

CITY OF VALLEY CENTER

FINAL AGENDA

July 16, 2015

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

JULY 21, 2015

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **INVOCATION: MINISTERIAL ALLIANCE**
4. **PLEDGE OF ALLEGIANCE**
5. **APPROVAL OF AGENDA p 3**
6. **ADMINISTRATION AGENDA p 4**
 - A. Minutes p 4
 - July 7, 2015 Regular Council Meeting p 5
 - B. Appropriation Ordinance p 9
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7. **PRESENTATIONS / PROCLAMATIONS p 17**
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10. **COMMITTEES, COMMISSIONS p 17**
 - A. Items for Council Review p 17
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12. **NEW BUSINESS p 34**
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15. **GOVERNING BODY REPORTS p 80**
16. **ADJOURN**

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

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

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

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

APPROVAL OF AGENDA

RECOMMENDED ACTION:

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

ADMINISTRATION AGENDA

A. MINUTES:

Attached are the Minutes from the July 7, 2015 Regular City Council Meeting as prepared by the City Clerk.

REGULAR COUNCIL MEETING
July 7, 2015
CITY HALL
121 S. MERIDIAN

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

Members Absent: None

Staff Present: George Kolb, Interim City Administrator
Kristine A. Polian, Finance and Admin Director
Mark Hephner, Police Chief
Lonnie Tormey, Fire Captain
Intern John Emerson, Community Development Director
Brenton Holper, City Superintendent
Neal Owings, Parks and Public Buildings Superintendant
Joshua Golka, City Engineer
Barry Arbuckle, City Attorney

Press present: The Ark Valley News

APPROVAL OF THE AGENDA

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

ADMINISTRATION AGENDA

MINUTES – June 9, 2015 SPECIAL MEETING, June 16, 2015 REGULAR CITY COUNCIL MEETING and June 23, 2015 SPECIAL MEETING

Hobson moved to accept the minutes for the June 16, 2015 Regular City Council Meeting and the minutes for the June 9 and June 23, 2015, Special Meeting, as presented, seconded by Kerstetter. Vote yea: Unanimous. Motion carried.

APPROPRIATION ORDINANCE

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

PRESENTATIONS/PROCLAMATIONS

AMERICAN LEGION AND VETERAN JAMES HARRIS

American Legion thanked the Mayor and Councilmembers and presented the City's Parks department with a certificate for appreciation for outstanding service for preparation of McLaughlin Park on June 18th in honor of Veteran James Harris.

Veteran James Harris spoke of his injuries during deployment. Hobson thanked him for his service and Veteran James Harris received a standing ovation for his service.

PUBLIC FORUM - None

APPOINTMENTS - None

COMMITTEES, COMMISSIONS - Planning Commission; Zoning Board of appeals. No discussion.

OLD BUSINESS - None

NEW BUSINESS

A. 2014 AUDIT PRESENTATION

Mize Houser Company has completed the 2014 Audit for the City of Valley Center. Provided are the Deficient letter, Comments to Management and Response to Management Letters for the Governing Body indicating issues that were found regarding City processes and internal controls. Included additionally are recommendations for possible solutions to said issues. Audrey Odermann presented the Financial Statements to the Governing Body.

Chief Hephner spoke of tickets from issuance to completion of a case. Stating that ticket numbers and case numbers will be the same number starting January 1, 2016.

Cicirello moved, seconded by Gregory, to receive and file the 2014 Audit. Vote Yea: Unanimous. Motion carried.

B. ORDINANCE 1287-15; CHANGE ZONING DISTRICT CLASSIFICATION; 1ST READING

Cicirello moved, seconded by Hobson, to adopt Ordinance 1287-15, changing the Zoning District Classification of certain properties located in the City of Valley Center, Kansas, under the authority granted by the Zoning Regulation of The City, for 1st reading. Cicirello moved, seconded by Hobson. Vote yea: Unanimous. Motion carried.

CONSENT AGENDA

A. 2015 Midnight Swim Event

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

STAFF REPORTS

FINANCE AND ADMIN DIRECTOR POLIAN

Polian stated that they have received 89 applications for the City Clerk position and have narrowed it down to 5 candidates to be interviewed Thursday and Friday.

FIRE CHIEF LONNIE TORMEY

Tormey stated they had 2 grass fires that occurred before the 4th of July, with no reported damage.

INTERN- COMMUNITY DEVELOPMENT DIRECTOR JOHN EMERSON

Emerson discussed the Code Enforcement Report for May 2015.

CITY SUPERINTENDANT BRENTON HOLPER

Holper stated they are working on street improvements and sewer cleaning this week and have hung fliers on doors notifying residents affected South of Clay and Northwest of the intersection of 5th and Meridian. Cicirello stated the traffic light at 5th and Meridian is not functioning correctly. Holper will address the issue. Kerstetter thanked Hershel Smith for clearing a tree limb.

CITY ENGINEER JOSH GOLKA

Golka stated that on July 6, 2015 Valley Center had 2 inches of rain in 30 minutes and the flooding on Meridian was handled with no incidents. Golka announced that Cornejo will do the final walk through tomorrow and the project substantially completed in Valley Creek. Cicirello thanked UCI and appreciates their effort. Golka stated he will pass that along to them.

CITY ADMINISTRATOR GEORGE KOLB

Kolb stated he hoped everyone noticed the microphones were working this evening.

GOVERNING BODY REPORTS

COUNCILMEMBER HOBSON

Hobson questioned the Area of Influence, if we are going to be sending the County a letter stating we are dissatisfied. Kolb responded that we can draft a letter and prepare for Mayor's signature to send to the Planning Commission with the County before next Wednesday's deadline. Councilmembers discussed. Cicirello moved, Gregory seconded. Vote yea: Dale Kerstetter, Lou Cicirello, Brendan McGettigan, Gina Gregory, Marci Maschino, Ben Anderson, Al Hobson. Opposed: Jackson. Motion carried.

Hobson also questioned the mowing they discussed a couple weeks ago. Kold indicated there was an ordinance adopted by the Council that is still in review and is not prepared to be discussed yet, but will report back at the next Council Meeting.

ADJORN -

Hobson moved to adjourn, seconded by Maschino. Vote Yea: Unanimous.

Meeting adjourned at 7:48 PM.

Shelley Johnson, Utility Clerk, Acting City Clerk

ADMINISTRATION AGENDA
RECOMMENDED ACTION

A. MINUTES:

RECOMMENDED ACTION:

Staff recommends motion to approve the minutes of the July 7, 2015 Regular Council Meeting Minutes as presented / amended.

ADMINISTRATION AGENDA

B. APPROPRIATION ORDINANCE:

Below is the proposed Appropriation Ordinance for July 21, 2015 as prepared by City Staff.

July 21, 2015 Appropriation

Total	\$ 971,105.87
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VENDOR SET: 02 City of Valley Center

BANK: APBK INTRUST CHECKING

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

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0025	MIKE JOHNSON SALES, INC.							
I-201507026158	BUSINESS CARDS PHILLIPS	R	7/03/2015	38.50		045641		38.50
0035	BARRY ARBUCKLE							
I-201507026148	CITY ATTT JUNE 2015 MONTH	R	7/03/2015	800.00		045642		800.00
0069	KANSAS DEPT REVENUE							
I-201507026167	2ND QTR WATER PROTECTION	R	7/03/2015	1,738.81		045643		1,738.81
0085	LAURIE B WILLIAMS							
I-REB201506246126	CASE # 13-12943	R	7/03/2015	200.00		045644		200.00
0110	LKM - LEAGUE OF KANSAS MUNICIP							
I-201507026161	2015 KACM DUES	R	7/03/2015	140.00		045645		140.00
0133	MAYER SPECIALTY SERVICES							
I-201507026164	CULVERT CLEANING	R	7/03/2015	300.00		045646		300.00
0193	MEDICAL PLAZA OF VALLEY CENTER							
I-201507026165	EXAMS	R	7/03/2015	913.00		045647		913.00
0210	SECURITY BENEFIT							
I-SCB201506246126	DEFERRED COMPENSATION	R	7/03/2015	50.00		045648		50.00
0258	CORNEJO & SONS, LLC							
I-201507026168	VALLEY CREEK PHASE 3 & 4	R	7/03/2015	81,096.40		045649		81,096.40
0307	SEDGWICK COUNTY							
I-201507026160	LOT SPLITS	R	7/03/2015	24.00		045650		24.00
0314	W D CLEANING INC							
I-201507026159	STRIP & WAX FLOORS	R	7/03/2015	1,349.35		045651		1,349.35
0372	U S DEPT OF EDUCATION							
I-MTG201506246126	AGENCY TRACK NO 1018409186	R	7/03/2015	134.53		045652		134.53
0457	CHRISTOPHER MICHAEL LEE DAVIS,							
I-201507026147	JUNE 2015 SERVICES	R	7/03/2015	125.00		045653		125.00
0662	QUALITY TURF MANAGEMENT LLC							
I-201507026150	117 N DEXTER	R	7/03/2015	135.00		045654		
I-201507026151	451 ELM	R	7/03/2015	150.00		045654		
I-201507026152	810 S MERIDIAN	R	7/03/2015	60.00		045654		
I-201507026153	625 N ABILENE	R	7/03/2015	290.00		045654		
I-201507026154	565 W CLAY	R	7/03/2015	50.00		045654		
I-201507026155	6231 & 6235 N SENECA	R	7/03/2015	145.00		045654		
I-201507026156	1411 W 63RD ST N	R	7/03/2015	70.00		045654		900.00

VENDOR SET: 02 City of Valley Center

BANK: APBK INTRUST CHECKING

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

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0669	CRAWLEY'S OFFICE FURNITURE, IN							
I-201507026157	OFFICE FURNITURE	R	7/03/2015	1,517.50		045655		1,517.50
0670	SEMS TECHNOLOGY, LLC							
I-201507026162	SEMS SOFTWARE MANAGEMENT	R	7/03/2015	8,000.00		045656		8,000.00
0671	QA BALANCE SERVICES INC.							
I-201507026163	BALANCE SCALE SRVC	R	7/03/2015	91.00		045657		91.00
0673	BANNON TRUCKING, LLC							
I-201507026166	107.93 TONS OF ROCK	R	7/03/2015	917.42		045658		917.42
0652	UTILITY CONTRACTORS INC							
I-201507026169	MERIDIAN PROJECT	R	7/03/2015	869,847.27		045660		869,847.27
0313	VANTAGEPOINT TRANS AGENTS							
I-201507026170	VANTAGEPOINT TRANS AGENTS	R	7/02/2015	1,798.09		045661		1,798.09

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	20	969,980.87	0.00	969,980.87
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: 02 BANK: APBK TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	20	969,980.87	0.00	969,980.87

VENDOR SET: 03 City of Valley Center

BANK: APBK INTRUST CHECKING

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

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0003	CATHERINE A. SEXTON							
I-201507026149	SENIOR COORDINATOR	R	7/03/2015	1,125.00		045659		1,125.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	1,125.00	0.00	1,125.00
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	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 03 BANK: APBK TOTALS:	1	1,125.00	0.00	1,125.00
BANK: APBK TOTALS:	21	971,105.87	0.00	971,105.87
REPORT TOTALS:	21	971,105.87	0.00	971,105.87

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 045641 THRU 045680
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

ADMINISTRATION AGENDA
RECOMMENDED ACTION

B. APPROPRIATION ORDINANCE:

RECOMMENDED ACTION:

Staff recommends motion to approve the July 21, 2015 Appropriation Ordinance as presented / amended.

CLERK'S AGENDA

C. TREASURER'S REPORT for JUNE 2015:

MTD TREASURERS REPORT

AS OF: JUNE 30TH, 2015

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BASIS BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCRUAL ENDING CASH BALANCE
010-GENERAL FUND	671,306.34	473,078.91	179,102.72	965,282.53	0.00	3,450.57	968,733.10
020-SPECIAL PARKS AND REC	29,192.30	1,436.60	0.00	30,628.90	0.00	0.00	30,628.90
030-SPECIAL ALCOHOL AND DRUGS	25,545.24	1,436.61	57.95	26,923.90	0.00	0.00	26,923.90
110-EMPLOYEE BENEFITS	598,895.43	268,893.03	18,776.52	849,011.94	0.00	0.00	849,011.94
111-FLEXIBLE SPENDING ACCT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
125-FIRE VEHICLE REPLACEMENT	640.30	0.00	0.00	640.30	0.00	0.00	640.30
126-BUILDING EQUIP RESERVE	111,177.90	0.00	0.00	111,177.90	0.00	0.00	111,177.90
127-EQUIPMENT RESERVE	211,878.74	109.20	55.99	211,931.95	0.00	0.00	211,931.95
128-PUBLIC WORKS BUILDING	8,627.24	0.00	0.00	8,627.24	0.00	0.00	8,627.24
140-LIBRARY	16,457.98	85,147.07	85,147.07	16,457.98	0.00	0.00	16,457.98
150-SPECIAL HIGHWAY	736,318.92	67,809.79	22,648.81	781,479.90	0.00	363.24	781,843.14
160-EMERGENCY EQUIPMENT	126,661.90	17,563.25	0.00	144,225.15	0.00	0.00	144,225.15
210-PAYROLL CLEARING	37.62	0.00	0.00	37.62	0.00	0.00	37.62
220-ACTIVE AGING	(4,721.82)	0.00	1,125.00	(5,846.82)	0.00	0.00	(5,846.82)
225-PARK BEAUTIFICATION FUND	3,186.56	0.00	0.00	3,186.56	0.00	0.00	3,186.56
230-BUSINESS IMPROVEMENT DIST	1,143.50	0.00	0.00	1,143.50	0.00	0.00	1,143.50
240-D.A.R.E.	3,767.58	0.00	0.00	3,767.58	0.00	0.00	3,767.58
245-VETERANS FLAG REWARD FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
250-DRUG TAX DISTRIBUTION	5,346.73	0.00	0.00	5,346.73	0.00	0.00	5,346.73
260-LAW ENFORCE BLOCK GRANT	2,500.00	0.00	0.00	2,500.00	0.00	0.00	2,500.00
280-ADSAP	3,159.80	0.00	0.00	3,159.80	0.00	0.00	3,159.80
340-CAPITAL IMPROVEMENT FUND	3,354.07	0.00	0.00	3,354.07	0.00	0.00	3,354.07
350-CAPITAL PROJECTS FUND	5,455,848.67	0.00	836,584.59	4,619,264.08	0.00	0.00	4,619,264.08
410-BOND & INTEREST	1,729,900.07	621,271.54	0.00	2,351,171.61	0.00	0.00	2,351,171.61
610-WATER OPERATING	1,071,886.89	152,569.72	100,589.42	1,123,867.19	22,043.21	3,284.15	1,105,108.13
611-METER DEPOSIT	87.60	0.00	0.00	87.60	0.00	0.00	87.60
612-STORMWATER UTILITY FUND	277,045.63	16,761.50	122.27	293,684.86	229.17	0.00	293,455.69
613-SOLID WASTE UTILITY	169,534.46	34,068.16	29,823.02	173,779.60	97.59	0.00	173,682.01
614-WATER MAINTENANCE RESERVE	7,780.37	0.00	0.00	7,780.37	0.00	0.00	7,780.37
615-WATER IMPROVEMENT FUND	146,497.48	0.00	0.00	146,497.48	0.00	0.00	146,497.48
616-WATER LOAN PRIN & INT	162,580.88	0.00	0.00	162,580.88	0.00	0.00	162,580.88
617-07 WATER LOAN P & I	43,864.54	0.00	0.00	43,864.54	0.00	0.00	43,864.54
619-WATER SURPLUS RESERVE	444,672.54	0.00	0.00	444,672.54	0.00	0.00	444,672.54
620-SEWER OPERATING	277,904.03	92,208.06	32,615.75	337,496.34	1,279.91	(161.40)	336,055.03
621-SEWER OPERATION & MAINT	14,795.22	0.00	0.00	14,795.22	0.00	0.00	14,795.22
623-07 SEWER LOAN P & I	156,440.31	0.00	0.00	156,440.31	0.00	0.00	156,440.31
625-1993 SEWER BOND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
626-1993 SEWER BOND P & I	0.00	0.00	0.00	0.00	0.00	0.00	0.00
627-1993 SEWER DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
628-SEWER SURPLUS RESERVE	178,051.54	0.00	0.00	178,051.54	0.00	0.00	178,051.54
629-1997 SEWER BOND P & I	1,837.50	0.00	0.00	1,837.50	0.00	0.00	1,837.50
630-1997 SW BOND DEPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
631-1997 SW BOND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
633-2001 SW BOND P & I	138,753.31	0.00	0.00	138,753.31	0.00	0.00	138,753.31
634-2001 SW REV BOND DEPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
635-2001 SW BOND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	12,831,957.37	1,832,353.44	1,306,649.11	13,357,661.70	23,649.88	6,936.56	13,340,948.38
	=====	=====	=====	=====	=====	=====	=====

CLERK'S AGENDA

RECOMMENDED ACTION

C. TREASURER'S REPORT for JUNE 2015:

RECOMMENDED ACTION:

Staff recommends motion to receive and file the May 2015 Treasurer's Report.

PRESENTATIONS / PROCLAMATIONS

PUBLIC FORUM

APPOINTMENTS

COMMITTEES, COMMISSIONS

A. ITEMS FOR COUNCIL REVIEW:

- Valley Center Site Plan Committee
 - June 13, 2015 Meeting Minutes

SITE PLAN COMMITTEE MINUTES

7:00 P.M. July 13, 2015

CALL MEETING TO ORDER

Vice-Chairman Don Bosken called the meeting to order at 7:08 p.m., with the following members present: Don Bosken, Brian Maschino, and Jim Detwiler

Committee Members absent: Gene Sharp and Adam Dunn

Staff Present: John Emerson, Community Development Director- Intern and Fernetta Phillips, Community Development Assistant

Those present in the audience: Bill Johnson, Evans Buildings and Council Member Marci Maschino

SET/AMEND AGENDA

Motion was made by Jim Detwiler and seconded by Brian Maschino to set the agenda. Vote Yea: Unanimous.

APPROVAL OF MINUTES

Brian Maschino made a motion to accept the minutes as posted, which was seconded by Jim Detwiler to approve the December 8, 2014 minutes. Vote was unanimous.

COMMUNICATIONS

None

SITE PLANS

SP 2015-01: Safarik Tool Co. to add an addition of 3,250 sq. ft. to the East side of 400 W. Clay St.

John Emerson summarized the details of the site plan review, showing the following pictures.

Location of Site Plan: West of the unpaved right-of-way street north of Ash and Clay. The picture shows the addition plan in relationship with the surrounding neighborhood:



Existing Zoning: I Industrial

Size of Parcel: 1.03 acres (44,981 sq. ft.). It has 130 feet of frontage along the paved portion of Clay and 366.96 feet of frontage along the unpaved right-of-way street east of the lot. The lot has 350 feet of depth. The I Industrial Zone requires a minimum of 10,000 sq. ft. This project will provide an additional 3,250 sq. ft. of coverage for a total of 14,250 sq. ft.

Purpose of Site Plan Application:

17.12.05 Site Plan Requirements:

Projects which are subject to review by the Site Plan Committee generally are required to meet the following standards:

- A. *Show the location and dimensions of all right-of-way, easements and setback lines either required by these regulations or by platting or separate instruments.*
 - The attached proposed addition is on a single parcel. The plan shows the location of all right-of-ways, easements, and setback lines.
 - A 35 foot front setback line is shown, illustrating how the proposed addition requires a variance of front setback to meet all zoning setback requirements.
- B. *The site plan map generally should be oriented to the north with north arrow and scale plus dimensions and property boundary lines for the zoning lot.*
 - North arrow and dimensions are on the Site Plan.
- C. *Topography by contour lines may be required if slopes exceed 5%, buffer berms are used, or a drainage plan is required.*
 - One foot contours are shown on the drainage plan, along with drainage calculations, which have been reviewed by the City Engineer. The property has a formed building pad that the addition will rest on. Existing drainage patterns are not being altered and no additional runoff will be created from by construction of the addition.
- D. *Show existing and proposed structures by bulk dimensions plus number of stories, gross floor area and entrances.*
 - The developer is showing a principle structure, addition and building footprint. The structure is single story and existing 11,000 usable square footage (no basements) and 8 existing entrances. The proposed addition adds 3,250 usable square feet, 2 entrances, and 2 car garage entrance (14' wide by 14' tall overhang).
- E. *Existing and proposed curb cuts, aisles, off-street parking, loading spaces and walkways, including type of surfacing and number of parking spaces. Delineate the traffic flow with directional arrows and indicate the location of direction signs and other motorist's aids (if any).*
 - The site plan shows the existing gravel driveway and concrete paved off-street parking spaces sufficient per zoning regulations to the number of employees (1 unit for every 2

employees). No traffic flow directional arrows or location of direction signs and other motorist's aids indicated. The off-street parking area is not to be altered.

F. *Location, direction and intensity of proposed lighting. All exterior lighting must be "full-cut-off" light fixtures when located near adjacent residential properties (no light should spill over on adjacent residential parcels)*

- 2 exterior light fixtures are shown on proposed addition. All abutting and adjacent lots are classified I Industrial zoning, therefore light spill over is not considered a concern. Proposed exterior lights are 35W LED wall mounted units.

G. *Location and height of all existing (to remain) and proposed signs on the site, the setback dimensions from any sign to property lines, location and routing of electrical supply, surface area of the sign in square feet, size of letters and graphics, description of sign, frame materials and colors.*

- No existing or proposed signs are indicated on site plan.

H. *If disposal containers will be on the site, indicate how such areas will be fully screened from public view by means of a structure (including swinging doors) constructed with either solid treated lumber walls, cement block (with or without brick), or other materials deemed acceptable. The enclosure must also have the capability of latching the doors in a closed position, or when trash is being picked up, in an open position. Outdoor storage areas may also need to be screened if required by these zoning regulations.*

- The site plan does not alter exiting storage means.

I. *Vehicular ingress and egress to and from the site and circulation within the site to provide safe, efficient and convenient movement of traffic, not only within the site but on adjacent roadways.*

- Vehicular ingress and egress to and from the site and circulation with the site would not be altered by construction of the proposed addition.

J. *Site plan provides for the safe movement of pedestrians within the site.*

- Proposed addition provides multiple entrances/exits to/from the proposed addition providing for the safe movement of pedestrians within the site. Front entrance of the site is not altered by proposed addition to the structure.

South Frontage (Clay St)



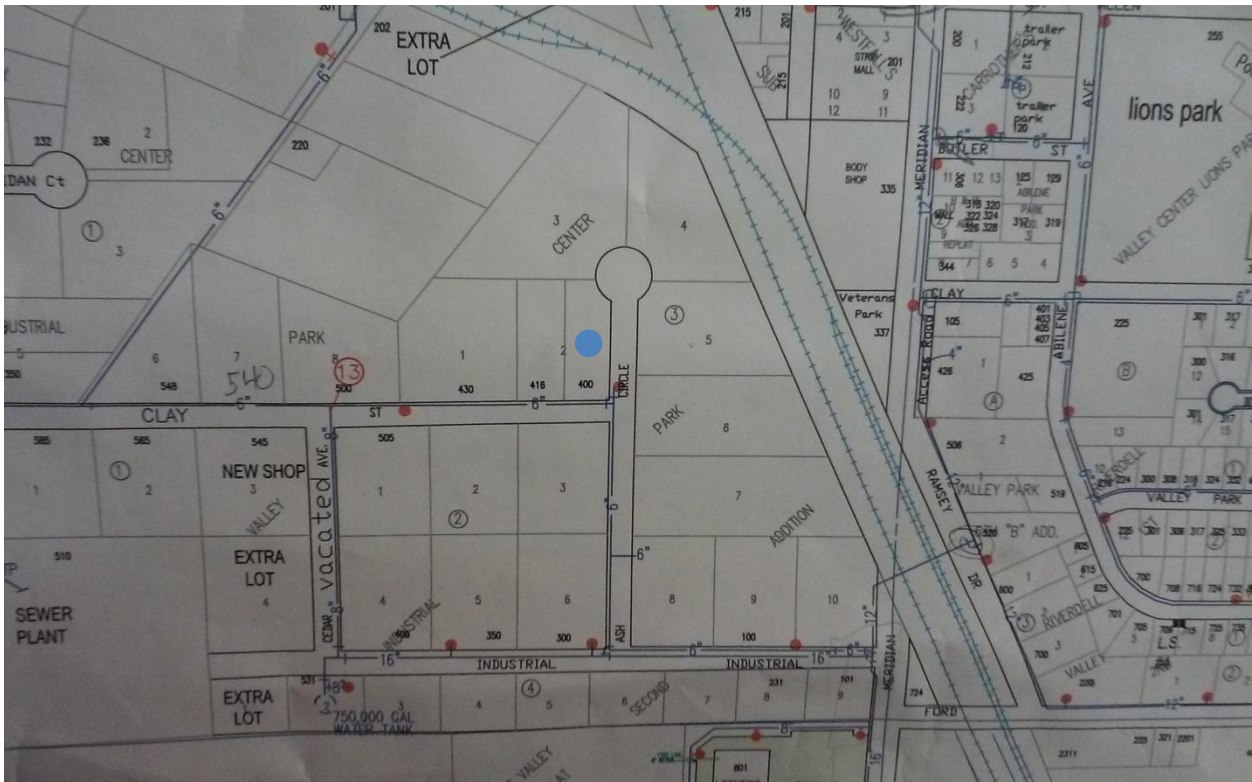
East Frontage



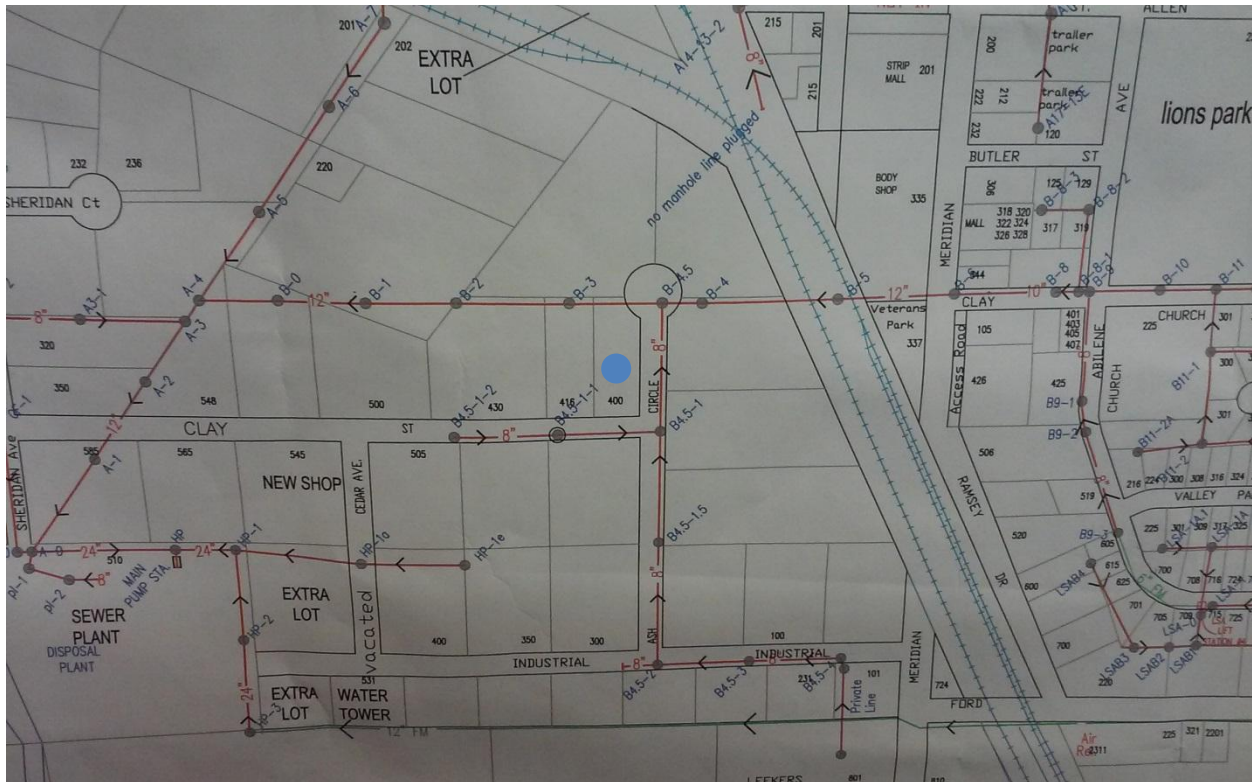
Proposed Addition Connecting Wall



Water Lines (Large Blue Circle Indicates Property In Question)



Wastewater (Large Blue Circle Indicates Property In Question)



Don Bosken stated he was concerned if the addition was done, would there be enough parking due to the photos showing cars being parked on the grass. John Emerson indicated there is required parking available for the number of employees and wasn't sure why cars were parked on the grass. Don Bosken questioned why there were large containers, without the required screening, outside of the building and was they permanent or temporary? John indicated Safarik Tool recycles most of their scraps and the containers are where the scraps are placed until they are picked up. Don Bosken stated if container were permanent by regulations they should be moved or properly screened.

Don Bosken questioned if anyone from Safarik Tool was present to ask questions. Bill Johnson, Vice-President of Evans Buildings stated the owners of Safarik Tool, had contacted Evans Building in regards to expanding their building. The building was to be used for storage and the plan is to build over an existing concrete slab to cover materials and scraps. Bill Johnson met with Gary Cox, at Sedgwick County who then spoke with Warren Utecht, former Community

Developer, and was told would not be a problem building the expansion. Bill Johnson brought approved plans to City Hall to obtain permit and was told due to the size of building, the plans would have to go through the Site Plan and Planning Commission committees before permits could be obtained. Bill indicated if he was aware the plans would have to go through the committees, he would have started with the City of Valley Center first. Bill stated his company tries to help the “mom and pop” businesses expand and if this expansion couldn’t be approved Safarik Tool would have to relocate. Don Bosken questioned what the time frame was for Safarik Tool’s plans for expanding the building? Bill stated the building was scheduled to be delivered on Wednesday, July 15, 2015.

Don Bosken questioned if water and sewer were already at the area where the building would be going? John indicated the building would only need electricity. Brian Maschino questioned if there were utilities in the setback. John indicated there were currently no utilities. Don Bosken was concerned of the difficulty of getting utilities to the property next to the building, if it was developed. Don Bosken questioned if any of the surrounding property owners were notified of the meeting. John Emerson stated all the surrounding owners were notified of the meeting. Bill Johnson indicated the owners had spoken to the surrounding property owners and there was no indication of problems. Jim Detwiler stated the lots surrounding Safarik Tool had been vacant for years and no promise of any development. Brian Maschino stated another concern for property owners north and accessing the right of way would be difficult.

Brian Maschino questioned if the possibility of moving the building south 10 ft had been explored. Bill Johnson stated since the new building would be taller than the existing building, it couldn’t be possible. Don Bosken again indicated the concern about the containers outside the building without screening. If this expansion was to be approved the regulations of screening or storing containers inside the building would need to be enforced.

Don Bosken stated didn’t want to make the expansion process discomfoting for Safarik Tool, but the committee needed to follow all the regulations to approve this expansion.

Brian Maschino stated he would be comfortable in making a motion of approval with the stipulation the Planning Commission would review plans and the surrounding neighbors would be notified of the meeting.

Having considered the recommendation of the Community Development Director-Intern and other factors discussed during the Site Plan Committee meeting, Brian Maschino made a motion to recommend approval of SP 2015-01 with the stipulation the containers have proper screening or be placed inside the building and the Planning Commission review the plans.

Motion seconded by Jim Detwiler.

Vote Yea: Unanimous.

UNFINISHED BUSINESS – None

ITEMS BY SITE PLAN COMMITTEE MEMBERS - None

ADJOURNMENT

Jim Detwiler made a motion and Brian Maschino seconded it to adjourn the meeting at 8:06p.m.

Respectfully submitted,

/John Emerson

John Emerson, Recording Secretary fp

A. ORDINANCE 1287-15; CHANGE 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 Regulation of The City.

- Ordinance 1287-15

OLD BUSINESS
RECOMMENDED ACTION

A. ORDINANCE 1287-15; CHANGE ZONING DISTRICT CLASSIFICATION, 2nd READING:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to adopt Ordinance 1287-15, changing the Zoning District Classification of Certain property located in the City of Valley Center, Kansas, under the authority granted by the Zoning Regulation of The City, for 2nd reading.

B. DISCUSSION RE: ORDINANCE 1230-11; RIGHT OF WAY MOWING:

- Ordinance 1230-11
- Right-of-Way Mowing Policy

RECOMMENDED ACTION:

FOR DISCUSSION ONLY

NEW BUSINESS

A. PRESENTATION OF 2016 PROPOSED BUDGET:

- City Staff will present the 2016 Proposed Budget at Council Meeting

Should Council choose to proceed,

RECOMMENDED ACTION:

Council should review and discuss the 2016 Draft Budget.

Upon conclusion of discussion, Council must approve the maximum expenditures which should be published for Public Hearing.

NEW BUSINESS

B. NOTICE OF PUBLIC HEARING RE: 2016 BUDGET:

- Council must establish the maximum limits of the 2016 Budget.
- Once the maximum limits have been established, a Public Hearing must be set and The Budget Summary must be published (10 days prior to hearing).
- After publication, expenditures may be decreased, but cannot be increased without re-publication.

NEW BUSINESS
RECOMMENDED ACTION

B. NOTICE OF PUBLIC HEARING RE: 2016 BUDGET:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommends motion to establish a Public Hearing August 4, 2015 at 7:00 PM at City Hall for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of Ad Valorem Tax.

CONSENT AGENDA

A. REVENUE / EXPENSE SUMMARIES for JUNE 2015

B. DELINQUENT ACCOUNTS for COLLECTION

C. CHECK RECONCILIATION REPORT for JUNE 2015

RECOMMENDED ACTION:

Staff recommends motion to approve the Consent Agenda as presented.

CONSENT AGENDA

A. REVENUE and EXPENSE FINANCIAL SUMMARIES for JUNE 2015:

- *GENERAL FUND*
- *EMPLOYEE BENEFITS FUND*
- *LIBRARY*
- *SPECIAL HIGHWAY*
- *EMERGENCY EQUIPMENT RESERVE*
- *BOND AND INTEREST*
- *WATER OPERATING*
- *STORMWATER UTILITY FUND*
- *SOLID WASTE UTILITY*
- *SEWER OPERATING*

CONSENT AGENDA

B. BAD DEBT / DELINQUENT ACCOUNTS REPORT:

- JULY, 2015 REPORT

CONSENT AGENDA

C. CHECK RECONCILIATION REGISTER REPORTS:

- JUNE 2015 CHECK REPORT
- JUNE 2015 BANK DRAFT REPORT

STAFF REPORTS

A. Finance and Administration Director Polian

- Municipal Court June 2015 Report

B. Chief of Police Hephner

- June 2015 Officer Report
- June 2015 Fuelmaster Transactions Listing

C. Fire Chief Tormey

- Fire Department June 2015 Report

D. Community Development Intern Emerson

E. City Superintendent Holper

F. Parks & Public Buildings Superintendent Owings

G. City Engineer Golka

H. City Attorney Arbuckle

I. Interim City Administrator Kolb

GOVERNING BODY REPORTS

A. Mayor Dove

B. Councilmember Kerstetter

C. Councilmember Cicirello

D. Councilmember Gregory

E. Councilmember McGettigan

F. Councilmember Maschino

G. Councilmember L. Jackson

H. Councilmember Anderson

I. Councilmember Hobson

ADJOURN