



City of Bonner Springs

KANSAS

Monday, December 20, 2021

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

WORKSHOP MEETING - 7:00 P.M.
REGULAR CITY COUNCIL MEETING - 7:30 p.m.

We will follow safety precautions recommended by the Centers for Disease Control and Prevention, the Kansas Department of Health and Environment, and local health officers. Attendees are strongly encouraged to wear masks and observe proper social distancing.

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WORKSHOP - 7:00 P.M.

1. Economic Development Coordinator Position

- Action Consensus to allow staff to move forward with the hiring process for an Economic Development Coordinator.
- Recommendation The City Manager and Assistant City Manager recommend approval.
- Documents:
1. Economic Development Tourism Coordinator

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 22, 2021 City Council Meeting

- Action Make a motion to approve the minutes of the November 22, 2021 City Council meeting as presented.
- Recommendation Approval
- Documents:
1. 11222021 CCM Minutes

2. Claims for City Operations

- Action Make a motion to approve the claims for City operations as presented.
- Recommendation Staff recommends approval.
- Documents:
1. SUPPLEMENT #1 CHECK REGISTER
 2. SUPPLEMENT #1 EXPENSE APPROVAL REPORT
 3. UB REFUND CHECK REGISTER
 4. SUPPLEMENT #2 CHECK REGISTER
 5. SUPPLEMENT #2 EXPENSE APPROVAL REPORT
 6. MAIN CHECK REGISTER
 7. MAIN EXPENSE APPROVAL REPORT

3. 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. Utility Write Offs - December 2021

4. Resolution to Write Off Uncollected Account Payable Warrants

- 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. Outstanding Checks - Sept 21 - Exhibit A
 2. Resolution to write off Aged Outstanding Checks 2021

5. License Renewals - Cereal Malt Beverage

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

OLD BUSINESS

NEW BUSINESS

1. Public Hearing for 2021 Budget Amendments

Action	This action requires the following actions: 1. Make a motion to open a Public Hearing for the 2021 Budget Amendments beginning at _____p.m. 2. Make a motion to close the Public Hearing at _____p.m.
Recommendation	The City Manager, Public Works Director, and Finance Director recommend approval.
Documents:	
1.	Amended Budget Hearing Notice
2.	Amended Budget Certificate Page

2. Approve 2021 Budget Amendments

Action	Make a motion to approve the 2021 Budget Amendments
Recommendation	The City Manager, Finance Director and Public Works Director recommend approval.
Documents:	
1.	Amended Budget Certificate Page

3. 138th Street Improvement Project - KDOT Funding Agreement

Action	Make a motion to approve, and authorize the Mayor to execute, an agreement with the Kansas Department of Transportation (KDOT) for grant funding for the 138 th Street Improvement Project in the amount of \$3,140,000.
Recommendation	The Public Works Director recommends approval.
Documents:	
1.	N-0739-01 (413-21) 138th St Improvements (Bonner Springs) final

4. BSRZ-02-21 - Request for Rezoning - 546 N. 130th Street - Sandstone Townhomes

Action	Make a motion to approve the ordinance authorizing BSRZ-02-21.
Recommendation	Staff and the Planning Commission recommend approval.
Documents:	
1.	CC memo Rezoning-BSRZ-02-21 - Sandstone Townhomes
2.	1. Planning Commission Complete Agenda Item
3.	REZONING ORDINANCE NO- 546 N. 130th St

5. SUP-05-21; Special Use Permit - 231/233 W. Insley Avenue

Action	Make a motion to approve an ordinance authorizing the Special Use Permit SUP-05-21.
Recommendation	At the November 16, 2021 regular meeting; the Bonner Springs Planning Commission recommended approval by unanimous vote (7-0) of SUP-05-21 for 231 and 233 W. Insley Avenue with the six (6) stipulations listed below. 1) Developer/builder shall be responsible for the construction of sidewalks along West Insley Avenue as indicated in the Future Sidewalks and Trails Master Plan.

- 2) Developer/builder shall be responsible for all fees associated with building permits.
- 3) Special Use Permit shall be valid in perpetuity
- 4) Special Use Permit shall expire when the operation of the approved use is discontinued; and
- 5) Special Use Permit shall not transfer to another person without notification being sent to the Community Development Department or to a different location; and
- 6) Special Use Permit may be revoked by the Governing Body for violation of and/or non-compliance with the Municipal Code of Ordinances of the City of Bonner Springs, Kansas.

Documents:

1. CC memo 12.20.21 Mikes Rentals, LLC SUP
2. 1. Staff Report SUP- Mike's Rentals - 231-233 W. Insley Ave
3. Aerial Image-Zoomed
4. Aerial Image
5. Application
6. Ord. SUP Mikes Rentals, LLC

6. Right-of-Way Use Agreement with the Kansas Secretary of Transportation

Action Make a motion to approve the Right-of-Way Use Agreement with the Kansas Secretary of Transportation for the Welcome and Gateway Signage with unsubstantial changes from City Attorney review, and authorize the Mayor to sign the agreement.

Recommendation The Assistant City Manager recommends approval.

Documents:

1. 1-21-W003 RoW Use Agreement - Gateway Monuments (Bonner Springs) final.v2

7. Sculpture on the Move Program Memorandums of Understanding and Agreement

Action Make a motion to approve the Memorandums of Understanding and Agreement to join the Creative Communities Alliance and participate in the Sculpture on the Move Program and allow the City Manager to sign the agreements.

Recommendation The Assistant City Manager and the Tourism Committee recommend approval.

Documents:

1. CCA Sculpture on the Move Information
2. MEMORANDUM OF UNDERSTANDING-- CCA December 2021
3. Sculpture on the Move MOA December 2021

8. Audit Contract for 2021 and 2022 Fiscal Years

Action Make a motion to approve a two-year contract with GordonCPA to perform audit services for the City for Fiscal Years 2021 and 2022 in the amount of \$18,850 and \$19,420 respectively.

Recommendation The Finance Director recommends approval.

Documents:

1. GordanCPA Proposal

9. OTIS Elevator Service Agreement

Action Make a motion to approve the five-year service agreement with OTIS Elevator Company, and allow the City Manager to sign the agreement.

Recommendation The Assistant City Manager recommends approval.

Documents:

1. OTIS Service Agreement

10. Kansas Fights Addiction Act Resolution

Action Make a motion to adopt a resolution certifying costs for substance abuse and addiction mitigation, and approving the execution an agreement with the Kansas Attorney General.

Recommendation The Assistant City Manager, Police Chief, Fire/EMS Deputy Director, and City Attorney recommend approval.

Documents:

1. KS Fights Addiction Info Sheet
2. KS Fights Addiction Resolution
3. MOU between LKM and AG
4. Exhibit A - Agreement with AG Office
5. Exhibit K - Settlement Participation Form Distributors
6. Exhibit K - Settlement Participation Form Jansen

11. Personnel Policy Amendments

Action Make a motion to approve the Personnel Policy amendments as presented..

Recommendation Approve.

Documents:

1. Personnel Policy - Updated - Dec 2021 - Final

12. COVID Pay

Action Motion to approve a one-time COVID Hazard Payment in the amount up to \$1,000.00 and a one-time COVID Vaccine Incentive up to \$500 for active full-time City employees effective January 1st, 2022.

Recommendation City Manager recommends approval

Documents:

13. Resolution to Approve City Fee Updates for 2022

Action Make a motion to approve a resolution amending the City fee schedule as proposed effective January 1st, 2022.

Recommendation Approval

Documents:

1. Resolution - City Fees 2022
2. City Fees 2022- Proposed

REPORTS

1. City Manager's Report

Action

Recommendation

Documents:

1. City Managers Update 12-17 -2021
2. 12.13.21 Pending Project List
3. Code Enforcement Report

2. City Council Items

Action

Recommendation

Documents: