



City of Bonner Springs

KANSAS

Monday, December 18, 2023

200 East Third Street, Bonner Springs, KS 66012
Bonner Springs City Hall
Council Chambers

NO WORKSHOP MEETING
REGULAR CITY COUNCIL MEETING - 7:30 p.m.

The meeting is open to the public.

CITY COUNCIL MEETING - 7:30 P.M.

CITIZEN CONCERNS ABOUT ITEMS NOT ON TODAY'S AGENDA. (COPIES OF MATERIAL PRESENTED TO THE CITY COUNCIL MUST ALSO BE PROVIDED TO THE CITY CLERK.)

This item is for comments and questions from the audience about items that are not included on today's agenda.

CONSENT AGENDA

1. Minutes of the November 27, 2023 City Council Meeting

Action Make a motion to approve the minutes as presented.

Recommendation

Documents:

1. 11272023 CCM Minutes

2. Claims for City Operation

Action Make a motion to approve the claims for City operation as presented.

Recommendation Staff recommends approval.

Documents:

1. Supplement Check Register
2. Supplement Expense Approval Report
3. Main Check Register
4. Main Expense Approval Report
5. Refund Check Register

3. 2024 Mill Levy Services Contract - Senior Center Services

Action Make a motion authorizing the City Manager to sign the extension of an intergovernmental service agreement with the Unified Government of Wyandotte County/Kansas City, Kansas for Senior Center funding for the amount of \$8,223.

Recommendation Staff recommends approval

Documents:

1. 2024 Contract Extension for Bonner Springs Senior Center

4. 2024 - 2028 Capital Improvement Plan

Action Make a motion to approve the 2024-2028 Capital Improvement Plan (CIP) as presented.

Recommendation Staff recommends approval

Documents:

1. 24-28 CIP Book

5. Resolution to Write Off Uncollected Accounts Payable

Action Make a motion to approve a resolution authorizing the cancellation of certain accounts payable warrants issued.

Recommendation The Finance Director recommends approval.

Documents:

1. Resolution to write off Aged Outstanding Checks 2023

6. Write Off Uncollected Accounts

Action Make a motion to approve the write-off of uncollected utility accounts per Governing Body Policy GB-03-01.

Recommendation The Finance Director recommends approval.

Documents:

1. Write offs December 2021-November 2022

7. Fire Department Automatic Aid Agreement

- Action Motion to approve an Automatic Aid agreement between Bonner Springs, Edwardsville, and Kansas City, Kansas for Fire Protection and other Emergency Services authorizing the City Manager to sign, contingent on City Attorney approval. .
- Recommendation Staff Recommends Approval
- Documents:
1. 2024 KCKFD_EFD_BSFD automatic-aid-agreement FINAL (bsedit)

8. License Renewals - Cereal Malt Beverage

- Action Make a motion to approve the Cereal Malt Beverage license renewals as presented.
- Recommendation Staff recommends approval.
- Documents:
1. CMB Report

OLD BUSINESS

NEW BUSINESS

1. Executive Session to Discuss Non-Elected Personnel Matters Pursuant to K.S.A. 75-4319(b)(1).

- Action
1. Make a motion to go into executive session for consultation with an attorney pursuant to exception, K.S.A.75-4319(b)(2). The open meeting will resume in the Council Chamber at ____p.m.
 2. Make a motion to resume the open meeting with no action taken at ____p.m.
- Recommendation
- Documents:

2. Ordinance to Adopt the Unified Development Ordinance - BSZO-02-23

- Action Make a motion to approve an ordinance adopting the Unified Development Ordinance and repealing the existing Subdivision Regulations and Zoning Ordinances of the City of Bonner Springs, Kansas.
- Recommendation Staff and the Planning Commission recommend approval.
- Documents:
1. UDO Update Cover page
 2. UDO Ordinance

3. Special Use Permit for 14110 Minnesota Avenue - SUP-05-23 - Outdoor Advertising Sign

- Action Make a motion to adopt an ordinance approving the requested Special Use Permit for 14110 Minnesota Avenue - SUP-05-23
- Recommendation Staff and Planning Commission recommend approval.
- Documents:
1. Staff Report SUP-05-23- Ad Trend - 14110 Minnesota Ave
 2. Ord. SUP-05-23 Ad Trend Inc - Billboard - 14110 Minnesota Ave

4. Bid Award - Farmers Market Pavilion Installation

- Action Make a motion to award the bid for installation of the Farmers Market Pavilion to Sands Construction LLC in the amount of \$164,756.
- Recommendation The City Engineer and City Staff recommend approval.
- Documents:
1. Farmers Market Install Bid Tab

5. City Hall Digital Sign Purchase

- Action Make a motion authorizing the City Manager to sign an agreement

with Young Sign Company for the purchase and installation of a digital sign in the amount of \$50,058.13
Recommendation Staff recommends approval.
Documents:
1. Estimate 52032

6. Minet M Readers

Action Make a motion authorizing the public works department to proceed with the expansion and upgrade of the Minet M unit for the water meter reading system.
Recommendation Staff recommends approval.
Documents:

7. The 120 Society LLC Funding Agreement

Action Make a motion to approve the funding agreement with the 120 Society LLC and authorize the City Manager to sign the agreement.
Recommendation Staff and Bond Counsel recommend approval.
Documents:
1. The 120 Society RHID Funding Agreement

8. Classification, Compensation and Benefits Study - Award

Action Make a motion to award the Classification, Compensation and Benefits Study to McGrath Human Resources Group for an amount not to exceed \$42,546, pending City Attorney review of a contract, and authorize the City Manager to sign the agreement.
Recommendation Staff recommends approval.
Documents:
1. McGrath Bonner Springs KS due 11.30.23 ELECTRONIC

9. Personnel Policy Updates

Action Make a motion to approve the December 2023 updates to the Personnel Policies and Guidelines.
Recommendation Staff recommends approval.
Documents:
1. Personnel Policy - Updated - Dec 2023 - Draft

10. Ordinance to Provide for Compensation of the City Council and Mayor

Action Make a motion to adopt an ordinance providing compensation for the City Council and Mayor.
Recommendation
Documents:
1. Council Compensation Ordinance

11. Resolution to Approve City Fee Updates for 2024

Action Make a motion to adopt a resolution amending the City fee schedule as proposed, effective January 1, 2024.
Recommendation Staff recommends approval.
Documents:
1. City Fee Resolution
2. Exhibit A 2024
3. City Clerk & Municipal Court
4. Codes Administration
5. Community Development
6. Fire EMS
7. Police & Animal Control
8. Public Works & Utilities
9. Recreation

12. Resolution to Declare Official City Cookie

Action Make a motion to adopt a resolution declaring snickerdoodle cookies
the official cookie of the City of Bonner Springs

Recommendation The Mayor emphatically recommends approval

Documents:

1. City Cookie Resolution

1. Proclamation

REPORTS

1. Mayor's Report

2. City Council Items

3. City Manager's Report

Action

Recommendation

Documents:

1. City Managers Update 12-15-23
2. 12.11.23_Comm._Dev._Completed_Project_List
3. 12.11.23_Comm._Dev._Pending_Project_List
4. InCode_Building_Permit_Report
5. InCode_Code_Enforcement_Report