

**Minutes**

**BASEHOR CITY COUNCIL**

**March 3, 2008**

**6:00 p.m.**

**Basehor City Hall**

**Official Presiding: Mayor Chris Garcia**

**Members Present: Pres. Terry Thomas, Iris Dysart, Terry Hill, Keith Sifford,  
Jim Washington**

**Members Absent: none**

**Staff Present: Carl Slaugh, Mary Mogle, Gene Myracle, Dustin Smith,  
Lloyd Martley**

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**WORK SESSION – 6:00 p.m.**

The work session was called to order with all members present. The city attorney was not in attendance.

**Discussion regarding agenda items.**

***a. Consider renewal of the property and liability insurance policy for the City of Basehor.***

J.R. Reilly, Reilly & Sons Insurance, gave a presentation regarding the proposed General Liability insurance renewal package. He explained he had reviewed the report prepared by risk management company Charlesworth & Associates and made recommendations in conjunction with their study. Mr. Reilly explained the new cost was up minimally from \$41,200 to \$44,203. The difference was due to purchase of three new vehicles. The account has also been submitted to Travelers Insurance; however, a quote has yet to be received.

President Thomas asked if the linebacker policy addressed the issue that Charlesworth & Associates presented regarding the city attorney. Mr. Reilly noted the city attorney would not be covered in the policy; however, for an additional \$900 per year, coverage could be added and also recommended increasing the City's \$500 deductible to \$2500; which would decrease the annual premium.

Councilmember Washington asked if the proposal included flood insurance. Mr. Reilly noted the flood insurance would cover City Hall to \$250,000.

Council discussed the advantage of having “replacement cost” insurance verses “agreed value” coverage. Mr. Reilly gave an explanation of both items. One caveat to having EMC come on site and perform an “agreed value” survey was that the City would be required to accept the value designated by EMC.

Mr. Slauch reported he received the property valuation of city hall and was not sure that was enough at this time. Councilmember Washington felt the planner and city superintendent could place a value on city property within \$50,000. The planner and city superintendent felt the City Hall could be rebuilt for the amount currently covered.

President Thomas asked if EMC came in to do an actual survey, would it normally go up. Mr. Reilly felt EMC would not change much and recommended having EMC perform an “agreed value” survey.

***c. Consideration of Annexation Plan as recommended by the Planning Commission.***

Planning Director Dustin Smith reported the Planning Commission recommended approval of the proposed Annexation Plan and hoped to have two properties for annexation consideration at the next meeting. Mr. Smith reported the property owner in Falcon Lakes was not interested in voluntarily annexing at this time because he felt he would receive no benefit due to the location of his lot.

President Thomas asked if anything west of Falcon Lakes would be annexed. Mr. Smith reported eventually that would be the plan.

Councilmember Dysart asked if Field of Dreams should be added to the Annexation Plan I(B). Mr. Smith reported it could be included in the proposed plan if that was the Council’s wishes.

Mayor Garcia asked if Policy 1 was clear enough that if any property, outside the city limits, wanted to connect to the City’s sewer system would be required to annex into the city limits. Council was in agreement that the policy would require the property owner to annex into the City, unless the City deemed it would not be in the best interest of the City to bring the property into the city limit or onto the City’s sewer system.

***d. Street Plan Consider approval of Ordinance 528 amending the Comprehensive Plan to add more detail to the streets and transportation elements.***

Mr. Smith reported the policy language would encourage no less than eight streets per mile to provide adequate traffic distribution throughout the city. Major streets outside the urban zone would have no less than four street intersections per mile.

President Thomas questioned why a street located east of 155<sup>th</sup> Street did not extend throughout the city. Mr. Smith explained it was due to the location of some existing homes. Councilmember Washington questioned the route of some streets in the location

of Prairie Gardens. Mr. Smith explained the plan was a guide and was subject to change in certain circumstances.

Engineer David Lutgen sent an email to the city administrator opposing some of the language in the policy. Mr. Slauch reported Mr. Lutgen sent him an email opposing the number of streets proposed within a section.

*[Mr. Lutgen's email read as follows: "Generally the standard design practice is to limit the number of access points onto arterial and collector streets. I understand that the City wants to ensure that there is adequate traffic flow through and around the City but I believe that having a side road every 660' will have the direct opposite effect of what the City is looking to accomplish. Intersections every 660' will actually slow down traffic flow not increase traffic flow on the main roads.*

*If the City feels it is necessary to establish a policy for the number of access points then I would suggest that the minimum allowed spacing of new roads connecting to an arterial or collector street be 1,320' with the road nearest center section be a collector road. I have attached a drawing which shows the main road network for a square mile of development. Development in this manner would ensure that every home is close to a collector road. This would allow residential areas to develop with cul-de-sacs and minimal through traffic.*

*I think that the City Council needs to seriously consider the effect on traffic flow by requiring side roads to be spaced at a maximum of 660' apart." ]*

Councilmember Dysart questioned which roads should be considered as arterial and collector. Mr. Smith reported the major street plan shows the designation of Parallel, Leavenworth Road, and 155<sup>th</sup> Street. She noted these major streets are referred to as arterials in the ordinance. Mr. Smith noted typically section line roads are considered arterial streets.

Councilmember Dysart noted the Planning Commission recommended wording (page 3); however it was left off the ordinance. Mr. Smith explained he modified the language for clarification purposes. Planning Commission president John Flower reported he reviewed the ordinance with the planner and concurred with the language. He also reported the ordinance addresses arterials that exist today and in the future.

Mr. Smith commended the Planning Commission on their work on the Annexation and Street plans. He noted this was the best planning commission board he had ever worked with.

Break (6:47 p.m.)

### **REGULAR MEETING – 7:00 p.m.**

#### **ROLL CALL BY MAYOR CHRIS GARCIA AND PLEDGE OF ALLEGIANCE**

The work session was called to order with all members present. The city attorney was not in attendance.

#### **CONSENT AGENDA**

*(Consent Agenda Items will be acted upon by one motion unless a Council Member requests an item be removed for discussion and separate action.)*

- a. Approve Minutes
  1. February 21, 2008 Work Session and Regular Meeting
- b. Approve Treasurer's Report & Vendor Payments
- c. Approve investment recommendations
- d. Approve calendar of events

A motion was made by President Thomas and seconded by Councilmember Dysart to approve the Consent Agenda as printed. A roll call vote was taken with all members voting in favor. Motion passed 5-0.

### **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).

#### ***a. Citizen Comments Regarding Agenda Items***

**John Flower (15515 Cedar Lane)** reported about a new program planned by the library. The new library would be open in April and are in need of volunteers to help direct people throughout the library. People will be requested to give tours for 4-6 weeks during the transition. The mayor explained the library was also looking for volunteers to assist with the move.

Public portion of the meeting closed.

### **SCHEDULED DISCUSSION ITEMS**

#### ***a. Discuss progress on a five-year capital improvement program***

City Administrator Carl Slaugh reported city staff has worked on a capital improvement program (CIP) along with projected revenues. More information would be added to the plan as more information was compiled on street projects. Some items included in the CIP plan were the sewer plant expansion, bicycle and walking trails, and community facilities.

President Thomas asked that the reverse frontage road [between 155<sup>th</sup> and 158<sup>th</sup>] move up on the priority list since funds were hopefully going to be awarded by the State. Councilmember Washington stated he would like to see improvement to 158<sup>th</sup> Street between 158<sup>th</sup> Street and Parallel moved up on the list as well. Mr. Myracle stated he was working with the County to obtain prices on improvements to 158<sup>th</sup> Street by blade patching and chip and seal.

Mr. Slaugh reported the intent of the plan would be to prioritize street and other capital projects in line with projected revenues, then review and update annually.

## **BUSINESS**

### ***a. Consider renewal of the property and liability insurance policy for the City of Basehor.***

Mr. Slaugh noted the City has the option to move forward with EMC and wait for a bid quote from Travelers. Once the quote was received, the City could possibly negotiate with EMC to meet Traveler's price.

A motion was made by President Thomas and seconded by Councilmember Sifford to approve the General Liability insurance package with EMC Insurance not to exceed \$44,203. Discussion followed. Councilmember Sifford asked if Council felt the deductible and linebacker policy should be increased. Council agreed that the recommendations of Reilly & Sons should be incorporated into the policy since it would not exceed the initial cost of \$44,203. A roll call vote was taken with all members voting in favor. Motion passed 5-0.

### ***b. Consider a request from a resident living at 14124 Merion Court for a refund on their sewer bill due to what they feel is an overpayment resulting from decreased water usage.***

Mr. Joe Kleidosty, 14124 Merion Court, reported he felt he should receive a credit on his sewer bill. He explained he has been overcharged \$212.17. When he moved in he was charged a base rate of \$37.86 and according to his water usage he should have been billed \$12.97. Council discussed possible methods of assessing new homeowners and the current policy. Mr. Slaugh noted the feasibility of performing this calculation on an individual basis for every customer every month would be labor intensive. Mr. Kleidosty reported he was not advised of the City's policy when he signed up for services.

The city clerk was directed to provide an average rate for the month of May 2007.

A motion was made by President Thomas and seconded by Councilmember Washington to deny the request [based on current policy]. A roll call vote was taken with all members voting in favor. Motion passed 5-0.

### ***c. Consideration of Annexation Plan as recommended by the Planning Commission.***

A motion was made by Councilmember Sifford and seconded by President Thomas to approve the Annexation Plan as written. A roll call vote was taken with all members voting in favor. Motion passed 5-0.

Councilmember Dysart questioned if the planning director would have annexation requests ready for the next meeting. Mr. Smith reported it was his intent to present

Council with two annexation requests at the March 17<sup>th</sup> meeting. Mr. Slaugh explained there was an issue with right of way on both properties and need to be addressed prior to finalizing resolutions. Mr. Smith explained it might require the city engineer to create legal descriptions for the rights of way.

Council discussed at what point annexed properties would be required to connect to the City's sewer system. City Superintendent Gene Myracle explained when a property owner's septic system fails, and they are within 200 ft. of the sewer system, they would be required to connect to Basehor's sewer system. Councilmember Washington reminded the governing body that Joe and Ann Stimetz, as a condition of annexation, was required to connect to the City's sewer system once it was within 200 ft. of their property.

***d. Consider approval of Ordinance 528 amending the Comprehensive Plan to add more detail to the streets and transportation elements.***

A motion was made by President Thomas and seconded by Councilmember Sifford to approve Ordinance 528 amending the Comprehensive Plan to add more detail to the streets and transportation elements. Discussion followed. Councilmember Sifford questioned if the map would be added or replace the existing map. Mr. Smith stated his intent was to replace the map. Council requested he leave the existing map and add the new map. A roll call vote was taken with all members voting in favor. Motion passed 5-0.

***e. Consider approval of an expenditure up to \$4,500 for tree trimming along streets in the established subdivisions in Basehor.***

President Thomas asked what fund would be affected. The city superintendent reported the expenditure would come out of the Special Highway Fund.

A motion was made by President Thomas and seconded by Councilmember Sifford to approve expenditure not to exceed \$4500 for tree trimming along city streets. A roll call vote was taken with all members voting in favor. Motion passed 5-0.

## **CITY ADMINISTRATOR REPORT**

- LKM Governing Body Conference – May 9 & 10, Great Wolf Lodge.
- K-7 & 24/40 Hwy Intersection will be closed as of March 10<sup>th</sup>. The interchange is projected to be completed in late 2008.
- Corrected information reported at the strategic planning session. The weapon conversion plan has not taken place. The police chief will be presenting the plan at the March 17<sup>th</sup> meeting.

**MAYOR'S REPORT**

Mayor Garcia reported USD #458 has a e-mentoring project and encouraged staff and governing body members to get involved. An informational meeting would be held on March 4<sup>th</sup> at noon for those interested in participating.

**COUNCIL MEMBER REPORTS**

**Keith Sifford**

Councilmember Sifford became a proud grandpa of a new baby girl at 1:00 p.m. today. Mommy and baby were doing well; however, grandpa seemed a little shaky.

**Terry Thomas**

President Thomas complimented city treasurer on the new website. He noted it was very easy to locate information.

**EXECUTIVE SESSION**

**None**

**ADJOURNMENT**

There being no further business to discuss, a motion was made by Councilmember Thomas and seconded by Councilmember Sifford to adjourn the March 3, 2008 Council meeting. A roll call vote was taken with all members voting in favor. Motion passed 5-0. Meeting adjourned at 7:50 p.m.



Chris Garcia, Mayor

Attest:



Mary A. Mogle, CMC, City Clerk

