



**AGENDA**  
**BASEHOR CITY COUNCIL**  
**Regular Meeting**  
**May 19, 2014 7:00 p.m.**  
**Basehor City Hall**

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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. March 17, 2014 & March 31, 2014 City Council Minutes
  - b. March & April Treasurer's Reports
  - c. Shark's Cove 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)
5. **New Business** -
6. **Resolution 2014-04 Mize Houser & Company Audit**
7. **Annual City Appointments**
8. **Resolution 2014-03 City Attorney Contract Amendment**
9. **Health, Vision & Dental Insurance Renewal for 2014-2015**
10. **Resolution 2014-05 - Pavement Management Contract**
11. **Ordinance No. 641 – Change 155<sup>th</sup> Terrace Circle to 155<sup>th</sup> Circle**
12. **Resolution 2014-06 – Leavenworth County Regional Multi-Hazard Mitigation Plan**
  
13. **City Administrator's Report**
14. **Council Members Report**
15. **Mayor's Report**
16. **Executive Session** (if needed)
17. **Adjournment**



## Minutes

### Basehor City Council Meeting

### Basehor City Hall, March 17, 2014

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#### 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, Richard Drennon. Absent: Ty Garver.

Staff Present: Chief of Police/City Administrator, Lloyd Martley, City Superintendent, Gene Myracle, City Engineer, Mitch Pleak, City Clerk, Katherine M. Renn, 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. Jalapeno's Mexican Grill Liquor License

Councilman Miles moved to approve the Consent Agenda and Councilman Drennon seconded. The motion passed unanimously, 4-0.

#### 3. Call to Public –

*James Washington - 1901 160<sup>th</sup> St. - Mr. Washington expressed his concerns about notifications on agenda items, if the land was indeed in City limits and his concerns of being a conflict of interest with regards to Mayor Breuer.*

*Duane Buckmaster – 701 Oakview, Shawnee, KS – Mr. Buckmaster spoke on behalf of his father-in-law Robert A. Miller, who said that he is interested and willing in the sale of his 105 acres along Parallel.*

*Elaine Bundy – 3121 N 156<sup>th</sup> Terr.- Mrs. Bundy expressed her concerns for the location being more West of town instead of staying on 155<sup>th</sup> St. which she stated that she feels is the heart of town. She just asked City Council to please reconsider the future City Hall location carefully.*

*John Flower – 15515 Cedar Lane – Mr. Flower expressed his grateful appreciation to the City Council members and the fact of the board moving the City forward and all their efforts to do so.*

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

**New Business**

**5. City Campus Land Acquisition Discussion – Public Comment**

Mayor Breuer asked if there were any board members or citizens who wished to make any more comments on the land acquisition discussion that did not get an opportunity in the Call to Public portion of the meeting. Hearing none, the Mayor Breuer closed public comments of the meeting.

**6. 2014-15 Property Liability Insurance Renewal**

Councilman Healy moved to not take any action on item number six liability insurance renewal until additional information is made available to make an informed decision and Councilman Drennon seconded. Motion passed unanimously, 4-0.

**7. City Administrator’s Report – (None at this time)**

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

**9. Mayor’s Report –** Mayor Breuer announced that the Dairy Days Festival will be held on June, 7, 2014 and informed everyone that the Basehor Chamber and Dairy Days will also be hosting the Crazy Cow 5K Run.

**10. Executive Session – (None at this time)**

**11. Adjournment –**

Councilman Healy moved to adjourn regular meeting at 7:36 p.m. and Councilman Fields seconded. Motion passed unanimously, 4-0.

\_\_\_\_\_  
David K. Breuer, Mayor

Attest:

\_\_\_\_\_  
Katherine M. Renn, City Clerk



## Minutes

### Basehor City Council Special Meeting

### Basehor City Hall, March 31, 2014

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**Roll Call** by Mayor David K. Breuer

Mayor David K. Breuer called the meeting to order at 6:00 p.m.

Council Members present: Mayor David K. Breuer, Travis Miles, Richard Drennon, Vernon Fields and Brian Healy. Absent: Ty Garver.

Staff Present: Chief of Police/City Administrator, Lloyd Martley and City Clerk, Katherine M. Renn

#### **1. 2014-2015 Property Liability Insurance Renewal**

Councilman Healy motioned to approve the Property Liability Insurance with One Beacon for the City of Basehor 2014-2015 year. Councilman Drennon seconded the motion. Motion passed unanimously 4-0.

#### **2. Adjournment –**

Councilman Miles motioned to adjourn and Councilman Healy seconded. Motion passed unanimously to adjourn at 6:10 p.m.

\_\_\_\_\_  
David K. Breuer, Mayor

Attest:

\_\_\_\_\_  
Katherine M. Renn, City Clerk

# CITY OF BASEHOR

## MARCH 2014 FINANCIAL SNAPSHOT

### Funds

Fund	Budget	Revenues	Expenditures	% Utilized
General	\$2,652,335	\$797,434	\$417,155	16%
Special Park	\$73,000	\$5,920	\$741	1%
Sewer	\$1,445,259	\$433,779	\$306,081	21%
Cedar Lake Maintenance	\$40,000	\$6	\$5,395	13%
Bond & Interest	\$1,479,180	\$434,590	\$90,580	6%
Solid Waste	\$305,778	\$76,273	\$21,802	7%
Special Highway	\$910,000	\$150,003	\$6,037	1%
Municipal Equipment Reserve	\$161,700	\$119	\$94,191	58%
Capital Improvement	\$20,000	\$20,838	\$0	0%
Employee Benefit	\$613,119	\$219,097	\$140,040	23%
LCSD#3	\$33,000	\$11	\$2,450	7%

### Department

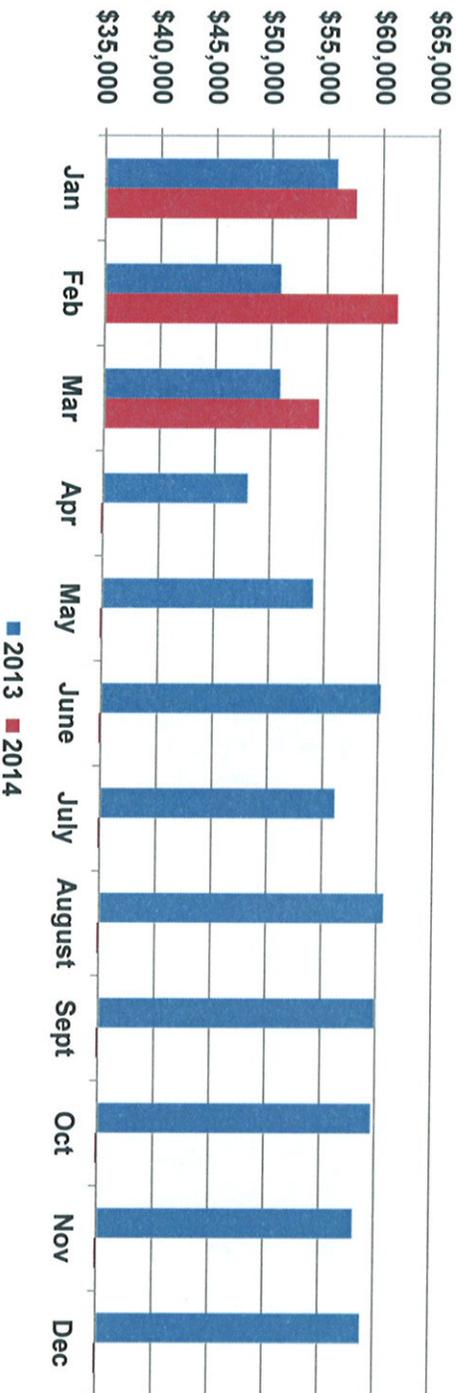
	Budget	Expenditures	Remaining Balance	% Utilized
<b>General</b>				
Clerk	\$341,976	\$71,055	\$270,921	21%
Street	\$219,830	\$52,344	\$167,486	24%
Governing Body	\$578,464	\$27,929	\$550,535	5%
Police	\$855,758	\$173,638	\$682,120	20%
Facilities	\$122,886	\$29,970	\$92,916	24%
Administrator	\$165,821	\$9,498	\$156,323	6%
Park & Recreation**	\$61,400	(\$2,136)	\$63,536	-3%
Miscellaneous	\$112,677	\$10,693	\$101,984	9%
HR	\$23,600	\$8,375	\$15,225	35%
Planning	\$169,923	\$35,789	\$134,134	21%

\*\*Parks & Rec-insurance money received before invoices billed\*\*

# MONTHLY SALES TAX COLLECTIONS 2010-2014

	2010	2011	2012	2013	2014	Monthly Diff. '12 - '13	% Difference	2013 YTD	2014 YTD	Diff. '13 - '14	% 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	54,298.46	3,451.96	6.4%	157,547.63	173,151.17	15,603.54	9.0%
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	173,151.17						
2013 TDD	\$5,578.67	\$21,045.37									

## 2013-14 Month to Month Comparison





## SOLID WASTE FUND HIGHLIGHTS

For the Month of March 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	1,778	4.39%
April	1,706		
May	1,727		
June	1,732		
July	1,750		
August	1,753		
September	1,750		
October	1,759		
November	1,758		
December	1,767		
<b>AVERAGE</b>	1,734	1,766	3.66%

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	\$24,989.37	4.13%
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		
<b>TOTAL</b>	\$292,679.46	\$74,782.77	

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	\$14.05	-0.28%
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		
<b>AVERAGE</b>	\$14.07	\$14.11	0.30%



## SEWER FUND HIGHLIGHTS

For the Month of March 2014

MONTH	2013	2014	% DIFFERENCE
	SWR COUNT	SWR COUNT	
January	1812	1863	2.74%
February	1807	1876	3.68%
March	1805	1891	4.55%
April	1809		
May	1829		
June	1832		
July	1850		
August	1848		
September	1848		
October	1853		
November	1853		
December	1860		
<b>AVERAGE</b>	1834	1877	2.28%

MONTH	2013	2014	% DIFFERENCE
	SWR BILLED	SWR BILLED	
January	\$92,268.23	\$91,681.27	-0.64%
February	\$92,212.85	\$92,496.06	0.31%
March	\$91,555.12	\$91,753.37	0.22%
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		
<b>TOTAL</b>	\$1,105,355.71	\$275,930.70	

MONTH	2013	2014	% DIFFERENCE
	AVERAGE SWR BILL	AVERAGE SWR BILL	
January	\$50.92	\$49.21	-3.36%
February	\$51.03	\$49.30	-3.39%
March	\$50.72	\$48.52	-4.34%
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		
<b>AVERAGE</b>	\$50.24	\$49.01	-2.44%

Check Register Report

Date: 03/10/2014  
 Time: 2:23 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							
21285-21333					CHECKS USED AS TEST FOR NEW	PRINTER AND SOFTWARE UPDATE	
21334	03/10/2014	Printed		ADVANCE IN	ADVANCE INSURANCE COMPANY	GROUP LTD/STD/AD&D/LIFE	588.60
21335	03/10/2014	Printed		AMER SECUR	AMER SECURITY CONTRACTORS LLC	MONITOR SVC/JUNE JULY AUG SEPT	468.00
21336	03/10/2014	Printed		BASEHOR	BASEHOR AWARDS & TROPHIES	NAME PLATE/OLSON	8.75
21337	03/10/2014	Printed		BLUE CROSS	BLUE CROSS & BLUE SHIELD OF KS	GROUP MEDICAL INSURANCE	15,444.31
21338	03/10/2014	Printed		BRANDT TRK	BRANDT TRUCKING	HAULING SAND/PW STORAGE DOME	369.88
21339	03/10/2014	Printed		CONS	CONS RURAL WATER DISTRICT #1	WATER USAGE/WATER REPORT	724.40
21340	03/10/2014	Printed		ETS	ETS	ONLINE UB WEB PAY CC FEES	235.04
21341	03/10/2014	Printed		FISHNET SE	FISHNET SECURITY	3 YR KEY FOB TOKENS/KCJIS	305.04
21342	03/10/2014	Printed		HOLLIDAY	HOLLIDAY SAND & GRAVEL CO	50.93 TONS-SAND/WINTER STORMS	264.84
21343	03/10/2014	Printed		HR HAVEN	HR HAVEN INC	MONTHLY HR SUPPORT/MARCH	500.00
21344	03/10/2014	Printed		KA-COMM	KA-COMM, INC.	FULLY EQUIP(LIGHTS,SIRENS)#19	5,224.55
21345	03/10/2014	Printed		KMJA	KANSAS MUNICIPAL JUDGES ASSN	MBRSHIP/JUDGE WILLIAM PRAY	25.00
21346	03/10/2014	Printed		KANSAS PAY	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDCUTION	343.85
21347	03/10/2014	Printed		KS TREASUR	KANSAS STATE TREASURER	STATE MANDATED COURT FEES	1,363.00
21348	03/10/2014	Printed		KPF EFT	KPF EFT PROGRAM	POLICE RETIREMENT CONTRIB	8,847.08
21349	03/10/2014	Printed		LEAGUE KM	LEAGUE OF KS MUNICIPALITIES	TRAINING/MARTLEY, FIELDS	150.00
21350	03/10/2014	Printed		LV SHERIFF	LEAVENWORTH COUNTY SHERIFF	JAIL BOARD FEES	52.50
21351	03/10/2014	Printed		MASS M	MASS MUTUAL FINANCIAL GROUP	401/457 RETIREMENT CONTRIB	3,058.08
21352	03/10/2014	Printed		MCBRATNEY	KIANN MCBRATNEY	CITY PROSECUTOR SERVICES	400.00
21353	03/10/2014	Printed		MIDWEST PU	MIDWEST PUBLIC RISK	GROUP DENTAL INSURANCE	1,217.27
21354	03/10/2014	Printed		MILLER	MILLER SIGN SHOPPE, LLC	INSTALL GRAPHICS/UNIT #17	360.00
21355	03/10/2014	Printed		MIZE	MIZE HOUSER & COMPANY INC	AUDITING FINANCIAL STMTS/2013	10,000.00
21356	03/10/2014	Printed		PITNEY RES	PITNEY BOWES RESERVE ACCT	REFILL CITY HALL POSTAGE METER	125.00
21357	03/10/2014	Printed		PRAY	WILLIAM E. PRAY	MUNICIPAL JUDGE SERVICES	450.00
21358	03/10/2014	Printed		SONNTAG	SONNTAG LAW OFFICE	COURT APPOINTED ATTORNEY	400.00
21359	03/10/2014	Printed		SPECTRA	SPECTRA	MISC SUPPLIES/PARKS,PWD,WWTF	1,991.48
21360	03/10/2014	Printed		VISION SER	VISION SERVICES PLAN	GROUP VISION INSURANCE	360.67
21361	03/10/2014	Printed		WATER ENVI	WATER ENVIRONMENT FEDERATION	MBRSHIP/MYRACLE, G/#1767160	64.00
21362	03/10/2014	Printed		WESTAR GRP	WESTAR ENERGY	ELECTRIC USAGE	11,370.87
21363	03/10/2014	Printed		WHITE GOSS	WHITE GOSS BOWERS MARCH	LEGAL SVCS/1-17 TO 2-15-14	3,000.00
21364	03/10/2014	Printed		WINGFOOT	WINGFOOT COMMERCIAL TIRES	(4) TIRES/FORD 2000 F-250 4X4	819.52

Total Checks: 31

Checks Total (excluding void checks):

66,531.71

*Lloyd Martley*  
 Lloyd Martley, City Administrator

*Katherine Renn*  
 Katherine Renn, City Clerk

*Kristi Olson*  
 Kristi Olson, Treasurer

Check Register Report

Date: 03/26/2014

Time: 1:40 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
<b>FIRST STATE BANK Checks</b>							
21365	03/26/2014	Printe		AMER SECUR	AMER SECURITY CONTRACTORS LLC	SECURITY @ PWD/FEB-MAR	234.00
21366	03/26/2014	Printe		AMERICAN R	AMERICAN RIGGERS SUPPLY, INC.	STEEL CABLES/163RD LIFT STN	230.00
21367	03/26/2014	Printe		APACKANSA	APAC-KANSAS INC	ROCK/PWD PROJECTS	358.47
21368	03/26/2014	Printe		CARTER WAT	CARTER WATERS CORPORATION	ASPHALT COLD PATCH MATERIAL	191.34
21369	03/26/2014	Printe		COMMERCE	COMMERCE PURCHASING CARD	CITYWIDE PCARD CHARGES	44,675.89
21370	03/26/2014	Printe		FASTENAL	FASTENAL COMPANY	BOLTS/WASHERS/NUTS-STOCK	109.34
21371	03/26/2014	Printe		JO CO GOVT	JOHNSON COUNTY GOVERNMENT	FACILITY FLOW TEST/WWTF/2-25	296.50
21372	03/26/2014	Printe		KBI LAB	KANSAS BUREAU OF INVESTIGATION	KBI LAB FEES/BRAMLETT, R A	400.00
21373	03/26/2014	Printe		KANSAS ONE	KANSAS ONE-CALL SYSTEMS, INC.	LOCATE SERVICE/FEB 2014-67 LOC	80.40
21374	03/26/2014	Printe		KANSAS PAY	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	343.85
21375	03/26/2014	Printe		KPF EFT	KPF EFT PROGRAM	POLICE RETIREMENT	6,371.99
21376	03/26/2014	Printe		LOCKWOOD	LOCKWOOD COMPANY, INC	CMB LICENSE FORMS	25.77
21377	03/26/2014	Printe		MASS M	MASS MUTUAL FINANCIAL GROUP	401/457 RETIREMENT	3,044.06
21378	03/26/2014	Printe		REGISTER	REGISTER OF DEEDS	LAREDO BILL-FEB/RECORDING	97.56
21379	03/26/2014	Printe		SMITH & LO	SMITH & LOVELESS INC	MISC REPAIR KITS/LIFT STN MAIN	529.00
21380	03/26/2014	Printe		SPECTRA	SPECTRA	NEW EQUIPMT TOOLSMWWTF,PWD	756.40
21381	03/26/2014	Printe		WESTAR	WESTAR ENERGY	ELECTRIC USAGE	4,632.86
21382	03/26/2014	Printe		WILSKE	BROOKE WILSKE	REIMBURSE OVERPAYMENT	1.00

Total Checks: 18

Checks Total (excluding void checks): 62,378.43

*Lloyd Martley* 3-26-14  
 Lloyd Martley, City Administrator

*Katherine M. Renn* 3-26-14  
 Katherine Renn, City Clerk

*Kristi Olson* 3/26/14  
 Kristi Olson, Treasurer

Check Register Report

Date: 04/04/2014  
 Time: 2:15 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
<b>FIRST STATE BANK Checks</b>							
21383	04/04/2014	Printed		ADVANCE IN	ADVANCE INSURANCE COMPANY	GROUP AD&D/LIFE/LTD/STD	625.48
21384	04/04/2014	Printed		AFLAC	AFLAC	EMPLOYEE CAFETERIA PLAN/MDR	930.72
21385	04/04/2014	Printed		BLUE CROSS	BLUE CROSS & BLUE SHIELD OF KS	GROUP MEDICAL INSURANCE	15,601.83
21386	04/04/2014	Printed		CARAWAY	CARAWAY PRINTING, INC	3-PART INSPECTION FORMS	331.00
21387	04/04/2014	Printed		DARTING	DUSTIN L DARTING	YOUTH SPORTS REBATE	25.00
21388	04/04/2014	Printed		FARR MECH	FARR MECHANICAL INC	SEWER MAINT/15233 BRADFRT CT	88.93
21389	04/04/2014	Printed		FOUTS	STEVE FOUTS	600# FESCUE TURF @ FOD/FOOTBALL	1,392.00
21390	04/04/2014	Printed		HOLLIDAY	HOLLIDAY SAND & GRAVEL CO	ICE CONTROL SAND/STOCK	151.05
21391	04/04/2014	Void	04/04/2014	HUMAN CAP	HUMAN CAPITAL CONSULTING	MONTHLY HR RETAINER SERVICE	0.00
21392	04/04/2014	Printed		JO CO GOVT	JOHNSON COUNTY GOVERNMENT	MONTHLY FLOW TEST @ WWTF/3-13	281.00
21393	04/04/2014	Printed		KA-COMM	KA-COMM, INC.	FULL LIGHTS,SIRENS #17/STRIP #5-FACTORY	4,296.00
21394	04/04/2014	Printed		KANSAS ONE	KANSAS ONE-CALL SYSTEMS, INC.	MONTHLY LOC SERV/MAR-110	132.00
21395	04/04/2014	Printed		KANSAS PAY	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	343.85
21396	04/04/2014	Printed		KS TREASUR	KANSAS STATE TREASURER	STATE MANDATED COURT FINES/MAR	1,369.50
21397	04/04/2014	Printed		KEOPKE	REBECCA & RON KEOPKE	YOUTH SPORTS REBATE	25.00
21398	04/04/2014	Printed		KPF EFT	KPF EFT PROGRAM	POLICE RETIREMENT	6,478.66
21399	04/04/2014	Printed		LCDC	LCDC	BOARD MTG/3 STAFF	30.00
21400	04/04/2014	Printed		MASS M	MASS MUTUAL FINANCIAL GROUP	401/457 RETIREMENT	3,021.50
21401	04/04/2014	Printed		MCBRATNEY	KIANN MCBRATNEY	CITY PROSECUTOR	400.00
21402	04/04/2014	Printed		MIDAMER RC	MID-AMERICA REGIONAL COUNCIL	DUES/LOCAL	1,070.00
21403	04/04/2014	Printed		MIDWEST PU	MIDWEST PUBLIC RISK	GROUP DENTAL INSUR/APRIL 2014	1,251.43
21404	04/04/2014	Printed		MISSION CO	MISSION COMMUNICATIONS	ANNUAL MONITOR SVC/7 LIFT STATIONS	2,431.80
21405	04/04/2014	Printed		MIZE	MIZE HOUSER & COMPANY INC	AUDITNG FINANCIAL STMTS/FY2013	2,700.00
21406	04/04/2014	Printed		MPH INDUST	MPH INDUSTRIES, INC.	WIRELESS REMOTE/UNIT #17	259.57
21407	04/04/2014	Printed		PITNEY RES	PITNEY BOWES RESERVE ACCT	REFILL CITY POSTAGE METER	125.00
21408	04/04/2014	Printed		PLEAK	MITCH PLEAK	REIMB OVERCHRG/MEDICAL	116.67
21409	04/04/2014	Printed		PRAY	WILLIAM E. PRAY	MUNICIPAL JUDGE SERVICES	450.00
21410	04/04/2014	Printed		PRETECH CO	PRETECH CORPORATION	NEW MANHOLE/PINEHURST RD PROJ	1,054.00
21411	04/04/2014	Printed		ROSS	RACHAEL & BOBBY ROSS	YOUTH SPORTS REBATE	25.00
21412	04/04/2014	Printed		SCHLAGEL	SCHLAGEL & ASSOCIATES INC	SIDEWALK ROAD ALIGNMENT	910.56
21413	04/04/2014	Printed		SONNTAG	SONNTAG LAW OFFICE	COURT APPOINTED ATTORNEY	400.00
21414	04/04/2014	Printed		SPECTRA	SPECTRA	HI-MOD NO SAG EPOXY	1,194.40
21415	04/04/2014	Printed		SPOTS OFF	SPOTS OFF LLC	CAR WASHES/POLICE/MARCH	40.82
21416	04/04/2014	Printed		HEART BUIL	STEPHEN R MARSDEN	JANITORIAL SERVICE/MAR 2014	387.00
21417	04/04/2014	Printed		TASER INT	TASER INTERNATIONAL	10 TASERS W/CARTRIDGES/PD	10,631.91
21418	04/04/2014	Printed		REILLY COM	THE REILLY COMPANY LLC	NOTARY FEE, FILE FEE-REN/CREDIT-INS CHG	5.00
21419	04/04/2014	Printed		VISION SER	VISION SERVICES PLAN	GROUP VISION INSURANCE	373.15
21420	04/04/2014	Printed		WESTAR	WESTAR ENERGY	ELECTRIC USAGE	7,811.45
21421	04/04/2014	Void	04/04/2014	WHITE GOSS	WHITE GOSS BOWERS MARCH	CNTRCT LEGAL AMT (3/5-3/15/14)/LEGAL-LAND	0.00
21422	04/04/2014	Printed		WILLIAMS/A	APRIL WILLIAMS	YOUTH SPORTS REBATE	25.00
21423	04/04/2014	Printed		WRIGHT EX	WRIGHT EXPRESS	FLEET FUEL CHARGES/FEB	2,490.89
21424	04/04/2014	Printed		HUMAN CAP	HUMAN CAPITAL CONSULTING	MONTHLY HR SUPPORT/APRIL	500.00
21425	04/04/2014	Printed		WHITE GOSS	WHITE GOSS BOWERS MARCH	4 HRS & EXPENSES-LAND PURCH/CONTRACT LEGAL	3,760.49

Total Checks: 43

Checks Total (excluding void checks):

73,537.66

*Lloyd Martley* 4-4-14  
 Lloyd Martley, City Administrator

*Katherine M. Renn* 4-4-14  
 Katherine Renn, City Clerk

*Kristi Olson* 4/4/14  
 Kristi Olson, Treasurer

Check Register Report

Date: 04/10/2014  
 Time: 1:31 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
<b>FIRST STATE BANK Checks</b>							
21426	04/10/2014	Printe		ATMOS ENER	ATMOS ENERGY	GAS USAGE	1,428.52
21427	04/10/2014	Printe		CONS	CONS RURAL WATER DISTRICT #1	WATER USAGE	234.98
21428	04/10/2014	Printe		JENKINS	JENNIFER JENKINS	YOUTH SPORTS REBATE X 2	50.00
21429	04/10/2014	Printe		KMIT	KANSAS MUNC INSURANCE TRUST	2013 WORK COMP PREM/ADDT'L DUE	5,884.00
21430	04/10/2014	Printe		MURKIN	LAURA MURKIN	YOUTH SPORTS REBATE	25.00
21431	04/10/2014	Printe		REILLY COM	THE REILLY COMPANY LLC	BUSINESS AUTO/ONE BEACON YEARLY RENEWAL	59,216.00
21432	04/10/2014	Printe		TOTAL ELEC	TOTAL ELECTRIC CONSTRUCTION CO	REPLACE LOOP SYSTEM/STOP LIGHT/155TH & 24-40	8,850.00

7

Checks Total (excluding void checks): 75,688.50

*Lloyd Martley* 4-11-14  
 Lloyd Martley, City Administrator

*Katherine W Renn* 4-10-14  
 Katherine Renn, City Clerk

*Kristi Olson* 4/10/14  
 Kristi Olson, Treasurer



**Minutes**  
**Basehor City Council Meeting**  
**Basehor City Hall, April 21, 2014**

---

Monday, April 21, 2014  
No regular meeting  
Cancelled

Attest:

  
Katherine M. Renn, City Clerk



# CITY OF BASEHOR

## APRIL 2014 FINANCIAL SNAPSHOT

### Funds

Fund	Budget	Revenues	Expenditures	% Utilized
General	\$2,652,335	\$886,479	\$613,944	23%
Special Park	\$73,000	\$7,336	\$741	1%
Sewer	\$1,445,259	\$553,647	\$327,347	23%
Cedar Lake Maintenance	\$40,000	\$7	\$5,395	13%
Bond & Interest	\$1,479,180	\$436,252	\$90,580	6%
Solid Waste	\$305,778	\$101,504	\$21,858	7%
Special Highway	\$910,000	\$219,982	\$12,986	1%
Municipal Equipment Reserve	\$161,700	\$144	\$98,927	61%
Capital Improvement	\$20,000	\$28,293	\$0	0%
Employee Benefit	\$613,119	\$219,122	\$182,980	30%
LCSD#3	\$33,000	\$14	\$2,450	7%

### Department

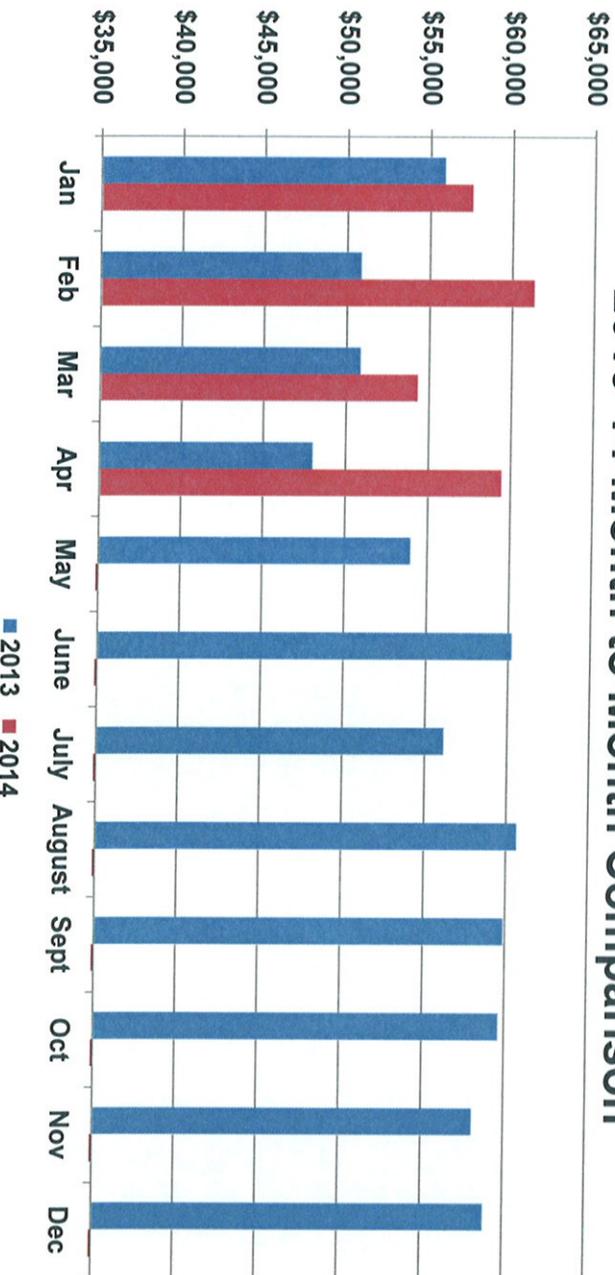
Department	Budget	Expenditures	Remaining Balance	% Utilized
<b>General</b>				
Clerk	\$341,976	\$153,617	\$188,360	45%
Street	\$219,830	\$65,141	\$154,689	30%
Governing Body	\$578,464	\$32,149	\$546,315	6%
Police	\$855,758	\$235,273	\$620,485	27%
Facilities	\$122,886	\$36,336	\$86,550	30%
Administrator	\$165,821	\$23,648	\$142,173	14%
Park & Recreation**	\$61,400	\$968	\$60,432	2%
Miscellaneous	\$112,677	\$10,693	\$101,984	9%
HR	\$23,600	\$9,200	\$14,400	39%
Planning	\$169,923	\$46,920	\$123,003	28%

\*\*Parks & Rec-insurance money received before invoices billed\*\*

# MONTHLY SALES TAX COLLECTIONS 2010-2014

	2010	2011	2012	2013	2014	Monthly Diff. '12 - '13	% Difference	2013 YTD	2014 YTD	Diff. '13 - '14	% 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	54,298.46	3,451.96	6.4%	157,547.63	173,151.17	15,603.54	9.0%
Apr	46,686.51	42,633.11	42,372.82	48,009.19	59,434.83	11,425.64	19.2%	205,556.82	232,586.00	27,029.18	11.6%
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	232,586.00						
2013 TDD	\$7,125.50										
	\$21,045.37										

## 2013-14 Month to Month Comparison





## SOLID WASTE FUND HIGHLIGHTS

For the Month of April 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	1,778	4.39%
April	1,706	1,790	4.69%
May	1,727		
June	1,732		
July	1,750		
August	1,753		
September	1,750		
October	1,759		
November	1758		
December	1767		
<b>AVERAGE</b>	1,734	1,772	3.92%

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	\$24,989.37	4.13%
April	\$24,029.09	\$25,167.00	4.52%
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		
<b>TOTAL</b>	\$292,679.46	\$99,949.77	

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	\$14.05	-0.28%
April	\$14.09	\$14.06	-0.21%
May	\$14.08		
June	\$14.08		
July	\$13.98		
August	\$14.04		
September	\$14.06		
October	\$14.06		
November	\$14.09		
December	\$14.08		
<b>AVERAGE</b>	\$14.07	\$14.10	0.21%



## SEWER FUND HIGHLIGHTS

For the Month of April 2014

	2013	2014	
	SWR	SWR	%
MONTH	COUNT	COUNT	DIFFERENCE
January	1812	1863	2.74%
February	1807	1876	3.68%
March	1805	1891	4.55%
April	1809	1906	5.09%
May	1829		
June	1832		
July	1850		
August	1848		
September	1848		
October	1853		
November	1853		
December	1860		
<b>AVERAGE</b>	1834	1884	2.66%

	2013	2014	
	SWR	SWR	%
MONTH	BILLED	BILLED	DIFFERENCE
January	\$92,268.23	\$91,681.27	-0.64%
February	\$92,212.85	\$92,496.06	0.31%
March	\$91,555.12	\$91,753.37	0.22%
April	\$92,074.43	\$94,279.20	2.39%
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		
<b>TOTAL</b>	\$1,105,355.71	\$370,209.90	

	2013	2014	
	AVERAGE	AVERAGE	%
MONTH	SWR BILL	SWR BILL	DIFFERENCE
January	\$50.92	\$49.21	-3.36%
February	\$51.03	\$49.30	-3.39%
March	\$50.72	\$48.52	-4.34%
April	\$50.90	\$49.46	-2.83%
May	\$50.47		
June	\$49.97		
July	\$50.09		
August	\$49.59		
September	\$50.47		
October	\$49.71		
November	\$49.69		
December	\$49.26		
<b>AVERAGE</b>	\$50.24	\$49.12	-2.21%

Check Register Report

Date: 04/18/2014  
 Time: 2:36 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
<b>FIRST STATE BANK Checks</b>							
21433	04/18/2014	Printed		ALLEN GIBB	ALLEN, GIBBS & HOULIK, LC	CONTRACTUAL SVCS/JAN,FEB	1,080.00
21434	04/18/2014	Printed		CRANE	ASHLEY CRANE	YOUTH SPORTS REBATE X 2	50.00
21435	04/18/2014	Printed		ETS	ETS	ONLINE UB PAY/CITY CREDIT CARD FEES	244.84
21436	04/18/2014	Printed		KANSAS PAY	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	343.85
21437	04/18/2014	Printed		KEELEN	KEELEN WASSON FARM ACCOUNT	ZAMAN CITATION OVERPAYMENT	3.00
21438	04/18/2014	Printed		KPF EFT	KPF EFT PROGRAM	POLICE RETIREMENT CONTRIBUTION	6,266.97
21439	04/18/2014	Printed		LEAV PROB	LEAV CTY & CO PROBATION OFFICE	COURT SERVICES/JAN-FEB 2014	2,482.44
21440	04/18/2014	Printed		LV SHERIFF	LEAVENWORTH COUNTY SHERIFF	JAIL BOARD FEES/MAR	455.00
21441	04/18/2014	Printed		MASS M	MASS MUTUAL FINANCIAL GROUP	401/457 RETIREMENT CONTRIBUTION	3,059.55
21442	04/18/2014	Printed		MILLER	MILLER SIGN SHOPPE, LLC	INSTALL GRAPHICS/UNIT #18	180.00
21443	04/18/2014	Printed		PSI PRINT	PSI PRINTING SYSTEMS INC	AP CHECKS	422.89
21444	04/18/2014	Printed		REGISTER	REGISTER OF DEEDS	LAREDO BILLING/RECORD FEE/MF-1-14	108.41
21445	04/18/2014	Printed		SNYDER	CODY & HEATHER SNYDER	YOUTH SPORTS REBATE	25.00
21446	04/18/2014	Printed		SPOTS OFF	SPOTS OFF LLC	CAR WASHES/POLICE,PLAN/MAR	67.15
21447	04/18/2014	Printed		NYHART	THE NYHART COMPANY	OPEB STUDY/GASB DISCLOSURE	2,000.00
21448	04/18/2014	Printed		TRAINING A	TRAINING AT YOUR PLACE	LOOK INTO COMPATABILITY & TEST	95.00
21449	04/18/2014	Printed		WESTAR	WESTAR ENERGY	ELECTRIC USAGE	4,439.63
21450	04/18/2014	Printed		WRIGHT EX	WRIGHT EXPRESS	FLEET FUEL CHARGES/MARCH	2,901.88
21451	04/18/2014	Printed		ZEE MED	ZEE MEDICAL SERVICE	REPLENISH CITY HALL 1ST AID CABINET	45.85

Total Checks: 19

Checks Total (excluding void checks): 24,271.46

*Lloyd Martley* 4-18-14  
 Lloyd Martley, City Administrator

*Katherine M. Renn* 4-18-14  
 Katherine Renn, City Clerk

*Kristi Olson* 4/18/14  
 Kristi Olson, Treasurer

Check Register Report

Date: 05/02/2014

Time: 1:54 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
<b>FIRST STATE BANK Checks</b>							
21452	05/02/2014	Printed		ADVANCE IN	ADVANCE INSURANCE COMPANY	GROUP AD&D/LIFE/LTD/STD	683.16
21453	05/02/2014	Printed		AFLAC	AFLAC	EMPLOYEE CAFETERIA PLAN/MAR	930.72
21454	05/02/2014	Printed		ALFRED BEN	ALFRED BENESCH & COMPANY	BRIDGE INSPECT/HOLLINGSWORTH RD	431.25
21455	05/02/2014	Printed		AMER SECUR	AMER SECURITY CONTRACTORS LLC	MONITOR SVC/CITY HALL,PWD,FOD/APRIL	117.00
21456	05/02/2014	Printed		ATMOS ENER	ATMOS ENERGY	GAS USAGE	700.73
21457	05/02/2014	Printed		BLUE CROSS	BLUE CROSS & BLUE SHIELD OF KS	GROUP MEDICAL INSURANCE	18,279.78
21458	05/02/2014	Printed		CINTAS	CINTAS	SAFETY GLASSES	42.47
21459	05/02/2014	Printed		COMMERCE	COMMERCE PURCHASING CARD	CITYWIDE PCARD CHGS MARCH	45,539.78
21460	05/02/2014	Printed		CONS	CONS RURAL WATER DISTRICT #1	WATER USAGE	377.00
21461	05/02/2014	Printed		CROFT	CROFT RENTAL CENTER	RENTAL/CAMERA KIT/SEWER WORK	125.00
21462	05/02/2014	Printed		FASTENAL	FASTENAL COMPANY	MISC PARTS/MAINT PROJECTS	246.84
21463	05/02/2014	Printed		FOUTS	STEVE FOOTS	FERTLIZE FOD BASEBALL/SOFTBALL FIELD	1,510.00
21464	05/02/2014	Printed		USA BLUE	HD SUPPLY FACILITIES MAINT LTD	MARKING FLAGS/COLLECTION SYSTEM	61.00
21465	05/02/2014	Printed		JO CO GOVT	JOHNSON COUNTY GOVERNMENT	FACILITY FLOWTEST @WWTF#4-10	281.00
21466	05/02/2014	Printed		KA-COMM	KA-COMM, INC.	FULL INSTALL/LIGHTS,SIRENS/UNIT#18	3,874.06
21467	05/02/2014	Printed		KANSAS PAY	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	343.85
21468	05/02/2014	Printed		KPF EFT	KPF EFT PROGRAM	POLICE RETIREMENT CONTRIBUTION	6,528.05
21469	05/02/2014	Printed		MASS M	MASS MUTUAL FINANCIAL GROUP	401/457 RETIREMENT CONTRIBUTION	3,039.73
21470	05/02/2014	Printed		MIDWEST PU	MIDWEST PUBLIC RISK	DENTAL INSURANCE MAY 2014	1,457.41
21471	05/02/2014	Printed		MILLER	MILLER SIGN SHOPPE, LLC	FIX DRIVER SIDE LETTERING/2000 F-250	40.00
21472	05/02/2014	Printed		MIZE	MIZE HOUSER & COMPANY INC	AUDITING SERVICES/FY 2013	5,730.00
21473	05/02/2014	Printed		NATIONAL S	NATIONAL SEMINARS TRAINING	TRAINING/OLSON,RENN/COLLECTION	298.00
21474	05/02/2014	Printed		RATHE	TYLER & NICOLE RATHE	YOUTH SPORTS REBATE	25.00
21475	05/02/2014	Printed		SMITH & LO	SMITH & LOVELESS INC	NEW PARTS/LIFT STATION REPAIRS	264.55
21476	05/02/2014	Printed		SPECTRA	SPECTRA	SPRAYPAINT/BIO BLOCKS/DEGREASER	1,647.24
21477	05/02/2014	Printed		HEART BUIL	STEPHEN R MARSDEN	JANITORIAL SERVICE/APRIL 2014	387.00
21478	05/02/2014	Printed		THOMPSON P	THOMPSON PUMP	QUICK CONNECT COUPLINGS	39.10
21479	05/02/2014	Printed		VISION SER	VISION SERVICES PLAN	GROUP VISION INSURANCE	418.49
21480	05/02/2014	Printed		WESTAR GRP	WESTAR ENERGY	ELECTRIC USAGE	9,110.14
21481	05/02/2014	Printed		WHITE GOSS	WHITE GOSS BOWERS MARCH	CONTRACT/ LEGAL SVCS (3/17-4/15/14)	3,000.00

Total Checks: 30

Checks Total (excluding void checks):

105,528.35

*Lloyd Martley* 5-2-14  
 Lloyd Martley, City Administrator

*Katherine Renn* 5-2-14  
 Katherine Renn, City Clerk

*Kristi Olson* 5/2/14  
 Kristi Olson, Treasurer

Check Register Report

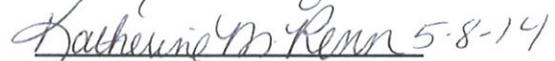
Date: 05/08/2014  
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 Page: 1

City Of Basehor

BANK: FIRST STATE BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>FIRST STATE BANK Checks</b>							
21482	05/08/2014	Printed		ALLEN GIBB	ALLEN, GIBBS & HOULIK, LC	CONTRACTUAL SVCS/FEB, MARCH	6,000.00
21483	05/08/2014	Printed		FOWLE	PETER FOWLE	REIMB CREDIT BAL/SEWER ACCT	3.83
21484	05/08/2014	Printed		HUMAN CAP	HUMAN CAPITAL CONSULTING	HR SUPPORT/MAY	500.00
21485	05/08/2014	Printed		JEWETT	THOMAS JEWETT	REIMB CREDIT BAL/SEWER ACCT	7.79
21486	05/08/2014	Printed		KS TREASUR	KANSAS STATE TREASURER	STATE MANDATED COURT FEES	1,347.00
21487	05/08/2014	Printed		MCBRATNEY	KIANN MCBRATNEY	CITY PROSECUTOR SERVICES	400.00
21488	05/08/2014	Printed		PRAY	WILLIAM E. PRAY	MUNICIPAL JUDGE SERVICES	450.00
21489	05/08/2014	Printed		SCOTT-M	SCOTT-MERRIMAN INC	KS UNIFORM CITATIONS	870.00
21490	05/08/2014	Printed		SONNTAG	SONNTAG LAW OFFICE	COURT APPOINTED ATTORNEY SVCS	400.00
<b>Total Checks: 9</b>						<b>Checks Total (excluding void checks):</b>	<b>9,978.62</b>

  
 Lloyd Martley, City Administrator

  
 Katherine Renn, City Clerk

  
 Kristi Olson, Treasurer

# Memorandum

**To:** Lloyd Martley  
**CC:** Mr. Mayor and City Council, Katherine Renn  
**From:** Mark Lee, Building Official  
**Date:** 4/21/2014  
**Re:** Liquor License Renewal

## **Mark Lee, Building Official Recommendations**

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

Staff has no objections to the renewal of the 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

**Kansas Alcoholic Beverage Control Division  
Liquor License**

**DRINKING ESTABLISHMENT**

OWNER NAME: BASEHOR MARINA LLC  
DBA NAME: SHARKS COVE GRILL & BAR  
ADDRESS: 15306 BRIAR RD  
CITY, ZIP: BASEHOR 66007

**LICENSE NO: 10-007-1078-00**

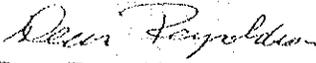
The licensee named above has been granted a liquor license by the Kansas Department of Revenue, Alcoholic Beverage Control Division. This license is neither transferable nor assignable and is subject to suspension or revocation.

**PRIVILEGES:**

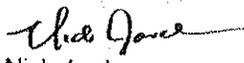
Allows the licensee to sell and serve alcoholic liquor for consumption on the licensed premises and other activities as authorized by K.S.A. 41-2642.

**AGREEMENT:**

*By accepting this license, the licensee agrees to conduct business in compliance with all applicable federal, state, county and city statutes and regulations.*

  
Dean Reynolds  
Director, Alcoholic Beverage Control



  
Nick Jordan  
Secretary of Revenue

**EFFECTIVE: 04/05/2014 EXPIRES: 04/04/2016**

THIS LICENSE MUST BE FRAMED AND POSTED ON THE PREMISES IN A CONSPICUOUS PLACE

**IMPORTANT INFORMATION**

Contact the ABC Licensing Unit at 785-296-7015 or email [abc.licensing@kdor.ks.gov](mailto:abc.licensing@kdor.ks.gov) if you have any:

- questions regarding this license
- changes to your business name, location, ownership or officers
- questions about filing gallonage tax, if applicable

Contact your local ABC Enforcement Agent at 785-296-7015 or visit our website at <http://www.ksrevenue.org/abcontact.html>

Contact the Miscellaneous Tax Segment at 785-368-8222 or email [miscellaneous.tax@kdor.ks.gov](mailto:miscellaneous.tax@kdor.ks.gov) if you:

- need assistance with liquor drink or liquor enforcement taxes
- have questions about liquor drink tax bonds, bond relief or bond release

**CLOSING YOUR BUSINESS**

If you are closing your business, you must surrender your liquor license and complete the information on the back of the license.

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 6

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**Topic:** Fiscal Year 2013 Independent Audit

**Action Requested:** Approve Resolution 2014-04 FY 2013 External Independent Audit

**Narrative:** K.S.A. 75-1122 Requirements for Annual Audits of Municipalities

**Presented by:** Lloyd Martley, Chief of Police/City Administrator

**Administration Recommendation:** Approve Resolution 2014-04 FY 2013 Independent Audit

**Committee Recommendation:** N/A

**Attachments:** 2013 External Independent Audit (online and book form), Resolution 2014-04

**Projector needed for this item?**

No

**RESOLUTION NO. 2014-04**

**A RESOLUTION ACCEPTING THE 2013 AUDIT OF THE FINANCIAL STATEMENTS OF THE CITY OF BASEHOR, KANSAS**

**WHEREAS**, Mize Houser & Company P.A. performed an audit of the financial statements of the City of Basehor, Kansas, as of December 31, 2013 and the year then ended; and

**WHEREAS**, the Governing Body has reviewed the audit of the financial statements of the City of Basehor, Kansas, and finds it satisfactory; and

**WHEREAS**, the Governing Body wishes to accept the audit of the financial statements of the City of Basehor, Kansas as of December 31, 2013 and the year then ended.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BASEHOR KANSAS:**

**Section 1.** That the Governing Body accepts the audit of the financial statements of the City of Basehor, Kansas as of December 31, 2013 and the year then ended.

**Section 2.** That this resolution shall become effective upon passage.

PASSED by the Governing Body this \_\_\_\_ day of May, 2014.

APPROVED by the Mayor this \_\_\_\_ day of May, 2014.

[SEAL]

\_\_\_\_\_  
David K. Breuer, Mayor

ATTEST:

\_\_\_\_\_  
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Shannon M. Marcano, City Attorney

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 7

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**Topic:** Appointments by Mayor and Governing Body for City positions

**Action Requested:** Appoint all positions as presented

**Narrative:** Annually the Mayor and Governing Body are required to make the following appointments:

Police Chief	Municipal Judge
City Clerk	City Treasurer

Currently Lloyd Martley is the Police Chief, William Pray is the Municipal Judge, Katherine Renn is the City Clerk and Kristi Olson is the City Treasurer.

**Presented by:** Lloyd Martley, Chief of Police/City Administrator

**Administration Recommendation:** Reappoint staff for the positions they are currently holding.

**Committee Recommendation:** N/A

**Attachments:** Staff memo

**Projector needed for this item?**

No



# The City of Basehor

## MEMO

Date: May 19, 2014

To: Mayor and City Council

From: Lloyd Martley, Chief of Police/City Administrator

Ref: Annual Appointments

K.S.A. 15-204 requires that mayor-council cities of the third class make appointments at the first council meeting in the month of May.

The Mayor appoints, by and with the consent of the council, a Municipal Judge, Chief of Police, City Clerk and City Treasurer.

The current positions are as follows:

Chief of Police	Lloyd Martley
Municipal Judge	William Pray
City Clerk	Katherine Renn
City Treasurer	Kristine Olson

It is staff's recommendation to reappoint all positions as presented.

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 8

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**Topic:** City Attorney appointment (contract amendment)

**Action Requested:** Approve third amendment to independent contractor agreement with Shannon Marcano (White Goss Bowers March Schulte & Weisenfels) and appoint her as our City Attorney.

**Narrative:** K.S.A. 15-204 states that the Mayor is required to appoint the City Attorney. We currently have an Independent Contractor Agreement with Shannon Marcano (City Attorney) that is scheduled to expire in June of 2014. Per section 7 of the original agreement the terms of the contract may be extended thereafter pursuant to terms and conditions mutually agreed to by the parties.

**Presented by:** Lloyd Martley, Chief of Police/City Administrator

**Administration Recommendation:** Approve terms and conditions of third amendment of the Independent Contractor Agreement for City Attorney with Shannon Marcano.

**Committee Recommendation:** N/A

**Attachments:** Third amendment to agreement, staff memo

**Projector needed for this item?**

No



# The City of Basehor

## MEMO

Date: May 19, 2014

To: Mayor and City Council

From: Lloyd Martley, Chief of Police/City Administrator

Ref: City Attorney (Shannon Marcano)

The current independent contractor agreement with City Attorney (Shannon Marcano) to provide legal services for the City will expire in June 2014. Section 7 (Term and Termination) of the original agreement states that the term may be extended thereafter pursuant to terms and conditions mutually agreed to by the parties. In the event the parties desire to extend the Terms of the Agreement, they shall engage in good faith negotiations concerning the terms and conditions of any such extension and any such extension agreed to by the parties shall be memorialized in a written amendment to the current agreement executed by both parties. Such term extensions shall occur only after appointment by the Mayor and approval by the Governing Body of the City per K.S.A. 15-204.

Ms. Marcano has indicated to the City that she would like to extend the current agreement. Under the terms of the current agreement the City agrees to pay White Goss a monthly retainer fee of \$3,000 for 25 hours, for the performance of any legal services needed by the City. In the event that the City would exceed the 25 hours of legal service needed per the agreement, additional hours would be billed to the City at a rate of \$175.00 per hour.

I am recommending that the Mayor appoint Ms. Marcano with the approval of the Governing Body as our City Attorney and accept the third Amendment to the Independent Contractor Agreement between the City of Basehor and White Goss (Shannon Marcano) as our City Attorney.

RESOLUTION NO. 2014-03

**A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE THAT CERTAIN THIRD AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT BY AND BETWEEN THE CITY OF BASEHOR, KANSAS AND WHITE GOSS, A PROFESSIONAL CORPORATION, REGARDING CITY ATTORNEY SERVICES**

**WHEREAS**, the City of Basehor, Kansas wishes to enter into that certain Third Amendment to Independent Contractor Agreement with White Goss, a Professional Corporation, attached hereto as Exhibit A, regarding city attorney services for the City of Basehor, Kansas.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BASEHOR KANSAS:**

**Section 1.** That the Governing Body approves and hereby authorizes the Mayor to execute the Third Amendment to Independent Contractor Agreement, attached as Exhibit A.

**Section 2.** That this resolution shall become effective upon passage.

PASSED by the Governing Body this \_\_\_\_ day of May, 2014.

APPROVED by the Mayor this \_\_\_\_ day of May, 2014.

[SEAL]

\_\_\_\_\_  
David K. Breuer, Mayor

ATTEST:

\_\_\_\_\_  
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Shannon M. Marcano, City Attorney

**Exhibit A**  
**Third Amendment to Independent Contractor Agreement**

To be attached.

**THIRD AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT**

**THIS THIRD AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT** (the "Third Amendment") is made this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the City of Basehor, Kansas (the "City") and White Goss, a Professional Corporation ("White Goss"), 4510 Belleview, Suite 300, Kansas City, Missouri 64111.

WHEREAS, the City and White Goss entered into that certain Independent Contractor Agreement (the "Agreement") dated June 20, 2011 and concerning the provision of City Attorney services; and

WHEREAS, the City and White Goss entered into that certain First Amendment to Independent Contractor Agreement dated June 18, 2012 and concerning the provision of City Attorney services; and

WHEREAS, the City and White Goss entered into that certain Second Amendment to Independent Contractor Agreement dated June 17, 2013 and concerning the provision of City Attorney services; and

WHEREAS, the parties now desire to extend the term of the Agreement in accordance with Section 7 of the Agreement; and

WHEREAS, the parties hereby agree as follows:

1. The Agreement is extended for a period of one year from this Third Amendment approval date.

**IN WITNESS WHEREOF**, the parties, voluntarily and with full knowledge of the contents hereof, have executed this Third Amendment.

**THE CITY OF BASEHOR, KANSAS**

By: \_\_\_\_\_  
Mayor David K. Breuer, with consent of  
a majority of the City Council

**WHITE GOSS, a Professional  
Corporation**

By: \_\_\_\_\_  
Shannon M. Marcano, Esq.

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 9

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**Topic:** Health, Dental, Vision and Disability Benefits Renewal

**Action Requested:** Renewal of Health, Dental, Vision and Disability Employee Benefits

**Narrative:** The City annually reviews employee health benefits during the month of May. The City's health benefits renew on July 1 of each year.

**Presented by:** Lloyd Martley, Chief of Police/City Administrator

**Administration Recommendation:** Approve renewal for employee health benefits with Blue Cross Blue Shield, Delta Dental of Kansas, VSP and Advance Insurance Company

**Committee Recommendation:** N/A

**Attachments:**

Dental Proposal  
VSP Agreement  
Health Insurance Proposal  
Short & Long Term Disability Proposal

**Projector needed for this item?**

No

# MEMO

Date: May 19, 2014

To: Mayor and Governing Body

From: Lloyd Martley, Chief of Police/City Administrator

Ref: Health, Dental and Vision Employee Benefits Renewal

The City annually reviews employee health benefits during the month of May. The City's current employee health benefit plans will expire on July 1, 2014. For this year's review per council's direction staff contracted with CBIZ Kansas City Benefits and Insurance Services to evaluate and compare our current plans with other competitive markets.

The Affordable Care Act was not designed to replace employer sponsored health insurance. It was developed to build on to the current system that already covers most employed Americans. There are hundreds of provision in the Affordable Care Act. Due to the fact that we still have under 50 employees we are considered to be in a small group which means some of the provisions of the ACA do not apply to our company. One major change we will be required to make is the waiting period to get on our health plans. Currently our policy requires a 90 day waiting period and the ACA now only allows for a 60 day waiting period.

CBIZ evaluated Blue Cross Blue Shield, Humana, Coventry and United Health Care Plan.

## **Health:**

The City's current health care provider is Blue Cross Blue Shield. Based on the lower amount of claims the city had during the year (2013) and the fact that we are still in what is considered grandfather status because we have not made any major changes to our plan the 2014/2015 health plan rates will be going down by -2.59 %. Staff is recommending that we stay with Blue Cross Blue Shield for 2014/2015.

## **Dental:**

Our current dental policy is through a MPR pool with our carrier being Delta Dental. We were notified that as of June 30, 2014 MPR can no longer subsidize the expense incurred for members that participate in the pool for dental only coverage. We had CBIZ do an evaluation and cost comparison for Dental policies through Delta Dental of Kansas, MetLife and Kansas City Life. Staff is recommending that we stay with Delta Dental of Kansas.

**Vision:**

No change. We are currently covered with VSP which will remain in place until June 30, 2015.

**Short and Long Term Disability, Basic Term Life and Basic AD&D:**

These policies are currently carried by Blue Cross Blue Shield through Advance Insurance Company of Kansas. Their renewal summary (see attached) indicates that their overall rate will decrease by .01 for 2014/2015. Staff is recommending that we stay with Advance Insurance Company for Disability coverage

Providing employee benefits in 2014-15 will not require an increase to the employee benefit mill levy.

BCBS of Kansas - Health Insurance 2014-2015 Effective 7/1/14

Option 1

Coverage	Invoice total per plan	Employer		Employee Deduction per pay	
		Responsibility	Employee Responsibility	Period	
Single	\$378.22	\$378.22	\$0.00	\$0.00	
Emp/Spouse	\$812.23	\$595.23	\$217.00	\$108.50	
Emp/Children	\$787.85	\$583.03	\$204.82	\$102.41	
Family	\$1,221.85	\$800.04	\$421.81	\$210.91	

Delta Dental of Kansas - Dental Premiums & Employee Deductions 2014-2015 Effective 7/1/14

Coverage	Invoice total per plan	Employer Responsibility	Employee Responsibility	Employee Deduction per pay Period
Single	\$28.11	\$28.11	\$0.00	\$0.00
Emp/Spouse	\$97.57	\$62.84	\$34.73	\$17.37
Emp/Children	\$97.57	\$62.84	\$34.73	\$17.37
Family	\$97.57	\$62.84	\$34.73	\$17.37

Vision Service Plan - Premiums & Employee Deductions 2014-2015 Effective 7/1/14

Coverage	Invoice total per plan	Employer Responsibility	Employee Responsibility	Employee
				Deduction per pay Period
Single	\$12.48	\$12.48	\$0.00	\$0.00
Emp/Spouse	\$19.97	\$16.22	\$3.75	\$1.88
Emp/Children	\$20.38	\$16.43	\$3.95	\$1.98
Family	\$32.86	\$22.67	\$10.19	\$5.10

Advance Insurance Company - Disability Insurance 2014-2015 Effective 7/1/14

Renewal Month of July	Rate
Basic Term Life	.15/1,000
Basic AD & D	.03/1,000
Short Term Disability	.22/\$10 unit
Long Term Disability	.24% of monthly covered payroll

**Health/Drug**

	Option 1			Option 2			Option 3		
	Current	Renewal	Diff %	Current	Renewal	Diff %	Current	Renewal	Diff %
	COMPREHENSIVE MAJOR MEDICAL/DRUGS-BLUERX CARD \$500/\$1000 80% \$1000/\$2000			COMPREHENSIVE MAJOR MEDICAL/DRUGS-BLUERX CARD \$1000/\$2000 80% \$1000/\$2000			COMPREHENSIVE MAJOR MEDICAL/DRUGS-BLUERX CARD \$1500/\$3000 80% \$1000/\$2000		
Employee	\$390.86	\$378.22	(\$12.64) -3.23%						
Emp/Child	\$802.61	\$787.85	(\$14.76) -1.84%						
Emp/Spouse	\$839.38	\$812.23	(\$27.15) -3.23%						
Family	\$1,251.13	\$1,221.85	(\$29.28) -2.34%						

**Dental**

Employee  
Emp/Child  
Emp/Spouse  
Family

**Total**

	Current	Renewal	Diff %	Current	Renewal	Diff %	Current	Renewal	Diff %
Employee	\$390.86	\$378.22	(\$12.64) -3.23%	\$0.00	\$0.00		\$0.00	\$0.00	
Emp/Child	\$802.61	\$787.85	(\$14.76) -1.84%	\$0.00	\$0.00		\$0.00	\$0.00	
Emp/Spouse	\$839.38	\$812.23	(\$27.15) -3.23%	\$0.00	\$0.00		\$0.00	\$0.00	
Family	\$1251.13	\$1221.85	(\$29.28) -2.34%	\$0.00	\$0.00		\$0.00	\$0.00	

## Summary of Proposed Dental Plan Benefits

CITY OF BASEHOR

Effective for July 1, 2014

**Maximum Contract Benefit Per Person:**

The Maximum Benefit for all Covered Services for each Enrollee in any one Calendar Year is: One Thousand Dollars (\$1,000.00)

The Maximum Benefit for Orthodontic Services for each Enrollee is One Thousand Dollars (\$1,000.00) during such person's lifetime

Payment for the Orthodontic Services shall be included in determining the Maximum Benefit for each Calendar Year.

**Deductible Limitations:**

Coverage for diagnostic and preventive services is not subject to any deductible amount. For all other covered benefits, the Calendar Year deductible is:

\$50 x 3

**Dependent Ages:**

Dependents are covered to age twenty-four (24).

**Monthly Rates:**

Employee	\$28.11
Family	\$97.57

**Participation/Contribution:**

- 75% of eligible employees
- 50% employer contribution
- 80% of employees in Kansas

Benefit % Paid				
PPO	Premier	Non-participating		
100%	100%	100%	<b><u>DIAGNOSTIC &amp; PREVENTIVE</u></b> (Not subject to deductible)	
			<b>Diagnostic:</b>	Includes the following procedures necessary to evaluate existing dental conditions and the dental care required: <ul style="list-style-type: none"> <li>• <u>Oral examinations</u> – once each six (6) months.</li> <li>• <u>Diagnostic x-rays</u> – bitewings once each six (6) months for dependents under age eighteen (18) and once each twelve (12) months for adults age eighteen (18) and over.</li> <li>• <u>Full mouth x-rays or panoramic x-rays</u> – once each five (5) years.</li> </ul>
100%	100%	100%	<b>Preventive:</b>	Provides for the following: <ul style="list-style-type: none"> <li>• <u>Prophylaxis</u> (Cleanings) - once each six (6) months.</li> <li>• <u>Topical Fluoride</u> – once each six (6) months for dependent children under age nineteen (19).</li> <li>• <u>Space Maintainers</u> – for dependent children under age fourteen (14) and only for premature loss of primary molars.</li> <li>• <u>Sealants</u> – once (1) per lifetime for dependent children under age sixteen (16) when applied only to permanent molars with no caries (decay) or restorations on the occlusal surface and with the occlusal surface intact.</li> </ul>
			<b><u>BASIC</u></b> (Subject to deductible)	
90%	80%	80%	<b>Ancillary:</b>	Provides for one (1) emergency examination per plan year by the Dentist for the relief of pain.
90%	80%	80%	<b>Oral Surgery:</b>	Provides for extractions and other oral surgery including pre and post-operative care.
90%	80%	80%	<b>Regular Restorative:</b>	Provides amalgam (silver) restorations; composite (white) resin restorations on anterior (front) teeth; and stainless steel crowns for dependents under age twelve (12).
90%	80%	80%	<b>Endodontics:</b>	Includes procedures for root canal treatments and root canal fillings.
90%	80%	80%	<b>Periodontics:</b>	a. Includes procedures for the treatment of diseases of the tissues supporting the teeth. Periodontal maintenance, including evaluation, is counted towards the limitation for prophylaxis.  b. Surgical periodontal procedures.
			<b><u>MAJOR</u></b> (Subject to deductible)	
60%	50%	50%	<b>Special Restorative:</b>	When teeth cannot be restored with a filling material listed in Regular Restorative Dentistry, provides for individual crowns.
60%	50%	50%	<b>Prosthodontics:</b>	Includes bridges, partial and complete dentures, including repairs and adjustments.
			<b><u>ORTHODONTICS</u></b> (Subject to deductible)	
50%	50%	50%	<b>Orthodontics:</b>	Includes orthodontic appliances and treatment, interceptive and corrective, for dependent children under age nineteen (19).

*This is a summary of benefits only and does not bind Delta Dental of Kansas to any coverage. Please refer to the Description of Dental Care Coverage for complete coverage information, including exclusions and limitations. Coverage as described in the employer group's Agreement to Provide Dental Benefits (contract) is binding on all parties and supersedes all other written or oral communications.*



February 28, 2013

MS KRISTI OLSON  
CITY OF BASEHOR  
2620 N 155TH ST  
BASEHOR, KS 66007-9250

DEAR MS KRISTI OLSON:

At VSP Vision Care, we're focused on taking great care of you and your organization. Your satisfaction is our top priority. That's why your VSP plan that expires June 30, 2013 will **automatically** renew effective July 1, 2013, ensuring your members will continue to enjoy uninterrupted service.

Additionally, we've enhanced your contact lens benefit by separating the contact lens exam (fitting and evaluation) from material coverage. This new benefit design allows members to use their full contact lens allowance toward contact lenses and provides both standard and premium fit contact lens wearers a covered-in-full contact lens exam after a copay that will never exceed \$60.

From eyewear selection to provider locations, choice is important. That's why VSP Open Access<sup>SM</sup> provides members the flexibility to use their VSP benefits at any location, including specialty optical boutiques or retail chains. While 95% of our members choose a VSP provider to maximize their benefit, we offer a generous reimbursement schedule for services from all other providers.

Group Name/Number:	CITY OF BASEHOR / 30014536
Renewal Period:	July 1, 2013 - June 30, 2015
Current Plan Frequency:	12 / 12 / 12
Current Copay:	\$10 Exam / \$25 Materials
Current Rates:	\$12.48 / 19.97 / 20.38 / 32.86
Renewal Rates:	\$12.48 / 19.97 / 20.38 / 32.86

**If you elect to renew your current plan, no further action is required.** Please consider VSP your long-term partner in helping you maximize your benefit dollars. To learn more about other plans and ways you can enhance your coverage, please contact your VSP representative, Sara Bolchi, at (800) 216-6248.



Keep your eyes healthy with CITY OF BASEHOR and VSP® Vision Care.

**How to Use Your VSP® Vision Care**

- **Find an eyecare provider who's right for you.** With open access to see any eyecare provider, you can see the one who's right for you. Choose a VSP doctor or any other provider. To find a VSP doctor visit [vsp.com](http://vsp.com) or call 800.877.7195.
- **Review your benefit information.** Visit [vsp.com](http://vsp.com) to review your plan coverage before your appointment.
- **At your appointment, tell them you have VSP.** There's no ID card necessary.

That's it! We'll handle the rest—there are no claim forms to complete when you see a VSP doctor.

A VSP doctor provides personalized care that focuses on keeping you and your eyes healthy year after year. Plus, when you see a VSP doctor, you'll get the most out of your benefit, have lower out-of-pocket costs, and your satisfaction is guaranteed.

From classic styles to the latest designer frames, you'll find hundreds of options for you and your family. You'll have access to great brands like bebe®, Calvin Klein, Disney, FENDI, Nike, and Tommy Bahama®.

VSP Coverage Effective Date: 07/01/2013  
VSP Doctor Network: VSP Signature

**Your Coverage with a VSP Doctor**

<b>WellVision Exam</b>	<ul style="list-style-type: none"> <li>• Focuses on your eyes and overall wellness</li> <li>• Every plan year</li> </ul>	\$10
<b>Prescription Glasses</b>		
<b>Frame</b>	<ul style="list-style-type: none"> <li>• \$130 allowance for a wide selection of frames</li> <li>• 20% off amount over your allowance</li> <li>• Every plan year</li> </ul>	Included in Prescription Glasses
<b>Lenses</b>	<ul style="list-style-type: none"> <li>• Single vision, lined bifocal, and lined trifocal lenses</li> <li>• Polycarbonate lenses for dependent children</li> <li>• Every plan year</li> </ul>	Included in Prescription Glasses
<b>Lens Options</b>	<ul style="list-style-type: none"> <li>• Tints/Photochromic lenses-transitions</li> <li>• Standard progressive lenses</li> <li>• Premium progressive lenses</li> <li>• Custom progressive lenses</li> <li>• Average 35-40% off other lens options</li> </ul>	\$0 \$50 \$80 - \$90 \$120 - \$160
<b>Contacts (instead of glasses)</b>	<ul style="list-style-type: none"> <li>• \$130 allowance for contacts; copay does not apply</li> <li>• Contact lens exam (fitting and evaluation)</li> <li>• Every plan year</li> </ul>	Up to \$60

**Glasses and Sunglasses**

- 10% off additional glasses and sunglasses, including lens options, from the same VSP doctor on the same day as your WellVision Exam. Or get 20% off from any VSP doctor within 12 months of your last WellVision Exam.

**Extra Savings and Discounts**

**Retinal Screening**

- Guaranteed pricing on retinal screening as an enhancement to your WellVision Exam.

**Laser Vision Correction**

- Average 15% off the regular price or 5% off the promotional price; discounts only available from contracted facilities.
- After surgery, use your frame allowance (if eligible) for sunglasses from any VSP doctor.

**Your Coverage with Other Providers**

Visit [vsp.com](http://vsp.com) for details if you plan to see a provider other than a VSP doctor

Exam.....up to \$50	Lined Trifocal Lenses.....up to \$100
Frame.....up to \$70	Progressive Lenses.....up to \$75
Single Vision Lenses.....up to \$50	Contacts.....up to \$105
Lined Bifocal Lenses.....up to \$75	Tints.....up to \$5

\*Plan year begins in July. VSP guarantees coverage from VSP doctors only. Coverage information is subject to change in the event of a conflict between this information and your original group's contract with VSP. The terms of the contract will prevail.

# Renewal Summary



1133 SW Topeka Blvd, Topeka KS 66629-0001  
 FAX (785) 290-0727 or Phone (800) 530-5989

Date: April 1, 2014  
 Presented to: City of Basehor  
 BCBSKS rep: Lisa Toyne

Group number: 00097805

Renewal Month July	Current rate	Renewal rate Effective July 1, 2014	Rate guarantee
Basic Term Life	.13/1,000	.15/1,000	1 year
Basic AD&D	.03/1,000	.03/1,000	1 year
Short Term Disability	.22/\$10 unit	.22/\$10 unit	1 year
Long Term Disability	.27% of monthly covered payroll	.24% of monthly covered payroll	2 years

## Quota Requirements – PLEASE FULLY COMPLETE QUESTIONS 1, 2, 3, 4 and 5

1) A person must be **Actively at Work\*** to be insured; which is, performing all their normal duties, wherever they usually work, and working the required number of hours each week whether an owner, partner, shareholder, individual proprietor or a regular employee.

Is anyone currently on the bill who is not **Actively at Work\***? No  Yes  Please tell us who they are and why they are not actively at work. \_\_\_\_\_

2) What is the number of employees who regularly work your weekly requirement of 40 hours or more? **Coverage is not based on enrollment in a health coverage plan.**

3) **Subtract** the number of employees who are still serving your required company imposed waiting period.

4) **Subtract** the total number of employees who have completed and submitted a Waiver of Coverage Form to AICK for your company paid benefits. On the lines below, please list the name(s) of the employees who have waived company paid coverage. A current Waiver of Coverage Form is enclosed for you to use and keep on file.

5) This total will equal the number of employees who should be enrolled in coverage with AICK.

## Authorization

Your group policy contains the exact provisions and exclusions of the benefit plan(s) being renewed. A renewal is not a guarantee of coverage in the absence of timely payment of premium or non-compliance with policy provisions. If the number of lives change by 10 percent or more, a re-rate may be necessary.

My signature verifies the information provided in the Quota Requirements section is true and complete to the best of my knowledge.

Executive contact signature \_\_\_\_\_

Date signed \_\_\_\_\_

Group Administrator Name (Please Print) \_\_\_\_\_

Group Administrator Email (Please Print) \_\_\_\_\_

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 10

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**Topic:** 2014 Pavement Management Project contract.

**Action Requested:** Approve Resolution 2014-05 to enter into a contract with Donelson Construction Company, LLC.

**Narrative:** The 2014 pavement management project includes approximately 6 miles of pavement treatments. On May 9<sup>th</sup>, 2014, staff opened bids for the project. The lowest bidder was Donelson Construction Company, LLC with a bid of \$241,337.70. Staff recommends approving resolution 2014-05 to enter into a contract with Donelson Construction Company, LLC. The project will be paid from the consolidated highway fund. Available funds are:

- 10-000-849 Street Improvements - PMP \$325,000.

Utilizing the budgeted amount of \$325,000 and contract unit prices, an additional 2 miles of pavement treatments could be added to the project for a total of 8 miles.

**Presented by:** Gene Myracle, City Superintendent and Mitch Pleak, City Engineer

**Administration Recommendation:** Approve Resolution 2014-05 not to exceed \$325,000 using contract unit prices.

**Committee Recommendation:**

**Attachments:**

Resolution 2014-05 (5 pages)  
2014 Project Map (1 page)

**Projector needed for this item?**

No

RESOLUTION NO. 2014-05

A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE THAT CERTAIN AGREEMENT BETWEEN BY AND BETWEEN THE CITY OF BASEHOR, KANSAS AND DONELSON CONSTRUCTION COMPANY, LLC. REGARDING THE 2014 MODIFIED AGGREGATE QUICKSET SURFACE (MAQS) PROGRAM IN BASEHOR, LEAVENWORTH COUNTY, KANSAS.

WHEREAS, the City of Basehor, Kansas wishes to enter into the 2014 Modified Aggregate Quickset Surface (MAQS) Program with Donelson Construction Company, LLC., attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BASEHOR KANSAS:

Section 1. That the Governing Body approves and hereby authorizes the Mayor to execute the Agreement with Donelson Construction Company, LLC., attached as Exhibit A.

Section 2. That this resolution shall become effective upon passage.

PASSED by the Governing Body this \_\_\_\_ day of May, 2014.

APPROVED by the Mayor this \_\_\_\_ day of May, 2014.

[SEAL]

\_\_\_\_\_  
David K. Breuer, Mayor

ATTEST:

\_\_\_\_\_  
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Shannon M. Marcano, City Attorney

Exhibit A  
**2014 Modified Aggregate Quickset Surface (MAQS) Program Agreement**

To be attached.

CITY OF BASEHOR, KANSAS

AGREEMENT BETWEEN  
CITY OF BASEHOR, KANSAS  
AND CONTRACTOR

**2014 Modified Aggregate Quickset Surface (MAQS) Program**

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Basehor, Kansas, hereinafter the "City", and Donelson Construction Company, LLC., hereinafter the "Contractor";

WITNESSETH:

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General Conditions, Plans, Specifications and other Contract Documents, as defined in the General Conditions, for the work herein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and canvassed the Bids submitted, and as a result of this canvass has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly awarded to the Contractor a contract therefor upon the terms and conditions set forth in this Agreement and for the sum or sums named in the Bid attached to and made a part of this Agreement.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors, and the Contractor for itself, himself/herself or themselves, its, his/her or their successors and assigns, or its, his/her or their executors and administrators, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work as designated, described and required by the Contract Documents, to wit: \_\_\_\_\_

all in accordance with the Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General Conditions, Plans, Specifications and other Contract Documents as defined in paragraph GC-1 of the General Conditions of the Contract for Construction, on file with the City Clerk of Basehor, Kansas, all of which Contract Documents form the Contract, and are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the

City, the State of Kansas and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of TWO HUNDRED FORTY-ONE THOUSAND THREE HUNDRED THIRTY-SEVEN AND 70/100 DOLLARS (\$241,337.70) (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The Contractor shall commence work upon the date stated in the Notice to Proceed, and will complete all work covered by this Contract by August 8, 2014. Liquidated damages based on the full bid price of the Contract shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in an amount as set forth in paragraph GC-45 of the General Conditions for each and every calendar day the work remains incomplete over the specified completion time stated above.

ARTICLE IV. The Contractor shall not subcontract, sell, transfer, assign or otherwise dispose of the Contract or any portion thereof without previous written consent of the City. In case such consent is given, the Contractor shall be permitted to subcontract a portion thereof, but shall self perform not less than forty percent (40%) of the total Contract Price based upon the unit prices within the Bid submitted to the City by the Contractor. No subcontracts, or other transfer of Contract, shall release the Contractor of its liability under the Contract and Bonds applicable thereto.

ARTICLE V. Contractor specifically acknowledges and confirms that: 1.) it has visited the site, made all inspections it deems appropriate and has read and fully understands the Contract Documents, including all obligations and responsibilities undertaken by it as specified herein and in the other Contract Documents and knowingly accepts same; 2.) it has furnished copies of all Contract Documents to its insurance carrier(s) and its surety(ies); and 3.) its insurance carrier(s) and surety(ies) agree to be bound as specified herein, in the Contract Documents and in the insurance policy(ies) and bonds as to liability and surety coverage.

ARTICLE VI. It is specifically agreed between the parties executing this Agreement that the Contract Documents are not intended to create any third party beneficiary relationship nor to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement. The duties, obligations and responsibilities of the parties to this Agreement with respect to third parties shall remain as imposed by law.

ARTICLE VII. This Agreement, together with the other Contract Documents, constitutes the entire agreement between the parties and supersedes all prior agreements, whether oral or written, covering the same subject matter. This Agreement may not be modified or amended except as provided herein or in the other Contract Documents.

ARTICLE VIII. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with, the laws of the State of Kansas.

ARTICLE IX. Should any provision of this Agreement or the other Contract Documents be determined to be void, invalid, unenforceable or illegal for whatever reason, such provision(s) shall be null and void; provided, however, that the remaining provisions of this Agreement

and/or the other Contract Documents shall be unaffected thereby and shall continue to be valid and enforceable.

IN WITNESS WHEREOF, the City of Basehor, Kansas, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed \_\_\_\_\_ counterparts of this Contract in the prescribed form and manner, the day and year first above written.

CITY OF BASEHOR, KANSAS

ATTEST:

By \_\_\_\_\_  
David K. Breuer  
Mayor

\_\_\_\_\_  
Katherine M. Renn  
City Clerk

APPROVED AS TO FORM:

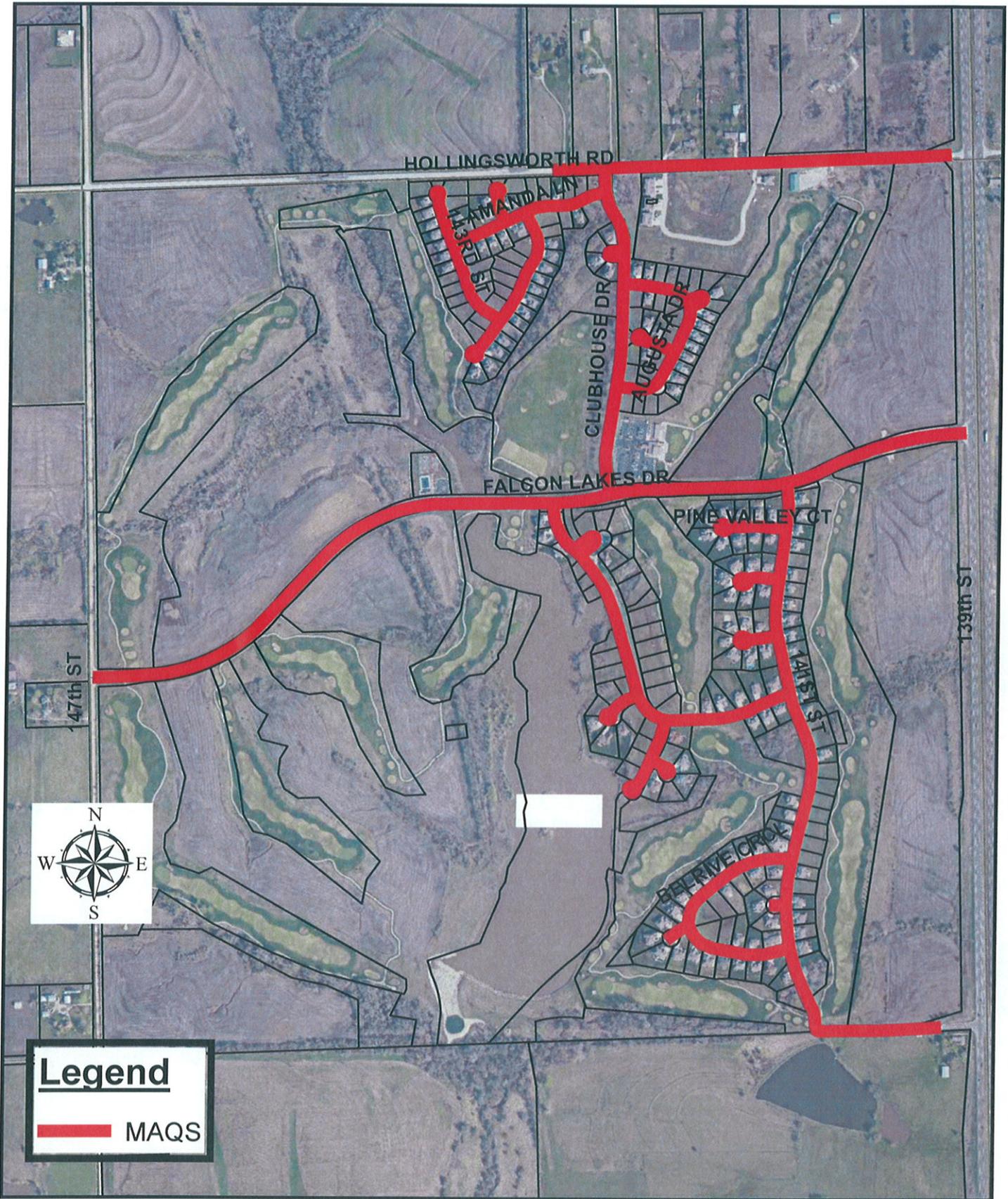
\_\_\_\_\_  
Shannon M. Marcano  
City Attorney

Donelson Construction Company, LLC.  
Contractor

(SEAL)

By Michael J. Donelson  
Title President

*(If the Contract is not executed by the president of the corporation or general partner of the partnership, please provide documentation which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)*



City of Basehor  
Agenda Item Cover Sheet

Agenda Item No. 11

**Topic:**

155<sup>th</sup> Terrace Circle in the Pinehurst Estates Subdivision – Street Name Change

**Action Requested:**

Consider Ordinance 641 – Change 155<sup>th</sup> Terrace Circle to 155<sup>th</sup> Circle.

**Narrative:**

The United States Post Office (USPS) has contacted the City regarding the current street name. The USPS has reported the second suffix of the current street name is not compatible to there system. To make the street name compatible to the USPS system the street name should be changed to 155<sup>th</sup> Circle.

**Presented by:**

Mitch Pleak, City Engineer

**Administration Recommendation:**

Approve Ordinance 641.

**Committee Recommendation:**

**Attachments:**

Ordinance 641 (1 page).

**Projector needed for this item?**

No

ORDINANCE NO. 641

AN ORDINANCE CHANGING THE NAME OF A CITY STREET IN THE PINEHURST ESTATES SUBDIVISION IN THE CITY OF BASEHOR, KANSAS.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASEHOR, KANSAS AS FOLLOWS:

Section 1. That 155<sup>th</sup> Terrace Circle in the Pinehurst Estates Subdivision in Basehor, Kansas, be changed to 155<sup>th</sup> Circle.

Section 2. That all other ordinances or parts of ordinances in conflict with the provisions of this Ordinance shall be and are hereby repealed.

Section 3. That this ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED by the Governing Body this \_\_\_\_ day of May, 2014.

APPROVED by the Mayor this \_\_\_\_ day of May, 2014.

[SEAL]

\_\_\_\_\_  
David K. Breuer, Mayor

ATTEST:

\_\_\_\_\_  
Katherine Renn, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Shannon M. Marcano, City Attorney

City of Basehor  
Agenda Item Cover Sheet

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Agenda Item No. 12

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**Topic:** Region L Multi-Jurisdictional Hazard Mitigation Plan

**Action Requested:** Adopt Resolution 2014-06

**Narrative:** The Federal Emergency Management Agency (FEMA) requires the adoption of a multi-jurisdictional hazard mitigation plan to meet the requirements of the Disaster Mitigation Act and as a condition of future funding for mitigation project under multiple FEMA pre and post disaster mitigation grant programs. Leavenworth County Emergency Management has developed the multi-jurisdictional hazard mitigation plan for our area. The Leavenworth Board of County Commissioners has reviewed the plan and adopted Resolution 2014-13. Each City is required to adopt a resolution so that the plan can be submitted to the Federal Emergency Management agency official for the plan's final approval.

**Presented by:** Lloyd Martley, Chief of Police/City Administrator

**Administration Recommendation:** Approve Resolution 2014-06

**Committee Recommendation:** N/A

**Attachments:** Resolution 2014-13 from Leavenworth County  
Resolution 2014-06

**Projector needed for this item?**

No

**RESOLUTION NO. 2014-06**

**A RESOLUTION ADOPTING THE LEAVENWORTH COUNTY REGIONAL MULTI-HAZARD MITIGATION PLAN**

**WHEREAS**, Leavenworth County Regional Multi-Hazard Mitigation Plan (the "Plan") has been prepared in accordance with FEMA requirements at 44 C.F.R. 201.6; and

**WHEREAS**, the City of Basehor participated in the preparation of the Plan; and

**WHEREAS**, the City of Basehor is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

**WHEREAS**, the City of Basehor has reviewed the Plan and affirms that the Plan will be updated no less than every five years.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BASEHOR KANSAS:**

**Section 1.** That the Governing Body adopts the Plan as this jurisdiction's Multi-Hazard Mitigation Plan and resolves to execute the actions in the Plan.

**Section 2.** That this resolution shall become effective upon passage.

PASSED by the Governing Body this \_\_\_\_ day of May, 2014.

APPROVED by the Mayor this \_\_\_\_ day of May, 2014.

[SEAL]

\_\_\_\_\_  
David K. Breuer, Mayor

ATTEST:

\_\_\_\_\_  
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Shannon M. Marcano, City Attorney

**RESOLUTION NO  
2014-13**

At a regular meeting of the Board of County Commissioners of Leavenworth County, Kansas conducted on Thursday, May 1<sup>st</sup>, 2014 there came before the Board for consideration the matter of approving the Region L Multi-Jurisdictional Hazard Mitigation Plan.

The Board, upon a motion duly made, seconded, and carried adopted the following Resolution, to-wit:

\*\*\*\*\*

WHEREAS, the Board of County Commissioners recognizes the threat that natural hazards pose to people and property within our community; and

WHEREAS, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

WHEREAS, the U.S. Congress passed the Disaster Mitigation Act of 2000 ("Disaster Mitigation Act") emphasizing the need for pre-disaster mitigation of potential hazards;

WHEREAS, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

WHEREAS, the Federal Emergency Management Agency (FEMA) requires the adoption of a multi-jurisdictional hazard mitigation plan to meet the requirements of the Disaster Mitigation Act and as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

WHEREAS, Leavenworth County Government has fully participated in the FEMA-prescribed mitigation planning process to prepare this Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, the Kansas Division of Emergency Management and the FEMA officials have reviewed the Region L Multi-Jurisdictional Hazard Mitigation Plan, and approved it contingent upon adoption by of the governing bodies of all participating jurisdictions; and

WHEREAS, the Board of County Commissioners desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Region L Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, being part of this regional plan allows the county to address its hazards and develop mitigation actions and incorporate those with the mitigation actions of Region L jurisdictions in the plan, to wit: Leavenworth County, Johnson County, and Wyandotte County; and

WHEREAS, adoption of the Region L Multi-Jurisdictional Hazard Mitigation Plan demonstrates a commitment to fulfilling the mitigation goals and objectives as outlined in the Plan and authorizes responsible agencies to carry out their responsibilities under the Plan. NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEAVENWORTH COUNTY, KANSAS, THAT:

1. The Region L Multi-Jurisdictional Hazard Mitigation Plan (incorporated herein by reference) for the unincorporated areas of Leavenworth County, Kansas is accepted and approved.

2. The Leavenworth County Department of Emergency Management is hereby directed to submit this Resolution to Kansas Division of Emergency Management and Federal Emergency Management Agency officials to enable the Plan's final approval.

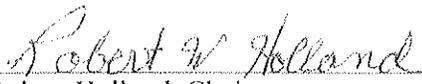
3. Agency personnel of Leavenworth County Government are requested and instructed to pursue available funding opportunities from the State and Federal Emergency Management Agencies for support and implementation of hazard mitigation activities under the Plan.

4. Resolution No. 2010-15s hereby repealed.

5. This Resolution shall be and become effective upon adoption.

Resolution No. 2014-13 adopted this 1<sup>st</sup> day of May 2014.

BOARD OF COUNTY COMMISSIONERS  
OF LEAVENWORTH COUNTY, KANSAS

  
Robert Holland, Chairman

  
Dennis Bixby, 3<sup>rd</sup> District Commissioner

  
Clyde Graber, 2<sup>nd</sup> District Commissioner

ATTEST:

  
Janet Klasinski  
Leavenworth County Clerk

