2020
- C. TREASURER’S REPORT – MARCH 2020
- D. REVENUE AND EXPENSE SUMMARY – MARCH 2020

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

**STAFF REPORTS**

**COMMUNITY DEVELOPMENT DIRECTOR SHRACK**

A Land Bank meeting will be held immediately following tonight’s City Council meeting, with another scheduled for May 5, 2020.

Shrack stated that the response rate for the US Census is: National response 51.%, State response 56% and City of Valley Center 64%. Urged everyone to complete census online.

Main Street Valley Center has begun a small business relief grant program. Chris Strunk, President, stated that the program started April 13<sup>th</sup>. 23 applications have been received and approved. Each grant is \$300.00.

**PARKS AND PUBLIC BUILDING DIRECTOR OWINGS**

He is working with City Administration and the Recreation Commission regarding the opening of the swimming pool. He is also in consultation with others throughout the state. A meeting will be held April 30, 2020. Many cities throughout the state are waiting until after this meeting to make final decisions.

**PUBLIC SAFETY DIRECTOR NEWMAN**

Newman announced that the City of Valley Center has been recognized by SafeWise as #3 safest city in Kansas. This is up from #13 last year.

He stood for questions regarding the 1<sup>st</sup> quarter report included in agenda packet.

**PUBLIC WORKS DIRECTOR EGGLESTON**

Reported that many residents are using the time home to clean yards and use the brush pile. Staff continues to monitor it.

The Streets department will closely watch the tax revenue as they plan for summer projects.

**ASST CITY ADMINSTRATOR SMITH**

On- line payments have increased. Staff continues processing payments taken over the phone and processes payments from the drive through drop and mail.

CITY ADMINISTRATOR CLARK

Reported that tonight's Council meeting was posted on Facebook live. He stated that 8-12 people had tuned in to watch. There is an all staff meeting scheduled via zoom meeting tomorrow at 11:15am. Mayor Cicirello and himself will host the meeting and answer any staff questions.

Recognized Chief Newman and the police department for the great safety rating from SafeWise.

FEMA paperwork has been sent in. He continues to be in contact with and work with other local City Administrators.

Thanked PEC for keeping upcoming projects going.

**GOVERNING BODY REPORTS –**

MAYOR CICIRELLO

Thanks to staff and a "Thank You" to the citizens of Valley Center for taking this seriously and staying home.

COUNCILMEMBER DAVIS

Urged everyone to complete the US Census.. Appreciated the public support to our local businesses.

COUNCILMEMBER ANDERSON

Had an inquiry regarding the progress of the waterline on Elm Street. Golka stated that he will follow up on it and report by to Anderson.

The number of meals prepared at the Community Building has continued to grow each week. Last Saturday they served 106 meals. Thanks to the community to provide desserts in April.

COUNCILMEMBER COLBERT

Asked about a PEC inspector truck left parked. Golka explained that they walk with the crew doing inspections, so yes it will be parked for extended periods throughout the day.

The Vietnam Veteran's moving wall will proceed as planned. A webpage is online. [Valleymovingwall.org](http://Valleymovingwall.org) He reported approximately \$3,000.00 has been raised for the project.

Encouraged council members to stay up to date with meetings.

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

**ADJOURN -**

**Meeting adjourned at 8:00 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 April 20, 2020 Regular Council Meeting as presented/ amended.**

**PRESENTATIONS / PROCLAMATIONS**

A. Valley Center Public Library 1<sup>st</sup> Quarter-Finance and Statistics Report

**PUBLIC FORUM**

**APPOINTMENTS**

A. Planning and Zoning Board Appointments

Katie Patry      April 2023

Kelsey Parker    April 2023

**COMMITTEES, COMMISSIONS**

**OLD BUSINESS- none**

## Valley Center Public Library 2019 Statistics

Check out Summary	2,018	2,018	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec.	2,019
Adult	Totals	Mo.Ave.													Totals
Non-fiction	2,040	170	227	220	197	259	209	244	261	203	197	254	215	165	2,651
Fiction	14,632	1,219	1360	996	1031	1521	1065	1328	1446	1393	1100	1384	1056	1062	14,742
<b>Juvenile</b>															
Non-fiction	2,465	205	244	212	217	177	293	443	332	298	277	186	176	80	2,935
Fiction	18,338	1,528	1480	1162	1657	1467	2019	3082	2746	1822	1477	1780	1501	1359	21,552
<b>Periodicals</b>	1,339	112	77	125	108	101	70	61	56	74	53	82	75	37	919
<b>Audio materials</b>	2,385	199	176	144	219	184	201	189	204	203	168	249	166	161	2,264
<b>DVD's/Videos</b>	3,443	287	286	230	278	236	283	427	343	276	202	288	229	210	3,288
<b>Other Items</b>	170	14	34	31	28	26	25	16	19	33	16	17	10	16	271
<b>eBooks chkd out</b>	4,033	336	442	418	406	459	481	513	506	503	507	467	493	470	5,665
<b>eMagazines chkd out</b>	235	19	6	14	9	12	6	14	7	39	6	14	10	12	149
<b>Totals</b>	<b>49,080</b>	<b>3,936</b>	<b>4332</b>	<b>3552</b>	<b>4150</b>	<b>4442</b>	<b>4652</b>	<b>6317</b>	<b>5920</b>	<b>4844</b>	<b>4003</b>	<b>4721</b>	<b>3931</b>	<b>3572</b>	<b>54,436</b>
<b>Number of programs</b>	224	19	27	20	51	32	18	43	47	18	33	34	24	21	368
<b>Tot. Program attendance</b>	8,125	677	458	270	1059	1224	244	1862	2894	665	640	2772	693	290	13,071
<b>Internet Computer Use</b>	1,378	115	152	111	166	164	151	155	166	168	122	149	104	90	1,698
<b>Wireless Internet Use</b>	1,985	165	132	134	171	280	442	459	268	373	614	336	334	300	3,843
<b>Children's Computer Use</b>	2,051	171	181	171	194	158	231	298	254	285	150	186	110	61	2,279
<b>ILL Materials Loaned</b>	857	71	89	73	89	79	62	79	91	82	61	46	16	44	811
<b>ILL Materials Borrowed</b>	946	79	100	73	102	100	77	63	86	68	69	65	69	80	952
<b>New Library Patrons</b>	1,182	99	57	39	91	116	115	208	149	93	69	123	43	22	1,125
<b>Materials Added</b>	2,299	192	299	107	209	218	218	185	193	223	215	342	147	195	2,551
<b>eBooks/eAudios added</b>	64	5	1	1	1	1	1	1	1	1	1	1	1	1	12
<b>Withdrawn - Items</b>	1,965	N/A												2932	2,932
<b>Withdrawn - Magazines</b>	441	N/A												518	518
<b>Tests Proctored</b>	16	1	0	4	4	3	3	0	0	0	3	2	3	3	25
<b>Svcs:Notary/I9/Witness e</b>	23	2	2	3	6	2	2	6	2	2	9	6	3	2	45
<b>Library Users</b>	36,681	3,057	2981	2438	3906	4062	3273	5327	5732	3879	3188	5446	3116	2247	45,595
<b>Website Visits</b>	6,367	531	655	437	531	553	872	1131	621	757	536	571	728	535	7,927
<b>Digital VC Visits</b>	642	54	27	43	15	116	38	76	53	17	26	10	26	64	511
<b>Total Visits</b>	<b>43,690</b>	<b>3,641</b>	<b>3663</b>	<b>2918</b>	<b>4452</b>	<b>4731</b>	<b>4183</b>	<b>6534</b>	<b>6406</b>	<b>4653</b>	<b>3750</b>	<b>6027</b>	<b>3870</b>	<b>2846</b>	<b>54,033</b>

closed 1 day in Jan., 2 days in Feb. and 1 day in Dec. due to weather

## 5 Year Statistics Comparison - VCPL

	2,015	2,016	2,017	2,018	2,019
<b>Check out Summary</b>					
Adult					
Non-fiction	2,084	1,895	1,969	2,040	2,651
Fiction	15,846	14,315	15,434	14,632	14,742
Juvenile					
Non-fiction	2,815	2,351	2,528	2,465	2,935
Fiction	16,269	15,825	16,881	18,338	21,552
Periodicals	1,445	1,707	1,586	1,339	919
Audio materials	2,078	2,483	2,640	2,385	2,264
DVD's/Videos	5,059	4,423	4,159	3,443	3,288
Other Items	n/a	28	212	170	271
eBooks chkd out	1,566	1,914	2,355	4,033	5,665
eMagazines chkd out	75	147	229	235	149
<b>Totals</b>	<b>47,237</b>	<b>45,088</b>	<b>47,993</b>	<b>49,080</b>	<b>54,436</b>
Number of programs	173	200	215	224	368
Tot. Program attendance	5,393	5,708	6,351	8,125	13,071
Internet Computer Use	1,452	1,425	1,534	1,378	1,698
Wireless Internet Use	1,372	1,732	2,531	1,985	3,843
Children's Computer Use	1,672	1,721	1,907	2,051	2,279
ILL Materials Loaned	1,320	1,053	1,099	857	811
ILL Materials Borrowed	1,247	1,063	1,029	946	952
New Library Patrons	375	593	588	1,182	1,125
Materials Added	3,070	2,581	2,484	2,299	2,551
eBooks/eAudios added	134	287	141	64	12
Withdrawn - Items	3,741	4,111	3,438	1,965	2,932
Withdrawn - Magazines	1,297	685	612	441	518
Tests Proctored	12	11	17	16	25
Svcs:Notary/I9/Witness etc.	n/a	30	51	23	45
Library Users	30,952	31,876	33,207	36,681	45,595
Website Visits	n/a	5,088	5,308	6,367	7,927
Digital VC Visits	n/a	448	299	642	511
<b>Total Visits</b>	<b>n/a</b>	<b>37,412</b>	<b>38,814</b>	<b>43,690</b>	<b>54,033</b>



Valley Center Public Library  
Balance Sheet  
March 31, 2020

ASSETS

Current Assets		
Petty Cash Account	\$	100.00
CTSB - Regular Acct. 623		17,590.41
Accounts Receivable		732.39
CTSB - Savings / Draw Acct.502		94,562.41
CTSB - Captial Improvements207		<u>2,646.93</u>
 Total Current Assets		 115,632.14
Property and Equipment		
Office Equipment		<u>6,298.00</u>
 Total Property and Equipment		 6,298.00
Other Assets		
		<u>0.00</u>
 Total Other Assets		 0.00
 Total Assets	 \$	 <u><u>121,930.14</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
FICA Payable/Federal W/H	\$	5,586.34
State W/H Payable		927.98
State Unemployment		<u>133.37</u>
 Total Current Liabilities		 6,647.69
Long-Term Liabilities		
		<u>0.00</u>
 Total Long-Term Liabilities		 0.00
 Total Liabilities		 6,647.69
Capital		
Retained Earnings		179,123.43
Retained Earnings - YTD		(134,314.97)
Net Income		<u>70,473.99</u>
 Total Capital		 <u>115,282.45</u>
 Total Liabilities & Capital	 \$	 121,930.14

Valley Center Public Library  
Income Statement  
Compared with Budget  
For the Three Months Ending March 31, 2020

	Current Month Actual	Current Month Variance	Year to Date Budget
Revenues			
City of Valley Center	\$ 145,548.16	(14,451.84)	\$ 160,000.00
State Aid	2,104.13	104.13	2,000.00
SCKLS Grant	500.00	500.00	0.00
Fines	441.27	66.27	375.00
Copier Fees	298.85	58.85	240.00
Book Sale Income	0.00	0.00	0.00
Other Grants	1,300.00	1,300.00	0.00
Interest Income	4.21	(5.82)	10.03
Endowments/Trusts	0.00	0.00	0.00
Memorial Funds	0.00	0.00	0.00
Donations	8,489.58	8,489.58	0.00
Donations - Microfilm	0.00	0.00	0.00
Miscellaneous Income	5,531.20	5,321.20	210.00
Summer Reading Grants	0.00	0.00	0.00
Central KS Community Foundatio	0.00	0.00	0.00
Do Not Use	0.00	0.00	0.00
<b>Total Revenues</b>	<b>164,217.40</b>	<b>1,382.37</b>	<b>162,835.03</b>
Cost of Sales			
Do Not Use	0.00	0.00	0.00
<b>Total Cost of Sales</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Gross Profit</b>	<b>164,217.40</b>	<b>1,382.37</b>	<b>162,835.03</b>
Expenses			
Wages	39,925.82	(3,419.68)	43,345.50
Payroll Taxes	3,196.86	(115.65)	3,312.51
Employee Benefits	0.00	0.00	0.00
Mileage	165.91	(59.09)	225.00
Books	6,123.12	123.12	6,000.00
Non-Print Materials	3,907.04	782.06	3,124.98
Movie Licensing	0.00	0.00	0.00
Periodicals	629.93	167.45	462.48
E-Books	0.00	0.00	0.00
Digital Magazines	0.00	0.00	0.00
Memory Kits	0.00	0.00	0.00
Electricity & Gas	2,868.01	(444.50)	3,312.51
Telephone	408.38	(41.62)	450.00
Internet Service	525.68	(24.31)	549.99
Trash	0.00	0.00	0.00
Repairs & Maintenance	0.00	(237.48)	237.48

Valley Center Public Library  
Income Statement  
Compared with Budget  
For the Three Months Ending March 31, 2020

	Current Month Actual	Current Month Variance	Year to Date Budget
Storage Rental	172.50	0.00	172.50
Janitorial Service	2,842.50	0.00	2,842.50
Accounting	113.75	(73.75)	187.50
Web page	0.00	0.00	0.00
Office Supplies	115.87	(634.13)	750.00
Office Equipment	149.99	(475.00)	624.99
Book Supplies	826.00	(423.98)	1,249.98
Display Materials	0.00	0.00	0.00
Courier Service	2,800.00	0.00	2,800.00
Computer Software	1,091.90	841.90	250.00
Computer Maintenance	445.00	(804.98)	1,249.98
Postage	22.20	(2.79)	24.99
Insurance	408.00	(6,892.00)	7,300.00
Seminars	0.00	0.00	0.00
Dues	105.00	5.00	100.00
Advertising	218.50	93.52	124.98
Bank Charges	0.00	0.00	0.00
Returned Checks	0.00	0.00	0.00
Interest Paid	0.00	0.00	0.00
Grant In Kind	0.00	0.00	0.00
TALK - Ks. Humanities	800.00	800.00	0.00
Summer Reading Programs	105.39	(894.61)	1,000.00
Teen Programs Supplies	0.00	(37.50)	37.50
Misc. Child. Program Supplies	1,033.63	783.64	249.99
Adult Program Expenses	455.89	255.91	199.98
Newsletter - Bookworm	0.00	0.00	0.00
Services for the Community	382.90	107.92	274.98
Miscellaneous	2,811.10	2,647.60	163.50
Equipment - Technology U.	0.00	0.00	0.00
Travel Expenses - Cont. Ed.	0.00	0.00	0.00
Continuing Education	0.00	0.00	0.00
Improvements	0.00	0.00	0.00
Capital Improvements	0.00	(1,249.98)	1,249.98
Prior Year Adj	0.00	0.00	0.00
Gain/Loss on Sale of Assets	0.00	0.00	0.00
<b>Total Expenses</b>	<b>72,650.87</b>	<b>(9,222.93)</b>	<b>81,873.80</b>
<b>Net Income</b>	<b>\$ 91,566.53</b>	<b>10,605.30</b>	<b>\$ 80,961.23</b>

## **NEW BUSINESS**

### **A. SIDEWALK REMOVAL REQUEST-521 N COLBY:**

Nicholas Leiker has requested permission to remove existing sidewalk at his residence located at 521 N Colby.

- Request letter from Nicholas Leiker
- Photographs of sidewalk
- Photographs of neighboring yards

Nicholas Leiker 521 N.  
Colby Ave. Valley Center,  
KS 67147

April 24, 2020

Brent Clark, City Administrator  
City of Valley Center, Kansas 121  
S. Meridian Valley Center, KS  
67147

Re: 521 N. Colby Ave., Valley Center, KS 67147

Dear Mr. Clark:

I am writing to request approval from the city to remove the sidewalk in front of my house. I have two large trees that have grown between the sidewalk and the street curb in front of my house. The trunks of the trees and the root systems are causing the sidewalk around them to become very uneven. The uneven sidewalk is not only a hazard to people using the sidewalk, but a potential liability to me as well. Please see the attached photos for your reference. It seems that the only way to correct this problem and to make the sidewalk level and keep it in place would be to remove the two trees. I would prefer not to remove the trees, as they are beautiful healthy mature trees that provide much needed shade to the front of my house. Therefore, I am requesting to remove the sidewalk and replace it with grass.

Also, the sidewalk on this section of Colby Ave. only runs in front of a few houses and it does not go through from 4th street to 5th street. Please see the attached photos for your reference. I have noticed that most people would rather walk in the street than use the sidewalk. I believe it is because the sidewalk is not level and it does not go through to 5th street.

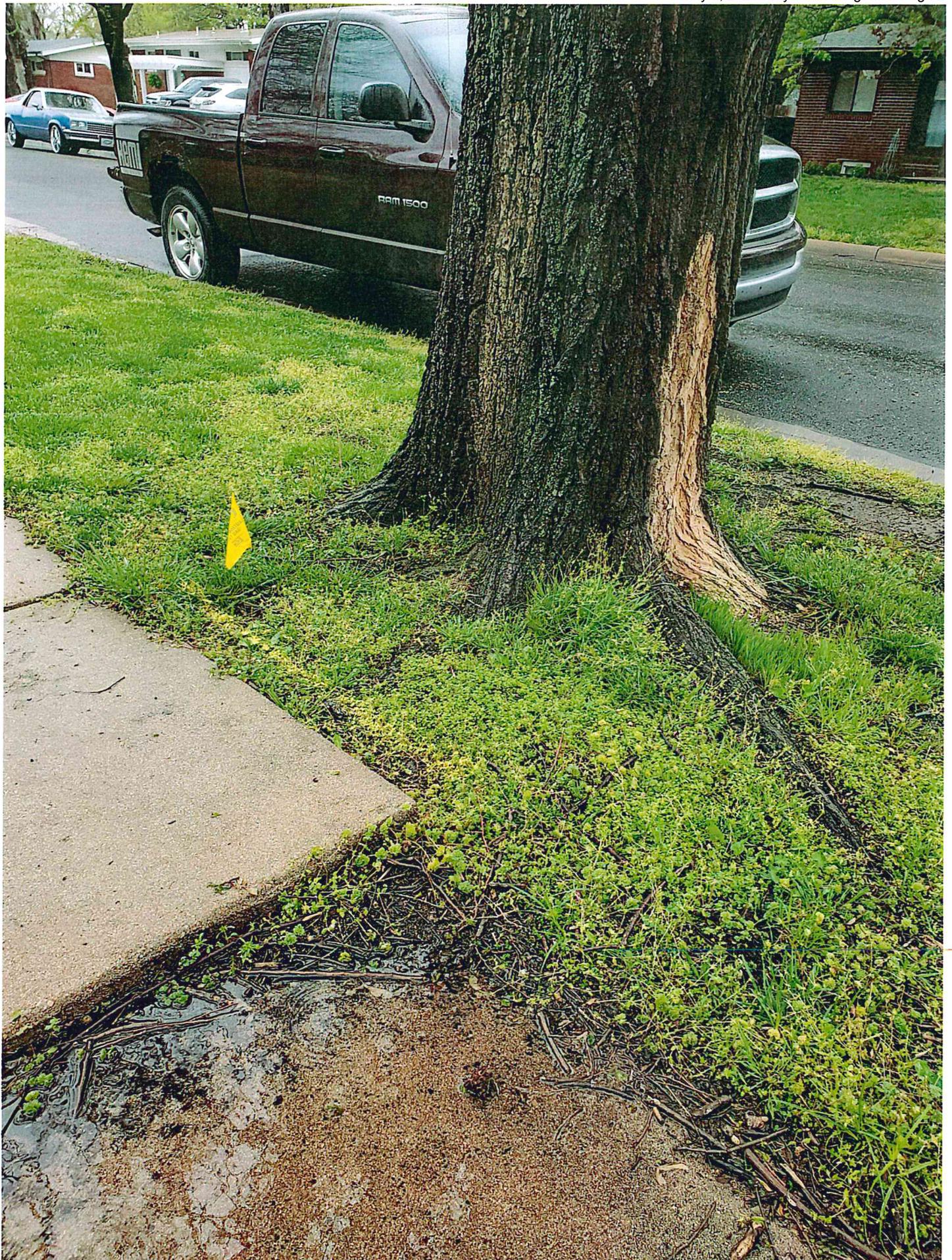
I ask that the city approve my request and allow me to remove the sidewalk in front of my house and replace it with grass. Please feel free to contact me should you have any questions.

Sincerely,

Nicholas Leiker







letter to city - Google Search X City Administrator | Valley Centre X 537 N Colby Ave - Google Maps X Earth & Street Maps X + X

google.com/maps/place/531+N+Colby+Ave,+Valley+Center,+KS+67147/@37.8385631,-97.3682863,3a,75y,334.73h,87.33t/data=!3m1!1e1!3m4!1serd... X ☆ Progressive Online... X Other bookmarks X

Apps Southwest Facebook Amazon BlueCross BlueShield... Personal info & priv... Grow Financial Suggested Sites Progressive Online... X

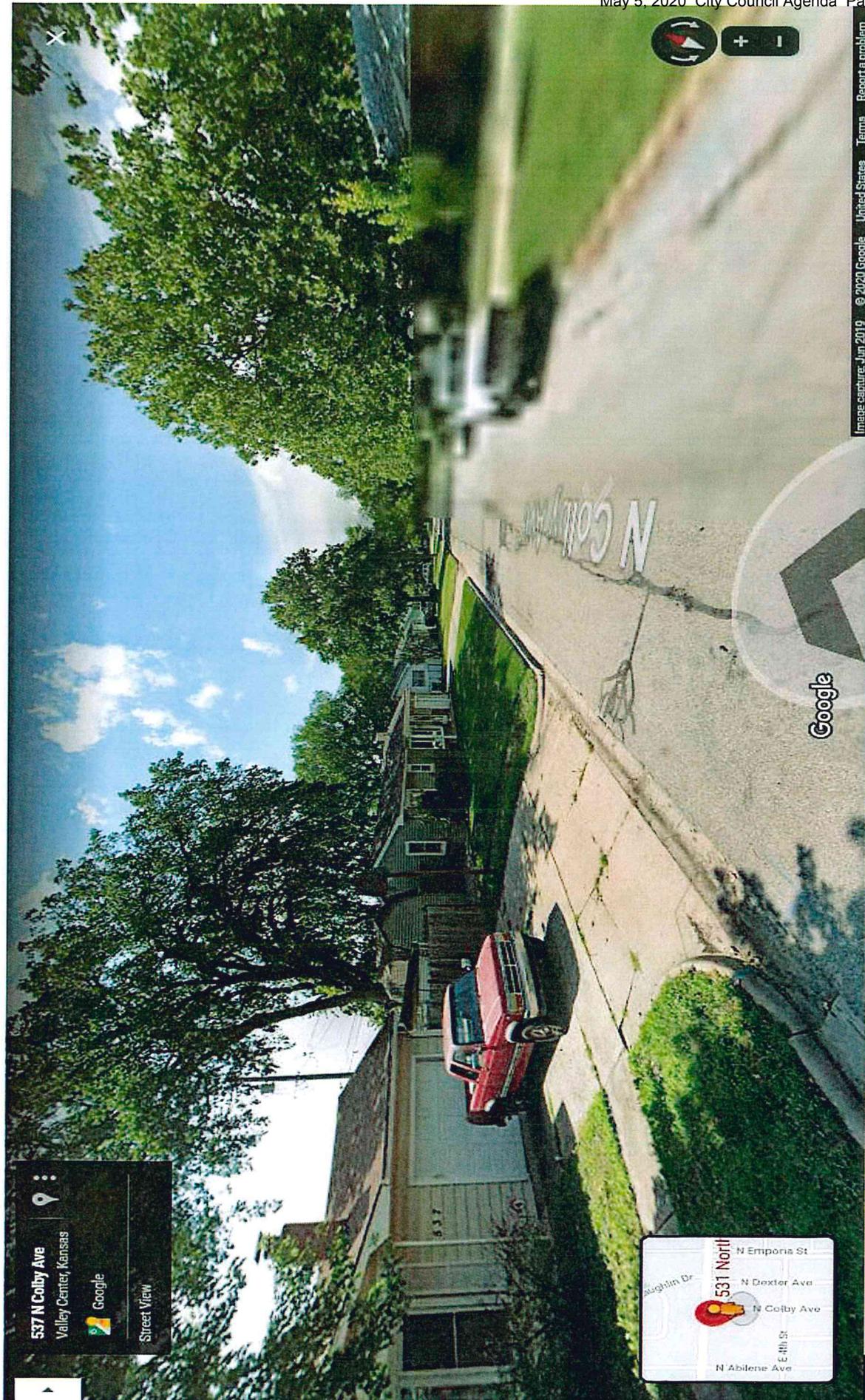


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letter to city - Google Search X City Administrator | Valley Cente... X 352 E 5th St - Google Maps X Earth & Street Maps X +

google.com/maps/place/531+N+Colby+Ave,+Valley+Center,+KS+67147/@37.8394063,-97.3682968,3a47.4y,211.42h,88.17t/data=!3m4!1s9... X ☆

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

**A. SIDEWALK REMOVAL REQUEST-521 N COLBY:**

Should Council choose to proceed

**RECOMMENDED ACTION**

**Staff has no recommendation to the request.**

## **NEW BUSINESS**

### **B. CHANGE ORDER FOR WWTP:**

Golka will present change order for the WWTP. This change order is needed to replace damaged FRP supports of clarifier #3.

- Change order

# Proposed Change Order



# Dondlinger

CONSTRUCTION

- Distribution:**
- Owner
  - Architect/EOR
  - Accounting
  - File
  - Other: \_\_\_\_\_

**Project:** Valley Center WWTP Phase 3 Improvements      **Contract Number:** 119021- Valley Center WWTP Phase 3 Improv

510 S Sheridan Ave  
Valley Center, KS 67147

**Proposed Change Order#**    07 Replace Damaged FRP Supports at

Clarifier #3

**To (Architect):** PROFESSIONAL ENG. CONSULTANTS  
303 S. TOPEKA  
WICHITA, KS 67201

**Date :** 04/21/20

Phone: 262-2691      Fax: 262-3003

Item	Description	Quantity	UOM	Unit Price	Amount
1	Option 1: FRP Supports		LS		3,781.00
2	Option 2: Stainless Steel Supports		LS		7,503.00
<b>Total For PCO:</b>					<b>11,284.00</b>

As requested we will furnish materials, equipment and labor to perform work associated with replacing damaged clarifier #3 supports.

**Scope of Work:**

- \* Option 1: Furnish and install new FRP supports at clarifier #3 (10ea)
- \* Option 2: Furnish and install new Stainless Steel supports at clarifier #3 (10ea)

Labor will be billed based on how many supports are replaced. Would suggest purchasing 10 supports to keep per support cost down and have extras on hand.

Time Extension: None

Option 1: For this change we request an increase in the contract amount in the sum of Three Thousand Seven Hundred and Eighty-One Dollars.

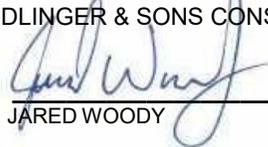
Option 2: For this change we request an increase in the contract amount in the sum of Seven Thousand Five Hundred and Three Dollars.

**Authorized By Owner:**  
CITY OF VALLEY CENTER

**Accepted By Contractor:**  
DONDLINGER & SONS CONST CO INC

**Architect:**  
PROFESSIONAL ENG. CONSULTANTS

**By:** \_\_\_\_\_

**By:**   
JARED WOODY

**By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** 04/22/2020

**Date:** \_\_\_\_\_

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

**B. CHANGE ORDER FOR WWTP:**

Should Council choose to proceed

**RECOMMENDED ACTION**

**Staff recommends motion to approve option #2 of WWTP change order, replacing damaged FRP supports of clarifier #3 in amount of \$7,503.00.**

## **NEW BUSINESS**

### **C. DISCUSSION OF MERIDIAN PROJECT-MAIN TO 5<sup>TH</sup> STREET:**

Golka will present and discuss amendment 21-00 WAMPO, Federal Transportation Improvement Program regarding Meridian Street. This project will reconstruct Meridian Ave. from Main St. to 5<sup>th</sup> St. north to address deteriorating pavement conditions, traffic safety, pedestrian connectivity and safety, as well as storm water management.

- Amendment 21-00 WAMPO

**Discussion Only, no action needed at this time**

Amendment 21-00 WAMPO  
**FFY21-FFY24 Federal Transportation Improvement Program**

**1 Projects Listed**

**40-052** (Ver 4) 21-00 **FEDERAL**

**Title:** Meridian Ave, Main Street (81st St N) to 5th Street (85th St N) (2024)  
**Lead Agency:** City of Valley Center **Contact(s):** Brent Clark City of Valley Center (316)755-7310 bclark@valleycenterks.org  
**Scope:** Reconstruct Meridian Avenue from Main Street to 5th Street North to address deteriorating pavement conditions, traffic safety, pedestrian connectivity and safety, as well as storm water management.  
**Infaltion Assumptions:** 4.25% per year  
**Explain Funding Source:** Temp note during construction, bonding after project is complete.

**Primary Mode:** Road - Other Road **Project Type:** **Bike/Ped:** Y **KDOT ID:** (N/A)

**County:** Sedgwick County **Limits:** Meridian Avenue: Main Street to 5th Street North

FED FY	Revenue Source	UT	PE	ROW	CON	CE	OP	TOTAL
2024	Local	\$50,000	\$231,600	\$50,000	\$682,933	\$0	\$0	\$1,014,533
2024	MPO-STP	\$0	\$0	\$0	\$2,731,731	\$0	\$0	\$2,731,731
<b>2021-2024 TOTAL</b>		<b>\$50,000</b>	<b>\$231,600</b>	<b>\$50,000</b>	<b>\$3,414,664</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,746,264</b>
<b>2021-2024 + (Prior &amp; Future Years) TOTAL</b>		<b>\$50,000</b>	<b>\$231,600</b>	<b>\$50,000</b>	<b>\$3,414,664</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,746,264</b>

**NEW BUSINESS**

**D. MARQUEZ ACRES ADDITION PLAT (SD-2020-01) FINAL APPROVAL:**

Community Development Director Shrack will present the Marquez Acres Addition Plat (SD-2020-01) for final approval by City Council.

- Plat map



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

**D. MARQUEZ ACRES ADDITION PLAT (SD-2020-01) FINAL**  
**APPROVAL:**

Should Council choose to proceed

**RECOMMENDED ACTION**

**Based on approval by the Valley Center Planning and Zoning Board, City staff recommends final approval of the Marquez Acres Addition Plan (SD-2020-01).**

**CONSENT AGENDA**

**A. APPROPRIATION ORDINANCE – MAY 5, 2020**

**RECOMMENDED ACTION:**

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



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0014	I-202004175288 WICHITA WINWATER WORKS CO. WICHITA WINWATER WORKS CO.	R	4/17/2020	192.82		051577		192.82
0077	I-202004175286 KANSAS OFFICE OF THE TREASURER KANSAS OFFICE OF THE TREASURER	R	4/17/2020	346.51		051578		346.51
0079	I-202004175282 KDHE-DIV OF H & E LABORATORIES KDHE-DIV OF H & E LABORATORIES	R	4/17/2020	288.00		051579		288.00
0224	I-202004135274 SUMNERONE, INC. I-202004175284 SUMNERONE, INC. SUMNERONE, INC.	R R	4/17/2020 4/17/2020	48.56 85.89		051580 051580		134.45
0306	I-202004135271 SEDGWICK COUNTY SEDGWICK COUNTY	R	4/17/2020	1,035.30		051581		1,035.30
0653	I-202004175290 SAM'S CLUB SAM'S CLUB	R	4/17/2020	260.00		051582		260.00
0708	I-202004155278 UNIFIRST I-202004155279 UNIFIRST	R R	4/17/2020 4/17/2020	70.45 74.95		051583 051583		145.40
0784	I-202004175280 MERIDIAN ANALYTICAL LABS, LLC MERIDIAN ANALYTICAL LABS, LLC	R	4/17/2020	451.00		051584		451.00
0821	I-202004175281 ANIMAL CONTROL TRAINING SERVIC ANIMAL CONTROL TRAINING SERVIC	R	4/17/2020	150.00		051585		150.00
0885	I-202004175287 KANSAS FIRE EQUIPMENT KANSAS FIRE EQUIPMENT	R	4/17/2020	154.00		051586		154.00
0898	I-202004135273 GREATER WICHITA YMCA GREATER WICHITA YMCA	R	4/17/2020	265.00		051587		265.00
0984	I-202004175289 LAFE T WILLIAMS & ASSOCIATES, LAFE T WILLIAMS & ASSOCIATES,	R	4/17/2020	59.00		051588		59.00
1078	I-202004135272 FLEXIBLE BENEFIT SERVICE CORPO I-202004175285 FLEXIBLE BENEFIT SERVICE CORPO	R R	4/17/2020 4/17/2020	159.50 53.75		051589 051589		213.25
1089	I-202004135270 LOGIC INC. LOGIC INC.	R	4/17/2020	3,995.00		051590		3,995.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1090	INDUSTRIAL CHEM LABS							
I-202004175283	INDUSTRIAL CHEM LABS	R	4/17/2020	69.95		051591		69.95
0270	INTRUST CARD CENTER							
I-202004145275	INTRUST CARD CENTER	R	4/24/2020	11,655.94		051592		11,655.94
0032	AFLAC							
I-AF 202004075256	SUPPLEMENTAL INSURANCE	R	4/24/2020	52.52		051593		
I-AF 202004215303	SUPPLEMENTAL INSURANCE	R	4/24/2020	52.52		051593		
I-AFC202004075256	SUPPLEMENTAL INSURANCE	R	4/24/2020	22.62		051593		
I-AFC202004215303	SUPPLEMENTAL INSURANCE	R	4/24/2020	22.62		051593		
I-AFO202004075256	SUPPLEMENTAL INSURANCE	R	4/24/2020	29.12		051593		
I-AFO202004215303	SUPPLEMENTAL INSURANCE	R	4/24/2020	29.12		051593		208.52
0445	DELTA DENTAL OF KANSAS, INC.							
I-DDS202004075256	DENTAL INSURANCE	R	4/24/2020	104.42		051594		
I-DDS202004215303	DENTAL INSURANCE	R	4/24/2020	216.97		051594		
I-DEC202004075256	DENTAL INSURANCE	R	4/24/2020	162.90		051594		
I-DEC202004215303	DENTAL INSURANCE	R	4/24/2020	162.90		051594		
I-DES202004075256	DENTAL INSURANCE	R	4/24/2020	132.20		051594		
I-DES202004215303	DENTAL INSURANCE	R	4/24/2020	198.30		051594		
I-DFM202004075256	DENTAL INSURANCE	R	4/24/2020	664.68		051594		
I-DFM202004215303	DENTAL INSURANCE	R	4/24/2020	664.68		051594		2,307.05
0566	SURENCY LIFE AND HEALTH							
I-VEC202004075256	VISION INSURANCE	R	4/24/2020	7.59		051595		
I-VEC202004215303	VISION INSURANCE	R	4/24/2020	7.59		051595		
I-VMC202004075256	VISION INSURANCE	R	4/24/2020	49.86		051595		
I-VMC202004215303	VISION INSURANCE	R	4/24/2020	49.86		051595		
I-VME202004075256	VISION INSURANCE	R	4/24/2020	55.44		051595		
I-VME202004215303	VISION INSURANCE	R	4/24/2020	55.44		051595		
I-VMF202004075256	VISION INSURANCE	R	4/24/2020	64.37		051595		
I-VMF202004215303	VISION INSURANCE	R	4/24/2020	129.12		051595		
I-VMS202004075256	VISION INSURANCE	R	4/24/2020	38.72		051595		
I-VMS202004215303	VISION INSURANCE	R	4/24/2020	58.08		051595		516.07
0006	AT&T							
I-202004235306	AT&T	R	4/24/2020	1,413.61		051596		
I-202004235307	AT&T	R	4/24/2020	269.45		051596		
I-202004235308	AT&T	R	4/24/2020	269.45		051596		1,952.51
0050	CITY OF NEWTON							
I-202004235304	CITY OF NEWTON	R	4/24/2020	200.00		051597		200.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0088	DONDLINGER & SONS CONSTRUCTION	R	4/24/2020	126,655.00		051598		126,655.00
I-202004235305	DONDLINGER & SONS CONSTRUCTION							
0106	KANSAS MUNICIPAL JUDGES' ASSOC	R	4/24/2020	25.00		051599		25.00
I-202004235315	KANSAS MUNICIPAL JUDGES' ASSOC							
0254	CITY OF WICHITA	R	4/24/2020	40,519.97		051600		40,519.97
I-202004235313	CITY OF WICHITA							
0656	DRAGONFLY LAWN & TREE CARE LLC	R	4/24/2020	1,862.00		051601		1,862.00
I-202004235311	DRAGONFLY LAWN & TREE CARE LLC							
0682	LEXIPOL LLC	R	4/24/2020	1,818.00		051602		1,818.00
I-202004235312	LEXIPOL LLC							
0708	UNIFIRST	R	4/24/2020	16.06		051603		
I-202004235309	UNIFIRST							
I-202004235310	UNIFIRST	R	4/24/2020	78.63		051603		94.69
0796	BARDAVON HEALTH INNOVATIONS	R	4/24/2020	440.00		051604		440.00
I-202004205291	BARDAVON HEALTH INNOVATIONS							
1021	ESO SOLUTIONS, INC.	R	4/24/2020	795.00		051605		795.00
I-202004245317	ESO SOLUTIONS, INC.							

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

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	29	196,809.43	0.00	196,809.43
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	0.00	0.00	0.00
VOID DEBITS:		0.00		
VOID CREDITS:		0.00		

TOTAL ERRORS: 0

VENDOR SET: 02	BANK: APBK	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			29	196,809.43	0.00	196,809.43

4/28/2020 8:30 AM  
 VENDOR SET: 04 City of Valley Center  
 BANK: APBK INTRUST CHECKING  
 DATE RANGE: 0/00/0000 THRU 99/99/9999

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0141	ANDREA LAWRENCE							
I-202004235314	ANDREA LAWRENCE	R	4/24/2020	480.00		051606		480.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	480.00	0.00	480.00
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:	0			
VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 04 BANK: APBK TOTALS:	1	480.00	0.00	480.00
BANK: APBK TOTALS:	30	197,289.43	0.00	197,289.43
REPORT TOTALS:	30	197,289.43	0.00	197,289.43

SELECTION CRITERIA

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

CHECK RANGE: 051577 THRU 051606  
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  
-----

## **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**

# MEMO



**TO:** City of Valley Center **DATE:** May 5, 2020  
**ATTENTION:** Mayor Cicirello and Members of Council **PROJECT NO.:** 35-197013-000-2502  
**FROM:** Josh Golka, P.E. **PROJECT:** Valley Center – City Engineer  
**REFERENCE:** Project Status Update **COPIES TO:** Brent Clark, Rodney Eggleston, Barry Smith

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

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

## Current Projects:

1. **Waste Water Treatment Plant Phase 3 Improvements (161372)**
  - A. Topping slab concrete did not meet strength requirements and will be repoured 5/8 with a different mix.
  - B. Blower startup is scheduled for 4/30 and startup of the aeration system in the south sludge holding tank is scheduled for 5/4.
  - C. The south sludge holding tank will be operated for 1 week with the new aeration system. If that is successful, the north sludge holding tank will then be drained for installation of the aeration system in that tank and system testing. The north sludge holding tank is anticipated to be back online around 5/19.
  - D. The yard valves being replaced are scheduled to be addressed the week of 5/11.
  - E. SCADA system work at the lift stations continue - equipment installation should be complete in the next few weeks with controls to follow.
  - F. An initial punchlist has been developed and items will be removed/added as we move towards completion the first week of June.
2. **Waterline Replacements (171031)**
  - A. Service Installations on WL 1 (3<sup>rd</sup> Street from Sheridan to railroad tracks), WL 2 (2<sup>nd</sup> Street from Sheridan to railroad tracks), and WL 3 (Hickory Lane from 3<sup>rd</sup> Street to 5<sup>th</sup> Street).
  - B. Backfill around meter cans on WL 10 (Ash Avenue from 2<sup>nd</sup> Street to 5<sup>th</sup> Street).
  - C. Potholing for existing utilities on WL 11 (Park Avenue from Main to 5<sup>th</sup> Street).
  - D. Continue drilling/installing WL 15 (Sheridan from 2<sup>nd</sup> Street to 5<sup>th</sup> Street) along with installing services.
3. **Water Tower Rehabilitation (187013-004)**
  - A. On hold until completion of waterline replacement project.
4. **Meridian from 69<sup>th</sup> Street to Railroad Paving Improvements (197013-004)**
  - A. Project kickoff meeting with City staff on April 7, 2020.
  - B. PEC developing concepts and updated estimates with alternates for pavement type and geometry.
  - C. Discussion on project schedule with City Council May 5, 2020.

## Miscellaneous

1. Inspection services for water and sanitary sewer improvements at Fieldcrest beginning week of April 13, 2020 (197013-003).
2. Update cost estimate for Ford Street (77<sup>th</sup>) from floodway bridge to Broadway in preparation for submission of KDOT Cost Share application.

**Warranty Projects**

1. Storm Water Improvements along Allen from Park to Meridian (197013-002) - Dondlinger & Sons Construction Co., Inc - November 13th, 2021
2. 5th Street from Fiddler's Creek to Broadway (187013-002) - Cornejo & Sons, LLC - April 5, 2021

## **GOVERNING BODY REPORTS**

**A. Mayor Cicirello**

**B. Councilmember Stamm**

**C. Councilmember Evans**

**D. Councilmember Davis**

**E. Councilmember Anderson**

**F. Councilmember Gregory**

**G. Councilmember Kerstetter**

**H. Councilmember Wilson**

**I. Councilmember Colbert**

**ADJOURN**