



CITY COUNCIL AGENDA

April 15, 2025

***THE CITY COUNCIL SHALL HOLD ITS REGULAR MEETINGS IN THE COUNCIL CHAMBER
IN THE CITY HALL, LOCATED AT 121 S. MERIDIAN, BEGINNING AT 7:00 P.M.***

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION: MINISTERIAL ALLIANCE**
- 4. PLEDGE OF ALLEGIANCE**
- 5. APPROVAL OF AGENDA p 4**
- 6. ADMINISTRATION AGENDA p 5**
 - A. City Council Meeting Minutes – April 1, 2025
- 7. PRESENTATIONS / PROCLAMATIONS p 10**
 - A. The Insurance Guys – EMC Dividend Check Presentation
 - B. Public Services Recognition Week Proclamation
- 8. PUBLIC FORUM (*Citizen input and requests*) p 10**
- 9. APPOINTMENTS p 10**
 - A. Appointment – Planning & Zoning Board
- 10. OLD BUSINESS p 12**
 - A. Ordinance 1422-25; Re-Zone 135 N. Ash p 12
 - B. Request for funding from Valley Center Historical Society p 16
- 11. NEW BUSINESS p 19**
 - A. Request for Sign Waiver Valley Center Swim Club p 19
 - B. Request for Sign Waiver Valley Center Chamber Garage Sales p 22
 - C. Approval of Hornet Hustle Race p 25
 - D. Acceptance of Award for Vehicle Purchase for Seniors and Disabled Individuals p 29
 - E. Ordinance 1423-25; Annex 8.68 acres 85th & Hoover p 33
 - F. Approval of bid - Mowing Services p 40
 - G. Approval of bid - Turf, Tree and Vegetation Mgt. Service p 55
- 12. CONSENT AGENDA p 72**
 - A. Appropriation Ordinance – April 15, 2025 p 73
 - B. Special Use Park Request – VC Library – June 11, 2025 p 84

- C. Treasurer's Report – December 2024 p 87
- D. Check Reconciliation – December 2024 p 89
- E. Revenue and Expense Report – December 2024 p 94
- F. Economic Development Board Minutes – April 2, 2025 p 106
- G. Planning and Zoning Board Minutes -March 25, 2025 p 108
- H. Valley Center Public Library Reports – 1st Quarter 2025 p 113

13. STAFF REPORTS p 117

14. GOVERNING BODY REPORTS p 118

15. ADJOURN

All items listed on this agenda are potential action items unless otherwise noted. The agenda may be modified or changed at the meeting without prior notice.

At any time during the regular City Council meeting, the City Council may meet in executive session for consultation concerning several matters (real estate, litigation, non-elected personnel, and security).

This is an open meeting, open to the public, subject to the Kansas Open Meetings Act (KOMA). The City of Valley Center is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation to attend the meeting should contact the City Clerk in a timely manner, at cityclerk@valleycenterks.gov or by phone at (316)755-7310.

For additional information on any item on the agenda, please visit www.valleycenterks.gov or call (316) 755-7310.

CALL TO ORDER

ROLL CALL

INVOCATION – MINISTERIAL ALLIANCE

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

RECOMMENDED ACTION:

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

ADMINISTRATION AGENDA

A. MINUTES:

Attached are the Minutes from April 1, 2025, regular City Council Meeting as prepared by the City Clerk.

REGULAR COUNCIL MEETING
April 1, 2025
CITY HALL
121 S. MERIDIAN

Council President Anderson called the council meeting to order at 7:00 p.m. with the following members present: Ronald Colbert, Robert Wilson, Clint Bass, Ben Anderson, Gina Gregory, Chris Evans and Matt Stamm.

Members Absent: Mayor Truman and Dale Kerstetter

Staff Present: Kyle Fiedler, Community Development Director
Lloyd Newman, Public Safety Director
Rodney Eggleston, Public Works Director
Neal Owings, Parks and Public Building Director
Clint Miller, Finance Director
Kristi Carrithers, City Clerk/HR Director
Barry Arbuckle, City Attorney

Press present: Ark Valley News

APPROVAL OF AGENDA -

Wilson made a motion to approve the agenda as presented. Colbert seconded the motion. Vote: Aye
Unanimous Motion carried.

ADMINISTRATION AGENDA -

MARCH 18, 2025, CITY COUNCIL MINUTES-

Evans moved to approve the minutes of March 18, 2025, City Council meeting as presented, seconded by Gregory. Vote Aye: Unanimous. Motion Carried.

PRESENTATIONS/PROCLAMATIONS –

A. ROGER STEWART MONTH PROCLAMATION

City Council President Anderson read a proclamation recognizing and extending gratitude to Roger Stewart for his years of dedicated service to the community. The month of April 2025 has been declared as Roger Stewart Month in Valley Center. Thank you for your service.

B. ARBOR DAY PROCLAMATION

Council President Anderson asked Roger Stewart to read the 2025 Arbor Day Proclamation declaring April 25, 2025 as Arbor Day in the City of Valley Center.

PUBLIC FORUM – None

APPOINTMENTS – None

OLD BUSINESS –

A. ORDINANCE 1421-25: SPEED LIMIT-NORTH MERIDIAN

Public Safety Director Newman presented for 2nd reading Ordinance 1421-25. This Ordinance will lower the maximum speed limit to 45 mph. on Meridian Avenue from the 9200 block to 9600 block. During posted school hours the maximum speed limit from the 9300 block to 9600 block would be 35 m.p.h. Wilson moved to approve for 2nd reading Ordinance 1421-25, lowering the speed limit on North Meridian. Motion seconded by Bass. Vote Aye: Unanimous. Motion carried.

NEW BUSINESS-

A. APPROVAL OF EAGLE SCOUT PROJECT

Kayleb Vulgamore, Troop 494 presented to Council his proposal for his Eagle Scout Project. He explained his project will install fish habitats in McLaughlin and Arrowhead ponds. He stated that he and other scouts will also clean up the Parks while they are there.

Evans moved to approve allowing Kayleb Vulgamore to install fish habitats in the McLaughlin and Arrowhead ponds for his Eagle Scout project. Motion seconded by Colbert. Vote Yea: Unanimous. Motion carried.

B. FUNDING REQUEST FROM VALLEY CENTER HISTORICAL SOCIETY

Lori Sherrill, Valley Center Historical Society President addressed Council and requested funding of grant to the Historical Society. She explained that the 24 windows in the museum house are in need of repair or replacement. They are requesting a grant of \$10,000.00. Finance Director Miller stated that there are no funds within the current budget. If Council wishes to approve a donation to the Historical Society cuts would need to be made to other funding requests. Eg. Fall Fest, KPTS, 2026 Home Show and advertising for new developments. Council discussed the funding but didn't feel there was a consensus as promotion of the new developments was vital, but the history of the community was necessary.

Bass moved to table the decision regarding funding to a later date. Motion seconded by Evans. Vote Aye: Unanimous. Motion carried.

C. APPROVAL OF FINAL PAY APP – PRAIRIE LAKES PHASE IV

Samantha Ghareeb with SEH reported on the Prairie Lakes Phase IV project. She resented the final pay application for the project in the amount of \$64,619.08.

Stamm made a motion to approve the final payment in the amount of \$64,619.08 for the Prairie Lakes Phase IV project. Motion seconded by Evans. Vote Aye: Unanimous. Motion carried.

D. ORDINANCE 1422-25; RE-ZONE 125 N ASH

Comm. Dev. Director Fiedler presented for 1st reading Ordinance 1422-25 which would re-zone property at 135 N. Ash from R1B (single-family) to R-4 (high density multi-family). An application was received from Michael and Tammy Miller. The applicant is requesting a rezoning to demolish the dilapidated single-family structure and build two new two-family 2 story structures. Each unit would have 3 bedrooms, 2 bathroom and a one car garage. Council questioned if adequate parking would be available. Fiedler stated that pending final passage of ordinance, the plans would not be presented to Planning and Zoning Board for approval, the plans would be reviewed by staff to ensure that they follow all codes and zoning restrictions.

Wilson moved to approve Ordinance 1422-25 which re-zones property located at 135 N. Ash Ave from R-1B to R-4 for 1st reading. Second by Colbert. Vote Aye: Colbert, Wilson, Anderson, Gregory, Evans and Stamm. Opposed: Bass. Motion carried.

E. APPROVAL OF FINAL PLAT: BOBWHITE SUBDIVISION

Comm. Dev. Director Fiedler presented for approval final plat for the Bobwhite subdivision located at the southeast corner of Interurban Dr. and W 93rd Street N. The land is located in Sedgwick County but in the Extraterritorial Jurisdiction (ETJ) of Valley. The Planning and Zoning Board approved the plat and the next step in formal process is Council approval. Colbert inquired whether there are any plans to annex this property. Fiedler stated that there are no plans at this time for annexation and the road maintenance would continue to be done by the County or Township.

Bass moved to approve final plat for Bobwhite Subdivision. Motion seconded by Wilson. Vote Aye: Unanimous. Motion carried.

F. APPROVAL OF 3RD STREET CHANGE ORDER

Public Works Director Eggleston presented information and requested approval of change order for the 2025 Roadway Upgrade Services. He explained that after removing the curbing on the south side of 3rd Street, it was determined that over time this portion of the road was built up approx. 7 inches. This would require milling too deep to stay in the original roadway material and maintain the flowline. To repair this roadway correctly, it is suggested to remove all the road surface, apply new base, then lay 5 inches of asphalt. The increase of \$108,645.00 will be taken from the system improvement line item in the Streets budget. Stamm suggested that on future projects that a GIS core is drilled to ensure it is known what is under the pavement.

Bass moved to approve the 2025 Roadway Upgrade Services RFP change order 3/27/25 in the amount of \$108,645.00 and authorize the Mayor or City Administrator to sign. Second by Evans. Vote Aye: Unanimous. Motion carried.

CONSENT AGENDA

- A. APPROPRIATION ORDINANCE – APRIL 1, 2025
- B. SPECIAL USE PARK REQUEST – THE FAMILY INITIATIVE- MAY 3. 2025
- C. TREASURER REPORT -NOVEMBER 2024
- D. CHECK RECONCILIATION- NOVEMBER 2024
- E. REVENUE AND EXPENSE REPORT – NOVEMBER 2024

Wilson moved, second by Colbert, to approve the Consent Agenda as presented. Vote Aye: unanimous. Motion carried.

STAFF REPORTS

PUBLIC WORKS DIRECTOR EGGLESTON

Reported that both lanes on South Meridian are poured to 69th. They are working on driveways. The redirect on the water line will take place Thursday evening beginning at 8:00pm. Eggleston stated that is a low-usage time overnight so that the water tower would be able to handle the city needs for that 8 to 12 hour period.

CITY CLERK/HR DIRECTOR CARRITHERS

Reminded everyone to leave comments regarding the Metropolitan Transportation Plan 2050. www.wamp.org/mtp2050

GOVERNING BODY REPORTS-

COUNCILMEMBER COLBERT

Expressed concerns regarding traffic exiting the Rec Center parking lot. Cars are not stopping or yielding to traffic. Cars also pull forward that access to sidewalk is hampered. Public Safety Newman stated that there is stop sign going out of the parking lot, but because it is a parking lot, the stop sign is not enforceable. However, if cars do not yield to incoming traffic that would be a violation. Public Works Director Eggleston stated that his department is looking at solutions.

Stamm moved to adjourn, second by Evans. Vote Aye: Unanimous.

ADJOURN -

The meeting adjourned at 7:55 PM.

Kristi Carrithers, City Clerk/HR Director

ADMINISTRATION AGENDA
RECOMMENDED ACTION

A. MINUTES:

RECOMMENDED ACTION:

Staff recommends motion to approve the minutes of April 1, 2025, Regular Council Meeting as presented/ amended.

PRESENTATIONS / PROCLAMATIONS

- A. The Insurance Guys – EMC Dividend Check Presentation
- B. Public Services Recognition Week Proclamation

PUBLIC FORUM

APPOINTMENTS

- A. Planning and Zoning Board Appointments

Gary Janzen (re-appointment with term ending April 2028)

Scot Philips (re-appointment with term ending April 2028)



PUBLIC SERVICE RECOGNITION WEEK

In honor of the millions of public employees at the federal, state, county, and city levels:

Whereas: Americans are served every single day by public servants at the federal, state, county and city levels. These unsung heroes do the work that keeps our nation working. Their tireless efforts are especially critical today; and

Whereas: Public employees take not only jobs, but oaths; and

Whereas: Many public servants, including military personnel, police officers, firefighters, border patrol officers, embassy employees, health care professionals and others, risk their lives each day in service to the people of the United States and around the world; and

Whereas: Public servants include teachers, doctors and scientists . . . train conductors and astronauts . . . nurses and safety inspectors . . . laborers, computer technicians and social workers . . and countless other occupations. Day in and day out they provide the diverse services demanded by the American people of their government with efficiency and integrity; and

Whereas: Without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials;

Now Therefore: I, James E Truman, Mayor of the City of Valley Center, Kansas do hereby announce and proclaim to all citizens and set seal hereto, that

May 4-10 2025, is Public Service Recognition Week.

All citizens are encouraged to recognize the accomplishments and contributions of government employees at all levels — federal, state, county and city

Dated this 15th day of April 2025.

James E. Truman, Mayor

seal

OLD BUSINESS

A. ORDINANCE 1422-25; RE-ZONE 135 N. ASH:

Comm. Dev. Director Fiedler will present Ordinance 1422-25 for 2ND. reading.
This ordinance will re-zone property at 135 N. Ash from R-1B to R-4.

- Ordinance 1422-25
- Map

ORDINANCE NO. 1422-25

**AN ORDINANCE CHANGING THE ZONING DISTRICT
CLASSIFICATION OF CERTAIN PROPERTY LOCATED IN THE CITY
OF VALLEY CENTER, KANSAS, UNDER THE AUTHORITY GRANTED
BY THE ZONING REGULATIONS OF THE CITY.**

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

SECTION 1. Having received a recommendation from the Valley Center City Planning and Zoning Board on Case No. RZ-2025-03, and proper notice having been given and hearing held as provided by law and under authority and subject to the provisions of the amended Zoning Regulations of the City as approved by Ordinance No. 1279-14, the zoning district classification of the property legally described herein is changed as follows:

Change of zoning district classification from R-1B (Single Family District) to R-4 (High-Density Multi-Family District).

Legal Description: LOTS 29-31-33-35-37 AVE B NOW ASH AVE CITY OF VALLEY CENTER.

Legal Address: Currently addressed as 135 N Ash Ave., Valley Center, KS 67147

SECTION 2. Upon the taking effect of this Ordinance, the above zoning change shall be entered and shown on the Official Zoning Map(s) as previously adopted by reference and said map(s) is hereby reincorporated as a part of the Zoning Regulations as amended.

SECTION 3. 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 and signed by the Mayor of the City of Valley Center, Kansas, on this 15th day of April, 2025.

First Reading: April 1, 2025
Second Reading: April 15, 2025

(SEAL)

/s/ _____
Jet Truman, Mayor

ATTEST:

/s/ _____
Kristi Carrithers, City Clerk



Date: March 25th, 2025

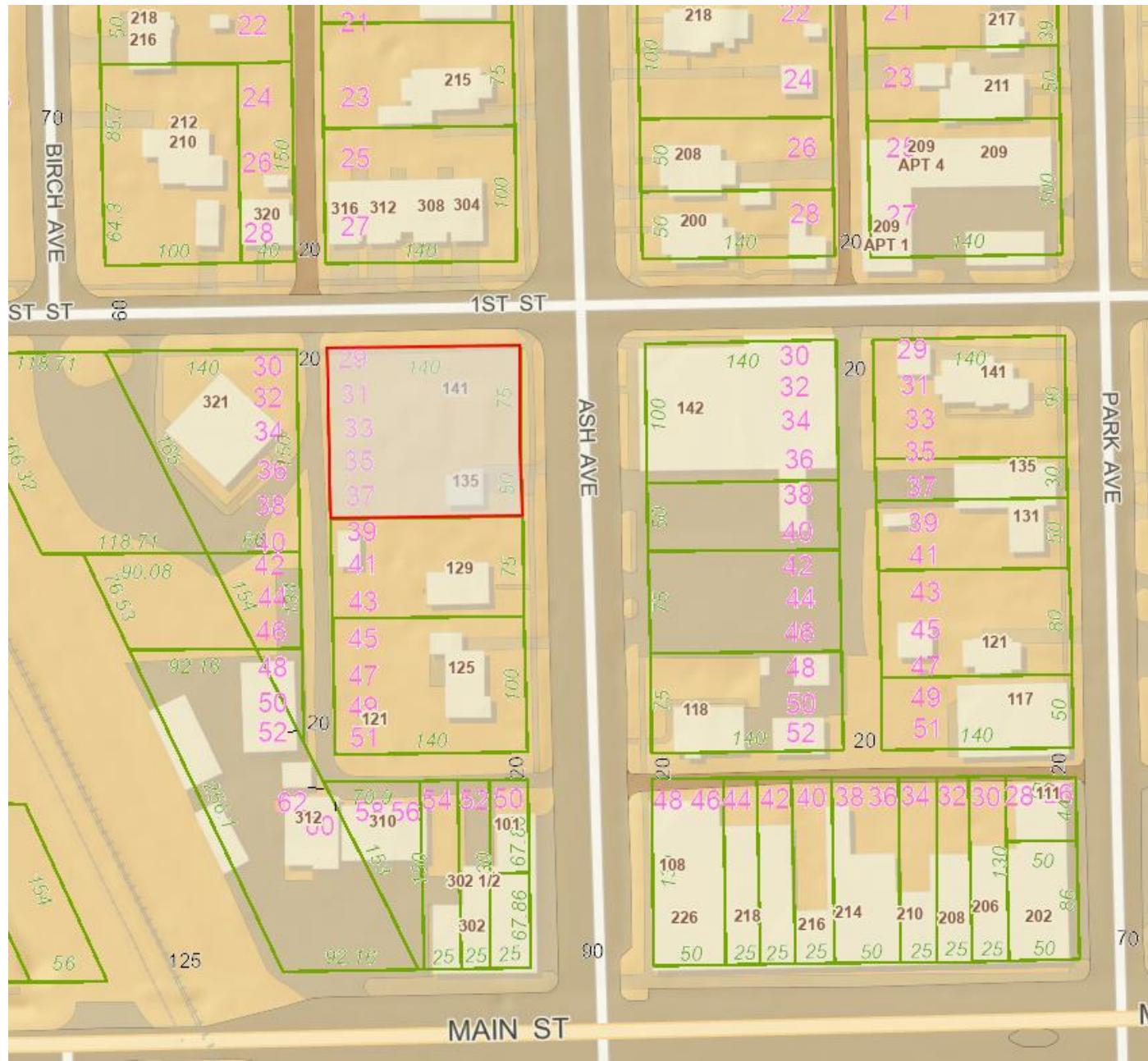
Present Zoning: R-1B (Single-Family Residential District)

Proposed Zoning: R-4 (High Density Multi-Family Residential District)

Rezoning Application Case Number: RZ-2025-03

Applicant: Michael & Tammy Miller

Property Address: 135 N Ash Ave, Valley Center, KS 67147 (outlined in red below)



OLD BUSINESS

RECOMMENDED ACTION

A. ORDINANCE 1422-25; RE-ZONE 135 N. ASH:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommend motion to approve for 2nd reading Ordinance 1422-25 which re-zones property located at 135 N Ash Ave. from R-1B to R-4 for 2nd reading.

OLD BUSINESS

B. FUNDING REQUEST FROM VALLEY CENTER HISTORICAL SOCIETY:

Finance Director Miller will present funding options for Council consideration to approve donation to the Valley Center Historical Society's request.

- Valley Center Historical Society Letter of Request

March 25, 2025

Valley Center City Council

ATTN: Brent Clark, City Administrator

Valley Center, KS

RE: Valley Center Historical & Cultural Society grant request

The Valley Center Historical & Cultural Society was founded in 1976 with the purpose to seek, accumulate, preserve and display items, facts and knowledge relating to the history of Valley Center, Kansas and the surrounding area. The Society has been funded through memberships, gifts, fundraising sales (such as phone books & calendars), and grants. We are a 100% volunteer operation, made up entirely of people who love Valley Center.

The museum was able to host 2nd graders from two of our elementary schools in the last year, bringing them through the house to support their community module. They learned about the house's history in Valley Center, about tools that needed man-power to work, and saw artifacts used to support the growth of our town over the years. We hope to expand an education program/partnership with USD 262 over the next 3 years with the intention to inspire a love of community & history within our youth.

In order to host these visits, the museum buildings must be maintained. The museum house is in desperate need of new windows. There are 24 (yes, 24!) windows on the house & all of them need to be repaired or replaced. Our current income stream will not support the replacement of one window a year, let alone 24.

We are requesting a grant of \$10,000 to assist with maintenance of our museum house. The monies would go toward energy-efficient windows that appear era-appropriate for the house. New windows will keep dust out of the house & off our artifacts, keeping everything available for years of viewing.

The Society will celebrate our 50th anniversary in 2026! We desire to play a vital role in our community for the next half century & beyond. A grant to fund this maintenance project will allow us to achieve that goal.

We appreciate your attention to this matter & look forward to your decision.

Respectfully

Lori Sherrill

President, Valley Center Historical & Cultural Society

OLD BUSINESS

RECOMMENDED ACTION

B. FUNDING REQUEST FROM VALLEY CENTER HISTORICAL SOCIETY:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommend motion to approve 2025 donation to the Valley Center Historical Society in the amount of \$3,000.00.

NEW BUSINESS

A. REQUEST FOR SIGN WAIVER VALLEY CENTER SWIM CLUB:

Janet O'Donnell, with the Valley Center Purple Wave Swim Team has requested a waiver to place signs in the right-of-way for 2 weeks prior to their registration event on April 27th.

- Letter for Sign Waiver Request

To: Mayor and city council

From: Valley Center Purple Wave Swim Team

RE: Sign regulation

Dear Mayor Truman and city council

Valley Center Purple Wave Swim Team hosts a registration event at Pizza Hut on April 27th.

We request that the city council waive the city's sign regulations regarding the placement of signs in public rights-of-way during the two weeks before the event.

During that time, we place 9 yard signs around the community to alert residents.

We request that the city council waive the city's sign regulations regarding the placement of signs in public rights-of-way during the two weeks leading up to the event. That would allow us to continue to get the word out about our team sign up for summer swim team.

Thank you for your consideration.

Janet O'Donnell, treasurer of the Valley Center Purple Wave Swim Team, 316-210-7337,
705 S Abilene Ave

NEW BUSINESS
RECOMMENDED ACTION

A. REQUEST FOR SIGN WAIVER VALLEY CENTER SWIM CLUB:

Should Council choose to proceed

RECOMMENDED ACTION

Staff recommend approval to waive the placement in public right-of-way of sign regulations for the Valley Center Purple Wave Swim Club for two weeks prior to April 27th.

NEW BUSINESS

**B. REQUEST FOR SIGN WAIVER VALLEY CENTER CHAMBER
GARAGE SALES:**

Allison Clubb, VCCC Executive Director requests a waiver to allow participants in the city-wide garage sales to place signs in ROW on April 24th thru April 27th.

- Letter for Sign Waiver Request



Valley Center Chamber of Commerce
121 S Meridian Ave
Post Office Box 382
Valley Center, Kansas 67147

MISSION: The Valley Center Chamber of Commerce is dedicated to connecting businesses and business owners in Valley Center with the support and resources to develop, sustain, grow and stand out in our community

April 9th, 2025

To: Mayor Truman & Members of Council

From: Allison Clubb – VCCC, Executive Director

Subject: Garage Sale Signs within Right of Way (ROW)

The 2025 Spring City-Wide Garage Sales are set to begin on Thursday, April 24th, 2025 and will end sometime on Saturday, April 26th, 2025 (as each sale will be different).

I am requesting on behalf of the participants in the city-wide garage sales that their Garage Sale Signs be allowed to be placed within the ROWs around the community to assist in promoting, as well as providing direction, to the location of the garage sales so long as they do not obstruct the site triangle at intersections and are removed on or before noon Sunday, April 27th, 2025 by the residents whom placed each sign(s).

Thank you for your consideration!

Sincerely,

A handwritten signature in black ink, appearing to read 'Allison Clubb'.

Allison Clubb
Executive Director
Valley Center Chamber of Commerce

NEW BUSINESS
RECOMMENDED ACTION

**B. REQUEST FOR SIGN WAIVER VALLEY CENTER CHAMBER
GARAGE SALES:**

Should Council choose to proceed

RECOMMENDED ACTION

Staff recommend approval to waive the placement in public right-of-way of sign regulations for the Valley Center Chamber of Commerce Spring Garage Sales April 24th through April 27th.

NEW BUSINESS

C. APPROVAL OF HORNET HUSTLE RACE:

Sam Clubb with the Hornet Hustle Race Committee requests assistance from the VC Police Department for the fall race. It will be held on September 6, 2025.

- Hornet Hustle Committee Request
- Map of proposed routes



April 7th, 2025

Hornet Hustle Committee
PO Box 407
Valley Center, KS 67147

RE: 2025 Hornet Hustle Route Maps

Dear Mayor & City Council Members:

It is that time of year again for the community's Annual Hornet Hustle Family Fun Run. This year we are continuing our combined efforts between Abilene Elementary, West Elementary, Wheatland Elementary, and Valley Center Intermediate School (VCIS) to host this amazing run.

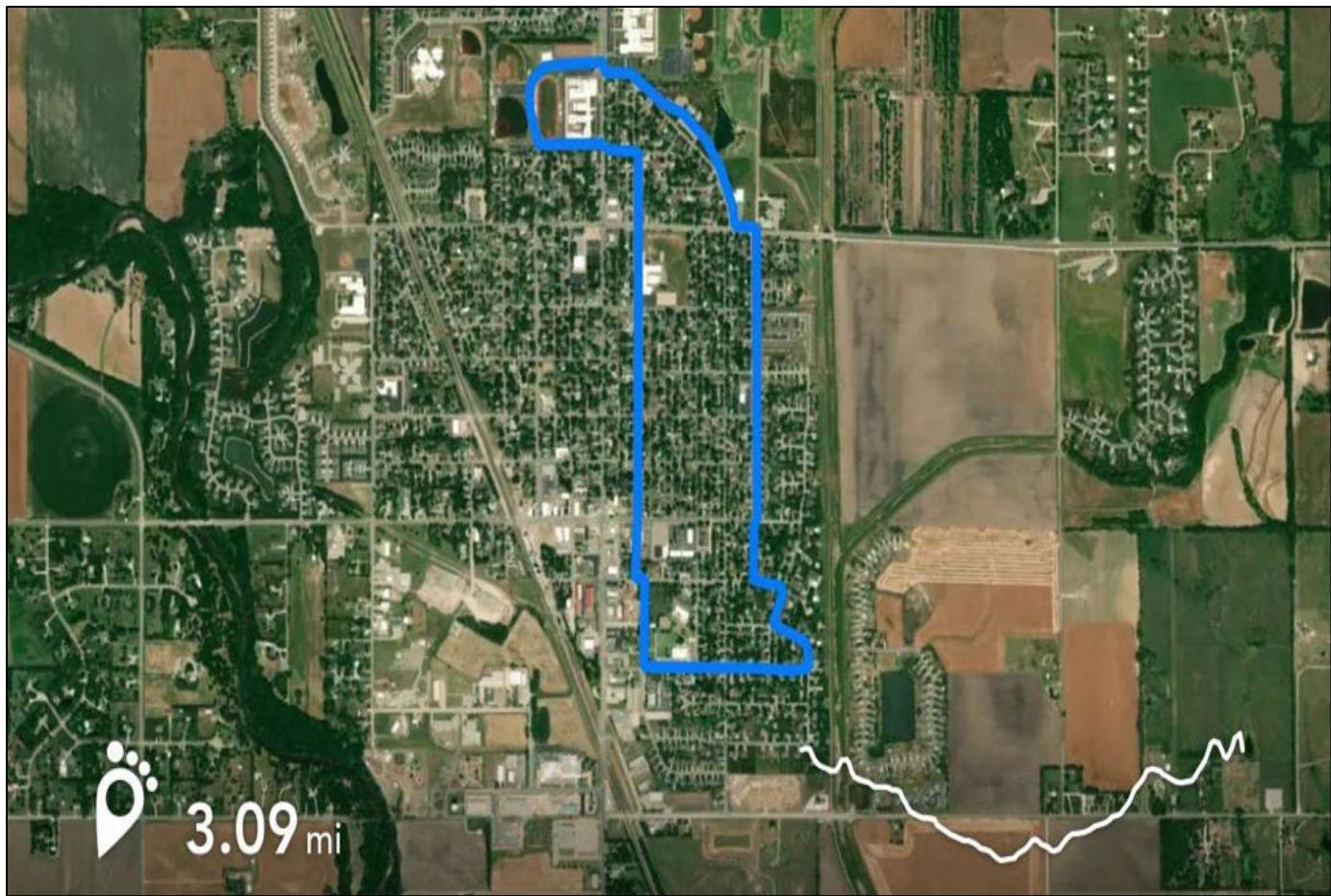
The Hornet Hustle will be held on September 6th, 2025, and it will continue to be a benefit race that provides a variety of support to the USD 262 elementary schools. The races will begin at 8am that morning at VCIS and will include a 5K, 2-mile, 1-mile, $\frac{1}{4}$ mile or the 50-yard dash.

We are requesting the assistance of the Valley Center Police Department during our road races to provide safe and secure routes for our runners. There are two maps included for your reference for our 5k and 2-mile races.

As we begin taking entries, we will provide sign up updates on each individual school Facebook pages, along with PTO Facebook pages. Please keep in mind that this will be a great opportunity to have your group or family volunteer for the occasion. They say it takes a village and we will count on our Hornet village to be there as always.

Sincerely,
Hornet Hustle Committee

5K Race



2-Mile Race



NEW BUSINESS
RECOMMENDED ACTION

C. APPROVAL OF HORNET HUSTLE RACE:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommend motion of approval of staff assistance needed for Hornet Hustle on September 6, 2025.

NEW BUSINESS

D. ACCEPTANCE OF AWARD FOR VEHICLE PURCHASE FOR SENIORS AND DISABLED INDIVIDUALS:

Senior Coordinator, Scharlene Porchia-Washington will present Notice of award for the purchase of vehicle to be used by Valley Center Seniors and Disabled Individuals. The Federal Award is \$107,678.00 with the City required match of \$19,002.60.

- Award Letter



March 28, 2025

City of Valley Center
 Scharlene Porchia-Washington
 121 S. Meridian
 Valley Center, KS 67147

Re: Award – FTA 5310 Enhanced Mobility of Seniors and Individuals with Disabilities

Dear Scharlene Porchia-Washington:

Congratulations! It is our pleasure to inform the City of Valley Center Senior Services that its application in response to the recent 5310 Call for Projects has been awarded funding for July 1, 2025-June 30, 2027.

Your award is as follows:

<u>Award Type</u>	<u>Project Description</u>	<u>Requested</u>	<u>Federal Award</u>	<u>Required Match</u>
TRAD	Capital (Vehicle)	\$ 101,583.50	\$ 107,678.00	\$ 19,002.60

Please note that **vehicle awards include a 6% adjustment. The final vehicle cost will be determined at the time of ordering. Agencies will be notified of any additional cost increases and will be responsible for covering the difference.

Wichita Transit is committed to working closely with its subaward partners to ensure the success of each project while maintaining full compliance with federal requirements. To move forward with this recommended award, the next steps are as follows:

1. **Return a signed copy of this letter** indicating acceptance or declination of award.

Please indicate your agency's decision by selecting one of the options below:

Yes, our agency accepts the award and understands the local match requirements. If awarded funding for a vehicle, our agency agrees to cover any additional cost differences if applicable.

No, our agency declines the award.

Authorized Representative:

Name: _____

Title: _____

Signature: _____

Date: _____

2. **Pre-Award Audit Information Collection and Review**
(Includes financial management, technical capacity, procurement processes, certifications, and assurances.)
3. **Subaward Agreement Package Review**
(Includes the agreement, required exhibits/certifications, vehicle requisition, and lease & maintenance agreements.)
4. **Subaward Finalization – Agreement Execution**

In the coming weeks, we will send a request to collect the necessary information for **Step 2**. **Step 3** will follow as we work toward finalizing all **Subaward Agreements by July 2025**.

If you have any questions or need further information, please do not hesitate to reach out. Wichita Transit is committed to supporting your agency in successfully enhancing mobility for seniors and individuals in our community.

Sincerely,

Raven Alexander

Raven Alexander, Mobility Relations and Grants Manager
Phone: (316) 352-4868 Email: ralexander@wichita.gov

NEW BUSINESS
RECOMMENDED ACTION

**D. ACCEPTANCE OF AWARD FOR VEHICLE PURCHASE FOR
SENIORS AND DISABLED INDIVIDUALS:**

Should Council choose to proceed

RECOMMENDED ACTION

Staff recommend acceptance of award and approval of matching funds to purchase vehicle in the amount of \$19,002.60.

NEW BUSINESS

E. ORDINANCE 1423-25; ANNEX 8.68 ACRES 85TH AND HOOVER:

Community Development Director Fiedler will present Ordinance 1423-25 for 1st reading. A request to annex approximately 8.68 acres southeast of the 85th and Hoover intersection. Sedgwick County approved the City of Valley Center request for island annexation at the April 2, 2025, meeting.

- Ordinance 1423-25
- Island Annexation Request
- Map
- Sedgwick County Resolution

ORDINANCE NO. 1423-25

AN ORDINANCE OF THE CITY OF VALLEY CENTER KANSAS ANNEXING, PURSUANT TO THE AUTHORITY OF K.S.A. 12-520c, CERTAIN LANDS INTO THE CITY OF VALLEY CENTER KANSAS THAT LIE WITHIN SEDGWICK COUNTY KANSAS, BUT NOT PRESENTLY ADJOIN VALLEY CENTER KANSAS, BUT MAY BE ANNEXED INTO THE CITY OF VALLEY CENTER KANSAS PER THE REQUIREMENTS SET FORTH IN K.S.A. 12-520c.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF VALLEY CENTER KANSAS THAT:

SECTION 1. Under K.S.A. 12-520c, a city may, under certain circumstances, annex land to the city that does not presently adjoin the boundaries of the annexing city, and the owner of the below described one tract of land in Sedgwick County Kansas, in February 2025, petitioned the governing body of the city of Valley Center Kansas for annexation into the City of Valley Center Kansas, and the Sedgwick County Kansas Board of County Commissioners, on April 2, 2025, held a hearing on Valley Center's resolution requesting the County Commission's authority for annexation of the tract, and the County Commission granted Valley Center Kansas permission for such an annexation following a brief hearing on that date for that one tract located in Sedgwick County Kansas in Section 35, Township 25, Range 1 West of the 6th principal meridian and further described as:

Lot 5 Block A West Valley Addition.

Pursuant to the above facts, the above-described tract of land is hereby annexed into the City of Valley Center Kansas.

SECTION 2: This ordinance shall take effect on its publication in the official city newspaper.

PASSED AND APPROVED by the governing body of the City of Valley Center, Kansas, on the 6th day of May, 2025.

1st reading – April 15, 2025
2nd reading – May 6, 2025

MAYOR

CITY CLERK

February 5th, 2025

City of Valley Center
121 S. Meridian
P.O. Box 188
Valley Center, KS 67147

RE: Island Annexation Request

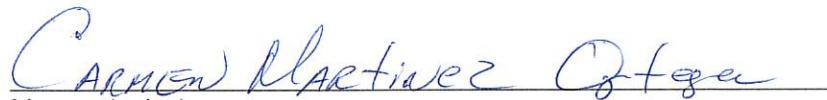
Dear Mayor Truman and Members of Council:

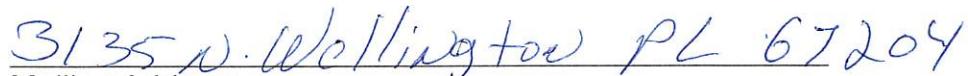
I hereby undersigned being the owner and legal representative of the property legally described as:

**LEGAL DESCRIPTION, LOT 5 BLOCK A WEST VALLEY ADDITION,
Sedgwick County, Kansas.**

herby request the island annexation of the described property into the City of Valley Center, Kansas.


Full Legal Signature


Name (print)


Mailing Address


Date



RESOLUTION NO. 108-2025

A RESOLUTION PURSUANT TO K.S.A. 12-520c TO FIND AND DETERMINE THAT THE PROPOSED ANNEXATION BY THE CITY OF VALLEY CENTER WILL NOT HINDER OR PREVENT THE PROPER GROWTH AND DEVELOPMENT OF THE AREA OR THAT OF ANY OTHER INCORPORATED CITY LOCATED IN SEDGWICK COUNTY

WHEREAS, K.S.A. 12-520c sets forth a procedure where a city may request the Board of County Commissioners (the Board) to find and determine whether a proposed annexation by the City of Valley Center (the City) will hinder or prevent the proper growth and development of the area or that of any other incorporated city located in Sedgwick County.

WHEREAS, on March 24, 2025, the clerk of the City submitted a certified copy of City Resolution No. 779-25 requesting the Board make the statutory finding.

WHEREAS, the Board, after considering the information provided, has found and determined that the proposed annexation by the City will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located in Sedgwick County.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, KANSAS, THAT THE CITY BE NOTIFIED OF THESE FINDINGS AND DETERMINATIONS:

Section I. On March 24, 2025, the clerk of the City filed with the Sedgwick County Board of County Commissioners a certified copy of Resolution No. 779-25, pursuant to K.S.A. 12-520c. The Board considered this matter at its regular agenda on April 2, 2025.

Section II. The land proposed to be annexed is located in Sedgwick County, Kansas on the south side of West 85th Street North and approximately three-quarters of a mile west of North West Street. The subject site is located approximately 0.3 miles north of the nearest lot within the city limits of the City of Valley Center.

Section III. The owner of the subject land requested island annexation into the City by letter to the City.

Section IV. The Board hereby finds and determines that sufficient information has been presented to the Board to support a finding that the proposed annexation will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located in Sedgwick County; and therefore, the Board finds and determines that based on the available evidence, the proposed annexation will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located in Sedgwick County.

Section V. This resolution will take effect upon its passage. The County Counselor's office is directed to send a copy of this resolution by email to the City.

Commissioners present and voting were:

PETER F. MEITZNER
JEFF BLUBAUGH
STEPHANIE WISE
RYAN BATY
JAMES M. HOWELL

Aye
Aye
Aye
Aye
Aye

Dated this 2nd day of April, 2025.

ATTEST:

for sample photo
KELLY B. ARNOLD
County Clerk



BOARD OF COUNTY COMMISSIONERS
OF SEDGWICK COUNTY, KANSAS

Ryan Baty
RYAN BATY, Chairman
Commissioner, Fourth District

Peter F. Meitzner
PETER F. MEITZNER, Chair Pro Tem
Commissioner, First District

Jeff Blubaugh
JEFF BLUBAUGH
Commissioner, Second District

Stephanie Wise
STEPHANIE WISE
Commissioner, Third District

James M. Howell
JAMES M. HOWELL
Commissioner, Fifth District

NEW BUSINESS
RECOMMENDED ACTION

E. ORDINANCE 1423-25; ANNEX 8.68 ACRES 85TH AND HOOVER:

Should Council choose to proceed

RECOMMENDED ACTION

Staff recommend approval of 1st reading of Ordinance 1423-25 island annexing approximately 8.68 acres southeast of the 85th and Hoover intersection.

NEW BUSINESS

F. APPROVE BID – MOWING SERVICES:

Parks and Public Buildings Director Owings will present proposals received and request approval of bid for 2025 Mowing Services. Three bids were submitted for all properties with the lowest qualified bid from Cut Rates Lawn Care. Owings will request authorization of \$68,200.00 for selected specific properties.

- Staff Memo
- Bid Tab
- Proposals



April 15th, 2025

To: Mayor Jet Truman & Members of Council
From: Neal Owings, Director of Park & Public Buildings
Subject: Contract for Mowing Services

RECOMMENDATION

The Parks & Public Buildings Department recommends the authorization of funds in the amount of **\$68,200.00** to contract Cut Rates Lawn Care for mowing services. This contract covers a three-year term, with an option to extend for up to an additional three years. Cut Rates Lawn Care submitted the lowest bid at \$107,960.00 for all properties listed in the attached Request for Proposal (RFP).

BACKGROUND

The City issued a Request for Proposal (RFP) for Contract Mowing Services on March 18, 2025, with the proposal period closing on April 4, 2025. From the submitted bids, the City has selected specific properties recommended for approval under this contract.

The contracted services will be shared across multiple departments and will cover a variety of locations, including:

- Parks
- Public buildings and facilities
- Public green spaces
- Road right-of-way areas throughout the city

FINANCIAL CONSIDERATION

- This is a budgeted expenditure for FY2025 within the Public Works & Parks & Public Buildings operating budgets.

ATTACHMENTS

- RFP Document
- Proposal Submission Form
- Bid Tabulation
- Notice of Acceptance

Bid Tabulations
Contract Mowing Services

Vendor (Bidder)	In business minimum of 5yrs Lawn Care Services?	Provided 3 professional references?	Itemized cost of services by location included	Insurance Minimum Specification Met	Total Bid for All Properties
Cut Rates Lawn Service	Yes	Yes	Yes	Yes	\$107,960.00
Four Star Lawn Care	Yes	Yes	Yes	Yes	\$134,660.00
Commercial Lawn Mgt.	Yes	Yes	Yes	Not Provided	\$137,148.00



NOTICE OF ACCEPTANCE

To: **Chris Porter – Cut Rates Lawn Care**

Project Description: **Contract Mowing Services RFP**

The CITY has considered the BID submitted by you for the above-described work in response to its Request for Proposal dated **April 4th, 2025**.

You are hereby notified that your **PROPOSAL** has been accepted **FOR SERVICES AS SPECIFIED** by the City in the BID PROPOSAL in the amount of **\$68,200.00**.

You are required by the proposal to execute the Service Agreement per timetable specification as specified in the bid proposal and furnish the required Certificate of Insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and furnish said Certificate of Insurance within ten (10) calendar days from the date of this Notice, said City will be entitled to consider all your rights arising out of the CITY's acceptance of your BID as abandoned. The CITY will be entitled to such rights as granted by law.

You are required to return an acknowledged copy of this Notice of Acceptance and Certificate of Insurance to the City within ten (10) calendar days after its receipt.

Dated 16th day of **April 2025**.

City of Valley Center, Kansas: _____
Mayor, James E. Truman

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Acceptance is hereby acknowledged on this _____ day of _____, 2025.

Name: _____; Title: _____

Address: _____

PROPOSAL SUBMISSION FORM

City of Valley Center Mowing Services Contract

1. COMPANY NAME Cut Rates Lawn Care2. ADDRESS (Home Office) 766 S. Eastridge Valley Center, KS3. TELEPHONE NUMBER (office) 316-516-9400 (cell) ✓ Both

4. NUMBER OF FULL-TIME EMPLOYEES _____ 5.

OWNERSHIP _____ Sole Proprietor _____ Limited Partnership X Other - Please Specify LLC

PROPOSAL MUST INCLUDE.

- Fixed prices for all requirements identified in Section 2 Scope of Services.
- Pricing submitted in this portion must be fully inclusive of all anticipated costs of the RFP and shall include all costs for management, supervision, labor, and material associated with the RFP.
- The base bid includes the locations and scope of services as identified in Section 2.
- The City reserves the right, at its sole discretion, to determine which properties & services will be included in contractual agreements for services. This selection process shall be conducted based on the City's needs, priorities, and other relevant considerations.
- Bid submission must include a separate page (Word document or Excel spreadsheet) with itemized unit cost for each property/service, sub-totals and extended price.
- Furnish and maintain General Liability Insurance (\$1,000,000 minimum); Workers Compensation Insurance (\$500,000) and business automobile liability (\$1,000,000). Certificate of insurance must include the City of Valley Center as additional insured.
- Provide documentation for years in business - minimum of at least 5 consecutive years.
- Provide three (3) professional references as specified. Total Annual Cost \$ 107,960

18

Signature of Authorized Representative

Chris Porter /owner

Printed Name/Title of Authorized Representative

4/3/2025

Date



REQUEST FOR PROPOSALS (RFP)
Contract Mowing Services
2025

Proposal Deadline: Friday April 4th 10:00am.

Overview

The City of Valley Center, KS is seeking proposals for Mowing Services for a 3-year contract with the option to extend up to 3 additional years, approved on an annual basis by the governing body. Contractor must not only be capable of performing the attached scope of work, but also take pride in their finished product, follow all applicable federal, state, and local laws, ordinances and regulations and best practices per industry standards. The Contractor must currently be in the business of providing mowing services work for a minimum of at least five (5) consecutive years. Services to commence upon execution of contract.

Contractors submitting a proposal should review the procurement requirements listed. Specifically, the selected contractor will be required to:

- Execute a Mowing Services Agreement with the City of Valley Center upon award.
- Furnish and maintain General Liability Insurance (\$1,000,000 minimum); Workers Compensation Insurance (\$500,000) and business automobile liability (\$1,000,000). Certificate of insurance must include the City of Valley Center as additional insured.
- Provide documentation for years in business – minimum of at least 5 consecutive years.
- Provide three (3) professional references as specified.
- Bid submission must also include a separate page (Word document or Excel spreadsheet) with itemized costs for each property /service and extended price.

No Contractor who is the recipient of Valley Center funds, or who proposes to perform any work or furnish any goods under this agreement shall discriminate against any worker, employee, applicant, or any member of the public because of race, color, sex, gender, sexual orientation, religion, age, marital status, national origin, veteran status, physical or mental disability or perceived disability, or other criteria protected by law.

Discriminatory practices based on the foregoing are declared to be contrary to the public policy of the City. The City of Valley Center complies with all Equal Employment Opportunity requirements.

a proposal, the contractor, if selected for award, shall be deemed to have accepted the terms of this RFP.

GENERAL INFORMATION

Section 1

This RFP contains instructions governing the content of the proposals and the format in which they are to be submitted. It does not attempt to define all the contract needs nor detail them. Rather, it is flexible and allows for the credentials of the contractor to be demonstrated in the areas of expertise necessary to the contract. There are mandatory requirements to be met, but should the contractor foresee the need for additional requirements, discussion is encouraged.

SCOPE OF SERVICES, BACKGROUND, AND PURPOSE

Section 2

This scope of work pertains to the requirements of maintaining Turf Grass and Right-of Way areas (ROW) and Rough-cut areas at various locations in the City. As part of the response to this RFP, bidders, if awarded may be required to submit weekly documentation showing what tasks were completed. The overall responsibility of the Contractor is to coordinate, plan, manage, and perform activities described in this RFP to maintain quality appearances for the properties included.

The Contractor shall furnish all labor and materials necessary to perform the Mowing Services in the RFP. Contractor shall complete all the tasks listed below and will comply with all the requirements and specifications.

It shall be the Contractor's responsibility to verify the areas, sizes and quantities of the areas and items to be maintained in this RFP. Failure of the Contractor to verify the listed amounts shall not relieve the Contractor of the responsibility to provide all services required to the standards included herein, for the prices submitted in Contractor's proposal.

2.1 HOURS WHEN WORK IS TO BE PERFORMED

All work is to be performed Monday through Friday from 7:00am to 7:00pm, Saturday or Sunday by written permission only from the City. It is expected that the selected Contractor will have to work around scheduled activities, events and the general public using the parks and at public properties and adjust their schedules accordingly.

2.2 SCHEDULING OF WORK- BEGINNING OF CONTRACT TERM

At least five (5) business days prior to the commencement of the contract, the Contract Manager or his appointee will confer with the Contractor to determine schedule specification of the contracted scope of services.

This contract is based cost per each mowing. Should the need to exceed these totals arise, either party may notify in writing, their requests for additional mowing services.

Contractor's staff who do not meet the City's standards for safety, professionalism, or horticultural knowledge.

- b.** Provide emergency contact phone numbers and email addresses of the crew lead and supervisor(s) in charge of contracted maintenance personnel.
- c.** Attend meetings and site inspections of the grounds and properties as requested.
- d.** Establish a schedule/chart for regular maintenance activities by area and submit to the Parks & Public Buildings Department for review. Contractor to review proposed schedules with the Contract Manager at the regularly scheduled meetings and adjust as necessary to avoid conflicts.
- e.** Contractor is responsible for coordinating times irrigation systems need to be off with the Contract Manager or his/her designee.

B. SCOPE OF WORK

1. GENERAL PRACTICE GUIDELINES FOR MATERIALS AND EXECUTION

- a.** Maintenance shall consist of turf/mowing services consistent with good horticultural practices necessary to ensure normal, vigorous, and healthy growth of turf and mowed areas.
- b.** All turf and ROW areas shall be mowed with professional quality turf mowing equipment.
- c.** Properties identified as Cool Season Turf shall be mowed at a height within the following **range of 3.5" to 4.0" tall** and not remove more than 1/3rd of the height of the grass in one cutting.
 - **Peak Growth (Spring & Fall): Mow every 5–7 days.**
 - **Summer (Heat Stress Period): Mow every 7–10 days to reduce stress and allow for deeper root growth.**
- d.** Properties identified as Warm Season Turf shall be mowed at a height within the following **range or 2.0" to 4.0" tall** and not to remove more than 1/3rd of the height of the grass in one cutting.
 - **Peak Growth (Late Spring to Early Fall): Mow every 6–8 days.**
 - **Transition Periods (Spring & Fall): Mow every 8–10 days as growth slows.**
 - **Buffalo Grass - Mow at 3"-4". Raise mowing height in summer (closer to 3.5"-4") to improve drought tolerance.**
 - **Bermuda Grass – Mow at 2"- 2.5". Raise mowing height in summer closer to 2.5" to improve drought tolerance.**
- e.** Properties identified as ROW and Rough-Cut Areas shall be mowed at a height **range of 3.5 to 5.0 inches tall as deemed aesthetically appropriate for the location and growing conditions.** **Mow every 10-14 days.**

<p>Veterans Park – 337 S. Meridian</p> <p>35,280 sq.ft.</p>		<p>Cool Season Turf - Mowing, trimming, edging, and blowing (walks, streets/curb gutters, parking lots, around trees, structures/buildings, etc.)</p>
<p>Water Tower - 531 W. Industrial</p> <p>41,011 .ft.</p>		<p>Cool Season Turf - Mowing, trimming, edging, and blowing (walks, streets/curb gutters, parking lots, around trees, structures/buildings, etc.)</p> <p>**map is incomplete and needs to include mowing maintenance out to the roads on each side of the water tower, except on the east side which needs to include maintenance along the abutting fence line of the truss company.</p>
<p>City Hall 121 S. Meridian</p> <p>5,368 sq.ft.</p>		<p>Cool Season Turf - Mowing, trimming, edging, and blowing (walks, streets/curb gutters, parking lots, around trees, structures/buildings, etc.)</p>

Lions Park – 316 S. Abilene
includes Community Center/Library

Cool season turf - 2.48 acres/108,028 sq.ft.

Warm season turf – 3.1 acres/135,036 sq.ft.



Cool Season Turf - Mowing, trimming, edging, and blowing (walks, streets/curb gutters, parking lots, around trees, structures/buildings, etc.) Edging can be done every other week.

Warm Season Turf - Mowing, trimming, edging, and blowing (walks, streets/curb gutters, parking lots, around trees, structures/buildings, etc.).

Arrowhead Park – 1035 Parkway Dr.

3.4acres/148,104sq.ft.



Warm Season Turf - Mowing, trimming, edging, and blowing (walks, streets/curb gutters, parking lots, around trees, structures/buildings, etc.)

<p>Main & Sheridan - South Side</p> <p>25,364 sq.ft.</p>		<p>Rough Cut/ROW - Mowing, trimming, and blowing (walks, streets/curb, parking lots, etc.) and edging.</p>
<p>Ramsey Drive/Meridian Ave.</p> <p>82,872 sq.ft.</p>		<p>Rough Cut/ROW - Mowing, trimming, and blowing (walks, streets/curb, parking lots, etc.) and edging.</p>

- C. The City may cancel the contract at any time for any reason upon giving 30 day written notice to the Contractor.
- D. The City shall have the right to cancel this agreement immediately without prior notice for any breach of any provision of the contract if not cured within 7 days from written notice from the City.

2.9 INSPECTIONS AND APPROVAL OF WORK

- A. The City will demand conformance to the standards and frequency specified. The Contract Manager or his/her designee will inspect all completed work and will ascertain that the tasks have been satisfactorily accomplished.
- B. The Contract Manager or his/her designee will enforce the standards of this contract.

2.10 ON-SITE SUPERVISION AND TRAINING

- A. The successful Contractor shall provide an On-site Supervisor who speaks and writes fluent English and will represent the Contractor concerning this Contract. This On-site Supervisor will make routine communications with the appropriate Contract Manager or his/her designee to receive instructions or other input regarding additional services or activities.
- B. The On-site Supervisor is responsible for directing the Contractor's work force and accountable for all activities and behavior of all personnel assigned by the Contractor to perform work under this Contract.
- C. The Contractor shall be responsible for training and safety precautions for Contractor employees performing work under these specifications.

2.11 CONTACT INFORMATION

Contract Manager

Neal Owings
Parks & Public Buildings Director
Office: 316-755-7320 x205
P.O. Box 188; 121 S. Meridian, Valley Center, CO 67147
Email: parks@valleycenterks.gov

Signature of Authorized Representative

Printed Name/Title of Authorized Representative

Date

NEW BUSINESS
RECOMMENDED ACTION

F. APPROVE BID – MOWING SERVICES:

Should Council choose to proceed

RECOMMENDED ACTION

Staff recommend acceptance of bid for 2025 mowing services from Cut Rates Lawn Services and authorize \$68,200.00 for selected specific properties.

NEW BUSINESS

G. APPROVE BID – TURF, TREE AND VEGETATION MGT. SERVICES:

Parks and Public Buildings Director Owings will present proposals received and request approval of bid for 2025 Turf, Tree and Vegetation Mgt. Services. Four bids were submitted with the lowest qualified bid from Dragonfly Lawn & Tree in the amount of \$25,020.75.

- Staff Memo
- Bid Tab
- Proposals



April 15th, 2025

To: Mayor Jet Truman & Members of Council
From: Neal Owings, Director of Park & Public Buildings
Subject: Contract for Turf, Tree & Vegetation Management Services

RECOMMENDATION

The Park & Public Buildings Department is recommending authorization of funds in the amount of **\$25,020.75** to contract with Dragonfly Lawn & Tree Care LLC for Turf, Tree and Vegetation Management Services for a three-year term, which includes the option to extend this agreement for up to an additional 3 years.

BACKGROUND

The City solicited a Request for Proposal for Turf, Tree and Vegetation Management Services on March 18th, 2025, ending on April 4th, 2025. The work to be performed will be at variety of parks, public buildings and public greenspaces throughout the city and includes the following types of applications essential to proper maintenance: Flea & Tick sprays; Broadleaf Weed Control; Pre-emergent, Spring/Fall Fertilizer and Winterizer Applications; and Tree Spraying for Bores, Scale, Mites, Bagworms and Tip Blight/Moth/Needle Spot.

FINANCIAL CONSIDERATION

- This is a budgeted expenditure for FY 2025 within the Parks & Public Buildings operating budget.

ATTACHMENTS

- RFP Form
- Proposal Submission Form
- Bid Tabulation
- Notice of Acceptance

Bid Tabulations
Turf, Tree & Vegetation Management Services

Vendor (Bidder)	In business minimum of 5yrs Turf, tree & Vegetation Mgt?	Provided 3 professional references?	Itemized cost of services by location included?	Insurance Minimum Specification Met	Total Bid for All Services
Cut Rates Lawn Service	Yes	Yes	Yes	Yes	\$60,597.61
Four Star Lawn Care	Yes	Yes	Yes	Yes	\$53,802.00
Dragonfly Lawn & Tree	Yes	Yes	Yes	Yes	\$25,020.75
Commercial Lawn Mgt.	Yes	Yes	Yes	Not Provided	\$62,299.00



NOTICE OF ACCEPTANCE

To: **Greg Yeley – Dragonfly Lawn & Tree Care**

Project Description: **One Year Contract Extension of Turf, Tree and Vegetation Management Services for 2025.**

The CITY has considered the BID submitted by you for the above-described work in response to its Request for Proposal dated **April 4, 2025**.

You are hereby notified that your **PROPOSAL PRICE of \$25,020.75** has been accepted for the items as described in the BID PROPOSAL.

You are required by the proposal to execute the Service Agreement per timetable specification as specified in the bid proposal and furnish the required Certificate of Insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and furnish said Certificate of Insurance within ten (10) calendar days from the date of this Notice, said City will be entitled to consider all your rights arising out of the CITY's acceptance of your BID as abandoned. The CITY will be entitled to such rights as granted by law.

You are required to return an acknowledged copy of this Notice of Acceptance and Certificate of Insurance to the City within ten (10) calendar days after its receipt.

Dated 16th day of April 2025.

City of Valley Center, Kansas: _____
Mayor, James E. Truman

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Acceptance is hereby acknowledged on this _____ day of _____, 2025.

Name: _____; Title _____

Address: _____

SECTION 3

PROPOSAL SUBMISSION FORM

City of Valley Center Turf, Tree and Vegetation Management Services

1. COMPANY NAME Dragonfly Lawn & Tree Care LLC

2. ADDRESS (Home Office) 1119 S. Apache Drive; Wichita KS. 67207

3. TELEPHONE NUMBER (office) (316) 440-4015 (cell) (316) 518-5064

4. NUMBER OF FULL-TIME EMPLOYEES 60+ during growing season

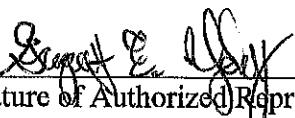
5. OWNERSHIP
 Sole Proprietor Limited Partnership LLC Other – Please Specify

PROPOSAL MUST INCLUDE.

- Fixed prices for all requirements identified in Section 2 Scope of Services.
- Pricing submitted in this portion must be fully inclusive of all anticipated costs of the RFP and shall include all costs for management, supervision, labor, and material associated with the RFP.
- The base bid includes the locations and scope of services as identified in Section 2.
- The City reserves the right, at its sole discretion, to determine which properties & services will be included in contractual agreements for services. This selection process shall be conducted based on the City's needs, priorities, and other relevant considerations.
- Bid submission must include a separate page (Word document or Excel spreadsheet) with itemized unit cost for each property/service, sub-totals and extended price.
- Furnish and maintain General Liability Insurance (\$1,000,000 minimum); Workers Compensation Insurance (\$500,000) and business automobile liability (\$1,000,000). Certificate of insurance must include the City of Valley Center as additional insured.
- Provide documentation for years in business – minimum of at least 5 consecutive years.
- Provide three (3) professional references as specified.

Total Annual Cost

\$25,020.75

 Initials - GJ
Signature of Authorized Representative

Gregory E. Voley - Sole Member of LLC
Printed Name/Title of Authorized Representative

4/4/2025
Date



REQUEST FOR PROPOSALS (RFP)
Turf, Tree & Vegetation Management Services
2025
Proposal Deadline: Friday April 4th 10:00am.

Overview

The City of Valley Center, KS is seeking proposals for Turf, Tree & Vegetation Management Services for a 3-year contract with the option to extend up to 3 additional years, approved on an annual basis by the governing body. Contractor must not only be capable of performing the attached scope of work, but also take pride in their finished product, follow all applicable federal, state, and local laws, ordinances and regulations and best practices per industry standards. The Contractor must currently be in the business of providing Turf, Tree & Vegetation Management services work for a minimum of at least five (5) consecutive years. Services to commence upon execution of contract.

Contractors submitting a proposal should review the procurement requirements listed. Specifically, the selected contractor will be required to:

- Execute a Turf, Tree & Vegetation Management Services Agreement with the City of Valley Center upon award.
- Furnish and maintain General Liability Insurance (\$1,000,000 minimum); Workers Compensation Insurance (\$500,000) and business automobile liability (\$1,000,000). Certificate of insurance must include the City of Valley Center as additional insured.
- Provide documentation for years in business – minimum of at least 5 consecutive years.
- Provide three (3) professional references as specified.
- Bid submission must also include a separate page (Word document or Excel spreadsheet) with itemized costs for each property /service and extended price.

No Contractor who is the recipient of Valley Center funds, or who proposes to perform any work or furnish any goods under this agreement shall discriminate against any worker, employee, applicant, or any member of the public because of race, color, sex, gender, sexual orientation, religion, age, marital status, national origin, veteran status, physical or mental disability or perceived disability, or other criteria protected by law.

extent of the work considering any special or unusual features unique to each location. By submitting a proposal, the contractor, if selected for award, shall be deemed to have accepted the terms of this RFP.

GENERAL INFORMATION

Section 1

This RFP contains instructions governing the content of the proposals and the format in which they are to be submitted. It does not attempt to define all the contract needs nor detail them. Rather, it is flexible and allows for the credentials of the contractor to be demonstrated in the areas of expertise necessary to the contract. There are mandatory requirements to be met, but should the contractor foresee the need for additional requirements, discussion is encouraged.

SCOPE OF SERVICES, BACKGROUND, AND PURPOSE

Section 2

This scope of work pertains to the requirements of maintaining turf grass, trees and landscaped areas at various locations in the City. As part of the response to this RFP, bidders, if awarded, may be required to submit routine documentation showing what tasks were completed. The overall responsibility of the Contractor is to coordinate, plan, manage, and perform activities described in this RFP to maintain quality appearances for the properties included.

The Contractor shall furnish all labor and materials necessary to perform the Turf, Tree & Vegetation Management Services in the RFP. Contractor shall complete all the tasks listed below and will comply with all the requirements and specifications.

It shall be the Contractor's responsibility to verify the areas, sizes and quantities of the areas and items to be maintained in this RFP. Failure of the Contractor to verify the listed amounts shall not relieve the Contractor of the responsibility to provide all services required to the standards included herein, for the prices submitted in Contractor's proposal.

2.1 HOURS WHEN WORK IS TO BE PERFORMED

All work is to be performed Monday through Friday from 7:00am to 7:00pm, Saturday or Sunday by written permission only from the City. It is expected that the selected Contractor will have to work around scheduled activities, events and the general public using the parks and at public properties and adjust their schedules accordingly.

2.2 SCHEDULING OF WORK- BEGINNING OF CONTRACT TERM

At least five (5) business days prior to the commencement of the contract, the Contract Manager or his appointee will confer with the Contractor to determine schedule specification of the contracted scope of services.

This contract is based cost per each service/application. Should the need to exceed these totals arise, either party may notify in writing, their requests for additional services.

- d. Establish a schedule/chart for regular maintenance activities by area and submit to the Parks & Public Buildings Department for review. Contractor to review proposed schedules with the Contract Manager at the regularly scheduled meetings and adjust as necessary to avoid conflicts.
- e. Contractor is responsible for coordinating times irrigation systems need to be off with the Contract Manager or his/her designee.

B. SCOPE OF WORK

1. GENERAL PRACTICE GUIDELINES FOR MATERIALS AND EXECUTION

- a. Maintenance shall consist of turf, tree and vegetation management services consistent with good horticultural practices for administering fertilizers, herbicides, pesticides and other related maintenance practices necessary to ensure normal, vigorous, and healthy growth of turf, trees and landscape areas.
- b. Contractor shall furnish all labor, equipment, and materials necessary to complete the maintenance of turf, trees and vegetation, as specified herein. It is the intent of the City that this site be maintained in a resource-efficient, sustainable, and cost-effective manner.
- c. Contractor shall visually inspect all landscape areas at minimum every other month from February through November to identify potential pest problems. Pest problems include insect, disease, and weed infestations. The presence of a pest does not necessarily mean there is a problem. Contractor shall keep written records of pests identified and areas where problems may be developing.
- d. After each location is treated, contractor shall clearly flag the area with necessary herbicide/pesticide signage that indicates precautions and re-entry of the area.
- e. Contractor must maintain documentation (a spray ticket) for each application that includes product(s) used and quantities; location; weather conditions (temp, wind, atmospheric conditions, etc.) and be able to provide to the City upon request.

2.4 SCHEDULE - PROPERTIES AND LOCATIONS

PROPERTIES AND LOCATIONS OF WORK TO BE PERFORMED

Areas shaded in Red = Warm Season Turf
 Areas shaded in Green = Cool Season Turf
 (measurements are approximate)

LOCATIONS	AREA DESCRIPTION	SCOPE OF SERVICES
Booster Station - 6201 N. Meridian 14,332 sq.ft.		<p><u>Warm Season Turf</u> -Plateau & Round-up – 1 application</p> <p>- Crabgrass Control - Prodiameine (full rate) + Broadleaf Control – 1 application</p>

City Hall 121 S. Meridian
5,368 sq.ft.



Cool Season Turf

-Spring - Slow-Release Fertilizer & Crabgrass Preventer – 1 application

-Broadleaf weed control – 2 applications

-Fall - Slow-Release Fertilizer Only – 1 application

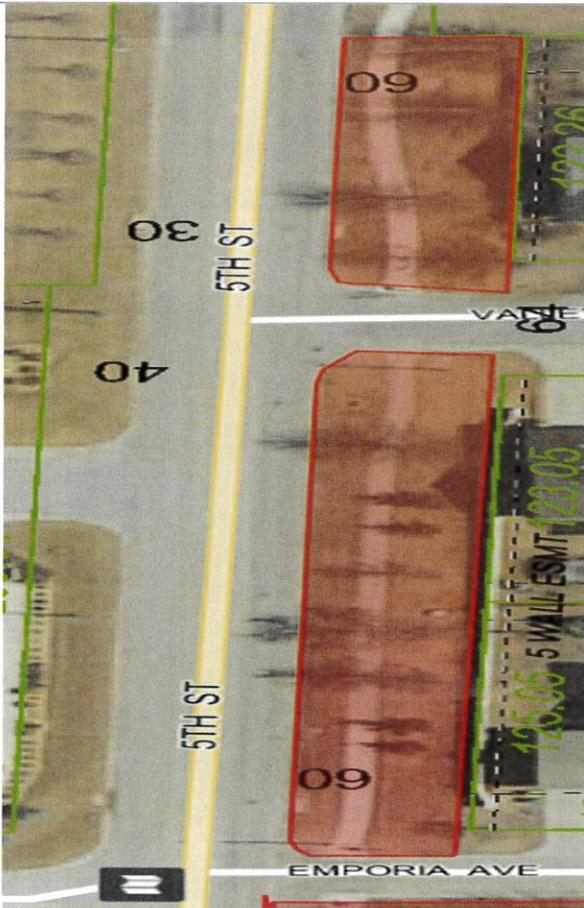
-Late Fall -Winterizer Fertilizer & Weed Control -1 application

Tree/Shrub Applications

-Bagworms & Mites Treatment - 2 applications

Valley Oaks – on 5th Street across from 616 E. 5th – frontage only – treat wall to curb

13,251 sq.ft.



Tree Applications

-Bagworms & Mites Treatment- 2 applications

-Scale Treatment – 2 applications

Lions Park – 316 S. Abilene
includes Community Center/Library

Cool season turf - 2.48
acres/108,028 sq.ft.

Warm season turf – 3.1
acres/135,036 sq.ft.



Cool Season Turf

- Spring - Slow-Release Fertilizer & Crabgrass Preventer – 1 application
- Broadleaf weed control – 2 applications
- Fall - Slow-Release Fertilizer Only – 1 application

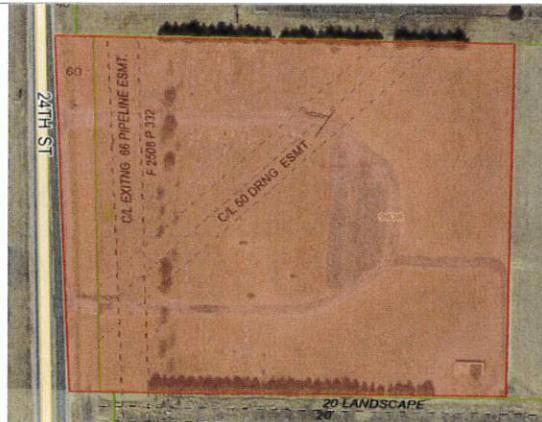
Warm Season Turf

- Plateau & Round-up – 1 application
- Crabgrass Control - Prodiameine (full rate) + Broadleaf Control – 1 application
- Summer - Fertilizer Only – 2 applications
- Late Fall - Winter Pre-emergent & Broadleaf Weed Control- 1 application

Tree/Shrub Applications

- Flea and Tick Applications – 4 per year (Inside Dog Park fence only)
- Bagworms & Mites Treatments- 2 applications
- Bore Treatment - 1 application
- Scale Treatment – 2 per year

Cemetery 9638 N. Meridian
4.8 acres/209,088 sq.ft.



Warm Season Turf

-Plateau & Round-up – 1 application

- Crabgrass Control - Prodiamine (full rate) + Broadleaf Control – 1 application

-Summer Fertilizer Only – 2 applications

-Late Spring - Pennant – 1 application

- Late Winter Pre-emergent & Broadleaf Weed Control- 1 application

Tree Applications

-Bagworms & Mites Treatment- 2 applications

-Scale Treatment – 2 per year

McLaughlin Park - 716
McLaughlin Drive

Cool season turf – 6.9
acres/302,438 sq.ft.

Warm season turf – 6.4
acres/277,323 sq.ft.



Cool Season Turf

- Spring - Slow-Release Fertilizer & Crabgrass Preventer – 1 application
- Broadleaf Weed Control – 1 application
- Fall - Slow-Release Fertilizer Only – 1 application

Warm Season Turf

- Plateau & Round-up – 1 application
- Summer - Fertilizer Only – 1 application

- Late Winter - Pre-emergent & Broadleaf Weed Control- 1 application

Tree/Shrub Applications

- Bagworms & Mites Treatment - 2 applications
- Tip Blight/Moth/Needle Spot Treatment – 3 applications
- Scale Treatment – 2 per year
- Borer Control Treatment – 1 systemic app.

- C. The City may cancel the contract at any time for any reason upon giving 30 day written notice to the Contractor.
- D. The City shall have the right to cancel this agreement immediately without prior notice for any breach of any provision of the contract if not cured within 7 days from written notice from the City.

2.9 INSPECTIONS AND APPROVAL OF WORK

- A. The City will demand conformance to the standards and frequency specified. The Contract Manager or his/her designee will inspect all completed work and will ascertain that the tasks have been satisfactorily accomplished.
- B. The Contract Manager or his/her designee will enforce the standards of this contract.

2.10 ON-SITE SUPERVISION AND TRAINING

- A. The successful Contractor shall provide an On-site Supervisor who speaks and writes fluent English and will represent the Contractor concerning this Contract. This On-site Supervisor will make routine communications with the appropriate Contract Manager or his/her designee to receive instructions or other input regarding additional services or activities.
- B. The On-site Supervisor is responsible for directing the Contractor's work force and accountable for all activities and behavior of all personnel assigned by the Contractor to perform work under this Contract.
- C. The Contractor shall be responsible for training and safety precautions for Contractor employees performing work under these specifications.

2.11 CONTACT INFORMATION

Contract Manager

Neal Owings

Parks & Public Buildings Director

Office: 316-755-7320 x205

P.O. Box 188; 121 S. Meridian, Valley Center, CO 67147

Email: parks@valleycenterks.gov

Signature of Authorized Representative

Printed Name/Title of Authorized Representative

Date

NEW BUSINESS
RECOMMENDED ACTION

G. APPROVE BID – TURF, TREE AND VEGETATION MGT. SERVICES:

Should Council choose to proceed,

RECOMMENDED ACTION:

Staff recommend acceptance of bid for 2025 Turf, Tree and Vegetation Mgt. services from Dragonfly Lawn & Tree Care in the amount of \$25,020.75.

CONSENT AGENDA

- A. **APPROPRIATION ORDINANCE – APRIL 15, 2025**
- B. **SPECIAL USE PARK REQUEST-VC PUBLIC LIBRARY–JUNE 11, 2025**
- C. **TREASURER REPORT - DECEMBER 2024**
- D. **CHECK RECONCILIATION – DECEMBER 2024**
- E. **REVENUE AND EXPENSE REPORT – DECEMBER 2024**
- F. **ECONOMIC DEVELOPMENT BOARD MINUTES– APRIL 2, 2025**
- G. **PLANNING AND ZONING BOARD MINUTES -MARCH 25, 2025**
- H. **VALLEY CENTER PUBLIC LIBRARY 1ST QUARTER REPORTS**

RECOMMENDED ACTION:

Staff recommends motion to approve the Consent Agenda as presented.

CONSENT AGENDA**A. APPROPRIATION ORDINANCE:**

Below is the proposed Appropriation Ordinance for April 15, 2025, as prepared by City Staff.

April 15, 2025, Appropriation

Intrust Bank	\$ 1,063,004.86
Peoples Bank	\$ 262,848.68
Total	\$ 1,325,853.54

VENDOR SET: 02 City of Valley Center

BANK: APBK PEOPLES CHECKING

DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
0270	INTRUST CARD CENTER							
	I-202503213026	INTRUST CARD CENTER	R	3/28/2025	16,990.62	057865		16,990.62
0059	CITY OF WICHITA							
	I-202503243030	CITY OF WICHITA	R	3/27/2025	3,332.00	057866		3,332.00
0098	VALLEY CENTER POSTMASTER							
	I-202503243028	VALLEY CENTER POSTMASTER	R	3/27/2025	350.00	057867		350.00
0134	MIRACLE SIGNS							
	I-202503263062	MIRACLE SIGNS	R	3/27/2025	31,487.43	057868		31,487.43
0147	TRAFFIC CONTROL SERVICES, INC.							
	I-202503263060	TRAFFIC CONTROL SERVICES, INC.	R	3/27/2025	20,591.89	057869		20,591.89
0150	AT&T MOBILITY							
	I-202503243041	AT&T MOBILITY	R	3/27/2025	267.64	057870		267.64
0196	P E C (PROFESSIONAL ENGINEERIN							
	I-202503253046	P E C (PROFESSIONAL ENGINEERIN	R	3/27/2025	11,056.00	057871		11,056.00
0249	APAC - KANSAS INC							
	I-202503243035	APAC - KANSAS INC	R	3/27/2025	2,238.25	057872		2,238.25
0437	USA BLUEBOOK							
	I-202503253054	USA BLUEBOOK	R	3/27/2025	521.96	057873		521.96
0498	BRYAN'S HEATING & AIR CONDITIO							
	I-202503243043	BRYAN'S HEATING & AIR CONDITIO	R	3/27/2025	1,452.00	057874		1,452.00
0587	DELL FINANCIAL SERVICES, LLC							
	I-202503243040	DELL FINANCIAL SERVICES, LLC	R	3/27/2025	18.70	057875		18.70
0623	CORE & MAIN							
	I-202503253047	CORE & MAIN	R	3/27/2025	765.02	057876		765.02
0693	MIDWEST TRUCK EQUIPMENT, INC							
	I-202503253051	MIDWEST TRUCK EQUIPMENT, INC	R	3/27/2025	1,627.96	057877		1,627.96
0758	MAIN STREET VALLEY CENTER							
	I-202503243038	MAIN STREET VALLEY CENTER	R	3/27/2025	10,000.00	057878		10,000.00
0784	MERIDIAN ANALYTICAL LABS, LLC							
	I-202503243031	MERIDIAN ANALYTICAL LABS, LLC	R	3/27/2025	750.00	057879		750.00

VENDOR SET: 02 City of Valley Center
 BANK: APBK PEOPLES CHECKING
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
0824	GALLS, LLC							
	I-202503263061	GALLS, LLC	R	3/27/2025	245.41	057880		245.41
0912	PATTON TERMITE & PEST CONTROL							
	I-202503253056	PATTON TERMITE & PEST CONTROL	R	3/27/2025	329.00	057881		329.00
0955	RECREATION SUPPLY COMPANY							
	I-202503243042	RECREATION SUPPLY COMPANY	R	3/27/2025	126.41	057882		126.41
0961	PINNACLE FIRE & AUTOMATION							
	I-202503243039	PINNACLE FIRE & AUTOMATION	R	3/27/2025	588.00	057883		588.00
1023	VALLEY CENTER MUD DAUBERS							
	I-202503263063	VALLEY CENTER MUD DAUBERS	R	3/27/2025	2,200.00	057884		2,200.00
1039	GRAINGER							
	I-202503253053	GRAINGER	R	3/27/2025	10.50	057885		10.50
1078	FLEXIBLE BENEFIT SERVICE CORPO							
	I-202503243044	FLEXIBLE BENEFIT SERVICE CORPO	R	3/27/2025	198.25	057886		198.25
1081	HERITAGE FIRE SPRINKLER							
	I-202503243033	HERITAGE FIRE SPRINKLER	R	3/27/2025	195.00	057887		195.00
1094	EMC INSURANCE COMPANIES							
	I-202503243034	EMC INSURANCE COMPANIES	R	3/27/2025	9,962.00	057888		9,962.00
1105	CK POWER							
	I-202503243045	CK POWER	R	3/27/2025	290.14	057889		290.14
1199	NATIONWIDE							
	I-202503253055	NATIONWIDE	R	3/27/2025	65.00	057890		65.00
1234	FLEET FUELS LLC							
	I-202503243032	FLEET FUELS LLC	R	3/27/2025	330.00	057891		330.00
1276	TROJAN TECHNOLOGIES CORP							
	I-202503263058	TROJAN TECHNOLOGIES CORP	R	3/27/2025	1,750.00	057892		1,750.00
1283	POWERDMS, INC							
	I-202503243036	POWERDMS, INC	R	3/27/2025	3,271.68	057893		3,271.68
1286	MCCOWNGORDON CONSTRUCTION, LLC							
	I-202503253049	MCCOWNGORDON CONSTRUCTION, LLC	R	3/27/2025	799,594.88	057894		799,594.88

VENDOR SET: 02 City of Valley Center
 BANK: APBK PEOPLES CHECKING
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	DATE	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
				NO	AMOUNT		NO	STATUS	AMOUNT
1297	BURNS & MCDONNELL/CAS CONSTRUC								
	I-202503253050	BURNS & MCDONNELL/CAS CONSTRUC	R	3/27/2025	140,150.79		057895		140,150.79
1429	NATIONAL SIGN COMPANY, INC.								
	I-202503253048	NATIONAL SIGN COMPANY, INC.	R	3/27/2025	496.12		057896		496.12
1435	PRAIRIE FIRE FARM, LLC								
	I-202503253057	PRAIRIE FIRE FARM, LLC	R	3/27/2025	1,331.25		057897		1,331.25

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	33	1,062,583.90	0.00	1,062,583.90
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
	VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 02 BANK: APBK TOTALS:	33	1,062,583.90	0.00	1,062,583.90

VENDOR SET: 03 City of Valley Center
 BANK: APBK PEOPLES CHECKING
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
0110	BRENT CLARK							
I-202503253052	BRENT CLARK	R	3/27/2025	284.20		057898		284.20

0157	KYLE FIEDLER							
I-202503243029	KYLE FIEDLER	R	3/27/2025	136.76		057899		136.76

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	420.96	0.00	420.96
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
	VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 03	2	420.96	0.00	420.96
BANK: APBK	35	1,063,004.86	0.00	1,063,004.86
REPORT TOTALS:	35	1,063,004.86	0.00	1,063,004.86

SELECTION CRITERIA

VENDOR SET: * - All
VENDOR: ALL
BANK CODES: All
FUNDS: All

CHECK SELECTION

CHECK RANGE: 057865 THRU 057899
DATE RANGE: 0/00/0000 THRU 99/99/9999
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

VENDOR SET: 02 City of Valley Center

BANK: APBK PEOPLES CHECKING

DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
1 I-000202504023083	ANTES, HAYDEN RESTITUTION	R	4/04/2025	1,117.26		063001		1,117.26
1 I-000202504023084	VILLA, JONATHAN OVERPAYMENT	R	4/04/2025	201.00		063002		201.00
0035 I-202504023102	BARRY ARBUCKLE BARRY ARBUCKLE	R	4/04/2025	800.00		063005		800.00
0042 I-202504023098	LARRY LINN LARRY LINN	R	4/04/2025	1,700.00		063006		1,700.00
0077 I-202504023094	KANSAS OFFICE OF THE TREASURER KANSAS OFFICE OF THE TREASURER	R	4/04/2025	1,801.48		063007		1,801.48
0090 I-202504023087	MCCULLOUGH EXCAVATION INC MCCULLOUGH EXCAVATION INC	R	4/04/2025	64,619.08		063008		64,619.08
0098 I-202504013081	VALLEY CENTER POSTMASTER VALLEY CENTER POSTMASTER	R	4/04/2025	6,000.00		063009		6,000.00
0125 I-202504023095	EMERGENCY FIRE EQUIPMENT EMERGENCY FIRE EQUIPMENT	R	4/04/2025	285.65		063010		285.65
0129 I-202504023090	JCI INDUSTRIES INC JCI INDUSTRIES INC	R	4/04/2025	12,822.00		063011		12,822.00
0156 I-202504023100	BEALL & MITCHELL, LLC BEALL & MITCHELL, LLC	R	4/04/2025	1,850.00		063012		1,850.00
0183 I-202504023097	KANSAS ONE-CALL SYSTEM, INC KANSAS ONE-CALL SYSTEM, INC	R	4/04/2025	364.42		063013		364.42
0254 I-202504013075	CITY OF WICHITA CITY OF WICHITA	R	4/04/2025	61,994.43		063014		61,994.43
0280 I-202504013073	KANSAS JUDICIAL COUNCIL KANSAS JUDICIAL COUNCIL	R	4/04/2025	45.00		063015		45.00
0437 I-202504023091	USA BLUEBOOK USA BLUEBOOK	R	4/04/2025	237.55		063016		237.55
0457 I-202504023099	CHRISTOPHER MICHAEL LEE DAVIS, CHRISTOPHER MICHAEL LEE DAVIS,	R	4/04/2025	125.00		063017		125.00

VENDOR SET: 02 City of Valley Center
 BANK: APBK PEOPLES CHECKING
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
0601	JOY K. WILLIAMS, ATTORNEY AT L							
I-202504023101	JOY K. WILLIAMS, ATTORNEY AT L	R	4/04/2025	1,350.00		063018		1,350.00
0656	DRAGONFLY LAWN & TREE CARE LLC							
I-202504013079	DRAGONFLY LAWN & TREE CARE LLC	R	4/04/2025	4,642.00		063019		4,642.00
0699	MEM							
I-202504013070	MEM	R	4/04/2025	37,024.52		063020		37,024.52
0780	CHENEY DOOR COMPANY							
I-202504013071	CHENEY DOOR COMPANY	R	4/04/2025	480.90		063021		480.90
0799	ELITE FRANCHISING INC DBA JANI							
I-202504013082	ELITE FRANCHISING INC DBA JANI	R	4/04/2025	2,091.40		063022		2,091.40
0824	GALLS, LLC							
I-202504023103	GALLS, LLC	R	4/04/2025	646.29		063023		646.29
0884	ENDURA							
I-202504023096	ENDURA	R	4/04/2025	981.89		063024		981.89
1004	IMAGINE IT, INC.							
I-202504023093	IMAGINE IT, INC.	R	4/04/2025	1,855.42		063025		1,855.42
1039	GRAINGER							
I-202504023085	GRAINGER	R	4/04/2025	13.20		063026		13.20
1075	RED EQUIPMENT LLC.							
I-202504023088	RED EQUIPMENT LLC.	R	4/04/2025	4,206.66		063027		4,206.66
1082	T-MOBILE							
I-202504013072	T-MOBILE	R	4/04/2025	113.05		063028		113.05
1137	WASTE CONNECTIONS OF KANSAS, I							
I-202504013067	WASTE CONNECTIONS OF KANSAS, I	R	4/04/2025	46,159.64		063029		46,159.64
1148	FASTENAL COMPANY							
I-202504013069	FASTENAL COMPANY	R	4/04/2025	46.24		063030		46.24
1149	MUNICIPAL SUPPLY INC. OF WICHI							
I-202504023089	MUNICIPAL SUPPLY INC. OF WICHI	R	4/04/2025	240.94		063031		240.94
1196	GARVER, LLC.							
I-202504013080	GARVER, LLC.	R	4/04/2025	6,400.00		063032		6,400.00

VENDOR SET: 02 City of Valley Center
 BANK: APBK PEOPLES CHECKING
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK	INVOICE	DISCOUNT	CHECK	CHECK	CHECK
			DATE	AMOUNT		NO	STATUS	AMOUNT
1234	FLEET FUELS LLC							
I-202504023092	FLEET FUELS LLC	R	4/04/2025	1,253.19		063033		1,253.19
1348	THE RADAR SHOP INC.							
I-202504013068	THE RADAR SHOP INC.	R	4/04/2025	607.50		063034		607.50
1403	PARETO HEALTH							
I-202504013078	PARETO HEALTH	R	4/04/2025	94.00		063035		94.00
1453	BLUE WAVE COUNSELING							
I-202504023086	BLUE WAVE COUNSELING	R	4/04/2025	160.00		063036		160.00

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	34	262,329.71	0.00	262,329.71
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
	VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 02 BANK: APBK TOTALS:	34	262,329.71	0.00	262,329.71

VENDOR SET: 03 City of Valley Center
 BANK: APBK PEOPLES CHECKING
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0157	KYLE FIEDLER							
I-202504013077	KYLE FIEDLER	R	4/04/2025	399.00		063003		399.00

0161	STEVEN JOHNSON							
I-202504013076	STEVEN JOHNSON	R	4/04/2025	119.97		063004		119.97

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	518.97	0.00	518.97
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
	VOID DEBITS			
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 03	2	518.97	0.00	518.97
BANK: APBK				
TOTALS:	36	262,848.68	0.00	262,848.68
REPORT TOTALS:	36	262,848.68	0.00	262,848.68

SELECTION CRITERIA

VENDOR SET: * - All
VENDOR: ALL
BANK CODES: All
FUNDS: All

CHECK SELECTION

CHECK RANGE: 063001 THRU 063036
DATE RANGE: 0/00/0000 THRU 99/99/9999
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: NO
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

CONSENT AGENDA

B. SPECIAL USE PARK REQUEST –VC PUBLIC LIBRARY- JUNE 11, 2025:

Special Use Request Information:

1. List the purpose of your event and all planned activities. (Site use and set up must be approved and coordinated by the Department of Parks & Public Buildings). Attach separate sheets as needed.	Summer Reading - Ren Fair in Lions Park
1.A Attach additional information if needed	<i>Field not completed.</i>
2. Include a map or description of the park area requested and include a list of park facilities you will use.	Patio and butterfly garden behind Community building, grass area between building and dog park north to the sidewalk. Do not need playground or area to the north.
2.A Attach map if applicable	<i>Field not completed.</i>
Event Date	6/11/2025
Event Set Up Time	8:00 AM
Event Hours	9:00 AM - 10:30 AM
Event Clean Up Time	11:30 AM
Description of Clean Up Procedure	staff and volunteers will pick up trash in the area and move any tables, equipment back into Library

Sponsoring Organizations VC Library

Certificate of Liability Insurance [Library is covered under the City policy.pdf](#)

Applicant Information

First Name Terry

Last Name Foster

Address1 314 E Clay

Email Address valleycenterlibrary@yahoo.com

Phone Number 3147557350

City VC

State KS

Zip 67147

Park Regulations. I have read, acknowledged, and understand all City of Valley Center Park Regulations provided below.

This request is not a reservation to hold or occupy any park structure or facility other than what is identified and approved by the governing body for in the special use request.

For questions or further information, please email parks@valleycenterks.org or call 316-755-7320 x205.

Neal Owings, Director of Parks & Public Buildings

CONSENT AGENDA

C. TREASURER REPORT–DECEMBER 2024:

MTD TREASURERS REPORT

AS OF: DECEMBER 31ST, 2024

FUND	BEGINNING	M-T-D	M-T-D	CASH BASIS	NET CHANGE	NET CHANGE	ACCRAUL ENDING
	CASH BALANCE	REVENUES	EXPENSES	BALANCE	OTHER ASSETS	LIABILITIES	CASH BALANCE
010-GENERAL FUND	1,840,067.71	430,855.01	470,000.18	1,800,922.54	0.00	5,145.68	1,806,068.22
020-SPECIAL PARKS AND REC	40,639.35	3,344.18	0.00	43,983.53	0.00	0.00	43,983.53
030-SPECIAL ALCOHOL AND DRUGS	15,559.40	3,250.21	0.00	18,809.61	0.00	0.00	18,809.61
040-POOL/REC SALES TAX	4,244,445.12	499,307.13	1,838,455.44	2,905,296.81	0.00	620,706.95	3,526,003.76
050-TIF FUND	1,143,142.19	3,731.38	168,816.70	978,056.87	0.00	0.00	978,056.87
110-EMPLOYEE BENEFITS	215,422.80	32,414.10	133,725.80	114,111.10	0.00	0.00	114,111.10
126-BUILDING EQUIP RESERVE	68,200.62	255.55	0.00	68,456.17	0.00	0.00	68,456.17
127-EQUIPMENT RESERVE	378,389.36	39,417.83	0.00	417,807.19	0.00	0.00	417,807.19
130-FLEET MANAGEMENT FUND	(3,818.71)	136,430.29	23,268.09	109,343.49	0.00	0.00	109,343.49
140-LIBRARY	857.91	6,183.75	6,183.75	857.91	0.00	0.00	857.91
150-SPECIAL HIGHWAY	753,154.05	71,847.87	88,101.07	736,900.85	0.00	543.90	737,444.75
160-EMERGENCY EQUIPMENT	121,553.09	2,095.01	60,742.23	62,905.87	0.00	0.00	62,905.87
161-PUBLIC SAFETY TRAINING	9,712.66	150.00	0.00	9,862.66	0.00	0.00	9,862.66
225-PARK BEAUTIFICATION FUND	2,215.33	0.00	0.00	2,215.33	0.00	0.00	2,215.33
240-D.A.R.E.	1,678.04	0.00	0.00	1,678.04	0.00	0.00	1,678.04
250-DRUG TAX DISTRIBUTION	3,491.42	0.00	0.00	3,491.42	0.00	0.00	3,491.42
260-LAW ENFORCE BLOCK GRANT	0.15	0.00	0.00	0.15	0.00	0.00	0.15
280-ADSAP	1,071.19	0.00	0.00	1,071.19	0.00	0.00	1,071.19
350-CAPITAL PROJECTS FUND	13,083,681.55	47,076.94	1,787,920.19	11,342,838.30	0.00	231,963.75	11,574,802.05
410-BOND & INTEREST	(518,314.82)	753,371.68	0.00	235,056.86	0.00	0.00	235,056.86
420-LAND BANK RESERVE	75,221.74	248.77	8,801.26	66,669.25	0.00	0.00	66,669.25
510-GIFTS AND GRANTS	6,988.44	26.15	0.00	7,014.59	0.00	0.00	7,014.59
520-STATE/FEDERAL GRANT MNGMT	437,286.61	1,638.52	0.00	438,925.13	0.00	0.00	438,925.13
610-WATER OPERATING	3,642,617.51	217,199.22	909,294.48	2,950,522.25	2,244.86	568.29	2,948,845.68
612-STORMWATER UTILITY FUND	586,608.70	29,671.22	249,355.56	366,924.36	(239.04)	0.00	367,163.40
613-SOLID WASTE UTILITY	181,074.40	51,029.10	62,283.20	169,820.30	(699.80)	0.00	170,520.10
619-WATER SURPLUS RESERVE	572,022.49	221,143.37	0.00	793,165.86	0.00	0.00	793,165.86
620-SEWER OPERATING	2,015,889.42	128,369.57	642,904.39	1,501,354.60	(3,591.47)	17,163.35	1,522,109.42
628-SEWER SURPLUS RESERVE	240,170.73	899.92	0.00	241,070.65	0.00	0.00	241,070.65
GRAND TOTAL	29,159,028.45	2,679,956.77	6,449,852.34	25,389,132.88	(2,285.45)	876,091.92	26,267,510.25
=====	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

CONSENT AGENDA

D. CHECK RECONCILIATION –DECEMBER 2024:

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1000-001.000 POOLED CASH
 TYPE: Bank Draft, Check
 STATUS: All
 FOLIO: All

CHECK DATE: 12/April 15, 2025 City Council Agenda Page 90
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
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BANK DRAFT:

1000-001.000	12/13/2024	BANK-DRAFT001951	KANSAS DEPT OF REVENUE	6,055.14CR	POSTED	A	12/31/2024
1000-001.000	12/13/2024	BANK-DRAFT001952	KANSAS PAYMENT CENTER	621.00CR	POSTED	A	12/11/2024
1000-001.000	12/13/2024	BANK-DRAFT001953	KPERS	27,931.67CR	POSTED	A	12/16/2024
1000-001.000	12/13/2024	BANK-DRAFT001954	EMPOWER FINANCIAL	3,432.27CR	POSTED	A	12/17/2024
1000-001.000	12/13/2024	BANK-DRAFT001955	IRS- DEPARTMENT OF THE TREASUR	27,702.70CR	POSTED	A	12/16/2024
1000-001.000	12/13/2024	BANK-DRAFT001956	MID AMERICAN CREDIT UNION	438.46CR	POSTED	A	12/11/2024
1000-001.000	12/27/2024	BANK-DRAFT001966	KANSAS DEPT OF REVENUE	5,358.93CR	POSTED	A	12/30/2024
1000-001.000	12/27/2024	BANK-DRAFT001967	KANSAS PAYMENT CENTER	621.00CR	POSTED	A	12/23/2024
1000-001.000	12/27/2024	BANK-DRAFT001968	KPERS	25,230.88CR	POSTED	A	12/30/2024
1000-001.000	12/27/2024	BANK-DRAFT001969	EMPOWER FINANCIAL	3,532.27CR	POSTED	A	12/31/2024
1000-001.000	12/27/2024	BANK-DRAFT001970	IRS- DEPARTMENT OF THE TREASUR	25,254.46CR	POSTED	A	12/30/2024
1000-001.000	12/27/2024	BANK-DRAFT001971	MID AMERICAN CREDIT UNION	438.46CR	POSTED	A	12/23/2024
1000-001.000	12/31/2024	BANK-DRAFT	DECEMBER 2024 FLEX BENEFIT	3,512.21	POSTED	G	12/31/2024
1000-001.000	12/31/2024	BANK-DRAFT000001	DECEMBER 2024 FLEX BENEFIT	140.40	POSTED	G	12/31/2024
1000-001.000	12/31/2024	BANK-DRAFT000002	DEC 2024 FLEX ADJ 3-25-25 2	3,512.21CR	POSTED	G	12/31/2024
1000-001.000	12/31/2024	BANK-DRAFT000003	DEC 2024 FLEX ADJ 3-25-25 2	140.40CR	POSTED	G	12/31/2024
1000-001.000	12/31/2024	BANK-DRAFT000004	DEC 2024 FLEX ADJ 3-25-25 2	3,512.21CR	POSTED	G	12/31/2024
1000-001.000	12/31/2024	BANK-DRAFT000005	DEC 2024 FLEX ADJ 3-25-25 2	140.40CR	POSTED	G	12/31/2024
1000-001.000	12/31/2024	BANK-DRAFT001960	KANSAS GAS SERVICE	3,501.84CR	POSTED	A	12/31/2024
1000-001.000	12/31/2024	BANK-DRAFT001961	EVERGY KANSAS CENTRAL, INC.	23,865.29CR	POSTED	A	12/31/2024
1000-001.000	12/31/2024	BANK-DRAFT001962	KANSAS DEPT OF REVENUE	1,358.17CR	POSTED	A	12/27/2024
1000-001.000	12/31/2024	BANK-DRAFT001963	KANSAS EMPLOYMENT SECURITY	756.95CR	POSTED	A	12/10/2024
1000-001.000	12/31/2024	BANK-DRAFT001964	WEX BANK	5,350.27CR	POSTED	A	12/26/2024
1000-001.000	12/31/2024	BANK-DRAFT001965	ENTERPRISE FLEET MANAGEMENT	23,268.09CR	POSTED	A	12/23/2024

CHECK:

1000-001.000	12/06/2024	CHECK	057433	WICHITA WINWATER WORKS CO.	492.00CR	POSTED	A	12/13/2024
1000-001.000	12/06/2024	CHECK	057434	BARRY ARBUCKLE	800.00CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057435	LARRY LINN	1,700.00CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057436	CITY OF NEWTON	200.00CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057437	KMIT-KS MUNICIPAL INSURANCE	45,028.00CR	POSTED	A	12/18/2024
1000-001.000	12/06/2024	CHECK	057438	MCCULLOUGH EXCAVATION INC	499,798.47CR	POSTED	A	12/12/2024
1000-001.000	12/06/2024	CHECK	057439	MIES CONSTUCTION INC	529,005.36CR	POSTED	A	12/11/2024
1000-001.000	12/06/2024	CHECK	057440	BEALL & MITCHELL, LLC	1,850.00CR	POSTED	A	12/13/2024
1000-001.000	12/06/2024	CHECK	057441	CIVIC PLUS	2,118.20CR	POSTED	A	12/17/2024
1000-001.000	12/06/2024	CHECK	057442	INTERLINGUAL INTERPRETING SERV	63.76CR	POSTED	A	12/13/2024
1000-001.000	12/06/2024	CHECK	057443	KANSAS ONE-CALL SYSTEM, INC	265.20CR	POSTED	A	12/20/2024
1000-001.000	12/06/2024	CHECK	057444	RURAL WATER DISTRICT #2	17.54CR	POSTED	A	12/10/2024
1000-001.000	12/06/2024	CHECK	057445	SEDWICK COUNTY	947.13CR	POSTED	A	12/12/2024
1000-001.000	12/06/2024	CHECK	057446	USA BLUEBOOK	486.42CR	POSTED	A	12/20/2024
1000-001.000	12/06/2024	CHECK	057447	CHRISTOPHER MICHAEL LEE DAVIS,	125.00CR	POSTED	A	12/23/2024
1000-001.000	12/06/2024	CHECK	057448	DELL FINANCIAL SERVICES, LLC	850.00CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057449	JOY K. WILLIAMS, ATTORNEY AT L	1,350.00CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057450	CORE & MAIN	2,492.40CR	POSTED	A	12/17/2024

COMPANY: 999 - POOLED CASH FUND
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 FOLIO: All

CHECK DATE: 12/April 15, 2025 City Council Agenda Page 91
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
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 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
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CHECK:

1000-001.000	12/06/2024	CHECK	057451	MIDWEST TRUCK EQUIPMENT, INC	2,033.60CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057452	GALLS, LLC	336.98CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057453	FELD FIRE	154.29CR	POSTED	A	12/17/2024
1000-001.000	12/06/2024	CHECK	057454	IMAGINE IT, INC.	1,772.00CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057455	NU LINE COMPANY INC.	40.00CR	POSTED	A	12/13/2024
1000-001.000	12/06/2024	CHECK	057456	T-MOBILE	105.00CR	POSTED	A	12/17/2024
1000-001.000	12/06/2024	CHECK	057457	CK POWER	4,976.42CR	POSTED	A	12/17/2024
1000-001.000	12/06/2024	CHECK	057458	GARVER, LLC.	48,000.00CR	POSTED	A	12/16/2024
1000-001.000	12/06/2024	CHECK	057459	ZOLL DATA SYSTEMS	1,811.04CR	POSTED	A	12/17/2024
1000-001.000	12/06/2024	CHECK	057460	MCCOWNGORDON CONSTRUCTION, LLC	619,904.33CR	POSTED	A	12/17/2024
1000-001.000	12/06/2024	CHECK	057461	BURNS & MCDONNELL/CAS CONSTRUC	400,000.00CR	POSTED	A	12/18/2024
1000-001.000	12/06/2024	CHECK	057462	GODFREY'S INDOOR SHOOTING & AR	57.09CR	POSTED	A	12/20/2024
1000-001.000	12/06/2024	CHECK	057463	AYLA OLIMOS	185.00CR	POSTED	A	12/13/2024
1000-001.000	12/06/2024	CHECK	057464	BIG MATT'S MEAT SHACK	340.00CR	POSTED	A	12/12/2024
1000-001.000	12/06/2024	CHECK	057465	SUMNER DANBY	50.00CR	POSTED	A	12/20/2024
1000-001.000	12/06/2024	CHECK	057466	KRISTI CARRITHERS	100.00CR	POSTED	A	12/12/2024
1000-001.000	12/06/2024	CHECK	057467	BRENT CLARK	367.90CR	POSTED	A	12/10/2024
1000-001.000	12/06/2024	CHECK	057468	WILLIAM ANDREWS	211.91CR	POSTED	A	12/11/2024
1000-001.000	12/06/2024	CHECK	057469	BRITTNEY ORTEGA	47.77CR	POSTED	A	12/17/2024
1000-001.000	12/06/2024	CHECK	057470	CLINT MILLER	402.24CR	POSTED	A	12/13/2024
1000-001.000	12/06/2024	CHECK	057471	JEREMY WORMINGTON	111.94CR	POSTED	A	12/11/2024
1000-001.000	12/13/2024	CHECK	057472	KANSAS OFFICE OF THE TREASURER	795.71CR	POSTED	A	12/16/2024
1000-001.000	12/13/2024	CHECK	057473	LKM - LEAGUE OF KANSAS MUNICIP	4,174.27CR	POSTED	A	12/18/2024
1000-001.000	12/13/2024	CHECK	057474	AXON ENTERPRISE	82,745.20CR	POSTED	A	12/20/2024
1000-001.000	12/13/2024	CHECK	057475	AT&T MOBILITY	907.28CR	POSTED	A	12/19/2024
1000-001.000	12/13/2024	CHECK	057476	ARK VALLEY NEWS	153.00CR	POSTED	A	12/16/2024
1000-001.000	12/13/2024	CHECK	057477	TFM COMM INC	855.00CR	POSTED	A	12/17/2024
1000-001.000	12/13/2024	CHECK	057478	BRYAN'S HEATING & AIR CONDITION	1,485.00CR	POSTED	A	12/18/2024
1000-001.000	12/13/2024	CHECK	057479	GREATER WICHITA YMCA	26.64CR	POSTED	A	12/30/2024
1000-001.000	12/13/2024	CHECK	057480	FLEXIBLE BENEFIT SERVICE CORPO	224.50CR	POSTED	A	12/27/2024
1000-001.000	12/13/2024	CHECK	057481	WASTE CONNECTIONS OF KANSAS, I	46,090.64CR	POSTED	A	12/23/2024
1000-001.000	12/13/2024	CHECK	057482	HEARTLAND EXPRESSIONS & CRAFTS	200.00CR	POSTED	A	12/18/2024
1000-001.000	12/13/2024	CHECK	057483	MERIDIAN STREET ART GLASS	190.00CR	POSTED	A	12/18/2024
1000-001.000	12/13/2024	CHECK	057484	RED CARPET TROPHY	241.00CR	POSTED	A	12/30/2024
1000-001.000	12/13/2024	CHECK	057485	GODFREY'S INDOOR SHOOTING & AR	2,214.85CR	POSTED	A	12/20/2024
1000-001.000	12/13/2024	CHECK	057486	CREATIVE DISPLAYS, INC.	957.70CR	POSTED	A	12/16/2024
1000-001.000	12/13/2024	CHECK	057487	RON EKSTROM	210.95CR	POSTED	A	12/13/2024
1000-001.000	12/13/2024	CHECK	057488	STACY SHAY	161.70CR	POSTED	A	12/23/2024
1000-001.000	12/13/2024	CHECK	057489	MATTHEW NICHOLSON	250.00CR	POSTED	A	12/13/2024
1000-001.000	12/13/2024	CHECK	057490	SPENCER CALLISON	30.00CR	POSTED	A	12/20/2024
1000-001.000	12/13/2024	CHECK	057491	KARLENE BENEFIELD	200.00CR	POSTED	A	12/16/2024
1000-001.000	12/20/2024	CHECK	057492	AMANDA PARK	61.80CR	POSTED	A	12/20/2024
1000-001.000	12/20/2024	CHECK	057493	BRENT CLARK	100.00CR	POSTED	A	12/23/2024
1000-001.000	12/20/2024	CHECK	057494	WICHITA WINWATER WORKS CO.	6,322.78CR	POSTED	A	12/23/2024

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ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	-----AMOUNT---	STATUS	FOLIO	CLEAR DATE
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CHECK:

1000-001.000	12/20/2024	CHECK	057495	TRAFFIC CONTROL SERVICES, INC.	11,192.23CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057496	P E C (PROFESSIONAL ENGINEERIN	11,410.20CR	POSTED	A	12/23/2024
1000-001.000	12/20/2024	CHECK	057497	UNDERGROUND VAULTS & STORAGE	361.92CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057498	SEDGWICK COUNTY TREASURER	7,440.86CR	POSTED	A	12/30/2024
1000-001.000	12/20/2024	CHECK	057499	PHILLIPS SOUTHERN ELEC CO	1,250.00CR	POSTED	A	12/23/2024
1000-001.000	12/20/2024	CHECK	057500	DECKER ELECTRIC	162.75CR	VOIDED	A	12/20/2024
1000-001.000	12/20/2024	CHECK	057501	UCI - UTILITY CONSULTANTS	945.00CR	POSTED	A	12/23/2024
1000-001.000	12/20/2024	CHECK	057502	UNRUH EXCAVATING LLC	97,909.40CR	POSTED	A	12/27/2024
1000-001.000	12/20/2024	CHECK	057503	RENTAL RANCH LLC	180.00CR	POSTED	A	12/27/2024
1000-001.000	12/20/2024	CHECK	057504	MIDWEST TRUCK EQUIPMENT, INC	1,271.34CR	POSTED	A	12/26/2024
1000-001.000	12/20/2024	CHECK	057505	CHENEY DOOR COMPANY	911.35CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057506	MERIDIAN ANALYTICAL LABS, LLC	685.00CR	POSTED	A	12/23/2024
1000-001.000	12/20/2024	CHECK	057507	GALLS, LLC	131.47CR	POSTED	A	12/30/2024
1000-001.000	12/20/2024	CHECK	057508	IMAGINE IT, INC.	2,142.21CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057509	EMC INSURANCE COMPANIES	1,285.00CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057510	FOSTER DESIGN ASSOCIATES LLC	8,801.26CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057511	HEARTLAND EXPRESSIONS & CRAFTS	198.00CR	POSTED	A	12/23/2024
1000-001.000	12/20/2024	CHECK	057512	GARVER, LLC.	12,071.00CR	POSTED	A	12/27/2024
1000-001.000	12/20/2024	CHECK	057513	BRICKMOB	25,457.93CR	POSTED	A	12/23/2024
1000-001.000	12/20/2024	CHECK	057514	FLEET FUELS LLC	1,292.74CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057515	SHORT ELLIOT HENDRICKSON, INC.	100,631.61CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057516	MARQUEE HEALTH LLC	1,831.25CR	CLEARED	A	1/02/2025
1000-001.000	12/20/2024	CHECK	057517	MCCOWNGORDON CONSTRUCTION, LLC	571,878.96CR	POSTED	A	12/30/2024
1000-001.000	12/20/2024	CHECK	057518	ABCD TECH	45.00CR	CLEARED	A	1/10/2025
1000-001.000	12/20/2024	CHECK	057519	AT&T MOBILITY-CC	312.50CR	POSTED	A	12/30/2024
1000-001.000	12/20/2024	CHECK	057520	SITEONE LANDSCAPE SUPPLY	1,667.01CR	POSTED	A	12/26/2024
1000-001.000	12/20/2024	CHECK	057521	IDEATEK TELECOM, LLC.	1,759.72CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057522	PARETO HEALTH	94.00CR	POSTED	A	12/27/2024
1000-001.000	12/20/2024	CHECK	057523	MOUNTAINLAND SUPPLY COMPANY	111.16CR	POSTED	A	12/30/2024
1000-001.000	12/20/2024	CHECK	057524	WATERUSE	1,150.00CR	CLEARED	A	1/16/2025
1000-001.000	12/20/2024	CHECK	057525	NATIONAL SIGN COMPANY, INC.	1,619.14CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057526	ATCO INTERNATIONAL	135.00CR	POSTED	A	12/31/2024
1000-001.000	12/20/2024	CHECK	057527	T & W TIRE, LLC.	2,534.52CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057528	CENTRAL SAND COMPANY, INC.	431.97CR	CLEARED	A	1/03/2025
1000-001.000	12/20/2024	CHECK	057529	MORRIS TRANSPORT, LLC	1,550.00CR	POSTED	A	12/24/2024
1000-001.000	12/20/2024	CHECK	057530	BRADY NURSERY	2,265.00CR	POSTED	A	12/27/2024
1000-001.000	12/20/2024	CHECK	057531	PRAIRIE FIRE FARM, LLC	1,230.00CR	POSTED	A	12/30/2024
1000-001.000	12/20/2024	CHECK	057532	INTRUST CARD CENTER	14,521.43CR	POSTED	A	12/24/2024
1000-001.000	12/27/2024	CHECK	057533	AFLAC	625.82CR	CLEARED	A	1/08/2025
1000-001.000	12/27/2024	CHECK	057534	DELTA DENTAL OF KANSAS, INC.	3,303.98CR	CLEARED	A	1/06/2025
1000-001.000	12/27/2024	CHECK	057535	SURENCY LIFE AND HEALTH	871.85CR	POSTED	A	12/31/2024
1000-001.000	12/27/2024	CHECK	057536	VALLEY CENTER POSTMASTER	6,000.00CR	CLEARED	A	1/06/2025
1000-001.000	12/31/2024	CHECK	057537	WICHITA WINWATER WORKS CO.	381.15CR	CLEARED	A	1/09/2025
1000-001.000	12/31/2024	CHECK	057538	VALLEY CENTER PUBLIC LIBRARY	6,183.75CR	CLEARED	A	1/15/2025

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1000-001.000 POOLED CASH
 TYPE: Bank Draft, Check
 STATUS: All
 FOLIO: All

CHECK DATE: 12/April 15, 2025
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
---------	----------	----------	--------	-----------------------	---------------	--------	-------	------------

CHECK:

1000-001.000	12/31/2024	CHECK	057539	VALLEY PRINT LOGISTICS	1,610.28CR	CLEARED	A	1/09/2025	
1000-001.000	12/31/2024	CHECK	057540	AT&T MOBILITY	226.40CR	CLEARED	A	1/10/2025	
1000-001.000	12/31/2024	CHECK	057541	P E C (PROFESSIONAL ENGINEERIN	21,987.30CR	CLEARED	A	1/08/2025	
1000-001.000	12/31/2024	CHECK	057542	PITNEY BOWES	609.00CR	CLEARED	A	1/13/2025	
1000-001.000	12/31/2024	CHECK	057543	RURAL WATER DISTRICT #2	17.54CR	CLEARED	A	1/06/2025	
1000-001.000	12/31/2024	CHECK	057544	CITY OF WICHITA	52,911.68CR	CLEARED	A	1/07/2025	
1000-001.000	12/31/2024	CHECK	057545	DECKER ELECTRIC	150.00CR	CLEARED	A	1/09/2025	
1000-001.000	12/31/2024	CHECK	057546	CINTAS CORPORATION NO 2	193.29CR	CLEARED	A	1/13/2025	
1000-001.000	12/31/2024	CHECK	057547	USA BLUEBOOK	VOIDED	939.86CR	VOIDED	A	12/31/2024
1000-001.000	12/31/2024	CHECK	057548	BRYAN'S HEATING & AIR CO	1,485.00CR	VOIDED	A	12/31/2024	
1000-001.000	12/31/2024	CHECK	057549	DELL FINANCIAL SERVICES, LLC	18.70CR	CLEARED	A	1/16/2025	
1000-001.000	12/31/2024	CHECK	057550	RENTAL RANCH LLC	82.93CR	CLEARED	A	1/09/2025	
1000-001.000	12/31/2024	CHECK	057551	CHENEY DOOR COMPANY	881.76CR	CLEARED	A	1/09/2025	
1000-001.000	12/31/2024	CHECK	057552	ELITE FRANCHISING INC DBA JANI	2,511.40CR	CLEARED	A	1/10/2025	
1000-001.000	12/31/2024	CHECK	057553	MID-CONTINENT SAFETY	590.74CR	CLEARED	A	1/13/2025	
1000-001.000	12/31/2024	CHECK	057554	GALLS, LLC	11.12CR	CLEARED	A	1/13/2025	
1000-001.000	12/31/2024	CHECK	057555	GREATER WICHITA YMCA	50.00CR	CLEARED	A	1/24/2025	
1000-001.000	12/31/2024	CHECK	057556	ADT US HOLDINGS, INC	891.00CR	CLEARED	A	1/16/2025	
1000-001.000	12/31/2024	CHECK	057557	GRAINGER	210.13CR	CLEARED	A	1/09/2025	
1000-001.000	12/31/2024	CHECK	057558	T-MOBILE	105.00CR	CLEARED	A	1/14/2025	
1000-001.000	12/31/2024	CHECK	057559	HEARTLAND EXPRESSIONS & CRAFTS	239.00CR	CLEARED	A	1/08/2025	
1000-001.000	12/31/2024	CHECK	057560	UTILITY MAINTENANCE CONTRACTOR	9,045.00CR	CLEARED	A	1/13/2025	
1000-001.000	12/31/2024	CHECK	057561	AUTOMATION DESIGNS LLC	2,757.00CR	CLEARED	A	1/08/2025	
1000-001.000	12/31/2024	CHECK	057562	ACCESS SYSTEMS LEASING	791.39CR	CLEARED	A	1/07/2025	
1000-001.000	12/31/2024	CHECK	057563	FISH WINDOW CLEANING	517.00CR	CLEARED	A	1/16/2025	
1000-001.000	12/31/2024	CHECK	057564	NATIONAL SIGN COMPANY, INC.	247.00CR	CLEARED	A	1/10/2025	
1000-001.000	12/31/2024	CHECK	057565	HOLLOW METAL DOOR COMPANY, INC	2,008.00CR	CLEARED	A	1/10/2025	
1000-001.000	12/31/2024	CHECK	057566	CLASS ALPHA SERVICES, LLC	37,406.00CR	CLEARED	A	1/06/2025	

TOTALS FOR ACCOUNT 1000-001	CHECK	TOTAL:	3,361,923.01CR
	DEPOSIT	TOTAL:	0.00
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	0.00
	SERVICE CHARGE	TOTAL:	0.00
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	188,370.46CR

TOTALS FOR POOLED CASH FUND	CHECK	TOTAL:	3,361,923.01CR
	DEPOSIT	TOTAL:	0.00
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	0.00
	SERVICE CHARGE	TOTAL:	0.00
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	188,370.46CR

CONSENT AGENDA

E. REVENUE AND EXPENSE REPORT –DECEMBER 2024:

CITY OF VALLEY CENTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2024

010-GENERAL FUND

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	1,762,872.00	34,814.63	0.00	1,733,022.60	0.00	29,849.40	98.31
INTERGOVERNMENTAL	800,000.00	69,273.15	0.00	844,721.26	0.00	(44,721.26)	105.59
LICENSES & PERMITS	783,386.00	150,582.74	0.00	1,111,528.51	0.00	(328,142.51)	141.89
CHARGES FOR SERVICES	6,000.00	1,400.00	0.00	1,622.55	0.00	4,377.45	27.04
FINES & FORFEITURES	162,000.00	9,189.07	0.00	123,491.08	0.00	38,508.92	76.23
USE OF MONEY & PROPERTY	40,000.00	21,064.83	0.00	147,215.38	0.00	(107,215.38)	368.04
OTHER REVENUES	76,200.00	4,184.67	0.00	188,156.68	0.00	(111,956.68)	246.92
MISCELLANEOUS	169,000.00	140,345.92	0.00	147,010.66	0.00	21,989.34	86.99
 TOTAL REVENUES	 3,799,458.00	 430,855.01	 0.00	 4,296,768.72	 0.00	 (497,310.72)	 113.09
<u>EXPENDITURE SUMMARY</u>							
<u>ADMINISTRATION</u>							
PERSONNEL SERV. & BENEF.	481,628.00	46,435.54	0.00	543,606.05	0.00	(61,978.05)	112.87
CONTRACTUAL SERVICES	221,980.00	32,930.47	0.00	265,209.28	6.00	(43,235.28)	119.48
COMMODITIES	11,000.00	1,193.14	0.00	6,172.72	0.00	4,827.28	56.12
CAPITAL OUTLAY	4,000.00	433.77	0.00	2,288.86	0.00	1,711.14	57.22
OTHER COSTS/MISC.	203,111.00	59,498.92	0.00	222,868.27	0.00	(19,757.27)	109.73
TOTAL ADMINISTRATION	921,719.00	140,491.84	0.00	1,040,145.18	6.00	(118,432.18)	112.85
 <u>LEGAL & MUNICIPAL COURT</u>	 53,450.00	 4,407.20	 0.00	 52,067.51	 0.00	 1,382.49	 97.41
PERSONNEL SERV. & BENEF.	98,050.00	7,638.79	0.00	105,451.07	5.43	(7,406.50)	107.55
CONTRACTUAL SERVICES	1,200.00	0.00	0.00	264.51	0.00	935.49	22.04
COMMODITIES	0.00	2,212.07	0.00	2,627.77	0.00	(2,627.77)	0.00
CAPITAL OUTLAY	26,000.00	0.00	0.00	5,302.96	0.00	20,697.04	20.40
OTHER COSTS/MISC.	178,700.00	14,258.06	0.00	165,713.82	5.43	12,980.75	92.74
 <u>COMMUNITY DEVELOPMENT</u>	 184,940.00	 18,056.90	 0.00	 206,341.13	 0.00	 (21,401.13)	 111.57
PERSONNEL SERV. & BENEF.	55,350.00	1,748.33	0.00	65,428.68	129.95	(10,208.63)	118.44
CONTRACTUAL SERVICES	3,300.00	357.25	0.00	3,880.66	0.00	(580.66)	117.60
COMMODITIES	1,950.00	390.42	0.00	1,749.40	0.00	200.60	89.71
CAPITAL OUTLAY	20,000.00	0.00	0.00	17,231.86	0.00	2,768.14	86.16
OTHER COSTS/MISC.	265,540.00	20,552.90	0.00	294,631.73	129.95	(29,221.68)	111.00
 <u>POLICE</u>	 1,208,674.00	 102,344.05	 0.00	 1,113,948.47	 0.00	 94,725.53	 92.16
PERSONNEL SERV. & BENEF.	185,800.00	9,790.48	0.00	177,920.40	53.95	7,825.65	95.79
CONTRACTUAL SERVICES	67,100.00	2,888.20	0.00	51,257.75	0.00	15,842.25	76.39
COMMODITIES	24,800.00	83,748.45	0.00	106,626.03	0.00	(81,826.03)	429.94
TOTAL POLICE	1,486,374.00	198,771.18	0.00	1,449,752.65	53.95	36,567.40	97.54

CITY OF VALLEY CENTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2024

010-GENERAL FUND

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>FIRE</u>							
PERSONNEL SERV. & BENEF.	373,928.00	41,488.55	0.00	455,086.62	0.00 (81,158.62)	121.70	
CONTRACTUAL SERVICES	103,550.00	5,401.29	0.00	82,759.15	15.80	20,775.05	79.94
COMMODITIES	12,700.00	1,376.33	0.00	11,353.72	0.00	1,346.28	89.40
CAPITAL OUTLAY	27,280.00	356.27	0.00	8,525.43	0.00	18,754.57	31.25
OTHER COSTS/MISC.	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,843.72</u>	<u>0.00</u>	<u>1,156.28</u>	<u>61.46</u>
TOTAL FIRE	520,458.00	48,622.44	0.00	559,568.64	15.80 (39,126.44)	107.52	
<u>PARKS & PUBLIC BLDGS</u>							
PERSONNEL SERV. & BENEF.	350,860.00	26,508.32	0.00	347,933.34	0.00	2,926.66	99.17
CONTRACTUAL SERVICES	211,783.00	16,373.47	0.00	210,064.89	19.99	1,698.12	99.20
COMMODITIES	60,500.00	2,720.03	0.00	69,319.08	1,063.88 (9,882.96)	116.34	
CAPITAL OUTLAY	3,500.00	34.93	0.00	1,323.52	0.00	2,176.48	37.81
OTHER COSTS/MISC.	<u>7,000.00</u>	<u>1,667.01</u>	<u>0.00</u>	<u>10,711.51</u>	<u>0.00 (3,711.51)</u>	<u>153.02</u>	
TOTAL PARKS & PUBLIC BLDGS	633,643.00	47,303.76	0.00	639,352.34	1,083.87 (6,793.21)	101.07	
<u>ENVIRONMENTAL SERVICES</u>							
TOTAL							
<u>PUBLIC WKS STORAGE BLDG</u>							
TOTAL							
TOTAL EXPENDITURES	4,006,434.00	470,000.18	0.00	4,149,164.36	1,295.00 (144,025.36)	103.59	
** REVENUE OVER(UNDER) EXPENDITURES * (206,976.00) (39,145.17)			0.00	147,604.36 (1,295.00) (353,285.36)		70.69-	
REVENUE & OTHER SOURCES OVER/							
(UNDER) EXPENDITURES & OTHER (USES) (206,976.00) (39,145.17)			0.00	147,604.36 (1,295.00) (353,285.36)		70.69-	

110-EMPLOYEE BENEFITS

FINANCIAL SUMMARY

CURRENT	CURRENT	PRIOR YEAR	Y-T-D	Y-T-D	BUDGET	% OF
BUDGET	PERIOD	PO ADJUST.	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET

REVENUE SUMMARY

TAXES	1,010,528.00	18,283.23	0.00	995,027.67	0.00	15,500.33	98.47
INTERGOVERNMENTAL	95,000.00	13,356.89	0.00	163,863.02	0.00	(68,863.02)	172.49
USE OF MONEY & PROPERTY	0.00	773.98	0.00	25,882.45	0.00	(25,882.45)	0.00
OTHER REVENUES	48,000.00	0.00	0.00	13,402.92	0.00	34,597.08	27.92
 TOTAL REVENUES	 1,153,528.00	 32,414.10	 0.00	 1,198,176.06	 0.00	 (44,648.06)	 103.87

TOTAL REVENUES 1,153,528.00 32,414.10 0.00 1,198,176.06 0.00 (44,648.06) 103.87

EXPENDITURE SUMMARY

NON-DEPARTMENTAL

PERSONNEL SERV. & BENEF.	1,354,650.00	131,723.91	0.00	1,483,729.73	0.00	(129,079.73)	109.53
CONTRACTUAL SERVICES	0.00	170.64	0.00	1,679.64	0.00	(1,679.64)	0.00
OTHER COSTS/MISC.	0.00	1,831.25	0.00	5,779.30	0.00	(5,779.30)	0.00
TOTAL NON-DEPARTMENTAL	1,354,650.00	133,725.80	0.00	1,491,188.67	0.00	(136,538.67)	110.08

ADMINISTRATION

TOTAL

TOTAL EXPENDITURES 1,354,650.00 133,725.80 0.00 1,491,188.67 0.00 (136,538.67) 110.08

** REVENUE OVER(UNDER) EXPENDITURES *(201,122.00)(101,311.70) 0.00 (293,012.61) 0.00 91,890.61 145.69

REVENUE & OTHER SOURCES OVER/

CITY OF VALLEY CENTER
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2024

140-LIBRARY

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	337,221.00	6,183.75	0.00	333,080.27	0.00	4,140.73	98.77
<u>TOTAL REVENUES</u>							
TOTAL REVENUES	337,221.00	6,183.75	0.00	333,080.27	0.00	4,140.73	98.77
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
OTHER COSTS/MISC.	345,000.00	6,183.75	0.00	333,080.27	0.00	11,919.73	96.55
TOTAL NON-DEPARTMENTAL	345,000.00	6,183.75	0.00	333,080.27	0.00	11,919.73	96.55
<u>ADMINISTRATION</u>							
TOTAL	_____	_____	_____	_____	_____	_____	_____
TOTAL EXPENDITURES	345,000.00	6,183.75	0.00	333,080.27	0.00	11,919.73	96.55
** REVENUE OVER(UNDER) EXPENDITURES * (7,779.00)	0.00	0.00	0.00	0.00	(7,779.00)	0.00	0.00
<u>REVENUE & OTHER SOURCES OVER/</u>							
(UNDER) EXPENDITURES & OTHER (USES) (7,779.00)	0.00	0.00	0.00	0.00	(7,779.00)	0.00	0.00

CITY OF VALLEY CENTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2024

150-SPECIAL HIGHWAY

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
INTERGOVERNMENTAL	1,095,000.00	69,273.16	0.00	1,109,833.85	0.00 (14,833.85)	101.35	
LICENSES & PERMITS	0.00	50.00	0.00	75.00	0.00 (75.00)	0.00	
USE OF MONEY & PROPERTY	0.00	2,524.71	0.00	28,206.50	0.00 (28,206.50)	0.00	
OTHER REVENUES	0.00	0.00	0.00	4,202.24	0.00 (4,202.24)	0.00	
 TOTAL REVENUES	 1,095,000.00	 71,847.87	 0.00	 1,142,317.59	 0.00 (47,317.59)	 104.32	
<u>EXPENDITURE SUMMARY</u>							
NON-DEPARTMENTAL							
PERSONNEL SERV. & BENEF.	481,340.00	37,654.80	0.00	374,845.95	0.00 106,494.05	77.88	
CONTRACTUAL SERVICES	73,780.00	6,331.47	0.00	92,515.07	19.98 (18,755.05)	125.42	
COMMODITIES	66,800.00	8,079.87	0.00	66,643.50	1,355.96 (1,199.46)	101.80	
CAPITAL OUTLAY	522,000.00	34.93	0.00	516,669.66	0.00 5,330.34	98.98	
OTHER COSTS/MISC.	<u>36,000.00</u>	<u>36,000.00</u>	<u>0.00</u>	<u>36,000.00</u>	<u>0.00</u> 0.00	<u>100.00</u>	
 TOTAL NON-DEPARTMENTAL	 1,179,920.00	 88,101.07	 0.00	 1,086,674.18	 1,375.94	 91,869.88	 92.21
 TOTAL EXPENDITURES	 1,179,920.00	 88,101.07	 0.00	 1,086,674.18	 1,375.94	 91,869.88	 92.21
** REVENUE OVER(UNDER) EXPENDITURES * (84,920.00) (16,253.20) 0.00 55,643.41 (1,375.94) (139,187.47) 63.90-							
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER (USES) (84,920.00) (16,253.20) 0.00 55,643.41 (1,375.94) (139,187.47) 63.90-							

CITY OF VALLEY CENTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2024

160-EMERGENCY EQUIPMENT

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	75,095.00	1,374.47	0.00	74,058.39	0.00	1,036.61	98.62
FINES & FORFEITURES	5,000.00	453.83	0.00	7,648.16	0.00	(2,648.16)	152.96
USE OF MONEY & PROPERTY	0.00	266.71	0.00	6,035.51	0.00	(6,035.51)	0.00
 TOTAL REVENUES	 80,095.00	 2,095.01	 0.00	 87,742.06	 0.00	 (7,647.06)	 109.55
<u>EXPENDITURE SUMMARY</u>							
<u>NON-DEPARTMENTAL</u>							
CAPITAL OUTLAY	23,896.00	12,742.23	0.00	99,504.96	268.03	(75,876.99)	417.53
OTHER COSTS/MISC.	48,000.00	48,000.00	0.00	48,000.00	0.00	0.00	100.00
TOTAL NON-DEPARTMENTAL	71,896.00	60,742.23	0.00	147,504.96	268.03	(75,876.99)	205.54
 ADMINISTRATION	 TOTAL	 	 	 	 	 	
 TOTAL EXPENDITURES	 71,896.00	 60,742.23	 0.00	 147,504.96	 268.03	 (75,876.99)	 205.54
** REVENUE OVER(UNDER) EXPENDITURES ** <u>8,199.00</u> <u>(58,647.22)</u> <u>0.00</u> <u>(59,762.90)</u> <u>(268.03)</u> <u>68,229.93</u> <u>732.17-</u>							
<u>REVENUE & OTHER SOURCES OVER/</u>							
(UNDER) EXPENDITURES & OTHER (USES)	8,199.00	(58,647.22)	0.00	(59,762.90)	(268.03)	68,229.93	732.17-

CITY OF VALLEY CENTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2024

410-BOND & INTEREST

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	1,101,993.00	19,941.32	0.00	1,084,100.88	0.00	17,892.12	98.38
USE OF MONEY & PROPERTY	5,000.00	880.36	0.00	63,024.37	0.00	(58,024.37)	1,260.49
OTHER REVENUES	414,221.00	0.00	0.00	447,575.17	0.00	(33,354.17)	108.05
MISC TRANSFERS	732,550.00	732,550.00	0.00	732,550.00	0.00	0.00	100.00
 TOTAL REVENUES	 2,253,764.00	 753,371.68	 0.00	 2,327,250.42	 0.00	 (73,486.42)	 103.26
<u>EXPENDITURE SUMMARY</u>							
NON-DEPARTMENTAL							
DEBT SERVICE	2,287,000.00	0.00	0.00	3,241,077.88	0.00	(954,077.88)	141.72
TOTAL NON-DEPARTMENTAL	2,287,000.00	0.00	0.00	3,241,077.88	0.00	(954,077.88)	141.72
ADMINISTRATION							
TOTAL							
 TOTAL EXPENDITURES	 2,287,000.00	 0.00	 0.00	 3,241,077.88	 0.00	 (954,077.88)	 141.72
** REVENUE OVER(UNDER) EXPENDITURES *(33,236.00) 753,371.68 0.00 (913,827.46) 0.00 880,591.46 2,749.51							
REVENUE & OTHER SOURCES OVER/							
(UNDER) EXPENDITURES & OTHER (USES) (33,236.00)	753,371.68		0.00	(913,827.46)		0.00	880,591.46 2,749.51

CITY OF VALLEY CENTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2024

610-WATER OPERATING
FINANCIAL SUMMARY

CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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REVENUE SUMMARY

CHARGES FOR SERVICES	2,156,646.00	201,748.14	0.00	2,351,882.99	0.00 (195,236.99)	109.05
USE OF MONEY & PROPERTY	20,000.00	12,914.41	0.00	144,388.47	0.00 (124,388.47)	721.94
OTHER REVENUES	0.00	0.00	0.00	9,875.87	0.00 (9,875.87)	0.00
MISCELLANEOUS	45,000.00	2,536.67	0.00	30,544.40	0.00 14,455.60	67.88
 TOTAL REVENUES	 2,221,646.00	 217,199.22	 0.00	 2,536,691.73	 0.00 (315,045.73)	 114.18

EXPENDITURE SUMMARYNON-DEPARTMENTAL

PERSONNEL SERV. & BENEF.	448,751.00	23,929.40	0.00	270,356.22	0.00 178,394.78	60.25
CONTRACTUAL SERVICES	1,120,870.00	157,907.95	0.00	1,280,774.47	0.00 (159,904.47)	114.27
COMMODITIES	41,450.00	8,884.80	0.00	44,293.17	0.00 (2,843.17)	106.86
CAPITAL OUTLAY	150,000.00	11,572.33	0.00	116,732.71	0.00 33,267.29	77.82
OTHER COSTS/MISC.	543,000.00	707,000.00	0.00	742,000.00	0.00 (199,000.00)	136.65
BAD DEBT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u> (<u>62.63</u>)	<u>0.00</u> 62.63	<u>0.00</u>	<u>0.00</u>
 TOTAL NON-DEPARTMENTAL	 2,304,071.00	 909,294.48	 0.00	 2,454,093.94	 0.00 (150,022.94)	 106.51

 TOTAL EXPENDITURES	 2,304,071.00	 909,294.48	 0.00	 2,454,093.94	 0.00 (150,022.94)	 106.51
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** REVENUE OVER(UNDER) EXPENDITURES * (82,425.00) (692,095.26) 0.00 82,597.79 0.00 (165,022.79) 100.21-

REVENUE & OTHER SOURCES OVER/

(UNDER) EXPENDITURES & OTHER (USES) (82,425.00) (692,095.26)	0.00	82,597.79	0.00 (165,022.79)	100.21-
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REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: DECEMBER 31ST, 2024

612-STORMWATER UTILITY FUND

FINANCIAL SUMMARY

CURRENT	CURRENT	PRIOR YEAR	Y-T-D	Y-T-D	BUDGET	% OF
BUDGET	PERIOD	PO ADJUST.	ACTUAL	ENCUMBRANCE	BALANCE	BUDGET

REVENUE SUMMARY

USE OF MONEY & PROPERTY	0.00	1,583.22	0.00	16,930.06	0.00	(16,930.06)	0.00
OTHER REVENUES	325,000.00	28,088.00	0.00	332,372.31	0.00	(7,372.31)	102.27

TOTAL REVENUES 325,000.00 29,671.22 0.00 349,302.37 0.00 (24,302.37) 107.48

EXPENDITURE SUMMARY

NON-DEPARTMENTAL							
CONTRACTUAL SERVICES	36,400.00	16,192.56	0.00	32,509.60	0.00	3,890.40	89.31
COMMODITIES	5,000.00	0.00	0.00	1,852.50	0.00	3,147.50	37.05
CAPITAL OUTLAY	124,800.00	40,163.00	0.00	70,163.00	0.00	54,637.00	56.22
OTHER COSTS/MISC.	<u>193,000.00</u>	<u>193,000.00</u>	<u>0.00</u>	<u>193,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL NON-DEPARTMENTAL	359,200.00	249,355.56	0.00	297,525.10	0.00	61,674.90	82.83

ADMINISTRATION

TOTAL

TOTAL EXPENDITURES 359,200.00 249,355.56 0.00 297,525.10 0.00 61,674.90 82,83

** REVENUE OVER (UNDER) EXPENDITURES * (34,200.00) (219,684.34) 0.00 51,777.27 0.00 (85,977.27) 151.40-

REVENUE & OTHER SOURCES OVER/

CITY OF VALLEY CENTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2024

613-SOLID WASTE UTILITY

FINANCIAL SUMMARY

CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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REVENUE SUMMARY

LICENSES & PERMITS	5,000.00	0.00	0.00	31,360.05	0.00 (26,360.05)	627.20
CHARGES FOR SERVICES	581,476.00	49,290.72	0.00	587,925.99	0.00 (6,449.99)	101.11
USE OF MONEY & PROPERTY	1,600.00	593.70	0.00	6,509.32	0.00 (4,909.32)	406.83
MISCELLANEOUS	12,000.00	1,144.68	0.00	14,340.74	0.00 (2,340.74)	119.51
 TOTAL REVENUES	 600,076.00	 51,029.10	 0.00	 640,136.10	 0.00 (40,060.10)	 106.68

EXPENDITURE SUMMARYNON-DEPARTMENTAL

CONTRACTUAL SERVICES	585,820.00	62,283.20	0.00	579,209.93	0.00	6,610.07	98.87
CAPITAL OUTLAY	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>0.00</u>
 TOTAL NON-DEPARTMENTAL	 588,820.00	 62,283.20	 0.00	 579,209.93	 0.00	 9,610.07	 98.37

ADMINISTRATION

TOTAL

 TOTAL EXPENDITURES	 588,820.00	 62,283.20	 0.00	 579,209.93	 0.00	 9,610.07	 98.37
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** REVENUE OVER(UNDER) EXPENDITURES ** 11,256.00 (11,254.10) 0.00 60,926.17 0.00 (49,670.17) 541.28

REVENUE & OTHER SOURCES OVER/

(UNDER) EXPENDITURES & OTHER (USES)	11,256.00 (11,254.10)	0.00	60,926.17	0.00 (49,670.17)	541.28
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REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: DECEMBER 31ST, 2024

620-SEWER OPERATING

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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REVENUE SUMMARY

LICENSES & PERMITS	0.00	200.00	0.00	200.00	0.00 (200.00)	0.00
CHARGES FOR SERVICES	1,410,219.00	121,609.82	0.00	1,461,419.10	0.00 (51,200.10)	103.63
USE OF MONEY & PROPERTY	12,000.00	6,559.75	0.00	79,563.41	0.00 (67,563.41)	663.03
OTHER REVENUES	0.00	0.00	0.00	3,654.32	0.00 (3,654.32)	0.00
 TOTAL REVENUES	 1,422,219.00	 128,369.57	 0.00	 1,544,836.83	 0.00 (122,617.83)	 108.62

EXPENDITURE SUMMARYNON-DEPARTMENTAL

PERSONNEL SERV. & BENEF.	374,487.00	24,742.19	0.00	248,162.35	0.00	126,324.65	66.27
CONTRACTUAL SERVICES	457,860.00	101,397.77	0.00	399,304.77	84.00	58,471.23	87.23
COMMODITIES	24,800.00	1,983.43	0.00	25,143.21	0.00 (343.21)	101.38	
CAPITAL OUTLAY	140,000.00	15,231.00	0.00	39,121.72	0.00	100,878.28	27.94
OTHER COSTS/MISC.	<u>534,550.00</u>	<u>499,550.00</u>	<u>0.00</u>	<u>743,197.14</u>	<u>0.00 (208,647.14)</u>	<u>139.03</u>	
 TOTAL NON-DEPARTMENTAL	 1,531,697.00	 642,904.39	 0.00	 1,454,929.19	 84.00	 76,683.81	 94.99

 TOTAL EXPENDITURES	 1,531,697.00	 642,904.39	 0.00	 1,454,929.19	 84.00	 76,683.81	 94.99
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** REVENUE OVER(UNDER) EXPENDITURES * (109,478.00) (514,534.82) 0.00 89,907.64 (84.00) (199,301.64) 82.05-

REVENUE & OTHER SOURCES OVER/

(UNDER) EXPENDITURES & OTHER (USES) (109,478.00) (514,534.82) 0.00 89,907.64 (84.00) (199,301.64) 82.05-

CONSENT AGENDA

F. ECONOMIC DEVELOPMENT BOARD MINUTES—APRIL 2, 2025:

VALLEY CENTER ECONOMIC DEVELOPMENT BOARD MEETING MINUTES

Wednesday, April 2nd, 2025 1:00 P.M.
(Meeting held via Teams)

MEETING WAS CALLED TO ORDER AT 1:00 P.M. THOSE IN ATTENDANCE:

Ben Anderson, Chairperson
Ivan Gomez
Ron Colbert
Tim Hoffman
Brendan McGettigan
Kyle Fiedler, Community Development Director

APPROVAL OF DRAFT MINUTES

Motion was made by Brendan and seconded by Tim to approve the meeting minutes for March 5th, 2025. Motion was unanimous.

NEW BUSINESS:

A. General Discussion

- So far the Meridian project is on schedule, there will be a water line moved for the roundabout in the next couple of weeks and the contractor is currently working on finishing up the outside southbound lane and working on the path.
- Building permits for Village Coachworks have been issued and their tax abatement was approved by Council.
- The site plan was approved for a new drive-thru across from City Hall.
- Residential building permits continue to be pulled, with 17 issued last month, and 1 on April 1st.
- The New Elementary School and High School construction is also getting close to beginning, with dirt work occurring at the elementary location.
- The next meeting will be held on Wednesday, May 7th, 2025, at 1:00PM via Teams.

ADJOURNMENT

Motion was made by Ivan and seconded by Tim to adjourn the meeting. Motion was unanimous. Meeting adjourned at 1:06 P.M.

Respectfully submitted,

Kyle Fiedler, Secretary

CONSENT AGENDA

G. PLANNING AND ZONING BOARD MINUTES–MARCH 25, 2025:

**PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS MEETING
MINUTES
CITY OF VALLEY CENTER, KANSAS**

Tuesday, March 25, 2025 7:00 P.M.

CALL TO ORDER: Vice Chair, Paul Spranger, called the meeting to order at 7:00 P.M. with the following board members present: Amy Bradley, Rick Shellenbarger, Scot Phillips, and Dalton Wilson.

Members Absent: Gary Janzen, Steve Conway

City Staff Present: Kyle Fiedler

Audience: Jet Truman, Bill Fox, Mike Miller, Nancy Craven, Jason Chastain, James Craven, Ashley Siedhoff and Ruthane Siedhoff.

AGENDA: A motion was made by Spranger and seconded by Shellenbarger to set the agenda. Motion passed unanimously.

APPROVAL OF DRAFT MINUTES: Spranger made a motion to approve February 25, 2025, meeting minutes. The motion was seconded by Wilson. Motion passed unanimously.

COMMUNICATIONS: none

PUBLIC HEARING BEFORE THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS:

1. Review of V-2025-02, application of Jason Chastain, pursuant to City Code 17.10.08, who is petitioning for a variance to have a 1,500 square-foot accessory structure where zoning code allows for 720 square feet. The property is addressed as 625 W 3rd, Valley Center, KS 67147.

Spranger opened the hearing for comments from the public: 7:05 PM

Fiedler gave a summary of his staff report. The applicant is wanting to build a 1,500 square foot garage at the south end of his property. There are other accessory structures in the area that are over the 720 square foot max allowed by zoning regulation, so this structure would not be abnormal. No contact was made in favor or against this variance prior to the meeting. Notice was published in the Ark Valley News and notices were mailed to neighboring properties within 200 feet. City Staff are recommending approval of this variance.

Spranger closed the hearing for comments from the public: 7:06 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Shellenbarger made a motion to approve the variance for V-2025-02. Motion was seconded by Phillips. The vote was unanimous. Motion passed.

2. Review of SD-2025-01, application of KWH Investments, LLC, pursuant to City Code 16.04, who is petitioning for approval of a final plat for land located southeast of the intersection of Interurban Dr. and W 93rd St N. in Sedgwick County, KS.

Spranger opened the hearing for comments from the public: 7:11 PM

Fiedler gave a summary of his staff report, noting there were minor changes from the preliminary plat, which included a benchmark description and access easements requested by Sedgwick County. Notification was published in the Ark Valley News and notices were mailed to neighboring properties within 200 feet in the City and 1,000 feet in the County. One comment was received, wishing the lots were bigger, a minimum of 5 acres. City staff are recommending approval of this final plat.

Bill Fox, agent for the applicant was present for questions, but had no further comments.

Spranger closed the hearing for comments from the public: 7:12 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Wilson made a motion to approve SD-2025-01. Motion was seconded by Shellenbarger. The vote was unanimous. Motion passed.

3. Review of RZ-2025-03, application of Michael & Tammy, pursuant to City Code 17.11, who is petitioning for a rezoning of land that is currently zoned R-1B, which is the City's designation for a single-family residential district, to R-4, which is the City's designation for a high-density multi-family residential district. The property is currently addressed at 135 N Ash, Valley Center, KS 67147.

Spranger opened the hearing for comments from the public: 7:20 PM

Fiedler reviewed his staff report. The property owner plans to demolish the existing structure and would like to build two duplex buildings. They are requesting R-4 to be able to build the structures closer together and to have shorter setbacks to accommodate two structure on the lot. Notice of the hearing was published in the Ark Valley News and mailed to property owners within 200 feet of the property. Staff received two calls and one letter regarding this zoning change, one was in favor, one was not in favor of two-story buildings as they didn't think the older part of Valley Center should have more two-story houses. The last person was concerned about drainage and thought they applicant was going to build more than two duplexes because of how the legal description reads as five lots.

Mike Miller, applicant addressed the Board and shared their plans for 2-store duplexes that are 3 bedroom with a single-car garage facing Ash Ave to try to alleviate any issues that could have arisen backing up to the four-plex on the north side of 1st.

City staff are recommending approval of this rezone.

Spranger closed the hearing for comments from the public: 7:22 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Bradley made a motion to approve RZ-2025-03. Motion was seconded by Wilson. The vote was unanimous. Motion passed.

4. Review of SP-2025-04, application of Andrew Sharon, pursuant to City Code 17.12, who is petitioning to add a drive-through window/lane at property currently addressed as 128 S Meridian, Valley Center, KS 67147.

Spranger opened the hearing for comments from the public: 7:28 PM

Fiedler reviewed his staff report. The property owner is applying for the addition of a drive-through window at this property, changing the flow of traffic through the site and parking. Their plan includes new pavement and parking, the drives do not have shared access on record with Sedgwick County, it was recommended that they consider getting agreements in place with the neighboring properties but not required. Notice of this plan was published in the Ark Valley News and neighboring properties within 200 feet were mailed notification. 2 calls were received, just asking questions.

Ashley Siedhoff, agent for the applicant addressed the lighting on the north side of the building that it would be pointed down to light the menu and to be able to see customers in the early morning. She also responded to questions about signage from the Board, as there is no plan for ground signage, however to help with movement in the site, they plan to mark the pavement with arrows.

Jet Truman asked if this would affect the parking for Red Carpet Trophy. Staff felt that Red Carpet Trophy has enough space for parking at their building and for vehicles to turn around to leave their parking lot.

City staff are recommending approval of this site plan.

Spranger closed the hearing for comments from the public: 7:33 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Wilson made a motion to approve SP-2025-04. Motion was seconded by Bradley. The vote was unanimous. Motion passed.

OLD/UNFINISHED BUSINESS: none

NEW BUSINESS: none

STAFF REPORTS: There are five applications on the agenda for the April 22, 2025 meeting.

ITEMS BY PLANNING AND ZONING BOARD/BZA MEMBERS:

Gary Janzen - absent

Paul Spranger – Asked about the new roundabout. They are taking the existing pavement out, the construction company is continuing to finish up the outside southbound lane. There is a new sign that will be going in the center of the new roundabout that the City Council approved.

Rick Shellenbarger - none

Scot Phillips - none

Steve Conway - absent

Dalton Wilson – Asked about the Farmer's Market. They will be May through September, they will end at 7:30 pm.

Amy Bradley – none

ADJOURNMENT OF THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS MEETING: At 7:42 P.M., a motion was made by Spranger to adjourn and seconded by Shellenbarger. The vote was unanimous, and the meeting was adjourned.

Respectfully submitted,

/s/ Kyle Fiedler, Secretary

Gary Janzen, Chairperson

CONSENT AGENDA

H. VALLEY CENTER PUBLIC LIBRARY 1ST QUARTER REPORTS:

Valley Center Public Library
Income Statement
Compared with Budget
For the Three Months Ending March 31, 2025

	Current Month	Current Budget for Month	Year to Date	Budget Year To Date
Revenues				
City of Valley Center	\$ 0.00	\$ 0.00	\$ 180,492.69	\$ 180,000.00
State Aid	3,550.38	2,200.00	3,550.38	2,200.00
SCKLS Grant	0.00	0.00	0.00	0.00
Fines	112.90	166.67	209.80	500.01
Copier Fees	48.00	100.00	108.90	300.00
Book Sale Income	0.00	0.00	0.00	0.00
Other Grants	0.00	0.00	0.00	0.00
Interest Income	1,435.64	1,166.67	3,832.31	3,500.01
Donations	0.00	0.00	0.00	0.00
Miscellaneous Income	26.55	29.17	47.05	87.51
Summer Reading Grants	0.00	0.00	0.00	0.00
Central KS Community Foundation	0.00	0.00	0.00	0.00
Do Not Use	0.00	0.00	0.00	0.00
 Total Revenues	 5,173.47	 3,662.51	 188,241.13	 186,587.53

Cost of Sales				
Do Not Use	0.00	0.00	0.00	0.00
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	5,173.47	3,662.51	188,241.13	186,587.53

Expenses	Amount	Amount	Amount	Amount
Wages	16,356.38	18,875.00	52,502.19	56,625.00
Payroll Taxes	1,251.28	1,750.00	4,031.51	5,250.00
Employee Benefits	0.00	0.00	0.00	0.00
Mileage	0.00	41.67	62.98	125.01
Books	2,300.47	2,291.67	4,470.68	6,875.01
Non-Print Materials	448.20	1,083.33	3,771.24	3,249.99
Movie Licensing	0.00	0.00	0.00	0.00
Periodicals	107.92	187.50	525.14	562.50
E-Books	0.00	0.00	1,550.00	1,500.00
Digital Magazines	0.00	0.00	0.00	0.00
Memory Kits	0.00	0.00	0.00	0.00
Electricity & Gas	2,237.92	1,375.00	3,296.44	4,125.00
Telephone	0.00	175.00	0.00	525.00
Internet Service	379.94	241.67	569.85	725.01
Trash	0.00	0.00	0.00	0.00
Repairs & Maintenance	0.00	250.00	0.00	750.00
Storage Rental	57.50	57.50	172.50	172.50
Janitorial Service	1,866.40	1,025.50	2,799.60	3,076.50
Accounting	17.50	62.50	148.75	187.50
Web page	0.00	0.00	0.00	0.00
Covid Expenses	0.00	0.00	0.00	0.00

Valley Center Public Library
Balance Sheet
March 31, 2025

ASSETS

LIABILITIES AND CAPITAL

Valley Center Public Library
 Income Statement
 Compared with Budget
 For the Three Months Ending March 31, 2025

	Current Month	Current Budget for Month	Year to Date	Budget Year To Date
Office Supplies	79.98	187.50	96.26	562.50
Office Equipment	366.50	166.67	366.50	500.01
Book Supplies	0.00	233.33	6.63	699.99
Display Materials	0.00	0.00	0.00	0.00
Courier Service	0.00	0.00	4,245.00	4,500.00
Computer Software	0.00	0.00	0.00	20.00
Computer Maintenance	100.00	395.83	2,167.99	1,187.49
Butterfly Garden	0.00	0.00	0.00	0.00
Postage	35.06	33.33	74.95	99.99
Insurance	412.00	0.00	527.00	0.00
Seminars	0.00	0.00	0.00	0.00
Dues	0.00	0.00	0.00	0.00
Advertising	239.91	131.25	352.41	393.75
Bank Charges	0.00	0.00	0.00	0.00
Returned Checks	0.00	0.00	0.00	0.00
Interest Paid	0.00	0.00	0.00	0.00
Grant In Kind	0.00	0.00	0.00	0.00
TALK - Ks. Humanities	0.00	0.00	0.00	0.00
Summer Reading Programs	0.00	0.00	0.00	0.00
Teen Programs Supplies	0.00	83.33	0.00	249.99
Misc. Child. Program Supplies	29.99	166.67	141.02	500.01
Adult Program Expenses	0.00	208.33	0.00	624.99
Supplies for grants received	0.00	0.00	0.00	0.00
Resiliency Kits	0.00	0.00	0.00	0.00
Services for the Community	0.00	10.00	0.00	20.00
Miscellaneous	12.87	158.33	129.27	474.99
Equipment - Technology U.	0.00	0.00	1,461.00	0.00
Travel Expenses - Cont. Ed.	0.00	0.00	0.00	0.00
Continuing Education	0.00	0.00	0.00	0.00
Improvements	0.00	395.83	0.00	1,187.49
Capital Improvements	0.00	0.00	0.00	18,000.00
Total Expenses	<u>26,299.82</u>	<u>29,586.74</u>	<u>83,468.91</u>	<u>112,770.22</u>
Net Income	<u>(\$ 21,126.35)</u>	<u>(\$ 25,924.23)</u>	<u>\$ 104,772.22</u>	<u>\$ 73,817.31</u>

STAFF REPORTS

- A. Community Development Director Fiedler**
- B. Parks & Public Buildings Director Owings**
- C. Public Safety Director Newman**
- D. Public Works Director Eggleston**
- E. City Engineer- Scheer**
- F. City Attorney Arbuckle**
- G. Finance Director Miller**
- H. City Clerk/HR Director Carrithers**
- I. City Administrator Clark**

GOVERNING BODY REPORTS

- A. Mayor Truman**
- B. Councilmember Colbert**
- C. Councilmember Wilson**
- D. Councilmember Bass**
- E. Councilmember Anderson**
- F. Councilmember Gregory**
- G. Councilmember Kerstetter**
- H. Councilmember Evans**
- I. Councilmember Stamm**

ADJOURN