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

---

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

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

   a. City Council Minutes
   b. Treasurer's Report
   c. Casey's Cereal Malt Beverage (CMB) license renewal
   d. Kansas Pride Program annual application-Resolution 2015-24

3. **Call to Public**

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

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

New Business

5. **Parallel Storm & Sanitary Drainage Proposal – Resolution 2015-25**
6. **City Administrator's Report**
7. **Council Members Report**
8. **Mayor's Report**
9. **Executive Session** *(if needed)*
10. **Adjournment**

Per K.S.A. 75-438 the City Council Meeting agenda is available for review at Basehor City Hall, 2620 North 155th Street.

Minutes
Basehor City Council Meeting
Basehor City Hall, November 16, 2015

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 and a moment of silence for remembrance of the Paris shooting victims.

Council Members present: David K. Breuer, Travis Miles, Ty Garver, Dick Drennon, Vernon Fields, and Rae Anderson Nicholson *after being swore in.*

Staff Present: City Clerk, Katherine Renn, Mark Lee, Planning & Zoning Director 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. Mize Houser External Audit Agreement – Resolution 2015-21
d. Engineering Professional Service Agreement Olsson Assoc. Inc. – Resolution 2015-22
e. Engineering Professional Service Agreement Affinis Corp. – Resolution 2015-23

Councilman Fields moved to approve the consent agenda and Councilman Miles seconded. The motion passed unanimously, 4-0.

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

4. Unfinished Business – *None at this time*

New Business

5. City Council Appointment – Swear in Rae Anderson Nicholson
Councilman Miles moved to approve the Mayor's appointment of Rae Anderson Nicholson for Mr. Healy's resigned City Council seat and Councilman Garver seconded. The motion passed

unanimously, 4-0. Mrs. Renn swore in Mrs. Nicholson and she joined fellow Council members up on the bench.

6. Planning Commission Appointment – Swear in Jennifer Bizzell
Councilman Drennon moved to approve the Mayor's appointment of Jennifer Bizzell for Mrs. Nicholson's now vacant seat on the planning commission board and Councilman Fields seconded. The motion passed unanimously, 5-0. Mrs. Renn swore in Mrs. Bizzell and she will be joining the rest of the Commissioners at her first meeting on December 8, 2015.

7. City Administrator's Report
Mrs. Renn informed the Council of the upcoming Christmas events hosted by the Chamber:

- Mayor's Christmas Tree Lighting will be Monday, November 30th at 6:30 p.m.
- Community Christmas Celebration at Falcon Lakes Golf Club, Thursday, December 3rd at 5: 30 p.m.

8. Council Members Report
-Mr. Fields informed the board about upcoming MARC (Mid-America Regional Council) funding opportunity meeting that he would be attending and he had asked Planning Commission Chair, Jon Gallion to attend also.
- Mr. Miles congratulated Mr. Healy and thanked him for all his hard work while serving on the board.
- Mr. Drennon also expressed his congratulations and thanked Mr. Healy for all his hard work and extra effort that he had put in getting the EMS here to Basehor.
-Mr. Garver expressed his sincere thanks to Mr. Healy also and all his hard work.
-Mrs. Marcano also took this opportunity to express thanks to Mr. Healy and say what a pleasure it was to work with him on City Council.

9. Mayor's Report
Mayor Breuer expressed sincere gratitude for Councilman Brian Healy's service on the board and presented Mr. Healy with a plaque representing his years of service with the Planning Commission as well as the City Council. Mayor Breuer went on to thank Mr. Healy for his role in helping the City move forward in getting the EMS here in the City and thanked him again for all of his hard work.

10. Executive Session - *None at this time*

11. Adjournment
Councilman Miles moved to adjourn regular meeting at 7:37 p.m. and Councilman Fields seconded. Motion passed unanimously, 5-0.

_____
David K. Breuer, Mayor

Attest:

_____
Katherine M. Renn, City Clerk

CITY OF BASEHOR
NOVEMBER 2015 FINANCIAL SNAPSHOT

Funds

Fund	Budget	Revenues	Expenditures	% Utilized
General	$2,828,230	$2,067,378	$1,664,668	59%
Special Park	$73,000	$20,925	$53,533	73%
Sewer	$1,550,947	$1,495,634	$1,422,462	92%
Cedar Lake Maintenance	$40,000	$40,029	$35,774	89%
Bond & Interest	$1,464,781	$612,586	$784,225	54%
Solid Waste	$328,807	$291,025	$247,490	75%
Special Highway	$860,000	$672,493	$500,273	58%
Municipal Equipment Reserve	$173,000	$205	$134,010	77%
Capital Improvement	$20,000	$1,465,560	$133,247	666%
Employee Benefit	$560,868	$435,972	$526,356	94%
LCSD#3	$33,000	$33,046	$27,360	83%

Department

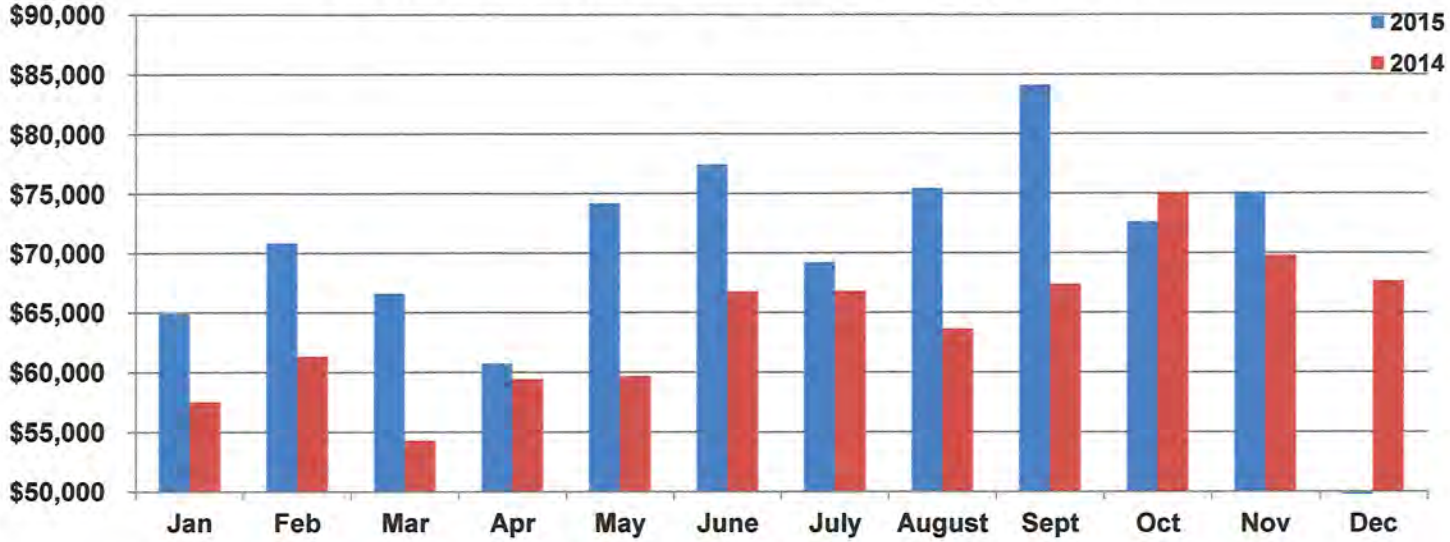
General	Budget	Expenditures	Remaining Balance	% Utilized
Clerk	$346,547	$237,237	$109,310	68%
Street	$225,132	$138,861	$86,271	62%
Governing Body	$587,800	$68,782	$519,018	12%
Police	$895,035	$743,922	$151,113	83%
Facilities	$144,989	$99,835	$45,154	69%
Administrator	$247,870	$132,703	$115,167	54%
Park & Recreation	$74,942	$47,580	$27,362	63%
Miscellaneous	$112,700	$46,962	$65,738	42%
HR	$26,600	$14,245	$12,355	54%
Planning	$166,615	$134,542	$32,073	81%

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	84,096.74	16,715.12	19.9%	556,840.82	643,583.57	86,742.75	13.5%
Oct	51,883.08	57,986.12	59,634.13	75,075.03	72,635.93	(2,439.10)	-3.4%	631,915.85	716,219.50	84,303.65	11.8%
Nov	49,270.35	59,821.88	58,067.36	69,812.32	75,123.36	5,311.04	7.1%	701,728.17	791,342.86	89,614.69	11.3%
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	791,342.86						
2015 TDD	$29,144.73										
2014 TDD	$26,026.15										

2014-15 Month to Month Comparison



SOLID WASTE FUND HIGHLIGHTS

For the Month of November 2015

MONTH	2014 SOLID WASTE COUNT	2015 SOLID WASTE COUNT	% DIFFERENCE
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	1,953	6.14%
October	1,847	1,954	5.48%
November	1853	1961	5.51%
December	1850		
AVERAGE	1,812	1,913	5.42%

MONTH	2014 SOLID WASTE BILLED	2015 SOLID WASTE BILLED	% DIFFERENCE
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	$27,376.36	5.91%
October	$25,969.22	$27,514.14	5.62%
November	$26,024.08	$27,701.83	6.06%
December	$25,968.77		
TOTAL	$305,789.93	$295,509.01	

MONTH	2014 AVERAGE BILL	2015 AVERAGE BILL	% DIFFERENCE
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	$14.02	-0.21%
October	$14.06	$14.08	0.14%
November	$14.04	$14.13	0.64%
December	$14.04		
AVERAGE	$14.06	$14.05	-0.11%

SEWER FUND HIGHLIGHTS

For the Month of November 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	2065	6.05%
October	1948	2057	5.30%
November	1954	2065	5.38%
December	1955		
AVERAGE	1921		

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	$104,665.79	5.50%
October	$98,594.66	$105,097.52	6.60%
November	$98,616.61	$104,622.86	6.09%
December	$97,746.39		
TOTAL	$1,157,687.71	$1,121,560.75	

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	$50.69	-0.88%
October	$50.61	$51.09	0.95%
November	$50.47	$50.66	0.38%
December	$50.00		
AVERAGE	$50.22	$50.48	0.52%

12/14/2015 CHECK REGISTER FOR CITY OF BASEHOR
CHECK DATE FROM 11/26/2015 - 12/14/2015

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING					
12/08/2015	1	22997	NICHOLAS CAVLOVIC	REIMB BOND BALANCE	430.00
12/14/2015	1	1077(E)	ATMOS ENERGY	GAS USAGE	317.21
12/14/2015	1	1078(E)	DELTA DENTAL OF KANSAS	GROUP DENTAL INS/DECEMBER	1,592.49
12/14/2015	1	1079(E)	ETS	CITYWIDE CREDIT CARD FEES	86.50
12/14/2015	1	1080(E)	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	200.77
12/14/2015	1	1081(E)	KPF EFT PROGRAM	POLICE RETIRE CONTRIB/MN LIFE	8,336.54
12/14/2015	1	1082(E)	MASS MUTUAL FINANCIAL GROUP	401/457 RETIRE CONTRIB	3,342.06
12/14/2015	1	22998	BASEHOR CHAMBER OF COMMERCE	CHAMBER CHRISTMAS/37 TICKETS	925.00
12/14/2015	1	22999	CONS RURAL WATER DISTRICT #1	WATER USAGE	209.84
12/14/2015	1	23000	DEFFENBAUGH DISPOSAL SERVICE	CITYWIDE TRASH SVC/NOV	22,482.20
12/14/2015	1	23001	DON STIERLY'S HARDWOOD FLOOR INC	REIMB 2016 BUS LIC	50.00
12/14/2015	1	23002	HUMAN CAPITAL CONSULTING	DECEMBER HR SUPPORT	500.00
12/14/2015	1	23003	JASON & MANDA CHRISTENSON	YOUTH SPORTS REBATE X 3	105.00
12/14/2015	1	23004	JOHNNY ON THE SPOT	FACILITY RENTAL/FOD/NOV	220.79
12/14/2015	1	23005	LEAVENWORTH COUNTY CO-OP	DIESEL FUEL/WWTF & PWD/NOVEMBER	1,103.49
12/14/2015	1	23006	LEAVENWORTH JUSTICE CENTER	BOND/JOSEPH RYAN	500.00
12/14/2015	1	23007	MUNICIPAL CODE CORPORATION	SUPPLEMENT #4/20 COPIES	492.59
12/14/2015	1	23008	PITNEY BOWES RESERVE ACCT	REFILL CITY POSTAGE METER	100.00
12/14/2015	1	23009	REGISTER OF DEEDS	RECORDING FEE	180.00
12/14/2015	1	23010	RON STIERLY'S FLOOR SERVICE INC	REIMB 2016 BUS LIC	50.00
12/14/2015	1	23011	WESTAR ENERGY	ELECTRIC USAGE/STREET LIGHTS	4,026.99

1 TOTALS:

Total of 21 Checks:	45,251.47
Less 0 Void Checks:	0.00
Total of 21 Disbursements:	45,251.47

**(E)=EFT Checks-Online Payments

12-14-15
Lloyd Martley
City Administrator

Katherine M. Renn 12-14-15
Katherine Renn
City Clerk

Kristi Olson 12/14/15
Kristi Olson
City Treasurer

11/25/2015 CHECK REGISTER FOR CITY OF BASEHOR
CHECK DATE FROM 10/31/2015 - 11/25/2015

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING					
11/25/2015	1	1065(E)	ADVANCE INSURANCE COMPANY	GROUP AD&D/LIFE/LTD/STD INSURANCE	688.93
11/25/2015	1	1066(E)	AFLAC	EMP CAFETERIA PLAN/NOVEMBER	1,108.56
11/25/2015	1	1067(E)	ATMOS ENERGY	GAS USAGE	204.47
11/25/2015	1	1068(E)	BLUE CROSS & BLUE SHIELD OF KS	GROUP MEDICAL INS/DECEMBER	19,088.53
11/25/2015	1	1069(E)	COMMERCE	CITYWIDE PURCHASING CARD CHARGES/OCTOBER	34,519.22
11/25/2015	1	1070(E)	ETS	CITYWIDE CREDIT CARD FEES	105.00
11/25/2015	1	1071(E)	FIRST STATE BANK AND TRUST	SAFETY DEPOSIT BOX RENT/1YR	75.00
11/25/2015	1	1072(E)	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	401.54
11/25/2015	1	1073(E)	KPF EFT PROGRAM	POLICE RETIRE CONTRIB/MN LIFE	14,835.13
11/25/2015	1	1074(E)	MASS MUTUAL FINANCIAL GROUP	401/457 RETIRE CONTRIB	6,280.25
11/25/2015	1	1075(E)	WESTAR ENERGY	ELECTRIC USAGE/STREET LIGHTING	3,838.08
11/25/2015	1	1076(E)	WRIGHT EXPRESS	OCTOBER/FLEET FUEL CHARGES	1,970.79
11/25/2015	1	22955	ALCANTER, MATTHEW	UB refund for account: 2826	13.36
11/25/2015	1	22956	ALLEN, GIBBS & HOULIK, LC	CONTRACT FINANCE SVCS/9-10 TO 9-15	1,300.00
11/25/2015	1	22957	ASPHALT SALES COMPANY INC	2015 PMP HOT MIX ASPHALT	498.42
11/25/2015	1	22958	BASEHOR AWARDS & TROPHIES	PLAQUE-HEALY/NAME PLATES-BIZZELL & NICHO	72.30
11/25/2015	1	22959	BRIAN HIGH	YOUTH SPORTS REBATE X 2	55.00
11/25/2015	1	22960	CARLSON, BOBBI JO	UB refund for account: 3188	1.24
11/25/2015	1	22961	CARTER WATERS CORPORATION	TACK OIL/HOT MIX ASPHALT STREET REPAIR	165.00
11/25/2015	1	22962	CCMFOA	MEMBERSHIP/RENN,OLSON	50.00
11/25/2015	1	22963	CHIP DEMOSS	SPECIAL COURT APPOINTMENT	150.00
11/25/2015	1	22964	DAVE'S PLUS CONSTRUCTION LLC	2015 CITY PARK PATH PROJ/ASPHALT	9,750.00
11/25/2015	1	22965	DEFFENBAUGH DISPOSAL SERVICE	REPLENISH TRASH STICKERS	500.00
11/25/2015	1	22966	DENNIS DUMOVICH	MONTH HR SUPPORT/NOVEMBER	500.00
11/25/2015	1	22967	ERIN DRENNON	YOUTH SPORTS REBATE X 2	127.50
11/25/2015	1	22968	HAYNES EQUIPMENT CO	REPAIR GRINDER PUMP/GLENWOOD	5,639.74
11/25/2015	1	22969	HEALTHY SOLUTIONS INC	EMPLOYEE FLU SHOTS/13	50.00
11/25/2015	1	22970	INTERSTATE ALL BATTERY CENTER	WWTF SUPPLIES FOR EQUIPMENT	72.14
11/25/2015	1	22971	KANSAS BUREAU OF INVESTIGATION	KBI LAB FEES A RICHARDSON	400.00
11/25/2015	1	22972	KANSAS ONE-CALL SYSTEMS, INC.	MONTHLY LOCATE SVC/OCTOBER/155	155.00
11/25/2015	1	22973	KANSAS STATE TREASURER	STATE MANDATED COURT FEES OCTOBER 2015	734.00
11/25/2015	1	22974	KATIE NORMAN	YOUTH SPORTS REBATE X 2	55.00
11/25/2015	1	22975	KIANN SPRADLIN	CITY PROSECUTOR DECEMBER 2015	927.00
11/25/2015	1	22976	LAWN TAMERS	CONTRACT MOW/OCTOBER	200.00
11/25/2015	1	22977	LEAVENWORTH ASPHALT MATERIAL	2015 CITY PARK PATH PROJ/ASPHALT	22,117.12
11/25/2015	1	22978	LEAVENWORTH CITY & COUNTY	THIRD QUARTER JULY-SEPTEMBER 2015	2,003.84
11/25/2015	1	22979	LEAVENWORTH COUNTY CO-OP	DIESEL FUEL/WWTF & PWD	1,152.08
11/25/2015	1	22980	LEAVENWORTH COUNTY SHERIFF	JAIL FEES OCTOBER 2015	227.50
11/25/2015	1	22981	MCAFEE HENDERSON SOLUTIONS	2015 LEAVENWORTH ROAD PROJECT	27,059.37
11/25/2015	1	22982	NATIONAL SIGN COMPANY INC	STREET SIGN POST	1,305.00
11/25/2015	1	22983	RECORD NEWS	BUSINESS CARDS	35.00
11/25/2015	1	22984	REDDI SERVICES KC	SEWER MAIN STOP UP	740.00
11/25/2015	1	22985	REGISTER OF DEEDS	MONTHLY LAREDO BILLING/OCTOBER	96.00
11/25/2015	1	22986	SONNTAG LAW OFFICE	COURT APPOINTED ATTORNEY SALARY DECEMBER	400.00
11/25/2015	1	22987	SPECTRA	WWTF/PWD SAFETY ITEMS	1,438.98
11/25/2015	1	22988	SPOTS OFF LLC	PATROL CAR WASHES OCT 2105	60.99
11/25/2015	1	22989	SPRATT, PIERRE & MARICELA	UB refund for account: 1553	36.45
11/25/2015	1	22990	STEPHEN R MARSDEN	JANITORIAL SERVICE/NOVEMBER	387.00
11/25/2015	1	22991	STRAIGHT-LINE STRIPING INC	STRIPING HOLLINGSWORTH RD & PARALLEL RD	638.80
11/25/2015	1	22992	TRAINING AT YOUR PLACE	TRAINING@YOURPLACE COURT PROGRAM	47.50
11/25/2015	1	22993	WELBORN SALES, INC.	CULVERTS/PWD PROJECTS	1,743.50
11/25/2015	1	22994	WESTAR ENERGY	ELECTRIC USAGE	10,160.12
11/25/2015	1	22995	WESTLAND CONSTRUCTION	ROCK MATERIAL/ CITY PARK PATH PROJECT	3,980.60
11/25/2015	1	22996	WILLIAM E. PRAY	JUDGE SALARY DECEMBER 2105	450.00

1 TOTALS:

Total of 54 Checks:	178,611.05
Less 0 Void Checks:	0.00
Total of 54 Disbursements:	178,611.05

**(E)=EFT Checks-Online Payments

12/14/15
Lloyd Martley
City Administrator

Katherine M. Renn 11-25-15
Katherine Renn
City Clerk

Kristi Olson 11/25/15
Kristi Olson
City Treasurer

City of Basehor

Agenda Item Cover Sheet

Consent Agenda Item C

Topic: Cereal Malt Beverage License – Casey's

Action Requested: Approve the corporate application for license to sell cereal malt beverages for Casey's

Narrative: 41-2702(g) The board of county commissioners of the several counties or the governing body of a city shall issue a license upon application duly made as otherwise provided for herein, to any retailer engaged in business in such county or city and qualified to receive such license, to sell only cereal malt beverages in original and unopened containers, and not for consumption on the premises. The annual license fee for such license, which shall be in addition to the fee provided by subsection (e), shall be not less than $25 nor more than $50.

41-2703 (a) After examination of an application for a retailer's license, the board of county commissioners or the director shall, if they approve the same, issue a license to the applicant. The governing body of the city shall, if the applicant is qualified as provided by law, issue a license to such applicant.

Presented by: Katherine Renn, City Clerk

Administration Recommendation: Approve application for license

Attachments: Application for license

Projector needed for this item?

No

Memorandum

To: Lloyd Martley

CC: Mr. Mayor and City Council, Katherine Renn

From: Mark Lee, Planning & Zoning Director/Building Official

Date: 12/7/2015

Re: CMB License Renewal

Mark Lee, Building Official Recommendations

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

Staff has no objections to the renewal of all 2016 license renewal applications.

The City Clerk's office has confirmed 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
Planning & Zoning Director

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of BASEHOR

SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:
☐ License to sell cereal malt beverages for consumption on the premises.
☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-201025921F-01

Name of Corporation CASEY'S RETAIL COMPANY	Principal Place of Business ONE CONVENIENCE BLVD, ANKENY, IA 50021		
Corporation Street Address ONE CONVENIENCE BLVD, PO BOX 3001	Corporation City ANKENY	State IA	Zip Code 50021
Date of Incorporation 04/14/04	Articles of Incorporation are on file with the Secretary of State.	☒ Yes ☐ No	
Resident Agent Name C T CORPORATION SYSTEM	Phone No. 785-233-5517		
Residence Street Address 112 SW 7TH ST, SUITE 3C	City TOPEKA	State KS	Zip Code 66603

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name CASEY'S GENERAL STORE #2620	Name CASEY'S RETAIL COMPANY
Business Location Address 15441 WOLF CREEK PARKWAY	Address PO BOX 3001
City / State / Zip BASEHOR, KS 66007	City / State / Zip ANKENY, IA 50021
Business Phone No. 913-728-2858	☒ Applicant owns the proposed business or special event location. ☐ Applicant does not own the proposed business or event location.
Business Location Owner Name(s) CASEY'S RETAIL COMPANY	

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse, if applicable. Attach additional pages if necessary.

Name NO PERSONS INDIVIDUALLY OR IN AGGREGATE OWN 25%	Position CORPORATE STOCK		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Age
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Age
Residence Street Address	City	State	Zip Code

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)

Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code

SECTION 5 – MANAGER OR AGENT INFORMATION		
My place of business or special event will be conducted by a manager or agent.		☒ Yes ☐ No
If yes, provide the following:		
Manager/Agent Name ROBERT VINCENT PIZZINI	Phone No. 515-965-6555 x18200	Date of Birth 11/15/1968
Residence Street Address 216 HIGHLAND ROAD	City LANSING	Zip Code 66043
Manager or Agent Spousal Information		
Spouse Name NA	Phone No.	Date of Birth
Residence Street Address	City	Zip Code

SECTION 6 – QUALIFICATIONS FOR LICENSURE	
Within two years immediately preceding the date of this application, have any of the individuals identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.	☐ Yes ☒ No
Have any of the individuals identified in Sections 4 and 5 been managers, officers, directors or stockholders owning more than 25% of the stock of a corporation which: (1) had a cereal malt beverage license revoked; or (2) was convicted of violating the Club and Drinking Establishment Act or the CMB laws of Kansas.	☐ Yes ☒ No
All of the individuals identified in Sections 4 & 5 are at least 21 years of age[1].	☒ Yes ☐ No

SECTION 7 – DURATION OF SPECIAL EVENT		
Start Date	Time	☐ AM ☐ PM
End Date	Time	☐ AM ☐ PM

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE [illegible] DATE OCTOBER 13, 2015

FOR CITY/COUNTY OFFICE USE ONLY:

☐ **License Fee Received Amount $_____ Date _____**
($25 - $50 for Off-Premise license or $25-200 for On-Premise license)

☐ **$25 CMB Stamp Fee Received Date _____**

☐ **Background Investigation** ☐ Completed Date _____ ☐ Qualified ☐ Disqualified

☐ **New License Approved** Valid From Date _____ to _____ **By:** _____

☐ **License Renewed** Valid From Date _____ to _____ **By:** _____

☐ **Special Event Permit Approved** Valid From Date _____ to _____ **By:** _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SU BMITTED WITH YOUR QUARTERLY REPORT (ABC-301) TO THE ALCOHOLIC BEVERAGE CONTROL, 915 SW HARRISON STREET ROOM 214, TOPEKA, KS. 66625-3512.

[1] Spouse not required to be over 21 years of age. K.S.A. 41-2703(b)(9)

Print Form

City of Basehor

Agenda Item Cover Sheet

Consent Agenda Item D

Topic: Kansas Pride Program annual application/Resolution 2015-24

Action Requested: Approve Resolution 2015-24 showing that the City supports the Kansas Pride Program

Narrative: Kansas PRIDE is dedicated to serving communities across the state to encourage and assist local government and volunteers in making their community a better place to live and work. Each year Kansas Pride Program requires that an application be submitted along with a passed resolution showing that the City supports the program. Lew Lewis is the Chairperson for our Pride Program and will be submitting the application for 2016.

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

Administration Recommendation: Approve Resolution 2015-24

Attachments: Kansas Pride Program
Resolution 2015-24

Projector needed for this item?

No

MEMO

Date: December 7, 2015

To: Governing Body

From: Lloyd Martley, Chief of Police/City Administrator

Ref: Kansas Pride Program

Building Better Communities

The Kansas PRIDE Program is a partnership of K-State Research and Extension, the Kansas Department of Commerce, and Kansas PRIDE, Inc.

Kansas PRIDE is dedicated to serving communities across the state to encourage and assist local government and volunteers in making their community a better place to live and work.

Through the PRIDE program, local communities identify what they would like to preserve, create, or improve for their future. Then, working with the resources of K-State Research & Extension and the Kansas Department of Commerce, community volunteers pull together to create their ideal community future.

The Kansas PRIDE program is a volunteer, grassroots effort to improve the quality of life in local communities. Each Kansas community is unique and shares a common bond: a rich heritage based on self-reliance and community pride. Since 1970, the Kansas PRIDE program has assisted and encouraged communities to prepare for the future by building on their past and forming a vision of the future. The goal of PRIDE is to help maximize community and economic development efforts by encouraging all groups to coordinate and work collaboratively for community betterment.

Since 1970, the Kansas PRIDE program has assisted and encouraged communities to prepare for the future by building on their past and forming a vision of the future.

For over 40 years, the PRIDE program has grown and evolved, like our Kansas communities, to help meet their ever changing needs. The constant challenge to remain viable and provide a high quality of life can be achieved through the comprehensive PRIDE approach. PRIDE involvement can cover a wide range of activities to meet commonly identified community needs. Through participation in the community development planning process, Kansas communities have worked to involve youth in community betterment projects, retain grocery stores and cafes, develop community celebrations, implement recycling programs, establish food pantries and social services, and a myriad of other projects to improve the local quality of life.

RESOLUTION N0. 2015-24

A RESOLUTION PLEDGING SUPPORT, ENDORSEMENT, AND COOPERATION FOR THE 2016 KANSAS PRIDE PROGRAM

WHEREAS, local municipal government has a responsibility to develop the capacity to undertake a viable community development effort; and

WHEREAS, community development needs and problems can best be determined and solved through a cooperative effort between elected officials and those citizens they represent; and

WHEREAS, the Kansas PRIDE Program, co-administered by the Kansas Department of Housing Resources Corporation and K-State Research and Extension, has been reviewed and found to be a means to improve our community; and

WHEREAS, the Mayor and City Council wish to pledge their full support, endorsement, and cooperation in carrying out the requirements of the Kansas PRIDE Program.

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

Section 1. That the city of Basehor urges its citizens to join this effort and hereby declares the City of Basehor to be an official entrant in the PRIDE Program for the year of 2016.

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

PASSED by the Governing Body this 21st day of December, 2015.

APPROVED by the Mayor this 21st day of December, 2015.

[SEAL]

_____
David K. Breuer, Mayor

ATTEST:

_____
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

_____
Shannon M. Marcano, City Attorney

{32233 / 65827; 589200. }

City of Basehor

Agenda Item Cover Sheet

Agenda Item No. 5

Topic: 155th St. to Parallel Street Storm & Sanitary Sewer Drainage Corridor Study

Action Requested: Approve Resolution 2015-25 authorizing the execution of an agreement with MHS regarding engineering services for storm and sanitary sewer for the drainage corridor from 155th St. to Parallel St.

Narrative: Staff has worked with MHS Engineering since October of 2014 to determine the best corrective method to resolve the issues with the storm and sanitary sewers from 155th St. north to Parallel Road back south to Chestnut Street. The study performed was to determine the best design possible to correct the corridor drainage with minimal impact to the property owners while achieving adequate removal of surface water. Approval of the presented concept and agreement will allow construction documents to be produced, then moving forward with the contractor bidding phase for construction.

Presented by: Gene Myracle, City of Basehor
Matt Henderson, MHS Engineering

Administration Recommendation: Approve Resolution 2015-25 and the presented concept to allow for construction documents to be produced and move forward with the bidding phase for construction.

Attachments: Drainage Corridor Study
Scope of Work
Contract Letter of Agreement

Projector needed for this item?
No

RESOLUTION NO. 2015-25

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH MCAFEE HENDERSON SOLUTIONS REGARDING ENGINEERING SERVICES FOR STORM AND SANITARY SEWER FOR THE DRAINAGE CORRIDOR FROM 155TH STREET TO PARALLEL STREET

WHEREAS, McAfee Henderson Solutions and the City of Basehor wish to enter into an agreement for engineering services related to storm and sanitary sewer for the drainage corridor from 155th Street to Parallel Street..

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 City Administrator to execute the agreement for engineering services for storm and sanitary sewer for the drainage corridor from 155th Street to Parallel Street, attached as Exhibit A.

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

ADOPTED by the Governing Body this _____ day of December, 2015.

SIGNED by the Mayor this _____ day of December, 2015.

SEAL

_____
David K. Breuer, Mayor

ATTEST:

_____
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

_____
Shannon M. Marcano, City Attorney

EXHIBIT A

Agreement with McAfee Henderson Solutions

McAfee Henderson Solutions

December 7, 2015

Mr. Gene Myracle, Director
City of Basehor Public Works
2620 N. 155th Street
Basehor, KS 66007

RE: Letter of Agreement for Land Survey & Civil Engineering Services
Storm Sewer and Sanitary Construction Drawings for
Drainage Corridor – 155th Street to Parallel Street
Basehor, Kansas

1. SCOPE OF WORK

McAfee Henderson Solutions, Inc. (MHS) shall provide construction documents for the three storm structures and channel improvements along the drainage corridor from 155th Street (between Landauer and Chestnut Streets) to Parallel Street. The total length of corridor is approximately 1,700 linear feet. Improvement plans are anticipated to include open channel design, three (3) reinforced concrete drainage road structures, and relocation of 600 LF of sanitary sewer main. The following information identifies our understanding of the project and the intended deliveries. Scope of services is detailed below:

Land Surveying Services

a. Provide field surveys in accordance with State of Kansas and Leavenworth County minimum standards in establishing the property lines of the 19 parcels within the project area. Locate and reference nearest corner monuments to each end of the project in establishing section lines and right of way through the project. Leavenworth County Control Network State Plane Coordinates (NAD 83) will be utilized.

b. Provide an approximate 1,700 linear feet detailed topographic corridor survey for the project collecting terrain data, site planametric features, and utilities within project limits. Corridor width shall be approximately 150-ft between rear/side faces of residential structures. Additional topographic data will be collected along the Landauer Street right from address 15415 to 15321.

c. Localized project control shall contain a minimum of four (4) project benchmarks and four (4) recoverable control points outside the anticipated construction limits.

d. Obtain Ownership and Encumbrance (O&E) reports from a qualified Title Company at project inception and refresh the O&E documents prior to right of way acquisition. Twenty (20) O&E reports are anticipated for this project.

e. Prepare twenty (20) legal descriptions and exhibits sealed by a registered land surveyor for each parcel requiring temporary construction easements within the project limits.

f. Prepare twelve (12) legal descriptions and exhibits sealed by a registered land surveyor for each parcel requiring permanent easements within the project limits for drainage structures and sanitary relocation.

g. Provide staking of all easements required for the project construction with a 40d nail and lathe with flagging.

Engineering Services

h. Conduct meetings with the CITY for the Project Kick-Off, 30% Concept Design Stage, Field Check, Utility Coordination, Office Check and Final Plans.

i. Perform hydrologic and hydraulic calculations for the proposed conditions of all affected drainage areas in the 2, 10, 25, and 100 year storm events. Incorporate drainage table and map into the construction documents.

j. Assist CITY in conducting one public information meeting for the surrounding property owners and public interested in the project improvements.

k. Prepare construction drawings in accordance with City of Basehor Standards and conduct field check with CITY staff. Plans to include the following:

    i. Existing rights of ways and easements.
    ii. Proposed drainage channel grading.
    iii. Horizontal and vertical layout of storm sewer improvements.
    iv. Horizontal and vertical layout of sanitary sewer main and service line relocations.
    v. Construction limits and cross sections.
    vi. Details of construction improvements.
    vii. Engineering estimate of probable cost of construction

l. Coordinate utility companies having facilities that require adjustment and/or relocation within the project limits. Grading and storm structures shall be designed to minimize impacts to utilities. Relocation plans shall be provided by the utility owner.

m. Prepare Office Check plans incorporating any modifications from field check meeting. Plans shall include all necessary details required for bidding.

n. Prepare Final Plans and all required details and special provisions for technical specifications not covered by City of Basehor or the Kansas State Road and Bridge Specifications to be used in the bidding documents.

o. Submit documentation for permit determination with the Army Corp of Engineers, Division of Water Resources, and KDHE.

p. Provide bid phase services which shall include preparation of project manual and specifications for the project. MHS will distribute notice of project to area contractors and plan houses for plans to be purchased for bidding. MHS will conduct a non-mandatory pre-bid meeting for interested contractors and attend public bid opening at the City of Basehor. MHS will make recommendations to the City on acceptance of lowest qualified contractor bid.

q. Construction engineering services will be an addendum to this contract based on the number of working days set forth by the contract documents. Once construction time length is established, MHS will submit a fee proposal for performing these services.

2. PROJECT DELIVERABLES

The ENGINEER will deliver the following items the CITY. All preliminary and utility plan sets shall be half size (12" x 18").

a. Two (2) sets of Field Check Plans
b. One (1) set of Final Plans without structural details for each utility
c. Two (2) sets of plans without structural details for right-of-way acquisition
d. Two (2) copies of easement exhibits with legal descriptions
e. Copy of title work
f. Three (3) complete sets of Final Plans
g. Electronic PDF of each plan sheet

3. COMPENSATION FOR PROFESSIONAL SERVICES

Not To Exceed Fees: The ENGINEER will provide professional services for this project in accordance with the Scope of Work, Basic Scope of Services, Project Deliverables and Terms and Conditions of Agreement listed herein on an hourly rate plus expenses for the following not to exceed fees.

Land Surveying Services	
Boundary and Topography (items a thru d)	10,725.00
Legal Descriptions & Exhibits (items e and f)	5,460.00
Easement Staking (item g)	3,005.00
Engineering Services	
Field Check Construction Drawings (items h thru l)	21,750.00
Final Construction Drawings and Permits (items m thru o)	16,400.00
Bid Phase Services	2,920.00
Subtotal Survey and Engineering Services	$59,810.00

Reimbursable Expenses	
Title Commitment Reports - 20 Parcels	$4,500.00
Mileage, Postage, and Courier Services	$310.00
KDHE and DWR Permits	$565.00
Printing	$403.20
Subtotal Reimbursable Expenses	$5,778.20
Total Project Fee:	**$65,588.20**
Construction Observation Services	Fee TBD

4. ASSIGNMENT

Neither MHS or the City shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

5. TERMINATION

Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days written notice of default for any of the following reasons; providing however that the notified party shall have the same seven (7) calendar day period in which to cure the default:

a. Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
b. Assignment of this Agreement or transfer of the Project(s) by either party to any other entity without the prior written consent of the other party
c. Suspension of the Project(s) or MHS's services by the City for more than ninety (90) calendar days, consecutive or in the aggregate.

The City may terminate this Agreement for the City's convenience and without cause upon giving MHS not less than seven (7) calendar days written notice. In the event of any termination that is not the fault of MHS, the City shall pay MHS for services rendered and reimbursable costs incurred.

6. INDEMNITY

MHS shall indemnify and hold the City harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, relating to third party personal injury or third party property damage and arising from their own negligent acts, errors or omissions in the performance of their services under this Agreement.

7. INSURANCE COVERAGES

Workers' Compensation	Statutory- per state law
Employer's Liability	$500,000/Each Accident
General Liability	$1,000,000/Occurrence $2,000,000/Aggregate
Automobile Liability	$1,000,000 Combined Single Limit for BI/PD
Professional Liability	$1,000,000 Each Claim and Aggregate

MHS agrees to name the City as additional insured on all policies, to the extent allowable.

8. GENERAL PROVISIONS

Services performed by MHS under this Agreement will be conducted in a manner consistent with level of care, diligence and skill ordinarily possessed and exercised by members of the profession currently practicing in the same locality under similar conditions. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE SPECIFICALLY EXCLUDED. The parties' rights, liabilities, responsibilities and remedies with respect to the Services, whether in contract or otherwise, shall be exclusively those expressly set forth in this Agreement. This Agreement shall be governed by and interpreted in accordance with the laws of Kansas.

The proposal outlined in this Letter is valid for sixty (60) days.

This proposal represents the entire agreement between the Client and McAfee Henderson Solutions and supersedes all prior negotiations, representations or agreements, whether written or oral. This Agreement may be amended only by written instrument signed by both the Client and McAfee Henderson Solutions. If this agreement is acceptable, please sign and return one copy to serve as notice to proceed. We look forward to working with you on the successful completion of this project.

Matt Henderson, Principal
MCAFEE HENDERSON SOLUTIONS, INC.

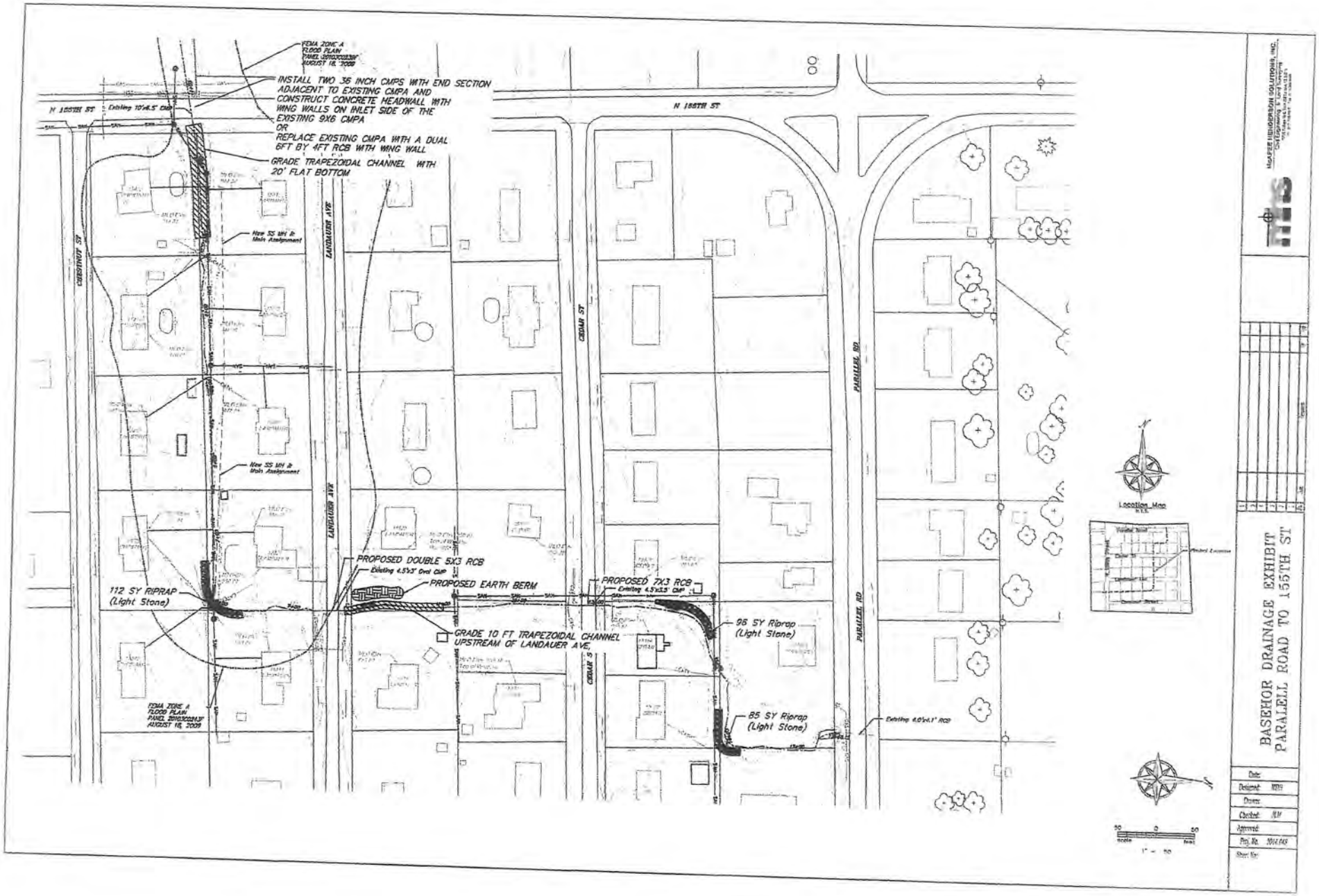
12/7/2015
Date

Lloyd Martley Jr., City Administrator
City of Basehor

Date

McAfee Henderson Solutions Inc.
Attachment A
2015 Staff Billing Rates

	Engineering Staff	
ENG-P	Principal In Charge	$140
ENG-4	Project Manager	$120
ENG-3	Project Engineer 2	$95
ENG-2	Project Engineer 1	$80
ENG-1	Staff Engineer	$70
ET-5	Engineering Technician 5	$90
ET-4	Engineering Technician 4	$80
ET-3	Engineering Technician 3	$75
ET-2	Engineering Technician 2	$60
ET-1	Engineering Technician 1	$50
	Surveying Staff	
LS-P	Principal in Charge	$140
LS-7	Project Manager	$120
LS-6	Land Survey Crew	$145
LS-5	Professional Land Surveyor	$90
LS-4	Survey Technician 4	$80
LS-3	Survey Technician 3	$70
LS-2	Survey Technician 2	$65
LS-1	Survey Technician 1	$50
	Inspection Staff	
INS-P	Principal in Charge	$140
INS-7	Project Manager	$120
INS-6	Construction Engineer 2	$90
INS-5	Construction Engineer 3	$80
INS-4	Construction Inspector 4	$80
INS-3	Construction Inspector 3	$70
INS-2	Construction Inspector 2	$60
INS-1	Construction Inspector 1	$50
	Administration Staff	
OA-1	Clerk 1	$45



FEMA ZONE A
FLOOD PLAIN
PANEL 20103C0239F
AUGUST 18, 2009
INSTALL TWO 36 INCH CMPS WITH END SECTION ADJACENT TO EXISTING CMPA AND CONSTRUCT CONCRETE HEADWALL WITH WING WALLS ON INLET SIDE OF THE EXISTING 9X6 CMPA
OR
REPLACE EXISTING CMPA WITH A DUAL 6FT BY 4FT RCB WITH WING WALL
GRADE TRAPEZOIDAL CHANNEL WITH 20' FLAT BOTTOM
N 155TH ST
Existing 10'x6.5' CMP
New SS MH & Main Assignment
CHESTNUT ST
LANDAUER AVE
CEDAR ST
PARALLEL RD
PROPOSED DOUBLE 5X3 RCB
Existing 4.5'x3' Oval CMP
PROPOSED EARTH BERM
PROPOSED 7X3 RCB
Existing 4.5'x3.5' CMP
112 SY RIPRAP (Light Stone)
GRADE 10 FT TRAPEZOIDAL CHANNEL UPSTREAM OF LANDAUER AVE.
96 SY Riprap (Light Stone)
85 SY Riprap (Light Stone)
Existing 4.0'x4.1' RCB
FEMA ZONE A
FLOOD PLAIN
PANEL 20103C0243F
AUGUST 18, 2009
Location Map
N.T.S.
Parallel Road
Cedar St
Landauer Ave
Chestnut Street
Project Location
50 0 50
scale feet
1" = 50
McAFEE HENDERSON SOLUTIONS, INC.
BASEHOR DRAINAGE EXHIBIT
PARALELL ROAD TO 155TH ST
Date:
Designed: WBH
Drawn:
Checked: JLM
Approved:
Proj. No. 2014.048
Sheet No: