



**AGENDA**  
**BASEHOR CITY COUNCIL**  
September 21, 2015 - 7:00 p.m.  
Basehor City Hall

---

1. **Roll Call** by Council President Travis Miles 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

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. **United Way Proclamation**

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

**New Business** *(None at this time)*

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



## **Minutes**

### **Basehor City Council Meeting**

### **Basehor City Hall, August 17, 2015**

---

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

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

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

Staff Present: Chief of Police/City Administrator, Lloyd Martley, City Superintendent, Gene Myracle, City Clerk, Katherine Renn and City Attorney, Shannon Marcano.

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

- a. City Council Minutes
- b. Treasurer's Report
- c. Ordinance No. 655 – Standard Traffic Ordinance
- d. Ordinance No. 656 – Uniform Public Offense
- e. Conditional Use Permit for Basehor Chamber – Circus Event

Councilman Fields moved to approve the consent agenda and Councilman Drennon seconded. The motion passed unanimously, 5-0.

#### **3. Call to Public** – *None at this time*

#### **4. Unfinished Business** – *None at this time*

## **New Business**

### **5. Public Hearing for 2016 Operating Budget**

Councilman Healy moved to open the public hearing for 2016 Operating Budget at 7:02 p.m. and Councilman Miles seconded. The motion passed unanimously, 5-0.

Hearing no comments from the Public, Councilman Healy moved to close the public hearing for 2016 Operating Budget at 7:03 p.m. and Councilman Drennon seconded. The motion passed unanimously, 5-0.

### **6. Resolution 2015-14 Property Taxation Policy**

Councilman Miles moved to approve resolution 2015-14 property taxation policy and Councilman Garver seconded. The motion passed unanimously, 5-0.

### **7. Approve 2016 Operating Budget**

Councilman Drennon moved to approve the 2016 operating budget and Councilman Healy seconded. The motion passed unanimously, 5-0.

### **8. Consent for Cornerstone Revised Plat**

Councilman Miles moved to consent of the revised Cornerstone revised plat and move forward and Councilman Garver seconded. The motion passed unanimously, 5-0.

### **9. Basehor Elementary Site Development Plan**

Councilman Garver moved to consent of the Basehor Elementary site and development plan and move forward and Councilman Healy seconded. The motion passed unanimously, 5-0.

### **10. City Administrator's Report**

Mr. Martley informed the City Council of several upcoming dates:

- August 27<sup>th</sup> the Basehor Linwood High School football season will be starting.
- Basehor Chamber Circus event will be held on September 3<sup>rd</sup>
- Basehor Library will be hosting the Drug take back program September 6<sup>th</sup> 10am – 2pm
- Council's next work session reminder that it will be held on Tuesday, September 8<sup>th</sup> due to the Labor day holiday on Monday September 7<sup>th</sup>.

### **11. Council Members Report**

Councilman Fields asked to stay safe and to look out for the children with the school year back in session.

Councilman Healy wanted to pass along some news he had heard from Fort Leavenworth leadership that it was nice to hear some unsolicited praise for a town of our size that we are doing some really nice work as a Council board and City staff doing great things for Basehor.

### **12. Mayor's Report – *None at this time***

### **13. Executive Session**

Councilman Healy moved to go to executive session at 7:18 p.m. and resume by 7:35 p.m. and Councilman Miles seconded. The motion passed unanimously, 5-0.

City Council resumed at 7:35 p.m. and no action taken.

**14. Adjournment**

Councilman Healy moved to adjourn regular meeting at 7:36 p.m. and Councilman Garver seconded. Motion passed unanimously, 5-0.

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

Attest:

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

# CITY OF BASEHOR

## AUGUST 2015 FINANCIAL SNAPSHOT

### Funds

Fund	Budget	Revenues	Expenditures	% Utilized
General	\$2,828,230	\$1,725,992	\$1,204,018	43%
Special Park	\$73,000	\$17,097	\$9,744	13%
Sewer	\$1,550,947	\$1,095,892	\$1,308,209	84%
Cedar Lake Maintenance	\$40,000	\$40,026	\$22,401	56%
Bond & Interest	\$1,464,781	\$599,947	\$784,162	54%
Solid Waste	\$328,807	\$206,801	\$144,095	44%
Special Highway	\$860,000	\$481,357	\$154,829	18%
Municipal Equipment Reserve	\$173,000	\$180	\$133,294	77%
Capital Improvement	\$20,000	\$1,431,538	\$70,341	352%
Employee Benefit	\$560,868	\$392,464	\$377,004	67%
LCSD#3	\$33,000	\$33,040	\$17,164	52%

### Department

Department	Budget	Expenditures	Remaining Balance	% Utilized
<b>General</b>				
Clerk	\$346,547	\$198,385	\$148,162	57%
Street	\$225,132	\$96,326	\$128,806	43%
Governing Body	\$587,800	\$53,999	\$533,801	9%
Police	\$895,035	\$520,135	\$374,900	58%
Facilities	\$144,989	\$64,958	\$80,031	45%
Administrator	\$247,870	\$85,913	\$161,957	35%
Park & Recreation	\$74,942	\$35,202	\$39,740	47%
Miscellaneous	\$112,700	\$43,012	\$69,688	38%
HR	\$26,600	\$9,024	\$17,576	34%
Planning	\$166,615	\$97,066	\$69,549	58%

\*\*MISC includes transfers out of general fund into MERF and Capital Improvements\*\*

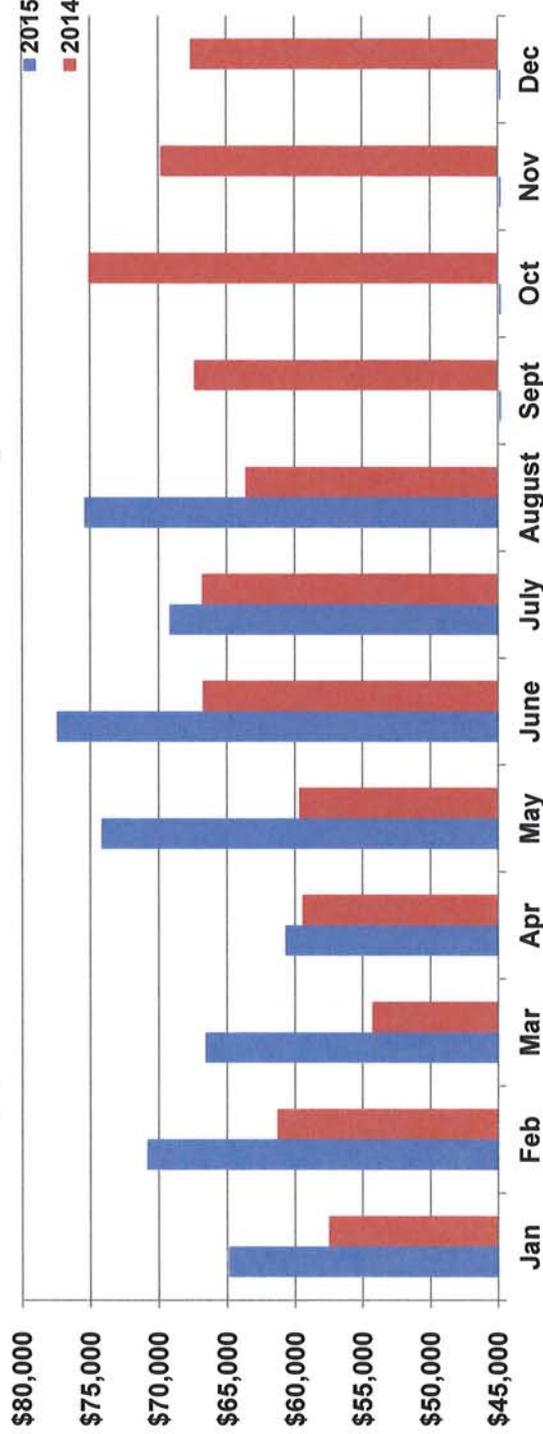
# MONTHLY SALES TAX COLLECTIONS 2011-2015

	2011	2012	2013	2014	2015	Monthly Diff. '14 - '15	% Difference	2014 YTD	2015 YTD	Diff. '14 - '15	% Difference
Jan	43,677.78	57,962.61	55,854.63	57,521.05	64,945.65	7,424.60	11.4%	57,521.05	64,945.65	7,424.60	11.4%
Feb	48,453.55	48,668.43	50,846.50	61,331.66	70,869.41	9,537.75	13.5%	118,852.71	135,815.06	16,962.35	12.5%
Mar	48,692.52	51,596.39	50,846.50	54,298.46	66,612.89	12,314.43	18.5%	173,151.17	202,427.95	29,276.78	14.5%
Apr	42,633.11	42,372.82	48,009.19	59,434.83	60,756.14	1,321.31	2.2%	232,586.00	263,184.09	30,598.09	11.6%
May	48,186.99	50,639.59	53,986.75	59,679.42	74,209.84	14,530.42	19.6%	292,265.42	337,393.93	45,128.51	13.4%
June	47,682.94	55,921.34	60,215.87	66,757.64	77,452.56	10,694.92	13.8%	359,023.06	414,846.49	55,823.43	13.5%
July	44,834.43	49,304.00	56,140.33	66,800.72	69,216.07	2,415.35	3.5%	425,823.78	484,062.56	58,238.78	12.0%
Aug	49,903.11	55,484.63	60,644.35	63,635.42	75,424.27	11,788.85	15.6%	489,459.20	559,486.83	70,027.63	12.5%
Sept	49,250.84	62,953.65	59,886.19	67,381.62							
Oct	51,883.08	57,986.12	59,634.13	75,075.03							
Nov	49,270.35	59,821.88	58,067.36	69,812.32							
Dec	51,874.96	49,586.00	58,821.13	67,635.00							
	576,343.66	642,297.46	672,952.93	769,363.17	559,486.83						

2015 TDD \$20,991.36

2014 TDD \$26,026.15

## 2014-15 Month to Month Comparison





## SOLID WASTE FUND HIGHLIGHTS

For the Month of August 2015

MONTH	2014	2015	% DIFFERENCE
	SOLID WASTE COUNT	SOLID WASTE COUNT	
January	1,760	1,847	4.71%
February	1,761	1,852	4.91%
March	1,778	1,866	4.72%
April	1,790	1,891	5.34%
May	1,808	1,911	5.39%
June	1,817	1,926	5.66%
July	1,822	1,932	5.69%
August	1,828	1,946	6.06%
September	1,833		
October	1,847		
November	1,853		
December	1,850		
<b>AVERAGE</b>	1,812	1,896	5.31%

MONTH	2014	2015	% DIFFERENCE
	SOLID WASTE BILLED	SOLID WASTE BILLED	
January	\$24,818.78	\$25,963.34	4.41%
February	\$24,974.62	\$26,060.62	4.17%
March	\$24,989.37	\$26,221.64	4.70%
April	\$25,167.00	\$26,404.12	4.69%
May	\$25,329.61	\$26,756.19	5.33%
June	\$25,479.72	\$26,956.84	5.48%
July	\$25,574.59	\$27,320.41	6.39%
August	\$25,735.24	\$27,233.52	5.50%
September	\$25,758.93		
October	\$25,969.22		
November	\$26,024.08		
December	\$25,968.77		
<b>TOTAL</b>	\$305,789.93	\$212,916.68	

MONTH	2014	2015	% DIFFERENCE
	AVERAGE BILL	AVERAGE BILL	
January	\$14.10	\$14.06	-0.28%
February	\$14.18	\$14.07	-0.78%
March	\$14.05	\$14.05	0.00%
April	\$14.06	\$13.96	-0.72%
May	\$14.01	\$14.00	-0.07%
June	\$14.02	\$14.00	-0.14%
July	\$14.04	\$14.14	0.71%
August	\$14.08	\$13.99	-0.64%
September	\$14.05		
October	\$14.06		
November	\$14.04		
December	\$14.04		
<b>AVERAGE</b>	\$14.06	\$14.03	-0.19%



## SEWER FUND HIGHLIGHTS

For the Month of August 2015

MONTH	2014 SWR COUNT	2015 SWR COUNT	% DIFFERENCE
January	1863	1960	4.95%
February	1876	1960	4.29%
March	1891	1971	4.06%
April	1906	1997	4.56%
May	1920	2017	4.81%
June	1928	2032	5.12%
July	1933	2037	5.11%
August	1934	2055	5.89%
September	1940		
October	1948		
November	1954		
December	1955		
<b>AVERAGE</b>	<b>1921</b>		

MONTH	2014 SWR BILLED	2015 SWR BILLED	% DIFFERENCE
January	\$91,681.27	\$98,315.70	7.24%
February	\$92,496.06	\$99,121.87	7.16%
March	\$91,753.37	\$98,797.47	7.68%
April	\$94,279.20	\$98,845.10	4.84%
May	\$98,923.62	\$102,569.87	3.69%
June	\$97,113.31	\$103,045.89	6.11%
July	\$97,177.47	\$102,504.86	5.48%
August	\$100,096.98	\$103,973.82	3.87%
September	\$99,208.77		
October	\$98,594.66		
November	\$98,616.61		
December	\$97,746.39		
<b>TOTAL</b>	<b>\$1,157,687.71</b>	<b>\$807,174.58</b>	

MONTH	2014 AVERAGE SWR BILL	2015 AVERAGE SWR BILL	% DIFFERENCE
January	\$49.21	\$50.16	1.93%
February	\$49.30	\$50.57	2.58%
March	\$48.52	\$50.13	3.32%
April	\$49.46	\$49.50	0.08%
May	\$51.52	\$50.85	-1.30%
June	\$50.37	\$50.71	0.68%
July	\$50.27	\$50.32	0.10%
August	\$51.76	\$50.60	-2.24%
September	\$51.14		
October	\$50.61		
November	\$50.47		
December	\$50.00		
<b>AVERAGE</b>	<b>\$50.22</b>	<b>\$50.36</b>	<b>0.27%</b>

08/21/2015

CHECK REGISTER FOR CITY OF BASEHOR  
CHECK DATE FROM 08/11/2015 - 08/14/2015

Check Date	Bank	Check	Void	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING						
08/11/2015	1	1016(E)		ADVANCE INSURANCE COMPANY	GROUP AD&D/LIFE/LTD/STD INSURANCE	694.46
08/11/2015	1	1017(E)		AFLAC	EMP CAFETERIA PLAN/JULY	969.72
08/11/2015	1	1018(E)		DELTA DENTAL OF KANSAS	GROUP DENTAL INS/AUGUST	1,633.84
08/11/2015	1	1019(E)		ETS	CITYWIDE CREDIT CARD FEES	157.26
08/11/2015	1	1020(E)		KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	200.77
08/11/2015	1	1021(E)		KPF EFT PROGRAM	POLICE RETIRE CONTRIB/MN LIFE	6,881.29
08/11/2015	1	1022(E)		MASS MUTUAL FINANCIAL GROUP	401/457 RETIRE CONTRIB	2,941.06
08/11/2015	1	1023(E)		VISION SERVICES PLAN	GROUP VISION INS	471.73
08/12/2015	1	1024(E)		COMMERCE	CITYWIDE PURCHASING CARD CHARGES	32,813.42
08/13/2015	1	22753	V	Wrong starting check # used, checks pulled before run completed		0.00
08/13/2015	1	22754	V	Wrong starting check # used, checks pulled before run completed		0.00
08/13/2015	1	22755	V	Wrong starting check # used, checks pulled before run completed		0.00
08/13/2015	1	22756		AMER SECURITY CONTRACTORS LLC	SECURITY/PWD/MAY-DEC 2015	936.00
08/13/2015	1	22757		ASPHALT SALES COMPANY INC	ASPHALT/EMERGENCY CULVERT REPAIR/PARALLE	6,293.96
08/13/2015	1	22758		ATHCO, LLC	SHIP POWER SUPPLY/WARRANTY EXCHANGE	15.00
08/13/2015	1	22759		CARTER WATERS CORPORATION	MISC ITEM FOR STREET MAINT	412.20
08/13/2015	1	22760		CERTIFIED LABORATORIES	FACILITY MAINT SUPPLY	120.00
08/13/2015	1	22761		CITY OF OVERLAND PARK	MEMBERSHIP FEE 7/2014-6/2015	836.00
08/13/2015	1	22762		DUKE'S ROOT CONTROL INC	SEWER LINE REHAB	11,544.21
08/13/2015	1	22763		GRAINGER	FACILITY PROCESS BELT PRESS	372.20
08/13/2015	1	22764		HAYNES EQUIPMENT CO	REPAIR/REPLACE VARIOUS GRINDER PUMPS/CL & GW	7,925.70
08/13/2015	1	22765		HOHENSCHILD WELDERS SUPPLY CO	LEASE RENEWAL	68.00
08/13/2015	1	22766		KANSAS ONE-CALL SYSTEMS, INC.	MONTHLY LOCATE FEES/JULY-112	112.00
08/13/2015	1	22767		LAWN TAMERS	CONTRACT MOW/BASEHOR BLVD/JULY	200.00
08/13/2015	1	22768		LEAVENWORTH COUNTY CO-OP	DIESEL FUEL PWD/WWTF	1,715.93
08/13/2015	1	22769		MCAFFEE HENDERSON SOLUTIONS	NEW SEWER MAPS	712.56
08/13/2015	1	22770		NATIONAL SIGN COMPANY INC	MISC SIGNS & TRAFFICE CONTROL	1,442.85
08/13/2015	1	22771		PAVING MAINTENANCE SUPPLY INC	STREET MAINT ITEMS	2,021.50
08/13/2015	1	22772		POLYDYNE INC	BELT PRESS OPERATIONS	1,080.00
08/13/2015	1	22773		REGISTER OF DEEDS	RECORDING FEE/PERMIT# MF-3-15	61.08
08/13/2015	1	22774		SPECTRA	STREET MAINT/CONSOLIDATED HWY	3,862.11
08/13/2015	1	22775		STEVE FOUTS	FIELD MAINT/FOD/6-1 & 7-4	3,412.00
08/13/2015	1	22776		SUBURBAN WATER	WASHING STREETS/HONEY CREEK	70.50
08/13/2015	1	22777		WESTLAND CONSTRUCTION	EMERGENCY CULVERT REPAIR/PARALLEL RD & 158	91,326.94

1 TOTALS:

Total of 34 Checks:

Less 3 Void Checks:

Total of 31 Disbursements:

\*\* (E) = EFT Checks-Online Payments

181,304.29

0.00

181,304.29

*Lloyd Martley* 8-21-15  
Lloyd Martley  
City Administrator

*Katherine M. Renn* 8-21-15  
Katherine Renn  
City Clerk

*Kristi Olson* 8/21/15  
Kristi Olson  
City Treasurer

08/21/2015

CHECK REGISTER FOR CITY OF BASEHOR  
CHECK DATE FROM 08/15/2015 - 08/21/2015

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING					
08/21/2015	1	1025(E)	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	200.77
08/21/2015	1	1026(E)	KPF EFT PROGRAM	POLICE RETIRE CONTRIB/MN LIFE	6,900.53
08/21/2015	1	1027(E)	MASS MUTUAL FINANCIAL GROUP	401/457 RETIRE CONTRIB	2,964.13
08/21/2015	1	22778	BASEHOR CHAMBER OF COMMERCE	CHAMBER MEETING LUNCH-KATHY	17.00
08/21/2015	1	22779	LEAGUE OF KS MUNICIPALITIES	2015 STO & UPOC ORDINANCE BOOKS	432.45
08/21/2015	1	22780	LEAVENWORTH COUNTY SHERIFF	JAIL FEES JULY 2015	105.00
08/21/2015	1	22781	MCAFFEE HENDERSON SOLUTIONS	DESIGN SVCS/SIDEWALK-LV RD (PARK-155)	20,285.60
08/21/2015	1	22782	VCA MISSION ANIMAL	CASE NUMBER 2015-1490	19.00

1 TOTALS:

Total of 8 Checks:	30,924.48
Less 0 Void Checks:	0.00
Total of 8 Disbursements:	30,924.48

\*\* (E) = EFT Checks-Online Payments

 8-21-15  
 Lloyd Martley  
 City Administrator

 8-21-15  
 Katherine Renn  
 City Clerk

 8/21/15  
 Kristi Olson  
 City Treasurer

09/02/2015

CHECK REGISTER FOR CITY OF BASEHOR  
CHECK DATE FROM 08/24/2015 - 09/02/2015

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING					
08/27/2015	1	22783-22791	VOIDED/PRINTED INCORRECTLY	CONTRACT FINANCE SVCS/JULY	0.00 V
08/27/2015	1	22792	ALLEN, GIBBS & HOULIK, LC	CONTRACT FINANCE SVCS/JULY	1,720.00
08/27/2015	1	22793	CUSIP GLOBAL SERVICES	ASSIGN SECURITY ID #	580.00
08/27/2015	1	22794	DWAYNE OVARD	OVERPAYMENT OF FINE	5.00
08/27/2015	1	22795	GILMORE & BELL, P.C.	LEGAL/BOND SALE-GO BONDS SERIES 2015-A	9,500.00
08/27/2015	1	22796	KANSAS STATE TREASURER	REGISTRAR & TRANSFER AGENT FEE	1,948.75
08/27/2015	1	22797	STANDARD & POORS	ANALYTICAL SVCS/GO BOND SALE SERIES 2015	9,500.00
08/27/2015	1	22798	STEPHEN R MARSDEN	JANITORIAL SERVICE/AUGUST	387.00
08/27/2015	1	22799	WHITE GOSS	CONTRACT LEGAL AMOUNT (6/16-7/15/15)	4,800.87
09/02/2015	1	22800	CARTER WATERS CORPORATION	MAINT SUPPLY FOR PWD PROJECTS	768.62
09/02/2015	1	22801	CONS RURAL WATER DISTRICT #1	WATER USAGE	274.00
09/02/2015	1	22802	G & S SERVICES, INC.	RESTRIPE CROSSWALKS	700.00
09/02/2015	1	22803	JOHNSON COUNTY GOVERNMENT	FACILITY FLOW TEST/JULY	281.00
09/02/2015	1	22804	KANSAS REGISTER	PUBLICATION/NOTICE OF BOND SALE	119.00
09/02/2015	1	22805	OMNI-SITE.NET	LIFT STATION COMMUNICATIONS UPGRADES	1,647.00
09/02/2015	1	22806	RALPH SMITH	PUMP OUT SEPTIC TANK/FOD	240.00
09/02/2015	1	22807	WESTAR ENERGY	ELECTRIC USAGE	12,432.71

1 TOTALS:  
Total of 16 Disbursements:

44,903.95

 9-2-15  
 Lloyd Martley  
 City Administrator

 9-2-15  
 Katherine M. Renn  
 City Clerk

 9/2/15  
 Kristi Olson  
 City Treasurer

09/17/2015

CHECK REGISTER FOR CITY OF BASEHOR  
CHECK DATE FROM 09/03/2015 - 09/17/2015

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING					
09/08/2015	1	22808	KANSAS STATE TREASURER	STATE MANDATED COURT FEES AUGUST 2015	1,689.00
09/08/2015	1	22809	KIANN SPRADLIN	CITY PROSECUTOR SALARY SEPT 2015	697.50
09/08/2015	1	22810	SONNTAG LAW OFFICE	COURT APPOINTED ATTORNEY SALARY SEPTEMBE	400.00
09/08/2015	1	22811	SPOTS OFF LLC	PATROL CAR WASHES JULY 2015	50.53
09/08/2015	1	22812	WILLIAM E. PRAY	JUDGE SALARY SEPTEMBER 2015	450.00
09/08/2015	1	22813	KANSAS DEPT OF TRANSPORTATION	POLICE RADIO LEASE/INTEREST	716.52
09/15/2015	1	22814	EKGFOA	SEPT LUNCH/OLSON, RENN	15.00

1 TOTALS:

Total of 7 Checks:

Less 0 Void Checks:

Total of 7 Disbursements:

4,018.55

0.00

4,018.55

  
Lloyd Martley  
City Administrator

  
Katherine Renn  
City Clerk

  
Kristi Olson  
City Treasurer