



AGENDA
BASEHOR CITY COUNCIL
Regular Meeting
March 17, 2014 7:00 p.m.
Basehor City Hall

1. **Roll Call** by Mayor David K. Breuer and Pledge of Allegiance
2. **Consent Agenda** *(Items to be approved by Council in one motion, unless objections raised)*
 - a. City Council Minutes
 - b. Treasurer's Report
 - c. Jalapeno's Mexican Grill Liquor License

3. **Call to Public**

Members of the public are welcome to use this time to comment about any matter relating to City business that is listed on this Agenda. The comments that are discussed under "Call to Public" may or may not be acted upon by the Council during this meeting. There is a five-minute time limit. (Please wait to be recognized by the Mayor then proceed to the podium; state your name and address).

4. **Unfinished Business** - (None at this time)

New Business

5. City Campus Land Acquisition Discussion – (Public Comment)
6. 2014-15 Property Liability Insurance Renewal

7. **City Administrator's Report**
8. **Council Members Report**
9. **Mayor's Report**
10. **Executive Session** (if needed)
11. **Adjournment**



Minutes

Basehor City Council Meeting

Basehor City Hall, February 18, 2014

1. Roll Call by Mayor David K. Breuer and Pledge of Allegiance

Mayor David K. Breuer called the meeting to order at 7:00 p.m. and led the audience in the Pledge of Allegiance.

Council Members present: Mayor David K. Breuer, Travis Miles, Vernon Fields, Brian Healy, Ty Garver (*arrived 7:05 p.m.*) Absent: Richard Drennon.

Staff Present: Chief of Police/Interim City Administrator, Lloyd Martley, City Superintendent, Gene Myracle, City Engineer, Mitch Pleak, City Clerk, Katherine M. Renn, Accounting Clerk, Kristi Olson and City Attorney, Shannon Marcano.

2. Consent Agenda (*Items to be approved by Council in one motion, unless objections raised*)

- a. City Council Minutes
- b. Treasurer's Report
- c. Bohannons Wine Spirits & Liquor/Falcon Lakes Liquor Licenses

Councilman Healy moved to approve the Consent Agenda and Councilman Miles seconded. The motion passed unanimously, 3-0.

3. Call to Public – (*None at this time*)

4. Unfinished Business - (*None at this time*)

New Business

5. City Administrator Resolution 2014-02

Councilman Miles moved to approve Resolution 2014-02 appointing Lloyd Martley to be City Administrator until further notice and Councilman Healy seconded. The motion passed unanimously, 3-0.

6. City Treasurer Appointment – Ordinance No. 639

Councilman Healy moved to approve the appointment of Kristi Olson as the City Treasurer, Ordinance No. 639 and Councilman Fields seconded. Motion passed unanimously, 4-0.

7. City Codification – Ordinance No. 640

Councilman Miles moved to approve Ordinance No. 640 the Codification for City of Basehor and Councilman Garver seconded. Motion passed unanimously, 4-0.

8. City Administrator’s Report –

Mr. Martley informed the Council members that a new business Jalapeno’s, a Mexican restaurant will be going in where the previous 24-40 café was located at 15510 State Ave, Suite 11.

9. Council Members Reports - *(None at this time)*

10. Mayor’s Report – *(None at this time)*

11. Executive Session –

Councilman Healy moved to go into executive session at 7:13 p.m. and to resume at 7:30 p.m. and Councilman Fields seconded. Motion passed unanimously 4-0. City Council resumed at 7:30 p.m. and no action was taken.

12. Adjournment –

Councilman Healy moved to adjourn regular meeting at 7:31 p.m. and Councilman Fields seconded. Motion passed unanimously, 4-0.

David K. Breuer, Mayor

Attest:

Katherine M. Renn, City Clerk

CITY OF BASEHOR

FEBRUARY 2014 FINANCIAL SNAPSHOT

Funds

Fund	Budget	Revenues	Expenditures	% Utilized
General	\$2,652,335	\$714,617	\$287,310	11%
Special Park	\$73,000	\$2,629	\$466	1%
Sewer	\$1,445,259	\$323,729	\$280,864	19%
Cedar Lake Maintenance	\$40,000	\$3	\$0	0%
Bond & Interest	\$1,479,180	\$431,038	\$90,580	6%
Solid Waste	\$305,778	\$50,381	\$1,524	0%
Special Highway	\$910,000	\$112,137	\$2,646	0%
Municipal Equipment Reserve	\$161,700	\$57	\$88,319	55%
Capital Improvement	\$20,000	\$14,378	\$0	0%
Employee Benefit	\$613,119	\$210,635	\$98,815	16%
LCSD#3	\$33,000	\$5	\$2,450	7%

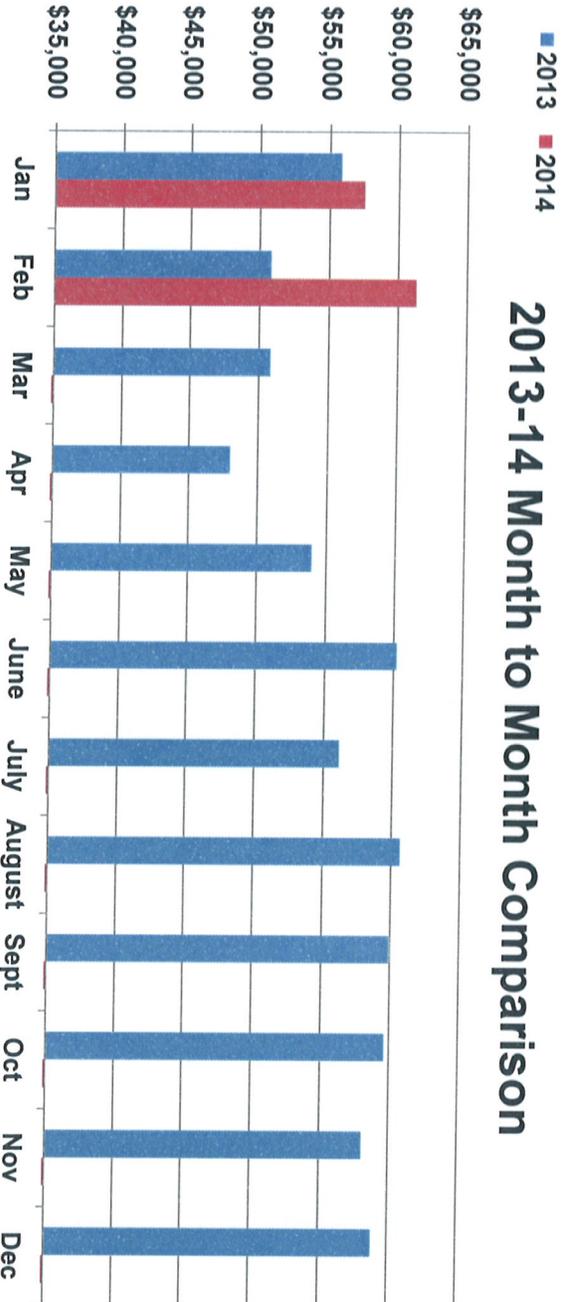
Department

General	Budget	Expenditures	Remaining Balance	% Utilized
Clerk	\$341,976	\$45,104	\$296,872	13%
Street	\$219,830	\$33,482	\$186,348	15%
Governing Body	\$578,464	\$23,611	\$554,853	4%
Police	\$855,758	\$116,280	\$739,478	14%
Facilities	\$122,886	\$17,924	\$104,962	15%
Administrator	\$165,821	\$6,815	\$159,006	4%
Park & Recreation	\$61,400	\$3,351	\$58,049	5%
Miscellaneous	\$112,677	\$0	\$112,677	0%
HR	\$23,600	\$6,168	\$17,432	26%
Planning	\$169,923	\$23,881	\$146,042	14%

MONTHLY SALES TAX COLLECTIONS 2010-2014

	2010	2011	2012	2013	2014	Monthly Diff. '12 - '13	% Difference	2013 YTD	2014 YTD	Diff. '12 - '13	% Difference
Jan	44,933.16	43,677.78	57,962.61	55,854.63	57,521.05	1,666.42	2.9%	55,854.63	57,521.05	1,666.42	2.9%
Feb	59,338.25	48,453.55	48,668.43	50,846.50	61,331.66	10,485.16	17.1%	106,701.13	118,852.71	12,151.58	10.2%
Mar	44,064.14	48,692.52	51,596.39	50,846.50	0.00			157,547.63			
Apr	46,686.51	42,633.11	42,372.82	48,009.19	0.00			205,556.82			
May	47,865.00	48,186.99	50,639.59	53,986.75	0.00			259,543.57			
June	48,059.05	47,682.94	55,921.34	60,215.87	0.00			319,759.44			
July	43,151.43	44,834.43	49,304.00	56,140.33	0.00			375,899.77			
Aug	52,935.19	49,903.11	55,484.63	60,644.35	0.00			436,544.12			
Sept	52,062.71	49,250.84	62,953.65	59,886.19	0.00			496,430.31			
Oct	47,483.47	51,883.08	57,986.12	59,634.13	0.00			556,064.44			
Nov	44,789.92	49,270.35	59,821.88	58,067.36	0.00			614,131.80			
Dec	46,693.70	51,874.96	49,586.00	58,821.13	0.00			672,952.93			
2014 TDD	578,062.53	576,343.66	642,297.46	672,952.93	118,852.71						
2013 TDD	\$4,025.11	\$21,045.37									

2013-14 Month to Month Comparison





SOLID WASTE FUND HIGHLIGHTS

For the Month of February 2014

MONTH	2013	2014	% DIFFERENCE
	SOLID WASTE COUNT	SOLID WASTE COUNT	
January	1,702	1,760	3.30%
February	1,703	1,761	3.29%
March	1,700		
April	1,706		
May	1,727		
June	1,732		
July	1,750		
August	1,753		
September	1,750		
October	1,759		
November	1758		
December	1767		
AVERAGE	1,734	1,761	3.29%

MONTH	2013	2014	% DIFFERENCE
	SOLID WASTE BILLED	SOLID WASTE BILLED	
January	\$23,938.92	\$24,818.78	3.55%
February	\$23,990.00	\$24,974.62	3.94%
March	\$23,957.46		
April	\$24,029.09		
May	\$24,307.75		
June	\$24,383.90		
July	\$24,471.61		
August	\$24,615.50		
September	\$24,608.99		
October	\$24,725.03		
November	\$24,775.41		
December	\$24,875.80		
TOTAL	\$292,679.46	\$49,793.40	

MONTH	2013	2014	% DIFFERENCE
	AVERAGE BILL	AVERAGE BILL	
January	\$14.07	\$14.10	0.21%
February	\$14.09	\$14.18	0.63%
March	\$14.09		
April	\$14.09		
May	\$14.08		
June	\$14.08		
July	\$13.98		
August	\$14.04		
September	\$14.06		
October	\$14.06		
November	\$14.09		
December	\$14.08		
AVERAGE	\$14.07	\$14.14	0.51%



SEWER FUND HIGHLIGHTS

For the Month of February 2014

MONTH	2013 SWR COUNT	2014 SWR COUNT	% DIFFERENCE
January	1812	1863	2.74%
February	1807	1876	3.68%
March	1805		
April	1809		
May	1829		
June	1832		
July	1850		
August	1848		
September	1848		
October	1853		
November	1853		
December	1860		
AVERAGE	1834	1870	1.91%

MONTH	2013 SWR BILLED	2014 SWR BILLED	% DIFFERENCE
January	\$92,268.23	\$91,681.27	-0.64%
February	\$92,212.85	\$92,496.06	0.31%
March	\$91,555.12		
April	\$92,074.43		
May	\$92,301.51		
June	\$91,539.56		
July	\$92,674.56		
August	\$91,649.64		
September	\$93,264.40		
October	\$92,105.07		
November	\$92,080.33		
December	\$91,630.01		
TOTAL	\$1,105,355.71	\$184,177.33	

MONTH	2013 AVERAGE SWR BILL	2014 AVERAGE SWR BILL	% DIFFERENCE
January	\$50.92	\$49.21	-3.36%
February	\$51.03	\$49.30	-3.39%
March	\$50.72		
April	\$50.90		
May	\$50.47		
June	\$49.97		
July	\$50.09		
August	\$49.59		
September	\$50.47		
October	\$49.71		
November	\$49.69		
December	\$49.26		
AVERAGE	\$50.24	\$49.26	-1.95%

Check Register Report

Date: 02/21/2014

Time: 12:29 PM

Page: 1

City Of Basehor

BANK: FIRST STATE BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
FIRST STATE BANK Checks							
21240	02/21/2014	Printed		ZEP SALES	ACUITY SPECIALTY PRODUCTS INC	SHOP ITEMS-6CS/WWTF PROJ	836.37
21241	02/21/2014	Printed		ALLEN GIBB	ALLEN, GIBBS & HOULIK, LC	REVIEW ACCOUNTS & RECORDS	3,000.00
21242	02/21/2014	Printed		BASEHOR	BASEHOR AWARDS & TROPHIES	NAME PLATE/OLSON	8.75
21243	02/21/2014	Printed		ESRI	ENVIRONMENTAL SYSTEMS	ARC GIS/PRIMARY MAIN/2014	700.00
21244	02/21/2014	Printed		ETS	ETS	CITYWIDE CREDIT CARD FEES	177.93
21245	02/21/2014	Printed		FASTENAL	FASTENAL COMPANY	SHOP BOX/UPPER MAINT SHOP	548.83
21246	02/21/2014	Printed		PRO ELECT	GJO HOLDING INC	REPAIR/REPLACE ALARM SYS/FOD	466.22
21247	02/21/2014	Printed		HOHENSCH	HOHENSCHILD WELDERS SUPPLY CO	MISC ITEMS/WELDING, CUTTING	1,503.71
21248	02/21/2014	Printed		KS CHF POL	KANSAS ASSOC FOR CHIEF OF POL	MBRSHP/MARTLEY, LLOYD	55.00
21249	02/21/2014	Printed		KANSAS DEP	KANSAS DEPT OF AGRICULTURE	RENEW FOOD SAFETY LIC/FOD	225.00
21250	02/21/2014	Printed		KANSAS ONE	KANSAS ONE-CALL SYSTEMS, INC.	MONTHLY LOCATE SVC/JAN/61	98.20
21251	02/21/2014	Printed		KANSAS PAY	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	343.85
21252	02/21/2014	Printed		KDHE TECH	KDHE BUREAU OF WATER	LOAN C20 1767-01	184,295.83
21253	02/21/2014	Printed		KPF EFT	KPF EFT PROGRAM	POLICE RETIREMENT CONTRIB	6,254.96
21254	02/21/2014	Printed		LV SHERIFF	LEAVENWORTH COUNTY SHERIFF	JAIL BOARD FEES	52.50
21255	02/21/2014	Printed		LOECHLER	BILL LOECHLER	REIMB SIGN PERMIT FEE	26.50
21256	02/21/2014	Printed		MASS M	MASS MUTUAL FINANCIAL GROUP	401/457 RETIREMENT CONTRIB	3,240.30
21257	02/21/2014	Printed		MCBRATNEY	KIANN MCBRATNEY	CITY PROSECUTOR SERVICES	400.00
21258	02/21/2014	Printed		MICROFLEX	MICROFLEX	LATEX & NON GLOVES/WWTF PWD	1,261.90
21259	02/21/2014	Printed		MIDAMER RC	MID-AMERICA REGIONAL COUNCIL	AERIAL MAPPING	1,500.00
21260	02/21/2014	Printed		MUN CODE	MUNICIPAL CODE CORPORATION	RECODIFICATION OF CITY CODE	3,913.31
21261	02/21/2014	Printed		PAVING MAI	PAVING MAINTENANCE SUPPLY INC	MISC PARTS/CRACK SEALER	224.43
21262	02/21/2014	Printed		PIERCE	BOB PIERCE	REIMB TAILIGHT PURCH/UNIT #1	31.37
21263	02/21/2014	Printed		POLYDYNE	POLYDYNE INC	POLIMER CLARIFLOE/BELT PRESS	1,080.00
21264	02/21/2014	Printed		PRAY	WILLIAM E. PRAY	MUNICIPAL JUDGE SERVICES	450.00
21265	02/21/2014	Printed		PROPAYROLL	PROPAYROLL	TIME & ATTENDANCE CHGS/JAN	101.50
21266	02/21/2014	Printed		SONNTAG	SONNTAG LAW OFFICE	COURT APPOINTED ATTORNEY	400.00
21267	02/21/2014	Printed		SPECTRA	SPECTRA	ODOR BAN/LIFT STATION MAINT	782.80
21268	02/21/2014	Printed		US POSTAL	UNITED STATES POSTAL SERVICE	RENEW PO BOX /POLICE/1 YR	140.00
21269	02/21/2014	Printed		UTILITY	UTILITY SOLUTIONS LLC	REHAB MANHOLE/PINEHURST DR	1,272.45
21270	02/21/2014	Printed		WESTAR GRP	WESTAR ENERGY	ELECTRIC USAGE	12,401.23
21271	02/21/2014	Printed		ZEE MED	ZEE MEDICAL SERVICE	REFILL CITY HALL 1ST AID CAB	59.30

Total Checks: 32

Checks Total (excluding void checks):

225,852.24

Lloyd Martley 2-21-14
 Lloyd Martley, City Administrator

Katherine M. Renn
 Katherine Renn, City Clerk

Kristi Olson 2/21/14
 Kristi Olson, Treasurer

Check Register Report

Date: 02/28/2014

Time: 12:10 PM

Page: 1

City Of Basehor

BANK: FIRST STATE BANK

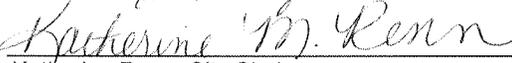
Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
FIRST STATE BANK Checks							
21272	02/28/2014	Printed		AFLAC	AFLAC	EMPLOYEE CAFETERIA PLAN/FEB	930.72
21273	02/28/2014	Printed		ATMOS ENER	ATMOS ENERGY	GAS USAGE/FEB	1,823.20
21274	02/28/2014	Printed		COMMERCE	COMMERCE PURCHASING CARD	CITYWIDE PCARD CHARGES/JAN	25,168.88
21275	02/28/2014	Printed		INSIDE THE	INSIDE THE TAPE LLC	REG/HAVNER, GLAVIN, BRIDGMAN, HERRMAN, BURNS	400.00
21276	02/28/2014	Printed		KBI LAB	KANSAS BUREAU OF INVESTIGATION	LAB FEES/NEWLIN	400.00
21277	02/28/2014	Printed		KDHE INDUS	KDHE INDUSTRIAL PROGRAMS SEC	RENEW/CONST STORMWATER PRMT	60.00
21278	02/28/2014	Printed		REGISTER	REGISTER OF DEEDS	LAREDO BILLING-JAN/RECORD FEES/RELEASE	190.72
21279	02/28/2014	Printed		SPOTS OFF	SPOTS OFF LLC	CAR WASHES/POLICE, PLAN/JAN	58.84
21280	02/28/2014	Printed		HEART BUIL	STEPHEN R MARSDEN	JANITORIAL SERVICES/FEB	387.00
21281	02/28/2014	Printed		UTILITY	UTILITY SOLUTIONS LLC	REHAB MANHOLE/PINEHURST DR	765.00
21282	02/28/2014	Printed		WESTAR	WESTAR ENERGY	ELECTRIC USAGE/JAN	4,517.65
21283	02/28/2014	Printed		WICHITA	WICHITA STATE UNIVERSITY	REG/RENN, OLSON/CCMFOA SPRING CONF	550.00
21284	02/28/2014	Printed		WRIGHT EX	WRIGHT EXPRESS	CITYWIDE FLEET FUEL CHGS/JAN	2,631.94

Total Checks: 13

Checks Total (excluding void checks):

37,883.95

 2-28-14
Lloyd Martley, City Administrator


Katherine Renn, City Clerk

 2/28/14
Kristi Olson, Treasurer

Memorandum

To: Lloyd Martley
CC: Mr. Mayor and City Council, Katherine Renn
From: Mark Lee, Building Official
Date: 3/17/2014
Re: Liquor License Renewal

Mark Lee, Building Official Recommendations

Zoned in CP-2 "General Business" zoning district allows Shorty's Liquor Store to sell liquor/alcoholic beverages.

Zoned in CP-1 "Neighborhood Business" zoning district allows Casey's General Store to sell cereal malt beverages as allowed by State law.

Zoned in a "CP-2" zoning district allows Shark's Cove and Jalapeno's Mexican Grill to sell liquor/alcoholic beverages under the classification as a tavern, or restaurant.

Zoned in a "CP-2" zoning district allows Bohannon's Wine, Spirits and Liquor to sell alcoholic beverages and liquor.

Zoned in an "R-1" Single Family Residential zoning district allows for the area to be utilized as a golf course, within this use group are allowances for clubhouses and banquet facilities such as those normally found at golf course facilities. This allows for the Falcon Lakes Clubhouse to sell liquor/alcoholic beverages under said classification.

Staff has no objections to the renewal of all 2014 license renewal applications.

The City Clerk's office shall confirm that all permit and business license fees have been paid in full before issuance.

The Basehor Police Department also has no objections to the issuance of the license.

Respectfully,

Mark J. Lee

Mark J. Lee
Building Official

City of Basehor
Agenda Item Cover Sheet

Agenda Item No. 5

Topic: City Campus Land Acquisition (Public Comment)

Action Requested: Allow public comment regarding letter of intent to purchase 44.75 +/- acres for future development of City Campus.

Narrative: The City has issued a Letter of Intent to purchase 44.75 +/- acres of undeveloped real property located west of 158th St. and south of Parallel Rd. in Basehor, Kansas from David Jenkins, Basehor Prairie Farms, LLC for \$325,000 for future development of a City Campus. This letter of intent does not contain all matters on which agreement must be reached in order for the transaction contemplated to occur. A binding commitment with respect to the purchase of this property will result only from the execution of the final contract.

Presented by: Lloyd Martley, City Administrator

Administration Recommendation: Allow public comment regarding the Letter of Intent for purchase of property with the understanding that a final contract is to follow once all terms and conditions have been met.

Committee Recommendation: N/A

Attachments: Letter of Intent to purchase property

Projector needed for this item?

No

White Goss Bowers March Schulte & Weisenfels

a Professional Corporation

816-502-4739

smarcano@whitegoss.com

February 20, 2014

David Jenkins
Basehor Prairie Farms, LLC
9611 US HWY 1
Box 390
Sebastian, FL 32958

**Re: Letter of Intent to Purchase
City of Basehor, Kansas/ Basehor Prairie Farms, LLC**

Dear Mr. Jenkins:

Our firm represents the City of Basehor, Kansas (the "City") as city attorney and in connection with its proposed acquisition of 44.75 +/- acres of undeveloped real property located west of 158th Street and south of Parallel Road in Basehor, Kansas (the "Property") from your company, Basehor Prairie Farms, LLC, (the "Seller") to be consummated pursuant to the terms of a contract to be entered into between the Seller and the City (the "Contract"). A depiction of the Property is provided on **Exhibit A**, attached hereto. Please be advised that the City desires to acquire the Property under the terms and provisions contained herein.

Acquisition

The City proposes to purchase the Property for a purchase price of \$325,000.00. In addition, the following terms and provisions will apply:

1. The City shall assume and pay when due the following sums due by the Seller under that certain Benefit District:

\$7953.01 due for 2014

\$7953.01 due for 2015

\$7953.01 due for 2016

\$7953.01 due for 2017

\$7953.01 due for 2018.

Terms and Conditions

1. The City shall obtain, at its own cost, a Title Commitment and an acceptable Title Insurance Policy from a title company of its choice (the "Title Company"). The City may obtain, at its sole cost and expense, a current ALTA survey of the Property, Phase I and/or Phase II environmental reports and engineering reports.

2. The Seller shall provide to the City within five (5) days after execution of the Contract, any information referencing any previous Phase I and/or Phase II environmental reports, engineering reports, ALTA surveys, and title reports that may have been generated in the past ten (10) years.

3. The City's obligation to close the purchase of the Property shall be contingent upon the following:

A. The City's approval of all due diligence materials required by the City and as fully set forth in the Contract; and

B. The City's approval of title and survey matters with respect to the Property.

4. The City shall have thirty (30) days after execution of the Contract (the "Due Diligence Period") to complete title and survey review, due diligence and obtain all necessary approvals.

5. The closing shall take place no later than ten (10) days after the Due Diligence Period has expired (the "Closing").

6. The Property shall be delivered to the City at closing free and clear of all monetary liens and encumbrances.

7. The parties acknowledge that any leases or agreements (i.e. farming leases) regarding the current use of the property shall be terminated at Closing and the City shall have the option, at its sole discretion, to enter into new agreements regarding the use of the Property after Closing.

It is understood that by the City and the Seller that this Letter of Intent does not contain all matters on which agreement must be reached in order for the transaction contemplated by this Letter of Intent to occur. A binding commitment with respect to the purchase itself will result only from the execution of the Contract. No obligation or commitment relating to the transaction shall arise as a result of the execution and delivery of this Letter of Intent by the parties hereto.

David Jenkins
Basehor Prairie Farms, LLC
February 20, 2014
Page 3

If you agree with the terms set forth above, please have this document executed where indicated below by an authorized representative of the Seller, and I will begin preparation of a draft Contract for your review. I look forward to hearing from you.

Very truly yours,

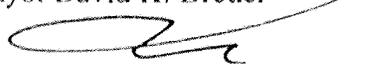

Shannon M. Marcano

SMM:sm

BASEHOR PRAIRIE FARMS, LLC

By: 
Name: David A. Jenkins
the Managing Member of the Managing Member
Date: Feb 21, 2014

CITY OF BASEHOR, KANSAS


Mayor David K. Breuer


City of Basehor
Agenda Item Cover Sheet

Agenda Item No. 6

Topic: 2014-15 Property/Liability Insurance Renewal

Action Requested: 2014-15 property/liability insurance renewal

Narrative: The City's current property/liability insurance will expire on March 31, 2014. Reilly & Son's (underwriter EMC) currently provides the city's property/liability insurance.

Presented by: Lloyd Martley, City Administrator

Administration Recommendation: N/A

Committee Recommendation: N/A

Attachments: 2014-2015 Summary of insurance coverage

Projector needed for this item?

No



The City of Basehor

MEMO

Date: March 17, 2014

To: Governing Body

From: Lloyd Martley, Chief of Police/City Administrator

Ref: 2014-15 Property/Liability Insurance Renewal

The City's current property/liability insurance will expire March 31, 2014. Reilly & Son's (underwriter EMC) currently provides the city's property/liability insurance.

Premium History:	2011/12	2012/13	2013/14	2014/15
	\$44,652	\$47,194	\$54,197	\$64,760

Last year's insurance premium increase was 14.83%. This was attributed to inflation, increased property values, litigation and added equipment. The Reilly Company has advised us that EMC is wanting to increase the limits at several of the lift stations, as they do not feel they are insured to the replacement cost of the building/structure. Increasing the limits along with inflation, increased property values, litigation and added equipment will more than likely increase the rates again this year. This year's insurance premium as presented is a 19.49% increase. We are challenging the increases on the lift station values and will have the final premium costs at the regular meeting.

Reilly & Son's/EMC continues to maintain very competitive rates and staff has been pleased with their customer support.

Staff will again recommend approving 2014/15 Property/Liability Insurance renewal.

**City of Basehor, Kansas
PO Box 406
Basehor, KS 66007**

Policy term

April 1, 2014
to
April 1, 2015

ACCOUNT SERVICING TEAM

No matter how comprehensive or price competitive your insurance program is, it's still people who service it to ensure that the coverage will respond when it's needed. We feel our people are our greatest asset - courteous professionals who know that you expect and deserve the very best.

These are the people who will be handling your account:

J.R. REILLY	AGENT	jr.reilly@reillyinsurance.com
CYNDI FRY	ACCOUNT MANAGER	cyndi.fry@reillyinsurance.com
TAMMY WAGNER	CLAIMS	tammy.wagner@reillyinsurance.com

The Reilly Company
Leavenworth Office: 608 Delaware, Leavenworth, KS 66048
Phone: 913-682-1234; FAX: 913-682-8136
Kansas City Office: 11225 College Blvd., Ste 210, Overland Park KS
Phone: 913-708-8700; FAX: 913-708-8880

This presentation is designed to give you an overview of the insurance coverages we recommend for your company. It is intended only as a general understanding of your insurance needs and should not be construed as a legal interpretation of the insurance policies that will be written for you. Please refer to your specific insurance contracts for details on coverages, conditions and exclusions.

COMMERCIAL PROPERTY COVERAGE

Named Insured: City of Basehor
 Company Name: EMC Underwriters, Inc. (rated A+ by A.M.Best)
 Policy Term: 04/01/2014 to 04/01/2015

Cause of Loss: Special Form including Breakdown & Earthquake
 Deductible: \$5,000/10% on Earthquake
 Valuation: Replacement Cost w/Agreed Value

	Expiring Limits	Renewal Limits
Blanket Building Limit:	\$ 9,041,325	\$10,214,440
Blanket Personal Property	\$ 249,000	\$ 249,000
Blanket Property in Open	<u>\$ 1,271,661</u>	<u>\$ 3,387,291</u>
	\$10,561,986	\$13,850,731

<u>Location</u>	<u>Coverage</u>	<u>Limits</u>	<u>Renewal</u>
1) 2620 N. 155 th Street Basehor (City Hall)	Building Contents	486,081 112,000	486,081 112,000
2) N. 155 th St. & State Ave. Basehor	Welcome-Sign-Metal Property in Open	3,277	3,277
3) N. 142 nd St. & Parallel Basehor	Welcome Sign-Metal Property in Open	3,277	3,277
4) 15940 Leavenworth Rd. Basehor	Gazebo, Environmental Classroom/Playground, Picnic tables & grills Property in Open	76,431	76,431
5) 2300 N. 158 th St. Basehor	Building Wastewater treatment, Fence, Lights, Control Panel, Holding tank & pumps Contents	8,335,475 50,000	9,508,590 50,000
6) 2300 N. 158 th , Basehor Smith Loveless #SN16-47292	Lift Station Prop in Open	121,200	178,156

	<u>Location</u>	<u>Coverage</u>	<u>Limits</u>	<u>Renewal</u>
7)	1512 N. 155 th Basehor # USEMCO5594	Lift Station Property in Open	12,400	73,917
8)	2442 Crestwood St. Basehor #FLYGT93801	Lift Station Property in Open	12,400	73,917
9)	575 N. 155 th St. Basehor #FX-01151-P	Lift Station Property in Open	37,500	192,402
10)	16575 State Ave. Basehor #1608251N	Lift Station Property in Open	36,000	101,093
11)	15940 Leavenworth Basehor	Shelter House Property in Open	12,016	12,016
12)	15940 Leavenworth Basehor	Restrooms Building	32,769	32,769
13)	1312 N. 150 th St. Basehor #FX-01067	Lift Station Property in Open	19,200	101,093
14)	20005 163 rd St Basehor #00-504-SJP	Lift Station Property in Open	124,000	418,651
15)	14310 Donahoo Rd. Basehor #11-07195V	Lift Station Property in Open	124,000	429,372
16)	15120 State Ave. Basehor #FX-01096-V	Lift Station Property In Open	22,000	192,402
17)	22539 141 st Terrace Basehor #FX-01199-P	Lift Station Property in Open	21,400	101,093

<u>Location</u>	<u>Coverage</u>	<u>Limits</u>	<u>Renewal</u>
18) 18236 153 rd St. Basehor #16-08029-S	Lift Station Property in Open	16,900	122,833
19) 16300 Garden Parking Basehor Fox Ridge Station #16-08187N	Lift Station Property in Open	20,200	101,093
20) 19155 166 th St. Basehor Hidden Ridge, #28-00251K	Lift Station Property in Open	36,360	269,581
21) 2301 N. 158 Basehor Town Center, #16-08601-00F	Lift Station Property in Open	40,400	204,360
22) 14333 Fairmont Road Basehor Field Of Dreams	Building/Office Contents/Office Building/Equipment Garage Contents/Equipment Garage Building/Concession Contents/Concession Building/Ticket Booth Contents/Ticket Booth Building/Parking Booth Contents/Parking Booth Property in Open/Fences Property in Open/Lights Property in Open/Bleachers Property in Open/Water Fountain Property in Open/Scoreboards	70,000 50,000 40,000 15,000 70,000 20,000 4,000 1,000 3,000 1,000 232,000 120,000 19,200 8,500 45,000	70,000 50,000 40,000 15,000 70,000 20,000 4,000 1,000 3,000 1,000 232,000 120,000 19,200 8,500 45,000
23) 2712 N. 158 th St. Hickory Valley Subdivision #16-4729-Z	Lift Station Property in Open	18,000	92,397
24) 15458 Evans Road Sewer Dist #3 #16-08758-P	Lift Station Property in Open	45,000	122,833

<u>Location</u>	<u>Coverage</u>	<u>Limits</u>	<u>Renewal</u>
25) 15930 Conley Road BL Elementary School #16-08589-00-S	Lift Station Property in Open	45,000	92,397

Key Exclusions: Flood and Losses due to Virus/Bacteria

Automatic Coverage Extensions

Debris Removal 25%+	\$	50,000
Pollutant Clean Up and Removal	\$	25,000
Personal Effects of Others	\$	10,000
Valuable Papers & Records Cost of Research	\$	100,000
Property Off-Premises & In Transit	\$	50,000
Outdoor Property (named Perils only) Tree, Shrub or Plant (\$250)	\$	25,000
Business Income w/Extra Expense	\$	500,000
Water Damage (sewer back-up)	\$	100,000
Accounts Receivable	\$	100,000
Fine Arts	\$	50,000
Money & Securities – Each Occurrence	\$	10,000
Ordinance or Law included in Building Limit		Included
Equipment Breakdown Protection		Included

Special Property Exclusion Endorsement:

In consideration for premium charged, it is hereby understood and agreed that unless property or locations are scheduled, coverage is excluded for transmission lines, traffic control lights, street lights and poles, street signs, fire hydrants, parking meters, recreational area lighting and equipment, picnic tables, park restrooms and shelter houses, and stadium or bleachers.

EQUIPMENT FLOATER

Named Insured: City of Basehor
 Company Name: EMC Underwriters, Inc. (rated A+ by A.M.Best)
 Policy Term: 04/01/2014 to 04/01/2015

Cause of Loss: Special Form subject to policy exclusions
 Valuation: Actual Cash Value with 80% Coinsurance
 Deductibles: \$ 500 Scheduled Equipment – Per Occurrence
 \$ 500 Unscheduled Equipment - Per Occurrence
 \$ 500 Employee Tools
 \$ 500 Leased or Rented from Others
 \$ 250 Radios
 \$ 500/1000 Computer Coverage

Limits

Coverage Description

<p> \$ 122,781 \$ 80,100 \$ 50,000 \$ 5,000 \$ 80,000 \$ 50,000 \$ 50,000 \$ 7,500 \$ 5,000 </p>	<p> Scheduled Equipment Scheduled Handheld/Mobile Radios Unscheduled Equipment (Maximum any one item \$2,500) Employee Tools Leased or Rented from Others (Maximum any one item \$1,000) Computer Hardware – Replacement Cost Computer Software – Replacement Cost Computer – Extra Expense Off-Site Computers </p>
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SCHEDULED EQUIPMENT

Item #	Equipment Description	ID/Serial Number	Value
001	1997 Case Uniloader & Attachments	Mod. #1845C	\$ 17,500
002	1006 Generator Model 20DS60	TO FOLLOW	\$ 16,000
003	11 Ft. Lawton Snow Plow	M-RO-1044	\$ 3,500
004	10 Ft. Henderson Salt/Sand Spreader	5P262	\$ 3,500
005	John Deere 997 72inch N 997 ZTRAK	DM9975C020420	\$ 7,000
006	9 Ft. Henderson Salt/Sand Spreader	FSP 9MS HYD	\$ 3,495
007	9 Ft. Western Pro Plus Ultra Mount Snow Plow	1UTPP90	\$ 3,468
008	2003 John Deere 6320 & Attachments	12G168504	\$ 38,000
009	John Deere Tractor	W0300XX005991	\$ 14,000
010	Kubota ZD21F-60P Mower	63217 & 42140	\$ 4,000
011	Kubota	RTV900XTW-H	\$ 12,318

SCHEDULED HANDHELD/MOBILE RADIOS

Item #	Equipment Description/Radios	ID/Serial Number	Value
001	Hand Held Radio XTS2500	205CJM5858	\$ 3,300
002	Hand Held Radio XTS2500	205CJM5859	\$ 3,300
003	Hand Held Radio XTS2500	205CJM5860	\$ 3,300
004	Hand Held Radio XTS2500	205CJM5861	\$ 3,300
005	Hand Held Radio XTS2500	205CJM5862	\$ 3,300
006	Hand Held Radio XTS2500	205CJM5863	\$ 3,300
007	Hand Held Radio XTS2500	205CJM5864	\$ 3,300
008	Hand Held Radio XTS2500	205CJM5865	\$ 3,300
009	Hand Held Radio XTS2500	205CJM5866	\$ 3,300
010	Hand Held Radio XTS2500	205CJM5867	\$ 3,300
011	Hand Held Radio XTS2500	205CJM5868	\$ 3,300
012	Hand Held Radio XTS2500	205CJM5869	\$ 3,300
013	Hand Held Radio XTS2500	205CJM5870	\$ 3,300
014	Hand Held Radio XTS2500	205CJM5871	\$ 3,300
015	Hand Held Radio XTS2500	205CJM5872	\$ 3,300
016	Mobile Radio XLT2500	514CJM4232	\$ 3,060
017	Mobile Radio XLT2500	514CJM4233	\$ 3,060
018	Mobile Radio XLT2500	514CJM4234	\$ 3,060
019	Mobile Radio XLT2500	514CJM4235	\$ 3,060
020	Mobile Radio XLT2500	514CJM4236	\$ 3,060
021	Mobile Radio XLT2500	514CJM4237	\$ 3,060
022	Mobile Radio XLT2500	514CJM4238	\$ 3,060
023	Mobile Radio XLT2500	514CJM4239	\$ 3,060
024	Mobile Radio XLT2500	514CJM4240	\$ 3,060
025	Mobile Radio XLT2500	514CMR2525	\$ 3,060

COMMERCIAL GENERAL LIABILITY COVERAGE

Named Insured: City of Basehor
 Company Name: EMC Underwriters, Inc. (rated A+ by A.M.Best)
 Policy Term: 04/01/2014 to 04/01/2015

Coverage Written On: Occurrence Form

<u>Limits</u>	<u>Coverage Description</u>
\$ 1,000,000	Each Occurrence - Bodily Injury and Property Damage
\$ 2,000,000	General Aggregate
\$ 2,000,000	Products and Completed Operations Aggregate
\$ 1,000,000	Personal and Advertising Injury
\$ 100,000	Fire Damage (any one fire)
\$ 5,000	Medical Expense (any one person)
\$ 500,000	Employee Benefits Liability Each Employee/Claims Made Form
\$ 1,000,000	Employee Benefits Liability Aggregate
\$ 500	Employee Benefits Liability Deductible

Includes: Premises and Operations
 Products and Completed Operations
 Owners and Contractors Liability
 Contractual Liability
 Employees as Additional Insureds
 Broad Form Property Damage Liability
 Host Liquor Liability
 Incidental Medical Malpractice
 Non-Owned Watercraft Liability (under 26 feet)
 Limited Worldwide Products

Additional Coverage:

Pesticide/Herbicide Applicator Coverage
 Kansas Tort Liability Endorsement \$500,000 Limit
 Additional Insured: Good Samaritans Endorsement CG7129

COMMERCIAL GENERAL LIABILITY SCHEDULE OF EXPOSURES

(S) GROSS SALES - PER \$1,000/SALES (A) AREA - PER 1,000/SQ. FT. (M) ADMISSIONS - PER 1,000/ADM
(P) PAYROLL - PER \$1,000 PAY (C) TOTAL COST - PER \$1,000/COST (U) UNIT - PER UNIT (T) OTHER

Classification	Class Code	Premium Basis
Town Liability – Prem/Ops in progress. Includes work subcontracted to others Exposure: Populations Deductible: \$ 500	87523	4,600 T
Street or Roads	48727	Included
Pesticide or Herbicide Applicator	87718	1 T
Parades (Deductible \$3,000 PD)	46590	2 T

Refer to policy for all conditions and exclusions

Key Exclusion: Employment Related Practices (see Linebackers coverage)

LINEBACKER COVERAGE

Named Insured: City of Basehor
Company Name: EMC Underwriters, Inc. (rated A+ by A.M.Best)
Policy Term: 04/01/2014 to 04/01/2015

Coverage Written On: Claims-Made Form
Retroactive Date: 2-15-92

Available Extended Reporting Period: (unlimited)

<u>Limits</u>	<u>Coverage Description</u>
\$ 1,000,000	Each Loss
\$ 2,000,000	Aggregate for Each Policy Term
\$ 2,500	Deductible per Loss

Who is an Insured:

- The "Organization" named in the Declarations
- The "Organization's" past, present or future lawfully elected, appointed or employed officials.
- Lawfully appointed members of the commissions
- Boards or other units operated under your jurisdictions and within an allocation of your total operating budget provided, however, that none of the above are insured's with respects to operations involving schools, airports, transit authorities, hospitals, nursing homes, housing, or port authorities, gas or utilities unless specifically endorsed onto this policy.
- "Volunteers" past, present or future while conducting the business of the "organization".
- "Employees" past, present or future of the "organization" while acting within the course and scope of their employment for the "organization".
- "Insured" **does not include** any person working on retainer and/or as an independent contractor.

Linebacker Form: CL7001

Coverage A Public Officials Liability
Coverage B Employment Practices Liability

Note: Refer to policy and forms for all terms and conditions.

LAW ENFORCEMENT OCCURRENCE

Named Insured: City of Basehor
Company Name: EMC Underwriters, Inc. (rated A+ by A.M.Best)
Policy Term: 04/01/2014 to 04/01/2015

Coverage Written On: Occurrence Form

<u>Limits</u>	<u>Coverage Description</u>
\$ 1,000,000	Each Occurrence
\$ 2,000,000	Aggregate Limit
\$ 5,000	Medical Expense (any one person)
\$ 2,500	Deductible each wrongful act

Who is an insured:

- The insured named in the Declarations
- Your employees, but only for acts within the scope of their employment by you.
- Volunteers or auxiliary while performing law enforcement activities for you at your request.
- Any elective or appointive officer or a member of any board or commissioner or agency of yours while acting within the scope of their duties as such.

Coverage and Forms:

Law Enforcement Liability
Prior Acts Endorsement Retro Date 2/15/92

Full Time Peace Officers	12
Part Time Peace Officers	1

Exclusion: Mold, Other Fungi, or Bacteria Exclusion Endorsement

COMMERCIAL CRIME COVERAGE

Named Insured: City of Basehor
Company Name: EMC Underwriters, Inc. (rated A+ by A.M.Best)
Policy Term: 04/01/2014 to 04/01/2015

<u>Limits</u>	<u>Deductible</u>	<u>Coverage Description</u>
\$ 250,000	\$ 5,000	Employee Dishonesty per Loss
\$ 50,000	\$ 5,000	Forgery or Alteration

Includes: Faithful Performance of Duty Coverage form #CRf25 19
Government Crime Coverage form (loss sustained form)
Include Specified Non-Compensated Officers as Employees
Form #CR25 08
Government Crime Coverage form #CR7002

COMMERCIAL AUTOMOBILE COVERAGE

Named Insured: City of Basehor
 Company Name: EMC Underwriters, Inc. (rated A+ by A.M.Best)
 Policy Term: 04/01/2014 to 04/01/2015

Limits

\$ 500,000
 \$ 500,000
 \$ 500,000
 \$ 2,000

Coverage Description

Combined Single Limit - Bodily Injury & Property Damage
 Uninsured Motorists
 Underinsured Motorists
 Medical Payments

Includes: Non-Owned Auto Liability
 Hired Auto Liability

Additional Conditions and Endorsements

Hired Auto Physical Damage \$ 30,000
 Comprehensive \$ 500 Ded.
 Collision \$ 1000 Ded.

Commercial Automobile Schedule

Veh #	Year	Vehicle Make Vehicle Model Serial Number	Premium	Liab	Med Pay	UM	Comp Deductible	Collision Deductible
001	1999	Ford F350 Truck – Pub. Wks 1FDWF373XEE77292	\$ 488	X	X	X	\$ 500	\$ 1,000
002	1999	Trailer 16 FT. – Pub Wks. FSL14HDE102	\$ 29	X	X	X		
003	2000	Ford Taurus – City Admin. 1FAFP5327YA237970	\$ 461	X	X	X	\$ 500	\$ 1,000
004	2000	Ford F250 Truck – Pub Works 3FTNF21F7YM59915	\$ 451	X	X	X	\$ 500	\$ 1,000
005	2001	Ford F350 Dump Truck – Pub Works 1FDX37F91ED33556	\$ 572	X	X	X	\$ 500	\$ 1,000
006	2002	Ford Ranger – Pub. Works 1FTXR15E02PB11021	\$ 451	X	X	X	\$ 500	\$ 1,000
007	2003	Kenworth Dump Truck – Pub. Works 2NKMHY8X03M899037	\$ 674	X	X	X	\$ 500	\$ 1,000

Commercial Automobile Schedule

Veh #	Year	Vehicle Make Vehicle Model Serial Number	Premium	Liab	Med Pay	UM	Comp Deductible	Collision Deductible
008	2007	Ford Crown Vic - Police 2FAFP71W97X107745	\$ 626	X	X	X	\$ 500	\$ 1,000
009	1999	Ready Bilt 17' Dove Tail Trailer – Pub. Works 47SS142T7X1015526	\$ 29	X	X	X		
010	2007	Ford Crown Vic – Police 2FAFP71WX7X128801	\$ 626	X	X	X	\$ 500	\$ 1,000
011	2008	Ford F475 1 ½ Ton Truck – Pub. Wks 1FDXF47R58EC53401	\$ 772	X	X	X	\$ 500	\$ 1,000
012	2008	Ford Ranger w/Equipment - Police 1FTZR15E78PA03195	\$ 538	X	X	X	\$ 500	\$ 1,000
013	2009	Ford Crown Victoria 2FAHP71V89X126760	\$ 673	X	X	X	\$ 500	\$ 1,000
014	2009	Ford Crown Victoria 2FAHP71V19X126762	\$ 673	X	X	X	\$ 500	\$ 1,000
015	2011	Chevrolet Silverado 1GCNKPEX0BZ422203	\$ 610	X	X	X	\$ 500	\$ 1,000
016	2011	Craftco Supershot 125D Paving Trailer 1C9SY1012B1418227	\$ 200	X	X	X	\$ 500	\$ 1,000
017	2011	Chevrolet Impala -- Police 2G1WD5E33C1160809	\$ 737	X	X	X	\$ 500	\$ 1,000
018	2013	Ford Taurus -- Police 1FAHP2M84DG104133	\$ 737	X	X	X	\$ 500	\$ 1,000
019	2013	Ford Taurus -- Police 1FAFP2M88DG104135	\$ 737	X	X	X	\$ 500	\$ 1,000
020	2013	Ford Taurus -- Police 1FAFP2M8XDG104136	\$ 737	X	X	X	\$ 500	\$ 1,000
021	2014	Ford Explorer – Police 1FM5K8AR0EGA70703	\$	X	X	X	\$ 500	\$ 1,000
022	2014	Ford Taurus – Police 1FAHP2MK6EG124221	\$	X	X	X	\$ 500	\$ 1,000
023	2014	Ford Taurus – Police 1FAHP2MK8EG124222	\$	X	X	X	\$ 500	\$ 1,000

PREMIUM COMPARISON

DESCRIPTION OF COVERAGE	PREMIUM 2013/14	PREMIUM 2013/14
Property, Equipment Breakdown & Earthquake	\$ 24,334	\$ 35,058
Commercial Inland Marine Equipment & Computers	\$ 2,708	\$ 2,708
Commercial General Liability Employee Benefit Liability	\$ 7,622	\$ 7,808
Linebacker Coverage	\$ 3,336	\$ 3,336
Law Enforcement	\$ 3,635	\$ 3,787
Crime Coverage	\$ 439	\$ 450
Commercial Auto	\$ 11,581	\$ 11,613
Total Estimated Premium	\$ 53,655	\$ 64,760

2012/13 Premium: 47,194
 2011/12 Premium: 44,652
 2010/11 Premium: 50,816
 2009/10 Premium: 42,785
 2008/09 Premium: 42,380
 2007/08 Premium: 41,523

2014/15 Premium is estimated-does not include Crime or vehicle change (adding 3-2014 Ford and deleting 1999 Ford)