

**AGENDA**  
**CITY OF VALLEY CENTER**  
**7:00 pm**  
**September 18, 2007**  
**City Hall - 121 S. Meridian**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION — Ministerial Alliance: Kevin Bogle**
- 4. PLEDGE OF ALLEGIANCE**
- 5. APPROVAL OF AGENDA p2**
- 6. CLERK’S AGENDA**
  - A. Minutes of the September 4<sup>th</sup> Meeting p2
  - B. Appropriation Ordinance p2
  - C. Proposed Contract – Commodity Distribution
- 7. PUBLIC FORUM (Citizen input and requests)**
  - A. Proclamation – Constitution Week
  - B. Public Hearing – Prairie Lakes Special Assessments
    - 1) Proposed Ordinance – Levying Special Assessments
- 8. COMMITTEES AND COMMISSIONS—REPORTS**
- 9. OLD BUSINESS**
  - A. Utility Late Notices
- 10. NEW BUSINESS p16**
- 11. STAFF REPORTS p16**
- 12. GOVERNING BODY REPORTS p20**
- 13. ADJOURN**

## **Approval of Agenda**

*City Staff recommends motion to approve the agenda as presented/amended.*

## **Clerk's Agenda**

### **A. Minutes of the September 4th Meeting:**

Attached are the minutes from the meeting of September 4, 2007 meeting.

*City Staff suggests motion to approve the Council Meeting Minutes as presented.*

REGULAR COUNCIL MEETING  
SEPTEMBER 4, 2007  
CITY HALL  
121 S. MERIDIAN

Mayor McNown called the meeting to order at 7:00 pm with the following members present: Virginia Black, Jo Ann Gerling, Kate Jackson, Marci Maschino, Cheryl Nordstedt, Louis Cicirello, Lionel Jackson and Jack Townsley.

Members absent: None

Staff present: ID Creech, City Administrator  
Kristine Polian, City Clerk  
Richard Dunn, City Superintendent  
Neal Owings, Park Superintendent  
Robert Tormey, Fire Captain  
Mark Hephner, Police Chief  
Eldon Miller, Community Development Officer  
Mike Kelsey, City Engineer

Press present: The Ark Valley News

**APPROVAL OF AGENDA**

Nordstedt moved, second by L. Jackson, to approve the Agenda as presented. Vote yea: unanimous. Motion carried.

**CLERK'S AGENDA**

MINUTES- AUGUST 21, 2007

K. Jackson stated that the bridges she asked about inspections for were located on 69<sup>th</sup>, west of Meridian and 81<sup>st</sup> east of West Street. Also said that one of the dates for the Ward Meetings was recorded as August 28<sup>th</sup>, and should be August 29<sup>th</sup>.

L. Jackson moved, second by Maschino, to approve the minutes of August 21, 2007 as amended. Vote yea: unanimous. Motion carried.

APPROPRIATION ORDINANCE

Black moved, second by Cicirello, to approve the Appropriation Ordinance No. 09/04/07. Vote yea: unanimous. Motion carried.

**PUBLIC FORUM**

CHAMBER OF COMMERCE REQUEST

Nordstedt moved, second by Black, to approve the temporary use permit for the Chamber of Commerce for all authorized Fall Festival events and waive the 300 foot alcohol sales exclusion for the area leased by the Chamber for the Fall Festival Beer Garden located on the southeast corner of the intersection of Main and Ash Streets on the conditions the Chamber provides the City certificates of insurance and proof of state liquor license. Vote yea: unanimous. Motion carried.

## **OLD BUSINESS**

### PROPOSED ORDINANCE: 2<sup>ND</sup> READING ROADWAY ANNEXATION

L. Jackson moved, second by Townsley, to adopt Ordinance 1146-07 for second reading. Vote yea: unanimous. Motion carried.

### PROPOSED ORDINANCE: 2<sup>ND</sup> READING NATURAL LANDSCAPING

Cicirello moved, second by Nordstedt, to adopt Ordinance No.1147-07 amending the Code of the City of Valley Center, Kansas to allow Natural Heritage & Ornamental Gardens on 2<sup>nd</sup> reading. Vote yea: unanimous. Motion carried.

### PROPOSED ORDINANCE: KDHE LOAN AGREEMENT AMENDMENT #1 WASTE WATER TREATMENT PLAN

Gerling moved, second by L. Jackson, to adopt Ordinance 1148-07 authorizing the execution of the First Amendment to the Loan Agreement between the City of Valley Center, Kansas and the State of Kansas for the purpose of obtaining a loan from the Kansas Water Pollution Control Revolving Loan Fund to finance a Wastewater Treatment Plant Project and waive 1<sup>st</sup> reading. Vote yea: unanimous. Motion carried.

## **NEW BUSINESS**

### PROPOSED ORDINANCE- BOND DEFEASANCE: CERTAIN VALLEY MEADOWS SPECIAL ASSESSMENTS.

L. Jackson moved, second by Maschino, to adopt Ordinance 1149-07 approving the form and authorizing the execution of an escrow trust agreement respecting the application of certain prepaid special assessments in Valley Meadows 4<sup>th</sup> Addition to the City of Valley Center and waiving 1<sup>st</sup> reading. Vote yea: unanimous. Motion carried.

### PROPOSED POLICY- PURCHASE CARDS

Cicirello moved, second by L. Jackson, to adopt the Certificate of Resolution authorizing the City Clerk and Assistant City Clerk to designate those individuals to whom purchasing cards are to be issued and further authorizes them to cancel purchasing cards, be granted access to view transaction activity online and make such other changes as needed. Vote yea: unanimous. Motion carried.

Cicirello moved, second by Gerling, to adopt the Valley Center Purchasing Policy, implementing purchasing cards for all city purchases. Vote yea: unanimous. Motion carried.

### PROPOSED POLICY- UTILITY BILL LATE NOTIFICATION

City Clerk Polian stated that it was her hope to eliminate the late payment/termination warning notices for the utilities permanently, as she felt there was a more efficient process that can be implemented. Process includes eliminating the notices, and putting the disconnect date on the bill every month instead. Will save city approximately \$3500/year after initial costs to implement.

City Attorney Arbuckle asked that he be given time, at least until the next council meeting, to review any laws that mandates a municipality to give notice of disconnection separately.

Nordstedt moved, second by L. Jackson, to table the issue of eliminating termination notices. Vote yea: unanimous. Motion carried.

#### ROAD GRADER PURCHASE

L. Jackson moved, second by Townsley, to grant authorization to enter into a lease/purchase agreement with Murphy Tractor Company to acquire a John Deere 670-D motor grader. Vote yea: unanimous. Motion carried.

#### BOND SALE- PRELIMINARY DOCUMENTS- SPECIAL ASSESSMENTS FOR PRAIRIE LAKES 2<sup>ND</sup>

Black moved, second by Cicirello, to approve each of specified documents set forth by Bond Counsel; establish September 18, 2007 at 7:00 pm to meet for the purpose of hearing any and all written or oral objections to the respective assessments set forth therein; cause the City Clerk to publish Exhibit C in the official City newspaper not less than 10 days prior to such public meeting date; mail exhibit D to each and all owners of property affected by such assessments at their last known post office address on the same date as the publication of Exhibit C; and file each of said documents of record in the office of the City Clerk and make the same available for public inspection. Vote yea: unanimous. Motion carried.

#### DESIGNATION OF DELEGATES- LEAGUE OF KANSAS MUNICIPALITIES ANNUAL MEETING

Black moved, second by Cicirello, to elect Nordstedt and L. Jackson to represent the City at the 99<sup>th</sup> League of Kansas Municipalities Annual Meeting and Creech and Polian to act as alternates. Vote yea: unanimous. Motion carried.

### **STAFF REPORTS**

#### CITY CLERK POLIAN

Asked that any Councilmember wanting to attend the League Annual Conference let her know by the end of the week so she can make hotel arrangements and get them registered.

#### COMMUNITY DEVELOPMENT OFFICER MILLER

Said that the Comprehensive Plan meeting was set for September 11, 2007.

#### CITY ATTORNEY ARBUCKLE

Said that in regards to the noise ordinance, he had discussed how the case could be prosecuted with Sergeant Newman. Stated that he had written a letter to the manager of Sonic asking for support in this issue and has yet to get any feedback.

### **GOVERNING BODY REPORTS**

MAYOR MCNOWN

Said that the last ward meeting would be on Thursday at 7:00 pm, and that the past 3 ward meetings have been spirited. Said he was disappointed in the turnout, and wants as many people as possible to attend.

COUNCILMEMBER BLACK

Stated that in reference to Hidden Park, the plat has been filed and a title officer has the plat to draft the deeds. Also said that requests were mailed out to architects to bring the City some concept ideas, to ascertain what kind of interest there is. Said that PSA, Folger and WDM architecture firms presented ideas at the meeting held the previous Wednesday. Stated that for those considering going to the Annual League Conference, it is an invaluable conference to attend.

COUNCILMEMBER NORDSTEDT

Thanked the Governing Body and Staff for their consideration and flowers after her last surgery.

COUNCILMEMBER TOWNSLEY

Asked if the engineer has done any checking on the intersection of Seneca and 85<sup>th</sup> Street for an entrance and exit. Said that he is concerned about traffic with the church and possible clinic going in there.

Creech stated that there is no official documentation at the City for the clinic, and that he was not overly concerned about the traffic generated by the church, since the church had few services each week. Said that he thought the recommendations given by the county after the traffic study were still good.

**Meeting adjourned at 8:03 p.m.**

---

Kristine A. Polian, City Clerk

**B. Appropriation Ordinance:**

Attached is the proposed appropriation ordinance for September 18, 2007 as prepared by City Staff.

Packet #1	3,305.97
Packet #2	620,566.74
Packet #3	450.00
	<hr/>
	<hr/>
\$	624,322.71

*City Staff suggests motion to approve the appropriation ordinance as presented.*

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1201	CLARION HOTEL							
	I-200709043786	9-4-7 KSAPA LODGING	R	9/04/2007		149.10CR	037661	149.10
0063	ELDON MILLER							
	I-200709043787	7/1-31/7 DEVELOP MTGS	R	9/04/2007		138.26CR	037662	
	I-200709043788	4/13-18/2007 APA NAT'L	R	9/04/2007		860.82CR	037662	
	I-200709043789	6-2007 ASFM CONFERENCE	R	9/04/2007		1,735.66CR	037662	2,734.74
1166	OFFICE DEPOT							
	I-200709043790	7-3-7 OFFICE SUPPLIES	R	9/04/2007		177.42CR	037663	177.42
0160	OFFICE DEPOT CARD PLAN							
	I-200709043791	8-2007 OFFICE/PRINTER SUP	R	9/04/2007		244.71CR	037664	244.71

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	4	0.00	3,305.97	3,305.97
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	4	0.00	3,305.97	3,305.97

TOTAL ERRORS: 0



PACKET: 00947 9-18-2007 MEETING PKT #1

VENDOR SET: 01

BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
--------	-------------	------	---------------	---------------	----------	--------	--------------	-----------------

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
010	9/2007	3,305.97CR
=====		
ALL		3,305.97CR

VENDOR SET: 01  
 BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
*VOID*	VOID CHECK		V	9/11/2007			037715	**VOID**
0060	A T & T							
	I-8-25-7 0184 314	8-25-7 --0184 314 SVC	R	9/11/2007		9.95CR	037667	
	I-8-25-7 1821 247	8-25-7 --1821-247 SVC	R	9/11/2007		293.23CR	037667	
	I-8-25-7 1817 436	8-25-7 --1817 436 SVC	R	9/11/2007		73.05CR	037667	376.23
0038	ACCURATE LABS							
	I-E4132	LAB RESULTS-AUG 2007	R	9/11/2007		361.50CR	037668	361.50
0039	AIRGAS MID SOUTH							
	I-106005107	8-30-7 CYLINDER MAINT	R	9/11/2007		230.00CR	037669	230.00
0040	AMERICAN ELECTRIC COMPANY							
	I-9442-669028	8-7-7 MIDGET TD FUSE	R	9/11/2007		83.34CR	037670	83.34
1144	AMERICAN PLUS							
	I-30236	8-2-7 SAFETY VESTS	R	9/11/2007		112.30CR	037671	112.30
0455	ASSESSMENT STRATEGIES.LLC							
	I-8-11-7 A.S., LLC	8-2007 ASSESSMENTS-PD	R	9/11/2007		250.00CR	037672	250.00
0154	B & B ELECTRIC MOTOR CO							
	I-0043102	7-20-7 PARTS	R	9/11/2007		4,975.00CR	037673	
	I-0043107	7-20-7 VAC RND CAPACITOR	R	9/11/2007		19.65CR	037673	4,994.65
0026	B & B KLASSEN ENTERPRISES INC							
	I-70800023	8-14-7 ROAD GRAVEL	R	9/11/2007		512.20CR	037674	512.20
0049	BARCO MUNICIPAL PRODUCTS							
	I-175436	8-22-7 BARRICADES	R	9/11/2007		1,409.81CR	037675	1,409.81
1202	BREATHING AIR SERVICES, INC.							
	I-36	8-31-7 ANNUAL SVC	R	9/11/2007		294.60CR	037676	294.60
0451	BRENNTAG SOUTHWEST INC							
	I-BSW029372	8-3-7 CHLORINE	R	9/11/2007		510.63CR	037677	510.63
0770	BRIAN'S BODY SHOP INC							
	I-8-27-7 BRIAN'S	8-27-7 VEHICLE REPAIR	R	9/11/2007		100.00CR	037678	100.00
0149	CIERO COMMUNICATIONS							
	I-207101	8-21-7 RADIO PARTS	R	9/11/2007		9.00CR	037679	9.00

PACKET: 00953 9-18-2007 MEETING PKT #2

VENDOR SET: 01

BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0115	CINTAS CORPORATION #451							
	I-AUG 2007 CINTAS	8-31-7 UNIFORM CLNG-AUG	R	9/11/2007		681.33CR	037680	
	I-JUL 2007 CINTAS	7-31-7 UNIFORM CLNG	R	9/11/2007		541.71CR	037680	1,223.04
0145	CITY OF WICHITA							
	I-4073	8-24-7 METER BASE CHR	R	9/11/2007		40.73CR	037681	
	I-4165891	JUL-AUG H2O CHARGES	R	9/11/2007		41,658.91CR	037681	41,699.64
0200	CORNEJO & SONS							
	I-200709113798	CAP PROJ-PRAIRIE LAKES #2	R	9/11/2007		42,005.00CR	037682	42,005.00
0152	COX COMMUNICATIONS							
	I-018903601	8-26-7 MONTHLY SVC	R	9/11/2007		31.52CR	037683	
	I-036426001 8-26-7	8-26-7 MONTHLY SVC	R	9/11/2007		129.95CR	037683	
	I-036946001 8-26-7	8-26-7 MONTHLY SVC	R	9/11/2007		79.00CR	037683	240.47
0978	DARLA'S FLOWER & COFFEE							
	I-1787	8-9-2007 VARIOUS SVCS	R	9/11/2007		124.03CR	037684	124.03
1203	DAVID SMITH							
	I-200709113795	8-21-7 CITIZEN OVERPAY	R	9/11/2007		323.98CR	037685	323.98
0442	DELL MARKETING L.P.							
	I-XC56MWJP3	CHANNEL 7 COMPUTER	R	9/11/2007		706.00CR	037686	706.00
0024	DELTA ELECTRIC SUPPLY INC							
	I-313281-01	8-28-7 MICRO V3-1 SWITCH	R	9/11/2007		90.10CR	037687	90.10
0096	DER PRINTING HAUS							
	I-3035	8-17-7 SCRATCH PADS	R	9/11/2007		8.00CR	037688	8.00
0227	DULING CONSTRUCTION							
	I-35067312502 7-31-7	8-17-7 WATERLINE REPLACE	R	9/11/2007		322,891.00CR	037689	322,891.00
0155	FASTENAL COMPANY							
	I-KSWI195283	9-4-7 UV BLK CABLE TIE	R	9/11/2007		23.89CR	037690	23.89
0855	FIRST WIRELESS INC							
	I-60085	7-31-7 (2) HANDHELD RADIO	R	9/11/2007		900.00CR	037691	900.00
0170	G.W. VAN KEPPEL COMPANY							
	I-W96509	8-29-7 GRADER MAINT	R	9/11/2007		2,632.42CR	037692	2,632.42

VENDOR SET: 01  
 BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1077	GALLS AN ARAMARK COMPANY							
	I-5897128000019	7-24-7 STATE NAME TAG	R	9/11/2007		12.98CR	037693	12.98
0471	HALE'S SALES & SERVICE							
	I-8-31-7 HALE'S	8-31-7 ANTI-SCALP WHEELS	R	9/11/2007		20.70CR	037694	20.70
1034	HD SUPPLY WATERWORKS LTD							
	I-5718493	8-9-7 REBUILD KITS	R	9/11/2007		62.79CR	037695	
	I-5728471	8-6-7 18" x 30" METER CAN	R	9/11/2007		331.80CR	037695	394.59
0798	HI-PLAINS SAND INC							
	I-2671	7-26-7 CHIP SEAL	R	9/11/2007		70,530.96CR	037696	70,530.96
0023	INTERLINGUAL SERVICES							
	I-200709113796	8-31-7 TRANSLATION SVCS	R	9/11/2007		50.00CR	037697	50.00
0006	INTRUST BANK N.A.							
	I-00956329	8-31-7 PAYROLL FED W/H	D	9/11/2007		13,514.05CR	000000	13,514.05
0214	JCI							
	I-I-39005-0	8-15-7 FLOAT SWITCHES	R	9/11/2007		161.00CR	037698	161.00
0073	JOHNSON AUTOMOTIVE							
	I-23556	8-27-7 VEHICLE MAINT	R	9/11/2007		93.92CR	037699	
	I-23567	8-29-7 VEHICLE MAINT	R	9/11/2007		36.50CR	037699	130.42
0029	KANSAS ASSN-CHIEFS OF POLICE							
	I-200709113794	8-23-7 SUBSCRIPT RENEWL	R	9/11/2007		75.00CR	037700	75.00
0005	KANSAS DEPT OF REVENUE							
	I-8/1-15/7 KW-5 TAX	8-30-7 KW-5 W/H TAXES	R	9/11/2007		1,877.45CR	037701	1,877.45
0025	KANSAS PAVING							
	I-10052339	8-30-7 BASE ROCK	R	9/11/2007		1,596.70CR	037702	1,596.70
0679	KANSAS TRUCK EQUIPMENT							
	I-122374	9-6-7 PARTS-BACKUP LIGHT	R	9/11/2007		8.84CR	037703	8.84
0020	KANSASLAND TIRE							
	I-091515	7-31-7 TIRE REPAIR	R	9/11/2007		152.57CR	037704	152.57
0022	KANSASLAND TIRE							
	I-060602	8-30-7 REPAIRS/MAINT	R	9/11/2007		318.32CR	037705	318.32

PACKET: 00953 9-18-2007 MEETING PKT #2

VENDOR SET: 01

BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0111	KONICA MINOLTA BUSINESS SOLUTIONS (KMBS)							
	I-208327525	8-11-7 COPIES/USAGE FEE	R	9/11/2007		17.96CR	037706	17.96
0010	KPERS							
	I-13660280	8-31-7 PAYROLL CONTRIBU	D	9/11/2007		4,213.52CR	000000	4,213.52
0027	KRPA							
	I-200709113801	8-29-7 KRPA WORKSHOP	R	9/11/2007		30.00CR	037707	30.00
0247	LEEKERS - VALLEY CENTER							
	I-0014800010061	7-18-7 BARSOL-PUB WKS	R	9/11/2007		105.59CR	037708	
	I-200709113800	8-2007 SUPPLIES	R	9/11/2007		44.83CR	037708	150.42
0237	LKM							
	I-07-2032	8-27-7 LABOR LAW POSTRS	R	9/11/2007		114.00CR	037709	114.00
0122	LOGO DEPOT & INDUSTRIAL UNIFORM							
	I-0217760-IN	8-29-7 UNIFORMS-GRAYSON	R	9/11/2007		318.35CR	037710	318.35
1205	LONNIE TORMEY							
	I-200709113799	8-2007 FIRE PARTS/SUPP	R	9/11/2007		97.64CR	037711	97.64
0643	MAYER SPECIALTY SERVICES LLC							
	I-2007365	8-21-7 EMER SWR SVC	R	9/11/2007		281.25CR	037712	281.25
1206	OMB'S EXPRESS POLICE SUPPLY							
	I-P013055700014	8-24-7 PISTOLS-PD	R	9/11/2007		340.00CR	037713	340.00
0127	P. E. C.							
	I-320362	COMM CEN CAMPUS ADD	R	9/11/2007		12,189.58CR	037714	
	I-320503	COMM CEN CAMPUS ADD	R	9/11/2007		6,035.20CR	037714	
	I-422743	6-30-7 PROFESSIONAL SVCS	R	9/11/2007		105.00CR	037714	
	I-422744	CONSULTATION SVCS	R	9/11/2007		979.48CR	037714	
	I-422906	CAP PROJ-12' WATER MAIN	R	9/11/2007		371.24CR	037714	
	I-422911	CAP PROJ-INTERURBAN	R	9/11/2007		4,431.72CR	037714	
	I-422944	CAP PROJ-ABILENE, BURNS,	R	9/11/2007		26,900.00CR	037714	
	I-422945	CAP PROJ-ABILENE, BURNS,	R	9/11/2007		5,975.66CR	037714	
	I-422960	8-24-7 PROF SVCS JUL '07	R	9/11/2007		105.00CR	037714	
	I-422961	CONSULTATION SVCS	R	9/11/2007		216.00CR	037714	
	I-423048	CAP PROJ-PRAIRIE LAKES #2	R	9/11/2007		28,257.49CR	037714	
	I-423049	PRAIRIE LAKES ADDITION #2	R	9/11/2007		4,792.07CR	037714	
	I-423050	PRAIRIE LAKES ADDITION #2	R	9/11/2007		4,493.68CR	037714	94,852.12

VENDOR SET: 01  
 BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0070	PAVING MAINTENANCE SUPPLY							
	I-I0037531	8-15-7 SWEEPER BROOMS	R	9/11/2007		951.14CR	037716	951.14
0146	PHOENIX SUPPLY INC							
	I-583275	8-14-7 REPAIR KITS	R	9/11/2007		199.15CR	037717	199.15
0984	PTS							
	I-19580	8-20-7 SEPT-LIONS PHONE	R	9/11/2007		53.00CR	037718	53.00
0492	RECREATION SUPPLY COMPANY							
	I-144660	8-7-7 POOL UMBRELLAS	R	9/11/2007		291.19CR	037719	291.19
0134	SALINA SUPPLY CO							
	I-931054	7-13-7 PIPE WRENCHES	R	9/11/2007		410.45CR	037720	
	I-931985	7-27-7 (2) 14" WRENCHES	R	9/11/2007		132.00CR	037720	542.45
0185	SEDGWICK COUNTY							
	I-1457 & 1460	9-5-7 ANIMAL PICK-UP	R	9/11/2007		58.00CR	037721	58.00
1028	STRAUB INTERNATIONAL INC							
	I-CW10062	8-30-7 TRUCK PARTS	R	9/11/2007		107.88CR	037722	107.88
0179	TYLER TECHNOLOGIES							
	I-57918	8-20-7 SOFTWARE MAINT	R	9/11/2007		20.00CR	037723	20.00
0244	UCI							
	I-2587	8-7-7 ON-SITE FOLLOW-UP	R	9/11/2007		85.00CR	037724	85.00
0076	USA BLUE BOOK							
	I-438346	8-27-7 KPSI 700 XMTTR	R	9/11/2007		602.42CR	037725	
	I-440925	8-30-7 EX430 MULTIMETER	R	9/11/2007		89.61CR	037725	692.03
0077	VALLEY CLEANING COMPANY							
	I-VCPWD-052	8-28-7 JANITORIAL SVC	R	9/11/2007		210.00CR	037726	210.00
0106	VALLEY OFFSET PRINTING							
	I-62708	8-22-7 BUSINESS CARDS	R	9/11/2007		89.00CR	037727	89.00
0071	VICTOR L. PHILLIPS CO							
	I-WW29807	8-29-7 PARTS-OIL LEAK	R	9/11/2007		105.63CR	037728	105.63
0103	WAXENE PRODUCTS CO							
	I-70665	8-28-7 WHITE PAINT	R	9/11/2007		23.25CR	037729	23.25

PACKET: 00953 9-18-2007 MEETING PKT #2

VENDOR SET: 01

BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0062	WESTAR ENERGY							
	I-200709113797	8-31-7 STREET LIGHTS SVC	R	9/11/2007		2,357.78CR	037730	2,357.78
0563	WHITE STAR MACHINERY							
	I-01695473	8-13-7 TRACK HOE RENTAL	R	9/11/2007		1,483.50CR	037731	1,483.50
0171	WICHITA WINWATER WORKS							
	I-146756 00	8-7-7 3" METER & STRAINER	R	9/11/2007		1,022.00CR	037732	
	I-147470 00	8-7-7 CULVERT END WINGS	R	9/11/2007		171.72CR	037732	
	I-147471 00	8-16-7 28FTx18" CULVERT	R	9/11/2007		421.40CR	037732	
	I-148427 00	5/8 x 3/4 HERSEY METER	R	9/11/2007		198.00CR	037732	1,813.12
0222	ZEE MEDICAL INC							
	I-021668303	8-9-7 FIRST AID SUPP	R	9/11/2007		43.70CR	037733	
	I-021668346	8-23-7 FIRST AID SUPP	R	9/11/2007		70.25CR	037733	113.95

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	66	0.00	602,839.17	602,839.17
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	2	0.00	17,727.57	17,727.57
VOID CHECKS:	1	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	69	0.00	620,566.74	620,566.74

TOTAL ERRORS: 0

PACKET: 00953 9-18-2007 MEETING PKT #2

VENDOR SET: 01

BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
--------	-------------	------	---------------	---------------	----------	--------	--------------	-----------------

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
010	9/2007	18,503.81CR
110	9/2007	6,520.03CR
150	9/2007	82,392.24CR
220	9/2007	26.13CR
350	9/2007	458,414.64CR
410	9/2007	323.98CR
610	9/2007	45,969.41CR
620	9/2007	8,416.50CR
=====		
ALL		620,566.74CR



PACKET: 00951 9-18-2007 MEETING PKT #3

VENDOR SET: 01

BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1204	MARK HEPHNER							
	I-200709063793	8-9-7 PER DIEM-K.A.C.P	R	9/06/2007		140.00CR	037665	140.00
0750	MICHAEL GORDON							
	I-200709063792	8-9-7 PER DIEM-D.A.R.E	R	9/06/2007		310.00CR	037666	310.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	450.00	450.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	450.00	450.00

TOTAL ERRORS: 0

PACKET: 00951 9-18-2007 MEETING PKT #3

VENDOR SET: 01

BANK : APBK INTRUST CHECKING

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
--------	-------------	------	---------------	---------------	----------	--------	--------------	-----------------

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
010	9/2007	140.00CR
240	9/2007	310.00CR
=====		
ALL		450.00CR

**C. Proposed Contract – Commodity Distribution:**

Attached is the proposed Commodities Contract with the Sedgwick Board of County Commissioners that continues the City's participation in the U.S.D.A. Commodities Distribution to Needy Persons in Home Consumption Program.

The Contract continues the same terms and conditions of the current agreement.

City Staff has been used in recent past to go for the commodities; to separate the commodities; and, to distribute the commodities. This does place a burden on Staff as other duties can be delayed during the commodity activities.

*City Staff suggests motion to enter into agreement with the Sedgwick County Board of County Commissioners to receive and distribute U.S.D.A. Commodities to needy persons for home consumption.*

**AGREEMENT TO RECEIVE AND DISTRIBUTE U.S.D.A. COMMODITIES  
TO NEEDY PERSONS FOR HOME CONSUMPTION  
(FOR USE IN EMERGENCY FEEDING CENTER/FOOD BANK)**

**I. PARTICIPATING ORGANIZATION IDENTIFICATION.**

Organization Name: City of Valley Center, Kansas  
Organization Address: 116 S. Park, Valley Center, Kansas 67147

Contact Person: 116 S. Park, Valley Center, Kansas 67147  
Phone Number: (316) 755-7310

Distribution Address (if different from above): 316 E. Clay, Valley Center

**II. PERFORMANCE CONDITIONS.**

IN ORDER to effectuate the distribution of USDA-donated commodities, Sedgwick County, through its Department on Aging (SCDOA) as an agent for Social and Rehabilitation Services (SRS), and the food bank identified above (Section I/Participating Organization Identification), a public/private non-profit organization, as the participating organization, agree as follows:

- A. SCDOA, as distribution agent for SRS, will issue USDA-donated commodities to the above named participating organization at one of the designated pick-up areas at no charge. The participating organization will receive prior notice of the pick-up date, location, and the amount of each commodity the participating organization is authorized to receive.
- B. The participating organization agrees that USDA-donated commodities will be distributed to needy persons for home consumption at no charge at such times as such commodities become available to SCDOA. The participating organization also agrees to distribute USDA-donated commodities to needy persons without regard to race, color, sex, age, religion, political affiliation, handicap, ancestry, or national origin. The participating organization also agrees to display in a prominent place in appropriate offices and food distribution areas, the USDA Title VI nondiscrimination poster "...And Justice for All" or an FNS approved substitute.
- C. The participating organization agrees that USDA-donated commodities will not be sold or bartered and will be distributed according to the guidelines established by SRS.
- D. The participating organization agrees that adequate storage will be maintained for USDA-donated commodities. The participating organization further agrees to be responsible for maintaining the continued fitness for human consumption of USDA commodities while in its possession and control.
- E. The participating organization agrees that any activities conducted during a distribution which are unrelated to USDA-donated commodities will be operated under the following conditions: (1) That the person(s) conducting the activity make clear that the activity is not part of USDA-donated commodities; (2) that the person(s) conducting the activity make clear that participants need not cooperate with him or her in order to receive USDA-donated commodities; and (3) that the activity not interfere with the distribution of commodities.

Impermissible activities include information not related to USDA-donated commodities placed in or printed on bags or boxes.

- F. The participating organization is responsible to SRS and the SCDOA for any improper distribution or use of, loss of, or damage to, USDA-donated commodities which is caused by neglect, carelessness and/or willful mishandling on the part of the organization. Participating organizations are therefore subject to repayment of claims established as a result of such loss, damage and/or improper distribution or use. SRS, SCDOA, and participating organizations have a right to assert claims and take collection action against other persons to whom USDA-donated commodities are delivered for care, handling or distribution and subsequently lost, damaged and/or improperly distributed or used.
- G. The participating organization agrees to maintain a system for adequate inventory, disposition and reimbursement records. Records shall include: applicant household name, household declaratory statement, household size, as well as the quantity of commodities received, distributed and on hand. The participating organization further agrees to fulfill established monthly reporting requirements.
- H. The participating organization agrees to retain all records pertaining to the receipt and disposition of USDA-donated foods to needy individuals or families, for a period of three (3) years following the federal fiscal year to which they pertain. The participating organization also agrees that these records and facilities may be examined by authorized federal, state or county personnel at any reasonable time. The participating organization understands that its participation in this program is a matter of public record and agrees that SRS and/or the SCDOA may release its name and location to the press and other interested parties. The recipient agency understands that the identification, application and participation information of needy individuals or families is a confidential matter and agrees to keep all such records in a confidential manner, as required under applicable state and federal law.

### **III. DURATION/CANCELLATION.**

- A. The duration of this agreement is for a period of time commencing October 1, 2007, and ending September 30, 2008. This agreement is entered into between SCDOA and the above-mentioned participating organization and shall become effective immediately upon execution of the signature of both parties.
- B. This agreement may be terminated at any time by mutual consent of both parties or upon thirty (30) days written notice. If the participating organization ceases to exist or fails to perform according to the terms of this agreement, SCDOA reserves the right to terminate this agreement immediately and transfer any existing inventory of USDA-donated commodities to another location.

BOARD OF COUNTY COMMISSIONERS  
OF SEDGWICK COUNTY, KANSAS

ATTEST:

\_\_\_\_\_  
Don Brace, County Clerk

\_\_\_\_\_  
David M. Unruh, Chairman  
First District

date: \_\_\_\_\_

APPROVED AS TO FORM:

PARTICIPATING ORGANIZATION:  
City of Valley Center, Kansas

  
\_\_\_\_\_  
Bill H. Raymond  
Assistant County Counselor

\_\_\_\_\_  
Michael D. McNown, Mayor

Date: \_\_\_\_\_

# **PUBLIC FORUM**

## **A. Proclamation – Constitution Week:**

**CONSTITUTION WEEK**

**September 17-23,2007**

WHEREAS, September 17,2007, marks the two hundred and twentieth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

NOW, THEREFORE, I Michael D. McNown, by virtue of the authority vested in me as Mayor of Valley Center, Kansas, do hereby proclaim the week of September 17 through 23 as

**CONSTITUTION WEEK**

AND ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNES WHEREOF, I have hereunto set my hand and caused the Seal of the City of Valley Center to be affixed at Valley Center this 18<sup>th</sup> day of September in the year of our Lord two thousand seven.

Signed \_\_\_\_\_  
Michael D. McNown, Mayor

SEAL

Attest: \_\_\_\_\_



## **B. Public Hearing – Prairie Lakes Special Assessments:**

This is the date established for public hearing on infrastructure improvements completed in Prairie Lakes 2<sup>nd</sup> in the City.

Purpose of the hearing is to receive oral and/or written objections to the proposed assessments as identified in attached **Schedule I**.

Notification has been made to owners of record as required by KSA 12-6a01.

Statement of Final Costs was accepted at the meeting of September 4<sup>th</sup>.

### CITY OF VALLEY CENTER, KANSAS

#### STATEMENT OF FINAL COSTS

<i>Res. #</i>	<i>Project</i>	<i>Construction</i>	<i>Engineering/ Inspection</i>	<i>Misc</i>	<i>Admin. Fees</i>	<i>TNote Interest</i>	<i>TNote Cost of Issuance</i>	<i>Bond Cost of Issuance</i>	<i>Total</i>
	<b>Prairie Lakes Addition</b>								
514-2006	Water Main - Phase 2	\$67,914.00	\$15,300.00	\$97.92	\$4,165.60	\$1,799.98	\$537.12	\$4,709.50	\$94,524.12
515-2006	Sanitary Sewer - Phase 2	86,265.00	19,300.00	96.00	5,283.05	2,282.84	681.21	5,972.86	119,880.96
516-2006	Paving and Incidental Drainage - Phase 2	369,709.57	67,000.00	99.20	21,840.44	9,437.39	2,816.17	24,692.16	495,594.92
		<b>\$523,888.57</b>	<b>\$101,600.00</b>	<b>\$293.12</b>	<b>\$31,289.08</b>	<b>\$13,520.21</b>	<b>\$4,034.50</b>	<b>\$35,374.52</b>	<b>\$710,000.00</b>

Reference for this project is made to Resolutions:

Resolution 514-06: Prairie Lakes Phase 2 Water Main Improvement;

Resolution 515-06: Prairie Lakes Phase 2 Sanitary Sewer Improvements;

Resolution 516-06: Prairie Lakes Phase 2 Paving & Incidental Drainage Improvements.

All costs associated with this project are to be funded 100% by the benefit district as identified in the petitions.

## **1) Proposed Ordinance – Levying Special Assessments:**

Below is proposed ordinance 1150 levying special assessments for the identified projects and providing for the collection of the special assessments.

The proposed ordinance sets October 15<sup>th</sup>, 2007 as the date before which all or part of such assessments may be paid. Thereafter, any unpaid portion shall be included in a bond issue to be made by the City to pay for the projects. Such portion shall be repaid with interest to be determined by the bond sale, over a twenty (20) year period as identified in the petitions authorized by Resolutions 514, 515, and 516.

*City Staff suggests motion to adopt ordinance 1150-07 levying special assessments on certain property to pay the costs of internal improvements in the City of Valley Center, Kansas as heretofore authorized by Resolution numbers 514-06, 515-06 and 516-06; and, providing for the collection of such special assessments; and, waive 1<sup>st</sup> reading.*

(Published in *The Ark Valley News*, on September 27, 2007)

**ORDINANCE NO. 1150-07**

**AN ORDINANCE LEVYING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY TO PAY THE COSTS OF INTERNAL IMPROVEMENTS IN THE CITY OF VALLEY CENTER, KANSAS, AS HERETOFORE AUTHORIZED BY RESOLUTION NOS. 514-2006, 515-2006 AND 516-2006; AND PROVIDING FOR THE COLLECTION OF SUCH SPECIAL ASSESSMENTS.**

**WHEREAS**, the City Council of the City of Valley Center, Kansas (the "City") has heretofore authorized certain internal improvements (the "Improvements") to be constructed pursuant to K.S.A. 12-6a01 *et seq.* (the "Act"); and

**WHEREAS**, the City Council has heretofore conducted a public hearing in accordance with the Act and desires to levy assessments on certain property benefited by the construction of the Improvements.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF VALLEY CENTER, KANSAS:**

**SECTION 1. Levy of Assessments.** For the purpose of paying the costs of the following described Improvements:

**Project No. 1 - Prairie Lakes Addition - Water Main Improvements-Phase 2**

**Resolution No. 514-2006**

Construct water main improvements to serve Lots 24 through 42, Block A; Lots 17 through 20, Block C; and Lots 1 through 16, Block D; Prairie Lakes Addition, an addition to the City of Valley Center, Sedgwick County, Kansas, according to plans and specifications to be furnished by the City Engineer of the City of Valley Center, Kansas;

**Project No. 2 - Prairie Lakes Addition - Sanitary Sewer Improvements-Phase 2**

**Resolution No. 515-2006**

Construct sanitary sewer improvements to serve Lots 24 through 42, Block A; Lots 17 through 20, Block C; and Lots 1 through 16, Block D; Prairie Lakes Addition, an addition to the City of Valley Center, Sedgwick County, Kansas, according to plans and specifications to be furnished by the City Engineer of the City of Valley Center, Kansas; and

**Project No. 3 - Prairie Lakes Addition - Paving And Incidental Drainage Improvements-Phase 2**

**Resolution No. 516-2006**

Construct asphalt pavement and curb and gutter measuring 31 feet back to back along **Appleton Street** for the west line of Lot 30, Block B, to the west line of Lot 21, Block C, Prairie Lakes Addition; on **Stoneridge Street** from west line of lot 21, Block C, to the east line of Lot 42, Block A, Prairie Lakes Addition; drainage to be installed where necessary. All construction shall be done in accordance with the City of Valley Center, Kansas, Standards;

there are hereby levied and assessed the amounts (with such clerical or administrative amendments thereto as may be approved by the City Attorney) against the property described on *Exhibits A-1 through A-3* attached hereto.

**SECTION 2. Payment of Assessments.** The amounts so levied and assessed in *Section 1* of this Ordinance shall be due and payable from and after the date of publication of this Ordinance. Such amounts may be paid in whole or in part on or before October 15, 2007.

**SECTION 3. Notification.** The City Clerk shall notify the described in *Exhibits A-1 through A-3* attached hereto insofar as known to said City Clerk, of the amounts of their respective assessments; and, said notice shall further state that unless such assessments are paid on or before October 15, 2007, bonds will be issued therefor, and the amount of such assessment will be collected in installments with interest.

**SECTION 4. Certification.** Any amount of special assessments not paid within the time prescribed in *Section 2* hereof shall be certified by the City Clerk to the Clerk of Sedgwick County, Kansas, in the same manner and at the same time as other taxes are certified and will be collected over a period of 20 years, together with interest on such amounts at a rate not exceeding the maximum rate therefor as prescribed by the Act. Interest on the assessed amount remaining unpaid between the effective date of this Ordinance and the date the first installment is payable, but not less than the amount of interest due during the coming year on any outstanding bonds issued to finance the Improvements, shall be added to the first installment. The interest for one year on all unpaid installments shall be added to each subsequent installment until paid.

**SECTION 5. Effective Date.** This Ordinance shall take effect and be in force from and after its passage, approval and publication once in the official City newspaper.

**PASSED** by the governing body of the City on September 18, 2007 and signed and **APPROVED** by the Mayor.

(SEAL)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

### CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of the original ordinance; that said Ordinance was passed on September 18, 2007; that the record of the final vote on its passage is found on page \_\_\_\_ of journal \_\_\_\_; and that it was published in *The Ark Valley News* on September 27, 2007.

DATED: September 27, 2007.

## NOTICE OF ASSESSMENT

September 27, 2007  
Valley Center, Kansas

Property Owner:

You are hereby notified, as owner of record of the property described on *Schedule I* attached hereto, that pursuant to Ordinance No. 1150-07 (the "Ordinance") of the City of Valley Center, Kansas (the "City") there has been assessed against said property, the costs of certain internal improvements heretofore authorized by the City Council of the City (the "Improvements"). The description of the Improvements, the resolution number authorizing the same and the amount of assessment are set forth on *Schedule I* attached hereto.

You may pay this assessment in whole or in part to the City Treasurer of the City on or before **October 15, 2007**; and if the amount is not paid on or before **October 15, 2007**, bonds will be issued therefor, and the balance of such assessment will be collected in 20 annual installments, together with interest on such amounts remaining unpaid at a rate not exceeding the maximum rate therefor as prescribed by K.S.A. 12-6a01 *et seq.* Interest accruing between the date set forth above and the date the first installment is payable, but not less than the amount of interest due during the coming year on any outstanding bonds issued to finance the Improvements, shall be added to the first installment. The interest for one year on all unpaid installments shall be added to each subsequent installment until paid.

Kristine A. Polian, City Clerk

*SCHEDULE I*

**PRAIRIE LAKES ADDITION - WATER MAIN IMPROVEMENTS-PHASE 2  
RESOLUTION NO. 514-2006**

<b>Description of Property</b>	<b>Amount of Assessment</b>
<b>Lot 24, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 25, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 26, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 27, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 28, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 29, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 30, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 31, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 32, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 33, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 34, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 35, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 36, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 37, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 38, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 39, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 40, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 41, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 42, Block A, Prairie Lakes Addition</b>	2,423.70
<b>Lot 17, Block C, Prairie Lakes Addition</b>	2,423.70
<b>Lot 18, Block C, Prairie Lakes Addition</b>	2,423.70
<b>Lot 19, Block C, Prairie Lakes Addition</b>	2,423.69
<b>Lot 20, Block C, Prairie Lakes Addition</b>	2,423.69
<b>Lot 1, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 2, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 3, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 4, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 5, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 6, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 7, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 8, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 9, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 10, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 11, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 12, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 13, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 14, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 15, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Lot 16, Block D, Prairie Lakes Addition</b>	2,423.69
<b>Total</b>	<b>94,524.12</b>

**PRAIRIE LAKES ADDITION - SANITARY SEWER IMPROVEMENTS-PHASE 2  
RESOLUTION NO. 515-2006**

<b>Description of Property</b>	<b>Amount of Assessment</b>
<b>Lot 24, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 25, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 26, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 27, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 28, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 29, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 30, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 31, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 32, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 33, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 34, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 35, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 36, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 37, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 38, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 39, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 40, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 41, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 42, Block A, Prairie Lakes Addition</b>	3,073.87
<b>Lot 17, Block C, Prairie Lakes Addition</b>	3,073.87
<b>Lot 18, Block C, Prairie Lakes Addition</b>	3,073.87
<b>Lot 19, Block C, Prairie Lakes Addition</b>	3,073.87
<b>Lot 20, Block C, Prairie Lakes Addition</b>	3,073.87
<b>Lot 1, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 2, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 3, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 4, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 5, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 6, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 7, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 8, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 9, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 10, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 11, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 12, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 13, Block D, Prairie Lakes Addition</b>	3,073.87
<b>Lot 14, Block D, Prairie Lakes Addition</b>	3,073.88
<b>Lot 15, Block D, Prairie Lakes Addition</b>	3,073.88
<b>Lot 16, Block D, Prairie Lakes Addition</b>	3,073.88
<b>Total</b>	<b>119,880.96</b>

**PRAIRIE LAKES ADDITION - PAVING AND INCIDENTAL DRAINAGE IMPROVEMENTS-  
PHASE 2  
RESOLUTION NO. 516-2006**

<b>Lot 24, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 25, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 26, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 27, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 28, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 29, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 30, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 31, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 32, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 33, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 34, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 35, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 36, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 37, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 38, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 39, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 40, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 41, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 42, Block A, Prairie Lakes Addition</b>	12,707.56
<b>Lot 17, Block C, Prairie Lakes Addition</b>	12,707.56
<b>Lot 18, Block C, Prairie Lakes Addition</b>	12,707.56
<b>Lot 19, Block C, Prairie Lakes Addition</b>	12,707.56
<b>Lot 20, Block C, Prairie Lakes Addition</b>	12,707.56
<b>Lot 1, Block D, Prairie Lakes Addition</b>	12,707.56
<b>Lot 2, Block D, Prairie Lakes Addition</b>	12,707.56
<b>Lot 3, Block D, Prairie Lakes Addition</b>	12,707.56
<b>Lot 4, Block D, Prairie Lakes Addition</b>	12,707.56
<b>Lot 5, Block D, Prairie Lakes Addition</b>	12,707.56
<b>Lot 6, Block D, Prairie Lakes Addition</b>	12,707.56
<b>Lot 7, Block D, Prairie Lakes Addition</b>	12,707.56
<b>Lot 8, Block D, Prairie Lakes Addition</b>	12,707.56
<b>Lot 9, Block D, Prairie Lakes Addition</b>	12,707.57
<b>Lot 10, Block D, Prairie Lakes Addition</b>	12,707.57
<b>Lot 11, Block D, Prairie Lakes Addition</b>	12,707.57
<b>Lot 12, Block D, Prairie Lakes Addition</b>	12,707.57
<b>Lot 13, Block D, Prairie Lakes Addition</b>	12,707.57
<b>Lot 14, Block D, Prairie Lakes Addition</b>	12,707.57
<b>Lot 15, Block D, Prairie Lakes Addition</b>	12,707.57
<b>Lot 16, Block D, Prairie Lakes Addition</b>	12,707.57
<b>Total</b>	<b>495,594.92</b>



**CITY OF VALLEY CENTER, KANSAS  
PRAIRIE LAKES ADDITION - SANITARY SEWER IMPROVEMENTS-PHASE 2  
RESOLUTION NO. 515-2006**

**Description of Property**

**Amount of Assessment**

**CITY OF VALLEY CENTER, KANSAS  
PRAIRIE LAKES ADDITION - PAVING AND INCIDENTAL DRAINAGE IMPROVEMENTS-  
PHASE 2  
RESOLUTION NO. 516-2006**

**Description of Property**

**Amount of Assessment**

**CERTIFICATE OF MAILING**

STATE OF KANSAS            )  
  ) ss:  
COUNTY OF SEDGWICK    )

The undersigned, City Clerk of the City of Valley Center, Kansas, do hereby certify that on September 27, 2007, the date on which Ordinance No. 1150-07 (the "Ordinance") of the City was published, I caused to be mailed to the owners of the properties liable for the assessments set out in the Ordinance, at their last known post office addresses, a Notice of Assessment showing the respective assessments levied against their properties and stating the manner in which said assessments will be collected.

A sample copy of the form of such Notice of Assessment is attached hereto.

WITNESS my hand and seal as of September 27, 2007.

(Seal)

\_\_\_\_\_  
Kristine A. Polian, City Clerk

[attach sample copy of form]

**CERTIFICATE OF CITY TREASURER**

STATE OF KANSAS            )  
  ) ss:  
COUNTY OF SEDGWICK    )

The undersigned, City Treasurer of the City of Valley Center, Kansas (the "City"), do hereby certify that within the time allowed by Ordinance No. \_\_\_\_-07 of the City for the payment of special assessments in cash, property owners specially assessed for the costs of certain internal improvements heretofore authorized by the City Council of the City, paid in cash the amounts set forth below:

<b>Resolution No.</b>	<b>Amount</b>
514-2006	\$
515-2006	
516-2006	
<b><i>TOTAL</i></b>	<b><u>\$</u></b>

WITNESS my hand on October 15, 2007.

\_\_\_\_\_  
City Treasurer  
City of Valley Center, Kansas

## **Committees and Commissions – REPORTS**

## Old Business

### **A. Proposed Policy – Utility Billing Late Notification:**

Tabled from the meeting of September 4<sup>th</sup> by City Attorney request:

Valley Center currently sends out between 300-400 late payment/termination warning notices a month to customers who have failed to pay their utility bill by the designated time stated on their utility bill. Along with a reminder to pay their bill is a disconnection date if the bill remains unpaid.

The Administration Department would like to propose the elimination of these notices, as a more efficient, less expensive process can be used.

Attached please find information regarding these notices to include

- **Cash Analysis of current process,**
- **Sample of utility bill after elimination of the late payment/termination warning notice, and**
- **The utility customer letter to educate customers of the changes.**

The initial cost of making the proposed changes will be approximately \$1200, which includes the cost of postage to send a letter to every utility customer and cost of printing. This will be a one-time cost, with an approximate savings of over \$3,500 per year following initiation.

*City Staff requests authorization to implement this policy change.*

Late Notice Forms from Data Flow

\$65.00 per 1,000 forms = \$.07 each

We process an average of 350 to 375 late notices each month.

It takes the Accounting Clerk approximately 6 hours 5 minutes to:

- \*Set up the information in the computer (5 minutes).
- \*Run multiple printer tests to make sure paper is lining up correctly in the printer and that the carbons are not jamming up (15-20 mins).
- \*Stand at the printer and guide the paper, due to the carbons (~1 hr+ if nothing jams)
- \*Use the Asst City Clerk's computer to set up the batch to print because the Accounting Clerk's computer prints every other form, thus wasting paper (5 mins).
- \*Set at the desk and separate the carbons from the paperwork (~2 hrs depending on the number of interruptions during that time: front and drive-up windows).

During this time the Assistant City Clerk must make the service windows a priority, thus putting aside her tasks during the 2 hours in support of the Accounting Clerk.

- \*Set at the desk and separate the late notices from one another (~2 hrs depending on the number of interruptions during that time).

During this time the Assistant City Clerk must make the service windows a priority, thus putting aside her tasks during the 2 hours in support of the Accounting Clerk.

- \*Standing at the postage meter, feeding each form into the machine or postage (45 mins)

**Form costs:**

<b>350 forms</b>	.07 x 350 = 24.50	<b>monthly</b>	<b>postage:</b>	350 x .41 = 143.50
<b>(4,200 per yr)</b>	24.50 x 12 months = 294.00	<b>yearly</b>		4,200 x .41 = 1,722.00
<b>375 forms</b>	.07 x 375 = 26.25	<b>monthly</b>	<b>postage:</b>	375 x .41 = 153.75
<b>(4,500 per yr)</b>	26.25 x 12 months = 315.00	<b>yearly</b>		4,500 x .41 = 1,845.00

**Accounting Clerk's processing time:**

6.05 hrs x 13.51 = 81.74	<b>monthly</b>
81.74 x 12 = 980.88	<b>yearly</b>

<b>Per month:</b>	<b>350 forms processed</b>		<b>375 forms to processed</b>
	24.50	<b>forms</b>	26.25
	143.50	<b>postage</b>	153.75
	81.74	<b>time</b>	81.74
	<u>249.74</u>		<u>261.74</u>
<b>Per year:</b>	<b>4,200 forms processed</b>		<b>4,500 forms processed</b>
	294.00	<b>forms</b>	315.00
	1,722.00	<b>postage</b>	1,845.00
	980.88	<b>time</b>	980.88
	<u>2,996.88</u>		<u>3,140.88</u>
<b>Cost of a new LQ-2180 Epson printer after ~10,000 hours</b>			
	<u>654.00</u>	<b>cost in one year</b>	<u>654.00</u>
	<b>3,650.88</b>		<b>3,794.88</b>

**WATER AND SEWER UTILITY BILL**  
CITY OF VALLEY CENTER  
P.O. BOX 188  
VALLEY CENTER, KANSAS 67147  
(316) 755-7310

**PAST DUE AMOUNT  
SUBJECT TO  
IMMEDIATE DISCONNECT**

**RETURN SERVICE REQUESTED**

PRESORTED  
FIRST CLASS MAIL  
U.S. POSTAGE PAID  
VALLEY CENTER, KS  
PERMIT NO. 144

CODE	METER READING		USAGE	AMOUNT
	PREVIOUS	PRESENT		
WATER BASE CHARGE.....				8.83
WT	0	15	15	30.00
SW	SEWER			7.83
PF	WA PROT			0.48
DN	DONATION			0.00

ACCOUNT STATUS	
ACTIVE	
ACCOUNT NUMBER	AMOUNT DUE
18-0999-00	47.14
DUE DATE	AFTER DUE DATE PAY THIS AMOUNT
08/15/2007	51.80
SERVICE FROM	SERVICE TO
08/01/2007	08/17/2007
SERVICE ADDRESS	
100 TEST ST	

IF BILL LEFT UNPAID ON  
09/05/07, WATER WILL BE  
DISCONNECTED.

TERMINATION WARNING

SERVICE FROM		
08/01/2007		
SERVICE TO		
08/17/2007		
AMOUNT DUE	DUE DATE	AFTER DUE DATE PAY THIS AMOUNT

SERVICE ADDRESS
100 TEST ST

JANE DOE  
100 TEST ST  
VALLEY CENTER KS  
67047

AMOUNT DUE	DUE DATE	AFTER DUE DATE PAY THIS AMOUNT
47.14	08/15/2007	51.80
ACCOUNT STATUS		
ACTIVE		
ACCOUNT NUMBER		
18-0999-00		

AMOUNT DUE AFTER 15<sup>TH</sup>  
WITH LATE FEE

CURRENT AMOUNT DUE



**Valley of Progress  
Center of Pride**  
City of Valley Center

121 S. Meridian  
R.O. Box 188  
Valley Center, KS 67147

Dear Utility Customer,

**Michael D. McNown**  
Mayor

**Virginia Black**  
1st Ward

**Louis Cicirello**  
1st Ward

**Cheryl Nordstedt**  
2nd Ward

**JoAnn Gerling**  
2nd Ward

**Marci Maschino**  
3rd Ward

**Jake Jackson**  
3rd Ward

**Kate Jackson**  
4th Ward

**Jack Townsley**  
4th Ward

**I.D. Creech, II**  
City Administrator

**Kristine A. Polian**  
City Clerk

**Richard Dunn**  
City Superintendent

**Neal Owings**  
Park Superintendent

**Mark Hephner**  
Chief of Police

**Lonnie Tormey**  
Fire Chief

In the past, The City of Valley Center has always provided a "late notice" for those customers that have failed to pay their utility bill by the 20<sup>th</sup> of the month. This "late notice" tells a customer they have until the 5<sup>th</sup> of the next month to pay their bill, or their water service will be disconnected.

After much consideration, the decision has been made to stop sending "late notices" every month, and instead provide the same information on the utility bill sent at the beginning of every month. This will eliminate the need for approximately 350 "late notices" a month, giving the city a savings of nearly \$4000 annually.

Attached is a picture of the newly designed utility bill. The only change made is the addition of the "Termination Warning" highlighted in orange. Though no other changes were made, other descriptions of the bill were provided as a friendly reminder.

The City of Valley Center remains dedicated to its residents, and as such is working to become more efficient in hopes of focusing on providing more services in the future. Please contact City Hall with any questions regarding your utility bill about this change, or any other questions you may have that are utility bill related.

Sincerely,

Kristine A. Polian  
City Clerk  
Valley Center

## New Business

## Staff Reports

### City Clerk

### Police Chief

### Fire Chief

Fire Dept. August Activity Report.

The Fire Dept. responded to 41 calls for service in August these are broken down as follows:

- 3-Injury Accidents
- 2-Check Electrical Wiring
- 1-Check Natural Gas Inside
- 2-Controlled Burns
- 2-Brush/Haybale fires round
- 2-Check Smoke out
- 1-Assist EMS
- 3-Grass Fires
- 1-House fire
- 1-Check Natural Gas in outside area
- 3-System Alarms on Business's False
- 2-Check Electric Lines down-Both Cable TV Lines
- 1-Assist Police-Child locked in car
- 1-Check Smoke detector
- 1-Day Care Inspection
- 1-Latch Key Inspection

Training:

- August 13 11 Members attended
- August 27 16 Members attended

/s/ Lonnie Tormey, Fire Chief

### Parks & Public Properties

### Community Development

### City Superintendent

## **PUBLIC WORKS DEPARTMENT AUGUST 2007 REPORT**

### **Administration**

- \* Barton Blast: Need to raise a manhole and repair water valve lid. We are staying in touch with them so we can do the repairs after they have finished their cleanup.
- \* East Side Water Line: Worked with contractor and did locates for contractor.
- \* First Aid Kit Inspections
- \* Sewer Inspection: 18

- \* Approach Inspections: 3
- \* Final Inspection & BMP Inspections: 3
- \* Safety Meeting: Confined Space
- \* Prairie Lakes Phase II Final.

### **The Wastewater Treatment Department**

- \* Sludge hauled by Wichita: 25
- \* Ran Control Tests and drew samples for Accurate testing.
- \* Replaced motor and micro-switch on recirculation valve.
- \* Replaced timer on wasting/recirculation valves.
- \* Transferred between holding tanks and decanted holding tanks.
- \* Cleaned effluent pipe from aeration basin to splitter box at both clarifiers.
- \* Cleaned cross over pipe between channels (1 and 2) and (2 and 3) in aeration basin.
- \* Greased aeration basin bearings.
- \* Did maintenance on Derby Mower.
- \* Helped with Dog Kennel.

### **The Street Department**

- \* 2007 Street program: 159 tons of base rock spread, packed and graded on sand roads.
- \* Traffic Light replaced at Main & Meridian (burned out – used Shelley Electric bucket truck)
- \* 3 Block Party barricades delivered and picked up.
- \* Culverts: Cleared and reset as needed
- \* Drainage areas worked on. Rented small track backhoe.
- \* Mowing.
- \* Vehicle maintenance and service as needed.
- \* Trimmed trees from view of school signs and signals.
- \* Several potholes were filled.
- \* Sweeping: 25 hours
- \* Sweeper was being repaired for 2 weeks.
- \* Did training on Sweeper
- \* Graded: 12.8 miles

### **The Water & Collections Department & Pool**

- \* Meter Reading: 3 days with 6 employees
- \* 16 Meters set
- \* 43 water service orders
- \* 2 Water main leaks.
- \* Did routine bacteria samples and daily rounds.
- \* Pulled 3 faucets at Hidden Park and dressed yard.
- \* Pulled pump, worked on sensor and replaced transducer Valley Creek Lift Station.
- \* Replaced low-level turn on float at Colby Lift Station.
- \* Worked on Sheridan Lift Station generator.
- \* Painted, sprayed inside and weed-eat at Abilene and Junior High Lift Stations.
- \* 4 Locates done for other utility companies.

### **Pool**

- \* Closed for season.
- \* Drained pool.

/s/ Richard Dunn, Superintendent

**City Engineer**

**City Attorney**

## **City Administrator**

- East Side Electric supply upgrade project by Westar: All Grant Substation work is complete, including work of by the Transmission Group.
- Work session on Fire code: Included is a draft ordinance to adopt the International Fire Code (IFC), 2003 edition. This is the same code used by Sedgwick County and is proposed to aid in compliance actions for new and remodel construction permitting. Staff proposes to hold a work session on the Draft Ordinance, IFC and amendments identified in the IFC at 6:15pm, Tuesday, October 2<sup>nd</sup> in the City Council Chambers. As you preview the Draft Ordinance, you will note several charts, fines, fees, etc that will be included in the final adopted version. Differences in this code and the current will be identified.
- Wholesale Water Purchase Price Increase: Note is made that the City of Wichita Water Department has increased the rate for Valley Center Wholesale Water Purchases from 88¢/000 to 91¢/000. City Code automatically increases the retail price of Valley Center water charges by the 3¢/000. For customers that use 6,000 gallons of water per month, the increase equates to 18¢ per month. The ratchet also holds through the tiers of water sales.
- Capital Improvement Program: Staff is reviewing the 2006-2012 Adopted Capital Improvement Program projects. A preliminary list of proposed projects will be presented at the October 2<sup>nd</sup> Meeting with proposed work session on Capital Projects to be schedule for Tuesday, October 16<sup>th</sup> at 6:15pm in City Council Chambers. A formally adopted program must be completed prior to year end to maintain the multi year capital improvement program fund.

## **GOVERNING BODY REPORTS**

**MAYOR McNOWN**

**COUNCILMEMBER BLACK**

**COUNCILMEMBER GERLING**

**COUNCILMEMBER K JACKSON**

**COUNCILMEMBER MASCHINO**

**COUNCILMEMBER NORDSTEDT**

**COUNCILMEMBER CICIRELLO**

**COUNCILMEMBER J JACKSON**

**COUNCILMEMBER TOWNSLEY**