



*Note – This meeting may be transmitted via Facebook Live on the City of Tonganoxie page

Honorable Jason K. Ward, Mayor

Council Members

David Bennett

Rocky Himpel

Curtis Oroke

Kara Reed

Loralee Stevens

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance

II. Approval of Minutes – Regular meeting dated September 4, 2018

III. Consent Agenda

- a) Review bill payments

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. In order to speak during open agenda, you must sign up with your name and address with the city clerk or designee **before the meeting**. Comments will be limited to 3 minutes. Please wait to be recognized by the Mayor and **state your name and address** for the record.

V. Old Business

VI. New Business

- a) Resolution 09-18-01: Auto Aid I-70 Response Plan
- b) Consider approval of CMB License for C-Store Operations, LLD d/b/a/ Fastrax 1
- c) Consider approval of waiver of Sanitary Sewer Tap Fee for Casey's General Store
- d) Consider approval of donation of family season pool pass for St. John's School Benefit Auction
- e) Consider approval of salt purchase in the maximum amount of \$6,710
- f) City Manager Agenda
 - 1. City Council Vacancy Advertisement Update
- g) City Attorney Agenda
- h) Mayor Pro Tem Agenda
- i) City Council Agenda
- j) Mayor Agenda

VII. Information & Communications (No Action Required)

VIII. Adjourn

CITY COUNCIL MEETING DRAFT MINUTES
September 4, 2018
7:00 p.m. Regular Meeting



Open Regular Meeting – 7:00 p.m.

I. PLEDGE OF ALLEGIANCE

- Mayor Pro Tem Reed opened the meeting at 7:00 p.m.
- Roll Call: Council members present included Mr. Himpel, Ms. Reed, Mr. Oroke, Ms. Stevens, and Mr. Bennett. Mayor Ward was absent. City Manager George Brajkovic, City Attorney Shannon Marciano, and Assistant City Manager Dan Porter were also in attendance.
- Mayor Pro Tem Reed led the Pledge of Allegiance.

II. APPROVAL OF MINUTES – REGULAR MEETING DATED AUGUST 20, 2018

- **Mr. Himpel made a motion to approve the minutes from the August 20, 2018 City Council meeting.**
- **Mr. Bennett seconded.**
- **Vote of all ayes, motion carried.**

III. CONSENT AGENDA

- a) Review bill payments
- **Mr. Bennett made a motion to approve the consent agenda.**
- **Mr. Oroke Seconded.**
- **Vote of all ayes, motion carried.**

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. In order to speak during open agenda, you must sign up with your name and address with the city clerk or designee **before the meeting**. Comments will be limited to 3 minutes. Please wait to be recognized by the Mayor and **state your name and address** for the record.

- Rhonda Bradley, 504 S Delaware, addressed the Council about a concern at her home with a pipe protruding out and creating a possible issue with the road.

V. OLD BUSINESS

- No Items

VI. NEW BUSINESS

- a) Leavenworth County Port Authority Industrial Spec Building Program Presentation
- Mr. Dan Gutshall delivered a presentation including information regarding the draft industrial speculative building program.

b) City Manager Agenda

1. Animal Control Services RFP

- Mr. Brajkovic presented information on the 2018 Animal Control Services RFP to the City Council.

c) City Attorney Agenda

d) Mayor Pro Tem Agenda

- Ms. Reed announced her resignation from the City Council effective October 15, 2018 due to her moving to a residence outside of City limits.

e) City Council Agenda

- Mr. Himpel requested that staff provide information soon about the level of water production and purchase.
- Ms. Stevens thanked all members of the local community who volunteered and contributed to the success of the Sunflower Stroll event over Labor Day weekend.

f) Mayor Agenda

VII. INFORMATION & COMMUNICATIONS (NO ACTION REQUIRED)

VIII. ADJOURN

- Mr. Himpel made a motion to adjourn the meeting.
- Ms. Stevens seconded the motion.
- Vote of all ayes, motion carried.
- Meeting adjourned at 7:48 p.m.

Respectfully submitted,



Dan Porter, Assistant City Manager



City of Tonganoxie, KS

My Check Report

By Check Number

Date Range: 09/01/2018 - 09/14/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
0006	ACE PIPE CLEANING INC	09/07/2018	Regular	0.00	1,016.00	45340
0034	AT&T ACCESS TRANSPORT SERVICES	09/07/2018	Regular	0.00	74.49	45341
0136	DELTA DENTAL PLAN OF KANSAS,IN	09/07/2018	Regular	0.00	2,138.26	45342
0189	FIRST STATE BANK & TRUST	09/07/2018	Regular	0.00	56,336.04	45343
0198	FRANK ROBISON	09/07/2018	Regular	0.00	1,400.00	45344
0250	HONEYCREEK DISPOSAL SERVICE	09/07/2018	Regular	0.00	26,335.25	45345
0330	KANSAS GAS SERVICE	09/07/2018	Regular	0.00	193.02	45346
0496	KANSAS ONE CALL CONCEPTS	09/07/2018	Regular	0.00	100.80	45347
0345	KATHLEEN MCBRATNEY	09/07/2018	Regular	0.00	375.00	45348
0410	LIBERTY NATIONAL	09/07/2018	Regular	0.00	224.71	45349
0857	MIDCONTINENT COMMUNICATIONS	09/07/2018	Regular	0.00	267.68	45350
0491	OLATHE WINWATER WORKS	09/07/2018	Regular	0.00	3,102.60	45351
0500	OREILLY AUTO PARTS	09/07/2018	Regular	0.00	117.27	45352
0568	SAMS CLUB	09/07/2018	Regular	0.00	69.92	45353
0999	SCOTT HELM	09/07/2018	Regular	0.00	220.00	45354
0614	T-MOBILE	09/07/2018	Regular	0.00	383.07	45355
0628	TODD'S TIRE LLC	09/07/2018	Regular	0.00	724.00	45356
0635	TOTAL ELECTRIC CONTRACTORS INC	09/07/2018	Regular	0.00	385.90	45357
0642	U S POSTAL SERVICE	09/07/2018	Regular	0.00	1,069.00	45358
0645	UNITED RENTALS, (NORTH AMERICA	09/07/2018	Regular	0.00	5,873.07	45359
0671	WESTAR ENERGY	09/07/2018	Regular	0.00	13,386.61	45360
0677	WILLIAM PRAY	09/07/2018	Regular	0.00	600.00	45361
0015	ALL SEASONS CAR WASH	09/13/2018	Regular	0.00	130.76	45362
0046	BAY BRIDGE ADMINISTRATORS, LLC	09/13/2018	Regular	0.00	357.54	45363
0576	BIZODO INC. SEAMLESS DOCS	09/13/2018	Regular	0.00	8,786.00	45364
0749	BROADVOICE	09/13/2018	Regular	0.00	139.55	45365
0070	BROTHER' S MARKET	09/13/2018	Regular	0.00	336.27	45366
0099	CITY OF LEAVENWORTH	09/13/2018	Regular	0.00	3,869.73	45367
0166	EMERGENCY REPORTING	09/13/2018	Regular	0.00	181.33	45368
0182	FEDEX	09/13/2018	Regular	0.00	19.74	45369
0205	GALL'S LLC	09/13/2018	Regular	0.00	36.55	45370
0596	GEOFF SONNTAG	09/13/2018	Regular	0.00	600.00	45371
0906	GOLDEN WEST INDUSTRIAL SUPPLY	09/13/2018	Regular	0.00	277.96	45372
0232	HEARTLAND TOW, INC.	09/13/2018	Regular	0.00	75.00	45373
1001	HINKLE & ASSOCIATES, LLC	09/13/2018	Regular	0.00	360.00	45374
0254	HUBER & ASSOCIATES, INC	09/13/2018	Regular	0.00	750.00	45375
1000	KANSAS CITY FREIGHTLINER SALES, INC.	09/13/2018	Regular	0.00	71,962.00	45376
0757	KC CLEAN	09/13/2018	Regular	0.00	240.00	45377
0391	LAWRENCE JOURNAL WORLD	09/13/2018	Regular	0.00	1,468.73	45378
0399	LEAVENWORTH ASPHALT MATERIALS	09/13/2018	Regular	0.00	2,695.96	45379
0914	LOCAL LAW, LLC.	09/13/2018	Regular	0.00	4,230.00	45380
0857	MIDCONTINENT COMMUNICATIONS	09/13/2018	Regular	0.00	187.60	45381
0514	PITNEY BOWES, INC.	09/13/2018	Regular	0.00	135.24	45382
1002	PRAIRIE FIRE SIGNS AND GRAPHICS	09/13/2018	Regular	0.00	667.00	45383
0581	SHILLING ELECTRIC CO.	09/13/2018	Regular	0.00	216.00	45384
0585	SIGNIFICANT DIGITS, INC.	09/13/2018	Regular	0.00	350.00	45385
0589	SMITH & LOVELESS INC	09/13/2018	Regular	0.00	1,908.60	45386
0622	THE MIRROR	09/13/2018	Regular	0.00	37.00	45387
0990	TIRE HUB	09/13/2018	Regular	0.00	471.76	45388
0671	WESTAR ENERGY	09/13/2018	Regular	0.00	2,763.29	45389
0684	WIRENUTS	09/13/2018	Regular	0.00	60.00	45390

My Check Report

Date Range: 09/01/2018 - 09/14/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0692	ZEP MANUFACTURING COMPANY	09/13/2018	Regular	0.00	203.99	45391

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	59	52	0.00	217,910.29
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
	59	52	0.00	217,910.29

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	59	52	0.00	217,910.29
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
	59	52	0.00	217,910.29

Fund Summary

Fund	Name	Period	Amount
998	Gen Fund-Pooled Cash	9/2018	217,910.29
			217,910.29



Office of the City Manager
AGENDA STATEMENT

DATE: September 17, 2018
To: Honorable Mayor Jason K. Ward and Members of the City Council
FROM: John Zimbelman, Fire Chief
SUBJECT: Resolution 09-18-01: Auto Aid Agreement For response to the Kansas Turnpike Authority I-70

DISCUSSION:

The automatic aid agreement includes as an attachment within Resolution 09-18-01 provides for the simultaneous notification of all participating entities. As part of this agreement, the Chief or designated representative still has authority to determine whether personnel and/or equipment are provided to another jurisdiction. The plan for the Kansas Turnpike Authority I-70 corridor was recently developed and approval of this agreement would enable City of Tonganoxie resources to respond to the specified nearby area in times of critical need.

BUDGET IMPACT:

None.

ACTION NEEDED:

Make a motion to approve Resolution 09-18-01

ATTACHMENTS:

Resolution 09-18-01

cc: George Brajkovic, City Manager
Shannon Marcano, City Attorney
Dan Porter, Assistant City Manager

RESOLUTION NO. 09-18-01

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN
AUTOMATIC AID AGREEMENT FOR RESPONSE TO THE KANSAS
TURNPIKE AUTHORITY I-70**

WHEREAS, the City of Tonganoxie is responsible for providing fire protection within its boundaries; and

WHEREAS, the City of Tonganoxie and certain other governmental units have rendered automatic aid in providing fire services in the past and anticipate a continuing demand for such automatic aid and cooperation in the use of their fire personnel and equipment for the safety, health, and welfare of the people of their respective governmental units during times of emergency; and

WHEREAS, Tonganoxie wishes for its fire department to render automatic aid to other governmental units under certain conditions: and

WHEREAS, Tonganoxie wishes to enter into an Automatic Aid Agreement with certain other governmental units governing such operations, attached hereto as **Exhibit A**.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
CITY OF TONGANOXIE, KANSAS:**

Section 1. That the Governing Body approves and hereby authorizes the Mayor to execute the Automatic Aid Agreement with certain other governmental units, attached hereto as **Exhibit A**, for response to the Kansas Turnpike Authority I-70.

Section 2. That this resolution shall become effective upon passage.

ADOPTED by the Governing Body this 17th day of September, 2018.

SIGNED by the Mayor this 17th day of September, 2018.

SEAL

Jason K. Ward, Mayor

ATTEST:

Patricia C. Hagg, City Clerk

APPROVED AS TO FORM:

Shannon M. Marcano, City Attorney

EXHIBIT A
Automatic Aid Agreement

Auto Aid on the Kansas Turnpike from Mile Post 223 to 206

FINAL DRAFT

AUTOMATIC AID AGREEMENT

For response to the Kansas Turnpike Authority (KTA) I-70

WHEREAS; the undersigned governmental units are responsible for providing protection within their boundaries; and

WHEREAS; the undersigned governmental units have rendered automatic aid in the fire services in the past and anticipate a continuing demand for such automatic aid and cooperation in the use of their fire personnel and equipment for the safety, health, and welfare of the people of their respective governmental units during times of emergency;

NOW THEREFORE, it is agreed that its fire department will render automatic aid under the following conditions:

1. In the event of a vehicle fire, structure fire, grass fire or motor vehicle accident, along the route of KTA within the boundaries of Leavenworth County. The parties to this agreement shall cooperate in an effort to provide fire services subject to the terms and conditions prescribed in this agreement.
2. The Fire Chief (or designated representative) of each Fire Department included in this agreement shall have the authority, in the event of an emergency, to determine whether personnel and/or equipment shall be sent to another jurisdiction. It is the intention of this agreement to vest with each party the sole right to determine when its needs will permit the department to respond to another jurisdiction. It is further agreed by the parties thereto, that if a Fire Department does not send assistance, they shall not have liability for damages to the other party.
3. The Fire Chief (or designated representative) of the Fire Department receiving automatic aid shall be in overall command if first on scene, of all fire units responding from other governmental units. All personnel and equipment of a responding unit shall be under the immediate command of the highest ranking officer attached to such responding units. All commands and orders for the use of such personnel and equipment shall be made by the commanding officer of the requesting department through the ranking officer of the units responding, whenever possible. The officer in charge of the department sending assistance shall, however, at all times have the power to recall the responding department, any personnel and or equipment from the incident.
 - (a) In the event auto aid is needed and multi disciplinary agencies are needed, a unified command will be established and followed.
4. Automatic aid will be provided by participating governmental units for all incidents along the KTA, as outlined in this Leavenworth County Auto Aid KTA Response Plan. When an incident along the KTA is reported to Leavenworth County Dispatch, the Dispatcher

Auto Aid on the Kansas Turnpike from Mile Post 223 to 206

FINAL DRAFT

shall dispatch the Fire Department having jurisdiction and the “fire aid departments” based on Computer Aided Dispatch (CAD) information.

5. Each governmental unit entering this agreement shall continue to provide the same benefits package to their employees who are assigned to render assistance to another governmental unit in performance of this agreement as that employee would receive if on-duty within the jurisdictional boundaries of the governmental unit by which they are employed. Cost of repairs and maintenance of equipment used or expended while rendering assistance under this agreement will be borne by the governmental unit owning the equipment.
6. The Leavenworth County Auto Aid KTA Response Plan shall be reviewed every three years to ensure it is current and that all emergency operations and procedures in use are included in the agreement. This review shall follow in three-year increments. If the Auto Aid Dispatch and Response committee recommends changes, the Leavenworth County Auto Aid KTA Response Plan shall be updated and submitted to all participating governmental units for approval.
7. Any party to this agreement may, at any time, withdraw from further participation in this agreement by giving 30 days prior written notice of termination to the other parties of this agreement.

Auto Aid Dispatch and Response Plan

Leavenworth County Mutual Aid KTA Plan was developed to assist in determining the need to have simultaneous response to calls that involve most incidences along the KTA throughout Leavenworth County for responder safety. The simultaneous response of fire departments is needed to deliver efficient protection to the responders of Leavenworth County and to assist in the goal of protecting the scene with equipment and manpower. Most events along the KTA are labor and resource intensive. With the remote access for rapid deployment of additional equipment is limited along the KTA, implementation of the plan can deliver the needed resources for the event. With the heavily traveled traffic concerns along the KTA corridor, equipment will be needed for the following incidents below:

1. Incident response for Life Safety to the incident.
2. Scene Stabilization with proper emergency equipment following the Manual on Uniform Traffic Control Devices (MUTCD) traffic Control around or near the incident to follow Traffic Incident Management guidelines.
3. Additional water supply and manpower due to limited access to the KTA

Auto Aid on the Kansas Turnpike from Mile Post 223 to 206

FINAL DRAFT

NOTE: EMS will provide all medical responses along the turnpike unless requested by the EMS supervisor or EMS administration, outside agencies are to provide Fire or rescue apparatus only.

I Auto aid for fire dispatching of simultaneous tones along the KTA:

- A. Type of call;
 - 1. Vehicle Fire
 - 2. Structure Fire
 - 3. Motor Vehicle Accident
 - 4. Grass Fire
 - 5. Rescues

NOTE: AUTO AID WILL NOT BE PROVIDED FOR MEDICAL CALLS, IT WILL BE THE DEPARTMENT HAVING JURISDICTION ONLY THAT WILL BE DISPATCHED

B. Information to be dispatched to the main jurisdiction responding fire department and auto aid departments.

- 1. Type of event or incident
- 2. Any other pertinent information
- 3. Location East bound or West Bound and distance and Direction from the nearest mile marker

II Equipment to be utilized from auto aid departments for the exception of medical calls:

- A. Jurisdiction primary to the incident will be responsible for asking for any additional equipment at the time of dispatch.
- B. Engine responds with manpower and equipment for the incident.
- C. Engine will respond to provide traffic control and protection of the scene as needed.
- D. Third in department, unit responding will be staged at the Turnpike gates and wait for assignment
- E. If Grass fire or Brush fire, equipment will be grass trucks and or Tenders unless at the request of the responding department designates differently
- F. Manpower, of at least 3 fire fighters unless specified for all incidents listed above.

III Determining which department responds to auto aid incidents:

The location of the call will be determined by a simple grid method from the current Leavenworth County I-70 Map. For the majority of the incidents along the Kansas

Auto Aid on the Kansas Turnpike from Mile Post 223 to 206

FINAL DRAFT

Turnpike the existing Auto Aid Map will be used. The Township with jurisdiction will be responsible for the initial response with the bordering fire districts assisting in aid.

NOTE: The dispatcher receiving and dispatching the call has the authority to make their own judgment call of the department that is the closest to the incident for auto aid. This protocol is only a guideline and should never be a major decision process in the dispatching of auto aid.

Auto aid will be a commitment by the fire districts that adjoin Leavenworth County.

IV. Canceling responding fire departments:

The Department receiving aid shall have the option to cancel or deny any further assistance when the commanding officer deems it necessary. The department receiving mutual aid can also request additional equipment or manpower resources whenever needed from any fire department through the current Leavenworth County Mutual Aid agreement.

V. Communication:

The department receiving aid shall have priority over the radio frequency when responding to the incident; assisting departments need to go in service with just their trucks or equipment only. Radio communication between or within departments must be limited to emergency traffic only. The need for radio discipline from all departments will need to be enforced to make his response a safe and clear incident.

Note:

It shall be the request for the protection of all departments, that response to the KTA shall be with official emergency response vehicles titled to a governmental agency, no personal vehicles should be allowed on the KTA. Departments providing aid shall prohibit personnel from responding to the scene in personally owned vehicles unless requested specifically from the department receiving aid.

Leavenworth County Departments and Committed Agencies:

These departments/agencies will provide assistance in the event of an incident in the jurisdictions of Leavenworth County as outlined in the KTA dispatch plan.

Auto Aid on the Kansas Turnpike from Mile Post 223 to 206

FINAL DRAFT

Members and response area along I-70:

Agency	Primary Mile Post	Mutual Aid Providing Mile post	Mile post east bound	Mile Post West bound	Agency Mutual Aid
Fairmount Township	223-218 East and West Bound	218-214 West and East Bound	223	214	Bonner Springs, Stranger, Sherman
Stranger Township	218-214 East and West Bound	213-212 West Bound 218-220 East Bound	220	212	Fairmount, Sherman, Tonganoxie City, Reno
Reno Township	212-206 East and West Bound	212-215 East Bound	215	206	Tonganoxie Township, Tonganoxie City, Sherman
Sherman Township	213-214 East Bound and West Bound	220-210 West Bound, 210-223 East Bound	223	210	Stranger, Fairmount, Tonganoxie City
Tonganoxie City-Mutual Aid		213-206 West Bound, East Bound 209-214	214	206	
Tonganoxie Township—Mutual Aid		212-206 West Bound, 206-212 East Bound	212	206	
Lawrence Fire—Mutual Aid		206-209 East Bound	206	209	

Auto Aid on the Kansas Turnpike from Mile Post 223 to 206

FINAL DRAFT

Agency	Primary Mile Post	Mutual Aid Providing Mile post	Mile post east bound	Mile Post West bound	Agency Mutual Aid
Bonner Springs Fire Department— Mutual aid		223-219 West Bound, 220-223East Bound	223	220	



Office of the City Manager
AGENDA STATEMENT

DATE: September 17, 2018
To: Honorable Mayor Jason K. Ward and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Cereal Malt Beverage (CMB) License Application – C-Store Operations, LLD d/b/a/ Fastrax 1

DISCUSSION:

An application was submitted to City staff by a representative of C-Store Operations, LLD d/b/a/ Fastrax 1 for the acquisition of a Cereal Malt Beverage (CMB) License for the remainder of 2018. In the State of Kansas, cities regulate beer sales under 5.0% alcohol content. Otherwise, the applicant would need to acquire a state liquor license. The applicant has paid the \$75.00 fee.

BUDGET IMPACT:

A portion of the revenue received from a CMB license is remitted to the State of Kansas, and the remainder is credited to the City's General Fund. The General Fund's budget anticipates this revenue each year, even though it makes up a very small portion of total revenue collected in the General Fund. This annual CMB license was not anticipated in the 2018 budget. Collection of the expected CMB license fees is on track in 2018.

ACTION NEEDED:

Make a motion to approve the CMB license application for C-Store Operations, LLD d/b/a/ Fastrax 1, allowing the business to sell retail cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

ATTACHMENTS:

CMB Application Packet
Police Department Review Letter
Fire Department Review Letter

cc: George Brajkovic, City Manager
Shannon Marcano, City Attorney

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

City or County of TONGANOXIE

SECTION 1 – LICENSE TYPE			
Check One: <input checked="" type="checkbox"/> New License <input type="checkbox"/> Renew License <input type="checkbox"/> Special Event Permit			
Check One: <input type="checkbox"/> License to sell cereal malt beverages for consumption on the premises. <input checked="" type="checkbox"/> License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.			
SECTION 2 – APPLICANT INFORMATION			
Kansas Sales Tax Registration Number (required): 004-451226308F-01			
I have registered as an Alcohol Dealer with the TTB. <input checked="" type="checkbox"/> Yes (required for new application)			
Name of Corporation C-STORE OPERATIONS, LLC	Principal Place of Business 6830 KAW DRIVE, KANSAS CITY, KANSAS 66111		
Corporation Street Address 6830 KAW DRIVE	Corporation City KANSAS CITY	State MO	Zip Code 66111
Date of Incorporation 4-21-2011	Articles of Incorporation are on file with the Secretary of State.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Resident Agent Name HANIF LAKHANI	Phone No. 913-677-1100		
Residence Street Address 6830 KAW DRIVE	City KANSAS CITY	State KS	Zip Code 66111
SECTION 3 – LICENSED PREMISE			
Licensed Premise (Business Location or Location of Special Event)		Mailing Address (If different from business address)	
DBA Name FASTRAX 1		Name RICHARD T. BRYANT & ASSOCIATES, PC, ATTN: LISA M. DUBE	
Business Location Address 420 STONE CREEK DRIVE		Address 1111 MAIN STREET, SUITE 750	
City TONGANOXIE, KANSAS 66086	State	City KANSAS CITY, MISSOURI 64105	State
Zip	Zip	<input type="checkbox"/> Applicant owns the proposed business location. <input checked="" type="checkbox"/> Applicant does not own the proposed business location.	
Business Phone No. 913-369-3314			
Business Location Owner Name(s) TRANS-KAN INVESTMENTS, LLC			
SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK			
List each person and their spouse*, if applicable. Attach additional pages if necessary.			
Name HANIF LAKHANI	Position SOLE MEMBER		Date of Birth 11-01-1980
Residence Street Address 12705 W. 134TH PLACE, APT. 28106	City OVERLAND PARK	State KS	Zip Code 66213
Spouse Name N/A	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Age
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Age
Residence Street Address	City	State	Zip Code

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)

Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code

SECTION 5 – MANAGER OR AGENT INFORMATION		
My place of business or special event will be conducted by a manager or agent.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, provide the following:		
Manager/Agent Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code
Manager or Agent Spousal Information*		
Spouse Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code
SECTION 6 – QUALIFICATIONS FOR LICENSURE		
Within 2 years immediately preceding the date of this application, have any of the individuals identified in Sections 4 & 5 have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Have any of the individuals identified in Sections 4 and 5 been managers, officers, directors or stockholders owning more than 25% of the stock of a corporation which: (1) had a cereal malt beverage license revoked; or (2) was convicted of violating the Club and Drinking Establishment Act or the CMB laws of Kansas.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
All of the individuals identified in Sections 4 & 5 are at least 21 years of age*.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
SECTION 7 – DURATION OF SPECIAL EVENT		
Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

Proceed to Section 8 on the next page.

SECTION 8 – LICENSED PREMISE

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box: 8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE *Precy* DATE _____

FOR CITY/COUNTY OFFICE USE ONLY:

- License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)
- \$25 CMB Stamp Fee Received Date _____
- Background Investigation Completed Date _____ Qualified Disqualified
- Verified applicant has registered with the TTB as an Alcohol Dealer
- New License Approved Valid From Date _____ to _____ By: _____
- License Renewed Valid From Date _____ to _____ By: _____
- Special Event Permit Approved Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 915 SW HARRISON STREET, TOPEKA, KS 66612.

* Applicant's spouse is not required to meet citizenship, residency or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)



(This form prepared by the Attorney General's Office)
(Individual Application Form)
APPLICATION FOR LICENSE TO RETAIL CEREAL MALT BEVERAGES

TONGANOXIE, LEAVENWORTH COUNTY, KANSAS,
TO THE GOVERNING BODY OF THE CITY OF TONGANOXIE, KANSAS
or

THE BOARD OF COUNTY COMMISSIONERS OF _____ COUNTY, KANSAS

I hereby apply for a license to retail cereal malt beverages in conformity with the laws of the State of Kansas and the rules and regulations prescribed and hereafter to be prescribed by you relating to the sale or distribution of cereal malt beverages; for the purpose of securing such license, I make the following statements under oath:

1. (a) Name of proposed licensee
C-STORE OPERATIONS, LLC-HANIF LAKHANI-SOLE MEMBER
- (b) Age ENTITY FORMED 4-21-2011. HANIF LAKHANI 37 YEARS OLD
- (c) Place and date of birth FORMED IN KS: 4-21-2011. HANIF LAKHANI: 11-01-1980-INDIA
C-STORE OPERATIONS, LLC-6830 KAW DR., KANSAS CITY, KS 66111
- (d) Residence address HANIF LAHKANI-12705 W, 134TH PLACE, APT. 28016, OP KS 66213
- (e) I have been a resident of the State of Kansas 10+ YEARS years.
2. The premises for which the license is desired are located at 420 STONE CREEK DR., TONGANOXIE, KS 66086
 - (a) The legal description of said property is HIGHLAND RIDGE BUSINESS CNTR, BLOCK 1, Lot 1, SECTION 03 TOWNSHIP 11 RANGE 21E
 - (b) The street number is 420 STONE CREEK DR., TONGANOXIE, KS 66086
 - (c) The building to be used is C-STORE W/GASOLINE, CMB, TOBACCO
 - (d) The business will be conducted under the following name:
FASTRAX #1
3. The name and address of the owner or owners of the premises upon which the proposed business will be located is TRANS-KAN INVESTMENTS, LLC, 25610 W 69TH TER SHAWNEE, KS 66226
4. I am a citizen of the United States. Yes () , No ().
 - (a) My citizenship arises by birth (), Naturalization ().
 - (b) My place of naturalization and the date thereof is as follows:
11-21-2013 US DISTRICT COURT, WESTERN DISTRICT OF MISSOURI. KANSAS CITY, MISSOURI
5. I have (), have not (), been convicted of a felony within two years immediately preceding the date of this application.

6. I have (), have not (X), been convicted of a crime involving moral turpitude within two years immediately preceding the date of the application.

7. I have (), have not (X), been adjudged guilty of drunkenness within two years immediately preceding the date of this application.

8. I have (), have not (X), been adjudged guilty or entered a plea, or forfeited bond to a charge of driving a motor vehicle while under the influence of intoxicating, liquors within two years immediately preceding the date of this application.

9. I have (), have not (X), been convicted of a violation of any state or federal intoxicating liquor law within two years immediately preceding the date of this application.

10. My place of business will be conducted by a manager or agent -
Yes (), No (X)

a. If the answer above is yes, the name, age, and residence of manager or agent is _____

Said manager or agent does (), does not (), have the qualifications to have a license issued in his own name. The same to be determined by reference to K.S.A. 41-2703, K.S.A. 41-2702. Specifics concerning his residence, citizenship, and the answers to questions 5 through 9 are as follows:

11. I have (X), have not (), been a resident of this State for at least one year immediately preceding making this application.

12. My Spouse would (), would not (), be eligible to receive a retailer's license. NOT MARRIED

13. This application is for a license to retail cereal malt beverages for consumption on the premises (). For a license to retail cereal malt beverages in original and unopened containers and not for consumption on the premises(X).

A license fee of \$ 75 is enclosed herewith.

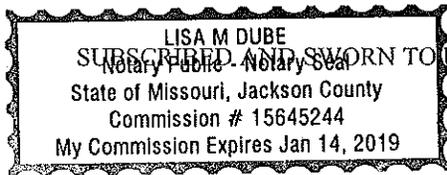
I, HANIF LAKHANI, the above-named applicant, hereby agree to comply with all of the laws of the State of Kansas, and all rules and regulations prescribed by you, and hereafter to be prescribed by you, relating to the sale or distribution of cereal malt beverages, and do hereby agree to purchase all cereal malt beverages from a wholesaler licensed and bonded under the laws of the State of Kansas, and do hereby consent to the immediate revocation of my cereal malt beverage license, by the proper officials, for the violation of such laws, rules or regulations.

(Signature of Applicant)

MISSOURI
STATE OF ~~KANSAS~~, COUNTY OF JACKSON, ss.

I, HANIF LAKHANI, the above-named applicant, do solemnly swear that I have read the contents of this application, and that all information and answers herein contained are complete and true. So help me God.

Hanif Lakhani
(Signature of Applicant)



SUBSCRIBED AND SWORN TO before me this 25TH day of MAY, 2018

Lisa M Dube
(Character of official administering oath) NOTARY PUBLIC

My commission expires on the 14TH day of JANUARY, 2019

APPLICATION APPROVED this _____ day of _____,

By _____
(Official position)

of _____, Kansas
(City or county)

Recorded in Volume _____, at page _____

NOTE: A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE APPLICATION FEE REQUIRED BY K.S.A. 2001 SUPP. 41-2702(e), MUST BE SUBMITTED TO THE DIVISION OF ALCOHOLIC BEVERAGE CONTROL BUREAU, KANSAS DEPARTMENT OF REVENUE.



Business Entity Search

Date: 05/25/2018

Be advised the business information on this page is for summary informational purposes only. It is not an official filing with the Secretary of State's office and should not be relied on as such. Please view actual documents filed by customers with the secretary of State's office to ensure accurate information. When filing a Uniform Commercial Code statement on an entity, consult with your attorney to ensure the correct debtor name.

Business Summary

Current Entity Name

C-STORE OPERATIONS, LLC

Business Entity ID Number

4506184

Current Mailing Address: Michael Dube - 3145 Broadway, Kansas City, MO 64111

Business Entity Type: FOREIGN LTD LIABILITY COMPANY

Date of Formation in Kansas: 04/21/2011

State of Organization: MO

Current Status: ACTIVE AND IN GOOD STANDING

Resident Agent and Registered Office

Resident Agent: HANIF LAKHANI

Registered Office: 6830 KAW DRIVE, KANSAS CITY, KS 66111

Annual Reports

The following annual report information is valid for active and delinquent status entities only.

Tax Closing Month: 12

The Last Annual Report on File: 12/2017

Next Annual Report Due: 04/15/2019

Forfeiture Date: 07/15/2019

State of Missouri



Robin Carnahan
Secretary of State

CERTIFICATE OF ORGANIZATION

WHEREAS,

C-Store Operations, LLC
LC1128595

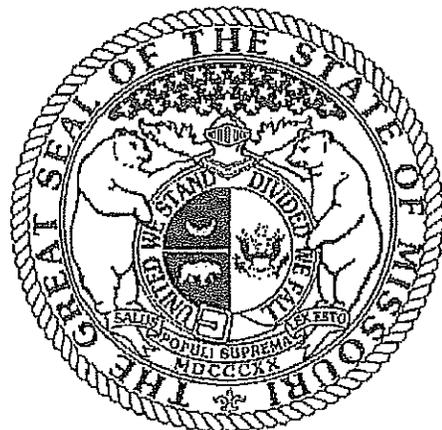
filed its Articles of Organization with this office on the March 23, 2011, and that filing was found to conform to the Missouri Limited Liability Company Act.

NOW, THEREFORE, I, ROBIN CARNAHAN, Secretary of State of the State of Missouri, do by virtue of the authority vested in me by law, do certify and declare that on the March 23, 2011, the above entity is a Limited Liability Company, organized in this state and entitled to any rights granted to Limited Liability Companies.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this March 23, 2011.

Robin Carnahan

Secretary of State



DEPARTMENT OF THE TREASURY
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU (TTB)
Alcohol Dealer Registration – For Use On and After July 1, 2008
(Please read instructions carefully before completing this form)

SECTION 1 – IDENTIFYING INFORMATION

Complete all fields in section 1 to correctly identify your business

NAME (Last, First, Middle) or CORPORATE NAME (If Corporation) C-STORE OPERATIONS, LLC		EMPLOYER IDENTIFICATION NUMBER (See Instructions) 45 - 1226308	
MAILING ADDRESS (Street address or P.O. Box) 6830 KAW DRIVE	CITY KANSAS CITY	STATE KS	ZIP CODE 66111

SELECT BOX a, b, or c:

a. NEW BUSINESS

b. OUT OF BUSINESS

c. EXISTING BUSINESS WITH CHANGE IN: *(complete items below)*

NAME / TRADE NAME OWNERSHIP INFO

ADDRESS / LOCATION EMPLOYER IDENTIFICATION NUMBER

BUSINESS CLASS (OLD: -)

PHONE (NEW: -)

05/25/2018

DATE OF CHANGE, OR OF ENTRY INTO BUSINESS, OR OF TERMINATION OF BUSINESS (mm/dd/yyyy)

SECTION 2 – BUSINESS CLASS(ES) AND PREMISES LOCATIONS

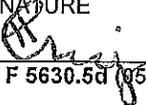
Enter information below for each business location, using the appropriate class code

DEALER CLASS	SUBCLASS	CLASS CODE
RETAIL DEALER (Anyone who sells, or offers for sale, beverage alcohol products to any person other than a dealer. Examples are package stores, restaurants, bars, private clubs, fraternal organizations, grocery stores or supermarkets which sell such beverages.)	Liquors (Distilled Spirits, Wine or Beer)	11
	Beer Only	12
	Liquors (Distilled Spirits, Wine or Beer) – At Large*	15
	Beer Only – At Large*	16
WHOLESALE DEALER (Anyone who sells, or offers for sale, beverage alcohol products to another dealer. An IMPORTER must register as a wholesaler if he or she sells beverage alcohol products to other dealers.)	Liquors (Distilled Spirits, Wine, or Beer)	31
	Beer Only	32

* A retail dealer at large is one whose business requires him to move from place to place, such as a circus or carnival.

CLASS CODE	TRADE NAME	PREMISES ADDRESS STREET NUMBER AND NAME	CITY, STATE, ZIP CODE	TELEPHONE NUMBER
11	FASTRAX 1	420 STONE CREEK DRIVE	TONGANOXIE, KS 66086	(913) 940-0416
11	JUMPSTART SHAMROCK	1318 MAIN STREET	WINFIELD, KS 67156	(913) 940-0416
				()
				()
				()

Under penalties of perjury, I declare that the statements in this registration are true and correct to the best of my knowledge and belief; that this registration applies only to the specified business and location or, where the registration is for more than one location, it applies only to the businesses at the locations specified on the attached list.

SIGNATURE 	TITLE PRESIDENT	DATE 05/25/2018
--	--------------------	--------------------

SECTION 3 – OWNERSHIP INFORMATION

INDIVIDUAL OWNER PARTNERSHIP CORPORATION LLC OTHER (Specify)

FULL NAME HANIF LAKHANI	RESIDENCE ADDRESS 12705 W. 134TH PLACE, APT 28106	POSITION MEMBER
FULL NAME	RESIDENCE ADDRESS	POSITION
FULL NAME	RESIDENCE ADDRESS	POSITION
FULL NAME	RESIDENCE ADDRESS	POSITION
FULL NAME	RESIDENCE ADDRESS	POSITION

INSTRUCTIONS**GENERAL INSTRUCTIONS**

This registration is for use on and after July 1, 2008. If you are engaged in one or more of the alcohol activities listed on this form, you are required to file this form before beginning business. If there is a change in your business, you need to report it on or before the next July 1 (see CHANGES IN OPERATIONS, below). You may file one registration to cover several locations or several types of activity operating under the same Employer Identification Number (EIN).

NOTE: The special (occupational) tax on producers and marketers of alcohol beverages was repealed by Section 11125 of Public Law 109-59, effective July 1, 2008. However, tax liability and the registration requirement for periods before that date remain. If you need to file a delinquent or amended registration for a period through June 30, 2008, please use TTB Form 5630.5a, Alcohol Special (Occupational) Tax Registration and Return – For Periods Ending On or Before June 30, 2008.

SIGNING YOUR REGISTRATION

This form must be signed by the individual owner, a partner, or, in the case of a corporation or LLC, an individual authorized to sign on behalf of the corporation or LLC.

SECTION 1 – IDENTIFYING INFORMATION

Complete Section 1, Identifying Information, as specified on the form. Your registration must contain a valid Employer Identification Number (EIN). The EIN is a unique number for business entities issued by the Internal Revenue Service (IRS). You must have an EIN whether you are an individual owner, partnership, corporation, LLC, or a government agency. If you do not have an EIN, contact the Internal Revenue Service immediately to obtain one. While TTB may assign a temporary identification number (beginning with XX) to allow initial processing of a return which lacks an EIN, do not delay submission of your registration pending receipt of your EIN. If you have not received a number by the time you file this return, write "number applied for" in the space for the number. Submit your EIN by separate correspondence after receipt from the IRS.

SECTION 2 – PREMISES LOCATIONS

Enter the requested information in Section 2 for each premises location even if this repeats the business information listed in Section 1. If you are reporting a change, enter the date of the change in the appropriate space in Section 1. If additional sheets are needed, make a copy of page 1 of this form or enter the requested information on a separate sheet of paper with your EIN and Company's name.

SECTION 3 – OWNERSHIP INFORMATION

Please complete the ownership information in Section 3. Supply the information specified for each individual owner, partner or responsible person. For a corporation, partnership or association, a responsible person is anyone with the power to control the management policies or buying or selling practices pertaining to alcohol. For a corporation, association, or similar organization, it also means any person owning 10 percent or more of the outstanding stock in the business.

CHANGES IN OPERATIONS

If there is a change of your company's name, trade name, address, premises location, telephone number, ownership information, type of business, or EIN, complete TTB F 5630.5d and submit it no later than the next July 1 after the change. Check the box, Existing Business with Change(s), complete all fields in Section 1, and complete Sections 2 and 3 as necessary to show any changes there. Upon going out of business, submit TTB F 5630.5d within 30 days, checking box b in Section 1. If you are still in business but there are no changes since your last registration, this form does not need to be submitted.

MAILING INSTRUCTIONS

Please sign and date this registration and mail it to:

Alcohol and Tobacco Tax and Trade Bureau
550 Main Street, Suite 8002
Cincinnati, OH 45202-5215.

CONTACT INFORMATION

For further assistance, contact TTB National Revenue Center at 1-800-937-8864 or 1-877-882-3277; or email to ttbtaxstamp@ttb.gov. Additional information is also available at our Web site, www.ttb.gov.

PAPERWORK REDUCTION ACT NOTICE

This request is in accordance with the Paperwork Reduction Act of 1995. This information is used to ensure compliance with Section 11125 of Public Law 109-59, and the Internal Revenue Laws of the United States.

The estimated average burden associated with this collection of information is .8 hour per respondent or record keeper, depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be addressed to the Reports Management Officer, Regulations and Rulings Division, Alcohol and Tobacco Tax and Trade Bureau, 1310 G Street, NW., Box 12, Washington, DC 20005.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a current, valid OMB control number.



Tonganoxie Police Department

MEMORANDUM

TO: Dan Porter, Assistant City Manager

FROM: Chief Greg Lawson

DATE: September 10, 2018

SUBJECT: Hanif Lakhani, CMB APPLICATION

Per your request, the Tonganoxie Police Department ran a background check of Hanif Lakhani in reference to a Cereal Malt Beverage (CMB) license. This check was to ensure the requirements were met concerning Code section 3-205. Our check was to confirm that Mr. Lakhani was not in violation of any of the sections of this code, depicting that *"No license shall be issued to:"*

- (a) A person who has not been a resident in good faith of the state of Kansas for at least one year immediately preceding application.
- (c) A person who is not of good character and reputation in the community in which he or she resides.
- (d) A person who, within two years immediately preceding the date of making application, has been convicted of a felony or any crime involving moral turpitude, or has been adjudged guilty of drunkenness or driving a motor vehicle while under the influence of intoxicating liquor or the violation of any other intoxicating liquor law of any state or of the United States.

We ran an inquiry through the Leavenworth County Sheriff Department and found no active warrants, convictions, or other areas of concern. I would presume lack of convictions assist you in substantiating good character and reputation. Mr. Lakhani shows to be a resident of Overland Park, Kansas for over one year.

It should be noted that this check was a local query that was not inclusive of convictions in other states or municipalities. The Kansas Bureau of Investigation restricts nationwide background checks unless it pertains to a law enforcement investigation or a background check of a law enforcement applicant. The lack of a criminal history (Mr. Lakhani) is specific to the Leavenworth County area.

Please call with further questions or concerns.



128 East 6th Tonganoxie, Kansas 66086 Phone number: 913-369-3754



City Of Tonganoxie Fire Department

825 East 4th

Tonganoxie, Kansas 66086



DATE: September 13, 2018

Business Name: FAST TRAX

Address: 420 Stone Creek Drive Tonganoxie, Kansas 66086

Owner: Hanif Lakhani

Address: 12705 W. 134th Place Overland Park, Kansas 66213

Contact Information: 913-677-1100

Summary: The fire code violations that were noted during walkthrough of FAST TRAX convenience store/gas station on August 31, 2018 have been corrected and meet the 2003 IFC requirements.

Inspection by: Chief John Zimbelman



Office of the City Manager
AGENDA STATEMENT

DATE: September 17, 2018
To: Honorable Mayor Jason K. Ward and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Consider approval of waiver of Sanitary Sewer Tap Fee for Casey's General Store

DISCUSSION:

The City received the attached letter requesting the waiver of the entirety of the \$2,750 Sanitary Sewer Tap Fee associated with the building permit application submitted by Casey's General Store for the construction of a new convenience store. Total fees associated with the building permit are \$15,517. The request references the fees which will be paid by Casey's General Store to a property owner for the acquisition of a public sewer easement outside of the Casey's project property in order to facilitate connection to an existing sewer main.

As a reminder, the City Council recently approved a final plat for the Casey's project with the conditions that a building permit would not be issued for the project until KDOT approved the Highway Permit and KDHE approves the Construction Plans. To date, the City has been notified of the approval of the Highway Permit by KDOT.

BUDGET IMPACT:

Sanitary Sewer Tap Fee revenues are remitted into the City's Sewer Capital Reserve Fund, which is used to finance the construction of infrastructure associated with the City's sanitary sewer utility. Through August 2018, the City has collected 59% of budgeted sewer tap fee revenue, or \$34,375.

ACTION NEEDED:

Make a motion to authorize staff to (approve or deny) Casey's General Store request to waive the Sewer Tap Fee.

ATTACHMENTS:

Letter requesting waiver of Sanitary Sewer Tap Fee

cc: George Brajkovic, City Manager
Kent Heskett, Public Works Director



August 30, 2018

Mr. Dan Porter
Assistant City Manager
City of Tonganoxie
526 E 4th Street
Tonganoxie, KS 66086

Re: Casey's General Store - 501 Cheftan Road (Highway 24-40)
Request for Sanitary Sewer Tap Fee of \$2,750 to be Waived

Dear Mr. Porter;

Casey's General Store is obtaining a public sanitary sewer easement from the property owner at 104 E 6th Street in order to connect the new sanitary sewer main extension for this project to the City's existing public sanitary sewer. The new sanitary sewer main extension will connect to the existing sanitary sewer manhole that is located near the southwest corner of the property located at 104 E 6th Street. This existing manhole is located outside of the recorded sanitary sewer easement, which is the reason Casey's is obtaining an additional sanitary sewer easement to be dedicated to the City. Casey's is paying \$5,000 in compensation to the property owner at 104 E 6th Street for this new easement. Casey's is requesting the Sanitary Sewer Tap Fee of \$2,750 be waived from the building permit fees since Casey's is paying for an easement to be dedicated to the City. After this new easement is recorded the City's sanitary sewer manhole will no longer be an encroachment onto this property. Thank you for your consideration and feel free to contact me with any questions.

Respectfully,
SBB Engineering, LLC

A handwritten signature in blue ink, appearing to read "Jeff Laubach".

Jeff Laubach, PE
Principal

Schmidt, Beck & Boyd Engineering, LLC

785.215.8630 | 785.215.8634 (F) | Pomeroy Building, 1415 SW Topeka Blvd. | Topeka, Kansas 66612



Office of the City Manager
AGENDA STATEMENT

DATE: September 17, 2018
To: Honorable Mayor Jason K. Ward and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Request to Waive Fee for Family Season Pass for St. John's Catholic School Benefit Auction

DISCUSSION:

Fundraisers working on behalf of St. John's Catholic School in Lawrence, Kansas requested that the City Council consider donation of a 2019 family season pass to the Tonganoxie Water Park for use in the 35th annual benefit auction scheduled for November 3, 2018. The City Council has approved a similar request in several recent years. In order to provide the complimentary pass for use in the fundraiser, the City Council would waive the \$140 or \$160 fee for the resident/nonresident family season pass and agree to donate it to the St. John's Catholic School Benefit Auction.

ACTION NEEDED:

Make a motion to waive the \$140 or \$160 Tonganoxie Water Park resident/nonresident family season pass and donate it to the St. John's Catholic School for use at an upcoming auction event.

ATTACHMENTS:

Flyer for Fundraiser Event

cc: George Brajkovic, City Manager
Darren Shupe, Tonganoxie Water Park Manager



Do you remember the excitement accompanying the beginning of a new school year? At St. John Catholic School, the energy of the new academic year also kindles excitement for our upcoming Benefit Auction. For over fifty years St. John School has served the Lawrence, Kansas, community forming the hearts and minds of young people. While our mission has not changed, today the financial success of our auction is critical to the ability of the school to serve over 300 students from diverse economic, national, and religious backgrounds.

Please consider a special contribution to our 35th Annual Benefit Auction. Your donation will be acknowledged on our website: saint-johns.maestroweb.com. Over 200 people attend the auction. There will be a table display with your donation on the night of the event. All proceeds return to the school, and your generosity transforms the opportunities available for our students. Please contact the auction office at auction@saint-johns.net or call 785-843-0109 or visit our website at <http://sjevangelist.com/school/auction/> for more information. The donation deadline is October 1, 2018.

This year's auction will be held on Saturday, November 3, 2018. Your donation provides an excellent opportunity to highlight your business for a community eager to support our school and our donors. Saint John School is a 501(c)(3) not-for-profit organization and your donations are tax deductible to the extent allowed by law. Our Federal Tax ID number is 48-0930277.

Thank you for your thoughtful consideration of a donation to the 2018 St. John School Benefit Auction.

With gratitude,

A handwritten signature in black ink that reads 'Pat Newton'.

Mrs. Pat Newton, Principal

A handwritten signature in black ink that reads 'Fr. Jeff Ernst, OFM, Cap., Pastor'.

Fr. Jeff Ernst, OFM, Cap., Pastor



Office of the City Manager
AGENDA STATEMENT

DATE: September 17, 2018
To: Honorable Mayor Jason K. Ward and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Consider Approval to Purchase Salt for Snow and Ice Control

DISCUSSION:

With winter rapidly approaching, the City needs to replenish its rock salt supply. The Public Works Department utilized the bids from Leavenworth County's 2018 salt bid to select a vendor for the purchase of salt. The low bidder was Independent Salt Company at a price of \$53.68 per ton.

Public Works is requesting approval from the Council to purchase 125 tons of rock salt at \$53.68 per ton, for a cost not to exceed \$6,710. This amount is less than the \$11,000 budgeted in the General Fund for the purchases of salt and other snow & ice control materials in 2018.

BUDGET IMPACT:

The maximum expenditure authorization requested is less than the \$11,000 budgeted in the General Fund for the purchases of salt and other snow & ice control materials in 2018.

ACTION NEEDED:

Make a motion to authorize the purchase of salt for a total maximum cost of \$6,710.

ATTACHMENTS:

Expense Justification Form and 2018 Salt Bid Tabulation

cc: George Brajkovic, City Manager
Kent Heskett, Public Works Director



City of Tonganoxie

EXPENSE JUSTIFICATION FORM

DATE: September 6, 2018

REQUESTING DEPARTMENT:

Public Works Fire Police Administration

DEPARTMENT REPRESENTATIVE: Kent Heskett
(Printed or Typed Name)

DIRECTOR'S SIGNATURE: _____

PURPOSE OF EXPENSE: **To replenish stock of ice control salt for winter season.**
Bids were received through Leavenworth County just as we have done for the past 5 years. The authorization letter to winning bidder is attached.
I am requesting the purchase of 125 tons of rock salt.
125 ton x \$53.68 = \$6710.00

WHAT DATE SHOULD THE WORK BEGIN? **ASAP**

WHAT ARE THE CONSEQUENCES OF DELAYING THIS EXPENSE?
Delays may cause delivery times to be longer.

WHAT ALTERNATIVE METHODS OF THIS EXPENSE HAVE BEEN RULED OUT?
None

LIST OF BIDS/QUOTES (Attached)

Company Name	Amount
--------------	--------

Determination

Approved Denied

Authorized Signature: _____

City Administrator

Requires city council approval? Yes No

Kent Heskett

From: Lutgen, David <DLutgen@leavenworthcounty.org>
Sent: Wednesday, August 29, 2018 3:12 PM
To: Gene Myracle; Kent Heskett; Jeffrey Focht; Curtis Marks; Becky Beaver; Mike McDonald
Subject: Salt Bids

Bid results –

2018 Salt Bid Tabulation

Vendor	Bid Price	Bid Alternate
Hutchison Salt Company	\$59.50	\$59.50
Independent Salt Company	\$53.68	\$53.68
Compass Minerals	No Bid	No Bid
Cargill, Inc	No Bid	No Bid

Thanks,

David Lutgen, P.E.
Director of Public Works/County Engineer
300 Walnut, Suite 007
Leavenworth KS 66048
913-684-0470



MEMORANDUM

TO: Mayor Jason Ward
Tonganoxie City Council

FROM: George Brajkovic, City Manager

DATE: September 17, 2018

RE: **City Council Vacancy**

At the September 4, 2018 City Council meeting, Kara Reed announced her resignation from the City Council, pending her move outside of City limits. Councilwoman Reed identified October 15, 2018 as her last availability to serve on the Council.

As a reminder, on March 5, 2018, the City Council amended the City Code, per Ordinance 1434, to reflect the following change to addressing vacancies:

1-208. VACANCIES IN GOVERNING BODY; HOW FILLED.

In case of a vacancy in the council occurring by reason of resignation, death or removal from office or from the city, the governing body shall appoint an elector to be council member for the balance of the unexpired term. Any member of the governing body may nominate a candidate to fill the vacancy, and the successful candidate shall be approved by a majority vote of the governing body. Such vacancy shall be filled within 60 days or such vacancy shall be filled by a special election.

In case of a vacancy in the office of mayor, the mayor pro tem shall become mayor until the next regular election for that office and a vacancy shall occur in the office of the councilmember becoming mayor.

(K.S.A. [15-201](#), Code 2004; Ord. 1434, Sec. 1)

As a result, I suggest the following timeline to fill the vacancy:

- September 26, 2018 – deadline for submitting application
- October 1, 2018 – City Council meeting, initial discussion/review of applicants
- October 15, 2018 – City Council meeting, if necessary, second review of applicants

The last regular City Council meeting date within 60 days of the vacancy will be December 3, 2018.

As a reminder, Councilwoman Reed's unexpired term runs to January 2020, but would be subject to an election during 2019.