AGENDA
BASEHOR CITY COUNCIL
January 19, 2016 - 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. 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. **Unfinished Business** - *(None at this time)*

New Business

5. **Prairie Lakes Estates Replat – Ordinance No. 663**
6. **High Point Downs Preliminary Plat – Ordinance No. 664**
7. **City Council Regular Meeting Dates – Ordinance No. 665**
8. **Official City Publication Paper – Resolution 2016-01**
9. **City Administrator's Report**
10. **Council Members Report**
11. **Mayor's Report**
12. **Executive Session** *(if needed)*
13. **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, December 21, 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.

Council Members present: David K. Breuer, Travis Miles, Dick Drennon, Vernon Fields, and Rae Anderson Nicholson. Absent: Ty Garver

Staff Present: Chief of Police/City Administrator, Lloyd Martley, City Superintendent, Gene Myracle, City Clerk, Katherine Renn, Mark Lee, Planning & Zoning Director. Absent: 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. Casey's Cereal Malt – 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 Drennon 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. Parallel Storm & Sanitary Drainage Proposal – Resolution 2015-25
Councilman Fields moved to approve the Resolution 2015-25 and to not exceed $65,588.20 and Councilman Miles seconded. The motion passed unanimously, 4-0.

6. City Administrator's Report
Mr. Martley informed council members on a few updates:
-Leavenworth County Annex will be having their grand opening ceremony on December 30, 2015.
-City Clerk, Katherine Renn has officially completed the Certified Municipal Clerk (CMC) program and will be continuing with the Master Municipal Clerk (MMC) program.

7. Council Members Report
-Mr. Fields informed the board about upcoming MARC (Mid-America Regional Council) meeting that he would be attending.

8. Mayor's Report
Mayor Breuer introduced Chuck Magaha, Fire Chief for Fairmount Township Fire Department to give an update on the EMS and the arrival of the ambulance and staff. Mr. Magaha stated the FTFD will be hiring a Captain to run the day to day business of the fire department as well as two full time staff 24/7 for the ambulance with a goal date of April of 2016. Also another goal is looking into five fire cadets to work eight a.m. to eight p.m. shifts in the future.

9. Executive Session
Councilman Miles moved to go to executive session for twenty minutes at 7:20 p.m. and resume by 7:40 p.m. and Councilman Drennon seconded. The motion passed unanimously, 4-0.

City Council resumed at 7:40 p.m. and no action taken.

10. Adjournment
Councilman Fields moved to adjourn regular meeting at 7:41 p.m. and Councilwoman Nicholson seconded. Motion passed unanimously, 4-0.

_____
David K. Breuer, Mayor

Attest:

_____
Katherine M. Renn, City Clerk

CITY OF BASEHOR
DECEMBER 2015 FINANCIAL SNAPSHOT

Funds

Fund	Budget	Revenues	Expenditures	% Utilized
General	$2,828,230	$2,168,416	$1,969,099	70%
Special Park	$73,000	$25,730	$70,204	96%
Sewer	$1,550,947	$1,699,487	$1,564,178	101%
Cedar Lake Maintenance	$40,000	$40,033	$36,574	91%
Bond & Interest	$1,464,781	$618,318	$788,044	54%
Solid Waste	$328,807	$319,953	$317,209	96%
Special Highway	$860,000	$720,312	$505,069	59%
Municipal Equipment Reserve	$173,000	$91,461	$141,965	82%
Capital Improvement	$20,000	$1,475,382	$207,890	1039%
Employee Benefit	$560,868	$564,829	$552,165	98%
LCSD#3	$33,000	$33,054	$27,780	84%

Department

General	Budget	Expenditures	Remaining Balance	% Utilized
Clerk	$346,547	$232,645	$113,902	67%
Street	$225,132	$151,471	$73,661	67%
Governing Body	$587,800	$73,108	$514,692	12%
Police	$895,035	$818,556	$76,479	91%
Facilities	$144,989	$111,217	$33,772	77%
Administrator	$247,870	$150,759	$97,111	61%
Park & Recreation	$74,942	$46,706	$28,236	62%
Miscellaneous	$112,700	$227,901	-$115,201	202%
HR	$26,600	$15,166	$11,434	57%
Planning	$166,615	$141,570	$25,045	85%

**MISC includes transfers out of general fund into MERF, Sewer, and Capital Improvemer

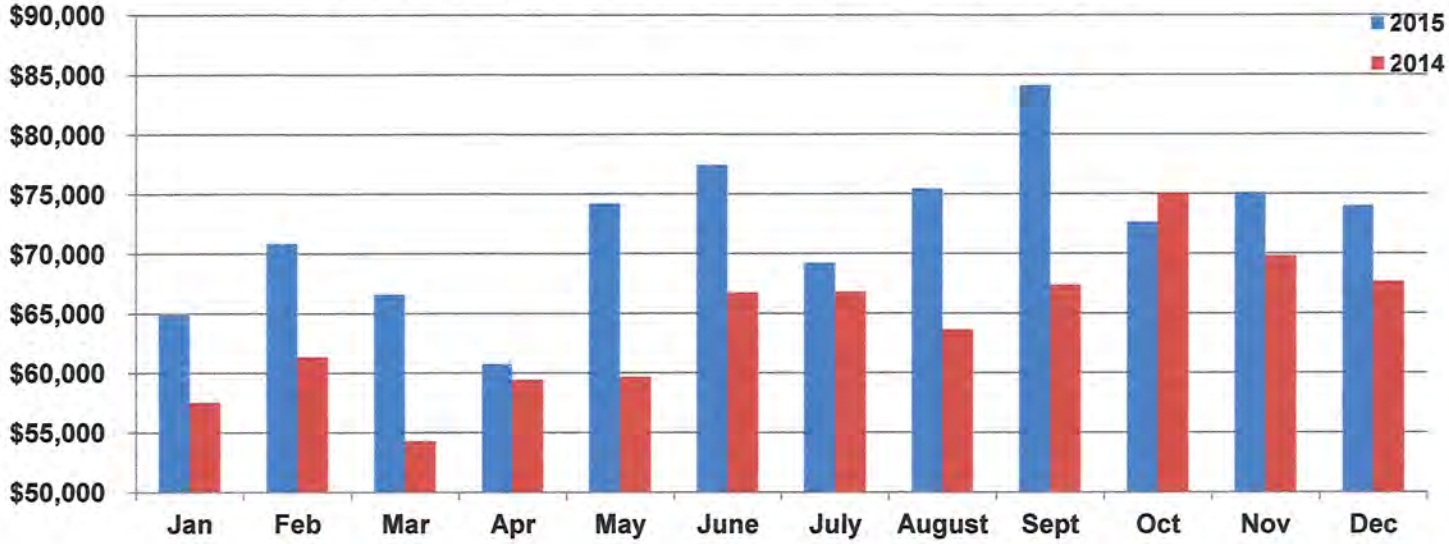
MONTHLY SALES TAX COLLECTIONS 2011-2015

	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	73,979.24	6,344.24	8.6%	769,363.17	865,322.10	95,958.93	11.1%
	576,343.66	642,297.46	672,952.93	769,363.17	865,322.10						

2015 TDD $31,717.59

2014 TDD $26,026.15

2014-15 Month to Month Comparison



SOLID WASTE FUND HIGHLIGHTS

For the Month of December 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	1969	6.04%
AVERAGE	1,812	1,917	5.47%

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	$27,751.72	6.42%
TOTAL	$305,789.93	$323,260.73	

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	$14.09	0.35%
AVERAGE	$14.06	$14.05	-0.08%

SEWER FUND HIGHLIGHTS

For the Month of December 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	2073	5.69%
AVERAGE	1921	2024	

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	$103,882.70	6.28%
TOTAL	$1,157,687.71	$1,225,443.45	

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	$50.11	0.22%
AVERAGE	$50.22	$50.45	0.46%

12/18/2015 CHECK REGISTER FOR CITY OF BASEHOR
CHECK DATE FROM 12/15/2015 - 12/18/2015

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING					
12/16/2015	1	23012	DENNIS DUMOVICH	MONTHLY HR SUPPORT	500.00
12/17/2015	1	23013	WESTLAND CONSTRUCTION	ESCAVATING/CITY PARK PROJECT	43,875.00
12/18/2015	1	23014	CARTER WATERS CORPORATION	COLD PATCH ASPHALT	89.50
12/18/2015	1	23015	GEIGER READY MIX	SEWER MAIN REPAIRS	529.15
12/18/2015	1	23016	HAYNES EQUIPMENT CO	REPAIR GRINDER PUMP/CL	1,219.76
12/18/2015	1	23017	HOLLIDAY SAND & GRAVEL CO	ICE CONTROL SAND	793.95
12/18/2015	1	23018	KANSAS ONE-CALL SYSTEMS, INC.	MONTHLY LOCATE SVC/NOVEMBER-101	101.00
12/18/2015	1	23019	KANSAS STATE TREASURER	STATE MANDATED COURT FEES NOVEMBER 2015	1,354.00
12/18/2015	1	23020	KNAPHEIDE TRUCK EQUIPMENT KC	SNOW PLOW SUPPLIES	1,209.20
12/18/2015	1	23021	LEAVENWORTH CO TREASURER	FULL YEAR PROP TAX/2015	13,584.35
12/18/2015	1	23022	LEAVENWORTH COUNTY SHERIFF	JAIL FEES NOVEMBER 2015	420.00
12/18/2015	1	23023	MILLER SIGN SHOPPE, LLC	CITY PARK PROJECT TRAIL MARKER SIGNS	1,350.00
12/18/2015	1	23024	NATIONAL SIGN COMPANY INC	SIGN MAINT	692.50
12/18/2015	1	23025	SCHLAGEL & ASSOCIATES INC	OCT SVCS/DONAHOO ROAD PROJ	7,776.89
12/18/2015	1	23026	SPECTRA	FACILITY MAINTENANCE	1,007.00
12/18/2015	1	23027	STEVE FOUTS	FIELD MAINT/FOD	4,213.00
12/18/2015	1	23028	SUMMIT SUPPLY CORPORATION	CITY PARK PROJECT BENCHES	1,737.76
12/18/2015	1	23029	SUTTON-KOLMAN AUTOMOTIVE	TRUCK REPAIRS/2008 FORD-F450 SD	2,083.65
12/18/2015	1	23030	UNITED LABORATORIES	FACILITY MAINT ODOR CONTROL	639.01
12/18/2015	1	23031	WESTLAND CONSTRUCTION	HAULING-IC CONTROL SAND	383.55

1 TOTALS:

Total of 20 Checks:	83,559.27
Less 0 Void Checks:	0.00
Total of 20 Disbursements:	83,559.27

12-18-15
Lloyd Martley
City Administrator

Katherine M. Renn 12-18-15
Katherine Renn
City Clerk

Kristi Olson 12/18/15
Kristi Olson
City Treasurer

12/31/2015 CHECK REGISTER FOR CITY OF BASEHOR

CHECK DATE FROM 12/19/2015 - 12/31/2015

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING					
12/21/2015	1	23032	MURPHY TRACTOR & EQUIP CO INC	NEW FELL FT-12 TRAILER/2016 MODEL	7,955.00
12/31/2015	1	23033	AMERICAN COUNCIL ON	OFFICER TRAINING	249.00
12/31/2015	1	23034	ARMSCOR CARTRIDGE INC	TRAINING AMMO	1,110.00
12/31/2015	1	23035	BUSHYHEAD LLC	CONTRACT LEGAL AMOUNT (11/2-11/25/2015)	3,000.00
12/31/2015	1	23036	CONS RURAL WATER DISTRICT #1	WATER USAGE	176.88
12/31/2015	1	23037	DAVID DUVALL	REIMB VISION INS OVERCHG	61.20
12/31/2015	1	23038	EN-MARK SIMULATOR RENTALS	TRNG/2 6 16	2,400.00
12/31/2015	1	23039	HOLY ANGELS CATHOLIC CHURCH	HALL RENTAL/STATE OF CITY ADDRESSS	80.00
12/31/2015	1	23040	LEAVENWORTH CITY & COUNTY	FOURTH QUARTER SEPTEMBER-DECEMBER 2015	2,003.84
12/31/2015	1	23041	MCAFEE HENDERSON SOLUTIONS	LV RD SIDEWALK PROJECT/CITY PARK TO 155T	22,144.10
12/31/2015	1	23042	PETERSON, MICHAEL & CRYSTAL	UB refund for account: 2600	16.23
12/31/2015	1	23043	STEPHEN R MARSDEN	JANITORIAL SERVICE/DEC 2015	387.00
12/31/2015	1	23044	UNITED STATES POSTAL SERVICE	REPLENISH POSTAGE ACCT/UB BILL CARDS	2,000.00
12/31/2015	1	23045	VISION SERVICES PLAN	DUVALL/INC PREM-FAM JUL-DEC	122.74
12/31/2015	1	23046	ZACH & MELISSA JOHNSON	YOUTH SPORTS REBATE	27.50

1 TOTALS:

Total of 15 Checks:	41,733.49
Less 0 Void Checks:	0.00
Total of 15 Disbursements:	41,733.49

12/31/15

Lloyd Martley
City Administrator

Katherine M. Renn 12-31-15

Katherine Renn
City Clerk

Kristi Olson 12/31/15

Kristi Olson
City Treasurer

01/08/2016 CHECK REGISTER FOR CITY OF BASEHOR

CHECK DATE FROM 12/31/2015 - 12/31/2015

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 FIRST STATE BANK CHECKING					
12/31/2015	1	1083(E)	COMMERCE	CITYWIDE PCARD CHARGES/NOVEMBER	40,815.41
12/31/2015	1	1084(E)	KANSAS PAYMENT CENTER	PAYROLL DIRECTED DEDUCTION	200.77
12/31/2015	1	1085(E)	KPF EFT PROGRAM	POLICE RETIRE CONTRIB/MN LIFE	6,996.17
12/31/2015	1	1086(E)	MASS MUTUAL FINANCIAL GROUP	401/457 RETIRE CONTRIB	3,174.09
12/31/2015	1	1087(E)	PITNEY BOWES RESERVE ACCT	REFILL CITY POSTAGE METER	100.00
12/31/2015	1	1088(E)	VISION SERVICES PLAN	GROUP VISION INS	476.72
12/31/2015	1	1089(E)	WRIGHT EXPRESS	NOVEMBER/FLEET FUEL CHARGES	1,409.80
12/31/2015	1	1090(E)	AFLAC	EMP CAFETERIA PLAN/DEC	1,108.56
12/31/2015	1	1091(E)	COMMERCE	CITYWIDE PCARD CHARGES/DECEMBER	9,733.28
12/31/2015	1	1092(E)	ETS	CITYWIDE CREDIT CARD FEES/DEC	108.26
12/31/2015	1	23047-23059	VOIDED/PRINTER PROBLEMS WITH CHECKS	VOID	0.00
12/31/2015	1	23060	ATMOS ENERGY	GAS USAGE/CH 11-24 TO 12-29-15	1,085.43
12/31/2015	1	23061	HAYNES EQUIPMENT CO	FACILITY REPAIRS RAS-WAS	472.68
12/31/2015	1	23062	KANSAS ONE-CALL SYSTEMS, INC.	MONTHLY LOCATE SVC/DECEMBER-102	102.00
12/31/2015	1	23063	KANSAS STATE TREASURER	STATE MANDATED FEES DECEMBER 2015	366.00
12/31/2015	1	23064	LEAVENWORTH COUNTY CO-OP	DIESEL FUEL/WWTF & PWD	762.27
12/31/2015	1	23065	OMEGA DOOR & HARDWARE	TOP SHOP DOOR REPAIRS	200.78
12/31/2015	1	23066	RECORD NEWS	BUSINESS CARDS/RENN,LEE,NICHOLSON	84.00
12/31/2015	1	23067	REGISTER OF DEEDS	MONTHLY LAREDO BILLING/DECEMBER	60.00
12/31/2015	1	23068	SPECTRA	MAINT SUPPLIES/SHOP	950.56
12/31/2015	1	23069	TLC LAWN CARE INC.	2" BACKFLOW METER TESTING	55.00
12/31/2015	1	23070	UTILITY SOLUTIONS	MANHOLE REHAB/24-40 GRAVITY INTERCEPTOR	17,285.38
12/31/2015	1	23071	WESTAR ENERGY	ELECTRIC USAGE	13,467.44

1 TOTALS:

Total of 49 Checks:	99,014.60
12 Void Checks:	0.00
Total of 37 Disbursements:	99,014.60

**(E)=EFT Checks-Online Payments

1/8/16
Lloyd Martley
City Administrator

Katherine M Renn 1-8-16
Katherine Renn
City Clerk

Kristi Olson 1/8/16
Kristi Olson
City Treasurer

City of Basehor

Agenda Item Cover Sheet

Agenda Item No. 5

Topic: Short Form Final Plat for the consolidation of Lots 71 and 72 in the Prairie Lake Estates Subdivision- Phase 3.

Action Requested: Adopt Ordinance 663 approving the Short Form Final Plat for the consolidation of Lots 71 and 72 in the Prairie Lake Estates Subdivision- Phase 3.

Narrative: The proposed Short Form Final Plat will consolidate Lots 71 & 72, which are 11,987sqft and 13,208 sq. ft. into one large lot consisting of 25,195 sq. ft. The general layout of Lot 71, with right-of-way along 150th Street, the location of building setback lines and the overall dimensions, renders it a very difficult lot to develop. Consolidating Lot 71 with Lot 72 resolves this issue.

The Short Form Final Plat will serve as the final plat of the subdivision.

Presented by: Mark Lee, Planning and Zoning Director

Administration Recommendation: Staff recommends the adoption of Ordinance 663 approving the Short Form Final Plat consolidating Lots 71 and 72 in the Prairie Lake Estates Subdivision- Phase 3 with the following condition:

1. The Short Form Final Plat shall be recorded with the Leavenworth County Register of Deeds before building permits will be issued.

Commission or Committee Recommendation: On December 8, 2015, the Planning Commission conducted a public hearing and recommended approval (7-0) of the Short Form Final Plat with the following condition:

1. The Short Form Final Plat shall be recorded with the Leavenworth County Register of Deeds before building permits will be issued.

Attachments:
December 8, 2015 Planning Commission Staff Report (3 pages)
8.5 X 11 Copy of proposed plat area
8.5 X 11 Copy of Short Form Final Plat, entitled "Prairie Lake Estates Replat: a replat of Lots 71 and 72, Prairie Lake Estates Phase 3, Basehor, Leavenworth County, Kansas"
Ordinance 663

Projector needed for this item? No

(Published in the Leavenworth Times _____)

ORDINANCE NO. 663

AN ORDINANCE APPROVING A SHORT FORM FINAL PLAT FOR THE CONSOLIDATION OF LOTS 71 AND 72 OF THE PRAIRIE LAKE ESTATES SUBDIVISION 3RD PIIASE, GENERALLY LOCATED AT 150TH STREET AND JOSH STREET, BASEHOR, LEAVENWORTH COUNTY, KANSAS.

WHEREAS, the applicant submitted an application for a short form final plat for the consolidation of Lots 71 and 72 of the Prairie Lake Estates Subdivision, 3rd Phase, entitled "Prairie Lake Estates Replat: a replat of Lots 71 and 72, Prairie Lake Estates Phase 3, Basehor, Leavenworth County, Kansas"; and

WHEREAS, in accordance with Section 2-104 of the Basehor Subdivision Regulations, the Planning Commission held a public hearing and reviewed the application for the short form final plat on December 8, 2015; and

WHEREAS, the Planning Commission recommended approval of the application for the short form final plat with the following stipulation:

1. The Short Form Final Plat shall be recorded with the Leavenworth County Register of Deeds before building permits will be issued; and

WHEREAS, the Planning Commission's recommendation was presented to the Governing Body at its regularly scheduled meeting on January 19, 2016.

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

Section 1: That the Governing Body hereby approves the short form final plat for the consolidation of Lots 71 and 72 of the Prairie Lake Estates Subdivision, 3rd Phase, entitled "Prairie Lake Estates Replat: a replat of Lots 71 and 72, Prairie Lake Estates Phase 3, Basehor, Leavenworth County, Kansas" with the following stipulation:

1. The Short Form Final Plat shall be recorded with the Leavenworth County Register of Deeds before building permits will be issued.

Section 2: That this ordinance shall take effect and be in force from and after its publication in the official newspaper of the City of Basehor, Kansas as provided by law.

PASSED by the City Council this 19th day of January, 2016.

APPROVED by the Mayor this 19th day of January, 2016.

SEAL

_____
David K. Breuer, Mayor

ATTEST:

_____
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

_____
Shannon M. Marcano, City Attorney

PRAIRIE LAKE ESTATES REPLAT – REQUEST FOR APPROVAL OF A FINAL PLAT – A replat of lot 71 and 72 within Prairie Lake Estates Phase 3 with an approximate location of Josh Street and 150th Street.

MEETING DATE: December 8, 2015
REPORT WRITTEN: October 5, 2015

STAFF RECOMMENDATION:
Staff recommends that the City Council approve Prairie Lake Estates Replat – request for approval of a final plat, with the stipulations stated in the staff report.

APPLICANT:
- The applicant is Community National Bank.
- The surveyor is Herring Surveying Company.

REQUEST:
- The applicant is requesting approval to combine Lot 71 and 72 to create a single lot for the purposes of a residential home. The lot will consist of 25,068 square feet.

ZONING:
- The property is currently zoned "R-1" Single Family Residential District.

SURROUNDING ZONING:
- North "R-1" Single Family Residential District.
- South "CP-2" General Business District.
- East "R-O" Suburban Residential District.
- West "R-1" Single Family Residential District.

BACKGROUND:
Prairie Lake Estates Phase 3 was initially platted in 2006. Lot 71 and 72 are currently vacant. The bank is requesting the combination of Lot 71 and 72 to provide a larger lot. According to the bank, the larger lot will be more suitable for a structure size comparable to the rest of the development.

A short-form plat procedure is being utilized for this application. The purpose for a short-form plat is to provide a means of approving a subdivision of land that contains four (4) lots or less. Short-form plat shall serve as the final plat of the subdivision. The submission and approval of a preliminary plat is not required as a prerequisite for a short-form plat approval; provided, that the public hearing requirements outlined in preliminary plats are met.

Traffic Impact
No additional traffic will be created by the proposed plat.

Stormwater Management
Stormwater Management facilities will not be changed with the approval of the subject plat.

Utilities

No new utilities will be proposed with the subject plat. As part of the replat, an existing 10'utility easement between Lot 71 and 72 will be vacated. Staff has informed all utility companies of the application for the proposed final plat.

Subdivision Regulations Requirements

The items to be included on the final plat per the Subdivision Regulations requirements:

1. **The lines and names of all proposed streets or other ways or easements, and other open spaces intended to be dedicated for public use or granted for use of inhabitants of the subdivision.** This is provided within the submitted plat.
2. **Lines and names of all adjoining streets within 200 feet.** This is provided within the submitted plat.
3. **Metes and bounds describing the plat and the contents within the plat associated with any lots, easements, and tracts of lands. This information shall be represented in a way that any lot line can be located in the field.** This is provided within the submitted plat.
4. **The location of all building setback lines.** This is provided within the submitted plat.
5. **Suitable primary control points.** This is provided within the submitted plat.
6. **Location and elevation of a permanent benchmark.** This is provided within the submitted plat.
7. **The location of all permanent monuments with the distances and bearings plainly marked.** This is provided within the submitted plat.
8. **Date of preparation, title, north point, and scale shall be included with the plat.** This is provided within the submitted plat.
9. **Error of Closure.** The perimeter of the plat is under 10,000 feet. Per the subdivision regulations the error allowed is 1 ft in 10,000 ft. The error of closure for the plat is 1 ft in 99,485 ft, which is adequate.
10. **Identification system for all lots and blocks, and the area in square feet of each lot.** This is provided within the submitted plat.
11. **Certification of the land surveyor preparing the plat, seal, and signature.** This is provided within the submitted plat.
12. **Acknowledgement of a notary.** This is provided within the submitted plat.
13. **A certification of the Planning Commission showing its approval of the plat**. This is provided within the submitted plat.
14. **The approval of the City Council.** Action has not been taken.
15. **The certificate of the Register of Deeds.** This is provided within the submitted plat.
16. **The title insurance certification showing that the proposed sub divider owns all the property within the plat and that it is free from encumbrances and liens.** Applicant has provided a title commitment with the application.
17. **Statement by the owner dedicating streets, rights-of-way, and sites for public use**. This is provided within the submitted plat.
18. **Such other certificates, affidavits, endorsements, or dedication as may be required by the Planning Commission in the enforcement of these Regulations.** Planning Commission has yet to consider the application.
19. **Purpose for which sites, other than residential lots, are dedicated or reserved.** This is provided within the submitted plat.

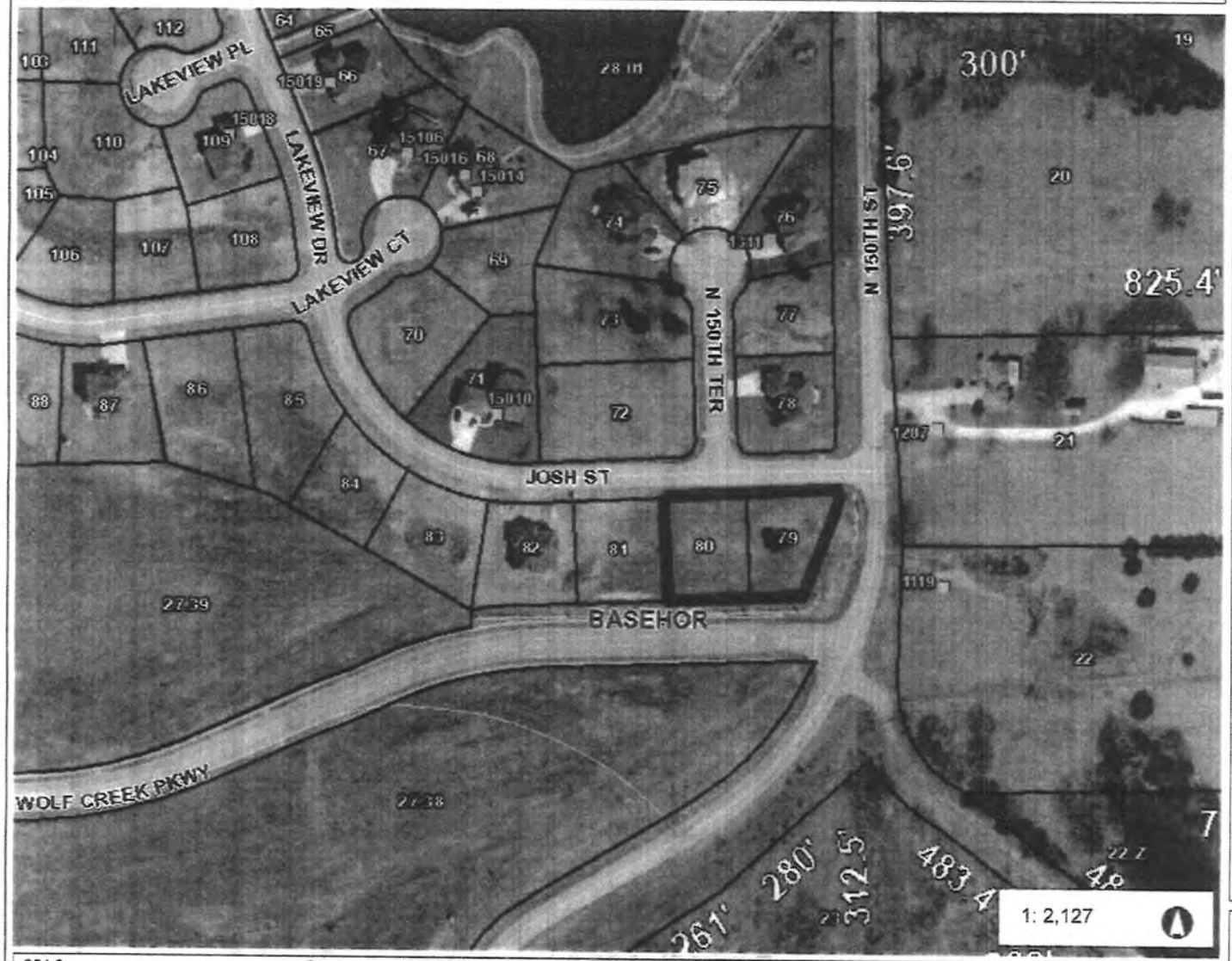
20. **Proper margins and lettering on the sheet that contains the plat.** Margins and lettering are properly shown within the submitted plat.
21. **Legal description of the subdivision.** The legal description was submitted with the plat.
22. **Public improvement plans associated with the final plat.** Public Improvement plans are not required with the proposed application.
23. **Certification of the person or person whose names are signed to this document and/or appear on the plat are the sole lawful owners of the property, that the plat is made with their desires, and that they dedicate the areas shown on the plat or as set forth in the document to the perpetual use and ownership of the public for the specific purposes stated therein or thereon. Ownership shall be verified by the City Clerk.** This is provided within the submitted plat.
24. **Certification by the County Treasurer showing that all due or unpaid taxes have been paid in full.** Applicant has provided certification showing that all due or unpaid taxes have been paid in full.
25. **Subdivision Improvements Agreement.** A subdivision improvements agreement is not required with the proposed application.

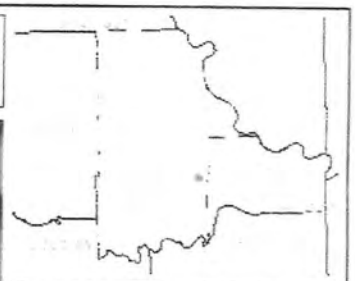
STAFF RECOMMENDATION:

Staff recommends approval of the Prairie Lake Estates Phase 3 Final Plat application, with the following stipulations:

1. The final plat shall be recorded with the Leavenworth County Register of Deeds before building permits will be issued.

Replat area of Prairie Lake Estates Ph 3





Legend

- Address Point
- Address Points Leavenworth
- Parcel
- Parcel Number
- Subdivisions
- Lot Line
- City Limit Line
- Major Road
  - <all other values>
  - 70
- Road
- Railroad
- Section
- County Boundary

Notes

354.6 0 177.28 354.6 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

PRAIRIE LAKE ESTATES REPLAT

A Replat of Lots 71 & 72, PRAIRIE LAKE ESTATES PHASE 3, City of Basehor, Leavenworth County, Kansas.

FINAL PLAT

PREPARED FOR:

LEGEND:

- ● 1/2" iron set with Cap No. LS96
- ○ 1/2" Iron rebar Cap LS96 unless otherwise noted
- □ Concrete Base to be first entered point

NOTES:

1. ALL BEARINGS ARE PER THE PLAT OF PRAIRIE LAKE ESTATES PHASE 3
2. "R" HORIZON DWELLING CLASSIFICATION
3. BM - Project Benchmark - NE Corner Lot 3/2" Bar in Concrete - Elev. 921'

CERTIFICATION AND DEDICATION:

The undersigned proprietors state that all lands of the above described tract as and have been laid out and that they have caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision shall be known as: **PRAIRIE LAKE ESTATES REPLAT**

Easements shown on this plat are hereby dedicated for public use, the width of way, which are ribbon with dashed lines, for the accompanying plat and said easements may be employed to locate and maintain sewers, water lines, gas lines, poles and wires and any other form of public service and grant license over by the public over, under and along the route marked "Utility Easement" (UE) or "Drainage Easement" (DE).

Streets shown on the accompanying plat are not hereby dedicated for public use are hereby so dedicated.

Building lines or Setback Lines (B.S.L.) are hereby established as shown on the accompanying plat and no building or portion thereof shall be [illegible]

IN TESTIMONY WHEREOF,

the undersigned owners of PRAIRIE LAKE ESTATES REPLAT, have set our hands this _____ day of _____, 2021.

_____

Community National Bank
John Smith, Regional President

NOTARY CERTIFICATE:

Be it remembered, that on this _____ day of _____, 2021, before me, a notary public in and for said County and State came John Smith, Regional President for Community National Bank to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notarial seal the day and year above written.

NOTARY PUBLIC: _____

My Commission Expires: _____ (seal)

PLANNING COMMISSION APPROVAL:

Approved by the Planning Commission of the City of Basehor, Leavenworth County, Kansas, this _____ day of _____, 2021.

_____ _____
Chairman Secretary
Dennis Burkett Connie Lipsmeyer

CITY COUNCIL APPROVAL:

Approved by the Governing Body of the City of Basehor, Leavenworth County, Kansas, this _____ day of _____, 2021.

_____ _____
Mayor City Clerk
Mark A. Hinton Katherine Kline

CITY ENGINEER'S APPROVAL:

The City Engineer's final review is only for general conformance with the subdivision regulations as adopted by the City of Basehor. The City is not responsible for the accuracy and adequacy of the design, dimension, elevations, and construction.

_____
City Engineer

REGISTER OF DEEDS CERTIFICATE:

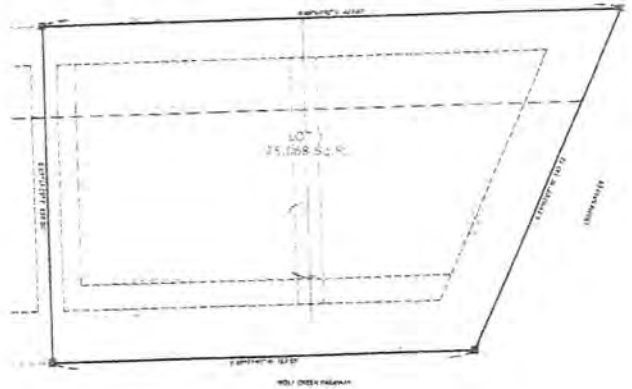
Filed for record in Document No. _____ at ____ o'clock ____ M. this _____ day of _____, 2021 at _____ Book _____ Page _____ in the Office of the Register of Deeds of Leavenworth County, Kansas.

_____
Register of Deeds - Stacy Brandt

COUNTY SURVEYOR:

I hereby certify this plat meets the requirements of KSA 58-2001 through 58-2005. The text of this plat was reviewed based on Public Minimum Standards for Boundary Surveys but field verification is implied. This review is for surveying information only.

_____
COUNTY SURVEYOR - Wayne Hunsaker, P.S.



CLOSURE OF CLOSURE:

Bearing	Distance	Type
S 88°07'42" W	142.63	LINE
N 01°52'18" W	336.86	LINE
N 88°07'42" E	203.63	LINE
S 13°02'07" W	342.33	LINE

Area: 23068.95 S.F., 0.5707 Acres
Total Perimeter Distance: 825.26
Closure Error Distance= 0.0068 Error Bearing= N 70°32'28" E
Closure Precision= 1 in 99482.1

Sept. 2021

HERRING SURVEYING COMPANY
255 North 5th Street, Lawrence, KS 66044
Ph: 913.451.2868 Fax: 913.451.2866

20 0 20 40 60
1" = 20'

REVIEW ONLY

PDF created with pdfFactory trial version www.pdffactory.com

City of Basehor

Agenda Item Cover Sheet

Agenda Item No. 6

Topic: High Point Downs 2nd Plat Preliminary Plat.

Action Requested: Adopt Ordinance 664 approving the High Point Downs 2nd Plat Preliminary Plat.

Narrative: The proposed Preliminary Plat is for the addition of seven new lots to the High Point Downs Subdivision. The seven new lots are located on the north side of Belmont Court and include the existing Treff residence

Presented by: Mark Lee, Planning and Zoning Director

Administration Recommendation: Staff recommends the approval of the High Point Downs 2nd Plat Preliminary Plat with the following stipulation:

1. The applicant shall adhere to the requirements for submittal of a Final Plat, in accordance with the Basehor Subdivision Regulations.

Commission/Committee Recommendation: December 8, 2015, the Planning Commission conducted a public hearing and recommended approval (7-0) the High Point Downs 2nd Plat Preliminary Plat with the following stipulation:

1. The applicant shall adhere to the requirements for submittal of a Final Plat, after approval and contingent upon, any recommendations from the Planning Commission.

Attachments:
December 8, 2015 Planning Commission Staff Report (3 pages)
8.5 X 11 Copy of proposed plat area
8.5 X 11 Copy of High Point Downs 2nd Plat Preliminary Plat
Ordinance 664

Projector needed for this item? No

(Published in the Leavenworth Times _____)

ORDINANCE NO. 664

AN ORDINANCE APPROVING THE HIGH POINT DOWNS 2ND PLAT PRELIMINARY PLAT, LOCATED IN BASEHOR, LEAVENWORTH COUNTY, KANSAS

WHEREAS, the applicant submitted an application for approval of the High Point Downs 2nd Plat Preliminary Plat; and

WHEREAS, in accordance with Section 2-102 (5) of the Basehor Subdivision Regulation, the Planning Commission held a public hearing and reviewed the application for approval of the High Point Downs 2nd Plat Preliminary Plat on December 8, 2015; and

WHEREAS, the Planning Commission recommended approval of the application for approval of the High Point Downs 2nd Plat Preliminary Plat with the following stipulation:

1. The applicant shall adhere to the requirements for submittal of a Final Plat, after approval and contingent upon, any recommendations from the Planning Commission; and

WHEREAS, the Planning Commission's recommendation was presented to the Governing Body at its regularly scheduled meeting on January 19, 2016, in accordance with Section 2-102 (5) of the Basehor Subdivision Regulations.

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

Section 1: That the Governing Body hereby approves the High Point Downs 2nd Plat Preliminary Plat with the following stipulation:

1. The applicant shall adhere to the requirements for submittal of a Final Plat in accordance with the Basehor Subdivision Regulations.

Section 2: That this ordinance shall take effect and be in force from an after its publication in the official newspaper of the City of Basehor, Kansas as provided by law.

PASSED by the City Council this 19th day of January, 2016.

APPROVED by the Mayor this 19th day of January, 2016.

SEAL

David K. Breuer, Mayor

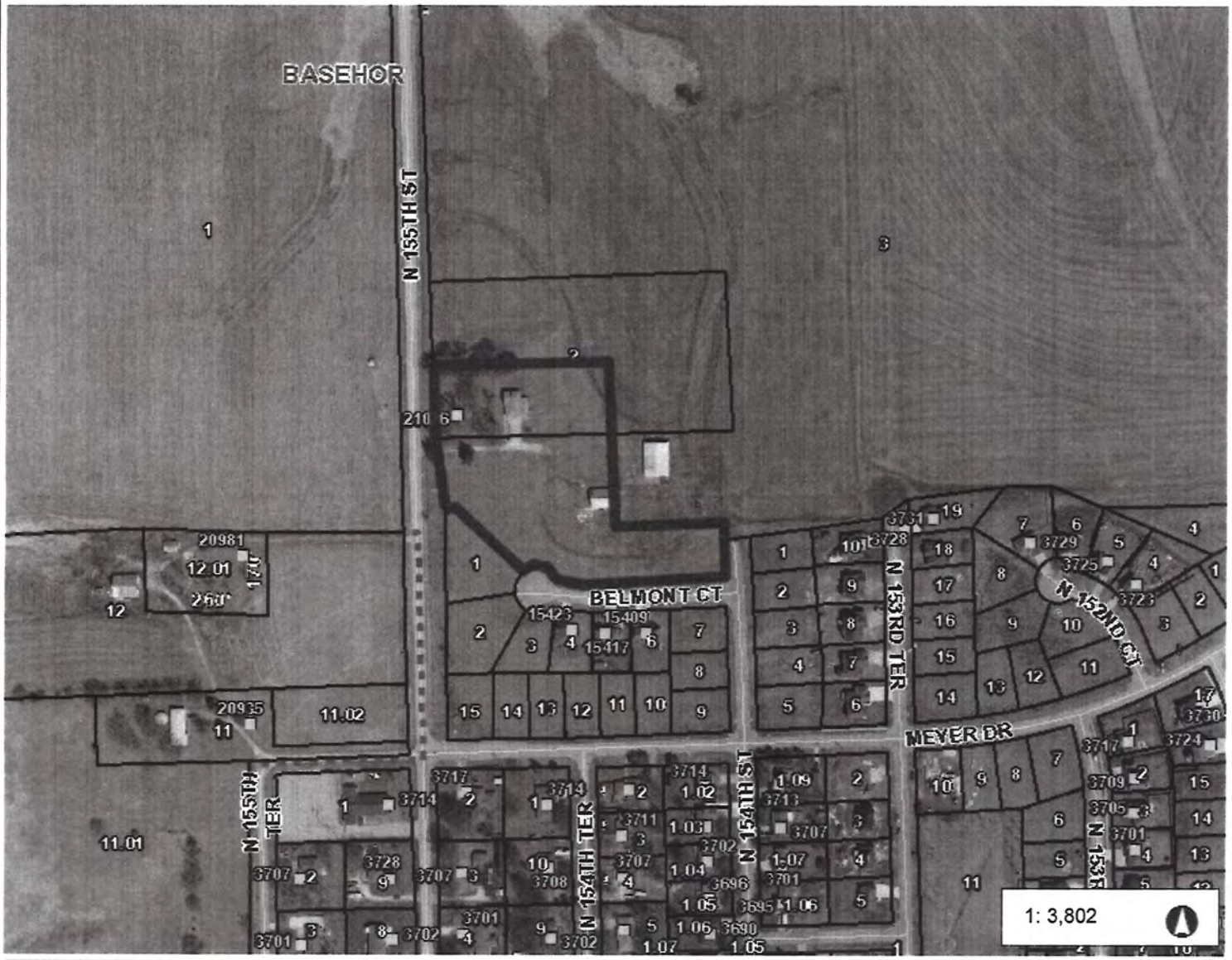
ATTEST:

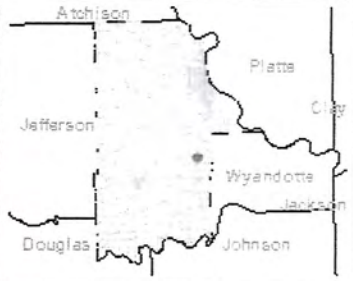
Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

Shannon M. Marcano, City Attorney

High Point Downs 2nd Plat Area





Legend

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- Address Points Leavenworth
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- Subdivisions
- Lot Line
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  - <all other values>
  - 70
- Road
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- Section
- County Boundary

Notes

633.7 0 316.85 633.7 Feet

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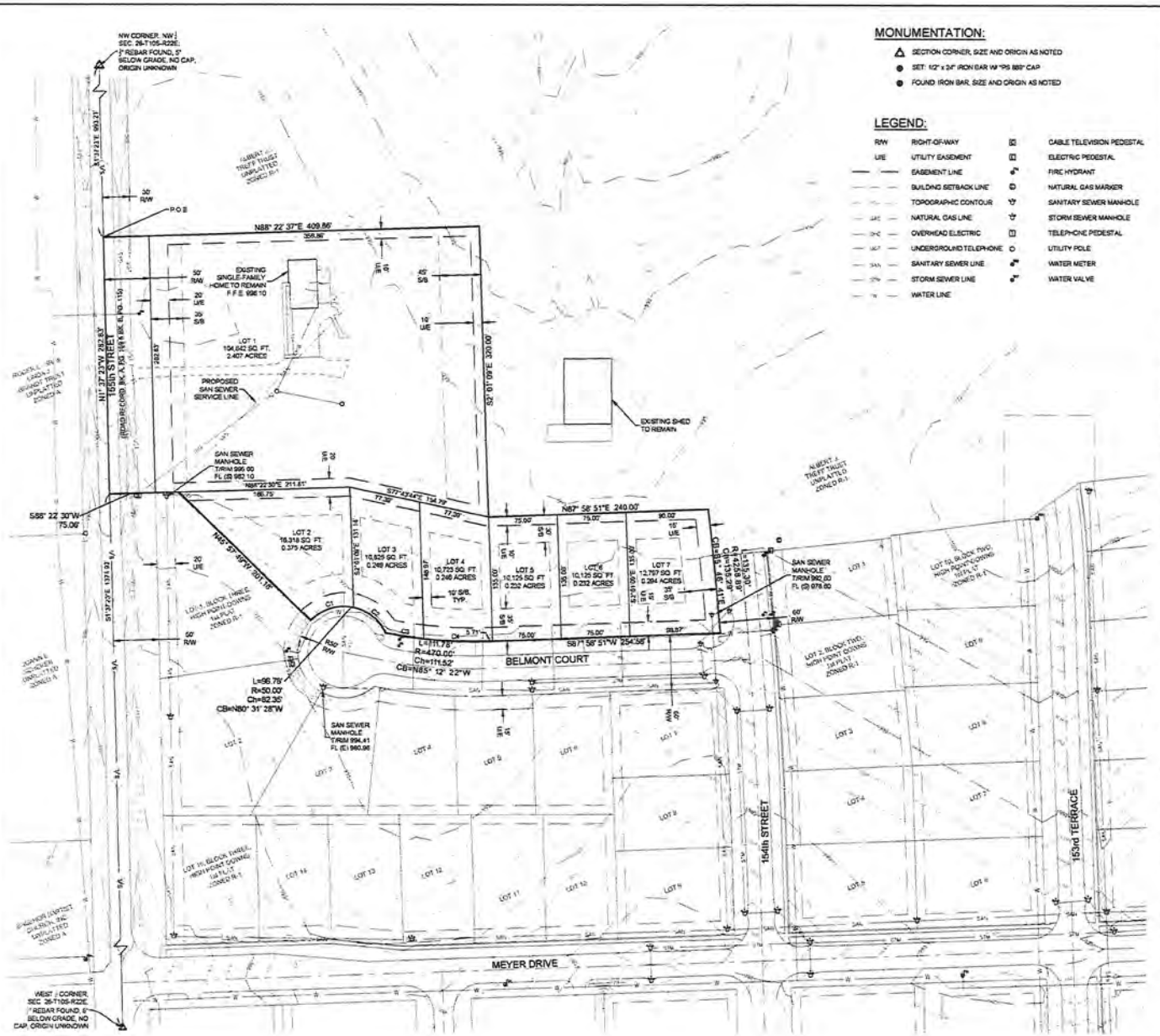

MONUMENTATION:

- △ SECTION CORNER, SIZE AND ORIGIN AS NOTED
- ● SET: 1/2" x 24" IRON BAR W/ "PS 889" CAP
- ● FOUND: IRON BAR, SIZE AND ORIGIN AS NOTED

LEGEND:

R/W	RIGHT-OF-WAY	CTV	CABLE TELEVISION PEDESTAL
U/E	UTILITY EASEMENT	E	ELECTRIC PEDESTAL
	EASEMENT LINE		FIRE HYDRANT
	BUILDING SETBACK LINE	GM	NATURAL GAS MARKER
	TOPOGRAPHIC CONTOUR		SANITARY SEWER MANHOLE
GAS	NATURAL GAS LINE		STORM SEWER MANHOLE
OHE	OVERHEAD ELECTRIC	T	TELEPHONE PEDESTAL
UGT	UNDERGROUND TELEPHONE		UTILITY POLE
SAN	SANITARY SEWER LINE		WATER METER
STM	STORM SEWER LINE		WATER VALVE
W	WATER LINE		

VICINITY MAP:

LEGAL DESCRIPTION:

A TRACT OF LAND IN THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 10 SOUTH, RANGE 22 EAST OF THE SIXTH PRINCIPAL MERIDIAN, IN LEAVENWORTH COUNTY, KANSAS, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID NORTHWEST QUARTER SECTION, THENCE SOUTH 1°37'23" EAST, ALONG THE WEST LINE OF SAID NORTHWEST QUARTER SECTION, 992.21 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88°22'37" EAST, 409.86 FEET; THENCE SOUTH 2°01'06" EAST, 320.00 FEET; THENCE NORTH 87°58'51" EAST, 240.00 FEET; THENCE ON A CURVE TO THE RIGHT HAVING A RADIUS OF 4,358.65 FEET, AN ARC LENGTH OF 130.30 FEET, A CHORD BEARING SOUTH 5°46'41" EAST, AND A CHORD LENGTH OF 130.29 FEET TO THE NORTH RIGHT-OF-WAY LINE OF BELMONT COURT; THENCE SOUTH 87°58'51" WEST, ALONG SAID NORTH RIGHT-OF-WAY LINE, 254.56 FEET; THENCE CONTINUING ALONG SAID NORTH RIGHT-OF-WAY LINE ON A CURVE TO THE RIGHT HAVING A RADIUS OF 470.00 FEET, AND ARC LENGTH OF 111.78 FEET, A CHORD BEARING NORTH 85°12'22" WEST, AND A CHORD LENGTH OF 111.52 FEET; THENCE CONTINUING ALONG SAID NORTH RIGHT-OF-WAY LINE ON A CURVE TO THE LEFT HAVING A RADIUS OF 50.00 FEET, AND ARC LENGTH OF 98.79 FEET, A CHORD BEARING NORTH 50°31'28" WEST, AND A CHORD LENGTH OF 82.35 FEET TO THE NORTHEAST CORNER OF LOT 1, BLOCK THREE, HIGH POINT DOWNS 1ST PLAT, A SUBDIVISION IN THE CITY OF BASEHOR, LEAVENWORTH COUNTY, KANSAS; THENCE NORTH 45°53'46" WEST, ALONG THE NORTH LINE OF SAID LOT 1, 301.16 FEET TO AN ANGLE POINT ON THE NORTH LINE OF SAID LOT 1; THENCE SOUTH 88°22'30" WEST, ALONG SAID NORTH LINE OF LOT 1, 75.00 FEET TO THE WEST LINE OF SAID NORTHWEST QUARTER SECTION; THENCE NORTH 1°37'23" WEST, ALONG SAID WEST LINE, 282.83 FEET TO THE POINT OF BEGINNING, CONTAINS 4.359 ACRES, MORE OR LESS.

GENERAL NOTES:

1. OWNER — ALBERT J. TREFF TRUST, 17230 174th STREET, BASEHOR, KANSAS 66007
2. LAND PLANNER/CIVIL ENGINEER/SURVEYOR — LANDPLAN ENGINEERING, P.A., 1310 WAKARUSA DRIVE, LAWRENCE, KANSAS 66049
3. TOPOGRAPHIC INFORMATION SHOWN WAS OBTAINED FROM A FIELD SURVEY PERFORMED BY LANDPLAN ENGINEERING, P.A., SEPTEMBER, 2015
4. EXISTING ZONING: R-1
5. PROPOSED ZONING: R-1
6. EXISTING LAND USE: VACANT
7. PROPOSED LAND USE: SINGLE-FAMILY RESIDENTIAL
8. THE MINIMUM FLOOR AREA AND CORRESPONDING CLASSIFICATION FOR ANY SINGLE-FAMILY DWELLING UNIT IN THIS SUBDIVISION SHALL BE CLASS 'E.'
9. NO PORTION OF THE SUBJECT PROPERTY LIES WITHIN A DESIGNATED "SPECIAL FLOOD HAZARD AREA" AS DEFINED BY FLOOD INSURANCE RATE MAP (FIRM), PANEL NO. 259, MAP NUMBER 20103C0239G, AND PANEL NO. 243, MAP NUMBER 20103C0243G, BOTH IN LEAVENWORTH COUNTY, KANSAS, BEARING AN EFFECTIVE DATE OF JULY 16, 2015
10. THE VERTICAL DATUM USED FOR THIS PLAT IS NAVD-83 (2011)
11. THE BASIS OF THE BEARINGS FOR THIS PLAT IS KANSAS STATE PLANE NORTH

SITE SUMMARY:

GROSS AREA:	189,898 SF / 4.359 AC
RIGHT-OF-WAY	14,140 SF / 0.325 AC
NET AREA	175,754 SF / 4.034 AC
TOTAL LOTS	7
AVERAGE LOT SIZE	25,108 SF / 0.576 AC
MINIMUM LOT AREA	10,125 SF / 0.661 AC
MAXIMUM LOT AREA	104,842 SF / 2.407 AC

CURVE TABLE				
CURVE	LENGTH	RADIUS	CHORD	BEARING
C1	50.82'	50.01'	48.72'	S71° 12' 43"W
C2	49.84'	50.00'	44.25'	N31° 21' 56"W
C3	42.23'	469.24'	42.22'	N80° 58' 01"W
C4	69.53'	470.00'	69.46'	N87° 48' 49"W

SCALE: 1" = 50'

50 25 0 50 100

LANDPLAN ENGINEERING

Lawrence, KS • Kansas City, MO • The Woodlands, TX
1310 Wakarusa Drive, Suite 100
Lawrence, KS 66049
785.843.7530(O) | 785.843.2400(F)
info@landplan.com | www.landplan.com

HIGH POINT DOWNS 2nd PLAT
BASEHOR, LEAVENWORTH COUNTY, KANSAS
PRELIMINARY PLAT

REV	DATE	DESCRIPTION

DATE: 10/21/15
PROJECT NO.: 2015.3027
DESIGNED BY: LPE
DRAWN BY: SS
CHECKED BY: SZ

SHEET NO. 1 OF 1 SHEETS

Copy of Original Plans

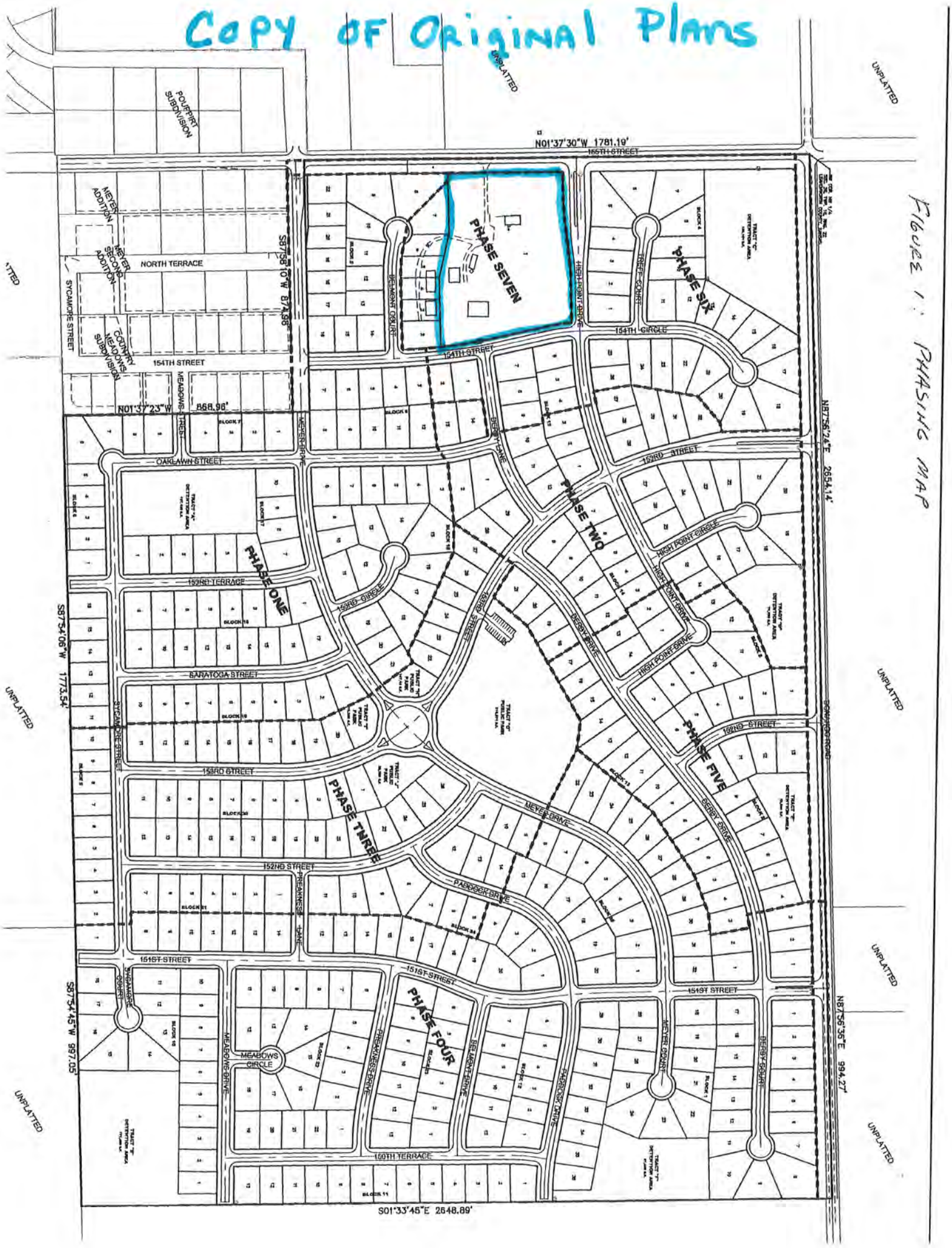

FIGURE 1: PHASING MAP

PRELIMINARY PLAT HIGH POINT DOWNS 2ND PLAT– REQUEST FOR APPROVAL OF A PRELIMINARY PLAT – A Preliminary Plat of Lots 1-7 in the High Point Downs 2nd Plat.

MEETING DATE: **December 8, 2015**
REPORT WRITTEN: **October 29, 2015**

STAFF RECOMMENDATION:
Staff recommends that the Planning Commission approve the Preliminary Plat for High Point Downs 2nd Plat, with the stipulations stated in the staff report.

APPLICANT:
- The applicant is Landplan Engineering, PA, on behalf of the Albert J. Treff Trust.
- The surveyor is Landplan Engineering.

REQUEST:
- The applicant is requesting approval of a preliminary plat to add an additional seven (7) lots to the High Point Downs subdivision including platting a 2.4 acre tract on which an existing residential structure will remain, thus removing the parcel from the existing 73+/- acre tract.

ZONING:
- The property is currently zoned "R-1" Single Family Residential District.

SURROUNDING ZONING:
- North "R-1" Single Family Residential District.
- South "R-1" Single Family Residential District.
- East "R-1" Single Family Residential District.
- West "R-1" Single Family Residential District.

BACKGROUND:
The High Point Downs Subdivision was initially platted in 2006. The current area included in the preliminary plat is vacant, excluding the existing Treff residence. The proposed preliminary plat area is located directly north of Belmont Court. The surrounding area consists mainly of multiple single family residences with the remaining area being comprised of agricultural use. The proposed plat includes six residential lots with an average lot size of 11,818 S.F. excluding the 2.4 acre tract (Lot 1). The proposed preliminary plat indicates a dwelling size classification of "E" (1,300 S.F.). The proposed development will not change any lots outside of the proposed preliminary plat area.

The typical preliminary and final plat procedures are being utilized for this application. The purpose of a preliminary plat is to provide a means of approving a subdivision of land to insure compliance with the subdivision regulations of the City of Basehor. It establishes the overall layout and design of the proposed subdivision and authorizes the applicant to prepare a final plat. Any deviation of the final plat from the intent of the approved preliminary plat as determined by the Planning Commission shall cause the re-initiation of the preliminary platting process as described in Chapter II; Section 102(6).

Traffic Impact

Additional traffic will be created by the proposed preliminary plat. The increase in traffic created by the addition of the six new lots though was preconceived in the entirety of the development and creates no new hazards.

Stormwater Management

Stormwater Management facilities will not be changed with the approval of the subject plat. A letter has been provided by Landplan Engineering that states the additional drainage from the six lots can be handled by the existing retention pond as the water flow is to the area currently.

Utilities

No new utilities will be proposed with the subject plat. As part of the preliminary plat, a 15'utility easement is proposed along Belmont Court and north along 154th Street. Along with this easement is an additional 10' utility easement along the north side of the proposed lots. The additional 2.4 acre tract indicates a 10' utility easement surrounding the property and a 20' utility easement along 155th Street. Staff has informed all utility companies of the application for the proposed preliminary plat.

Subdivision Regulations Requirements

The items to be submitted with and included on the preliminary plat per the Subdivision Regulations requirements and any appropriate comments from the applicant are provided in the included checklist.

STAFF RECOMMENDATION:

Staff recommends approval of the Preliminary Plat of High Point Downs 2nd Plat application, with the following stipulations:

1. The applicant shall adhere to the requirements of submittal for a Final Plat, after approval and contingent upon, any recommendations from the Planning Commission.

City of Basehor

Agenda Item Cover Sheet

Agenda Item No. 7

Topic: Work session and regular meeting dates and times.

Action Requested: Adopt Ordinance 665 to approve changing the regular meetings of the City Council from the third Monday of each month to the third Wednesday of each month starting at 7:00 pm. Our next meeting would be a work session on February 3, 2016.

Narrative: Ordinance 665 will change the regular city council meeting night to the third Wednesday of each month. If any legal holiday or any day observed as a holiday by the city offices, the city council will meet the Thursday immediately following the regular meeting day. The city council work sessions will be held the first Wednesday of each month starting at 7:00 pm.

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

Administration Recommendation: No objections to changing dates and times per governing body direction.

Attachments: Ordinance 665

Projector needed for this item?

No

(Published in the Leavenworth Times _____)

ORDINANCE NO. 665

AN ORDINANCE AMENDING SECTION 2-23 OF THE BASEHOR CITY CODE BY CHANGING THE MEETING SCHEDULE OF THE GOVERNING BODY OF THE CITY OF BASEHOR, KANSAS

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

Section 1: That Section 2-23 of the Basehor City Code be amended with the addition of underlined text, and deletion of the stricken text as follows:

Sec. 2-23. - Meetings.

(a) Regular meetings of the city council shall be held on the third ~~Monday~~ Wednesday of each month at 7:00 p.m. In the event that the regular meeting day shall fall on any legal holiday or any day observed as a holiday by the city offices, the city council shall meet the ~~Tuesday~~ Thursday immediately following the regular meeting day.

(b) Special meetings may be called by the mayor or acting mayor on the written request of any three members of the council, specifying the object and purpose of such meeting, which request shall be read at a meeting and entered at length on the journal.

(c) Regular or special meetings of the city council may be adjourned for the completion of its business at such subsequent time and place as the city council shall determine in its motion to adjourn.

(d) A work session of the city council shall be held each month. Public notice shall be given of the date, time and location of the work session. ~~In the event that the regular work session meeting day shall fall on any legal holiday or any day observed as a holiday by the city offices, the city shall fix the following Monday as a meeting day.~~

Section 2: That this ordinance shall take effect and be in force from an after its publication in the official newspaper of the City of Basehor, Kansas as provided by law.

PASSED by the City Council this 19h day of January, 2016.

APPROVED by the Mayor this 19th day of January, 2016.

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

Agenda Item No. 8

Topic: Official City Newspaper

Action Requested: Approve Resolution 2016-01 designating the Leavenworth Times as the official city newspaper

Narrative: K.S.A. Section 12-1651 provides that cities of the third class shall designate by resolution a newspaper to be the official city newspaper. The City of Basehor's current official newspaper is the Basehor Sentinel which will be ceasing publication. This action will require the City of Basehor to designate a new official newspaper which will be The Leavenworth Times.

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

Administration Recommendation: Approve Resolution 2016-01

Attachments: Resolution 2016-01

Projector needed for this item?

No

RESOLUTION NO. 2016-01

A RESOLUTION DESIGNATING THE OFFICIAL CITY NEWSPAPER OF THE CITY OF BASEHOR, KANSAS

WHEREAS, K.S.A. Section 12-1651 provides that cities of the third class shall designate by resolution a newspaper to be the official city newspaper; and

WHEREAS, the official city newspaper must meet the following qualifications:

1. It must be published at least weekly 50 times each year and have been so published for at least one year prior to the publication of any official city publication.
2. It must be entered at the post office of publication as second-class mail matter.
3. More than 50% of the circulation must be sold to the subscribers either on a daily, weekly, monthly or yearly basis.
4. It shall have general paid circulation on a daily, weekly, monthly or yearly basis in the county and shall not be a trade, religious or fraternal publication; and

WHEREAS, the City of Basehor's current official newspaper, the *Basehor Sentinel*, is ceasing publication and the City of Basehor must designate a new official newspaper; and

WHEREAS, the *Leavenworth Times* meets all of the qualifications for an official city newspaper.

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

Section 1. That the Governing Body hereby designates the *Leavenworth Times* as the City's official newspaper.

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

ADOPTED by the Governing Body this 19th day of January, 2016.

SIGNED by the Mayor this 19th day of January, 2016.

SEAL

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David K. Breuer, Mayor

ATTEST:

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Katherine M. Renn, City Clerk

APPROVED AS TO FORM:

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Shannon M. Marcano, City Attorney