



**City of Bonner Springs**  
KANSAS

P.O. Box 38, 205 East Second Street, Bonner Springs, KS 66012

**WORKSHOP MEETING**  
6:15 p.m.

**REGULAR CITY COUNCIL MEETING**

7:30 p.m.

**CITY HALL COUNCIL CHAMBERS**

**Monday, April 22, 2019**

***Life is Better in Bonner Springs***

Phone: 913-422-1020 Fax: 913-441-1366 Website: [www.bonnerrsprings.org](http://www.bonnerrsprings.org)

## **WORKSHOP AGENDA**

## 1. Organization And Policies

Staff will review updated personnel policies, organizational charts, and a brief overview of job descriptions completed by Springsted as part of the Compensation and Classification Study.

Action	NA
Recommendation	NA

## CITY COUNCIL MEETING - 7:30 P.M.

### 1. Citizen Concerns About Items Not On Today's Agenda. (Copies Of Written Material Presented To The City Council Also Needs To 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.

### 2. CONSENT AGENDA

The City Council will consider Consent Agenda items by one motion with no discussion unless the City Council, Staff or the audience requests removal of an item from the Consent Agenda. The City Council will consider an item removed from the Consent Agenda as the next item after their action on the Consent Agenda.

#### a. Minutes Of The April 11, 2019 City Council Meeting

Action	Make a motion to approve the minutes of the April 11, 2019 City Council Meeting as presented.
Recommendation	NA

Documents:

[CCM MINUTES 04082019.PDF](#)

#### b. Claims For City Operations

Enclosed are the Supplement Claims for City Operations in the amount of \$15,726.27 and the Regular Claims in the amount of \$301,394.92.

Action	Make a Motion to Approve the Claims for City Operations for April 22, 2019
Recommendation	The Finance Director Recommends Approval

Documents:

[SUPPLEMENTAL CHECK REGISTER.XLS](#)  
[SUPPLEMENTAL CHECK REGISTER-DETAILED INVOICES.XLS](#)  
[MAIN CHECK REGISTER.XLS](#)  
[MAIN CHECK REGISTER - DETAILED INVOICES.XLS](#)

#### c. Claims For The Public Housing Authority

Enclosed are the Supplement Claims for Public Housing Authority in the amount of \$780.76 and the Regular Claims in the amount of \$15,870.09.

Action	Make a Motion to Approve the Public Housing Authority claims for April 22, 2019
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Recommendation      The Public Housing Authority Director Recommends Approval

Documents:

[PHA SUPPLEMENTAL CHECK REGISTER.XLS](#)  
[PHA SUPPLEMENTAL CHECK REGISTER - DETAILED INVOICES.XLS](#)  
[PHA CHECK REGISTER.XLS](#)  
[PHA MAIN CHECK REGISTER - DETAILED INVOICES.XLS](#)

**d. Appointments To Boards And Commissions**

Appointments to Boards and Commissions: Cemetery Advisory Board - Appoint Robin Harris to fill the vacant position for a three-year term.

Action                      Make a motion to approve the appointments to boards and commissions.

Recommendation      The Mayor recommends approval

**REGULAR MEETING AGENDA**

The City Council will consider the following items individually.

**1. GSC Project Award**

On February 11, 2019, the City Council unanimously approved a resolution authorizing the issuance of general obligation bonds in an amount not to exceed \$16,000,000 for Centennial City Hall & Police Facility Project. Accordingly, the Centennial City Hall & Police Facility Project was advertised for bidding. Bids were opened on March 29<sup>th</sup>, 2019

Action                      Make a motion to approve awarding the Centennial City Hall and Police Headquarters Project to KBS for an amount not to exceed \$14,104,998.

Recommendation      The City Manager recommends approval

Documents:

[GSC AWARD.DOCX](#)  
[KBS\\_SCHEDULE OF VALUES.PDF](#)  
[BIDDER QUALS INQUIRY.PDF](#)  
[COMPLETED - LAST 5 YEARS.PDF](#)  
[AIA305 BONNER SPRINGS GOVT SVCS CENTER.PDF](#)  
[KBS\\_MAJOR SUBCONTRACTORS.PDF](#)  
[CURRENT PROJECTS.PDF](#)

**2. Consulting And Accounting Services Related To Historic Tax Credits**

The Government Services Center Renovation Project includes costs which are both eligible and ineligible for Historic Tax Credits. The City could receive up to 25% of eligible expenditures in Historic Tax Credits for the project.

Action                      Make a motion to authorize the City Manager to sign engagement letters with MarksNelson in an amount not to exceed \$15,000 for Consulting and Accounting services related to Historic Tax Credits for the Renovation of the 1918 Building.

Recommendation      The Finance Director recommends approval.

Documents:

[BONNER SPRINGS ENGAGEMENT LETTER - HTC.PDF](#)  
[MARKSNELSON CONSULTING SERVICE MEMO.DOCX](#)

### 3. IBTS Property Maintenance Inspections

In order to assist with getting all properties up to Code standards, the City is interested in utilizing IBTS as a third-party professional to systematically and comprehensively inspect all properties within the City and identify deficiencies in property maintenance.

Action	Make a Motion to Adopt the IBTS Property Maintenance Fee Schedule as Attachment J to the Service Agreement, and Utilize IBTS for Property Inspections not to Exceed \$10,000 in 2019
Recommendation	The Community and Economic Development Director Recommends Approval

Documents:

[IBTS - BONNER SPRINGS - PROPERTY MAINTENAINCE PROPOSAL.PDF](#)  
[IBTS CODE.DOC](#)

### 4. Smoke-Free Housing Policy Addendum

Clarification Revision to Smoke-Free Housing Policy Addendum

Action	Make a motion to approve the Clarification Revision to Smoke-Free Housing Policy Addendum
Recommendation	The Public Housing Authority Executive Director recommends approval.

Documents:

[SMOKE FREE POLICY DRAFT.DOCX](#)  
[SMOKING REVISION.DOCX](#)  
[SMOKE-FREE HOUSING POLICY ADDENDUM.DOCX](#)

### 5. CES Waterline Project - Change Order #1

Orr Wyatt Streetscapes was awarded the construction of the CES Project in September 2018. Change Order #1 includes Work Change Directive # 1 & # 2.

Work Change Directive #1 (WCD1) was issued to replace a section of deteriorated storm pipe. Work Change Directive #2 was issued by Public Works to adjust the location of a fire hydrant.

Action	Motion to approve Change Order #1 to the CES Waterline Project.
Recommendation	The Deputy Public Works Director recommends approval.

Documents:

[CO1 SIGNED.PDF](#)

[WCD 1 - SIGNED.PDF](#)  
[WCD 2 - SIGNED.PDF](#)  
[CES CHANGE ORDER.DOC](#)

## **6. 2019 Mowing Contract Award**

The Public Works Department is responsible for maintaining approximately 100 acres of City property including the 15-acre cemetery. The 2019 Mowing Services request includes approximately 33 acres, or about 33% of the total acreage.

Action	Make a motion to approve Lawn Force as the successful vendor to provide mowing services in 2019.
Recommendation	The Deputy Public Works Director recommends approval

Documents:

[2019 MOWING.DOC](#)

## **7. Challenger International Soccer Camp**

The Parks and Recreation Department would like to partner with Challenger to offer two (2) soccer camp opportunities in Bonner Springs. Tiny Tykes, soccer camp for ages 3-5 and Half Day, soccer camp for ages 6-16.

Action	Make a motion to enter into a contract with Challenger International to offer two one-week soccer camps.
Recommendation	The Interim Parks and Recreation Director recommends approval.

Documents:

[CHALLENGER BONNER SPRINGS.PDF](#)  
[CHALLENGER.DOCX](#)

## **8. K9 & Me Parking Lot - Change Order #1**

The construction of the K9 and Me Parking Lot was approved by Council on November 12, 2018. When construction started, the ground was not compacting as expected. Change order #1 includes the addition of 2-3" clean base rock to stabilize the subgrade, which adds 18 days of construction and an additional cost of \$5,000.

Action	Make a motion to approve change order #1 for K9 & Me Parking Lot Project
Recommendation	The Parks and Recreation Director recommends approval

Documents:

[CHANGE ORDER.PDF](#)  
[K9 PARKING.DOCX](#)

## **9. Lions Park Ball Field Renovation Acceptance**

The City Council awarded the project to Game Time Athletics on September 24<sup>th</sup>, 2018.

Renovation began in October but due to the weather, the contractor was unable to cut and install the sod for the outfield until March 27<sup>th</sup> of 2019, which has been completed.

Action	Make a motion to approve final payment of \$8,500 to Game Time Athletics for the ball field renovation project.
Recommendation	The Interim Parks and Recreation Director recommends approval

Documents:

[FIELD RENOVATION.DOCX](#)

#### **10. Personnel Policy Update**

The Personnel Policies and Procedures Handbook is reviewed on an annual basis as an opportunity to make sure it has appropriate provisions in place to continue to allow for effective and efficient employee administration and to make revisions as deemed necessary.

Action	Approve Personnel Policy as presented
Recommendation	Recommend approval.

Documents:

[PERSONNEL MANUAL UPDATE.DOCX](#)  
[PERSONNEL POLICY \(2019\).DOCX](#)  
[PERSONNEL POLICY \(2019\) HIGHLIGHTED.DOCX](#)

#### **11. BSZ-142 - Rezoning Request For Bonner Crossing**

Due to improper notice, the City Council lacks authority to decide this issue. Therefore, recommend returning item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.

Action	Recommend return item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.
Recommendation	City Planner recommends returning the item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.

Documents:

[1259.DOCX](#)

#### **12. SUP-143 - Special Use Permit For Concert Pavilion At State Ave. & Speedway Blvd.**

Due to improper notice, the City Council lacks authority to decide this issue. Therefore, recommend returning item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.

Action	Recommend returning item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.
Recommendation	City Planner recommends returning the item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.

Documents:

[SUP144.DOCX](#)

### **13. SUP-144 Special Use Permit To Allow Event Center At 611 W Second Street**

Due to improper notice, the City Council lacks authority to decide this issue. Therefore, recommend returning item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.

Action	Due to improper notice, the City Council lacks authority to decide this issue. Therefore, recommend returning item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.
Recommendation	City Planner recommends returning the item to the Planning Commission with instructions to re-notice the application for future Planning Commission action.

Documents:

[SUP EVENT.DOCX](#)

## **REPORTS**

### **1. City Manager's Report**

Action	NA
Recommendation	NA

Documents:

[CITY MANAGERS UPDATE 4-22-19.DOC](#)

### **2. City Council Items**

### **3. Mayor's Report**