

CITY OF TONGANOXIE  
321 S. DELAWARE 913-845-2620  
March 6, 2017  
7:00 Regular Meeting



Honorable Jason K. Ward, Mayor  
Council Members  
Chris Donnelly                      James Truesdell  
Curtis Oroke                      Andy Gilner                      Kara Reed

**Open Regular Meeting – 7:00 p.m.**

**I. Pledge of Allegiance**

**II. Approval of Minutes – Regular Meeting dated February 21, 2017**

**III. Consent Agenda**

- a) Consider Approval of Bills - Approve Pay Ordinance A-1798
- b) Consider approval of payment to Blue Cross and Blue Shield for health insurance premiums in the amount of \$29,880.69
- c) Consider approval of payment to First State Bank and Trust for debt payment and credit card payments in the amount of \$13,446.47
- d) Consider approval of payment to Honeycreek Disposal Service for waste collection services in the amount of \$24,711.50
- e) Consider approval of payment to Generation Relevant for entertainment services at Tonganoxie Days 2017 in the amount of \$4,500.00
- f) Consider approval of payment to Patchen for operating supplies in the amount of \$3,340.00

**IV. Open Agenda**

“Members of the public are welcome to use this time to comment about any matter relating to City business. The comments that are discussed under Open Agenda may or may not be acted upon by the Council during this meeting. Please wait to be recognized by the Mayor, then **state your name and address** and all comments are to be directed to the chair.”

**V. Old Business**

- a) Second Reading – Ordinance 1419: An ordinance amending Chapter V, Article 1, Section 5-102 of the City Code and adjusting the fees for business licenses

**VI. New Business**

- a) Resolution 03-17-01; updating authorized users on the City’s municipal investment pool account
- b) Consider approval of request for two complimentary water park season passes for LMH Endowment Summer Spray 5K
- c) Consider approval of expenditure to replace the floor in the bath houses at the water park
- d) City Manager Agenda

1. ¾-Cent Sales Tax discussion
2. Greystone drainage discussion
3. Discussion on possible annexation

e) City Attorney Agenda

f) Mayor Agenda

1. Appointment of new planning commissioner

g) Mayor Pro Tem Agenda

h) City Council Agenda

**VII. Information & Communications (No Action Required)**

**VIII. Adjourn**



Mayor Ward opened the meeting at 7:00 p.m. with the pledge of allegiance. Council members present were Jim Truesdell, Curtis Oroke, Chris Donnelly, Andy Gilner, and Kara Reed. Also in attendance were Interim City Manager Jamie Shockley, Interim City Attorney Keyta Kelly, and City Clerk Patty Hagg.

**Approval of Minutes and Consent Agenda**

- Mr. Gilner moved to approve the minutes from February 6, 2017. Mr. Oroke seconded. All ayes. Motion carried.
- Mr. Gilner moved to approve the consent agenda A-C which includes Pay Ordinance A-1797. Mr. Donnelly seconded. All ayes. Motion carried.

**Open Agenda-**

- No one spoke during open agenda

**New Business**

**VFW Dog Park – Moved to later in the agenda – No one present to speak.**

**First Reading – Ordinance 1419: Business License Fees**

- Ms. Shockley reviewed our current policy and late fees for business license renewals. She also reviewed Ordinance 1419 and the changes to reduce the late fee penalty on business license renewals.
- No Action was taken at this time.

**Consider approval of Mobile Vending Permit for Sweet Treat Day Bakery**

- Ms. Shockley explained the request from Sweet Treat Day Bakery to set up a mobile vending cart in Gallagher Park during summer pool hours from 1:00pm – 6:00pm Tuesday through Saturday. She stated the property is owned by the city and the council would need to approve the request to use city property for the Sweet Treat Day Bakery mobile vending application.
- The council discussed other events that may involve Gallagher Park and where the mobile vending cart would be located.
- Ms. Reed moved to allow Sweet Treat Day Bakery to set up in Gallagher Park as Mobile Food Vendor. Mr. Donnelly seconded. All ayes. Motion carried.

**Consider approval of New Police Vehicle**

- Ms. Shockley reviewed the budget expense of \$35,000.00 for a new police car. After research the police department is recommending purchasing a 2017 Dodge Charger from Davis-Moore Chrysler, lights and siren purchase with installation from 911 Custom and the vehicle decal wrap from Everlasting Sign Co. for a total purchase price of \$31,521.52.
- Ms. Reed moved to approve the purchase of the new police vehicle. Mr. Truesdell seconded. All ayes. Motion carried.

**City Manager Agenda**

**January Financial Report**

- Ms. Shockley presented the revenues and expenditures for the month of January 2017.

**Report on Pet Citation & Fees**

- Ms. Shockley presented information requested by the City Council regarding citations and fines for animals at large and pet licenses. She stated with the new utility billing format we will be able to inform the citizens about registering pets in the community news section on the water bills, she will also post information on social media. Monica Gee stated she is working with the local vets and Leavenworth County Humane Society to provide free spade and neutering, shots and identity chips during the month of April when we have pet registration.

**GBA & Port Authority Meeting**

- Ms. Shockley stated she had a meeting with GBA & the Port Authority. The Port Authority is asking the council to name a road in the Industrial Park.
- No Action was taken.

**Water Tower Painting Project**

- Ms. Shockley stated there is going to be a contest on social media to pick a color for the water tower. She will have several styles to choose from and will post them on social media for votes.

**Agenda Item – VFW Dog Park - Bob Puhr**

- Mr. Puhr arrived and presented a proposal for an off leash Dog Park located on VFW property. He stated he was in very early stages of planning. He has plans to set up a go fund me account for the expense of the fencing. He requested assistance from the city to help clear land in the proposed area. Ms. Kelly advised Mr. Puhr to review the tax exempt status to see if the dog park was allowed so they would not lose their tax exempt status.
- Mayor Ward stated the VFW Park is private property and suggested Mr. Puhr keep the council updated on the progress.
- No action was taken.

### **Consider approval with Generation Relevant**

- Ms. Shockley reviewed the contract with Generation Relevant to provide four bands for Tonganoxie Days on Saturday June 10, 2017.
- Mr. Gilner made a motion to approve the contract with Generation Relevant not to exceed \$13,500.00. Ms. Reed seconded. All ayes. Motion carried

### **City Attorney Agenda**

- Ms. Kelly stated she reviewed the Kansas State Statutes and found that only residents within city limits are allowed to run for elected positions.

### **Mayor Agenda**

- Mayor Ward reminded the council that the new City Manager, George Brajkovic will start on Wednesday, March 1, 2017. Ms. Shockley stated she will schedule an employee meet and greet on March 1st. Mayor Ward directed Ms. Shockley to contact Mr. Brajkovic to see if he will be available for a public meet and greet on Friday, March 10, 2017 from 4:00-6:00pm.

### **Mayor Pro Tem Agenda**

- Ms. Reed stated she heard Eudora will be opening a Farmer and Vendor Market. The council discussed the possibility of having a farmer's market in Tonganoxie. Consensus was the City should wait to see if there was interest from area growers to organize and manage a farmer's market.

### **Executive Session to Discuss Matters of Non-Elected Personnel**

- Mr. Gilner moved to enter into an executive session to discuss matters of non-elected personnel for a period of 7 ½ minutes, to include the governing body. Ms. Reed seconded. All ayes. Motion carried.
- Mr. Gilner moved to return from executive session and to make a note that no action was taken. Mr. Donnelly seconded. All ayes. Motion carried.

With no further business, Mr. Gilner made a motion to adjourn the meeting. Ms. Reed seconded. All Ayes.

Meeting adjourned at 7:53 p.m.



City of Tonganoxie, KS

# Check Report

By Check Number

Date Range: 02/21/2017 - 03/02/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>						
0001	911 CUSTOM	03/02/2017	Regular	0.00	1,883.00	44123
0015	ALL SEASONS CAR WASH	03/02/2017	Regular	0.00	128.00	44124
0694	APPARATUS SERVICES LLC	03/02/2017	Regular	0.00	856.66	44125
0046	BAY BRIDGE ADMINISTRATORS, LLC	03/02/2017	Regular	0.00	238.30	44126
0056	BLUE CROSS AND BLUE SHIELD	03/02/2017	Regular	0.00	29,880.69	44127
0064	BOUND TREE MEDICAL, LLC	03/02/2017	Regular	0.00	1,302.97	44128
0077	CARAWAY PRINTING CO., INC.	03/02/2017	Regular	0.00	145.00	44129
0115	CONRAD FIRE EQUIPMENT, INC.	03/02/2017	Regular	0.00	162.66	44130
0119	COPY CENTER OF TOPEKA	03/02/2017	Regular	0.00	82.30	44131
0136	DELTA DENTAL PLAN OF KANSAS,IN	03/02/2017	Regular	0.00	2,186.62	44132
0182	FEDEX	03/02/2017	Regular	0.00	31.95	44133
0189	FIRST STATE BANK & TRUST	03/02/2017	Regular	0.00	13,446.47	44134
0198	FRANK ROBISON	03/02/2017	Regular	0.00	1,400.00	44135
0813	FREESTATE ELECTRIC COOPERATIVE	03/02/2017	Regular	0.00	1,293.00	44136
0208	GENERATION RELEVANT	03/02/2017	Regular	0.00	4,500.00	44137
0243	HIMPEL LUMBER & BUILDING SUPPL	03/02/2017	Regular	0.00	207.22	44138
0250	HONEYCREEK DISPOSAL SERVICE	03/02/2017	Regular	0.00	24,711.50	44139
0275	J. WARREN COMPANY, INC.	03/02/2017	Regular	0.00	400.00	44140
0278	JAMIE SHOCKLEY	03/02/2017	Regular	0.00	210.79	44141
0330	KANSAS GAS SERVICE	03/02/2017	Regular	0.00	447.77	44142
0345	KATHLEEN MCBRATNEY	03/02/2017	Regular	0.00	375.00	44143
0395	LCDC	03/02/2017	Regular	0.00	10.00	44144
0802	LED DIRECT	03/02/2017	Regular	0.00	596.00	44145
0410	LIBERTY NATIONAL	03/02/2017	Regular	0.00	219.53	44146
0414	LINK-LITE NETWORKING, INC.	03/02/2017	Regular	0.00	1,079.25	44147
0732	METLIFE - GROUP BENEFITS	03/02/2017	Regular	0.00	195.48	44148
0357	MIKE KELLY	03/02/2017	Regular	0.00	1,000.00	44149
0478	NEBRASKA FURNITURE MART	03/02/2017	Regular	0.00	1,106.90	44150
0494	OMEGA DOOR & HARDWARE	03/02/2017	Regular	0.00	2,400.00	44151
0496	ONE CALL CONCEPTS	03/02/2017	Regular	0.00	73.00	44152
0503	PACE ANALYTICAL SERVICES INC	03/02/2017	Regular	0.00	454.00	44153
0505	PATCHEN	03/02/2017	Regular	0.00	3,340.00	44154
0555	RICOH USA, INC.	03/02/2017	Regular	0.00	1,515.42	44155
0566	SALTUS TECHNOLOGIES	03/02/2017	Regular	0.00	925.00	44156
0247	SCOTT HOLLADAY	03/02/2017	Regular	0.00	233.87	44157
0577	SECRETARY OF STATE	03/02/2017	Regular	0.00	50.00	44158
0578	SECURITY BENEFIT	03/02/2017	Regular	0.00	821.33	44159
0579	SECURITY BENEFIT - 457	03/02/2017	Regular	0.00	2,200.00	44160
0614	T-MOBILE	03/02/2017	Regular	0.00	429.12	44161
0628	TODD'S TIRE LLC	03/02/2017	Regular	0.00	136.00	44162
0631	TONGANOXIE CHAMBER OF COMMERCE	03/02/2017	Regular	0.00	75.00	44163
0814	TONGIE INK	03/02/2017	Regular	0.00	869.00	44164
0815	TRANSLATION PERFECT	03/02/2017	Regular	0.00	171.32	44165
0651	USA BLUE BOOK	03/02/2017	Regular	0.00	236.84	44166
0661	VISION SERVICE PLAN	03/02/2017	Regular	0.00	461.72	44167
0671	WESTAR ENERGY	03/02/2017	Regular	0.00	1,270.01	44168
0677	WILLIAM PRAY	03/02/2017	Regular	0.00	600.00	44169

Check Report

Date Range: 02/21/2017 - 03/02/2017

<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Payment Date</b>	<b>Payment Type</b>	<b>Discount Amount</b>	<b>Payment Amount</b>	<b>Number</b>
0816	YOURMEMBERSHIP.COM, INC	03/02/2017	Regular	0.00	150.00	44170

Bank Code AP Bank Summary

<b>Payment Type</b>	<b>Payable Count</b>	<b>Payment Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	78	48	0.00	104,508.69
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>78</b>	<b>48</b>	<b>0.00</b>	<b>104,508.69</b>

### Fund Summary

<b>Fund</b>	<b>Name</b>	<b>Period</b>	<b>Amount</b>
998	Gen Fund-Pooled Cash	3/2017	104,508.69
			<u>104,508.69</u>



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** March 6, 2017  
**To:** Honorable Mayor Jason K. Ward and Members of the City Council  
**FROM:** Jamie Shockley, Assistant City Manager  
**SUBJECT:** Ordinance 1419: Reducing the Late Fee on Business License Renewals

**DISCUSSION:**

City staff recently researched how other communities handle late fees for business license renewals in response to several complaints we have received from local businesses. The concerns were regarding excessive late charges on business licenses. The result of that research is that the City of Tonganoxie does charge more than most communities for late fees on business licenses renewals. Currently, the business license annual cost is \$50 per year, or \$45 if the application is completed online. Beginning on February 1 of each year, if the business license has not been renewed, the cost goes up to \$100. On March 1, the cost increases to \$200, and on April 1, the cost maxes out at \$300. The table below summarizes how other nearby communities assess late fees on business license renewals:

Community	Business License Fee	Late Fee	Date Late Fee Assessed
Basehor	\$50.00	\$50.00	April 1
Lawrence	Doesn't Require Business Licenses		
Leavenworth	Doesn't Require Business Licenses for All Businesses		
Lansing	Varies - \$25 - \$500	\$10.00 per day	30 days past due date
Lenexa	Varies - \$10 - \$1500	\$50	30 days past due date
Tonganoxie	\$50.00	\$50 - \$250	1 day past due date

Based on these findings, city staff is recommending reducing the City's late fee to \$50 as the maximum, which would still go into effect on February 1 of each year, for a total fee of \$100 for late renewals. Ordinance 1419 would make that change.

**ACTION NEEDED:**

Make a motion to approve Ordinance 1419.

cc: Michael Kelly, City Attorney

ORDINANCE NO. 1419

**Amending Chapter V, Article 1, Section 5-102 of the City Code and adjusting the fees for the business license.**

Section 1. That Chapter V, Article 1, Section 5-102(d) of the City Code, is hereby amended to read:

(d) If the license renewal fee is not fully paid before February 1st of the same year it is due, the fee to renew shall increase to \$100, and shall likewise increase an additional \$100 the first day of each subsequent month that the fee is not fully paid up to an amount not to exceed \$300.00.

Section 2. REPEAL. To the extent any other Ordinance of the City of Tonganoxie is inconsistent herewith, the same is repealed.

Section 3. Effective Date. That this ordinance shall take effect and be in force from and after its passage, approval, and publication in the Tonganoxie Mirror, the official newspaper of the City of Tonganoxie, Kansas.

PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF TONGANOXIE, KANSAS, ON THIS 6<sup>TH</sup> DAY OF MARCH, 2017.

(Seal)

\_\_\_\_\_  
Jason K Ward, MAYOR

ATTEST:

\_\_\_\_\_  
Patty Hagg, CITY CLERK



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** March 6, 2017  
**To:** Honorable Mayor Jason K. Ward and Members of the City Council  
**FROM:** Jamie Shockley, Assistant City Manager  
**SUBJECT:** Municipal Investment Pool Authorized Users

**DISCUSSION:**

Resolution 03-17-01 identifies the authorized users for the City of Tonganoxie's Kansas Municipal Investment Pool Account. This is the account we use to make bond payments to the State of Kansas. This resolution is needed to remove former city manager Nathan McCommon as an authorized user and add new city manager George Brajkovic. Any changes to authorized users require a resolution to be approved by the governing body.

**ACTION NEEDED:**

Make a motion to approve Resolution 03-17-01

cc: George Brajkovic, City Manager

**RESOLUTION 03-17-01**

WHEREAS, the undersigned is an eligible municipality, as defined in K.S.A. 12-1675, as amended, (the "Participant") and from time to time has funds on hand in excess of current cash demands; AND

WHEREAS, it is the best interest of the Participant and its inhabitants to invest funds in investments that yield a favorable rate of return while providing the necessary liquidity and protection of the principal; AND

WHEREAS, the Pooled Money Investment Board (the "PMIB"), operates the Municipal Investment Pool (MIP), a public funds investment pool, pursuant to Chapter 254 of the 1996 *Session Laws of Kansas*, and amendments thereto; AND

NOW, THEREFORE, be it resolved by the Governing Body of the City of Tonganoxie, Kansas:

1. The municipality designated below approves the establishment of an account in its name in the MIP for the purpose of transmitting funds for investment, subject to the MIP Participation Policy adopted by the Pooled Money Investment Board, and municipality acknowledges it has received a current copy of such Participation Policy. The Participant's taxpayer identification number assigned by the Internal Revenue Service is 48-6035159.
2. The following individuals, whose signatures appear directly below, are officers or employees of the Participant and are each hereby authorized to transfer funds for investment in the MIP and are each authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of funds:

List officers or employees authorized to execute documents and make deposits and withdrawals:

Name: Jason K. Ward

Title: Mayor

Signature \_\_\_\_\_

Name: George Brajkovic

Title: City Manager

Signature \_\_\_\_\_

Name: Jamie Shockley

Title: Assistant City Manager

Signature \_\_\_\_\_

3. Notice required by the PMIB's Municipal Investment Pool Participant Policy shall be provided to:

Contact Person: Jamie Shockley

Address: P.O. Box 326  
Tonganoxie, Kansas 66086

Telephone: 913-845-2620  
Fax No.: 913-845-9760  
Email: jshockley@tonganoxie.org

4. This Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant and until the PMIB receives a copy of any such amendment or revocation, the PMIB is entitled to rely on same.

PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF TONGANOXIE, KANSAS THIS 6TH DAY OF MARCH, 2017.

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Jason K. Ward, Mayor

ATTEST:

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Patty Hagg, City Clerk



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** March 6, 2017  
**To:** Honorable Mayor Jason K. Ward and Members of the City Council  
**FROM:** Jamie Shockley, Assistant City Manager  
**SUBJECT:** Request to Waive Fee for Two Individual Season Passes for LMH Endowment 5K

**DISCUSSION:**

The City received the attached letter from the Lawrence Memorial Hospital Endowment, requesting a donation of two individual pool season passes to be given away as prizes at their annual Summer Spray 5K event.

**ACTION NEEDED:**

Make a motion to waive the \$110 fee for two individual season passes and donate it to LMH Endowment for use at their annual Summer Spray 5K event.

**From:** [Nicola Gentry](#)  
**To:** [Jamie Shockley](#)  
**Subject:** LMH Summer Spray 5K pool passes  
**Date:** Wednesday, February 22, 2017 3:31:20 PM

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Hi Jamie,

My name is Nicola Gentry and I am an intern at LMH Endowment. I am contacting you in regards to the Summer Spray 5K taking place in Tonganoxie on July 15th. We were wanting to give 2 season pool passes to the Tonganoxie pool to the winner of our kids division (12 & younger) one boy and one girl winner. We were wondering if you would like to donate these passes as an in-kind donation to the cause? Please feel free to contact me or Tiffany Hall, [Tiffany.Hall@LMH.org](mailto:Tiffany.Hall@LMH.org) .

Thank you for supporting Lawrence Memorial Hospital Endowment Association!

Have a great day,

Nicola Gentry  
LMH Endowment Intern



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** March 6, 2017  
**To:** Honorable Mayor Jason K. Ward and Members of the City Council  
**FROM:** Jamie Shockley, Assistant City Manager  
**SUBJECT:** Replace Flooring in Pool Bath Houses

**DISCUSSION:**

The floor in both of the pool bath houses are in poor condition and in need of replacement. City staff collected two bids to replace the flooring, and the low bid came in at \$9,500 from UNI Floor, Inc. The company offers a five year warranty on product and workmanship.

**BUDGET IMPACT:**

The City budgeted \$10,000 in the Water Operations Fund for 2017 for maintenance at the water park. There is adequate budget authority to cover this expense.

**ACTION NEEDED:**

Make a motion to authorize UNI Floor Inc. to replace the bath house floors at the water park for a cost not to exceed \$9,500.00

cc: George Brajkovic, City Manager  
Kent Heskett, Public Works Director  
Darren Shupe, Water Park Manager



# UNI FLOOR INC.

## COMMERCIAL CONTRACT RESINOUS FLOORING

7885 West 153rd Terrace  
Overland Park, KS 66223  
Phone 913-814-0689  
Cell 913-238-4633  
Fax 913-814-0579

Date: March 1, 2017

Bid Proposal To: Toganoxie Water Park  
221 S. Main Street  
Toganoxie, KS 66086  
913-845-2620

**JOB: Restroom remodel w/Entrance**

Attn.: Lloyd Wisdom [kshawkf56@yahoo.com](mailto:kshawkf56@yahoo.com)  
785-393-4234

### Specifications and Scope of Work

UNI Floor Inc. proposes to furnish all labor, materials, equipment, insurance and services necessary to install approximately 1,150 S/F including integral cove base of the **DUR-A-Quartz Epoxy/Urethane Flooring System** special blended color to be selected. Everything installed with and in strict accordance of **DUR-A-FLEX MATERIALS** factory mixed for a consistency of color and manufacturers installation guidelines.

UNI Floor Inc. proposes to apply **ELAST-O-COAT Waterproofing Membrane** primer. A two part Elastomer-Modified, high build epoxy coating used for all needed repairs to cracks and patch/fill all existing substrate seams and blisters to aid in elasticity. Thereby significantly relieving stress and reducing crack transmission by helping the substrate to shift as needed. Elast-O-Coat has a significant 150% of elasticity tendencies as opposed to epoxies 7%.

Upon all floor prep a full heavy single broadcast of selected Q-28-33 Quartz into a 16mil application of the **Dur-A-Glaze #4 Base Coat** epoxy binder is applied. This thermosetting epoxy is designed especially for flooring applications subjected to moderate traffic and chemicals. DUR-A-Glaze Epoxy Coating is ideally suited for application on concrete designed to enhance adhesion properties that are typically hard to bond together and will not become brittle due to aging and temperature changes. Moreover, to ensure a proper and secure bond we add a highly-specialized formula of Super Stick. **SUPER-STICK** is a special liquid additive that enhances the adhesion of an epoxy resin to certain substrates. The addition of SUPER-STICK to only the prime coat is highly recommended when applying an epoxy coating or an epoxy flooring system on ceramic tile, quarry tiles, brick pavers, existing epoxy, urethane, etc.

A final and separate two clear top coats are then applied. The first of a 16mil top coat is added of **Ultra-Clear Epoxy Coating**. ULTRA-CLEAR is a clear, two-component 100% solids, thermosetting epoxy designed specifically for the DUR-A-Quartz decorative flooring systems. ULTRA-CLEAR is the purest formulation of its kind in the DUR-A-FLEX line of epoxy products and protects against UV rays and helps prevent the floor from ambering. Ultra-Clear reinforces the visual depth and texture of the quartz and chip blends. The final step of a 6mil **Poly-Thane 2 High Solids** is installed over all the detailed work above. Poly Thane 2 is a two-part aliphatic polyurea/polyaspartic water-clear floor coating with excellent UV stability and gloss retention and therefore will not amber from exposed direct sunlight. Because of its superior high resistance to harsh chemicals makes it the only choice to ensure the longest lasting and easiest maintenance from soaps and detergents most commonly used in this type of facility over all long-term abuse as well as common urine stain build up at urinals.

UNI Floor, Inc. shall be paid **\$9,500 Nine Thousand Five Hundred Dollars and no cents** for all detailed work described above and as detailed below.

### Added Details Inclusions & Exclusions:

1. Any exposed edges susceptible to water penetration will be caulked with a silicone clear water proofing sealer.
2. All normal and not to be excessive necessary take-up, prep/grinding and patching is included. No sales tax is in this proposal.
3. A five year warranty is included with this and all Dur-A-Flex epoxy coating systems. All integral cove is in this scope of work.
4. All night, week end and overtime if required is included. Scope of detailed work is to accommodate the facilities normal business hours and not to exceed five consecutive work days and nights if required to complete this project within the scheduled timeframe required.
5. Payment to be received with-in 30 days of completion date and only upon 100% satisfaction. All material data sheets are attached.
6. Pricing includes the addition of integral cove for restrooms entrance and extra care for all joint and crack repairs as stated above.

John McCullum /UNI Floor Inc.

**Approved by:** \_\_\_\_\_

**Title:** \_\_\_\_\_

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



3940 S. Ferree  
 Kansas City, KS 66103  
 Toll free: 800-532-2423  
 Office: 913-362-4141  
 Fax: 913-362-9595  
[www.epoxyspecialists.com](http://www.epoxyspecialists.com)

**TO:** Lloyd Wisdom  
 Tonganoxie Kansas  
 321 S Delaware  
 PO Box 326  
 Tonganoxie, KS 66086  
 913-203-0318

**DATE:** September 29, 2016

Epoxy Coating Specialists, Inc. (E.C.S.) promises and proposes to furnish all labor, material, equipment, insurance and supervision required for an installation generally described as follows:

**EPOXY FLOOR COATING PROPOSAL**

**AREA:** Pool Building (Entry and Locker Rooms) – approximately 1,100 square feet of flooring with 300 lineal feet of cove base with optional sloping ¼” per foot to drain

**SYSTEM:** A: ECS Decorative Full Flake Epoxy Floor System w/ High Traffic Urethane Top Coat  
 B: ECS MMA Indoor/Outdoor Decorative Full Flake Flooring System for added UV, Chemical and Abrasion Resistance

**PROCEDURES:** Self-contained diamond grind preparation method.  
 Pre-fill cracks, joints and other imperfections.  
 Application of Flooring System.

**SCHEDULE:** Based on completing all work in ONE continuous mobilization. Based on completing during a regular work week; Monday - Friday, 7:00 AM - 5:00 PM work schedule.

**PRICE:**

<u>System A:</u> Furnished and installed for the sum of	\$10,150.00 (Sales Tax NOT Included)
<u>System B:</u> Furnished and installed for the sum of	\$13,650.00 (Sales Tax NOT Included)
<u>Optional Sloping to Drain:</u> Furnished and installed for the sum of	\$16,000.00 (Sales Tax NOT Included)

NOTE: A Project Exemption Certificate is required for Sales/Use Tax Exemption; if applicable, please secure this document upon acceptance of this proposal for work.

**TERMS:** Payment within twenty (20) days of E.C.S. project completion.  
**If applicable, all state, city and county sales taxes should be added to the amount quoted in this proposal.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specification involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

By accepting this offer, purchaser agrees to the terms and conditions set forth on the face and reverse side hereof.

\_\_\_\_\_  
 Accepted By

Brent Moroney  
 Submitted By: Brent Moroney

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 September 29, 2016  
 Date

If this proposal is not accepted within thirty (30) days from date herein, it may be withdrawn at E.C.S.'s option.

## Subject to the provisions of this Proposal

- 1.) E.C.S. shall not be held responsible for damage or delay resulting from Acts of God, riots, civil commotion or disorders, delays or default by carriers, inherent defects in premises where the work is to be done, strikes, fires, or other causes beyond E.C.S.'s reasonable control.
- 2.) No allowance is made in this proposal and no deductions will be permitted from the amount designated for specific or pro-rated charges on account of general cleaning, plaster patching, heat, light, power for machinery, and storage space in the building shall be furnished by the owner or general contractor without expense to E.C.S.
- 3.) In the event the product furnished by E.C.S. is water based, the storage space must be heated to at least forty-five (45) degrees Fahrenheit and such temperature must be maintained throughout the time of storage.
- 4.) If the products to be furnished by E.C.S. for use in the project are to be installed in cold weather, the area to which such products are to be applied (substrate or surface) must be heated to at least fifty (50) degrees Fahrenheit during installation and curing cycle.
- 5.) If a surety bond is required, the amount of the premium shall be paid to E.C.S. in addition to the amount specified for the work above.
- 6.) Authorization to commence work indicates readiness of the previous surface; E.C.S. cannot be held responsible for composition, integrity or substrate prepared by others.
- 7.) E.C.S. cannot be held responsible for inconspicuous deficiencies in substrates or prior surfaces, such as structural movement, shrinkage cracks, moisture transmission due to lacking or ineffective vapor barriers, etc.
- 8.) This proposal and any Agreement resulting therefrom as herein provided is subject to modification in price to cover increase or decrease in the costs of either labor or materials or both, including any additional costs of obtaining materials from other than normal sources of supply.
- 9.) For a period of one (1) year from the date of substantial completion of E.C.S.'s work covered hereby or from acceptance of any alleged faulty material or improper workmanship, whichever is earlier, E.C.S. agrees to replace any faulty materials furnished by E.C.S. and to repair any improper workmanship performed by E.C.S. subject to and this warranty is expressly conditioned on E.C.S.'s promptly receiving written notice from Owner of any such defects or any improper workmanship, and an opportunity to inspect the same prior to their being disturbed or otherwise moved. Instead of replacing such materials or repairing such workmanship, all of E.C.S.'s obligations under this paragraph can be satisfied at our option by our refunding the cost of such defective materials or improper workmanship if E.C.S. has been previously paid or by issuing a credit memo for such amount if E.C.S. has not been previously paid. E.C.S.'s liability and responsibility is limited to such repair, replacement or refund, but under no circumstances shall E.C.S.'s responsibility or liability exceed the amount E.C.S. is entitled to receive for performing this work.  
  
E.C.S. will issue its warranty to Owner upon completion of this contract in the same form, attached hereto and identified as a "Sample Warranty". E.C.S.'s warranty extends only to the extent and to the materials and workmanship which are expressly described in the sample warranty attached hereto. E.C.S. shall not be obligated to perform any warranty work provided for in this agreement until all sums of principle and interest payable under this contract have been paid in full.
- 10.) Attachment "A" is considered part of this proposal for work.
- 11.) It is understood that the entire Agreement between the parties is contained in this Proposal and that no verbal or other understandings shall be binding on E.C.S., and any amendment hereto shall be made in writing.
- 12.) This Proposal shall not become a Contract until accepted by both parties in writing.
- 13.) Attachment "B" is considered part of this proposal for work.

### **NOTICE TO OWNER:**

**FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIALS OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO CHAPTER 429, RSMo. TO AVOID THIS RESULT YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.**



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** March 6, 2017  
**To:** Honorable Mayor Jason K. Ward and Members of the City Council  
**FROM:** Jamie Shockley, Assistant City Manager  
**SUBJECT:**  $\frac{3}{4}$ -Cent Sales Tax Election

**DISCUSSION:**

The  $\frac{3}{4}$ -cent sales tax election was approved by 64% of voters on February 28. As a result, the Council needs to begin discussions regarding what projects will be paid for with this revenue. City staff recommends setting up a work session in the coming weeks in order to prioritize the projects on the City's capital projects list and identify next steps for moving forward with the chosen priorities.

It is our recommendation that the City Council not commit to any projects or budget amounts until after this work session takes place and projects have been prioritized. The current capital projects list totals over \$30 million and only \$7.3 million will be collected from this sales tax over the next twenty years.

**ACTION NEEDED:**

Set a date and time for a council work session to prioritize infrastructure projects.

cc: George Brajkovic, City Manager



Office of the City Manager  
**AGENDA STATEMENT**

**DATE:** March 6, 2017  
**To:** Honorable Mayor Jason K. Ward and Members of the City Council  
**FROM:** Jamie Shockley, Assistant City Manager  
**SUBJECT:** Greystone Drainage Discussion

**DISCUSSION:**

Zach Provost recently reached out to city staff requesting the Council start the discussions again about addressing the drainage issue in the Greystone subdivision. Zach's email correspondence with city staff is attached to this agenda statement for the Council's review. Also attached is the report received from BG Consultants in June of 2016 regarding the proposed solution and cost of improvements. Anticipated cost of the improvements are \$122,094. This cost does not include the removal and replacement of utilities and privately-owned improvements, or acquisition of temporary construction and permanent drainage easements.

**RECOMMENDATION:**

We do not recommend the Council commit themselves to any projects until after a work session is held to prioritize the city's capital projects list and identify a game plan for moving forward with the sales tax revenue.

cc: George Brajkovic, City Manager

**From:** Jamie Shockley  
**To:** "[Zackary Provost](mailto:Zackary.Provost@usengineering.com)"; [jward@shb.com](mailto:jward@shb.com); [Jason Ward](#)  
**Cc:** "[Imcwilliams2003@yahoo.com](mailto:Imcwilliams2003@yahoo.com)"; [Kara Reed](#); [Chris Donnelly](#); [Jim Truesdell](#); [George Brajkovic](#)  
**Subject:** RE: Sales Tax Vote  
**Date:** Wednesday, March 01, 2017 2:18:00 PM

---

Hi Zack,

I understand where you're coming from and know that this has been a long process for you both. I will place the item on the agenda for the council to discuss. Please keep in mind, though, that before the council can move forward with any design documents, the city council needs to formally vote on funding this project and has to identify a strategy to pay for these improvements. This is not something that has been anticipated to be paid for in the 2017 budget, so it either has to come from a debt issuance, or wait until revenue starts coming in from the new  $\frac{3}{4}$  cent sales tax. Either way, both of these strategies will take time and can't happen overnight, so I just want to make sure that we're all on the same page and understand how this process will work.

Thanks!

**[Jamie Shockley](#)**

**Assistant City Manager**

**City of Tonganoxie**

Office: (913) 845-2620 ext. 1040

Cell: (314) 960-0979

Fax: (913) 845-9760

[Tonganoxie.org](http://Tonganoxie.org)

---

**From:** Zackary Provost [mailto:[Zackary.Provost@usengineering.com](mailto:Zackary.Provost@usengineering.com)]  
**Sent:** Wednesday, March 01, 2017 7:33 AM  
**To:** Jamie Shockley; [jward@shb.com](mailto:jward@shb.com); [Jason Ward](#)  
**Cc:** '[Imcwilliams2003@yahoo.com](mailto:Imcwilliams2003@yahoo.com)'; [Kara Reed](#); [Chris Donnelly](#); [Jim Truesdell](#)  
**Subject:** RE: Sales Tax Vote

Jamie,

I appreciate you wanting the city council to prioritize infrastructure projects, however Lucas and myself have been extremely patient throughout this process. There was a meeting last fall where the council was ready to proceed with a solution but they were halted by the city attorney to wait for the sales tax vote to pass. That time has come and it's time to proceed. We've analyzed this problem for almost 2 years and we feel it's time to proceed with design documents, followed by bidding and construction.

Last night's storms that rolled through east of Kansas City brought back some terrifying memories over the past few years and it's only a matter of time before these storms are on our back door. I urge the city to move quickly and efficiently towards a permanent solution, before more property damage (or even worse with the flooded transformer) occurs.

Thank you.

---

**From:** Jamie Shockley [<mailto:jshockley@tonganoxie.org>]  
**Sent:** Tuesday, February 28, 2017 1:31 PM  
**To:** Zackary Provost; Ward, Jason (SHB); Jason Ward  
**Subject:** RE: Sales Tax Vote

I don't know when it will take place without discussing it with the city council, but I would suspect sometime in March. Either way, we don't begin collecting the sales tax until October, so our ability to pay for projects before that time would be limited. There are some strategies to do so, but the council would really need to discuss those options with our financial advisor in a work session in order to move forward with anything. I do know the Council understands the urgency of the drainage issues you're facing, but it would be city staff's recommendations that they look at all of the projects they're considering paying for with the sales tax at once to determine how best to proceed.

Thanks!

**Jamie Shockley**  
**Interim City Manager**  
**City of Tonganoxie**  
Office: (913) 845-2620 ext. 1040  
Cell: (314) 960-0979  
Fax: (913) 845-9760  
[Tonganoxie.org](http://Tonganoxie.org)

---

**From:** Zackary Provost [<mailto:Zackary.Provost@usengineering.com>]  
**Sent:** Tuesday, February 28, 2017 12:52 PM  
**To:** Jamie Shockley; Ward, Jason (SHB); Jason Ward  
**Subject:** RE: Sales Tax Vote

Jamie,

Do you know when this meeting will take place? Time isn't exactly on our side when it comes to our drainage issue.

Thanks!

---

**From:** Jamie Shockley [<mailto:jshockley@tonganoxie.org>]  
**Sent:** Tuesday, February 28, 2017 12:49 PM  
**To:** Zackary Provost; Ward, Jason (SHB); Jason Ward  
**Subject:** RE: Sales Tax Vote

Hi Zack,

I'd be happy to add it to the agenda, but my recommendation to the Council is that we should set up a work session in the next few weeks for them to prioritize the

infrastructure projects on their list and come up with a game plan as to what the City plans to pay for with the sales tax. I think it would be more fitting and productive to have that conversation in a work session, rather than in a regular meeting. If you'd still like them to discuss it next Monday, I can get it on the agenda.

Thanks!

**[Jamie Shockley](#)**

**Interim City Manager**

**City of Tonganoxie**

Office: (913) 845-2620 ext. 1040

Cell: (314) 960-0979

Fax: (913) 845-9760

[Tonganoxie.org](http://Tonganoxie.org)

---

**From:** Zackary Provost [<mailto:Zackary.Provost@usengineering.com>]

**Sent:** Tuesday, February 28, 2017 12:46 PM

**To:** Ward, Jason (SHB); Jason Ward

**Cc:** Jamie Shockley

**Subject:** RE: Sales Tax Vote

Jason/Jamie,

Just got word that the sales tax vote passed. That is fantastic news for the city! With that in mind could we add Greystone Drainage to the next meeting agenda? With summer right around the corner, I'd love for the city to agree to a solution. Hopefully we can approve and expedite a remedy.

Thanks.

---

**From:** Ward, Jason (SHB) [<mailto:JWARD@shb.com>]

**Sent:** Tuesday, February 07, 2017 10:36 AM

**To:** Zackary Provost; 'jward@tonganoxie.org'

**Cc:** [jshockley@tonganoxie.org](mailto:jshockley@tonganoxie.org)

**Subject:** RE: Sales Tax Vote

Zach,

We shared your email question with the council and explained that you were seeking assurance that the Greystone drainage project is part of the council's list of priorities.

20 year sales tax proposals are drafted to include categories of improvement such as city infrastructure rather than specific projects due to the long duration of the tax and the potential for changing priorities in that period. Stormwater infrastructure maintenance is on the City's current priority project list and the proposed Greystone drainage improvements would fall into that category.

The council does not intend to commit themselves to specific individual projects due to the general nature of the ballot language but you should take comfort that such improvements are contemplated with the potential revenue from the tax.

Should the tax pass, I think the logical next step is to revisit the project discussions and outline a schedule for the desired improvements.

Give me a call if you would like to discuss in more detail.

Thanks,

Jason

Office 816-559-2051

Cell 913-488-4587

---

**From:** Zackary Provost [<mailto:Zackary.Provost@usengineering.com>]  
**Sent:** Tuesday, February 7, 2017 7:33 AM  
**To:** Ward, Jason (SHB); 'jward@tonganoxie.org'  
**Cc:** [jshockley@tonganoxie.org](mailto:jshockley@tonganoxie.org)  
**Subject:** RE: Sales Tax Vote

Jamie/Jason,

Any update from yesterday would be appreciated. Thanks!

---

**From:** Ward, Jason (SHB) [<mailto:JWARD@shb.com>]  
**Sent:** Monday, February 06, 2017 10:16 AM  
**To:** Zackary Provost; 'jward@tonganoxie.org'  
**Cc:** [jshockley@tonganoxie.org](mailto:jshockley@tonganoxie.org)  
**Subject:** RE: Sales Tax Vote

Thank you Zach. I think I will leave it on to make sure the council knows of your question. Enjoy the game.

---

**From:** Zackary Provost [<mailto:Zackary.Provost@usengineering.com>]  
**Sent:** Monday, February 6, 2017 7:31 AM  
**To:** Ward, Jason (SHB); 'jward@tonganoxie.org'  
**Cc:** [jshockley@tonganoxie.org](mailto:jshockley@tonganoxie.org)  
**Subject:** RE: Sales Tax Vote

Jason,

Unfortunately I can't make it tonight. I'm going to Manhattan to watch some basketball. I don't necessarily think our topic needs to be on the agenda, just wanted to understand if our drainage problem was something that will be addressed if the vote passes.

Thank you for your time!

---

**From:** Ward, Jason (SHB) [<mailto:JWARD@shb.com>]  
**Sent:** Sunday, January 29, 2017 7:37 PM  
**To:** Zackary Provost; 'jward@tonganoxie.org'

**Cc:** [jshockley@tonganoxie.org](mailto:jshockley@tonganoxie.org)

**Subject:** RE: Sales Tax Vote

Zach,

The next city council meeting is February 6<sup>th</sup>. Happy to add your topic to the agenda if you would like to attend.

Thanks,

Jason

---

**From:** Zackary Provost [<mailto:Zackary.Provost@usengineering.com>]

**Sent:** Thursday, January 26, 2017 9:41 AM

**To:** Ward, Jason (SHB); 'jward@tonganoxie.org'

**Cc:** [jshockley@tonganoxie.org](mailto:jshockley@tonganoxie.org)

**Subject:** RE: Sales Tax Vote

Jason,

The council wasn't at last night's meeting. What would be the best way to see if our drainage project is a priority with the sales tax money (if approved)?

---

**From:** Ward, Jason (SHB) [<mailto:JWARD@shb.com>]

**Sent:** Monday, January 16, 2017 10:16 AM

**To:** Zackary Provost; 'jward@tonganoxie.org'

**Cc:** [jshockley@tonganoxie.org](mailto:jshockley@tonganoxie.org)

**Subject:** RE: Sales Tax Vote

Zach,

The sign you describe is being circulated by proponents of a new library. The governing body does not participate in campaign efforts for tax resolutions.

The council has expressed an interest in using monies from the ¾ cent sales tax (should it pass) for infrastructure maintenance and improvements.

I believe the council showed support to use some of the potential proceeds from sales tax for a Greystone drainage solution the last time the issue was discussed.

We are having a couple informational meetings leading up to the circulation of the mail ballots to discuss how proceeds may be used.

I would encourage you to attend one of the meetings and further discuss it with the council if you have any continuing concerns.

The link to the info. is provided below.

Thanks,

Jason

<http://www.tonganoxie.org/government/news/3-4-cent-sales-tax-mail-ballot-election-to-take-place-in-february>

---

**From:** Zackary Provost [<mailto:Zackary.Provost@usengineering.com>]  
**Sent:** Monday, January 16, 2017 9:44 AM  
**To:** Ward, Jason (SHB); 'jward@tonganoxie.org'  
**Subject:** Sales Tax Vote

Jason,

I was recently approached by the library board to see if I wanted to place a sign regarding the sales tax vote in my yard. I allowed them to place the sign in our yard but soon noticed the sign only mentioned a new library. I'm personally not in favor of the sales tax increase if our drainage situation isn't solved. I think it would be irresponsible and/or disrespectful to the citizens of Tonganoxie (me in particular) to disregard basic public infrastructure. If we can't afford to fix this, then in my opinion a Library is not a priority.

Do you feel it's necessary to voice this opinion to the council? Because I'd like some sort of confirmation from the City that our drainage will be solved with a yes vote. If not, I'd have to vote no and educate this to the people I know in town.

Thank you for your time.

**Zackary J. Provost, P.E.** | Preconstruction Manager  
**U.S. Engineering Company** | **Build. Solve. Evolve.** | Mechanical Contractor since 1893

816.753.6969 **Office**  
816.751.9222 **Direct**  
816.315.4313 **Mobile**

[zackary.provost@usengineering.com](mailto:zackary.provost@usengineering.com) | [usengineering.com](http://usengineering.com) | [LinkedIn](#) | [Twitter](#)

Mail Gate made the following annotations on Mon Jan 16 2017 10:15:43

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Mail Gate made the following annotations on Sun Jan 29 2017 19:37:01

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Mail Gate made the following annotations on Mon Feb 06 2017 10:16:08

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Mail Gate made the following annotations on Tue Feb 07 2017 10:36:18

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**TO:** Nathan McCommon, City Administrator

**CC:** Kent Heskett, City Superintendent

**FROM:** Brian Kingsley, City Engineer, BG Consultants, Inc.  
David Hamby, P.E., CFM, BG Consultants, Inc.

**DATE:** June 30, 2016

**RE:** Greystone Addition  
242, 238, 234 Whilshire Dr.  
Storm Water Issues  
16-1001L

The City Council authorized BG Consultants to conduct a detailed review of the Greystone Storm Water Management Plan and Construction Plans prepared by Lutgen Engineering, LLC. The scope of the study was detailed in an email from Brian Kingsley dated June 3, 2016. This memo will address those scope items.

Our first step in the review of the storm water study was to look at the hydrologic and hydraulic modeling of the storm sewer. Our results are summarized on the attached summary table. The Rational Method was used to calculate the storm water flows for this project. The Rational Method is the standard method of estimating peak discharges for small drainage areas of up to 200 acres. Some municipalities have modified the Rational Method formula by adding a “K” factor which is a coefficient to account for antecedent precipitation. The value of the “K” factor is dictated to be 1.25 for a 1% storm event (100 year). The result of the use of the “K” factor is an increase in the peak discharge by 25% in the 1% storm event. We calculated the peak discharges using the Rational Method with and without the “K” factor. Method A calculated the peak discharge without the “K” factor. Method B calculated the peak discharge with the “K” factor of 1.25. The calculated flow to pipe P1020 was consistent between the Greystone Storm Water Management Plan and Method A. The peak discharge calculated using Method B was 25% larger than the Greystone Storm Water Management Plan. In looking at flow to pipes P102 and P101, we discovered an error in the original study. The original study did not include 1.5 acres of drainage area to these pipes. The flows from the Greystone Storm Water Management Plan along with flows calculated using Method A and B are shown on the attached summary table.

We conducted a cross sectional elevation survey of the backyards of the first three houses north of Finch Drive to generate contours, locate fences, other structures and confirm the elevation and location of minimum building openings (MBO). Utilities were not located during this survey. That information is shown on the attached plan-profile



sheets.

We prepared a storm sewer design that would provide 2 feet of freeboard between the water surface elevation of the 1% chance storm event and the MBO of the structures. The proposed storm sewer design is shown on the attached plan-profile sheet. It would require replacing pipe P101 with a 42" pipe (HDPE), P102 with a 42" pipe (RCP) and P1020 with a 36" pipe (HDPE) at a lower elevation and regrading the backyards to create a defined ditch. We would strongly recommend that fences and sheds be removed from the drainage easement to allow proper hydraulic flow. The proposed improvements will provide 2' of freeboard between the projected 1% storm event flows and the MBO of the 3 structures in both Method A and Method B.

The proposed ditch grading will generally consist of a defined ditch with a 4' flat bottom with 5:1 side slopes. The projected flows in the 1% storm event will not exceed 1' in depth. The proposed ditch is generally about 2' to 2.5' deeper than the existing grade.

We also analyzed the effect of lining the existing storm sewer pipes with cured-in-place pipe. While there is some benefit to lining the existing pipes, the desired 2' freeboard was not able to be attained. The calculated water surface elevation with these improvements is shown in the summary table.

Our opinion of probable cost (EOPC) for the recommended improvements is \$122,094. This cost does not include relocation of utilities or privately owned improvements such as fences, sheds, landscaping, etc. In addition to the improvements included in the EOPC, additional grading and improvements outside of the drainage easement have not been included.

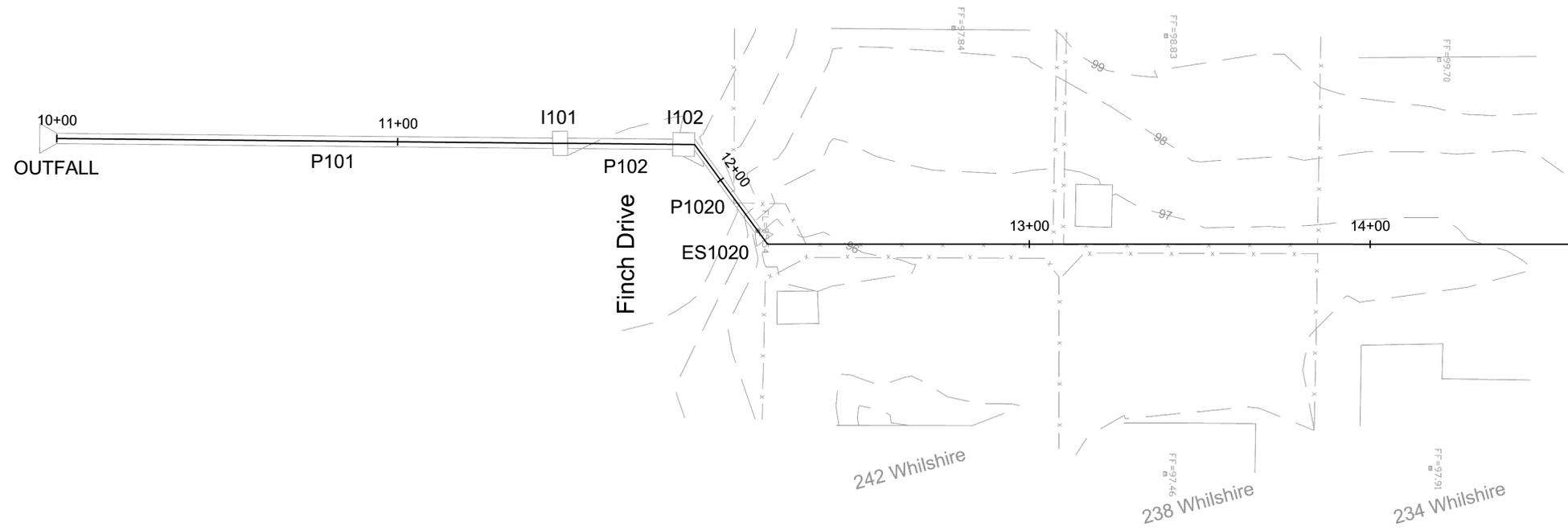
A request from Zackary Provost has been received that requests installation of a 60 gpm sump pump and installation of a retention basin (600 c.f.) in the southwest corner of his property. The Owner has not yet submitted sealed plans prepared by a Professional Engineer but we note that the calculated peak discharge of 17.9 cfs is equivalent to 8,034 gpm. The improvements recommended in this report will provide a long term solution properly designed to mitigate the risk of structure flooding associated with the 1% storm event.

We will be in attendance at the July 5 City Council meeting to answer any questions that you or the Council may have. Thank you.

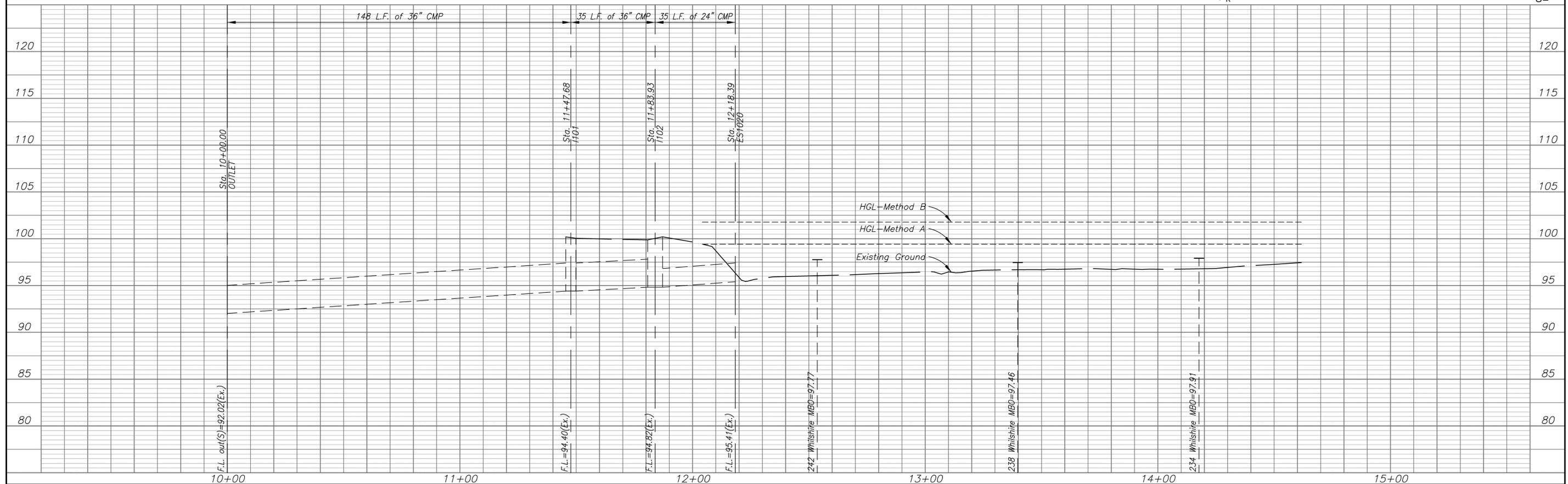
Greystone Storm Water Study  
Summary Table

<u>Item:</u>	<u>Lutgen Report</u>	<u>BG - Method A</u>	<u>BG - Method B</u>	
Drainage Area to P1020 (ac)	4.5	4.5	4.5	
C factor to P1020	0.5	0.51	0.51	
time of conc. to P1020 (min)	12.5	13.1	13.1	
Q(100) to P1020 (cfs)	18.0	17.9	22.4	
Drainage Area to P102 (ac)	9.62*	11.11	11.11	*error in study
C factor to P102	0.5	0.51	0.51	
time of conc. to P102 (min)	14.5	13.1	13.1	
Q(100) to P102 (cfs)	36.0	44.3	55.4	
Drainage Area to P101 (ac)	9.82*	11.31	11.31	*error in study
C factor to P101	0.5	0.51	0.51	
time of conc. to P101 (min)	14.5	13.1	13.1	
Q(100) to P101 (cfs)	36.8	45.1	56.4	
MBO - 242 Whilshire	97.77			
MBO - 238 Whilshire	97.46			
MBO - 234 Whilshire	97.91			
As-Built System				
HGL @ ES1020 - Q(100)	97.56*	99.42	101.78	*from Lutgen email (based on 30" pipe)
New Pipes, Regrade Ditch				
HGL @ ES1020 - Q(100)	N/A	95.17	95.49	EOPC = \$122k
Line Existing Pipes				
HGL @ ES1020 - Q(100)	N/A	97.96	98.76	EOPC = \$100k
<b>Additional Options Considered</b>				
12" Pipe for Low Flows				
HGL @ ES1020 - Q(100)		98.0		EOPC = \$48k
12" Pipe for Low Flows Replace 24" with 30"				
HGL @ ES1020 - Q(100)		97.63		EOPC = \$53k
Slipline 36" between Houses Upsize Remaining Pipes				
HGL @ ES1020 - Q(100)		96.71		EOPC = \$145k

\*EOPC does not include utility or private improvement relocation or easement acquisition.



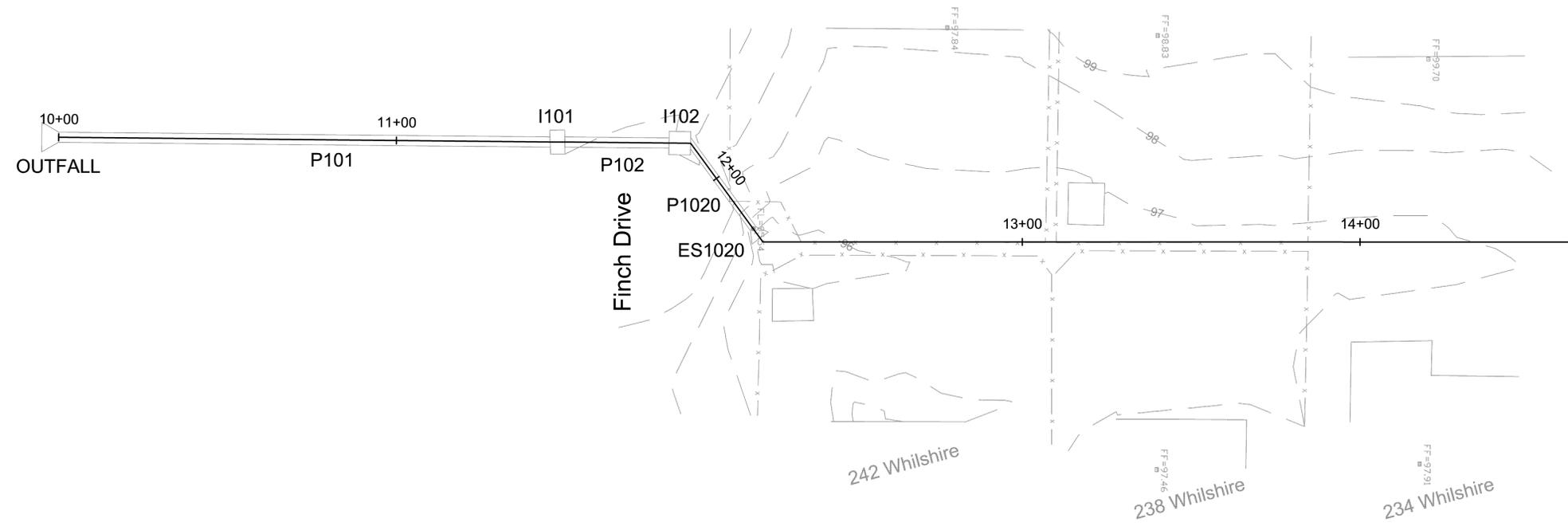
PLAN: Lat. & Long. 20' 0 20' 40'  
 PROFILE: Horiz. same as above  
 Vert. \_\_\_\_\_



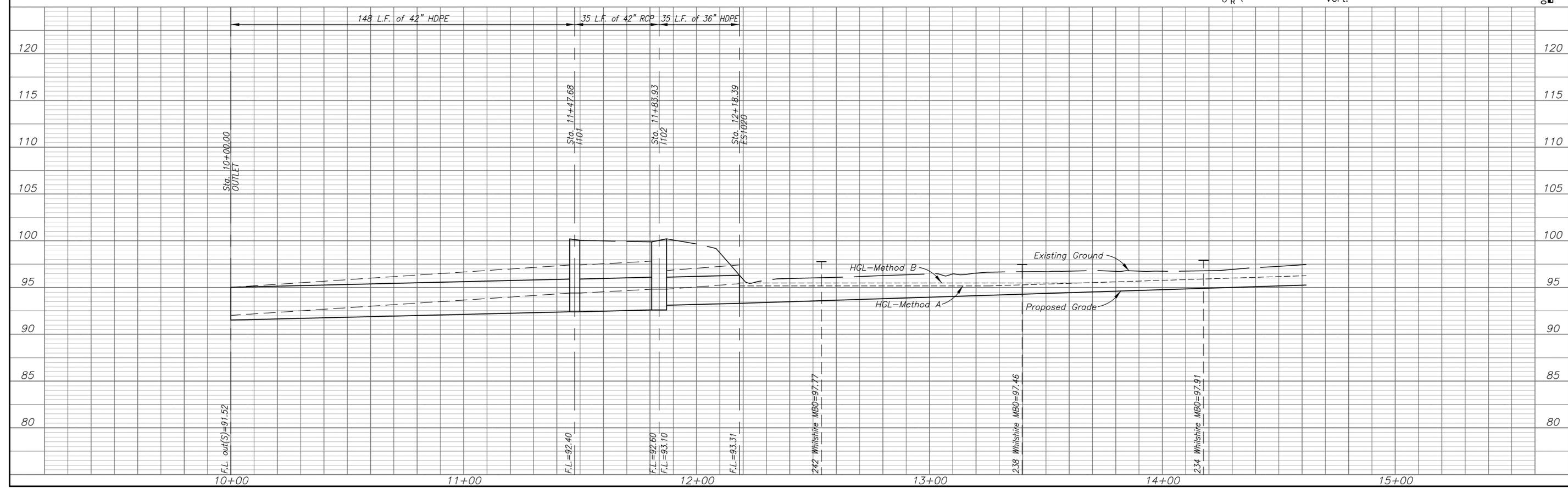
NOTE: All utility information shown on this sheet is based on the best information available to the Engineer at the time of design. The Contractor shall verify all utility locations and depths prior to any construction activities.



PROJECT NO.	SHEET NO.	TOTAL SHEETS
16-1001L	2	-



PLAN: Lat. & Long. 20' 0 20' 40'  
 PROFILE: Horiz. same as above  
 Vert. 0 10'



Greystone Addition Storm Sewer Improvements  
 Opinion of Probable Costs - June 29, 2016  
 Tonganoxie, Kansas  
 16-1001L

<u>Item #</u>	<u>Description</u>	<u>Total Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
1.	Contractor Construction Staking	1	L.S.	\$ 1,200.00	\$ 1,200.00
2.	Mobilization	1	L.S.	\$ 5,000.00	\$ 5,000.00
3.	Temporary Erosion Control	1	L.S.	\$ 500.00	\$ 500.00
4.	Traffic Control	1	L.S.	\$ 500.00	\$ 500.00
5.	Seeding, Fertilizing and Mulching	1	L.S.	\$ 500.00	\$ 500.00
6.	Pavement Removal	32	S.Y.	\$ 8.00	\$ 256.00
7.	36" Storm Sewer (HDPE)	35	L.F.	\$ 85.00	\$ 2,975.00
8.	42" Storm Sewer (HDPE)	148	L.F.	\$ 250.00	\$ 37,000.00
9.	42" Storm Sewer (RC)	35	L.F.	\$ 175.00	\$ 6,125.00
10.	36" End Section (CM)	1	Each	\$ 1,100.00	\$ 1,100.00
11.	42" End Section (CM)	1	Each	\$ 2,000.00	\$ 2,000.00
12.	6'x4' Curb Inlet	1	Each	\$ 4,000.00	\$ 4,000.00
13.	6'x6' Curb Inlet	1	Each	\$ 5,000.00	\$ 5,000.00
14.	Ditch Grading	1	L.S.	\$ 7,500.00	\$ 7,500.00
15.	Street Pavement Repair (2" Asphalt, 6" Concrete)	37	S.Y.	\$ 85.00	\$ 3,145.00
16.	Curb and Gutter Repair (2')	42	L.F.	\$ 20.00	\$ 840.00
17.	Concrete Sidewalk Repair (4" Concrete)	6	S.Y.	\$ 40.00	\$ 240.00
18.	Flowable Fill Backfill	37	C.Y.	\$ 95.00	\$ 3,515.00
Construction Subtotal =					\$ 81,396.00
+20% Construction Contingency =					\$ 16,279.00
Construction Total =					\$ 97,675.00
+25% Design, Const. Obs., Admin. =					\$ 24,419.00
Project Total =					\$ 122,094.00

Notes:

- Removal and replacement of utilities and privately owned improvements has not been included.
- Acquisition of temporary construction and permanent drainage easements has not been included.

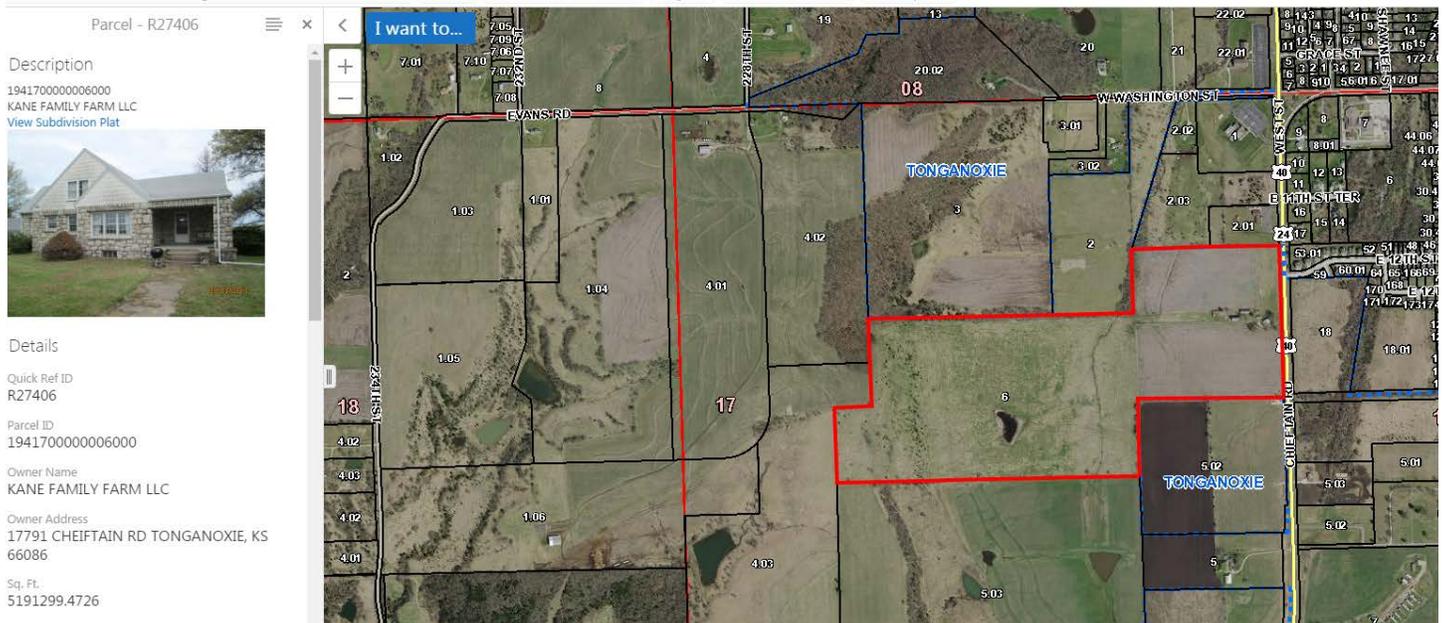


# Office of the City Manager AGENDA STATEMENT

**DATE:** March 6, 2017  
**To:** Honorable Mayor Jason K. Ward and Members of the City Council  
**FROM:** Jamie Shockley, Assistant City Manager  
**SUBJECT:** Potential Annexation

**DISCUSSION:**

City staff recently met with Todd Kane, a developer who owns Red Circle Development. He purchased the old Somers Farm in 2016, and he has plans to restore and redevelop the existing buildings and grounds into a retreat/events center. Currently, the property is not in city limits; however, it is located north of the Army Reserve Center and is connected to city water. It is bordered on both the north and south side by properties that are within city limits. The developer’s engineers recently reached out to the city inquiring about the possibility of connecting to the City’s sewer system and wondered if the City would want to annex the property. We told them that we would bring it up to the city council to determine if annexation was something the Council wanted to pursue. The map below shows the location of the property outlined in red. The developer was moving forward with applying for a special use permit with the County, with a public hearing being targeted to be held in April. They are also hosting a BBQ luncheon on Saturday, March 18, in which the members of the governing body are invited to attend and learn more about their proposed developments. If interested in attending, you must RSVP to [angelasummers@thercdinc.com](mailto:angelasummers@thercdinc.com).



**ACTION NEEDED:**

Provide feedback to staff as to whether or not annexation is something the city council would like to pursue.

**cc:** George Brajkovic, City Manager

# Boards and Committees Application

Submitted On: Feb 15, 2017 @ 4:36PM

<b>Name (First and Last)</b>	Cynthia Stewart Grant
<b>Full Address</b>	1182 Delaware Drive Tonganoxie KS 66086
<b>Email</b>	cindygrant@live.com
<b>Phone Number</b>	8165470278
<b>Are you a registered voter?</b>	Yes
<b>Do you live within the city limits of Tonganoxie?</b>	Yes
<b>Where do you work? Please include your job title and a brief description of your job duties and responsibilities.</b>	Currently bi-vocational. I'm self-employed as a land lord and work at the KU Hatch Digital & Print Resource Library as a Graduate Curatorial Assistant. I have a Masters in Library & Information Science from MU. I assist the director of the Hatch with cataloging and collection maintenance for the School of Architecture, Design and Planing. I'm enrolled in KU's Masters of Public Administration program and likely transferring all 12 of my credits to the Masters of Urban Planning program beginning summer 2017 with graduation expected in 2018/2019.
<b>What Board/Committee would you like to serve on?</b>	Planning Commission
<b>Why do you wish to serve on this board?</b>	I am a resident and raising my child here. I enjoy giving back to my community and think this would be excellent experience for my degree path. Also, I've already completed coursework in City Infrastructure, Resource Management & Budgeting, and Policy Analysis and Evaluation. The information I've learned would be useful in this role in support of the planning commission.
<b>What other Tonganoxie boards and committees have you served on?</b>	None
<b>Is this an application for a reappointment to a board you currently serve on?</b>	No
<b>Describe any work or volunteer experience that is related to the function of this board or committee.</b>	My most recent semester included coursework directly associated with urban planning: City Infrastructure, Resource Management & Budgeting, and Policy Analysis and Evaluation.
<b>Select your highest education completed.</b>	Graduate Degree
<b>Other information or comments</b>	I can provide a resume of past work and professional references, if needed.

# Boards and Committees Application

Submitted On: Feb 10, 2017 @ 10:02AM

<b>Name (First and Last)</b>	Crystal Henson
<b>Full Address</b>	411 E. 1st Street Tonganoxie, KS Tonganoxie KS 66086
<b>Email</b>	Crystal.Henson73@gmail.com
<b>Phone Number</b>	9134177127
<b>Are you a registered voter?</b>	Yes
<b>Do you live within the city limits of Tonganoxie?</b>	Yes
<b>Where do you work? Please include your job title and a brief description of your job duties and responsibilities.</b>	Law Office of Cecil D. Williams, PC 1150 Grand Boulevard, Suite 250 Kansas City, MO 64106 Attorney at Law Criminal Defense Attorney practicing in many of the local municipalities.
<b>What Board/Committee would you like to serve on?</b>	Planning Commission Infrastructure Committee Library Board City Council
<b>Why do you wish to serve on this board?</b>	I married and moved to this community a little over a year ago. I have seen and heard about some of the initiatives to grow the community. I believe that I could bring good ideas to the table and a fresh perspective. Further, I am of the belief that there is no greater joy in life than being of service to others. Serving on a board is the best way that I can help my brothers and sisters in my community.
<b>What other Tonganoxie boards and committees have you served on?</b>	To this date, I have not served on any committees. However, I am an active member of the VFW Auxiliary.
<b>Is this an application for a reappointment to a board you currently serve on?</b>	No
<b>Describe any work or volunteer experience that is related to the function of this board or committee.</b>	I have been volunteering since a very early age. I clocked over 400 hours of community service hours in high school as a "candy striper" and my enthusiasm for giving back continued. I worked for Legal Aid of Western Missouri for 10 years, as a court-appointed attorney. I continue to do volunteer work through my involvement with local chapter of the VFW. In terms of specific job related experience with planning committees, I have no direct experience. However, I am adept at legal research and writing. I am extremely familiar with how city ordinances are structured and enforced.
<b>Select your highest education completed.</b>	Graduate Degree

**Other information or comments**

It would be an honor to be of service to this community.

seamless **docs**

# Boards and Committees Application

Submitted On: Feb 15, 2017 @ 1:58PM

<b>Name (First and Last)</b>	David Clark
<b>Full Address</b>	1179 S Delaware Dr Tonganoxie, KS Tonganoxie KS 66086
<b>Email</b>	clardave01@gmail.com
<b>Phone Number</b>	847-406-8427
<b>Are you a registered voter?</b>	Yes
<b>Do you live within the city limits of Tonganoxie?</b>	Yes
<b>Where do you work? Please include your job title and a brief description of your job duties and responsibilities.</b>	Retired, former banker (17 years), and manager on information processing company
<b>What Board/Committee would you like to serve on?</b>	Planning Commission
<b>Why do you wish to serve on this board?</b>	Been a citizen of Tonganoxie for 3 years. Have grown to like and enjoy the city and wanted to get more involved in the future of the city.
<b>What other Tonganoxie boards and committees have you served on?</b>	None
<b>Is this an application for a reappointment to a board you currently serve on?</b>	No
<b>Describe any work or volunteer experience that is related to the function of this board or committee.</b>	Active in my church as chair of finance as a member of the Trustees. Have a business/hobby workshop in my home.
<b>Select your highest education completed.</b>	Some College
<b>Other information or comments</b>	Look forward to an opportunity to serve the City of Tonganoxie.

# Boards and Committees Application

Submitted On: Feb 7, 2017 @ 10:01AM

<b>Name (First and Last):</b>	Eric Wylie
<b>Full Address:</b>	816 Church Street N/A Tonganoxie KS 66086
<b>Email:</b>	eric.wylie@gmail.com
<b>Phone Number:</b>	785-393-7809
<b>Are you a registered voter?:</b>	Yes
<b>Do you live within the city limits of Tonganoxie?:</b>	Yes
<b>Where do you work? Please include your job title and a brief description of your job duties and responsibilities.:</b>	I am currently the Engineering Manager for FreeState Electric Cooperative (formerly Leavenworth-Jefferson Electric Cooperative) which provides electrical service for parts of the City of Tonganoxie. My employees and I are responsible for the design and planning of the power distribution system. This includes construction standards, policies, and procedures. We administer value added member services such as water heater sales, water heater rebates, home energy audits, etc.

<p><b>What Board/Committee would you like to serve on?:</b></p>	<p>Planning Commission</p>
<p><b>Why do you wish to serve on this board?:</b></p>	<p>I enjoy our community, and I think it would be privilege to serve our community. Maybe my utility background would benefit the Planning Commission. I am responsible for the construction standards and policies within the Engineering Department.</p>
<p><b>What other Tonganoxie boards and committees have you served on?:</b></p>	<p>I have not previously served on any boards or committiees</p>
<p><b>Is this an application for a reappointment to a board you currently serve on?:</b></p>	<p>No</p>
<p><b>Describe any work or volunteer experience that is related to the function of this board or committee.:</b></p>	<p>I do not really have any volunteer obligations at this time. I currently serve as an AWANA T&amp;T Boys leader at Westhaven Baptist Church. My wife and I have led the Dave Ramsey Financial Peace University Class. In the past, I have served as the secretary/treasure of an amateur radio club</p>
<p><b>Select your highest education completed.:</b></p>	<p>Bachelors Degree</p>
<p><b>Other information or comments:</b></p>	<p>~Resident of Tonganoxie for 3 years ~11 years experience in Design, Planning, and Operation of Electric Utilities ~3.5 years Senior Management Experience at an Electric Utility</p>

# Boards and Committees Application

Submitted On: Feb 24, 2017 @ 3:41PM

<b>Name (First and Last)</b>	Melynda Harbour
<b>Full Address</b>	2129 Willow Bend Dr 2129 Willow Bend Dr Tonganoxie KS 66086
<b>Email</b>	Britsba@nsn.com
<b>Phone Number</b>	9132082777
<b>Are you a registered voter?</b>	Yes
<b>Do you live within the city limits of Tonganoxie?</b>	Yes
<b>Where do you work? Please include your job title and a brief description of your job duties and responsibilities.</b>	Edgar Law Firm Legal Assistant Bookkeeping, preparing files, preparing legal documents
<b>What Board/Committee would you like to serve on?</b>	Planning Commission Library Board
<b>Why do you wish to serve on this board?</b>	I would like to be more involved with the community. I would like to help with the continuing growth of Tonganoxie.
<b>What other Tonganoxie boards and committees have you served on?</b>	None
<b>Is this an application for a reappointment to a board you currently serve on?</b>	No
<b>Describe any work or volunteer experience that is related to the function of this board or committee.</b>	I had volunteered for the photos with Santa but the event was canceled due to weather.
<b>Select your highest education completed.</b>	Bachelors Degree
<b>Other information or comments</b>	

# Boards and Committees Application

Submitted On: Feb 14, 2017 @ 12:37PM

<b>Name (First and Last)</b>	Michael Towle
<b>Full Address</b>	2622 E. Stone Creek Ave. Ave Tonganoxie KS 66086
<b>Email</b>	michaelntowle@gmail.com
<b>Phone Number</b>	816-914-2914
<b>Are you a registered voter?</b>	Yes
<b>Do you live within the city limits of Tonganoxie?</b>	Yes
<b>Where do you work? Please include your job title and a brief description of your job duties and responsibilities.</b>	I am the controller for Edgehill Venture Partners, a well-known private equity firm in the Kansas City area. I handle all the company's accounting and budgeting, I monitor and enforce financial policies and procedures, and I present financial statements to the board of directors. In addition, I handle all accounting procedures, financial reviews, and other financial aspects for the various portfolio companies that our invested in or owned by Edgehill Venture Partners. Every day I am communicating with individuals in all aspects of the business to ensure every part is running and performing the best that it can.
<b>What Board/Committee would you like to serve on?</b>	Planning Commission
<b>Why do you wish to serve on this board?</b>	Although I am new to this city, I wish to serve on this board because I want to be involved in helping make the city of Tonganoxie be the best that it can be. I have realized, as I have become more settled in Tonganoxie, that it is a place where I want to continue to grow my family and raise my children. I am a "go getter" and want to share my strengths to be able to give back to the community. I believe the best way to do that is to be on the front lines of trying to help the community grow. I have noticed there are a lot of people in the community that have very high aspirations for our great town and I believe that with my help we can continue to aim for the best for Tonganoxie and assist with enhancing the town's character. I am interested in lending my voice and thoughts on what Tonganoxie can do to further develop while preserving the character of the town. And lastly, I am interested in getting to know and learning from the officials currently running the city to understand what all goes into planning, zoning, and other various tasks assigned to this group, and to learn about the challenges and local issues that Tonganoxie is currently facing.
<b>What other Tonganoxie boards and committees have you served on?</b>	I have not served on any boards or committees for Tonganoxie.
<b>Is this an application for a reappointment to a board you currently serve on?</b>	No

<b>Describe any work or volunteer experience that is related to the function of this board or committee.</b>	Through my career as a controller, my job is to work with different sets of teams on varying levels of projects to achieve common goals. Working on Tonganoxie's planning commission board, I understand that to accomplish the tasks ahead of us, it is important to work as a team to achieve the greatest end results. Also, while in college I spent a significant amount of time volunteering in the community on various developments giving my time to assist with anything that was needed. In addition, I worked for a the Fulton YMCA, a non-profit organization, so I have an understanding of what it takes to listen to the community to understand their wants and needs and respond accordingly. Tasks I was involved in included an annex gym for the county penitentiary, community gardens for residents, and accessing funding through grants to build a playground for the community.
<b>Select your highest education completed.</b>	Graduate Degree
<b>Other information or comments</b>	If you have any questions please feel free to reach me anytime on my cell, (816)914-2914. Thanks, Mike

# Boards and Committees Application

Submitted On: Feb 24, 2017 @ 4:14PM

<b>Name (First and Last)</b>	Steve Christensen
<b>Full Address</b>	1021 Starla Ct. Tonganoxie Tonganoxie KS 66086
<b>Email</b>	Stevenc@firststateks.com
<b>Phone Number</b>	9136207631
<b>Are you a registered voter?</b>	Yes
<b>Do you live within the city limits of Tonganoxie?</b>	Yes
<b>Where do you work? Please include your job title and a brief description of your job duties and responsibilities.</b>	First State Bank and Trust in Tonganoxie. I am a Senior Vice President, and the Senior Commercial Lender at the bank. I make all types of business loans, including commercial real estate and development loans. I also supervise the Commercial Loan Department in Tonganoxie, and there are 3 employees plus myself in our department.
<b>What Board/Committee would you like to serve on?</b>	Planning Commission
<b>Why do you wish to serve on this board?</b>	I have lived in Tonganoxie for 12 1/2 years now, and the town is growing. I would like to use my expertise with real estate, development, and finance to help ensure we make the best decisions for our residents, and the City.
<b>What other Tonganoxie boards and committees have you served on?</b>	I am the Tonganoxie Chamber of Commerce President, and I am a board member of Leavenworth County Development Corporation.
<b>Is this an application for a reappointment to a board you currently serve on?</b>	No
<b>Describe any work or volunteer experience that is related to the function of this board or committee.</b>	My work with the Chamber of Commerce is related, as I am involved with trying to recruit new businesses and industry to Tonganoxie.
<b>Select your highest education completed.</b>	Bachelors Degree
<b>Other information or comments</b>	I am also a graduate of the Graduate School of Banking at the University of Wisconsin. That was a three year course of study. I have also been a banker for 33 years.

# Boards and Committees Application

Submitted On: Feb 8, 2017 @ 10:44AM

<b>Name (First and Last)</b>	Zachary Stoltenberg
<b>Full Address</b>	430 W. Washington Street - Tonganoxie KS 66086
<b>Email</b>	zach.stoltenberg@gmail.com
<b>Phone Number</b>	(785) 550-4919
<b>Are you a registered voter?</b>	Yes
<b>Do you live within the city limits of Tonganoxie?</b>	Yes
<b>Where do you work? Please include your job title and a brief description of your job duties and responsibilities.</b>	<p>I am presently working with Tevis Architects in Lenexa. As a practicing Architectural Designer over the last 15 years I have a very diverse project background and strong client experience. I have done everything from big box retail, mixed-use and multi-family high rise, and educational facilities to high end custom residential, historic preservation and adaptive re-use, tenant finish work, Libraries and almost everything in between. I have a creative design approach and project conception which have been valuable assets in our office. Within the boundaries of extremely tight budgets and stringent program requirements, I have always been able to maintain an excellence in design in my projects. My previous recognized design work includes the 2009 Home of the Year for Kansas City Home and Garden Magazine and several nominated public housing projects. I feel like my greatest strength is in my client relationships, I enjoy helping to translate my clients' visions into reality, walking them through the design process with an equal emphasis on the overall sense of space as well as the smaller details that make the end solution personalized specifically and perfectly for our client's needs. I have deep experience with sustainable design solutions helping our clients to enjoy a finished building that is not only beautiful and functional, but one that is affordable to maintain and operate as well. My clients enjoy my patience and openness, ultimately people working with people are what create a successful project and I enjoy being a part of that process.</p>
<b>What Board/Committee would you like to serve on?</b>	Planning Commission Library Board

<p><b>Why do you wish to serve on this board?</b></p>	<p>I grew up in a small town in Western Nebraska, My Wife grew up in a small town in Western Kansas. When our post college careers kept us in the Kansas City area we had yet to leave Lawrence, but it wasn't what we wanted. We wanted to raise our family in a small town like we had growing up. We wanted our kids to go to great schools, we wanted to be a part of a community where neighbors were close, where the gym is full for a winter basketball game, and where the biggest disagreement is who has the best burger in town. We chose Tonganoxie after more than a year of looking at different opportunities. Over the last 5 years we have grown to love this town and are confident that this is and will continue to be a great place to raise a family. Over the last 5 years I have become more and more active and involved in what is going on in our community. Occasionally my background has given me the opportunity to help in events and projects going on in our community and what better way to invest in where you live!? I am also concerned that over those last 5 years there have been opportunities lost when it comes to development and growth in our town and that makes me just as concerned. I believe that not all development is good, some developments are great, and that some proposed development could be made better with cooperation and coordination through the city. Having been through the development process professionally I have seen it work and I have seen when it is dysfunctional and doesn't. I want to be a part of the solution to making it work and I know I can bring valuable experience to the committee. I want to help make Tonganoxie even better not just for now but with an eye ahead 5 years, 25 years, and 50 years down the road. This is where my family has put down roots, it's where I want to retire, and I want to make sure that the Tonganoxie that will be here when I retire is still a place that people chose. Just like my wife and I did. We have many strengths as a community and we have much to offer and we can protect and grow those strengths through responsible development.</p>
<p><b>What other Tonganoxie boards and committees have you served on?</b></p>	<p>I serve on national committees with NCARB (the national council of architectural registration boards) as well as the AIA Kansas City, locally I am a board member and leader for our cub scout pack 3075 and served on the remodel committee for the work recently performed at Tonganoxie Christian Church.</p>
<p><b>Is this an application for a reappointment to a board you currently serve on?</b></p>	<p>No</p>
<p><b>Describe any work or volunteer experience that is related to the function of this board or committee.</b></p>	<p>As an architectural designer nearly all of my work and experience relates to what the Planning Commission does. I have active projects in 5 counties surrounding St. Louis, 4 counties surrounding the KC Metro Area and 1 in Lawrence in the last 30 days that have all required P&amp;Z Reviews, cooperation and coordination with planning officials, navigation of development requirements, and production and presentation of development documents. I know how to read plans as they relate back to a project and have been a part of creating development documents and guidelines as a part of master plans for several large commercial ventures. Ultimately though, find my strongest talents in my ability to work successfully with all parties involved to bring a valuable development to fruition.</p>
<p><b>Select your highest education completed.</b></p>	<p>Graduate Degree</p>
<p><b>Other information or comments</b></p>	<p>I look forward to the opportunity to give back to Tonganoxie through serving as part of the Planning Commission. -Zach</p>