

**AGENDA**  
**CITY OF ROELAND PARK, KANSAS**  
**CITY COUNCIL MEETING**  
**ROELAND PARK**  
**Roeland Park City Hall 4600 W 51st Street, Roeland Park, KS 66205**  
**September 21, 2020 6:00 PM**

- |                                                                                                                                                                                                                                      |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• Mike Kelly, Mayor</li><li>• Trisha Brauer, Council Member</li><li>• Benjamin Dickens, Council Member</li><li>• Jan Faidley, Council Member</li><li>• Jennifer Hill, Council Member</li></ul> | <ul style="list-style-type: none"><li>• Jim Kelly, Council Member</li><li>• Tom Madigan, Council Member</li><li>• Claudia McCormack, Council Member</li><li>• Michael Rebne, Council Member</li></ul> | <ul style="list-style-type: none"><li>• Keith Moody, City Administrator</li><li>• Jennifer Jones-Lacy, Asst. Admin.</li><li>• Kelley Nielsen, City Clerk</li><li>• John Morris, Police Chief</li><li>• Donnie Scharff, Public Works Director</li></ul> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Admin**

Brauer  
Hill

**Finance**

McCormack  
Madigan

**Safety**

Rebne  
Faidley

**Public Works**

Kelly  
Dickens

**Pledge of Allegiance**

A. Instructions on Logging into Meeting Remotely

**Roll Call**

**Modification of Agenda**

**I. Citizens Comments**

*Members of the public are welcome to use this time to make comments about City matters that do not appear on the agenda, or about items that will be considered as part of the consent agenda. Comments about items that appear on the agenda will be taken as each item is considered. Citizens Are Requested To Keep Their Comments Under 5 Minutes. If a large number of people wish to speak, this time may be shortened by the Mayor (Chair) so that the number of persons wishing to speak may be accommodated within the time available. Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.*

**II. Consent Agenda**

*Consent agenda items have been studied by the Governing Body and will be acted on in a single motion. If a Council member requests a separate discussion on an item, it can be removed from the consent agenda and placed on new business for further consideration.*

A. Appropriations Ordinance #958

- B. Council Minutes September 8, 2020
- C. Allowance of Temporary Banners for Businesses During Federal Emergencies (allow up to 4' x 8' for businesses to announce they are open and allow those to be administratively approved by the Building Inspector during states of emergency)

### **III. Business From the Floor**

#### **A. Applications / Presentations**

- 1. Art Committee Update and Request to Purchase Public Art for Cooper Creek

### **IV. Mayor's Report**

### **V. Workshop and Committee Reports**

### **VI. Reports of City Liaisons**

- A. MARC – Bike & Pedestrian (Jan Faidley)

### **VII. Unfinished Business**

### **VIII. New Business**

- A. Approve Contract for Entryway Sign Design and Construction with Dimensional Innovations
- B. Approve Easement for New Electrical Service for R Park
- C. Approve CARES Act Sub-recipient Agreement and Resource Planning Ideas
- D. Award 2020 Stormwater Improvement Project on Roeland Drive
- E. Committee Reappointments
- F. Approve Agreement with TriStem for Utility and Franchise Audit Services

### **IX. Ordinances and Resolutions:**

- A. Ordinance 1000 - STO
- B. Ordinance 1001 - UPOC
- C. Ordinance No. 1002 - Adopting Comprehensive Plan

### **X. Reports of City Officials:**

- A. COVID Report

### **XI. Workshop Items:**

**Welcome to this meeting of the City Council of Roeland Park. Below are the Procedural Rules of Council**

The City Council encourages citizen participation in local governance processes. To that end, and in compliance with the Kansas Open meetings Act (KSA 45-215), you are invited to participate in this meeting. The

following rules have been established to facilitate the transaction of business during the meeting. Please take a moment to review these rules before the meeting begins.

A. **Audience Decorum.** Members of the audience shall not engage in disorderly or boisterous conduct, including but not limited to; the utterance of loud, obnoxious, threatening, or abusive language; clapping; cheering; whistling; stomping; or any other acts that disrupt, impede, or otherwise render the orderly conduct of the City Council meeting unfeasible. Any member(s) of the audience engaging in such conduct shall, at the discretion of the Mayor (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or removal from that meeting. Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.

B. **Public Comment Request to Speak Form.** The request form's purpose is to have a record for the City Clerk. Members of the public may address the City Council during Public Comments and/or before consideration of any agenda item; however, no person shall address the Council without first being recognized by the Mayor (Chair). Any person wishing to speak, whether during Public Comments or on an agenda item, shall first complete a Public Comment or Request to Speak form and submit this form to the City Clerk before the Mayor (Chair) calls for Public Comments or calls the particular agenda item

1. **Public Comment on Non-Agenda Items.** The Agenda shall provide for public comment about matters that are within the jurisdiction of the City but are not specifically listed on the Agenda. A member of the public who wishes to speak under Public Comments must fill out a Public Comment Request to Speak form and submit it to the City Clerk before the Mayor (Chair) calls for Public Comments.

2. **Public Comment on Agenda Items.** Public comment will be accepted on Agenda items. A member of the public, who wishes to speak on an Agenda item, including items on the Consent Agenda, must fill out a Request to Speak form and submit it to the City Clerk before the Mayor (Chair) calls the Agenda item.

C. **Purpose.** The purpose of addressing the City Council is to communicate formally with the Council regarding matters that relate to Council business or citizen concerns within the subject matter jurisdiction of the City Council. Persons addressing the City Council on an agenda item shall confine their remarks to the matter under consideration by the Council.

D. **Speaker Decorum.** Each person addressing the City Council, shall do

so in an orderly, respectful, dignified manner and shall not engage in conduct or language that disturbs, or otherwise impedes the orderly conduct of the Council meeting. Any person, who so disrupts the meeting shall, at the discretion of the Mayor (Chair) or a majority of the Council Members present, be subject to removal from that meeting.

- E. **Time Limit.** In the interest of fairness to other persons wishing to speak and to other individuals or groups having business before the City Council, each speaker shall limit comments to five minutes. If a large number of people wish to speak, this time may be shortened by the Mayor (Chair) so that the number of persons wishing to speak may be accommodated within the time available.
- F. **Speak Only Once.** Second opportunities for the public to speak on the same issue will not be permitted unless mandated by state or local law. No speaker will be allowed to yield part or all of his/her time to another, and no speaker will be credited with time requested but not used by another.
- G. **Addressing the Council.** Comment and testimony are to be directed to the Mayor (Chair). Dialogue between and inquiries from citizens at the lectern and individual Council Members, members of staff, or the seated audience is not permitted. Council Members seeking to clarify testimony or gain additional information should direct their questions through the Mayor (Chair). Always speak from the microphone to ensure that all remarks are accurately and properly recorded. Only one speaker should be at the microphone at a time. Speakers are requested to state their full name, address and group affiliation, if any, before delivering any remarks.
- H. Agendas and minutes can be accessed at [www.roelandpark.org](http://www.roelandpark.org) or by contacting the City Clerk

***The City Council welcomes your participation and appreciates your cooperation. If you would like additional information about the City Council or its proceedings, please contact the City Clerk at (913) 722.2600.***



**Item Number:** Pledge of Allegiance- -A.  
**Committee** 9/21/2020  
**Meeting Date:**



## **City of Roeland Park**

Action Item Summary

---

Date:

Submitted By:

Committee/Department:

Title: **Instructions on Logging into Meeting Remotely**

Item Type:

### **Recommendation:**

**See instructions to log in below.**

### **Details:**

The City Council Meeting will be held remotely. Below are instructions for joining the meeting by phone, online or both.

#### **Roeland Park City Council Meeting and Workshop**

**Please join my meeting from your computer, tablet or smartphone.**

**<https://www.gotomeet.me/RoelandParkCouncil/roeland-park-city-council-meeting-and-workshop>**

**You can also dial in using your phone.**

**United States (Toll Free): 1 877 568 4106**

**Access Code: 719-374-005**

**New to GoToMeeting? Get the app now and be ready when your first meeting starts:**

**<https://global.gotomeeting.com/install/719374005>**

Please use these tips while listening in:

- 1) Please be sure to mute yourself.
- 2) We recommend logging in a couple minutes early to test the app. The meeting will be recorded.

3) If you're able to, joining the meeting through the online portal is best so you can see the screen and listen in. If you have trouble with audio, you can call in as well as use the web-based meeting app.

4) We will allow public comment at the beginning of the Council Meeting. If you would like to make a public comment, please log or call into the meeting five minutes early so we can get your name and call on you when it's time to make a public comment. If you are logged in online, you can also make your request to speak known using the chat function in the app.

5) Unless called upon or requesting to speak, we ask that audience members abstain from speaking or adding commentary to the chat function so we can maintain an orderly and efficient meeting.

#### Financial Impact

|                             |                  |
|-----------------------------|------------------|
| Amount of Request:          |                  |
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

#### Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number:      Consent Agenda- II.-A.  
Committee            9/21/2020  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:  
Submitted By:  
Committee/Department:  
Title:                                **Appropriations Ordinance #958**  
Item Type:

Recommendation:

**Details:**

Financial Impact

|                             |                  |
|-----------------------------|------------------|
| Amount of Request:          |                  |
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

| Description                                            | Type       |
|--------------------------------------------------------|------------|
| <input type="checkbox"/> Appropriations Ordinance #958 | Cover Memo |

# ***The City of Roeland Park, Kansas***

*4600 West Fifty-First Street*

*Roeland Park, Kansas 66205*

*City Hall (913) 722-2600 – Fax (913) 722-3713*

Monday, September 21, 2020

## **Appropriation Ordinance - 09/21/2020 - #958**

An Ordinance making Appropriation for the payment of certain claims. Be it ordained by the Governing Body of the City of Roeland Park, Kansas:

Section 1: That in order to pay the claims hereinafter stated which have been properly audited and approved, there is hereby appropriated out of the respective funds in the City Treasury the sum required for each claim.

Section 2: This Ordinance shall take effect and be in force from and after its passage. Passed and approved this 21st day of September, 2020.

Attest:

---

City Clerk

---

Mayor

**Total Appropriation Ordinance**

**\$**

**154,544.52**

## Appropriation Ordinance - 09/21/2020 - #958

| Vendor                            | Dept | Acct #   | Description                       | Invoice Description | Check /EFT | Amount              | Chk #   | Check Amount |
|-----------------------------------|------|----------|-----------------------------------|---------------------|------------|---------------------|---------|--------------|
|                                   |      |          |                                   |                     | Date       |                     |         |              |
| Vendor                            | Dept | Account  | Account Description               | Reference           | Date       | Distribution Amount | Check # | Check Amount |
| Airgas USA, LLC                   | 106  | 5318.106 | Tools                             | 9973612770          | 09/16/20   | 22.36               | 71210   | 22.36        |
| All Traffic Solutions             | 102  | 5214.102 | Other Contracted Services         | Q51028              | 09/16/20   | 1,125.00            | 71211   | 1,125.00     |
| American Equipment Co.            | 106  | 5425.106 | Other Capital Outlay              | 38587               | 09/09/20   | 272.76              | 71182   | 272.76       |
| Shawnee Mission Tree Service, Inc | 106  | 5263.106 | Tree Maintenance                  | 46303               | 09/09/20   | 1,950.00            | 71183   | 5,445.00     |
| Shawnee Mission Tree Service, Inc | 106  | 5263.106 | Tree Maintenance                  | 438382              | 09/09/20   | 3,495.00            |         |              |
| Asphalt Sales Company, Inc        | 106  | 5421.106 | Street Maintenance                | 144466              | 09/09/20   | 308.28              | 71184   | 308.28       |
| Asphalt Sales Company, Inc        | 106  | 5421.106 | Street Maintenance                | 144579              | 09/16/20   | 389.03              | 71212   | 731.98       |
| Asphalt Sales Company, Inc        | 106  | 5421.106 | Street Maintenance                | 144621              | 09/16/20   | 342.95              |         |              |
| Black & McDonald                  | 101  | 5220.101 | Street Light Repair & Maintenance | 761122314           | 09/09/20   | 1,866.43            | 71185   | 1,866.43     |
| Blue Sky Cleaners                 | 102  | 5224.102 | Laundry Service                   | 9/1/20              | 09/09/20   | 178.59              | 71186   | 178.59       |
| Bob Allen Ford, Inc.              | 102  | 5260.102 | Vehicle Maintenance               | F0CS372345          | 09/16/20   | 4,896.01            | 71213   | 4,896.01     |
| Breeden Holdings, LLC             | 102  | 5260.102 | Vehicle Maintenance               | 1058348             | 09/09/20   | 105.00              | 71187   | 105.00       |
| Breeden Holdings, LLC             | 102  | 5260.102 | Vehicle Maintenance               | 1058354             | 09/16/20   | 105.00              | 71187   | 105.00       |
| Breeden Holdings, LLC             | 102  | 5260.102 | Vehicle Maintenance               | 1058363             | 09/16/20   | 105.00              | 71187   | 105.00       |
| The Bullet Hole                   | 102  | 5206.102 | Travel Expense & Training         | 78048               | 09/09/20   | 25.00               | 71188   | 25.00        |
| Crime Scene Cleaners, LLC         | 102  | 5254.102 | Miscellaneous Charges             | 6128                | 09/16/20   | 85.00               | 71215   | 85.00        |
| Lynn Ebel                         | 115  | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate       | 09/16/20   | 75.00               | 71216   | 75.00        |
| Megan England                     | 115  | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate       | 09/16/20   | 75.00               | 71217   | 75.00        |
| EquipmentShare.com Inc.           | 106  | 5421.106 | Street Maintenance                | KCM3127930003       | 09/09/20   | 1,579.45            | 71189   | 1,579.45     |
| Evergy                            | 106  | 5290.106 | Street Light Electric             | 1275 8/28/20        | 09/09/20   | 1,615.60            | 71190   | 1,615.60     |
| Fabric Print Inc.                 | 106  | 5308.106 | Clothing & Uniforms               | 2528072             | 09/16/20   | 36.00               | 71218   | 36.00        |
| Galls, LLC                        | 102  | 5308.102 | Clothing & Uniforms               | 16343336            | 09/16/20   | 59.93               | 71219   | 330.88       |
| Galls, LLC                        | 102  | 5308.102 | Clothing & Uniforms               | 16361603            | 09/16/20   | 30.99               |         |              |
| Galls, LLC                        | 102  | 5308.102 | Clothing & Uniforms               | 16370195            | 09/16/20   | 79.99               |         |              |
| Galls, LLC                        | 102  | 5308.102 | Clothing & Uniforms               | 16370196            | 09/16/20   | 79.99               |         |              |
| Galls, LLC                        | 102  | 5308.102 | Clothing & Uniforms               | 16370201            | 09/16/20   | 79.98               |         |              |
| Gather Media and Communication    | 101  | 5209.101 | Professional Services             | 48 -2               | 09/16/20   | 1,250.00            | 71220   | 1,250.00     |
| Brandon Gillette                  | 115  | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate       | 09/16/20   | 40.00               | 71221   | 40.00        |
| Goodyear Auto Service             | 102  | 5260.102 | Vehicle Maintenance               | 192623              | 09/09/20   | 1,628.64            | 71191   | 1,628.64     |
| Anissa Harrison                   | 115  | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate       | 09/16/20   | 75.00               | 71222   | 75.00        |
| Wendy Hughes                      | 115  | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate       | 09/16/20   | 75.00               | 71223   | 75.00        |
| Ice-Masters                       | 106  | 5210.106 | Maintenace & Repair Building      | 2339649             | 09/16/20   | 490.34              | 71224   | 490.34       |
| Jake's Lawn & Landscape, LLC.     | 106  | 5214.106 | Other Contracted Services         | 4460                | 09/16/20   | 1,205.00            | 71225   | 1,205.00     |
| Johnson County Wastewater         | 101  | 5288.101 | Waste Water                       | 9/3/20 Multiple     | 09/16/20   | 119.03              | 71226   | 325.08       |
| Johnson County Wastewater         | 106  | 5288.106 | Waste Water                       | 9/3/20 Multiple     | 09/16/20   | 178.36              |         |              |
| Johnson County Wastewater         | 220  | 5288.220 | Waste Water                       | 9/3/20 Multiple     | 09/16/20   | 27.69               |         |              |
| Johnson County Government         | 101  | 5218.101 | IT & Communication                | 162124              | 09/09/20   | 6,577.25            | 71192   | 6,577.25     |

|                                   |     |          |                                   |                  |          |           |       |           |
|-----------------------------------|-----|----------|-----------------------------------|------------------|----------|-----------|-------|-----------|
| Johnson County Park & Recreation  | 290 | 5255.290 | JoCo Management Fee               | 9/2/20 Q4        | 09/09/20 | 12,532.25 | 71193 | 12,532.25 |
| Johnson & Wyandotte Counties      | 108 | 5305.108 | Dues, Subscriptions, & Books      | 2020-2021 Dues   | 09/16/20 | 340.00    | 71227 | 340.00    |
| KAW Valley Engineering Inc.       | 270 | 5430.270 | Residential Street Reconstruction | C33342           | 09/09/20 | 2,520.00  | 71194 | 16,262.80 |
| KAW Valley Engineering Inc.       | 370 | 5457.370 | CARS 2020 - Roe                   | C33380           | 09/09/20 | 13,180.50 |       |           |
| KAW Valley Engineering Inc.       | 300 | 5472.300 | R Park Development Plan           | C33330           | 09/09/20 | 562.30    |       |           |
| Kansas Gas Service                | 101 | 5289.101 | Natural Gas                       | 9/9/20 Multiple  | 09/16/20 | 96.92     | 71228 | 186.51    |
| Kansas Gas Service                | 106 | 5289.106 | Natural Gas                       | 9/9/20 Multiple  | 09/16/20 | 52.61     |       |           |
| Kansas Gas Service                | 220 | 5289.220 | Natural Gas                       | 9/9/20 Multiple  | 09/16/20 | 36.98     |       |           |
| Emily Knocke                      | 115 | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate    | 09/16/20 | 75.00     | 71229 | 75.00     |
| Kansas State Treasurer            | 103 | 5228.103 | Fees Due State of Kansas          | 8/2020           | 09/09/20 | 1,933.65  | 71195 | 1,933.65  |
| Lamp, Rynearson & Assoc., Inc.    | 270 | 5209.270 | Professional Services             | 320001010000008  | 09/16/20 | 5,422.27  | 71230 | 23,880.54 |
| Lamp, Rynearson & Assoc., Inc.    | 270 | 5430.270 | Residential Street Reconstruction | 320001040000003  | 09/16/20 | 5,315.30  |       |           |
| Lamp, Rynearson & Assoc., Inc.    | 300 | 5468.300 | 2020 Stormwater-57th and Roelanc  | 319001050000006  | 09/16/20 | 1,331.92  |       |           |
| Lamp, Rynearson & Assoc., Inc.    | 300 | 5472.300 | R Park Development Plan           | 319001040000018  | 09/16/20 | 10,044.54 |       |           |
| Lamp, Rynearson & Assoc., Inc.    | 300 | 5472.300 | R Park Development Plan           | 3196001060000009 | 09/16/20 | 1,766.51  |       |           |
| David A Mootz                     | 290 | 5206.290 | Travel Expense & Training         | 8/10-28/20 Miles | 09/09/20 | 6.38      | 71196 | 6.38      |
| Missouri Door Co., Inc.           | 106 | 5210.106 | Maintenace & Repair Building      | 30610            | 09/09/20 | 357.08    | 71197 | 357.08    |
| Pitney Bowes Global FInancial Ser | 101 | 5205.101 | Postage & Mailing Permits         | 3311915290       | 09/09/20 | 174.24    | 71198 | 174.24    |
| Hayden Quandt                     | 115 | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate    | 09/16/20 | 75.00     | 71231 | 75.00     |
| Anne Ramsey                       | 115 | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate    | 09/16/20 | 75.00     | 71232 | 75.00     |
| Rejis Commission                  | 102 | 5214.102 | Other Contracted Services         | 444323           | 09/09/20 | 206.72    | 71199 | 976.72    |
| Rejis Commission                  | 102 | 5214.102 | Other Contracted Services         | 444465           | 09/09/20 | 770.00    |       |           |
| Riteway Maintenance & Supply, LI  | 101 | 5214.101 | Other Contracted Services         | 20678            | 09/09/20 | 930.00    | 71200 | 930.00    |
| Saltus Technologies               | 102 | 5214.102 | Other Contracted Services         | 200915           | 09/09/20 | 2,225.10  | 71201 | 2,225.10  |
| Strasser True Value               | 106 | 5306.106 | Materials                         | 364498           | 09/09/20 | 30.40     | 71202 | 30.40     |
| TransUnion Risk & Alternative     | 102 | 5214.102 | Other Contracted Services         | 457712020081     | 09/09/20 | 50.00     | 71203 | 50.00     |
| Tritech Forensics                 | 101 | 5301.101 | Office Supplies                   | 242346           | 09/16/20 | 107.50    | 71233 | 107.50    |
| USIC Locating Services, LLC       | 101 | 5220.101 | Street Light Repair & Maintenance | 397318           | 09/09/20 | 2,873.22  | 71204 | 2,873.22  |
| VLP                               | 106 | 5211.106 | Maintenace & Repair Equipment     | PSO0299991       | 09/09/20 | 179.39    | 71205 | 179.39    |
| Water District No 1 of Johnson Co | 106 | 5287.106 | Water                             | 3983 9/9/20      | 09/16/20 | 183.82    | 71234 | 183.82    |
| WCA Waste Corporation             | 115 | 5272.115 | Solid Waste Contract              | 990000713330     | 09/16/20 | 43,673.82 | 71235 | 43,673.82 |
| Ann Welch                         | 115 | 5271.115 | Composte Bin Rebate Program       | 9/2/20 Rebate    | 09/16/20 | 75.00     | 71236 | 75.00     |
| Waste Management                  | 300 | 5470.300 | Park Maint/Infrastructure         | 6555648572       | 09/09/20 | 201.24    | 71206 | 201.24    |
| KPERS                             | 101 | 2040.101 | KPERS Accrued Employee            | 9/8/20           | 09/08/20 | 2,403.39  |       | 2,403.39  |
| KPERS                             | 107 | 5123.107 | KPERS City Contribution           | 9/8/20           | 09/08/20 | 3,724.36  |       | 3,724.36  |
| KP&F                              | 101 | 2045.101 | KP&F Employee Withholding Payab   | 9/8/20           | 09/08/20 | 2,173.54  |       | 2,173.54  |
| KP&F                              | 107 | 5131.107 | KP&F City Contribution            | 9/8/20           | 09/08/20 | 6,666.59  |       | 6,666.59  |
| Wex Bank                          | 102 | 5302.102 | Motor Fuels & Lubricants          | 67207631         | 09/07/20 | 1,522.33  |       | 1,522.33  |

\$ 154,544.52



Item Number:      Consent Agenda- II.-B.  
Committee            9/21/2020  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:  
Submitted By:  
Committee/Department:  
Title:                              **Council Minutes September 8, 2020**  
Item Type:

**Recommendation:**

**Details:**

Financial Impact

| Amount of Request:          |                  |
|-----------------------------|------------------|
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

| Description                         | Type       |
|-------------------------------------|------------|
| □ Council Minutes September 8, 2020 | Cover Memo |



**CITY OF ROELAND PARK, KANSAS**  
**CITY COUNCIL MEETING MINUTES**  
**Roeland Park City Hall**  
**4600 W 51st Street, Roeland Park, KS 66205**  
**Tuesday, September 8, 2020 6:00 P.M.**

- |                                                                                                                                                                                                                                      |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>○ Mike Kelly, Mayor</li><li>○ Trisha Brauer, Council Member</li><li>○ Benjamin Dickens, Council Member</li><li>○ Jan Faidley, Council Member</li><li>○ Jennifer Hill, Council Member</li></ul> | <ul style="list-style-type: none"><li>○ Jim Kelly, Council Member</li><li>○ Tom Madigan, Council Member</li><li>○ Claudia McCormack, Council Member</li><li>○ Michael Rebne, Council Member</li></ul> | <ul style="list-style-type: none"><li>○ Keith Moody, City Administrator</li><li>○ Jennifer Jones-Lacy, Asst. Admin.</li><li>○ Kelley Nielsen, City Clerk</li><li>○ John Morris, Police Chief</li><li>○ Donnie Scharff, Public Works Director</li></ul> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Admin**

Brauer  
Hill

**Finance**

McCormack  
Madigan

**Safety**

Rebne  
Faidley

**Public Works**

Kelly  
Dickens

(Roeland Park Council Meeting Called to Order at 6:00 p.m.)

**Pledge of Allegiance**

Mayor Kelly called the City Council meeting to order and led everyone in the Pledge of Allegiance.

**Roll Call**

City Clerk Nielsen called the roll. Councilmember McCormack was absent. Staff members present were City Administrator Moody, Assistant City Administrator Jones-Lacy, Public Works Director Scharff, Police Chief Morris, City Clerk Nielsen, and City Attorney Steve Mauer.

**Modification of Agenda**

*There were no modifications made to the agenda.*

**I. Citizens Comments**

**Sharon Obenland** (4739 Catalina) Ms. Obenland spoke on behalf of Safe and Welcoming Roeland Park. She believes having a police ordinance in effect regarding how they handle participation with ICE creates a better community for all.

**Emma Green** (5444 Linden) Ms. Green read a statement on behalf of her neighbor Theresa who lives in Ward 2 and supports the ordinance proposal from Safe and Welcoming Roeland Park stating it is an important step for them. Ms. Green said as a teacher she received results from a class survey where some students named their biggest fear was ICE.

**Stephanie Iser** (5714 Cedar) Ms. Iser is part of the Safe and Welcoming Roeland Park group and they are working to make it clear when they will and will not cooperate with ICE and hopes to get that item on a Council agenda in the near future. She said it is also great to live in a City that is working on racial equity.

**Adam Keda** (5237 Granada) Mr. Keda spoke in support of the Safe and Welcoming Roeland Park ordinance. He is also a teacher and said the first thing they want to do is make students feel safe and

welcome in their classroom. He said that people also need to feel safe at home and feels the proposed ordinance is important to help support that.

**Linda Mordan** - *Her comments were submitted in writing and will be added to the record.*

## **II. Consent Agenda**

- A. Appropriations Ordinance #957
- B. Council Minutes August 17, 2020
- C. Colors for Slides and Shade Structures for the Pool Renovation Project

**MOTION:** CMBR HILL MOVED AND CMBR KELLY SECONDED TO APPROVE THE CONSENT AGENDA AS PRESENTED. (MOTION CARRIED 7-0.)

## **III. Business from the Floor**

*There were no items presented.*

## **IV. Mayor's Report**

*No report was given.*

## **V. Workshop and Committee Reports**

*No reports were given.*

## **VI. Reports of City Liaisons**

### **A. UCS Summit on Affordable Housing**

*The minutes from the UCS Summit on Affordable Housing meeting are included in the packet.*

Mayor Kelly added that they are in the process of recruiting residents to participate in a multi-sector housing task force and there is a SurveyMonkey link in the packet for those that might be interested. He also thanked CMBR Faidley for her work on this item.

CMBR Faidley said the summit was virtually held August 26<sup>th</sup> with over 150 participants. The goal is to get a representative cross-section of all Johnson County reflecting the diversity in housing type as well as racial and gender diversity to get a clear picture of what is happening with the housing in the county.

CMBR Rebne said it seems like there is a lot of interest in this discussion and a lot of need for it with Roeland Park citizens, but sometimes feels the progress is slow. He asked why they have not been able to make more progress as it seems they could easily create a policy.

CMBR Faidley said the first step was to get people to respond to the initial survey. She said there seems to be a bit of disconnect between those that gather the data and those who have the difficulties of finding the right housing in their budget. There are many areas they need to address such as downsizing, student housing, and accessibility as well as economics. She said that in getting involved with this task force is where things will start to move.

CMBR Hill noted that she and Planning Commissioner Paula Gleason also attended the small group meeting.

Ms. Jones-Lacy said the consulting group surveyed some councilmembers and planning commissioners in various cities on housing availability and affordability. The research data was channeled into the report and is part of the same group CMBR Faidley attended.

## **VII. Unfinished Business**

*There was no unfinished business discussed.*

## **VIII. New Business**

### **A. Appoint Committee Member to Racial Equity Ad Hoc Committee**

Mayor Kelly thanked the 12 applicants and the willingness of the community to have this discussion. He recommended a variance from the ordinance to allow all 12 applicants to participate because at the beginning of the committee they want to hear all the varied voices. He said that given the excitement of the applicants to be a part of the committee that attendance will be robust and the conversation will be substantive.

CMBR Madigan commended the Mayor on the idea of having all the applicants participate. He said they must be so open and cannot afford anyone saying they are not being open. He felt they should not constrain themselves by calling it an ad hoc committee.

CMBR Faidley asked how they can waive the ordinance governing ad hoc committees. Mayor Kelly said with approval of the Governing Body, they can waive the ordinance for this committee.

City Attorney Mauer said in this instance, given the gravity of the ad hoc committee, that the Council can waive its typical requirements on 2 to 1 representation and limitation on number of participants to have a bigger ad hoc committee. As a Governing Body they make the rules and, therefore, they can change them. If in the future they want to amend the ordinance, they can do that, but for now they can move forward with the ad hoc.

CMBR Kelly expressed concerns about setting a precedent on the ordinance and creating future problems with ad hoc committees.

Mayor Kelly said these are unique times and the basis of this ad hoc qualifies as an exception to the circumstances.

CMBR Brauer agreed with allowing everyone to participate and was thankful for the all the interest shown. She said that life happens, and people commit to something, and then begin to miss meetings. She said with such a large group she would encourage them to have forethought of commitment levels, participation expectations, the requirements laid out, and what the group will do if those are not adhered to so as not to hinder the committee as a whole.

CMBR Hill asked if it was possible to use a term other than ad hoc. Mr. Mauer said the code does not allow for other types of committees. Selecting another name may appear to take care of the issue, but it is

still an ad hoc committee. He said it is simplest to call it an ad hoc and at the next meeting they can change the requirements for those.

City Administrator Moody added there is not a limit to the number of total members of an ad hoc committee, but that there is a ratio limit for everyone elected official there shall not be more than two non-elected officials. He also said that task groups are comprised of Governing Body members only.

CMBR Kelly said he would like to see them nominate six applicants now and then change the ordinance and add the other six.

CMBR Madigan said the ad hoc rules limit the number of officials. If more than four members want to participate, it then goes to a Workshop. He suggested moving this to a Workshop, but to approve the applicants. At the next meeting they can create a standing committee and decrease the number of elected officials. If they only appoint six now, someone will feel slighted.

**MOTION:** CMBR HILL MOVED AND CMBR REBNE SECONDED TO APPROVE THE 12 APPLICANTS AS COMMITTEE MEMBERS TO THE RACIAL EQUITY AD HOC COMMITTEE. (MOTION CARRIED 6-1 WITH CMBR KELLY VOTING NO.)

#### **B. Appoint Linda Heinen to the Parks Committee**

Mayor Kelly commends the Parks Committee for their recommendation of Ms. Heinen.

CMBR Faidley said she is glad to have a Ward 1 representative on the committee.

**MOTION:** CMBR BRAUER MOVED AND CMBR HILL SECONDED TO APPOINT LINDA HEINEN TO THE PARKS COMMITTEE. (MOTION CARRIED 7-0)

#### **C. Approve Solar Services Agreement**

Mayor Kelly said this was discussed at the prior Workshop. He said he is excited about their partnership with Evergy. The agreement reflects Option 3 which includes solar on the roof of the Community Center, City Hall, and a new City Hall carport. Also included in the agreement is a planned City Hall roof replacement.

CMBR Faidley asked if the agreement addressed the issue of powder coating. Mayor Kelly said the agreement does not include the powder coating and said that would be an additional \$9,000.

CMBR Hill asked what the powder coating is. Mayor Kelly said it is an aesthetic addition that would be provided to the carport at City Hall. CMBR Hill asked if it provided any other purpose other than aesthetics.

City Administrator Moody said the powder coat is a method of paint that is baked on, is durable and does add additional protection. Galvanizing is also an option intended to prevent the metal from corroding or rusting.

CMBR Faidley said she went to look at the installation north of the river that Mr. Moody recommended. She said the galvanized metal is more appropriate for an industrial area or a commercial parking lot. But

she did say they need to be sensitive to the residential area that backs up to City Hall and feels the powder coat would be more appropriate.

CMBR Madigan said he disagrees with CMBR Faidley's amendment in that City Hall sits on dead-end street and is not in a high traffic area. He said he could understand powder coating at the Community Center but said they do not need to spend the money for City Hall as he did not think anyone would notice.

**MOTION:** CMBR FAIDLEY MOVED AND CMBR KELLY SECONDED TO AMEND THE MOTION TO INCLUDE THE POWDER COATING. (MOTION FAILS 3-4 WITH CMBRS MADIGAN, DICKENS, HILL, AND BRAUER VOTING NO.)

CMBR Kelly asked if they need to specifically mention they are choosing Option 3 in the motion. City Attorney Mauer said the motion as made is sufficient as the contract is written specifying the choices in Option 3.

CMBR Rebne wanted to confirm the rate of return and asked if the electricity generated from the solar panels only go to City Hall or back into the grid. City Administrator Moody said the greatest value is they are not having to purchase electricity. If they generate more electricity than what is needed it does flow back into the grid and is sold back to Evergy who in turn pays the City a wholesale rate.

**MOTION:** CMBR HILL MOVED AND CMBR DICKENS SECONDED TO APPROVE THE SOLAR SERVICES AGREEMENT WITH EVERGY. (MOTION CARRIED 7-0)

#### **D. Approve Utility Easement at Community Center**

City Administrator Moody reviewed the new layout of the proposed easement request for the property approaching the cell tower.

CMBR Faidley said the City has a vested interest in having both the Community Center campus and Nall Park platted. She said they also need to consider potential future development north of Nall Park. Planning Sustainable Places has also investigated tying Roe Boulevard to the Community Center. As it stands right now they do not know the property lines for the City's property as it has not been platted. She said it is a good idea to know where the boundaries are.

City Administrator Moody said the platting would cost about \$10,000. Currently Larkin is doing the engineering and surveying work to prepare the parking lot, storm drainage improvements, and ADA compliance improvements at the Community Center complex.

CMBR Hill asked what the platting process would entail. City Administrator Moody responded the platting process would gather existing conditions of the site through a survey. They would learn where things are relative to the property line. He said it is good to know where maintenance items are such as the retaining wall by the pool. Also the establishment of easements and any other existing easements that have been recorded as listed as a separate document. Platting would reflect all the previously recorded easements.

**MOTION:** CMBR MADIGAN MOVED AND CMBR FAIDLEY SECONDED TO AMEND THE MOTION TO INCLUDE THE COST OF PLATTING NALL PARK AND COMMUNITY SITE IN THE UTILITY EASEMENT. (MOTION CARRIED 6-0-1 WITH CMBR DICKENS ABSTAINING)

**MOTION:** CMBR REBNE MOVED AND CMBR HILL SECONDED APPROVE UTILITY EASEMENT AS DEPICTED ON THE SITE PLAN FOR THE COMMUNITY CENTER AS AMENDED TO PLAT NALL PARK AND THE COMMUNITY CENTER SITE. (MOTION CARRIED 7-0)

#### **E. Adopt Roeland Park Moving Forward - 2040 Comprehensive Plan Update**

Mayor Kelly thanked the Planning Commission and the Governing Body for their work on this document as well as for the citizen input. He thanked Confluence for all they did to put this document together as well as working with them on the Planning Sustainable Places grant. He is excited for the vision that they have laid forward for the community.

CMBR Rebne said he does appreciate all the time, effort, and energy everybody involved has put forward. He does think this is an important document to plan out the future in Roeland Park, but he feels the residents spoke emphatically that they wanted to retain what it was that brought them to Roeland Park in the first place, which is generally modest housing, diversity, and the uniqueness that separates Roeland Park from other Johnson County suburbs, while also looking out for their elders and their diverse group of citizens. He said in their discussions and feedback was an emphasis on affordable and workforce housing that he does not believe the Comprehensive Plan reached in its direction. He said he respects the efforts that went into the document, but he does not support the vision as it is laid forth.

CMBR Faidley asked what the process would be for codification and how it would then be followed. Ms. Jones-Lacy responded that anything impacting the zoning code would first go before the Planning Commission who would then make their recommendations to the Council who would make approvals via an ordinance. Items such as universal design standards or incentives can be adopted directly by the Council.

CMBR Kelly stated he was not in support of the plan and asked to table it for further study. He did like the suggestions as far as incentivizing, but believes it flies in the face of affordable housing for the community. He said his Ward 4 constituents would be shocked if they pass this.

CMBR Madigan said he was confused as to whether the Governing Body was being asked to support what the Planning Commission approved or something that changed after they approved it.

Chris Shires with Confluence said the Comprehensive Plan presented is based on the input and discussion from the last Council Workshop. They came back with the revised document and the areas highlighted in yellow address additional comments and considerations from the Council.

CMBR Madigan said he thought they needed a two-thirds vote to override the Planning Commission. Mr. Shires said the comp plan document is the purview of the City Council after receiving direction and recommendation from the Planning Commission. This is not an ordinance and the Governing Body can make changes as they see fit.

**MOTION:** CMBR HILL MOVED AND CMBR BRAUER SECONDED TO APPROVE THE COMPREHENSIVE PLAN UPDATE. (MOTION CARRIED 5-2 WITH CMBR KELLY AND REBNE VOTING NO.)

#### **IX. Ordinances and Resolutions**

##### **A. Ordinance No. 999 - Authorizing GO Bonds, Series 2020-1**

CMBR Faidley asked for confirmation of the savings of the amounts for the citizens. City Administrator Moody said the new interest rate is 1.5 percent over 10 years for the bonds. There will be \$156,000 less in interest paid over what was estimated. There will be a refund and provide to the residents who are subject to the stormwater assessment with a cumulative savings of about \$54,000 a year for the outstanding bonds to be retired.

CMBR Madigan said he is still not in favor of the ordinance.

**MOTION:** CMBR HILL MOVED AND CMBR DICKENS SECONDED TO APPROVE ORDINANCE NO. 999 - AUTHORIZING GO BONDS, SERIES 2020-1, TO FUND NEW CONSTRUCTION PROJECTS AND REFUND SERIES FOR 2010-1 AND 2011-2 BONDS. (MOTION CARRIED 6-1 WITH CMBR MADIGAN VOTING NO.)

#### **B. Resolution No. 683: Authorizing and Directing the Sale of GO Bonds, Series 2020-1**

**MOTION:** CMBR REBNE MOVED AND CMBR HILL SECONDED TO APPROVE RESOLUTION NO. 683 AUTHORIZING AND DIRECTING THE SALE OF GO BONDS FOR THE SERIES 2020-1 BONDS. (MOTION CARRIED 6-1 WITH CMBR MADIGAN VOTING NO)

### **X. Workshop Items**

### **XI. Reports of City Officials**

#### **A. COVID-19 Update through August 31st**

Chris Verbrugge, City Intern, reviewed his report that was attached to the agenda packet. Information was included for the reopening and beginning of the school year as well as executive orders by Governor Kelly extending the moratorium on evictions and foreclosures. There is also an update about applications for grant money from the state. Department head updates are also in the report. The Community Center update states they have acquired a new electrostatic disinfectant machine/sprayer for the fitness room.

Mayor Kelly asked for a summary of COVID trends from Johnson County. Mr. Verbrugge said he has heard nothing specific, but the county continually releases ongoing guidance for the different economic sectors.

CMBR Rebne commented that the Roeland Park United Methodist Church food pantry is serving not only It's congregation but the wider community. They gave away over 80 bags of groceries last Friday and continue working to serve all, but the pandemic has created a tremendous need in the community.

CMBR Faidley said they are also looking for volunteers.

CMBR Rebne added that Fridays they hand out food and Wednesdays they do the bagging. He seemed to think they sometimes need help on Mondays.

Ms. Jones-Lacy added that gating criteria in the total positive test rate for Johnson County is 8.3 percent cumulatively with a 14-day moving average at 12.3 percent. The trend continues to show steady.

Mayor Kelly reminded the residents and the community to do the things that are proven to slow the spread of the virus by wearing masks in public, staying socially distanced, washing their hands, and taking others into consideration in their day-to-day actions.

## **B. City Administrator's Report**

City Administrator Moody stated the CARES Act funds are being administered by the county. Staff has been submitting for reimbursement those items that are basic PPE elements. They were also asked to submit ideas of what the City might use the resources for. They have also been pulling together cost estimates for the concepts. The county scores and approves the submittals for Phase 1. Phase 2 funds are targeted towards assisting residences and businesses. The county is working with a consultant and a task group from KU to come up with the methods to share the resources to residents, providing utility, food assistance, rental assistance and potentially assistance to small businesses. Phase 3 is set aside as extra funds. Mr. Moody believes there will be funds available to fund their concept ideas on how to use those resources.

The City has been refunded \$30,000 as it directly relates to COVID.

## **C. Asst. City Administrator's Report**

Ms. Jones-Lacy reported that the business virtual lunch is Monday, September 14 at noon. Three topics set to be discussed. The first is sales tax renewal. Maury Thompson from Johnson County is going to present on COVID and CARES Act funding and how they might be able to help the business community. Public Works Director Scharff will then provide an update on the Roe Boulevard project. Information is on the website calendar and the meeting is open to the public.

Voter to Voter training is Thursday at 4:30 which is also virtual. Michael Poppa is leading that, and it is being held by the Mainstream Coalition. Email information was sent out earlier and Ms. Jones-Lacy encouraged the Councilmembers to participate to make sure that Roeland Park is showing up for the City to City challenge.

## **D. Police Chief Report**

Police Chief Morris said the schools are open and asked everyone to watch their speed. He has a couple officers out on COVID alert with potential exposure from family members so they will be running a little short next week. He said it is business as usual and they are doing fine.

## **E. City Engineer Report**

Dan Miller said they are working several projects such as Roe Boulevard.

## **XII. Adjourn**

**MOTION:** CMBR KELLY MOVED AND CMBR DICKENS SECONDED TO ADJOURN. (MOTION CARRIED 7-0)

(Roeland Park City Council Meeting Adjourned at 7:25 p.m.)

---

Kelley Nielsen, City Clerk

---

Mike Kelly, Mayor



Item Number: Consent Agenda- II.-C.  
Committee 9/21/2020  
Meeting Date:



## City of Roeland Park

Action Item Summary

---

Date: 9/2/2020  
Submitted By: John Jacobson Building Official  
Committee/Department: Neighborhood Services  
Title: **Allowance of Temporary Banners for Businesses During Federal Emergencies (allow up to 4' x 8' for businesses to announce they are open and allow those to be administratively approved by the Building Inspector during states of emergency)**  
Item Type: Other

### Recommendation:

**Staff would suggest an accommodation to local businesses that have requested temporary banners on their respective sites due to construction. Aldi, McDonalds and Burger King have inquired about temporary signage to notify the general public about new services.**

**In staff's opinion, reasonable accommodation to allow a single 4'x8' temporary banner per site accommodates the requests and safeguards the character of the respective neighborhoods.**

**\*If approved staff would suggest an administrative permitting process with a term of three months. This puts the temporary exemption outside the completion date of Roe improvements.**

### Details:

This request stems from construction on Roe which has diverted traffic and closed some lanes during the process. While access to all businesses remains available, they want to ensure that it is clear to the public that they are open for business. Given the timeline for construction completion (December 2020), it makes sense to allow a temporary exception without changing the sign ordinance. This accommodates these requests without leaving a lasting impact to policy once the project is completed.

### Financial Impact

|                                |                     |
|--------------------------------|---------------------|
| Amount of Request: NA          |                     |
| Budgeted Item?                 | Budgeted Amount: NA |
| Line Item Code/Description: NA |                     |

### Additional Information

How does item relate to Strategic Plan?

No impact.

How does item benefit Community for all Ages?

No impact.

### ATTACHMENTS:

| Description                                                                                    | Type       |
|------------------------------------------------------------------------------------------------|------------|
|  Staff Report | Cover Memo |



September 1, 2020

## STAFF REPORT

*Completed By: John Jacobson, Building Official*

**REQUEST:** Temporary Exception for Temporary Sign Square Footage for businesses located on Roe Boulevard due to construction

---

**RECOMMENDATION:** Staff would suggest an accommodation to local businesses that have requested temporary banners on their respective sites due to construction. Aldi, McDonalds and Burger King have inquired about temporary signage to notify the general public about new services.

In staff's opinion, reasonable accommodation to allow a single 4'x8' temporary banner per site accommodates the requests and safeguards the character of the respective neighborhoods.

This request stems from construction on Roe which has diverted traffic and closed some lanes during the process. While access to all businesses remains available, they want to ensure that it is clear to the public that they are open for business. Given the timeline for construction completion (December 2020), it makes sense to allow a temporary exception without changing the sign ordinance. This accommodates these requests without leaving a lasting impact to policy once the project is completed.

\*If approved staff would suggest an administrative permitting process with a term of three months. This puts the temporary exemption outside the completion date of Roe improvements.

### BACKGROUND:

Local businesses have made requests for temporary banners in their respective properties to accommodate current sales promotions and new services. Specifically, Aldi made a request for a 4'x8' banner to notify customers of grocery pick up areas.

Both McDonalds and Burger King have made similar requests to reflect that the businesses are still open and current sales changes emphasizing drive through/carryout/delivery options. These businesses are concerned about the restriction of turning movements into their sites as a result of the Roe 2020 project.

These signs can be allowed under a special event permit but are limited to 10 days a few times a year. This, in the opinion of the effected businesses is inadequate for the intended purpose.

The current limitation on temporary signage is three (3) square feet. Staff has no authority to allow sizes in excess of the limitation and a variance to accommodate the request is a bit cumbersome for these types of business to complete in a timely manner.

### **ANALYSIS:**

Banner and small advertising signs are a staple for retail business. When these types of sign are being erected without permitting and outside the requirements, they become an enforcement issue and are subject to general timelines for compliance that can take up to 30 days to address per occurrence.

If a temporary stay of enforcement on temporary sign size up to a single banner of thirty -two square feet for the business district on Roe Boulevard is approved by the governing body, it will be viewed as a sign of a good faith action to assist local business during construction.

**IMPACTS:** A temporary increase in maximum temporary signage size will have little or no impact to adjoining properties.

**POLICY ISSUES:** Current policy restricts temporary signage to maximum of three-square feet.

### **Sec. 16-911. - Signs Permitted In Commercial and Industrial Districts.**

(a)

To the extent that a residential land use is permitted in a commercial or industrial zoning district, signs for a residential land use shall be permitted as in the single-family, duplex residential and multi-residence districts.

(b) In all commercial and industrial districts, one window sign is permitted in lieu of any sign permitted by this article, provided that, the window sign shall not have a sign surface exceeding eight square feet.

(c) In all commercial and industrial districts, one temporary sign is permitted on any developed lot. All temporary signs shall have a sign surface **no larger than three square feet**, shall be no more than two and one-half linear feet wide, and with a maximum height of three and one-half feet above grade. All temporary signs shall be set back a minimum of five feet from the street line. No temporary signs shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant or any type of street furniture, or otherwise create a hazard, including a tripping hazard. Temporary signs shall not be posted on trees or utility poles. No temporary signs shall be illuminated or painted with light-reflecting paint. A

temporary sign may be posted for so long as it remains in good condition. Once a temporary sign is worn or otherwise is no longer in good condition, it shall be removed or replaced. If the Building Inspector determines that a temporary sign is not in good condition, the property owner shall be notified of that determination and shall remove or replace the sign within three days of such notification. Signs which are not removed or replaced within three days of such notification shall be deemed a nuisance and shall be subject to abatement in accordance with the provisions of Chapter VIII, Article 3, of the Code. The Building Inspector's determination that a temporary sign is not in good condition may be appealed to the Board of Zoning Appeals. Any appeal to the Board of Zoning Appeals shall stay any abatement proceedings during the time the matter is pending before the Board of Zoning Appeals.

**Item Number:** Applications/Presentations- A.-1.  
**Committee** 9/21/2020  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

---

Date: 9/21/2020  
Submitted By: Marek Gliniecki/Staff  
Committee/Department: Admin  
Title: **Art Committee Update and Request to Purchase Public Art for Cooper Creek**  
Item Type: Presentation

**Recommendation:**

**To approve the placement and purchase of River Totem #1 and #2 by Artist Eric Candee at Cooper Creek near the "Welcome to Roeland Park Sign." Also provide an update on the Art Committee's work.**

**Details:**

The Art Committee requests to use public art funds in the amount of \$12,100 for the purchase and delivery of two sculptures that would flank the "Welcome to Roeland Park" sign near Cooper Creek at the south end of the City. Photos of the artwork are attached. The photos illustrate the artwork that was on loan to the City during the "Art in Our Park" program. The bases that were used to support these totems are still in place, but would need to be moved to a new location if they are still able to be used. If need be, Public Works could pour a new base and they estimated that cost would be minimal, less than \$100. The project can be complete within the existing Public Art line item in the budget.

The sculptures are made of natural Colorado river stone and with structural steel supports.

The invoice and resume of the artist are also attached.

Financial Impact

|                             |  |
|-----------------------------|--|
| Amount of Request: \$12,100 |  |
|                             |  |

|                                        |                           |
|----------------------------------------|---------------------------|
| Budgeted Item?                         | Budgeted Amount: 5217.101 |
| Line Item Code/Description: Public Art |                           |

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

| Description                                                                                     | Type    |
|-------------------------------------------------------------------------------------------------|---------|
|  Artist Resume | Exhibit |
|  Invoice       | Exhibit |
|  Images        | Exhibit |

# Eric Candee

433 East Third St, Salida, CO 81201

Phone: 719.539.9164, E-Mail: [eric@ericcandeesculpture.com](mailto:eric@ericcandeesculpture.com), [www.ericcandeesculpture.com](http://www.ericcandeesculpture.com)

## Contact:

433 East Third St , Salida, CO 81201

719.539.9164

[www.ericcandeesculpture.com](http://www.ericcandeesculpture.com)

[eric@ericcandeesculpture.com](mailto:eric@ericcandeesculpture.com)

## Objective: Cooper Creek Revitalization Project Submission

## Experience

21 years Full Time Artist

### Recent Commissions

- Kevin Cowan Architects, Overland Park, KS Large interior wall piece(2020)
- Steve Butler, Liberty, KS Hanging outdoor sculpture installation (2020)
- Coda Gallery Palm Springs,CA, Three wall pieces for interior design client(2015)
- Coda Gallery, Palm Springs, CA, Three wall pieces for separate client(2014)
- Coda Gallery, Palm Springs, CA, One wall piece for gallery client (2013)

### Installations

Art in the Public Places installation (Roeland Park) , Kansas City Area, MO (2010)

### Corporate Commissions

- Wall Sculpture , John Muir Hospital, Walnut Creek ,CA (2012)
- Two commissioned wall pieces for Invesco Financial Services Corporate Headquarters Main Lobby Atlanta, GA June 2008. In association with A-R-T and Associates Inc., Atlanta , GA

## Art Exhibition

- Des Moines Art Festival, Des Moines, IA (2016)
- St Louis Art Festival, Clayton, MO (2013-2018)
- Durango Art Center, Durango, CO Tandem Show (2013)
- Sausalito Arts Festival, Sausalito,CA (2004-2013)
- Plaza Arts Festival, Kansas City, MO (2008-2018)
- Cherry Creek arts Festival, Denver, CO (2007, 2008)
- La Quinta Arts Festival, Palm Springs, CA (2005-2014)
- Crested Butte Festival for the Arts, Crested Butte, CO (2000-2019)



- Colorado Arts Festival, Denver, CO (2000-2019)
- Carefree Arts Festival, Carefree, AZ (2001-2013)
- Aspen Arts Festival, Aspen, CO (2004-2019)
- Scottsdale Center for the Arts, Scottsdale, AZ (2003-2019)
- Breckenridge Arts Festival, Breckenridge, CO (2002-2019)
- Beaver Creek Arts Festival, Vail, CO (2006)
- Utah Art Festival, SLC, UT (2010-2013)
- Vail Arts Festival, Vail, CO (2010-2013)
- Brookside Art Annual, Kansas City, MO (2009-2018)
- Boulder Arts COOP, Boulder, CO (2004-2020)

## **Gallery Representation**

- Coda Gallery, Palm springs, CA
- Magidson Fine Art, Aspen, CO, one man show
- Hands Gallery, San Louis Obispo, CA
- Boulder Arts Gallery, Boulder, CO, one man show
- First St Art Gallery, Castle Rock , CO
- Smith Klein Art Gallery, Boulder, CO, one man show
- Vickers Gallery, Aspen/Vail, CO
- Gallery 150 , Salida, CO
- Culture Clash Gallery, Salida, CO

## **Awards**

- Carbondale Mountain Festival 2<sup>nd</sup> place
- Crested Butte Arts Festival 2005 Best of Category
- Scottsdale Arts Festival 2006 Third Place Award Winner
- La Quinta Arts Festival 2007 Best of Category
- La Quinta Arts Festival 2009 Award of Merit
- Carefree Art Festival 2010 , Carefree, Az Featured Artist
- Downtown Denver Arts Festival 2011, Featured Artist
- La Quinta Arts Festival 2011 Featured Artist
- Vail Art Festival 2011 Featured Artist
- Utah Arts Festival 2012 Award winner

## Commissions

- Numerous commercial and residential 2010-2020
- Kevin Cowan Architects, Overland Park, KS 8/2020
- Steve Butler, Liberty, KS 8/20
- Betty Davis , Des moines, IA 11/16
- Coda Gallery, Palm Springs, CA 2015
- Coda Gallery, Palm Springs, CA 2014
- Coda Gallery, Palm Springs, CA 2013
- John C Gray, Dayton ,OH 3/09
- Phillip Pettigrew, Morrison, CO 11/08
- Invesco Financial Services, Atlanta, GA 6/08
- Bradley Mandler, NY, NY 5/08
- David Kaplan, Sausalito, CA 4/08
- Jeanne Dillinger Atlanta, GA 3/08
- Phyllis Gorrel ,Scottsdale, AZ 3/08
- Bradley Mandler, NY, NY 9/07
- Vincent Barone , Aspen ,CO 9/07
- Phillip Popkin, Aspen ,CO 7/07
- Kent Davidson ,Salida, CO 6/07
- Ethel Levantin, NY, NY 11/06
- Sara Harris L.A., CA 10/06
- Caroline Guipe ,Glenview, IL 2/06
- Linda Kricknet, NY, NY 11/05
- James Carr , Scottsdale, AZ 12/04
- Debbie Cox, Phoenix, AZ 11/04
- Craig Marshall Smith, Arvada, CO 8/04

## Education

BS Biology/Botany/ Ecology minor 1985-1991

**ABOUT THE ART:** Contemporary, mixed media art utilizing various metals, natural stone, wood, glass, newsprint and other symbolic media. Inspired by ancient artifacts, Asian symbols, science, and wild places. I use symbolic media to represent aspects of the environment, society and architecture. Art disciplines include: sculpture, abstract painting, mixed media and jewelry.

**ABOUT THE ARTIST:** I enjoy mountain biking, hiking, rock climbing and whitewater kayaking. I am based in the arts and outdoor oriented community of Salida, CO.



---

## ERIC CANDEE SCULPTURE

Option #2

# INVOICE

Eric Candee Sculpture  
[eric@ericcandeesculpture.com](mailto:eric@ericcandeesculpture.com)

[e.com](http://ericcandeesculpture.com)

433 E 3rd St  
Salida, CO 81201

719-539-9164

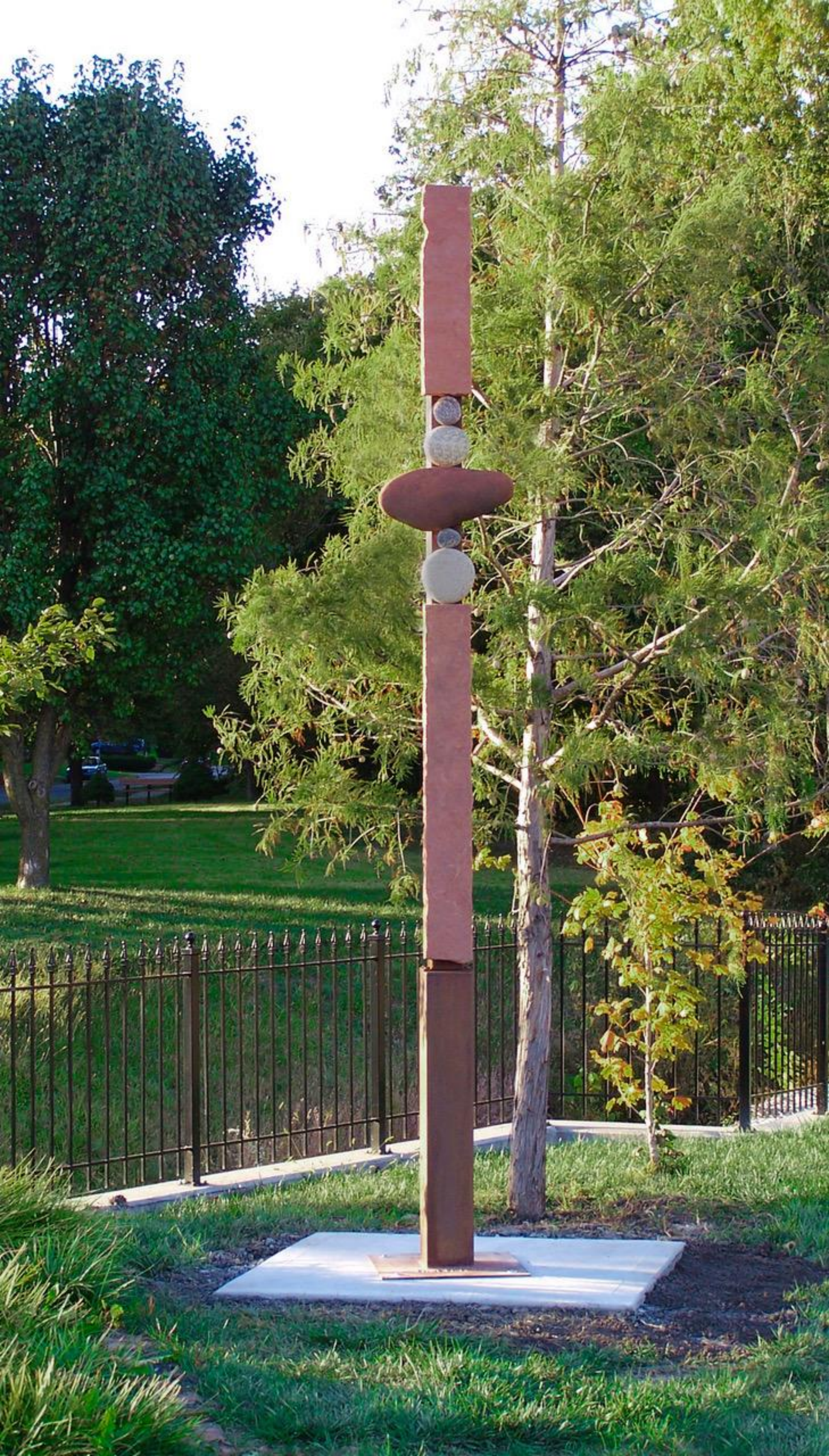
Attention: Mary Schulteis  
Roeland Park Art Committee  
Date: 9/14/20

Project Title: Roeland Park

| Description                                          | Quantity | Unit Price  | Cost        |
|------------------------------------------------------|----------|-------------|-------------|
| River Totem #1                                       | 1        | \$ 5,000.00 | \$ 5,000.00 |
| River Totem #2                                       | 1        | \$ 5,000.00 | \$ 5,000.00 |
| Fed Ex Freight delivery cost (crating and insurance) | 1        | \$ 2,100.00 | \$ 2,100.00 |
| Installation by city workers                         |          |             |             |
|                                                      |          | Subtotal    | \$12,100.00 |
|                                                      | Tax      |             | \$ 0.00     |
|                                                      |          | Total       | \$12,100.00 |

Best Regards, Eric Candee









— WELCOME TO —  
**ROELAND PARK**

A large, white, rectangular sign with a blue border and the text "WELCOME TO ROELAND PARK" in blue serif font. The sign is mounted on a low, curved stone wall. The background is a lush green park with many trees and a clear blue sky with some clouds. The sign is flanked by two tall, slender, light-colored poles with decorative elements.





River Bottom  
Art Center  
[www.riverbottomartcenter.org](http://www.riverbottomartcenter.org)



Item Number: Reports of City Liaisons- VI.-A.  
Committee 9/21/2020  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date: 9/15/2020  
Submitted By: Council Member Faidley  
Committee/Department: Admin.  
Title: **MARC – Bike & Pedestrian (Jan Faidley)**  
Item Type: Other

**Recommendation:**

**Council Member Faidley will provide an oral report at the meeting.**

**Details:**

Financial Impact

|                             |                  |
|-----------------------------|------------------|
| Amount of Request:          |                  |
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?



Item Number: New Business- VIII.-A.  
Committee 9/21/2020  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date: 9/17/2020  
Submitted By: Keith Moody  
Committee/Department: Admin.  
Title: **Approve Contract for Entryway Sign Design and Construction with Dimensional Innovations**  
Item Type: Agreement

**Recommendation:**

**Per Council direction at the 9/8 workshop a scope of services has been developed with Dimensional Innovations (DI) for the design and construction of the entryway signs.**

**Details:**

The attached agreement is all inclusive; providing for 3 concepts each to be developed for both the north and the south entryways. Council will select the preferred concept for both the north and south locations. DI will then design and construct the preferred design.

**Financial Impact**

|                              |                                                                                     |
|------------------------------|-------------------------------------------------------------------------------------|
| Amount of Request: \$200,000 |                                                                                     |
| Budgeted Item?               | Budgeted Amount: \$200,000 has been set aside for this part of the Roe Blvd project |
| Line Item Code/Description:  |                                                                                     |

**Additional Information**

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

| Description                                                                                                       | Type       |
|-------------------------------------------------------------------------------------------------------------------|------------|
|  Entryway Sign Agreement with DI | Cover Memo |

# CITY OF ROELAND PARK

GATEWAY SIGNAGE

DESIGN, BUILD & INSTALLATION

PROPOSAL

SEP 18, 2020

Dimensional Innovations | [dimin.com](http://dimin.com)

DI

# + WE ARE DI

WE ARE AN EXPERIENCE DESIGN + BUILD FIRM DEDICATED  
TO CREATING IMMERSIVE + ENGAGING EXPERIENCES FOR  
OUR CLIENTS.

We are brand strategists, architects, animators, interior designers, graphic designers, interactive and environmental designers and digital engineers, working as one team in 140,000 square feet of design + fabrication space.

Together, we are makers and innovators of experiences that get remembered and talked about. Our disciplines span six categories: Brand, Design, Technology, Build, Launch and Innovation. We are truly one team under one roof. Not a recently assembled team of subcontractors, but a team of experts that have been working collaboratively for decades. In the end, we all want the same thing. To bring new experiences to life so they connect with our clients' audiences.





### FROM REMARKABLE IDEAS TO REMARKABLE RESULTS. ON TIME + ON BUDGET.

Dimensional Innovations (DI) is pleased for the opportunity to collaborate with the City of Roeland Park to deliver a solution to enhance the look, feel, and experience of the Gateway entries. DI will complete the following scope of work:

#### OUR SCOPE:

Conceptual Design Refinement and Design Development drawings for the three locations, identified in the Gateways RFP 8-3-2020.pdf:

1. The North Gateway sign is to be situated in the Roe Boulevard roadway median, approximately 800 feet north of the 48<sup>th</sup> Street intersection.
2. The South Gateway West sign is to be situated on the northwest corner of the Roe Boulevard and Johnson Drive intersection, directly south from the Commerce Bank building, between the sidewalk and the Johnson Drive curb line, or just north of the sidewalk within a sign easement.
3. The South Gateway East sign is to be situated on the northeast corner of the Roe Boulevard and Johnson Drive intersection, adjacent to the proposed development at that location.

DI to utilize the Design Guidelines outlined in the Gateways RFP 8-3-2020.pdf to inform our design solutions.

DI will provide further refinement to one (1) concept presented in the Gateways RFP response as well as two (2) additional concepts for review and refinement.

Chosen concept will be further developed in the Design Development Phase.

DI will provide sample boards for materials and illuminated elements to show differences in lighting.

DI will only provide landscaping within a 3' radius of each sign and this will be managed by DI Build.

#### Exclusions:

- Reader boards are not included in this proposal and are considered outside of the \$200K budget.



## Meetings & Revisions

This proposal is inclusive of four (4) meetings with Roeland Park staff and elected officials and two (2) coordination meetings with the City of Roeland Park and the landscape architect, as well as, three (3) rounds of revisions. Additional meeting may be billed as additional services.

### Deliverables:

#### PHASE 01 // CONCEPTUAL DESIGN

Meeting 1 // Conceptual Design Review

Meeting 2 // Conceptual Design Presentation

### Deliverables:

- Building off the conceptual designs submitted (2020\_08.26\_DI\_Roeland Park\_Gateway Concepts.pdf) in this RFP response, DI will conduct a 60-minute review session (Meeting #1) with Roeland Park staff to discuss designs and visual preferences for Roe Boulevard gateway entrance signage, as well as:
  1. Identify important milestones
  2. Identify key stakeholders and decision makers
- Client to provide consolidated feedback that will be incorporated into the Conceptual Design Presentation (Meeting #2). *This is revision #1.*
- DI will present and review refined concepts (Meeting #2) based on feedback obtained in Meeting #1, supported by material selections, dimensions, ROM production estimate and production timeline. This meeting will be a presentation to the governing body at their workshop meeting. It is at this meeting, that the Council will provide direction on a preferred concept.
- Client to provide feedback that will be incorporated into the 100% Conceptual Design Package. *This is revision #2.*
- **Final Deliverable:** DI will submit, via email (no meeting required), a 100% Conceptual Design Package for approval and sign-off prior to moving to the next phase.



## PHASE 02 // DESIGN DEVELOPMENT + COORDINATION/MANAGEMENT

Meeting 3 // 50% Design Development Review

Meeting 4 // 90% Design Development Presentation

Meetings 5 & 6 // Coordination

### **Deliverables:**

- Taking the approved Conceptual Design Package, DI/Client will review (Meeting #3) dimensioned drawings that detail the use of materials, graphic applications, paint finishes, all methods of fastening (mechanical, chemical, blocking requirements, etc.), all methods of installation. As well as confirmation of construction materials
- Client to provide consolidated feedback that will be incorporated into the Design Development Presentation (Meeting #4). *This is revision #3.*
- DI will present and review refined Design Development (Meeting #4) based on feedback obtained in Meeting #3, supported by final verification of production budget and schedule
- Client to provide feedback that will be incorporated into the 100% Design Development Package. *This is revision #4.*
- **Final Deliverable:** DI will submit, via email (no meeting required), a 100% Design Development Package for approval and sign-off prior to moving to the Engineering and Production.
- Any revisions to the Design, at this phase may require a change order.

## SUMMARY OF BUDGETARY FEES

| #      | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Qty | Unit         | Extended      |
|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------|---------------|
| 1      | North Side Sign (RGB Illuminated): A custom fabricated aluminum sign structure at 3'-6"t x 32'w x 6". The left side of the sign has 29"t CNC cutout lettering "ROELAND" backed with white polycarbonate and is illuminated with RGB LED lighting. "PARK" is produced at 29"t as fabricated aluminum lettering and RGB LED illuminated translucent white faces that have day/night vinyl applied to the first surface. This lettering is base mounted to the bottom portion of the sign cabinet. The assembly has a single color painted finish. Includes the FCO tree logo at 5'-10"t x 5'w produced in 1/2" thick aluminum plate with eased edges and a painted finish.                                             | 1   | \$ 45,464.00 | \$ 45,464.00  |
| 2      | South Gateway West Side (RGB Illuminated): A custom fabricated aluminum sign structure at 4'-6"t x 9'-9"w x 6"d. The top portion of the sign has 13"t CNC cutout lettering "ROELAND" backed with white polycarbonate and is illuminated with RGB LED lighting. "PARK" is produced at 16"t as fabricated aluminum lettering with RGB LED illuminated translucent white faces that have day/night vinyl applied to the first surface and is mounted inside of the bottom portion of the sign cabinet. The assembly has a single color painted finish. Includes the FCO tree logo at 4't x 3'-6"w produced in 1/2" thick aluminum plate with eased edges and a painted finish. Includes stamped structural engineering. | 1   | \$ 23,135.50 | \$ 23,135.50  |
| 3      | South Gateway East Side (RGB Illuminated): A custom fabricated aluminum sign structure at 4'-6"t x 9'-9"w x 6"d. The top portion of the sign has 13"t CNC cutout lettering "ROELAND" backed with white polycarbonate and is illuminated with RGB LED lighting. "PARK" is produced at 16"t as fabricated aluminum lettering with RGB LED illuminated translucent white faces that have day/night vinyl applied to the first surface and is mounted inside of the bottom portion of the sign cabinet. The assembly has a single color painted finish. Includes the FCO tree logo at 4't x 3'-6"w produced in 1/2" thick aluminum plate with eased edges and a painted finish. Includes stamped structural engineering. | 1   | \$ 23,135.50 | \$ 23,135.50  |
| 4      | Sample/Mockup Allowance: Final cost will be dependent on samples requested by client.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1   | \$ 1,500.00  | \$ 1,500.00   |
| 5      | Design Services (See design SOW above)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 1   | \$ 30,000.00 | \$ 30,000.00  |
| 6      | Packaging, Handling, & Freight: NA Local Delivery and Installation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |     | \$ -         | \$ -          |
| 7      | Site Survey: Based on non-union, non-prevailing wage labor. Work to be performed during normal business hours.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 1   | \$ 549.00    | \$ 549.00     |
| 8      | Installation & Local Delivery: Based on non-union, non-prevailing wage labor. Work to be performed during normal business hours. Includes permit procurement, but the city stated that there will be no charge for the actual permit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1   | \$ 9,045.00  | \$ 9,045.00   |
| 9      | DI Build Services, to include allowance for landscaping coordination. Additional terms, conditions, and construction administration details will be developed as design is finalized.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 1   | \$ 60,200.00 | \$ 60,200.00  |
| 10     | Taxes: Excluded                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     | \$ -         | \$ -          |
| 11     | Tech Elements Service Agreement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 1   | \$ 1,500.00  | \$ 1,500.00   |
| Total: | {Excludes taxes, inspection fees, bond, premium rates, and union & prevailing wage install labor}                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |     |              | \$ 194,529.00 |
| Alt    | 5% Contingency-Use would require pre-approval from City                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     | \$ 7,595.75  | \$ 7,595.75   |

**\*Total Fees:** Excludes permits, inspection fees, bond, premium rates, taxes, and union or prevailing wage install labor.

### ASSUMPTIONS

- This budgetary/ ROM pricing is based on the concept design package dated 8/26/20. The three concepts provided by DI will be developed so as to be within the proposed cost, and communicated when feedback or requests require additional fees outside of budget.
- DI to utilize existing logo and brand identity assets from the client.



- 
- Client to provide Dimensional Innovations, as requested, all available plans, maps, photographs, statistical data, surveys, analysis, logos, artwork or reports that will assist us in the development of this project.
  - Specific hardware included in the service agreement for technology and AV components will be delivered once hardware has been purchased.
  - Site Survey: This bid is inclusive of (1) site survey(s), to be coordinated with the client. If additional surveys are required, due to no fault of Dimensional Innovations, Inc., additional charges will be assessed.
  - Areas of work to be free and clear access, and ready for DI to complete work.
  - This proposal assumes fabrication of both Southwest and Southeast activations. If Southwest location is eliminated we would submit a deduct change order for a refund of the price differential.
  - DI will only provide landscaping within a 3' radius of each sign and this will be managed by DI Build. Additional details, exceptions or clarifications of landscaping to be determined as design is developed.

## **EXCLUSIONS**

- Oversized printing expenses for document set.
- Postage, handling and delivery.
- Other Project-related expenditures, if authorized in advance by the client.
- See additional exclusions in fee table.

## THE DOTTED LINE

LET'S DO SOMETHING REMARKABLE.  
SIGN HERE TO GET STARTED.

### Authorization – Dimensional Innovations, Inc.

Signature: *Spencer Farley*

Name: Spencer Farley

Title: Client Development

Email: sfarley@dimin.com

Address: 3421 Merriam Drive  
Overland Park, Kansas 66203

Phone: 2253267871

Date: Not yet accepted

### Authorization – City of Roeland Park



SIGNATURE

Keith Moody

Signature: \_\_\_\_\_

Name: Keith Moody

Title: City Administrator

Email: kmoody@roelandpark.org

Phone: 913-722-2600

Date: Not yet accepted

## APPENDIX A // STANDARD TERMS + CONDITIONS

### GENERAL

- Terms stated in the proposal are valid for a thirty (30) day period from the submittal date. If the proposal is acceptable, please sign and date one copy and return it to DI, or provide a purchase order, whereupon this document will become a binding agreement in accordance with its terms.
- DI will not be liable to the other for failure to complete the obligations contemplated hereunder due to force majeure, including but not limited to strikes, acts of God, acts of terrorism, weather or other delays beyond the control of DI.
- No amendment to this proposal or any subsequent contract documents is valid or enforceable unless in writing and signed by both parties.
- Client may not assign or transfer its interest in this proposal or subcontract any services under this proposal without prior written approval.
- DI shall have the right to terminate or suspend work as appropriate. In the event of a suspension or termination of the work, DI shall be paid for (i) all work performed up to the date of the suspension/termination, (ii) any incurred expenses prior to the suspension/termination, and (iii) other costs incurred as a result of the suspension/termination, including demobilization and remobilization, and for reasonable overhead and profit.
- DI shall not be responsible for any liquidated or delay damages.
- DI shall not be liable to client for any consequential damages. Additionally, under no circumstances should DI be responsible for any damages in excess of the contract amount of this project.
- As a condition precedent to any claim, Client must provide written notice to DI of the claim and provide DI a seven (7) day opportunity to cure.
- No back charge or claim shall be valid against DI unless agreed in writing by DI and the Client before the work is executed.
- DI is an independent contractor and provider of services and nothing herein will result in a joint venture, partnership or other employment relationship between the parties.
- DI will work between mutually agreed upon hours; nighttime, overtime, and holiday working hours are not included in this proposal and will need to be negotiated as a separate contract or at a time-and-materials basis if required for the project.
- DI shall be entitled to adjustment to this proposal for any unforeseen conditions.
- DI shall be entitled to adjustment to this proposal for any changes to the scope of work.
- The Design fees proposed herein are strictly for the scope of work identified in this proposal. Any additional Design work will require a separate contract, and/or can be requested on a time and materials basis at the rate of \$150/hour.
- DI and Client will mutually agree as to any adjustments in DI's time or price for changes in the work. Under no circumstances does DI waive its right to payment for extra work performed by DI pursuant to instructions from Client. Any dispute over DI's time or price will be governed by the dispute resolution provisions herein.

- In the event that DI is subcontracted under another Contractor, DI's entitlement to adjustments in the subcontract time or price for changes in the work shall not be contingent upon or limited to the amount that the Contractor receives from the Owner. Under no circumstances does DI waive its right to payment for extra work performed pursuant to instructions from the Contractor.
- The costs set forth in the proposal are based on the schedule provided. If the project is extended or delayed DI will be compensated for any additional costs, including reasonable storage costs for any material or product.
- The Architect and/or Client is to provide DI with interior and exterior photos, models, elevations, plans and any other files necessary for a coordinated design solution.
- This proposal is based on the completeness and accuracy of the building plans and specifications provided to DI by Client, and based on all building designs provided to DI by Client being compliant with applicable codes.
- DI shall inform client of all third-party materials that may be required to perform its services under this proposal or that DI proposes to integrate into the final deliverables.
- The proposal and the services provided hereinunder will be governed by the laws of Kansas. Any dispute between DI and client shall be resolved by arbitration in Overland Park, Kansas. Unless otherwise agreed, the arbitration will be through the American Arbitration Association. The prevailing party to any dispute shall be awarded its reasonable attorney fees.

## **INVOICING + PAYMENT**

- City, state and local taxes are not included in this proposal, and will be added to the invoice. If the client and/or project is tax exempt, please provide a copy of the tax-exempt certificate.
- The project will be invoiced monthly according to the percent of project completion. A final schedule of values for payments will be submitted once awarded.
- Payment is due 30 days after date of invoice. Each invoice will be based on progress during each phase.
- Interest shall be assessed by DI at 1% per month on all overdue payments.
- 100% of all project invoices will be due upon project completion.

## **TIMELINE + SCOPE**

- Project schedule to be finalized based upon client's approval of this proposal; dates and schedules provided herein are best recommendations based on knowledge to date, to be finalized upon project commencement, and are contingent on timely deliverables and approvals by Client, DI, and any third-party project partner, such as a General Contractor or Architect. The project schedule and any modification shall allow DI a reasonable time to complete DI's work in an efficient manner consistent with the duration identified above.
- The project schedule (excluding landscaping) to be completed no later than Feb 28, 2021 assuming final design approval by 12/1/20 and prompt submittal approvals within 5 days or less. Client approval delays beyond the due date will result in an additional day on the schedule for every day delayed (ie. day for day).

## **INTELLECTUAL PROPERTY + COPYRIGHT**

- DI shall retain its rights in the intellectual property created by it or used by it related to the services DI provides for Client or products DI creates for Client, and any modifications to such services or products. Intellectual property includes ideas, technology, designs, trade secrets, know how, patent, or copyrightable subject matter. As applicable, DI will grant you a limited, non-exclusive license to use the intellectual property related to the services DI provides for Client or products DI creates for Client, but in all cases the license extends only to the identified project.
- Client will defend any third-party action brought against DI to the extent that such action is based on a threat or claim that any Client content provided by the Client and used by DI within the scope of this Agreement infringes any ideas, technology, designs, trade secrets, know how, patent or copyrightable subject matter or other intellectual property; provided that DI promptly notifies client in writing of any such claim and, provided further that the Client shall have the exclusive right to control such defense, and to compromise and settle any such claim. Should any such action not be settled, Client further agrees to indemnify DI against any final judgment for damages entered against DI that is based upon such infringement of copyright, trade secret, patent or other intellectual property.
- Client shall provide DI with appropriate credit whenever the project is publicized. Additionally, DI shall have the right to use the project in any marketing materials or publications.

## **SITE SURVEY / FABRICATION / INSTALLATION / WARRANTIES**

- Site Survey: This bid is inclusive of (1) site survey(s), to be coordinated with the client. If additional surveys are required, due to no fault of Dimensional Innovations, Inc., additional charges will be assessed.
- DI's work shall be executed in substantial compliance with the contract documents in a professional and workmanlike manner and in accordance with all reasonable professional standards for such services.
- Any obligation to examine documents, the project site, materials or work furnished by others is limited to the obligation to bring to the attention of the client any defects or deficiencies that DI actually discovers during reasonable sight inspection during the design phase.



- DI will coordinate any site visits with Client to avoid any disruption to construction work at Client's locations. DI will comply with all Client and contractor rules regarding building access and safety.
- The Client, Architect, and/or General Contractor shall supply all required site facilities and utilities without cost to DI, including but not limited to power and data.
- The Client, Architect, and/or General Contractor shall supply all required site facilities and utilities without cost to DI, including but not limited to power and data.
- Any indemnification obligation of DI shall extend only to claims relating to bodily injury or property damage to other property, and then only to that part or proportion of any claim, damage, loss or defect that results solely from the negligence or intentional act of DI.
- Prices in this bid are based on DI shipping and installing all items in the project at one time (unless otherwise specified in the proposal).
- This proposal is based on DI performing the installation with our own technicians. Union installation is not included. If local Union technicians are required, DI will need to charge an additional amount.
- Prevailing wages for installation is not included.
- Areas of work to be free and clear access, and ready for DI to complete work. Walls receiving signs or graphics will be a painted finish (by others unless otherwise specified in the proposal) and ready for installation.
- If the DI Installation team is placed on standby due to any reason where DI is not at fault for the delay, the daily rate for the time spent on site and reimbursable expenses will be billed to the Client. Should installation need to be rescheduled, the daily rate charged will be negotiated between DI and the Client.
- Pricing is based on comprehensive and simultaneous installation.
- All fabricated products and on-site installation provided by DI will receive a one-year limited warranty from the date of project completion. Defective components will be repaired or replaced by DI during this period without charge and within a reasonable timeframe as determined by DI. A failure to provide DI an opportunity to cure waives any claims for defective work. All other warranties on A/V equipment, expressed or implied, shall receive the stated manufacturer's warranty. Software programming will receive a 90-day warranty which covers all bug-related issues within the application. Programming warranty is limited to bug and functionality issues and does not include new additions, modifications, or network and power issues. The finished product will be free of defects in materials and workmanship. DI is not responsible for repairs or work by others to DI items during this warranty period where reasonable notice and opportunity to repair was not provided to DI. This does not cover damage done by others from normal wear, neglect, misuse, abnormal use, accident, fire, flood, or acts of God.

**Item Number:** New Business- VIII.-B.  
**Committee** 9/21/2020  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

Date: 9/8/2020  
Submitted By: Donnie Scharff, Director of Public Works  
Committee/Department: Public Works  
Title: **Approve Easement for New Electrical Service for R Park**  
Item Type: Other

**Recommendation:**

**Approve easement with Evergy for new primary electrical line in R Park**

**Details:**

Evergy has installed a new electrical line to supply power to the restrooms & pavilion in R Park. The new electrical line runs from the north end of the park to the transformer pad located on the westside of the restrooms. The 10' easement is for Evergy to provide maintenance to the conduit, wire & equipment located in the easement. The new electrical line was installed for development of R Park and is the reasoning for the easement.

**Financial Impact**

|                             |                  |
|-----------------------------|------------------|
| Amount of Request: N/A      |                  |
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

**Additional Information**

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

| Description                                                                       |                     | Type       |
|-----------------------------------------------------------------------------------|---------------------|------------|
|  | Electrical Easement | Cover Memo |
|  | Exhibit             | Cover Memo |

---

**S 9|**        **/NW /Q**  
**T 12|**        **JOHNSON County**  
**R 25**        **|KS State**

**EASEMENT CONVEYANCE**

THIS **EASEMENT** made and entered into this \_\_\_\_\_ day of September, 2020, by and between **CITY OF ROELAND PARK**, a political subdivision of the State of KANSAS, "**GRANTOR**" and **Evergy Metro, Inc.**, a Select State... Corporation whose mailing address is PO Box 418679, Kansas City, MO. 64141-9679, and its and their affiliates, lessees, licensees, designees, successors and assigns, of Jackson County, Missouri "**GRANTEE**".

**KNOW ALL MEN BY THESE PRESENTS:** That the undersigned, Grantor, in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, hereby GRANTS, BARGAINS, SELLS AND CONVEYS to Grantee, its lessees, successors and assigns, the right, privilege and perpetual non-exclusive easement to enter upon the lands of Grantor as described below, to survey, construct, operate, patrol, inspect, maintain, alter, add wires, cables, conduits, and pipes, repair, rebuild and remove, under and over the easement described below and in and upon all streets, roadways or highways abutting said lands, now or at any future time, lines for the transmission and distribution of electric energy, and for communication purposes, and all appurtenances and appliances necessary in connection therewith, together with the right of ingress and egress to and from said lines of GRANTEE over the lands of Grantor so that Grantee may go to and from said lines from the public roads adjacent to Grantors lands, which said temporary non-exclusive easement being situated in the County of **JOHNSON**, in the State of **KANSAS**, said easement more particularly described as follows:

**A strip of land 10.00 feet in width in the Northwest Quarter of Section 09, Township 12, Range 25, in the City of Roeland Park, Johnson County,**

**Kansas, lying 5.00 feet on each side of the following described centerline: Commencing at the Northeast Corner of the Northwest Quarter of said Section 9;**

**Thence South 87° 09' 19" West, along the North line of said Northwest quarter, 1249.44 feet; thence South 02° 50' 41" East, 265.00 feet to the Point of Beginning of the centerline to be herein described; thence South 03° 18' 29" East, 166.76 feet; thence South 05° 10' 50" East, 137.07**

**feet to the Point of Termination.**

**SEE EXHIBIT A**

**GRANTEE** may erect and use gates in all fences which cross or which shall hereinafter cross the route of said lines. Grantee is given the right to trim, cut and clear away any trees, limbs and brush on or adjacent to the above-described easement whenever, in its judgment, such will interfere with or endanger the construction, operation or maintenance of said lines. In exercising its rights of ingress or egress Grantee shall, whenever practicable, use existing roads or lands and shall repair or compensate for any damage caused by its use, repair, or improvement to said perpetual easement. All logs, limbs, or brush cut or trimmed by Grantee shall be removed by Grantee unless Grantor otherwise requests.

**IT BEING THE INTENTION** of the parties hereto that Grantor is hereby granting the uses herein specified without divesting Grantor and heirs or assigns of the right to cultivate, use and enjoy the above-described premises: PROVIDED, however, such use shall not, in the judgment of said Grantee, interfere with or endanger the construction, operation or maintenance of said lines, and provided further that no building shall be constructed on the easement without Grantee's written permission.

Title to said lines shall be and remain in said Grantee

**TO HAVE AND TO HOLD** said easement and rights aforesaid with all and singular, the rights, privileges, appurtenances, and immunities thereto belonging or in anyway appertaining unto Grantee its lessees, licensee, successors or assigns forever. This easement conveyance shall run with the land and shall be binding upon Grantor and Grantor's heirs, administrators, executors, successors and assigns. Grantor hereby covenants that Grantor is the owner(s) of the above-described land, subject to existing liens and right-of-way easements of record.

**SIGNATURES ON FOLLOWING PAGE**



**IN TESTIMONY WHEREOF**, Grantor has hereunto executed this Easement on the date first above written.

**CITY OF ROELAND PARK**

By: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
CLERK

Print Name: \_\_\_\_\_

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

SEAL \_\_\_\_\_

**ACKNOWLEDGEMENT**

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) SS.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me a Notary Public, appeared \_\_\_\_\_ to me personally known, (or proved to me on the basis of satisfactory evidence) to be the person(s) described in and who executed the foregoing instrument, and acknowledged that he/she is the \_\_\_\_\_ of \_\_\_\_\_, and that seal affixed to the forgoing instrument is the corporate seal of said municipality and that said instrument was signed and sealed on behalf of said municipality by authority of its board pursuant to Ordinance No. \_\_\_\_\_ duly adopted and passed on \_\_\_\_\_ and the said \_\_\_\_\_ acknowledged said instrument to be the free act and deed of said municipality, executed for the purposes therein stated.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year aforesaid.

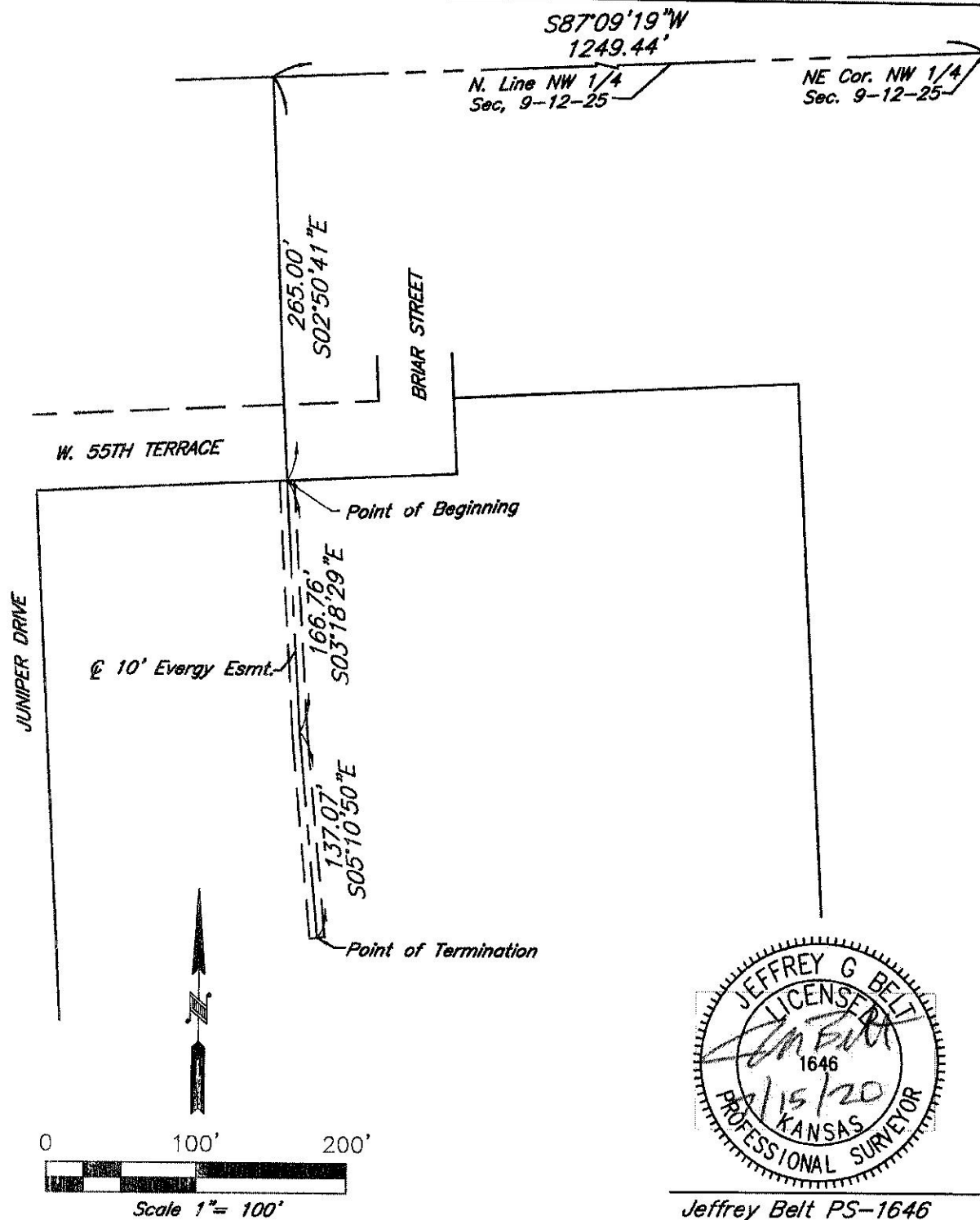
My Commission Expires: \_\_\_\_\_

Notary Public \_\_\_\_\_

WR#: 931315

Validation by: TFM

# EXHIBIT A



Jeffrey Belt PS-1646

Proj. No.

Date: 07/16/2020



14110 NW 74th Street • Parkville, MO 64152

Phone 816-457-4946  
Kansas State Certificate  
of Authority #LS-314

## EVERGY EASEMENT

NW 1/4 SEC. 09, TWP 12, RGE 25  
CITY OF ROELAND PARK  
JOHNSON COUNTY, KANSAS

**Item Number:** New Business- VIII.-C.  
**Committee** 9/21/2020  
**Meeting Date:**



## **City of Roeland Park**

Action Item Summary

---

Date: 9/17/2020  
Submitted By: Keith Moody  
Committee/Department: Admin.  
Title: **Approve CARES Act Sub-recipient Agreement and Resource Planning Ideas**  
Item Type: Agreement

### **Recommendation:**

**Staff recommends Council approve the sub-recipient agreement with Johnson County for Covid-19 Cares Act Funds as well as approval of the Resource Planning Ideas.**

### **Details:**

Attached is a sub-recipient agreement developed by Johnson County for Cares Act funds. The agreement need not be approved by the governing body, however staff feels it is beneficial for the elected officials to formally approve the agreement as the document provides detailed insight as to the conditions tied to the use of the resources as well as audit requirements and how the Cares Act funds have been allocated to different uses by the County (see attachments to the agreement).

Staff is also asking for Council to approve the Resource Planning Ideas (Attachment D). These forms provide a brief explaining of the project, addressing how the project relates to Covid. These may be refined based upon feedback from Johnson County. Council approval of the ideas at this time will enable staff to move expediently to execute and complete these ideas by 12/30/20, which is the deadline for utilizing these funds.

The County's initial allowance of Cares Act funds to Roeland Park (Phase 1 funds) is \$215,000, to date the City has requested and received \$32,000 of this amount as reimbursement for direct Covid related expenses (PPE, legal fees, cleaning/disinfecting). This leaves \$183,000 available. The list of Resource Planning Ideas totals over \$742,000. The City anticipates around \$40,000 in Covid related personnel expenses eligible for Cares Act reimbursement, however the County has asked cities to hold off on submitting reimbursement requests for personnel until guidance from the Federal government has been clarified. The County has indicated that they anticipate additional Cares Act funds being available to cities and the Resource Planning Ideas submitted will be the projects allocated these additional funds (if the ideas exceed the city's initial allocation).

The ideas will be prioritized by staff taking into consideration the time necessary to complete the idea (can we get it done) and the amount of Cares Act funds available.

### Financial Impact

|                             |                  |
|-----------------------------|------------------|
| Amount of Request:          |                  |
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

### Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

### ATTACHMENTS:

| Description                                                         | Type       |
|---------------------------------------------------------------------|------------|
| <input type="checkbox"/> Cares Act Funds Sub-recipient Agreement    | Cover Memo |
| <input type="checkbox"/> Attachment A- Federal Terms and Conditions | Cover Memo |
| <input type="checkbox"/> Attachment B- Certification                | Cover Memo |
| <input type="checkbox"/> Attachment C- Program Scope of Work        | Cover Memo |
| <input type="checkbox"/> Attachment D - CARES Act Funding Ideas     | Cover Memo |



## Johnson County Coronavirus Relief Fund Subrecipient Grant Agreement

|                                                                                                                                                                                                                          |                                                                                                     |                                                                                                                                                                                              |                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| (i) Subrecipient agency name (must match the name associated with its unique entity identifier)<br>City of Roeland Park, Kansas                                                                                          |                                                                                                     | (ii) Unique entity identifier (i.e., DUNS)<br>044744308                                                                                                                                      | (iii) Federal Award Identification Number (FAIN)<br>TBD |
| (iv) Federal Award Date<br>MARCH 1, 2020 - DECEMBER 30, 2020                                                                                                                                                             |                                                                                                     | (v) Subrecipient agency Period of Performance Start and End Date<br>MARCH 1, 2020 - DECEMBER 30, 2020                                                                                        |                                                         |
| (vi) Amount of Federal Funds <i>Obligated</i> to the subrecipient agency by this action:<br><br>\$215,287.61                                                                                                             | (vii) Total Amount of Federal Funds <i>Obligated</i> to the subrecipient agency<br><br>\$215,287.61 | (viii) Total Amount of the Federal Award <i>Committed</i> to the subrecipient agency<br><br>\$32,090.22                                                                                      |                                                         |
| (ix) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)<br>CORONAVIRUS RELIEF – Johnson County, Kansas Local Taxing Jurisdiction Support |                                                                                                     |                                                                                                                                                                                              |                                                         |
| (x) Federal awarding agency:<br>DEPARTMENT OF THE TREASURY                                                                                                                                                               | Pass-through entity:<br>JOHNSON COUNTY                                                              | Awarding official name and contact information:<br>Thomas G. Franzen, Director of Treasury & Financial Management<br>Office of Treasury & Financial Management<br>Thomas.Franzen@jocogov.org |                                                         |
| (xi) CFDA Number and Name (the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement)<br>21.019 - CORONAVIRUS RELIEF FUND              |                                                                                                     | (xii) Identification of whether the award is R&D<br><br>NO                                                                                                                                   |                                                         |
| (xiii) Indirect cost rate for the Federal Award<br>NOT ELIGIBLE                                                                                                                                                          | Award payment method (reimbursement or lump sum payment)<br>Reimbursement                           | Is the agency a subrecipient for the purposes of this agreement?<br>Yes                                                                                                                      |                                                         |

### JOHNSON COUNTY

Name, Title: Thomas G. Franzen, Director

Signature: 

Date: 09/05/2020

### RECIPIENT

Name, Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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

**1. Purpose of Agreement.** This Agreement is made by and between Johnson County, a municipal corporation ("the County") a Subrecipient Grant Agreement, ("Agreement") to set forth the terms and conditions under which the County will provide City of Roeland Park, Kansas ("Recipient") with \$215,287.61 as a grant to be used to reimburse necessary expenditures incurred due to the COVID-19 emergency during the period of March 1, 2020 through December 30, 2020.

**2. Scope of Eligible Expenditures.** Grant funds may only be used to pay or reimburse eligible expenditures as described in **Attachment A** ("Federal Terms and Conditions"), consistent with details in **Attachment C** ("Scope of Work"). No grant funds may be used to pay or reimburse costs reimbursed under any other federal or state program, damages covered by insurance, reimbursement to donors for donated items or services, legal settlements, or severance pay.

**3. Recipient Responsibilities.** The grant funds provided herein are an allocation of the coronavirus relief fund, as created in section 5001 of H.R. 748, of the CARES Act. Recipient agrees to administer the grant proceeds consistent with this Agreement, in accordance with the applicable provisions of the CARES Act, any future applicable guidance issued by the U.S. Department of the Treasury and any other applicable federal provisions, as currently described at **Attachment A**. Recipient shall provide the County with certification **Attachment B** that grant funds were used for eligible expenditures.

**4. Access to and Maintenance of Records.** Recipient shall maintain internal controls, accounts and records, including personnel, property, financial, and programmatic records and other such records as may be deemed necessary by the County, consistent with Uniform Guidance as described in the Federal Terms and Conditions and for a period of six (6) years to ensure proper accounting for all grant funds and compliance with this Agreement. Recipient acknowledges that records may be subject to disclosure under the Public Records Act.

Recipient shall agree that the County or any duly authorized representatives, shall have, at any time and from time to time during normal business hours, access to any work product, books, documents, papers, and records of the Recipient which are related to this Agreement, for the purpose of inspection, audits, examinations, and making excerpts, copies and transcriptions.

**5. Audit.** If Recipient expends \$750,000 or more in federal awards from any and/or all sources in any fiscal year including under this Agreement, Recipient shall procure and pay for a single audit or program-specific audit for that fiscal year. Upon completion of each audit, Recipient shall: (i) submit to the County the reporting package specified in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Part 200, Subpart F - Audit Requirements, reports required by the program-specific audit guide (if applicable), and a copy of any management letters issued by the auditor; (ii) submit to the County follow-up and developed corrective action plans for all audit findings. If Recipient is a subrecipient and expends less than \$750,000 in federal awards from any and/or all sources in any fiscal year including this Agreement, Recipient shall notify the County they did not meet the single audit requirement. Recipient shall send all single audit documentation to [Becky.Jones@jocogov.org](mailto:Becky.Jones@jocogov.org).

**6. Termination.** Upon seven (7) days-notice, the County may terminate this agreement for convenience. Any unspent grant proceeds shall be immediately returned to the County.

**7. Repayment of Funds.** If Recipient has unspent grant proceeds on hand as of December 30, 2020, Recipient shall return all unspent grant proceeds to the County within ten (10) calendar days. If any funds provided to recipient were used in a manner that is not consistent or allowable as outlined in this agreement or in **Attachment A** "Federal Terms and Conditions," recipient shall return funds to County in the amount determined to be ineligible.

**8. Conflict of Interest.** Recipient designees, agents, members, officers, employees, consultants, and any other public official who exercises or who has exercised any functions or responsibilities with respect to the program during his or her tenure, or who is in a position to participate in a decision-making process or gain inside information with regard to the program, are barred from any interest, direct or indirect, in any grant or proceeds of the program, or benefit there from, which is part of this Agreement at any time during or after such person's tenure.

**9. Governing Laws.** This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. The venue of any suit or arbitration arising under this Agreement shall be in Johnson County, Kansas and if a lawsuit, in Johnson County Superior Court.

**10. Indemnification; Recoupment.** Recipient shall, at its cost and expense, protect, defend, indemnify, and hold harmless the County, its directors, officers, employees, and agents, from and against any and all demands, liabilities, causes of action, costs and expenses (including attorneys' fees), claims, judgments, or awards of damages, arising out of or in any way resulting from the acts or omissions of Recipient, its directors, officers, employees, or agents, relating in any way to the Recipient's performance under the Agreement. These indemnification obligations shall survive the termination of the Agreement. Recipient further agrees that it is financially responsible for and will repay the County any and all indicated amounts following an audit exception which occurs due to Recipient's failure, for any reason, to comply with the terms of this Agreement.

#### **ATTACHMENTS**

A – Federal Terms and Conditions

B – Certification

C – Program Scope



# Johnson County Coronavirus Relief Fund Subrecipient Grant Agreement

## ATTACHMENT A – Federal Terms and Conditions

### PROVISIONS REQUIRED BY LAW DEEMED INSERTED.

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included therein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party, the Agreement shall be physically amended to make such insertion or corrections.

### **CORONAVIRUS RELIEF FUND, SECTION 5001 CARES ACT**

The funds provided to Recipient are available under section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

The Recipient certifies that the funds under this Agreement shall only be used to cover costs that:

1. Are necessary expenditures incurred due to the public health emergency with respect to COVID-19;
2. [For governmental entities only] Were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if:
  - a. The cost cannot lawfully be funded using a line item, allotment, or allocation within that budget;  
OR
  - b. The cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation; and
3. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Funds may NOT be used by governmental entities to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use for governmental entities. The funds may only be used for **operating** expenditures.

1. ELIGIBLE EXPENSES. There are six primary eligible cost categories. These cost categories and their eligible cost sub-categories are as follows:

- a. Medical expenses such as:
  - a. COVID-19 related expenses of public hospitals, clinic, and similar facilities.
  - b. Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
  - c. Costs of providing COVID-19 testing, including serological testing.
  - d. Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
  - e. Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment.

- b. Public health expenses such as:
  - a. Expenses for communication and enforcement by State, territorial, local and Tribal governments of public health order related to COVID-19.
  - b. Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
  - c. Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.
  - d. Expenses for technological assistance to local authorities or other entities on mitigation of COVID-19 related threats to public health and safety.
  - e. Expenses for public safety measures undertaken in response to COVID-19.
  - f. Expenses for quarantining individuals.
- c. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
- d. Expenses of actions to facilitate compliance with COVID-19 related public health measures such as:
  - a. Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
  - b. Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
  - c. Expense to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
  - d. Expenses of providing paid sick and paid family medical leave to public employees to enable compliance with COVID-19 public health precautions.
  - e. COVID-19 related expenses of maintaining state prisons and county jails, including as it relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
  - f. Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
- e. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
  - a. Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.[Note, this is the eligible expenditure subcategory applicable to this grant].
  - b. Expenditures related to a state, territorial, local or Tribal government payroll support system for those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
  - c. Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
- f. Any other COVID-19 related expenses reasonably necessary to the function of government that satisfy the fund's eligibility criteria.

## 2. INELIGIBLE EXPENSES.

Non-allowable expenditures include, but are not limited to:

- a. Expenses for the state share of Medicaid.



- b. Damages covered by insurance.
- c. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
- d. Expenses that have been or will be reimbursed under any federal program.
- e. Reimbursement to donor for donated items or services.
- f. Workforce bonuses other than hazard pay or overtime.
- g. Severance pay.
- h. Legal settlements.
- i. Expenditures prohibited under the Health and Human Services requirements outlined in the next section.

**PUBLICATIONS.** Any publications (written, visual or sound) but excluding press releases, newsletters, and issue analyses, issued by Recipient describing programs or projects funded in whole or in part with federal funds under this Agreement, shall contain the following statements:

“This project was supported by a grant awarded by the US Department of the Treasury. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the US Department of the Treasury.”

**UNIFORM GUIDANCE.** The recipient understands that use of funds pursuant to this agreement must adhere to official federal guidance issued, or issued in the future, on what constitutes an eligible expenditure and to all requirements applicable to CRF funds including applicable requirements of 2 C.F.R. §200 (specifically including 2 C.F.R. §200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements).

### **Subaward Language and Federal Clauses Federal Award Identification (reference 2 CFR 200.330-332)**

Pursuant to the Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards, found in the Code of Federal Regulations (CFR) at 2 CFR 200, §200.330 requires that an agency **must decide to make a determination whether the scope of work falls under a Subrecipient or Contractor relationship.**

The non-Federal entity may concurrently receive Federal awards as a recipient, a subrecipient, and a contractor, depending on the substance of its agreements with Federal awarding agencies and pass-through entities. Therefore, a pass-through entity must make case-by-case determinations whether each agreement it makes for the disbursement of Federal program funds casts the party receiving the funds in the role of a subrecipient or a contractor. The Federal awarding agency may supply and require recipients to comply with additional guidance to support these determinations provided such guidance does not conflict with this section.

(a) *Subrecipients.* A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. Characteristics which support the classification of the non-Federal entity as a subrecipient include when the non-Federal entity:

- (1) Determines who is eligible to receive what Federal assistance;
- (2) Has its performance measured in relation to whether objectives of a Federal program were met;
- (3) Has responsibility for programmatic decision making;

- (4) Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and
- (5) In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

(b) *Contractors.* A contract is for the purpose of obtaining goods and services for the non-Federal entity's own use and creates a procurement relationship with the contractor. Characteristics indicative of a procurement relationship between the non-Federal entity and a contractor are when the contractor:

- (1) Provides the goods and services within normal business operations;
- (2) Provides similar goods or services to many different purchasers;
- (3) Normally operates in a competitive environment;
- (4) Provides goods or services that are ancillary to the operation of the Federal program; and
- (5) Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

(c) *Use of judgment in making determination.* In determining whether an agreement between a pass-through entity and another non-Federal entity casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and the pass-through entity must use judgment in classifying each agreement as a subaward or a procurement contract.

The subawardee must be in compliance with the below and must note the required information in their subaward agreements:

- (1) A requirement that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements of this part; and
- (2) Appropriate terms and conditions concerning closeout of the subaward.
- (3) All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award;
- (4) Any additional requirements that the pass-through entity imposes on the subrecipient in order for the pass-through entity to meet its own responsibility to the Federal awarding agency including identification of any required financial and performance reports;
- (5) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:
  - (a) The subrecipient's prior experience with the same or similar subawards;
  - (b) The results of previous audits including whether or not the subrecipient receives a Single Audit in accordance with Subpart F—Audit Requirements of this part, and the extent to which the same or similar subaward has been audited as a major program;
  - (c) Whether the subrecipient has new personnel or new or substantially changed systems; and
  - (d) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).
- (6) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.207 Specific conditions.

(7) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:

- (a) Reviewing financial and performance reports required by the pass-through entity.
- (b) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and other means.
- (c) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521 Management decision.

(8) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

- (a) Providing subrecipients with training and technical assistance on program-related matters; and
- (b) Performing on-site reviews of the subrecipient's program operations;
- (c) Arranging for agreed-upon-procedures engagements as described in §200.425 Audit services.

(9) Verify that every subrecipient is audited as required by Subpart F—Audit Requirements of this part when it is expected that the subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in §200.501 Audit requirements.

(10) Consider whether the results of the subrecipient's audits, on-site reviews, or other monitoring indicate conditions that necessitate adjustments to the pass-through entity's own records.

(11) Consider taking enforcement action against noncompliant subrecipients as described in §200.338 Remedies for noncompliance of this part and in program regulations.

## **HEALTH AND HUMAN SERVICES**

As applicable (specifically including to any expenditure funded with coronavirus relief funds or public health funds), the Contractor or Recipient (herein each referred to as "Contractor") shall adhere to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS awards as codified in 45 CFR Part 75 effective December 26, 2014, the HHS Grants Policy Statement, and the Contract Provisions below.

### **APPENDIX II TO 45 CFR 75—CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS**

In addition to other provisions required by the HHS agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

The following statutory provisions also apply:

#### General Provisions in FY 2020 Consolidated Appropriation

(PL 116-94, December 20, 2019, 133 Stat 2534 – Division A, Title V)

#### **1. EXECUTIVE PAY**

The Contractor agrees that none of the funds paid through this contract shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.

(Sec. 202)

## 2. GUN CONTROL ADVOCACY

The Contractor agrees that none of the funds paid through this contract may be used, in whole or in part, to advocate or promote gun control.

(Sec. 210)

## 3. LOBBYING

(a) The Contractor agrees that none of the funds paid through this contract shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.

(b) The Contractor agrees that none of the funds paid through this contract shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

(c) The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.

(Sec. 503)

## 4. ABORTIONS

(a) The Contractor agrees that none of the funds paid through this contract, and none of the funds in any trust fund paid through this contract, shall be expended for any abortion.

(b) The Contractor agrees that none of the funds paid through this contract, and none of the funds in any trust fund paid through this contract, shall be expended for health benefits coverage that includes coverage of abortion.

(c) The term “health benefits coverage” means the package of services covered by a managed care provider or organization pursuant to a contract or other arrangement.

(Sec. 506)

## 5. LIMITATIONS ON ABORTION FUNDING PROHIBITIONS

(a) The limitations established in the preceding section shall not apply to an abortion—

- (1) if the pregnancy is the result of an act of rape or incest; or
- (2) in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed.

(b) Nothing in the preceding section shall be construed as prohibiting the expenditure by a State, locality, entity, or private person of State, local, or private funds (other than a State's or locality's contribution of Medicaid matching funds).

(c) Nothing in the preceding section shall be construed as restricting the ability of any managed care provider from offering abortion coverage or the ability of a State or locality to contract separately with such a provider for such coverage with State funds (other than a State's or locality's contribution of Medicaid matching funds).

(d)(1) The Contractor agrees it will not subject any institutional or individual health care entity to discrimination on the basis that the health care entity does not provide, pay for, provide coverage of, or refer for abortions.

(2) In this subsection, the term "health care entity" includes an individual physician or other health care professional, a hospital, a provider-sponsored organization, a health maintenance organization, a health insurance plan, or any other kind of health care facility, organization, or plan.

(Sec. 507)

#### 6. EMBRYO RESEARCH

(a) The Contractor agrees that none of the funds paid through this contract may be used for—

(1) the creation of a human embryo or embryos for research purposes; or

(2) research in which a human embryo or embryos are destroyed, discarded, or knowingly subjected to risk of injury or death greater than that allowed for research on fetuses in utero under 45 CFR 46.204(b) and section 498(b) of the Public Health Service Act (42 U.S.C. 289g(b)).

(b) For purposes of this section, the term "human embryo or embryos" includes any organism, not protected as a human subject under 45 CFR 46 as of December 20, 2019, that is derived by fertilization, parthenogenesis, cloning, or any other means from one or more human gametes or human diploid cells.

(Sec. 508)

#### 7. PROMOTION OF LEGALIZATION OF CONTROLLED SUBSTANCES

(a) The Contractor agrees that none of the funds paid through this contract may be used for any activity that promotes the legalization of any drug or other substance included in schedule I of the schedules of controlled substances established by section 202 of the Controlled Substances Act except for normal and recognized executive-congressional communications.

(b) The limitation in subsection (a) shall not apply when there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance or that federally sponsored clinical trials are being conducted to determine therapeutic advantage.

(Sec. 509)

#### 8. DISTRIBUTION OF INTENTIONALLY FALSE INFORMATION

The Contractor agrees that none of the funds paid through this contract may be used to disseminate information that is deliberately false or misleading.

(Sec. 515(b))

#### 9. PORNOGRAPHY

(a) The Contractor agrees that none of the funds paid through this contract may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.

(b) Nothing in subsection (a) shall limit the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

(Sec. 520)

#### 10. ACORN OR ITS AFFILIATES OR SUBSIDIARIES

The Contractor agrees that none of the funds paid through this contract may be provided to the Association of Community Organizations for Reform Now (ACORN), or any of its affiliates, subsidiaries, allied organizations, or successors.

(Sec. 521)

#### 11. NEEDLE EXCHANGE

The Contractor agrees that none of the funds paid through this contract shall be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug: *Provided*, That such limitation does not apply to the use of funds for elements of a program other than making such purchases if the relevant State or local health department, in consultation with the Centers for Disease Control and Prevention, determines that the State or local jurisdiction, as applicable, is experiencing, or is at risk for, a significant increase in hepatitis infections or an HIV outbreak due to injection drug use, and such program is operating in accordance with State and local law.

(Sec. 527)

### **GOVERNMENT-WIDE GENERAL PROVISIONS**

**(PL 116-93, December 20, 2019, 133 Stat 2317 – Division C, Title VII)**

#### 12. PROPAGANDA

The Contractor agrees that none of the funds paid through this contract shall be used directly or indirectly, including by subcontractors, for publicity or propaganda purposes within the United States not heretofore authorized by the Congress.

(Sec. 718)

#### 13. PRIVACY ACT

The Contractor agrees that none of the funds paid through this contract may be used in contravention of section 552a of title 5, United States Code (popularly known as the Privacy Act), and regulations implementing that section.

(Sec. 732)

#### 14. CONFIDENTIALITY AGREEMENTS

(a) The Contractor agrees that it will not require employees or subcontractors seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

(b) The limitation in subsection (a) shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

(Sec. 742)

#### 15. NONDISCLOSURE AGREEMENTS

These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger



to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.  
(Sec. 743)

#### **16. UNPAID FEDERAL TAX LIABILITY**

The Contractor agrees that it does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless a Federal agency has considered suspension or debarment of the Contractor and has made a determination that this further action is not necessary to protect the interests of the Government.

The Contractor agrees it will not subcontract with any corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless a Federal agency has considered suspension or debarment of the corporation and has made a determination that this further action is not necessary to protect the interests of the Government.

(Sec. 744)

#### **17. CRIMINAL FELONY LIMITATION**

The Contractor agrees that it was not convicted of a felony criminal violation under any Federal law within the preceding 24 months, unless a Federal agency has considered suspension or debarment of the corporation and has made a determination that this further action is not necessary to protect the interests of the Government.

The Contractor agrees it will not subcontract with any that was convicted of a felony criminal violation under any Federal law within the preceding 24 months, unless a Federal agency has considered suspension or debarment of the corporation and has made a determination that this further action is not necessary to protect the interests of the Government.

(Sec. 745)

### **OTHER APPROPRIATION PROVISIONS**

#### **18. CHIMPANZEES**

The Contractor agrees that none of the funds paid through this contract shall be used on any project that entails the capture or procurement of chimpanzees obtained from the wild.

(42 U.S.C. 289d note)

### **Other Statutory Provisions**

#### **19. TRAFFICKING IN PERSONS**

This contract is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104)

(a) The Contractor, Contractor's employees, and any subcontractors or subcontractors' employees may not:

- (1) Engage in severe forms of trafficking in persons during the period of time that the contract that this contract is in effect;
- (2) Procure a commercial sex act during the period of time that this contract is in effect; or
- (3) Use forced labor in the performance of this contract or subcontracts.

(b) Violations of the prohibitions in paragraph (a) include –

- (1) Those committed by the Contractor; or
- (2) Those committed by the Contractor's employee or a subcontractor through conduct that is either -
  - i. Associated with performance of this contract; or
  - ii. Imputed to the Contractor or subcontractor using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR part 376.

(c) The Contractor must inform Johnson County immediately of any information it receives from any source alleging a violation of paragraph (a).

(d) Definitions. For purposes of this contract:

- (1) "Employee" means either:
  - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
  - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
- (2) "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
- (3) "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

(Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104))

#### 20. WHISTLEBLOWER PROTECTIONS

The Contractor is hereby given notice that the 48 CFR section 3.908, implementing section 828, entitled "Pilot Program for Enhancement of Contractor Employee Whistleblower protections," of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2013 (Pub. L. 112-239, enacted January 2, 2013) applies to this contract.

#### 21. HUMAN SUBJECTS PROTECTIONS

If any activities under this contract will involve human subjects in any research activities, the Contractor must provide satisfactory assurance of compliance with the participant protection requirement of the HHS/OASH Office of Human Research Protection (OHRP) prior to implementation of those research components. This assurance should be submitted to the OHRP in accordance with the appropriate regulations.

#### 22. FRAUD, ABUSE AND WASTE

The HHS Inspector General accepts tips and complaints from all sources about potential fraud, waste, abuse, and mismanagement in Department of Health and Human Services' programs.

**Johnson County Coronavirus Relief Fund  
Subrecipient Grant Agreement  
ATTACHMENT B – Certification**

I, \_\_\_\_\_, am the \_\_\_\_\_ of the CITY OF ROELAND PARK of Johnson County, Kansas and I certify that:

1. I have authority and approval from the governing body on behalf of CITY OF ROELAND PARK to accept proceeds from the County per the Agreement for COVID-19 Relief Funds by and between the County and CITY OF ROELAND PARK from the County's allocation of the Coronavirus Relief Fund as created by section 5001 of H.R. 748, the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") for eligible expenditures included on the corresponding invoice voucher for report period [March 1, 2020 through December 30, 2020].
2. I understand that as additional federal guidance becomes available, a contract amendment to the agreement between the County and CITY OF ROELAND PARK may become necessary and agree to execute necessary amendments.
3. I understand the County will rely on this certification as a material representation in processing this reimbursement.
4. I certify the use of funds submitted for reimbursement from the Coronavirus Relief Fund under this contract were used only to cover those costs that:
  - a. Are necessary expenditures incurred due to the public health emergency with respect to COVID-19;
  - b. Were not accounted for in the budget most recently approved as of March 27, 2020 for CITY OF ROELAND PARK [THIS CERTIFICATION REQUIRED ONLY OF LOCAL GOVERNMENT];
  - c. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.
5. I understand the use of funds pursuant to this certification must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. We have reviewed the guidance established by U.S. Department of the Treasury as described in Attachment A to the Agreement and certify costs meet the required guidance. Any funds expended by CITY OF ROELAND PARK or its subcontractor or subrecipients in a manner that does not adhere to official federal guidance shall be returned to the County.
6. I understand the CITY OF ROELAND PARK receiving funds pursuant to this certification shall retain documentation of all uses of the funds, including but not limited to invoices and/or sales receipts in a manner consistent with §200.333 Retention requirements for records of 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Such documentation shall be produced to the County upon request and may be subject to audit by the State Auditor.
7. I understand any funds provided pursuant to this certification cannot be used for expenditures for which the CITY OF ROELAND PARK has received any other emergency COVID-19 supplemental funding whether state, federal or private in nature, for that same expense.

I hereby certify that I have read the above certification, and that the information and my statements provided herein by me are true and correct to the best of my knowledge, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document could subject me to punishment under federal and/or civil liability and/or in criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and punishment under federal law.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Johnson County Coronavirus Relief Fund  
Subrecipient Grant Agreement**

**ATTACHMENT C - PROGRAM SCOPE OF WORK**

**1. Introduction**

On April 22, 2020, Johnson County received an allocation of \$116,311,033.60 for expenses related to the Coronavirus public health emergency. This funding is being provided to support Johnson County's COVID-19 relief and response strategies, including assistance to local governments, other local taxing jurisdictions, hospitals, K-12 schools, higher education institutions, small businesses, long-term care facilities, and not-for-profit organizations within the County that have been adversely affected by incurred COVID-19 expenditures, closures, cancellations, and loss of work during the COVID-19 public health emergency.

**2. Program Objectives/Outcomes**

Johnson County has established a three phased allocation plan to address the COVID-19 pandemic in our community. A high-level structure of the three phases is as follows:

**Phase 1** of the plan, 40% - 50% of the allocation, focuses on the needs of local governments and other taxing jurisdictions within Johnson County. This includes reimbursement for expenses such as personal protective equipment (PPE), modifications to facilities to accommodate the need to social distance and other protective measures, additional cleaning and disinfection of facilities and equipment, telework needs to allow public employees to work remotely, as well as payroll costs for public health and safety employees whose services are substantially dedicated to mitigating or responding to the COVID-19 pandemic.

**Phase 2** of the plan, 30% - 50% of the allocation, focuses on community re-investment. Consistent with the Board of County Commissioner's previously identified priorities, community survey responses, and effects of the COVID-19 pandemic, six funding priorities will be addressed in this phase. These priorities include: 1) Mental Health, 2) Aging, 3) Housing, 4) Workforce Development 5) Small Business Support, and 6) Digital Access.

**Phase 3** of the plan, 10% - 30% of the allocation, focuses on contingency funds, additional re-investments in local government and the community, and allowance for any unused funds.

**3. Eligible Expenditures**

The grant funds must be used for activities in response to COVID-19. The funds should only be used for costs that comply with all federal requirements set for the Treasury's Coronavirus Relief Fund (detailed in Attachment A "Federal Terms and Conditions"). Expenditures must be incurred in the period from March 1, 2020, through December 30, 2020, and must be recorded and documented using the generally accepted accounting principles and the provisions of Title 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements.

Expenditures may fall in the following categories:

- Acute financial impact directly from the outbreak of COVID-19
- Emergency circumstances and needs directly resulting from the outbreak of COVID-19 reimbursing the costs of business interruption caused by required closures

The following list provides some examples of eligible expenditures:

- Loss of income and/or loss of opportunity
- Facility changes to adhere to public health guidance such as physical distancing
- Additional staff to monitor compliance with public health guidelines
- Increased sanitation and cleaning
- Equipment and software to move programming online to limit necessity for in-person interaction
- Marketing to publicize reopening and associated public health measures
- Materials to facilitate safe opening (e.g., PPE, sanitation supplies, plexiglass barriers, markers, signage)
- Technical assistance to facilitate safe re-opening

#### 4. Grant Documentation & Reporting

| EXHIBIT # | Form/Report                                                             | Short Description                                                                                                                                                            | Interval                                              |
|-----------|-------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| 1         | Pre-award: risk assessment questionnaire (complete)                     | Short survey to understand organization's administrative capacity                                                                                                            | With the intake form preceding agreement signing      |
| 2         | An expenditure report detailing all expenditures up to the grant amount | A standard report generated from the organization's official accounting system or sufficient documentation to demonstrate grant expenditures, payee, and date of transaction | Within 30 days of final payment utilizing grant funds |
| 3         | Documentation to substantiate all expenditures up to the grant amount   | Invoices, receipts, contracts, quotes, payroll and timekeeping records, general ledger reports, etc.                                                                         | Within 30 days of final payment utilizing grant funds |
|           |                                                                         |                                                                                                                                                                              |                                                       |
|           |                                                                         |                                                                                                                                                                              |                                                       |

| Project Name/Title                                         | Request Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Expense Type | Amount Requested | Annual Expe | Responsible Dept            | Priority | Lead Time      |
|------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------|-------------|-----------------------------|----------|----------------|
| Docusign                                                   | Docusign would eliminate the need for paper document, it would ease the document mangagement process, faster response time on getting signatures, allows for safer contactless signings and reduce mailing costs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Non-Capital  | \$ 2,500.00      | Yes         | Administration              | 8        | 1 month        |
| 2 Roe Blvd Message Boards                                  | Install two electronic changeable message boards in the median of Roe Boulevard to provide urgent communications to residents as well as visitors. The message boards would be LED and messaging would be provided via wireless connection. One message board would be near the south end of Roe and the other near the north end of Roe.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Non-Capital  | \$ 70,000.00     | No          | Administration              | 10       | 3 months       |
| Emergency Communication Radio Replacement                  | The City will replace 34 Portable & 21 Mobile emergency Radios. The emergency radios will be used primarily by Police to communicate and respond to emergencies. This necessary upgrade will provide a better system by which to communicate with internal and external parties and provide proper interoperability between Roeland Park PD and other first responders (fire, ambulance, sheriff, etc).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Non-Capital  | \$ 160,866.00    | No          | Police                      | 1        | 2 months       |
| Touchless locks/automatic door openers for City Facilities | This project would replace exisiting key card locks at City Hall with an upgraded version that does not require touching the key pad on each door to reprogram a key card, all changes can be made via a PC. It also adds electronic locks to city facilities with doors that have public access at the Community Center, Pool, and Nall Park restrooms. All of these locks have manual keys that require touching surfaces. In addition, the project will allow auto opening/closing of all doors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Non-Capital  | \$ 220,616.00    | No          | Administration/Public Works | 12       |                |
| Trimble Weed Seeker 2                                      | Purchase of the Trimble Weed Seeker 2 sensor system to combat weed growth in the concrete curb & gutter area of the roadway. This application consists of an infared sensor that scans the curbline and when weeds are detected, the spray nozzle activates and applies a quick burst of weed control product. The unit would be retrofitted to a steet sweeper and be used in conjuction with monthly sweeping operations during the spring and summer months. This device is fully automated when in use and requires minimal maintenace. Weed Seeker 2 reduces the use of herbicides by 90% compared to other methods. This product will allow staff to preform two maintenace tasks at once and will reduce fuel consumption as well as additional time by only utilizing one piece of equipment compared to using multiple units. Street sweeping is a vital part of the stormwater maintenace plan and this device will ensure that compliance is maintained per the city code. | Non-Capital  | \$ 15,000.00     | No          | Public Works                | 7        | less than 1 mo |
| Kaivac Machine-no touch cleaning system for RPAC           | Kaivac machine will assist with bathroom and public space sanitation at the Roeland Park Aquatic Center. This is a completely touchless system that cleans and sanitizes soiled surfaces. Staff will use it to clean toilets, sinks, floors and other touch point surfaces throughout the facility.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Non-Capital  | \$ 4,539.00      | NO          | Parks                       | 5        | 1 month        |
| Backpack Sprayer                                           | Electrostatic Backpack Cordless Sprayer will help staff sanitize frequently touched surfaces throughout the community center and city hall.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Non-Capital  | \$ 1,899.00      | No          | Parks                       | 2        | 1 month        |
| Voicemail Upgrades                                         | Upgraded voicemail system will streamline voicemail access for staff working remotely. Staff will be able to access voicemail messages via email and can forward voicemails to other staff via email. Staff under quarantine or home with children attending school remotely can remain productive and attentive to work requirements.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Non-Capital  | \$ 2,995.00      | No          | Adminstration               | 9        | 2 months       |
| Phone Upgrades                                             | Along with the voicemail system upgrades the new phones would assist the department to continue to operate with limited staff. The new phones have added features to facilitate job sharing and remote access.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Non-Capital  | \$ 15,122.00     | No          | Administration              | 14       | 2 months       |
| Touchless faucets and toilets                              | Upgrade all faucets and toilets to touchless opeartion at City Hall, Roeland Park Community Center and Nall Park.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Non-Capital  | \$ 34,000.00     | NO          | Parks                       | 6        | 3 months       |
| Touchless water fountains                                  | Purchase and installation of 6 touchless water fountains at City Hall, Roeland Park Community Center and Roeland Park Aquatic Center.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Non-Capital  | \$ 15,303.00     | No          | Parks                       | 3        | less than 1 mo |
| Replace cloth folding chairs                               | Purchase of 400 chairs and 10 chair carts to replace cloth chairs in City Hall council                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Non-Capital  | \$ 26,785.00     | No          | Parks                       | 13       | 1 month        |
| trash/recycling receptacles                                | Purchase of 3 trash and 3 recycle receptacles for public parks. This reduces potential virus exposure to staff who police the parks for litter.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Non-Capital  | \$ 11,705.00     | No          | Parks                       | 9        | 5 weeks        |
| RPCC HVAC Filtration                                       | Upgrade HVAC at Roeland Park Community Center and City Hall to provide enhanced air cleaning/disenfection.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Non-Capital  | \$ 25,000.00     | NO          | Parks                       | 4        | 2/3 months     |
| RPCC HVAC Improvements                                     | Project will also provide remote monitoring systems at both locations further reducing opportunity for virus transmission due to elimination of touch points.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Non-Capital  | \$ 125,000.00    | No          | Parks                       | 11       | 3 months/TBD   |
| RPCC Rm 6 flooring replacemer                              | Replacement of carpet in public rental room at Roeland Park Community Center with non porous material for more effective sanitation/disinfection.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Non-Capital  | \$ 11,000.00     | NO          | Parks                       | 15       | 2 months       |
| Sub-Total                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |              | \$ 742,330.00    |             |                             |          |                |



# Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: [Brent.Christensen@jocogov.org](mailto:Brent.Christensen@jocogov.org)

## Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                         |
|-------------------------|
| 9/18/2020               |
| Very Urgent             |
| Vendor Provided Service |
| Non-Capital             |
| City of Roeland Park    |
|                         |

## Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

## Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.  
Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reasonably necessary                                                                                                                                                                                                                                                                             |
| \$2,500.00 per year                                                                                                                                                                                                                                                                              |
| No                                                                                                                                                                                                                                                                                               |
| Yes                                                                                                                                                                                                                                                                                              |
| Docusign would eliminate the need for paper document, it would ease the document mangagement process, faster response time on getting signatures, allows for safer contactless signings and reduce mailing costs.                                                                                |
| Docusign process allows contactless signatures on city contracts, agreements, forms, etc. and prevents the need for personal contact to complete these documents Furthermore, it reduces any possibility for transmission of the virus with all proesses occuring online with no printed copies. |
| Yes, all purchsaes will be made in accordance with requisite guidance.                                                                                                                                                                                                                           |
| The City will do its best to get three quotes from similar vendors.                                                                                                                                                                                                                              |
| No                                                                                                                                                                                                                                                                                               |
| No                                                                                                                                                                                                                                                                                               |
| 30 Days                                                                                                                                                                                                                                                                                          |
|                                                                                                                                                                                                                                                                                                  |

Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: Brent.Christensen@jocogov.org

Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|              |
|--------------|
| 9/8/2020     |
| Very Urgent  |
| Equipment    |
| Non-Capital  |
| Roeland Park |
|              |

Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Public Health                                                                                                                                                                                                                                                                                                                             |
| \$70,000.00                                                                                                                                                                                                                                                                                                                               |
| No                                                                                                                                                                                                                                                                                                                                        |
| Yes                                                                                                                                                                                                                                                                                                                                       |
| Install two electronic changeable message boards in the median of Roe Boulevard to provide urgent communications to residents as well as visitors. The message boards would be LED and messaging would be provided via wireless connection. One message board would be near the south end of Roe and the other near the north end of Roe. |
| The ability to share timely and accurate public health information through multiple medium has proven affective in preventing the transmission of the virus. The message boards are another medium that reaches a broad crosssection of residents and visitors all hours of every day.                                                    |
| Yes, the message borads will be purchased and installed according to local, state and national health official guidance.                                                                                                                                                                                                                  |
| Cost estimates have been provided by the City Architect based upon similar message board projects recently completed for schools and cities.                                                                                                                                                                                              |
| No                                                                                                                                                                                                                                                                                                                                        |
| No                                                                                                                                                                                                                                                                                                                                        |
| 90 Days                                                                                                                                                                                                                                                                                                                                   |
|                                                                                                                                                                                                                                                                                                                                           |

Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: Brent.Christensen@jocogov.org

Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Very Urgent          |
| Equipment            |
| Non-Capital          |
| City of Roeland Park |
|                      |

Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.  
  
Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).  
  
Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).  
  
Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.  
Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?  
  
Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Compliance                                                                                                                                                                                                                                                                                                                                                                                              |
| \$160,866.00                                                                                                                                                                                                                                                                                                                                                                                            |
| No                                                                                                                                                                                                                                                                                                                                                                                                      |
| Yes                                                                                                                                                                                                                                                                                                                                                                                                     |
| The City will replace 34 Portable & 21 Mobile emergency Radios. The emergency radios will be used primarily by Police to communicate and respond to emergencies. This necessary upgrade will provide a better system by which to communicate with internal and external parties and provide proper interoperability between Roeland Park PD and other first responders (fire, ambulance, sheriff, etc). |
| Communication is paramount for responding to and reporting of COVID-19 incidents or emergencies. Having an new and updated radio system ensures that all communication is clear, concise, accurate, and complete in all situations and that creates a safer community. The current radios in place are over 20 years old and fail to meet the current set industry syandards for public safety.         |
| Yes, all guidance will be followed.                                                                                                                                                                                                                                                                                                                                                                     |
| Cost estimates provided by current radio supplier                                                                                                                                                                                                                                                                                                                                                       |
| No                                                                                                                                                                                                                                                                                                                                                                                                      |
| Yes                                                                                                                                                                                                                                                                                                                                                                                                     |
| 30 Days                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                                                                                                                                                                                                                                                                                                                                                         |

# Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: [Brent.Christensen@jocogov.org](mailto:Brent.Christensen@jocogov.org)

## Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Urgent               |
| Equipment            |
| Non-Capital          |
| City of Roeland Park |
|                      |

## Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

## Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Public Health                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |            |
| \$                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 220,616.00 |
| No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |            |
| Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |            |
| This project would replace existing key card locks at City Hall with an upgraded version that does not require touching the key pad on each door to reprogram a key card, all changes can be made via a PC. It also adds electronic locks to city facilities with doors that have public access at the Community Center, Pool, and Nall Park restrooms. All of these locks have manual keys that require touching surfaces. Some doors at the Community Center may require replacement as they cannot be retrofitted with new locks. The main entry doors at City Hall and the Community Center will be changed to auto open |            |
| COVID-19 as the ability to be transmitted through surface touch. Door handles and locks are high touch surfaces that could easily transmit the virus from person-to-person. The facilities we are recommending upgrading locks and automatic entries are all public facilities used by both staff and citizens to conduct business, exercise, leisure or personal activities (restrooms).                                                                                                                                                                                                                                    |            |
| Yes, items will be purchased in accordance with local, state and national health guidance available.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |
| The City reached out to the vendor who installed the locks at City Hall during its 2012 renovation to obtain this quote.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |            |
| No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |            |
| Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |            |
| 90 Days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |



Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: Brent.Christensen@jocogov.org

Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Urgent               |
| Equipment            |
| Non-Capital          |
| City of Roeland Park |
|                      |

Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Compliance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| \$15,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Purchase of the Trimble Weed Seeker 2 sensor system to combat weed growth in the concrete curb & gutter area of the roadway. This application consists of an infared sensor that scans the curblne and when weeds are detected, the spray nozzle activates and applies a quick burst of weed control product. The unit would be retrofitted to a steet sweeper and be used in conjunction with monthly sweeping operations during the spring and summer months. This device is fully automated when in use and requires minimal maintenace. Weed Seeker 2 reduces the use of herbicides by 90% compared to other methods. This product |
| The job of keeping weeds under control now is a two-man operation which is very difficult with the current COVID-19 requirements. With the addition of the Weed Seeker this would now be a one-person operation and reduce the chance for spread of COVID-19.                                                                                                                                                                                                                                                                                                                                                                          |
| Yes, the all items will be purchased and installed according to local, state and national health official guidance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Costs were researched via internet and staff made contact with product dealer in Topeka, Kansas. Staff received a quote for the Weed Seeker 2. Costs associated would be the infared sensor, control display and related wiring/electronics . Holding tank, pump, plumbing lines are included in the amount requested.installation of these items is included in the costs and these products can be retro fitted to our equipment locally.                                                                                                                                                                                            |
| No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 30 Days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |



Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: Brent.Christensen@jocogov.org

Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Very Urgent          |
| Equipment            |
| Non-Capital          |
| City of Roeland Park |
|                      |

Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                                                     |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Public Health                                                                                                                                                                                                                                                                                       |          |
| \$                                                                                                                                                                                                                                                                                                  | 4,539.00 |
| No                                                                                                                                                                                                                                                                                                  |          |
| Yes                                                                                                                                                                                                                                                                                                 |          |
| Purchase of Kaivac 1750 No-Touch Cleaning System for Roeland Park Aquatic Center.                                                                                                                                                                                                                   |          |
| Kaivac machine will assist with bathroom and public space sanitation at the Roeland Park Aquatic Center. This is a completely touchless system that cleans and sanitizes soiled surfaces. Staff will use it to clean toilets, sinks, floors and other touch point surfaces throughout the facility. |          |
| Kaivac machine can dispense a detergent for cleaning and then follow with a disenfectant to sanitize. CDC recommends cleaning surfaces and then sanitizing to disenfect.                                                                                                                            |          |
| This is a unique single-source supplier and the only available quote.                                                                                                                                                                                                                               |          |
| No                                                                                                                                                                                                                                                                                                  |          |
| Yes                                                                                                                                                                                                                                                                                                 |          |
| 60 Days                                                                                                                                                                                                                                                                                             |          |
|                                                                                                                                                                                                                                                                                                     |          |

# Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: [Brent.Christensen@jocogov.org](mailto:Brent.Christensen@jocogov.org)

## Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Very Urgent          |
| Equipment            |
| Non-Capital          |
| City of Roeland Park |
|                      |

## Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

## Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                              |          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Public Health                                                                                                                                                                |          |
| \$                                                                                                                                                                           | 1,899.00 |
| No                                                                                                                                                                           |          |
| Yes                                                                                                                                                                          |          |
| Purchase of Professional Electrostatic Backpack Cordless Sprayer                                                                                                             |          |
| Electrostatic Backpack Cordless Sprayer will help staff sanitize frequently touched surfaces throughout the community center and city hall.                                  |          |
| CDC recommends frequent sanitation of high contact surfaces.                                                                                                                 |          |
| This is a product in stock and has a low dollar threshold and is the same provider as another product we plan to purchase, thereby saving freight costs and bulk purchasing. |          |
| No                                                                                                                                                                           |          |
| Yes                                                                                                                                                                          |          |
| 60 Days                                                                                                                                                                      |          |
|                                                                                                                                                                              |          |



Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: Brent.Christensen@jocogov.org

Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Urgent               |
| Equipment            |
| Non-Capital          |
| City of Roeland Park |
|                      |

Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Compliance                                                                                                                                                                                                                                                                                                                             |
| \$2,995.00                                                                                                                                                                                                                                                                                                                             |
| No                                                                                                                                                                                                                                                                                                                                     |
| Yes                                                                                                                                                                                                                                                                                                                                    |
| Upgrade voicemail system with AP1 ICONNECT AA AM/APPSEV-1 Card.                                                                                                                                                                                                                                                                        |
| Upgraded voicemail system will streamline voicemail access for staff working remotely. Staff will be able to access voicemail messages via email and can forward voicemails to other staff via email. Staff under quarantine or home with children attending school remotely can remain productive and attentive to work requirements. |
| Yes, the items will be purchased and installed according to local, state and national health official guidance.                                                                                                                                                                                                                        |
| Bollcom is the city contracted phone support.                                                                                                                                                                                                                                                                                          |
| No                                                                                                                                                                                                                                                                                                                                     |
| Yes                                                                                                                                                                                                                                                                                                                                    |
| 90 Days                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                                                                                                                        |

# Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: [Brent.Christensen@jocogov.org](mailto:Brent.Christensen@jocogov.org)

## Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Urgent               |
| Equipment            |
| Non-Capital          |
| City of Roeland Park |
|                      |

## Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

## Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.  
Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                |           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Public Health                                                                                                                                                                                                  |           |
| \$                                                                                                                                                                                                             | 15,122.45 |
| No                                                                                                                                                                                                             |           |
| Yes                                                                                                                                                                                                            |           |
| Replacement and upgrade of 40 phones throughout City Hall and Community Center. (30) IWATSU ICON IX-580, (8) IWATSU ICON IX 5910, (2) IX59DS.                                                                  |           |
| Along with the voicemail system upgrades the new phones would assist the department to continue to operate with limited staff. The new phones have added features to facilitate job sharing and remote access. |           |
| Yes, the items will be purchased and installed according to local, state and national health official guidance.                                                                                                |           |
| Bollcom is the city contracted phone support.                                                                                                                                                                  |           |
| No                                                                                                                                                                                                             |           |
| Yes                                                                                                                                                                                                            |           |
| 90 Days                                                                                                                                                                                                        |           |
|                                                                                                                                                                                                                |           |

Requests must be submitted via email attachment to: [Brent.Christensen@iocogov.org](mailto:Brent.Christensen@iocogov.org)

## Request Date

### Priority

Category

Expense Type

**Requesting Entity/Department/Agency**

Request Number [Finance Use Only]

## Authorized Representative

Authorized Representative - Title

Authorized Representative - Phone

Authorized Representative - Phone Ext.

Authorized Representative - Email

Contact Person (if different than above)

Contact Title

Contact Phone

Contact - Phone Ext.

Contact Email

Other Relevant Contact Information (Optional)

## COVID-19 Expense Eligibility Category

Amount Requested

Was this a budgeted expense as of March 27, 2020?

Will this expense be paid between March 1 and December 30, 2020?

Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?

Timeline for delivery of services or supplies?

Attachments: See *Instruction Sheet*

|                      |
|----------------------|
| 9/18/2020            |
| Very Urgent          |
| Materials            |
| Non-Capital          |
| City of Roeland Park |
|                      |

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |

|                                                                                                                         |           |
|-------------------------------------------------------------------------------------------------------------------------|-----------|
| Public Health                                                                                                           |           |
| \$                                                                                                                      | 34,000.00 |
| No                                                                                                                      |           |
| Yes                                                                                                                     |           |
| Upgrade all faucets and toilets to touchless opeartion at City Hall, Roeland Park Community Center and Nall Park.       |           |
| Touchless operation of faucets in restrooms and toilets reduce frequent touchpoints.                                    |           |
| Yes, the items will be purchased and installed according to local, state and national health official guidance.         |           |
| Touchless faucets and toilets quoted directly from manufacturer and labor costs quoted through city contracted plumber. |           |
| No                                                                                                                      |           |
| No                                                                                                                      |           |
| 90 Days                                                                                                                 |           |
|                                                                                                                         |           |

# Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: [Brent.Christensen@jocogov.org](mailto:Brent.Christensen@jocogov.org)

## Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Urgent               |
| Materials            |
| Non-Capital          |
| City of Roeland Park |
|                      |

## Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

## Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.  
Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                       |           |
|---------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Public Health                                                                                                                         |           |
| \$                                                                                                                                    | 34,000.00 |
| No                                                                                                                                    |           |
| Yes                                                                                                                                   |           |
| Purchase and installation of 6 touchless water fountains at City Hall, Roeland Park Community Center and Roeland Park Aquatic Center. |           |
| Current water fountains are touch operated. Touchless water fountains reduce touch points and potential for surface transmission.     |           |
| Yes, the items will be purchased and installed according to local, state and national health official guidance.                       |           |
| Touchless water fountains quoted directly from manufacturer and labor costs quoted through city contracted plumber.                   |           |
| No                                                                                                                                    |           |
| No                                                                                                                                    |           |
| 60 Days                                                                                                                               |           |
|                                                                                                                                       |           |



Requests must be submitted via email attachment to: [Brent.Christensen@jocogov.org](mailto:Brent.Christensen@jocogov.org)

## Request Date

### Priority

Category

### Expense Type

**Requesting Entity/Department/Agency**

Request Number [Finance Use Only]

### Contact Information for Requesting Entity

Authorized Representative

Authorized Representative - Title

Authorized Representative - Phone

Authorized Representative - Phone Ext.

Authorized Representative - Email

Contact Person (if different than above)

Contact Title

Contact Phone

Contact - Phone Ext.

Contact Email

Other Relevant Contact Information (Optional)

### Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category

Amount Requested

Was this a budgeted expense as of March 27, 2020?

Will this expense be paid between March 1 and December 30, 2020?

Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?

Timeline for delivery of services or supplies?

Attachments: See *Instruction Sheet*

Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: Brent.Christensen@jocogov.org

Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Urgent               |
| Materials            |
| Non-Capital          |
| City of Roeland Park |
|                      |

Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                      |           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Public Health                                                                                                                                                                                                                                                        |           |
| \$                                                                                                                                                                                                                                                                   | 11,705.00 |
| No                                                                                                                                                                                                                                                                   |           |
| Yes                                                                                                                                                                                                                                                                  |           |
| Purchase of 3 trash and 3 recycle receptacles for public parks.                                                                                                                                                                                                      |           |
| Increased usage of outdoor spaces has led to increase waste in public parks. In order to maintain neccesary cleanliness standards, the city needs to provide additional receptacles. This reduces potential virus exposure to staff who police the parks for litter. |           |
| Yes, the items will be purchased and installed according to local, state and national health official guidance.                                                                                                                                                      |           |
| R Park and Nall park currently have receptacles and tables purchased from LandscapeForms. The proposed purchase is from same vendor to match.                                                                                                                        |           |
| No                                                                                                                                                                                                                                                                   |           |
| Yes                                                                                                                                                                                                                                                                  |           |
| 90 Days                                                                                                                                                                                                                                                              |           |
|                                                                                                                                                                                                                                                                      |           |



# Coronavirus Relief Fund Reimbursement Request Form

Requests must be submitted via email attachment to: [Brent.Christensen@jocogov.org](mailto:Brent.Christensen@jocogov.org)

## Requests

Request Date  
Priority  
Category  
Expense Type  
Requesting Entity/Department/Agency  
Request Number [Finance Use Only]

|                      |
|----------------------|
| 9/18/2020            |
| Very Urgent          |
| Equipment            |
| Non-Capital          |
| City of Roeland Park |
|                      |

## Contact Information for Requesting Entity

Authorized Representative  
Authorized Representative - Title  
Authorized Representative - Phone  
Authorized Representative - Phone Ext.  
Authorized Representative - Email  
Contact Person (if different than above)  
Contact Title  
Contact Phone  
Contact - Phone Ext.  
Contact Email  
Other Relevant Contact Information (Optional)

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
|                                                                            |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |
|                                                                            |

## Eligibility for Expense Reimbursement

COVID-19 Expense Eligibility Category  
Amount Requested  
Was this a budgeted expense as of March 27, 2020?  
Will this expense be paid between March 1 and December 30, 2020?  
Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.  
Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?  
Timeline for delivery of services or supplies?  
Attachments: See *Instruction Sheet*

|                                                                                                                                                                                                                                                                          |            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Public Health                                                                                                                                                                                                                                                            |            |
| \$                                                                                                                                                                                                                                                                       | 150,000.00 |
| No                                                                                                                                                                                                                                                                       |            |
| Yes                                                                                                                                                                                                                                                                      |            |
| Upgrade HVAC at Roeland Park Community Center and City Hall to provide enhanced air cleaning/disinfection. Project will also provide remote monitoring systems at both locations further reducing opportunity for virus transmission due to elimination of touch points. |            |
| Improved air filtration and system monitoring will reduced the risk of airborne virus spread in public spaces.                                                                                                                                                           |            |
| Yes, the items will be purchased and installed according to local, state and national health official guidance.                                                                                                                                                          |            |
|                                                                                                                                                                                                                                                                          |            |
| No                                                                                                                                                                                                                                                                       |            |
| Yes                                                                                                                                                                                                                                                                      |            |
| 90 Days                                                                                                                                                                                                                                                                  |            |
|                                                                                                                                                                                                                                                                          |            |

Requests must be submitted via email attachment to: [Brent.Christensen@jocogov.org](mailto:Brent.Christensen@jocogov.org)

## Request Date

### Priority

Category

### Expense Type

**Requesting Entity/Department/Agency**

Request Number [Finance Use Only]

Authorized Representative

Authorized Representative - Title

Authorized Representative - Phone

Authorized Representative - Phone Ext.

Authorized Representative - Email

Contact Person (if different than above)

Contact Title

Contact Phone

Contact - Phone Ext.

Contact Email

Other Relevant Contact Information (Optional)

## COVID-19 Expense Eligibility Category

Amount Requested

Was this a budgeted expense as of March 27, 2020?

Will this expense be paid between March 1 and December 30, 2020?

Brief narrative description of the reimbursement being requested. Provide product details and specification required, or services details required.

Describe how expenses are related to COVID-19. Provide details about the changes required to respond to or prevent COVID-19 (hours of operation, telework vs. in office work, changes in the physical facility, increased or decreased demands on services, etc.).

Are the supplies, equipment or services being procured/reimbursed based on or consistent with local, state or national health official guidance? If yes, please provide a reference or link to guidance. Attach any guidance to your request. Attach all quotes from selected vendor(s).

Describe all cost comparison or cost reasonableness measures taken; Provide analysis in attachments, along with copies of all quotes, bids or screenshots of pricing research. If purchased outside current procurement policies, provide approval from appropriate authority.

Part of Existing Contract? If so, describe term (start / end dates). Did procurement include this type of expenditure, and if not, how is this eligible under this contract?

Has your entity, department, agency worked with vendor, contractor or supplier before?

Timeline for delivery of services or supplies?

Attachments: See *Instruction Sheet*

|                      |
|----------------------|
| 9/18/2020            |
| Urgent               |
| Materials            |
| Non-Capital          |
| City of Roeland Park |
|                      |

|                                                                            |
|----------------------------------------------------------------------------|
| Keith Moody                                                                |
| City Administrator                                                         |
| (913) 722-2600                                                             |
| <a href="mailto:kmoody@roelandpark.org">kmoody@roelandpark.org</a>         |
| Jennifer Jones-Lacy                                                        |
| Asst. City Administrator/Finance Director                                  |
| (913) 722-2600                                                             |
| <a href="mailto:jjoneslacy@roelandpark.org">jjoneslacy@roelandpark.org</a> |

|                                                                                                                                                                                                                                                     |           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Public Health                                                                                                                                                                                                                                       |           |
| \$                                                                                                                                                                                                                                                  | 11,000.00 |
| No                                                                                                                                                                                                                                                  |           |
| Yes                                                                                                                                                                                                                                                 |           |
| Replacement of carpet in public rental room at Roeland Park Community Center with non porous material for more effective sanitation/disinfection.                                                                                                   |           |
| Room 6 in the Roeland Park Community Center floors can not be cleaned and sanitized in timely manner to facilitate room change overs between rentals. New flooring surface would reduce down time between rentals and improve facility cleanliness. |           |
| Yes, the items will be purchased and installed according to local, state and national health official guidance.                                                                                                                                     |           |
|                                                                                                                                                                                                                                                     |           |
| No                                                                                                                                                                                                                                                  |           |
| No                                                                                                                                                                                                                                                  |           |
| 90 Days                                                                                                                                                                                                                                             |           |
|                                                                                                                                                                                                                                                     |           |

**Item Number:** New Business- VIII.-D.  
**Committee** 9/21/2020  
**Meeting Date:**



## **City of Roeland Park**

Action Item Summary

---

**Date:** 9/14/2020  
**Submitted By:** Donnie Scharff, Director of Public Works  
**Committee/Department:** Public Works  
**Title:** **Award 2020 Stormwater Improvement Project on Roeland Drive**  
**Item Type:** Discussion

### **Recommendation:**

**Staff recommend that council award the 2020 Stormwater Project on Roeland Dr. to Gunter Construction in the amount not to exceed \$196,540**

### **Details:**

The 2020 Stormwater project was put out for bid on August 27th, 2020. Sealed bids were received on September 15th. Eight(8) bids were received. Six out of the eight bids read aloud were below the engineers estimate of \$250,036. Below is a breakdown of the bids received.

- Tasco LLC - \$213,680
- Pyramid Excavation Construction - \$204,548
- Richards Co. Inc - \$92,141 (bid withdrawn by contractor)
- VF Anderson Builders - \$202,949
- JM Fahey Construction - \$409,910
- She Digs It LLC - \$197,044
- J. Richardson Construction - \$288,215
- Gunter Construction - \$196,540

Richards Construction had the lowest submitted bid, however they withdrew their bid due an error in their calculations resulting in an incomplete bid.

Gunter Construction was the lowest bid which was complete and accurate. Please see the attached engineers recommendation letter to award the 2020 Stormwater project to Gunter construction. Gunter proposes to complete 73% of the work with their own forces.

The City's total project budget is \$250,000 (design - \$30,000 and construction - \$220,000).

Based upon Larkin's design/bid/inspection fee and Gunter's construction bid the anticipated total cost of the project is \$226,540 (or \$23,460 under budget).

### Financial Impact

|                                      |                            |
|--------------------------------------|----------------------------|
| Amount of Request: \$196,540         |                            |
| Budgeted Item?                       | Budgeted Amount: \$250,000 |
| Line Item Code/Description: 5468.300 |                            |

### Additional Information

The engineers estimate for the project was \$250,036. Project scope includes the removal of 5 trees that are in conflict with the removal of the old corrugated metal pipe. The city will provide new trees to those residents at locations where these trees will be removed. All necessary easements have been secured from the property owern's to build the project as designed.

How does item relate to Strategic Plan?

Minimize flooding concerns by replacing aging stormwater infrastructure with new materials that are more durable and have a longer life expectancy.

How does item benefit Community for all Ages?

### ATTACHMENTS:

| Description                                            | Type       |
|--------------------------------------------------------|------------|
| <input type="checkbox"/> Engineers Bid Recommendation  | Cover Memo |
| <input type="checkbox"/> 2020 Stormwater Project Plans | Cover Memo |

September 15, 2020

Ms. Kelley Nielsen  
City Clerk  
City of Roeland Park, KS  
4600 W. 51st Street  
Roeland Park, KS 66205

**Re: 2020 Stormwater Maintenance**

Dear Ms. Nielsen:

Bids were received for the above referenced project on Tuesday September 15, 2020.

A total of eight bids were received. The low bid was submitted by Richards Construction Company, Inc in the amount of \$92,139.28, however, the bid was incomplete with unit prices missing and Richards Construction has chosen to withdraw their bid due to miscalculating the cost of the project. The second lowest bidder was Gunter Construction Company in the amount of \$196,540.00. The engineers estimate for the project was \$250,036.00. Attached is a completed bid tabulation, list of proposed subcontractors, and withdraw email from Richardson Construction Company. The contractor proposes to complete approximately 73% of the work with their own forces.

The bids were very competitive with six of the eight as read bids being below the engineers estimate. We have previously worked with Gunter Construction Company and found them to be a qualified contractor. After consultation with City staff we recommend that Gunter Construction Company be awarded the contract.

If you have any questions, or need additional information, please contact me at 633-484-2595.

Sincerely,

LAMP RYNEARSON



Greg Van Patten, P.E.  
Senior Project Engineer

CC: Project File  
Email C: Donnie Scharff, Director of Public Works  
Dan Miller, Civil Design Group Leader

| COMPLETED BID TAB                   |                                       |      |                    |                    |               |                                    |               |                             |               |                  |               |                          |               |                                     |              |              |              |                            |               |                                |               |                                       |              |
|-------------------------------------|---------------------------------------|------|--------------------|--------------------|---------------|------------------------------------|---------------|-----------------------------|---------------|------------------|---------------|--------------------------|---------------|-------------------------------------|--------------|--------------|--------------|----------------------------|---------------|--------------------------------|---------------|---------------------------------------|--------------|
| 2020 STORMWATER MAINTENANCE PROJECT |                                       |      |                    |                    |               |                                    |               |                             |               |                  |               |                          |               |                                     |              |              |              |                            |               |                                |               |                                       |              |
| CITY OF ROELAND PARK, KANSAS        |                                       |      |                    | ENGINEERS ESTIMATE |               | RICHARDS CONSTRUCTION COMPANY, INC |               | GUNTER CONSTRUCTION COMPANY |               | SHE DIGS IT, LLC |               | VF ANDERSON CONSTRUCTION |               | PYRAMID EXCAVATING AND CONSTRUCTION |              | TASCO LLC    |              | J. RICHARDSON CONSTRUCTION |               | J.M FAHEY CONSTRUCTION COMPANY |               | AVERAGE MINUS ENGINEER'S AND HIGH BID |              |
| September 15, 2020                  |                                       |      |                    |                    |               |                                    |               |                             |               |                  |               |                          |               |                                     |              |              |              |                            |               |                                |               |                                       |              |
| Item No.                            | Item Description                      | Unit | Estimated Quantity | Unit Price         | Total         | Unit Price                         | Total         | Unit Price                  | Total         | Unit Price       | Total         | Unit Price               | Total         | Unit Price                          | Total        | Unit Price   | Total        | Unit Price                 | Total         | Unit Price                     | Total         | Unit Price                            | Total        |
| 1                                   | Mobilization                          | LS   | 1                  | \$ 10,000.00       | \$ 10,000.00  |                                    | \$ 500.00     | \$ 14,355.00                | \$ 14,355.00  | \$ 16,000.00     | \$ 16,000.00  | \$ 11,000.00             | \$ 11,000.00  | \$ 9,900.00                         | \$ 9,900.00  | \$ 25,000.00 | \$ 25,000.00 | \$ 10,000.00               | \$ 10,000.00  | \$ 25,000.00                   | \$ 25,000.00  | \$ 14,375.83                          | \$ 14,375.83 |
| 2                                   | Clearing, Grubbing and Demolition     | LS   | 1                  | \$ 30,000.00       | \$ 30,000.00  |                                    | \$ 1,000.00   | \$ 41,000.00                | \$ 41,000.00  | \$ 25,850.00     | \$ 25,850.00  | \$ 41,000.00             | \$ 41,000.00  | \$ 20,500.00                        | \$ 20,500.00 | \$ 37,000.00 | \$ 37,000.00 | \$ 54,000.00               | \$ 54,000.00  | \$ 69,600.00                   | \$ 69,600.00  | \$ 36,558.33                          | \$ 36,558.33 |
| 3                                   | Pipe(36") (RCP Class III C-443)       | LF   | 532                | \$ 223.00          | \$ 118,636.00 | \$ 89.52                           | \$ 47,624.64  | \$ 125.00                   | \$ 66,500.00  | \$ 121.00        | \$ 64,372.00  | \$ 142.00                | \$ 75,544.00  | \$ 156.00                           | \$ 82,992.00 | \$ 135.00    | \$ 71,820.00 | \$ 250.00                  | \$ 133,000.00 | \$ 430.00                      | \$ 228,760.00 | \$ 154.83                             | \$ 82,371.33 |
| 4                                   | Inlet (Area) (5'x5')                  | Ea   | 3                  | \$ 6,000.00        | \$ 18,000.00  | \$ 4,695.53                        | \$ 14,086.59  | \$ 6,000.00                 | \$ 18,000.00  | \$ 9,200.00      | \$ 27,600.00  | \$ 6,000.00              | \$ 18,000.00  | \$ 6,500.00                         | \$ 19,500.00 | \$ 5,000.00  | \$ 15,000.00 | \$ 6,500.00                | \$ 19,500.00  | \$ 10,000.00                   | \$ 30,000.00  | \$ 6,533.33                           | \$ 19,600.00 |
| 5                                   | Junction Box (5'x5')                  | Ea   | 1                  | \$ 5,000.00        | \$ 5,000.00   | \$ 6,129.40                        | \$ 6,129.40   | \$ 6,250.00                 | \$ 6,250.00   | \$ 9,350.00      | \$ 9,350.00   | \$ 6,200.00              | \$ 6,200.00   | \$ 5,443.00                         | \$ 5,443.00  | \$ 5,000.00  | \$ 5,000.00  | \$ 6,400.00                | \$ 6,400.00   | \$ 6,600.00                    | \$ 6,600.00   | \$ 6,440.50                           | \$ 6,440.50  |
| 6                                   | Pipe Connection to Existing Structure | Ea   | 1                  | \$ 2,000.00        | \$ 2,000.00   | \$ 3,775.00                        | \$ 3,775.00   | \$ 2,250.00                 | \$ 2,250.00   | \$ 2,250.00      | \$ 2,250.00   | \$ 2,000.00              | \$ 2,000.00   | \$ 4,963.00                         | \$ 4,963.00  | \$ 2,500.00  | \$ 2,500.00  | \$ 1,500.00                | \$ 1,500.00   | \$ 1,500.00                    | \$ 1,500.00   | \$ 2,577.17                           | \$ 2,577.17  |
| 7                                   | Pipe Abandon In Place                 | LF   | 95                 | \$ 50.00           | \$ 4,750.00   |                                    | \$ 3,775.00   | \$ 65.00                    | \$ 6,175.00   | \$ 54.20         | \$ 5,149.00   | \$ 53.00                 | \$ 5,035.00   | \$ 45.00                            | \$ 4,275.00  | \$ 100.00    | \$ 9,500.00  | \$ 100.00                  | \$ 9,500.00   | \$ 100.00                      | \$ 9,500.00   | \$ 69.53                              | \$ 6,605.67  |
| 8                                   | Sodding                               | SY   | 2400               | \$ 7.50            | \$ 18,000.00  |                                    | \$ 2,000.00   | \$ 6.00                     | \$ 14,400.00  | \$ 7.84          | \$ 18,816.00  | \$ 7.00                  | \$ 16,800.00  | \$ 9.50                             | \$ 22,800.00 | \$ 8.00      | \$ 19,200.00 | \$ 9.00                    | \$ 21,600.00  | \$ 5.60                        | \$ 13,440.00  | \$ 7.89                               | \$ 18,936.00 |
| 9                                   | Tree Replacement                      | Ea   | 5                  | \$ 1,000.00        | \$ 5,000.00   | \$ 250.00                          | \$ 1,250.00   | \$ 500.00                   | \$ 2,500.00   | \$ 543.00        | \$ 2,715.00   | \$ 600.00                | \$ 3,000.00   | \$ 350.00                           | \$ 1,750.00  | \$ 200.00    | \$ 1,000.00  | \$ 600.00                  | \$ 3,000.00   | \$ 540.00                      | \$ 2,700.00   | \$ 465.50                             | \$ 2,327.50  |
| 10                                  | Fence (Chain Link) (48")              | LF   | 205                | \$ 50.00           | \$ 10,250.00  | \$ 3.41                            | \$ 699.05     | \$ 30.00                    | \$ 6,150.00   | \$ 28.40         | \$ 5,822.00   | \$ 26.00                 | \$ 5,330.00   | \$ 45.00                            | \$ 9,225.00  | \$ 32.00     | \$ 6,560.00  | \$ 35.00                   | \$ 7,175.00   | \$ 24.00                       | \$ 4,920.00   | \$ 32.73                              | \$ 6,710.33  |
| 11                                  | Fence (Wood) (60")                    | LF   | 120                | \$ 70.00           | \$ 8,400.00   | \$ 5.83                            | \$ 699.60     | \$ 40.00                    | \$ 4,800.00   | \$ 40.50         | \$ 4,860.00   | \$ 37.00                 | \$ 4,440.00   | \$ 85.00                            | \$ 10,200.00 | \$ 45.00     | \$ 5,400.00  | \$ 42.00                   | \$ 5,040.00   | \$ 34.00                       | \$ 4,080.00   | \$ 48.25                              | \$ 5,790.00  |
| 12                                  | Contractor Construction Staking       | LS   | 1                  | \$ 5,000.00        | \$ 5,000.00   |                                    | \$ 300.00     | \$ 2,460.00                 | \$ 2,460.00   | \$ 2,420.00      | \$ 2,420.00   | \$ 2,700.00              | \$ 2,700.00   | \$ 1,500.00                         | \$ 1,500.00  | \$ 3,200.00  | \$ 3,200.00  | \$ 4,000.00                | \$ 4,000.00   | \$ 2,100.00                    | \$ 2,100.00   | \$ 2,713.33                           | \$ 2,713.33  |
| 13                                  | Erosion Control                       | LS   | 1                  | \$ 5,000.00        | \$ 5,000.00   |                                    | \$ 300.00     | \$ 1,700.00                 | \$ 1,700.00   | \$ 1,840.00      | \$ 1,840.00   | \$ 1,900.00              | \$ 1,900.00   | \$ 1,500.00                         | \$ 1,500.00  | \$ 2,500.00  | \$ 2,500.00  | \$ 3,500.00                | \$ 3,500.00   | \$ 1,710.00                    | \$ 1,710.00   | \$ 2,156.67                           | \$ 2,156.67  |
| 14                                  | Force Account (Set)                   | Set  | 1                  | \$ 10,000.00       | \$ 10,000.00  | \$ 10,000.00                       | \$ 10,000.00  | \$ 10,000.00                | \$ 10,000.00  | \$ 10,000.00     | \$ 10,000.00  | \$ 10,000.00             | \$ 10,000.00  | \$ 10,000.00                        | \$ 10,000.00 | \$ 10,000.00 | \$ 10,000.00 | \$ 10,000.00               | \$ 10,000.00  | \$ 10,000.00                   | \$ 10,000.00  | \$ 10,000.00                          | \$ 10,000.00 |
| Total                               |                                       |      |                    | \$ 250,036.00      |               | \$ 92,139.28                       | \$ 196,540.00 | \$ 197,044.00               | \$ 202,949.00 | \$ 204,548.00    | \$ 213,680.00 | \$ 288,215.00            | \$ 409,910.00 | \$ 217,162.67                       |              |              |              |                            |               |                                |               |                                       |              |

Bidder requested to withdraw bid



## Greg VanPatten

---

**From:** Jerry Baker <JerryB@gunterkc.com>  
**Sent:** Tuesday, September 15, 2020 4:19 PM  
**To:** Greg VanPatten  
**Subject:** RE: Results: 2020 Stormwater Maintenance Project - Roeland Park, KS

[EXTERNAL EMAIL]

Greg

That was good news. Our Subcontractor's list includes:

|                     |                                         |
|---------------------|-----------------------------------------|
| Erosion Specialists | - Erosion Control and Sod               |
| Mac's Fence         | - Chain Link and Wood Fence Replacement |
| Tree Clearing       | - Arbor Masters                         |
| Traffic Control     | - Morgan Contractors                    |

If you need addresses and phone numbers let me know.

Mitch Paris is our COO and the person I need to confirm Tuesday precon time with. He is out so we will get that time back to you tomorrow.

Thanks again Jerry



**Jerry L. Baker, P.E.**  
ADOT, IOWADOT, INDOT, KDOT,  
MODOT, ODOT, TXDOT **DBE**  
State of MO & KS **WBE**  
Kansas City MO **WBE**  
SBA **WOSB, SDB, SBE**  
520 Division Street  
Kansas City, KS 66103  
P:913-362-7844  
F:913-362-7845  
[www.Gunterkc.com](http://www.Gunterkc.com)

## Greg VanPatten

---

**From:** Karen Richards <karen@richardsrolloff.com>  
**Sent:** Tuesday, September 15, 2020 3:51 PM  
**To:** Greg VanPatten  
**Subject:** Roeland Park 2020 Stormwater Maintenance

[EXTERNAL EMAIL]

Dear Mr. VanPatten

On behalf of Ben Richards with Richards Construction Co., Inc (his email server is down), Richards Construction respectfully declines the acceptance of the Roeland Park Stormwater maintenance project. Unfortunately there seemed to have been a clerical error when preparing the bid and it was submitted with a mistake.

We appreciate your understanding. Should you have any questions or need to speak with Ben further, please contact him at the office number below, Ben is at extension #1

**Thank you,**  
**Karen Richards**  
4910 Gardner Ave  
Kansas City, MO 64120  
| **Voice or Text:**  
816.224.4100



2020 STORMWATER MAINTENANCE  
ROELAND DRIVE, ROELAND PARK, KANSAS  
CITY PROJECT NO. 20-PW-007  
LAMP RYNEARSON PROJECT NO. 0319001.05



ALL UTILITIES ARE SHOWN BASED ON THE INFORMATION AVAILABLE TO THE ENGINEER. THERE IS NO GUARANTEE ALL FACILITIES ARE SHOWN OR THAT THE LOCATION, DEPTH, AND SIZE OF EACH FACILITY IS CORRECT. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL UTILITIES AND SERVICE LINES PRIOR TO CONSTRUCTION. COORDINATE NECESSARY RELOCATIONS WITH UTILITY COMPANIES.

UTILITY CONTACTS

SPECTRUM (TIME WARNER CABLE)  
DESIGN & CONSTRUCTION  
8221 W. 119TH ST.  
OVERLAND PARK, KANSAS 66213  
(913) 643-1901  
ATTN: STEVEN BAXTER  
STEVEN.BAXTER@CHARTER.COM  
(913)643-1961  
ATTN: RON FRANK  
RON.FRANK@CHARTER.COM

EVERGY  
16215 W 18TH ST.  
LENEXA, KS 62219  
(913) 894-3047  
ATTN: RYSON HEENAN  
BRYSON.HEENAN@EVERGY.COM

KANSAS GAS SERVICE  
11401 WEST 89TH STREET  
OVERLAND PARK, KANSAS 66214  
(913) 599-8990  
ATTN: DALYN BUCHANAN  
DALYN.BUCHANAN@ONEGAS.COM

WATERONE  
10747 RENNER BOULEVARD  
LENEXA, KANSAS 66219-9624  
(913) 895-5775  
ATTN: JAN HARDIE  
JHARDIE@WATERONE.ORG  
(913)895-5764  
ATTN: ELIZABETH MALONEY  
EMALONEY@WATERONE.ORG

CITY OF ROELAND PARK, KANSAS  
(913)722-2600  
ATTN: DONNIE SCHARFF  
DSCHARFF@ROELANDPARK.ORG

JOHNSON COUNTY UNIFIED  
WASTEWATER DISTRICT  
7311 W. 130TH SUITE 100  
OVERLAND PARK, KANSAS 66213  
(913) 207-5234  
ATTN: BRANDON MORRIS  
BRANDON.MORRIS@JCW.ORG  
(913)715-8537  
ATTN: MIKE PILLER  
MIKE.PILLER@JCW.ORG

AT&T  
(913) 383-6948  
ATTN: RANDY GASKIN  
RG9513@ATT.COM  
ATTN: LENNY VOHS  
LVOHS@ATT.COM

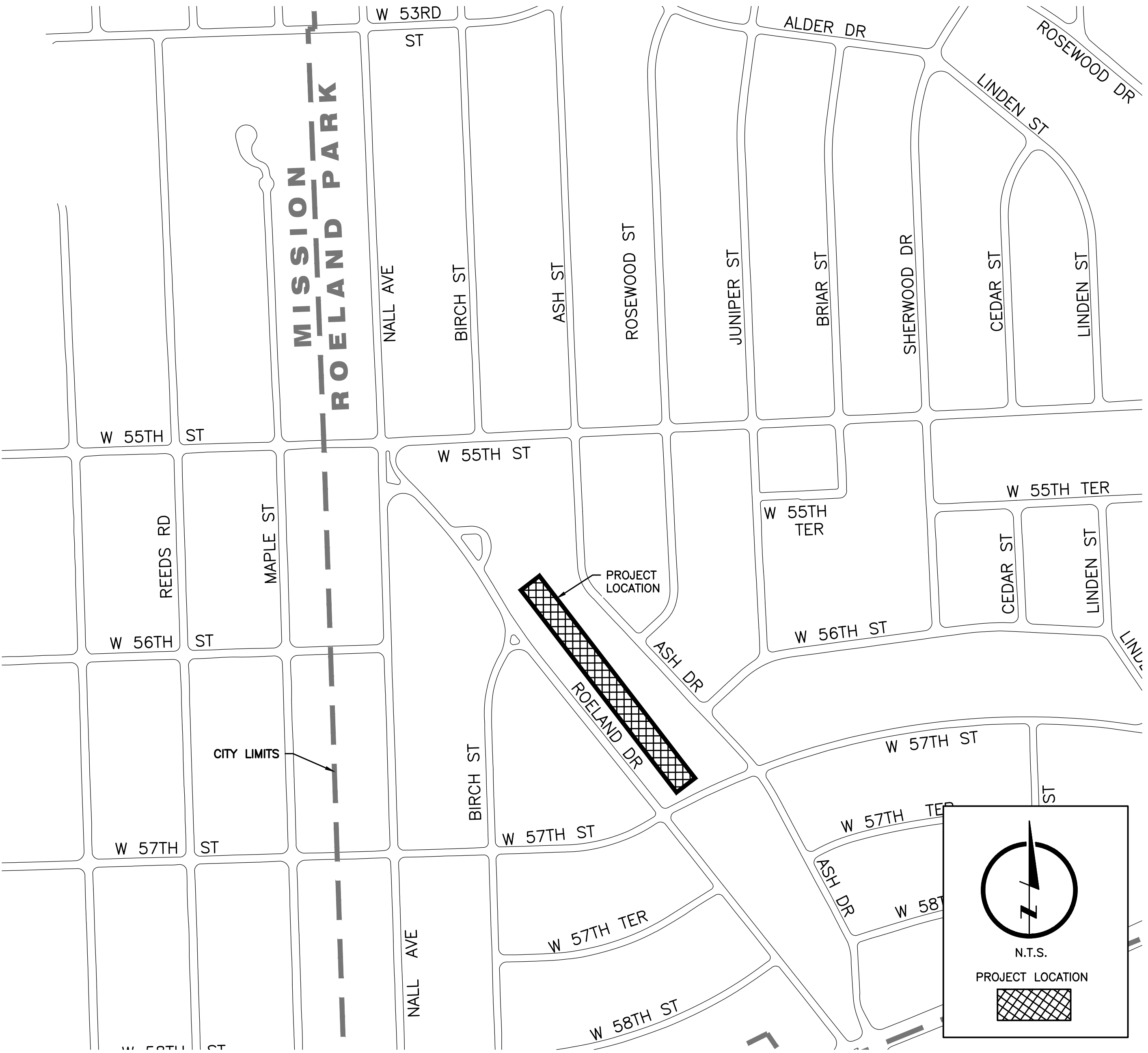
GOOGLE FIBER  
(913) 663-1900  
ATTN: LAUREN MARCUCCI  
LMARCUCCI@GOGGLE.COM

LEVEL 3 COMMUNICATIONS (CENTURY LINK)  
1212 EAST 19TH ST  
KANSAS CITY, MO 64106  
(913) 645-5032  
ATTN: JERRY WOODALL  
JERRY.WOODALL@LEVEL3.COM

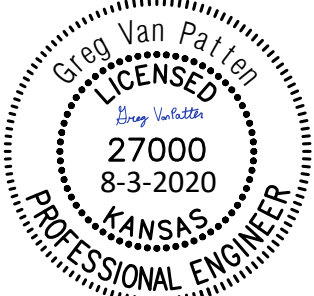
UNITED PRIVATE NETWORKS  
(816) 206-4257  
ATTN: BRANDON MYER  
BRANDON.MYER@UPNFIBER.COM

INDEX OF SHEETS

|       |                                      |
|-------|--------------------------------------|
| 01    | COVER SHEET                          |
| 02    | GENERAL NOTES AND QUANTITIES SHEET   |
| 03    | DRAINAGE AREA AND CALCULATIONS SHEET |
| 04-05 | PLAN AND PROFILE SHEETS              |
| 06-07 | DETAIL SHEETS                        |



LOCATION MAP



APPROVED: \_\_\_\_\_ DATE: 08-03-2020  
GREG VAN PATTEN, PE

APPROVED: *Donnie Scharff* DATE: 8-10-2020  
DONNIE SCHARFF, DIRECTOR OF PUBLIC WORKS  
ROELAND PARK, KANSAS

**LAMP  
RYNEARSON**

9001 STATE LINE RD., STE. 200  
KANSAS CITY, MO 64114  
816.361.0440  
LampRynearson.com



U:\Engineering\0319001.05 Roeland Park KS 2020 Storm Water Main\Drawings\CONSTRUCTION DRAWINGS\0319001.05 COVER AND NOTES.dwg, 8/7/2020 2:51:01 PM, GREG VANPATTEN, LAMP RYNARSON

GENERAL CONSTRUCTION NOTES:

1.

PRIOR TO THE BEGINNING OF CONSTRUCTION THE CONTRACTOR SHALL ATTEND A PRE-CONSTRUCTION MEETING TO ADDRESS ANY ISSUES. THIS MEETING SHALL INCLUDE THE PROJECT MANAGER, CONSTRUCTION SITE FOREMAN, CITY PROJECT MANAGER, ENGINEER AND IMPACTED UTILITY COMPANIES.
2.

THE CONTRACTOR SHALL THOROUGHLY REVIEW AND BECOME FAMILIAR WITH THE SPECIFICATIONS AND SPECIAL CONDITIONS OF THE CONTRACT DOCUMENTS PRIOR TO BEGINNING CONSTRUCTION ON THIS PROJECT.
3.

CONTRACTOR SHALL, AT THE TIME OF THE PRE-CONSTRUCTION CONFERENCE, SUBMIT A DETAILED PLAN FOR HANDLING TRAFFIC DURING CONSTRUCTION AND NON-WORKING HOURS FOR REVIEW AND APPROVAL BY THE CITY BEFORE COMMENCING ANY WORK. AN ATSSA CERTIFIED WORKSITE TRAFFIC SUPERVISOR SHALL CERTIFY THE TRAFFIC CONTROL PLAN.
4.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS", 2009 EDITION AND ITS MOST CURRENT REVISIONS.
5.

LOCAL TRAFFIC ON ALL STREETS SHALL BE CARRIED THROUGH CONSTRUCTION, TO THE EXTENT PRACTICABLE. DETOURS SHALL ONLY BE USED WITH PRIOR APPROVAL FROM THE CITY.
6.

MINIMUM 24HR. NOTICE TO COUNTY, CITY POLICE, PARAMEDIC UNITS, FIRE DISTRICTS, POST OFFICE AND SCHOOL DISTRICT SHALL BE GIVEN BY THE CONTRACTOR BEFORE CLOSING A PUBLIC THOROUGHFARE.
7.

CONTRACTOR SHALL REMOVE AND REPLACE OR RELOCATE ALL STREET SIGNS LOCATED WITHIN THE LIMITS OF GRADING. (NO DIRECT PAY).
8.

THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING EROSION AND SEDIMENT CONTROL BMPS (BEST MANAGEMENT PRACTICES) TO PREVENT SEDIMENT FROM REACHING PAVED AREAS, STORM SEWER SYSTEMS, DRAINAGE COURSES AND ADJACENT PROPERTIES. IN THE EVENT THE PREVENTION MEASURES ARE NOT EFFECTIVE, THE CONTRACTOR SHALL REMOVE ANY DEBRIS, SILT, OR MUD AND RESTORE THE RIGHT-OF-WAY, OR ADJACENT PROPERTIES TO ORIGINAL OR BETTER CONDITION.
9.

EXCEPT WHERE NECESSARY TO INSTALL EROSION AND SEDIMENT CONTROL DEVICES, CLEARING ACTIVITIES SHALL NOT BEGIN UNTIL ALL PROPER EROSION AND SEDIMENT CONTROL DEVICES HAVE BEEN INSTALLED AND THE SOIL STABILIZED.
10.

ALL CLEARING AND GRUBBING SHALL INCLUDE CLEARING OF TREES, STUMPS, BRUSH, FENCES, POSTS, MAILBOXES, SIGNS, EXISTING ASPHALT, CONCRETE, CURB, OTHER EXISTING SURFACE FEATURES, STORM SEWER PIPE, STORM SEWER STRUCTURES, OTHER STORM SEWER FEATURES AS NECESSARY BY CONTRACTOR, TO PERFORM THE WORK AS SHOWN ON PLANS. ALL DEBRIS, UNSUITABLE WASTE MATERIAL FROM THE STREET\YARDS SHALL BE DISPOSED OF BY THE CONTRACTOR OFF SITE. DISPOSAL OF DEBRIS AND UNSUITABLE WASTE MATERIAL SHALL BE SUBSIDIARY TO CLEARING AND DEMOLITION.
11.

ALL WORK SHALL BE CONFINED WITHIN THE EASEMENTS AND/OR CONSTRUCTION LIMITS AS DIRECTED BY THE ENGINEER. ALL GRADING LIMITS SHOWN ARE APPROXIMATE AND MAY BE EXTENDED OR REDUCED AT THE DIRECTION OF THE ENGINEER.
12.

CONTRACTOR TO REVIEW AND ADHERE TO ALL PROVISIONS ON EASEMENTS, IF ANY, PROVIDED TO CONTRACTOR BY OWNER
13.

THE CONTRACTOR SHALL AT NO TIME LEAVE EQUIPMENT, MATERIALS OR DEBRIS AT LOCATIONS THAT COULD OBSTRUCT INTERSECTION SIGHT DISTANCE, IMPEDE PEDESTRIAN TRAFFIC, OBSTRUCT ANY EXISTING CAPACITY OF STORM SEWER SYSTEM, IMPEDE TRAFFIC, OR CAUSE FLOODING OR EROSION TO RESIDENCES.
14.

DRIVEWAYS, SIDEWALKS, AND OTHER AREAS DAMAGED BY THE CONTRACTOR SHALL BE RESTORED TO A CONDITION EQUAL TO OR BETTER THAN EXISTING BEFORE DAMAGE OCCURRED.
15.

SAW CUTS FOR MATERIAL REMOVAL SHALL BE FULL DEPTH.
16.

THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL UTILITY LOCATIONS. CONTACT KANSAS ONE-CALL AT 811 OR KANSAS1CALL.COM AT LEAST 2 FULL BUSINESS DAYS PRIOR TO EXCAVATION.
17.

THE INFORMATION SHOWN ON THESE PLANS CONCERNING THE TYPE AND LOCATION OF UNDERGROUND UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES FOR FIELD LOCATION OF ALL UNDERGROUND UTILITY LINES PRIOR TO COMMENCEMENT OF WORK AND FOR MAKING HIS OWN VERIFICATION AS TO THE TYPE AND LOCATION OF UNDERGROUND UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO. THE CONTRACTOR SHALL NOTIFY ALL THOSE UTILITY COMPANIES WHICH HAVE FACILITIES IN THE VICINITY 72 HOURS PRIOR TO CONSTRUCTION. THE REMOVAL OF EXISTING OR ABANDONED UTILITIES IS SUBSIDIARY TO "CLEARING AND GRUBBING"
18.

THE CONTRACTOR SHALL PROTECT EXISTING UTILITIES AT ALL TIMES. RELOCATION OF EXISTING UTILITIES BY CONTRACTOR MUST BE COORDINATED WITH AND APPROVED BY THE UTILITY OWNER, CITY, AND ENGINEER. (NO DIRECT PAY).
19.

CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANY FOR REPLACEMENT OR TEMPORARY BRACING OF ALL UTILITY AND STREET LIGHTING POLES LOCATED WITHIN THE LIMITS OF GRADING. (NO DIRECT PAY).
20.

CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANY FOR RELOCATION OF ALL TELEPHONE, GAS, CABLE, AND OTHER FACILITIES LOCATED WITHIN THE LIMITS OF GRADING. (NO DIRECT PAY).
21.

THE CONTRACTOR SHALL EXCAVATE AHEAD OF STORM SEWER CONSTRUCTION TO POSITIVELY ESTABLISH UTILITY CONFLICTS. THE ENGINEER RESERVES THE ABILITY TO ADJUST PIPE ELEVATIONS AT STRUCTURES UP TO 12" UP OR DOWN TO CLEAR UTILITIES. (NO DIRECT PAY)
22.

SPRINKLER SYSTEMS, WHERE ENCOUNTERED AND IN CONFLICT WITH GRADING, SHALL BE REMOVED TO THE LIMITS OF GRADING AND REPLACED AT NEW GRADE. CONTRACTOR SHALL REPLACE THE SPRINKLER SYSTEM WITH NEW MATERIALS MATCHING THE EXISTING SYSTEM AND SHALL INSTALL PER MANUFACTURER'S RECOMMENDATIONS. SPRINKLER SYSTEMS IN CONFLICT WITH NEW SIDEWALK SHALL BE REMOVED AND PIPES CAPPED BEHIND SIDEWALK. CONTRACTOR SHALL CONTACT THE HOMEOWNER PRIOR TO ADJUSTING SPRINKLER SYSTEM. SPRINKLER SYSTEMS SHOWN ON PLANS WHERE KNOWN.
23.

RESTORATION OF ANY AREAS OUTSIDE OF THE GRADING LIMITS THAT ARE DISTURBED DURING UTILITY RELOCATION, SHALL BE REPAIRED BY THE UTILITY. CONTRACTOR SHALL COORDINATE SAID WORK.
24.

CONTRACTOR SHALL PROVIDE TEMPORARY FENCING WHERE EXISTING FENCE IS TO BE REMOVED AND REPLACED, IF REQUIRED BY HOMEOWNER. TEMPORARY FENCE SHALL BE CHAIN LINK. PROVIDE GATES, AS REQUIRED TO MATCH EXISTING.
25.

CONTRACTOR SHALL REMOVE EXISTING FENCE AND INSTALL NEW FENCE OF "X" TYPE TO EQUAL OR BETTER CONDITION AS NECESSARY WHERE CALLED OUT IN THE PLANS.
26.

CONTRACTOR SHALL REMOVE ALL TREES MARKED WITH AN "X". (NO DIRECT PAY).
27.

TREES NOT MARKED WITH AN "X" BUT FOUND TO BE IN CONFLICT WITH THE PROPOSED WORK MAY BE REMOVED ONLY WITH PRIOR WRITTEN APPROVAL OF THE ENGINEER.
28.

CONTRACTOR SHALL NOTIFY ENGINEER IF A TREE MARKED WITH AN "X" IS FOUND TO BE SALVAGEABLE. ENGINEER WILL MAKE THE FINAL DETERMINATION REGARDING SAID TREE.
29.

CONTRACTOR SHALL REMOVE SHRUBS AND OTHER LANDSCAPING, AS REQUIRED, WITHIN THE GRADING LIMITS.
30.

CONTRACTOR SHALL PROVIDE A MINIMUM OF 2 WEEKS WRITTEN NOTICE TO HOMEOWNERS PRIOR TO COMMENCEMENT OF CLEARING, GRUBBING AND GRADING ACTIVITIES. TRANSPLANTING WILL BE THE RESPONSIBILITY OF THE HOMEOWNER.

31.

CONTRACTOR SHALL SOD AND FERTILIZE ALL DISTURBED AREAS. RESTORATION OF ANY AREAS OUTSIDE OF THE GRADING LIMITS THAT ARE DISTURBED DURING UTILITY RELOCATION, SHALL BE REPAIRED BY THE UTILITY. CONTRACTOR SHALL COORDINATE SAID WORK.
32.

TREE ROOTS 18" BELOW GROUND SHALL BE CLEAN CUT PRIOR TO TRENCH EXCAVATION.
33.

CONTRACTOR SHALL MAINTAIN DRAINAGE DURING CONSTRUCTION AND IS RESPONSIBLE FOR ANY DEWATERING NECESSARY FOR CONSTRUCTION. DEWATERING SHALL BE SUBSIDIARY TO OTHER BID ITEMS.
34.

THE CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF ALL PROPERTY CORNERS/MONUMENTS AND SECTION CORNERS. ANY PROPERTY CORNER AND/OR SECTION CORNERS DISTURBED OR DAMAGED BY CONSTRUCTION ACTIVITIES SHALL BE RESET BY A REGISTERED LAND SURVEYOR LICENSED IN THE STATE OF KANSAS AT THE CONTRACTORS EXPENSE, UNLESS OTHERWISE NOTED
35.

OPEN PITS SHALL NOT BE LEFT AT THE END OF A WORK DAY. ALL EXCAVATIONS SHALL BE BACKFILLED OR COMPLETELY ENCLOSED WITH TEMPORARY FENCING
36.

CONTRACTOR TO STAKE RIGHT OF WAY AND EASEMENTS PRIOR TO CONSTRUCTION.
37.

ALL GRADING REQUIRED TO CONSTRUCT THIS PROJECT AND RESTORE PROPERTIES IS SUBSIDIARY TO OTHER BID ITEMS.
38.

THE CONTRACTOR SHALL EXCAVATE TO POSITIVELY ESTABLISH UTILITIES AHEAD OF STORM SEWER CONSTRUCTION. THE CITY RESERVES THE RIGHT TO ADJUST PIPE FLOWLINE ELEVATIONS UP TO 1' IN EITHER DIRECTION AT NO COST.

QUANTITIES

| Item No | Item Description                      | Unit | Estimated Quantity |
|---------|---------------------------------------|------|--------------------|
| 1       | Mobilization                          | LS   | 1                  |
| 2       | Clearing, Grubbing and Demolition     | LS   | 1                  |
| 3       | Pipe(36") (RCP Class III C-443)       | LF   | 532                |
| 4       | Inlet (Area) (5'x5')                  | Ea   | 3                  |
| 5       | Junction Box (5'x5')                  | Ea   | 1                  |
| 6       | Pipe Connection to Existing Structure | Ea   | 1                  |
| 7       | Pipe Abandon In Place                 | LF   | 95                 |
| 8       | Sodding                               | SY   | 2400               |
| 9       | Tree Replacement                      | Ea   | 5                  |
| 10      | Fence (Chain Link) (48")              | LF   | 205                |
| 11      | Fence (Wood) (60")                    | LF   | 120                |
| 12      | Contractor Construction Staking       | LS   | 1                  |
| 13      | Erosion Control                       | LS   | 1                  |
| 14      | Force Account (Set)                   | Set  | 1                  |

HORIZONTAL AND VERTICAL DATUM:

UNLESS OTHERWISE NOTED THE COORDINATES SHOWN HEREON ARE GROUND COORDINATES BASED ON THE KANSAS STATE PLANE (1983) NORTH ZONE (NAD 1983 (1997)) (NAVD 88)  
CAF: 0.99992423  
1 METER = 3.28083333 U.S. SURVEY FEET  
GROUND COORDINATES X COMBINED ADJUSTMENT FACTOR (CAF) = GRID COORDINATES SCALED AROUND 0.0

JCPW-1008  
NORTHING: 276436.30 (GRID) (FEET)  
EASTING: 2274370.62 (GRID) (FEET)

JCPW-1059  
NORTHING: 259322.17 (GRID) (FEET)  
EASTING: 2267429.25 (GRID) (FEET)

NGS-WY50  
NORTHING: 276062.45 (GRID) (FEET)  
EASTING: 2253225.89 (GRID) (FEET)  
ELEVATION: 969.09

PROJECT CONTROL:

CP-#202  
1/2" REBAR W/ KVE CAP  
NORTHING: 270469.36 (GROUND) (FEET)  
EASTING: 2264593.22 (GROUND) (FEET)  
ELEV = 954.44

CP-#203  
1/2" REBAR W/ KVE CAP  
NORTHING: 270537.16 (GROUND) (FEET)  
EASTING: 2264710.83 (GROUND) (FEET)  
ELEV = 949.58

CP-#204  
1/2" REBAR W/ KVE CAP  
NORTHING: 270417.11 (GROUND) (FEET)  
EASTING: 2264807.61 (GROUND) (FEET)  
ELEV = 948.88

CP-#205  
1/2" REBAR W/ KVE CAP  
NORTHING: 270183.96 (GROUND) (FEET)  
EASTING: 2264994.66 (GROUND) (FEET)  
ELEV = 947.01

PROJECT BENCHMARK:

BM-63  
SET CUT SQUARE ON SOUTHWEST CORNER OF CURB INLET ON NORTH SIDE OF ROELAND DRIVE SOUTHWEST OF HOUSE #5555  
ELEVATION = 949.23

BM-64  
SET CUT SQUARE ON TOP OF CURB AT A LIGHT POLE ON THE NORTH SIDE OF BIRCH STREET  
ELEVATION = 962.59

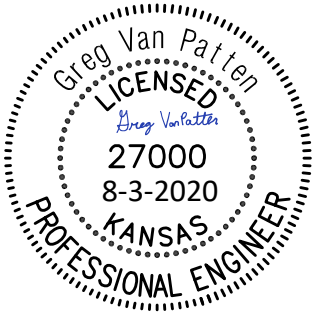
BM-65  
SET CUT SQUARE ON NORTHEAST CORNER OF A CURB INLET ON THE NORTH SIDE OF ROELAND DRIVE SOUTHEAST OF HOUSE #5641  
ELEVATION = 945.72

LEGEND:

- CONTROL POINT
- SECTION CORNER
- MONUMENT FOUND
- ORIGIN UNCERTAIN UNLESS OTHERWISE NOTED
- BENCHMARK
- GATE POST
- CHAIN LINK FENCE
- WOOD FENCE
- TELEPHONE PEDESTAL
- CABLE TV PEDESTAL
- STORM SEWER MANHOLE
- CORRUGATED METAL PIPE
- REINFORCED CONCRETE PIPE
- OVERHEAD UTILITY LINE (# OF LINES)
- LIGHT POLE
- UTILITY POLE
- UTILITY POLE W/ TRANSFORMER
- GUY ANCHOR
- GAS METER
- AIR CONDITIONER
- EXISTING GRADE 5' CONTOUR
- EXISTING GRADE 1' CONTOUR
- FINISH FLOOR ELEVATION
- SPRINKLER VALVE
- SANITARY SEWER CLEAN OUT
- BUSH
- STUMP
- DECIDUOUS TREE W/ DRIPLINE
- CONIFEROUS TREE
- LANDSCAPING AREA
- CONCRETE
- LOWEST WIRE HEIGHT
- BACK-TO-BACK OF CURB MEASUREMENT
- UNDERGROUND FIBER OPTIC CABLE
- UNDERGROUND GAS
- UNDERGROUND TELEVISION
- PLATTED VALUE
- MEASURED VALUE

LAMP  
RYNEARSON

9001 STATE LINE RD., STE. 200  
KANSAS CITY, MO 64114  
816.361.0440  
LampRynearson.com



GREG VAN PATTEN  
27000

ROELAND DRIVE STORM SYSTEM  
LENGEND, GENERAL NOTES AND QUANTITIES SHEET

2020 STORMWATER MAINTENANCE  
CITY OF ROELAND PARK, KANSAS

REVISIONS

DESIGNER / DRAFTER

GREG VAN PATTEN  
DATE

07-17-2020

PROJECT NUMBER

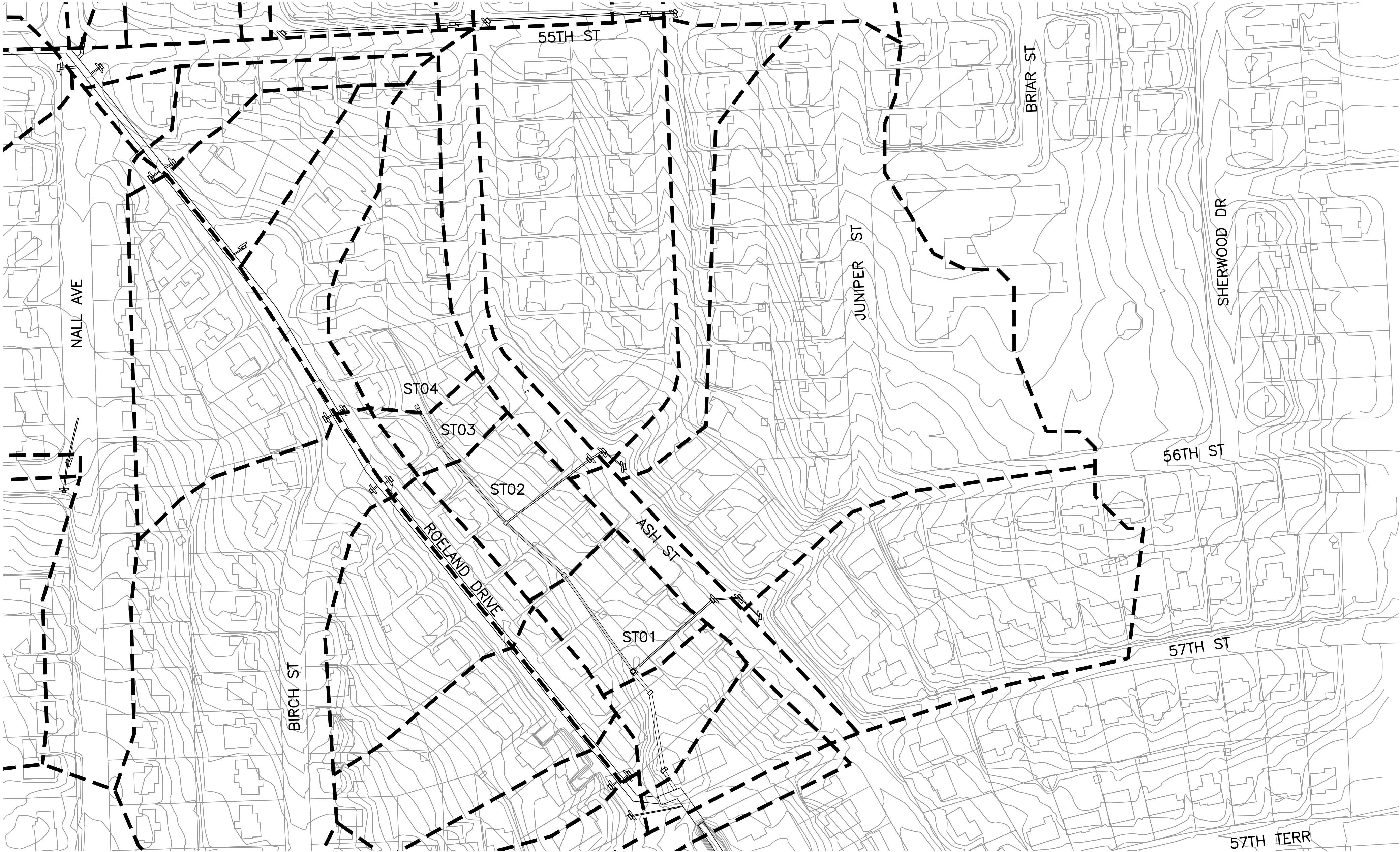
0319001.05

BOOK AND PAGE

SHEET



L:\Engineering\0319001.D - Revised Park KS 2020 Storm Water Main\Drawings\CONSTRUCTION DRAWINGS\0319001.D.dwg, 8/7/2020 11:44:18 AM, GREG VANPATTEN, LAMP RYNNEARSON



| Rational Method                         |                  |                           |                  |                 |           |                                                                       |                  |               |           |                                         |                                                                          |                                                                            |                                                   |                  |                 |                     |                                          |                                    |                       |
|-----------------------------------------|------------------|---------------------------|------------------|-----------------|-----------|-----------------------------------------------------------------------|------------------|---------------|-----------|-----------------------------------------|--------------------------------------------------------------------------|----------------------------------------------------------------------------|---------------------------------------------------|------------------|-----------------|---------------------|------------------------------------------|------------------------------------|-----------------------|
| Time of Concentration Calculations "Tc" |                  |                           |                  |                 |           |                                                                       |                  |               |           |                                         |                                                                          |                                                                            |                                                   |                  |                 |                     |                                          |                                    |                       |
| Drainage Area Parameters                |                  |                           | Inlet Time Ti    |                 |           | Inlet Time Ti (Beyond 100')                                           |                  |               |           |                                         |                                                                          |                                                                            | Travel Time Tt                                    |                  |                 |                     |                                          |                                    | Time of Concentration |
| Individual Drainage Area Name           | Area (Acres) "A" | Runoff Coefficient "C" ** | Length (ft.) "L" | Drop (ft.) "ΔH" | Slope "S" | Inlet Time (min.)<br>Ti=1.8(1.1-C)L <sup>0.5</sup> /S <sup>0.33</sup> | Length (ft.) "L" | Drop (ft.) ΔH | Slope "S" | Surface Type (Paved (P) or Unpaved (U)) | Velocity (Paved Surface greater than 50%)<br>V=20.3282 *S <sup>1/2</sup> | Velocity (unpaved Surface greater than 50%)<br>V=16.1345 *S <sup>1/2</sup> | Shallow concentrat ed flow travel time = L/3600 V | Length (ft.) "L" | Drop (ft.) "ΔH" | Slope (ft./ft.) "S" | Velocity (ft/s)<br>V=AxS <sup>0.67</sup> | Travel Time (min.)<br>Tt=L/(60xV ) | Tc = Ti + Tt (min.)   |
| ST04                                    | 1.62             | 0.51                      | 100.00           | 2.00            | 0.0200    | 8.43                                                                  | 454.00           | 16.00         | 0.04      | U                                       | 0.00                                                                     | 3.03                                                                       | 2.50                                              | 68.68            | 0.70            | 0.0102              | 2.78                                     | 0.41                               | 11.34                 |
| ST03                                    | 0.37             | 0.51                      | 100.00           | 2.00            | 0.0200    | 8.43                                                                  | 21.00            | 0.50          | 0.02      | U                                       | 0.00                                                                     | 2.49                                                                       | 0.14                                              | 157.85           | 1.59            | 0.0101              | 2.75                                     | 0.96                               | 9.52                  |
| ST02                                    | 6.24             | 0.51                      | 100.00           | 5.00            | 0.0500    | 6.21                                                                  | 703.00           | 25.00         | 0.04      | U                                       | 0.00                                                                     | 3.04                                                                       | 3.85                                              | 121.53           | 1.47            | 0.0121              | 3.11                                     | 0.65                               | 10.71                 |
| ST01                                    | 0.96             | 0.51                      | 100.00           | 3.00            | 0.0300    | 7.36                                                                  | 172.00           | 3.00          | 0.02      | U                                       | 0.00                                                                     | 2.13                                                                       | 1.35                                              | 182.28           | 2.21            | 0.0121              | 3.12                                     | 0.97                               | 9.68                  |

## Hydraulic Grade Line Computations

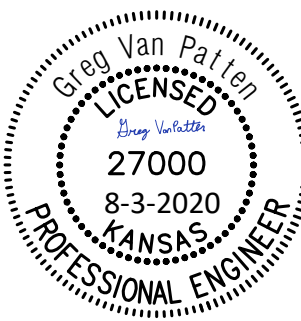
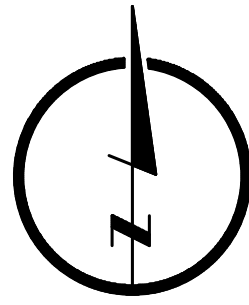
| Line | Size | Q     | Downstream       |               |            |             |            |               |               |        | Len    | Upstream         |               |            |             |            |               |               |        | Check      |                 | JL        | Minor loss |
|------|------|-------|------------------|---------------|------------|-------------|------------|---------------|---------------|--------|--------|------------------|---------------|------------|-------------|------------|---------------|---------------|--------|------------|-----------------|-----------|------------|
|      |      |       | Invert elev (ft) | HGL elev (ft) | Depth (ft) | Area (sqft) | Vel (ft/s) | Vel head (ft) | EGL elev (ft) | Sf (%) |        | Invert elev (ft) | HGL elev (ft) | Depth (ft) | Area (sqft) | Vel (ft/s) | Vel head (ft) | EGL elev (ft) | Sf (%) | Ave Sf (%) | Enrgy loss (ft) | coeff (K) |            |
| 1    | 36   | 45.91 | 936.19           | 942.85        | 3.00       | 7.07        | 6.50       | 0.66          | 943.51        | 0.404  | 182.28 | 936.40           | 943.59        | 3.00       | 7.07        | 6.49       | 0.66          | 944.24        | 0.404  | 0.404      | 0.736           | 0.50      | 0.33       |
| 2    | 36   | 41.47 | 936.90           | 943.91        | 3.00       | 7.07        | 5.87       | 0.54          | 944.45        | 0.330  | 121.53 | 940.07           | 944.32        | 3.00       | 7.07        | 5.87       | 0.54          | 944.85        | 0.330  | 0.330      | 0.401           | 0.15      | 0.08       |
| 3    | 36   | 10.52 | 940.17           | 944.40        | 3.00       | 7.07        | 1.49       | 0.03          | 944.43        | 0.021  | 157.85 | 941.76           | 944.42        | 2.66       | 6.63        | 1.58       | 0.04          | 944.46        | 0.019  | 0.020      | 0.032           | 0.54      | 0.02       |
| 4    | 36   | 8.79  | 941.86           | 944.45        | 2.59       | 1.88        | 1.36       | 0.34          | 944.79        | 0.000  | 68.680 | 942.56           | 943.49        | 0.93**     | 1.88        | 4.67       | 0.34          | 943.83        | 0.000  | 0.000      | n/a             | 1.00      | 0.34       |

STARTING HGL=942.85 FROM THE LAST PROJECT

| Rational Method<br>Flow Calculations "Q" |       |                               |                                   |                                    |                                                                                     |                                                                                        |                                                        |                                                                                                    |                                                                                                   |                                                        |                                                                                            |                                                                                             |                                                             |                                                                                                      |                                                                                                       |                                                                      |                                                                                                        |                                                                                                         |                                                                       |                                                                                          |                                                                                        |                                                                     |
|------------------------------------------|-------|-------------------------------|-----------------------------------|------------------------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|--------------------------------------------------------|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| Individual<br>Drainage<br>Area Name      | ACRES | Area in<br>Acres<br>"A" x "C" | Time of<br>Concentrati<br>on "Tc" | Design "Tc"<br>5 ≤ Tc ≤ 60<br>min. | Rainfall<br>Intensity<br>"I2" in in/hr<br>5 ≤ Tc ≤ 15<br>min.<br>I2=119/(Tc<br>+17) | Rainfall<br>Intensity<br>"I2" in in/hr<br>15 < Tc ≤<br>60 min.<br>I2=134/(Tc<br>+21.4) | 2-Year Flow<br>Q <sub>2</sub> =<br>CxI <sub>2</sub> xA | Rainfall<br>Intensity<br>"I1" in in/hr<br>5 ≤ Tc ≤ 15<br>min.<br>I <sub>1</sub> =154/(Tc<br>+18.8) | Rainfall<br>Intensity<br>"I1" in in/hr<br>15 < Tc ≤<br>60 min.<br>I <sub>1</sub> =182/(Tc<br>+25) | 5-Year Flow<br>Q <sub>5</sub> =<br>CxI <sub>5</sub> xA | Rainfall<br>Intensity<br>"I10" in<br>in/hr<br>5 ≤ Tc ≤ 15<br>min.<br>I10=175/(T<br>c+18.8) | Rainfall<br>Intensity<br>"I10" in<br>in/hr<br>15 < Tc ≤<br>60 min.<br>I10=203/(T<br>c+26.7) | 10-Year<br>Flow<br>Q <sub>10</sub><br>=C I <sub>10</sub> xA | Rainfall<br>Intensity<br>"I15" in in/hr<br>5 ≤ Tc ≤ 15<br>min.<br>I <sub>15</sub> =203/(Tc<br>+18.8) | Rainfall<br>Intensity<br>"I15" in in/hr<br>15 < Tc ≤<br>60 min.<br>I <sub>15</sub> =262/(Tc<br>+28.8) | 25-Year<br>Flow<br>Q <sub>25</sub> =<br>1.1xCxI <sub>15</sub> x<br>A | Rainfall<br>Intensity<br>"I100" in in/hr<br>5 ≤ Tc ≤ 15<br>min.<br>I <sub>100</sub> =233/(Tc<br>+19.8) | Rainfall<br>Intensity<br>"I100" in in/hr<br>15 < Tc ≤<br>60 min.<br>I <sub>100</sub> =296/(Tc<br>+29.6) | 50-Year<br>Flow<br>Q <sub>50</sub> =<br>1.2xCxI <sub>100</sub> x<br>A | Rainfall<br>Intensity<br>"I100" in<br>in/hr<br>Tc < 15<br>min.<br>I100=256/(<br>Tc+19.8) | Rainfall<br>Intensity<br>"I100" in<br>in/hr<br>Tc > 15<br>min.<br>I100=331/(<br>Tc+30) | 100-Year<br>Flow<br>Q <sub>100</sub> =<br>1.25xCxI <sub>100</sub> A |
| ST04                                     | 1.62  | 0.82                          | 11.34                             | 11.34                              | 4.199075                                                                            |                                                                                        | 3.5                                                    | 5.109562                                                                                           |                                                                                                   | 4.2                                                    | 5.80632                                                                                    |                                                                                             | 4.8                                                         | 6.74                                                                                                 |                                                                                                       | 6.1                                                                  | 7.48                                                                                                   |                                                                                                         | 7.4                                                                   | 8.22                                                                                     |                                                                                        | 8.5                                                                 |
| ST03                                     | 0.37  | 1.01                          | 12.29                             | 12.29                              | 4.06216                                                                             |                                                                                        | 4.1                                                    | 4.952603                                                                                           |                                                                                                   | 5.0                                                    | 5.627958                                                                                   |                                                                                             | 5.7                                                         | 6.53                                                                                                 |                                                                                                       | 7.3                                                                  | 7.26                                                                                                   |                                                                                                         | 8.8                                                                   | 7.98                                                                                     |                                                                                        | 10.1                                                                |
| ST02                                     | 6.24  | 4.20                          | 12.95                             | 12.95                              | 3.973913                                                                            |                                                                                        | 16.7                                                   | 4.851112                                                                                           |                                                                                                   | 20.4                                                   | 5.512627                                                                                   |                                                                                             | 23.1                                                        | 6.39                                                                                                 |                                                                                                       | 29.5                                                                 | 7.12                                                                                                   |                                                                                                         | 35.8                                                                  | 7.82                                                                                     |                                                                                        | 41.0                                                                |
| ST01                                     | 0.96  | 4.69                          | 13.92                             | 13.92                              | 3.848704                                                                            |                                                                                        | 18.0                                                   | 4.706674                                                                                           |                                                                                                   | 22.1                                                   | 5.348493                                                                                   |                                                                                             | 25.1                                                        | 6.20                                                                                                 |                                                                                                       | 32.0                                                                 | 6.91                                                                                                   |                                                                                                         | 38.9                                                                  | 7.59                                                                                     |                                                                                        | 44.5                                                                |

## LAMP RYNEARSON

9001 STATE LINE RD., STE. 200  
KANSAS CITY, MO 64114  
816.361.0440  
LampRynearson.com



GREG VAN PATTEN  
27000

## ROELAND DRIVE STORM SYSTEM DRAINAGE AREA AND CALCULATIONS SHEET

2020 STORMWATER MAINTENANCE  
CITY OF ROELAND PARK, KANSAS

### REVISIONS

### DESIGNER / DRAFTER

GREG VAN PATTEN  
DATE  
07-17-2020  
PROJECT NUMBER  
0319001.05  
BOOK AND PAGE

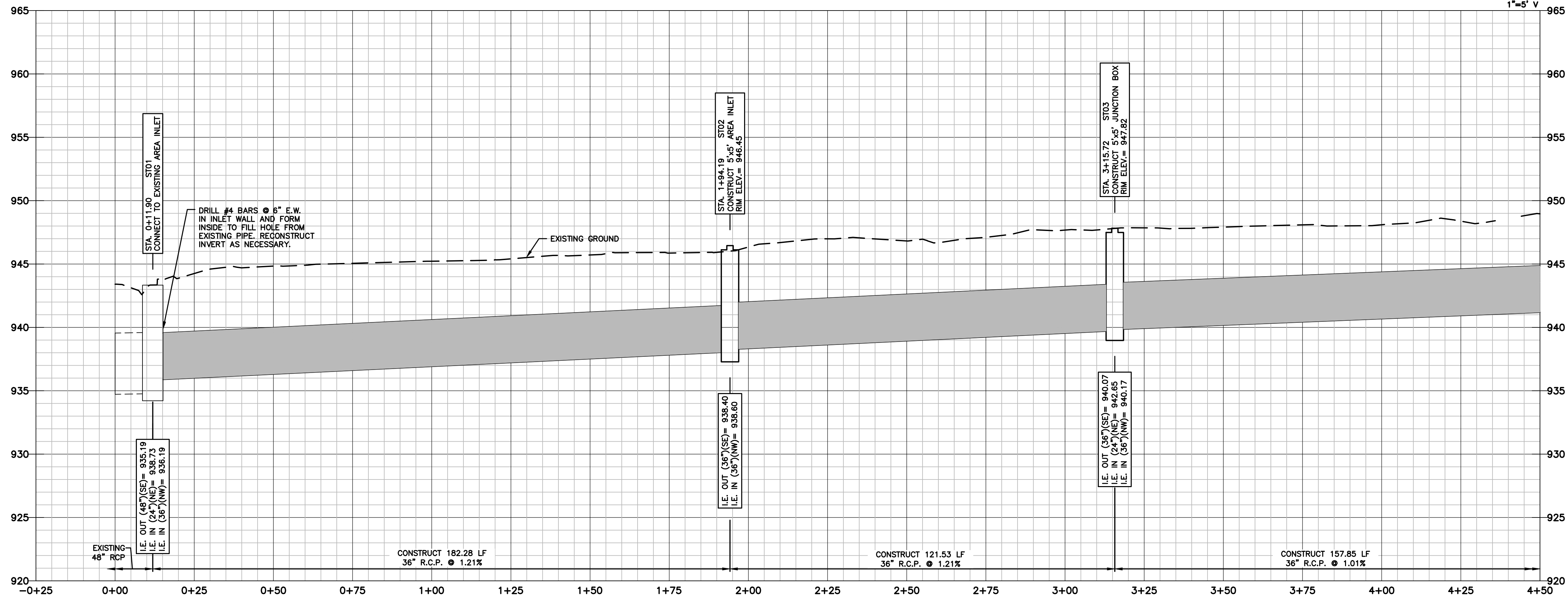
### SHEET

03 OF 07



1. REMOVE EXISTING FENCE. INSTALL NEW FENCE OF X TYPE.

### BASELINE A

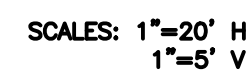


**2020 STORMWATER MAINTENANCE**  
**CITY OF ROELAND PARK, KANSAS**

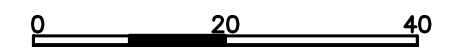
04 OF 07



1. REMOVE EXISTING FENCE. INSTALL NEW FENCE OF X TYPE.



9001 STATE LINE RD., STE. 200  
KANSAS CITY, MO 64114  
816.361.0440  
LampRynearson.com



2020 STORMWATER MAINTENANCE  
CITY OF ROELAND PARK, KANSAS

## REVISIONS

|                    |
|--------------------|
| DESIGNER / DRAFTER |
| GREG VAN PATTEN    |
| DATE               |
| 07-17-2020         |
| PROJECT NUMBER     |
| 0319001.05         |
| BOOK AND PAGE      |

SHEET

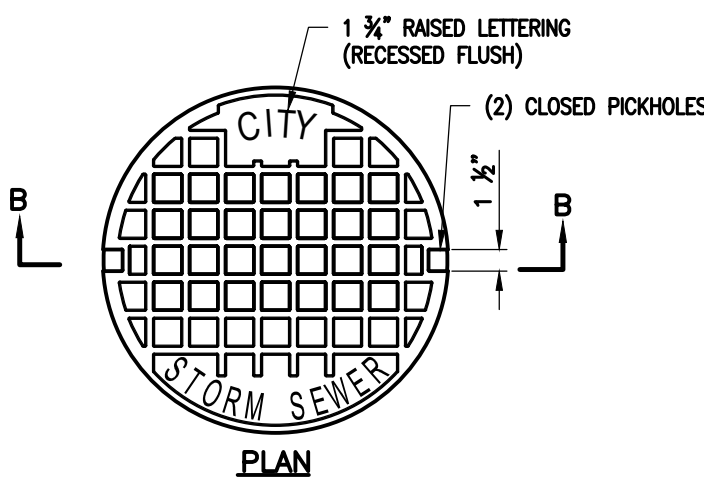
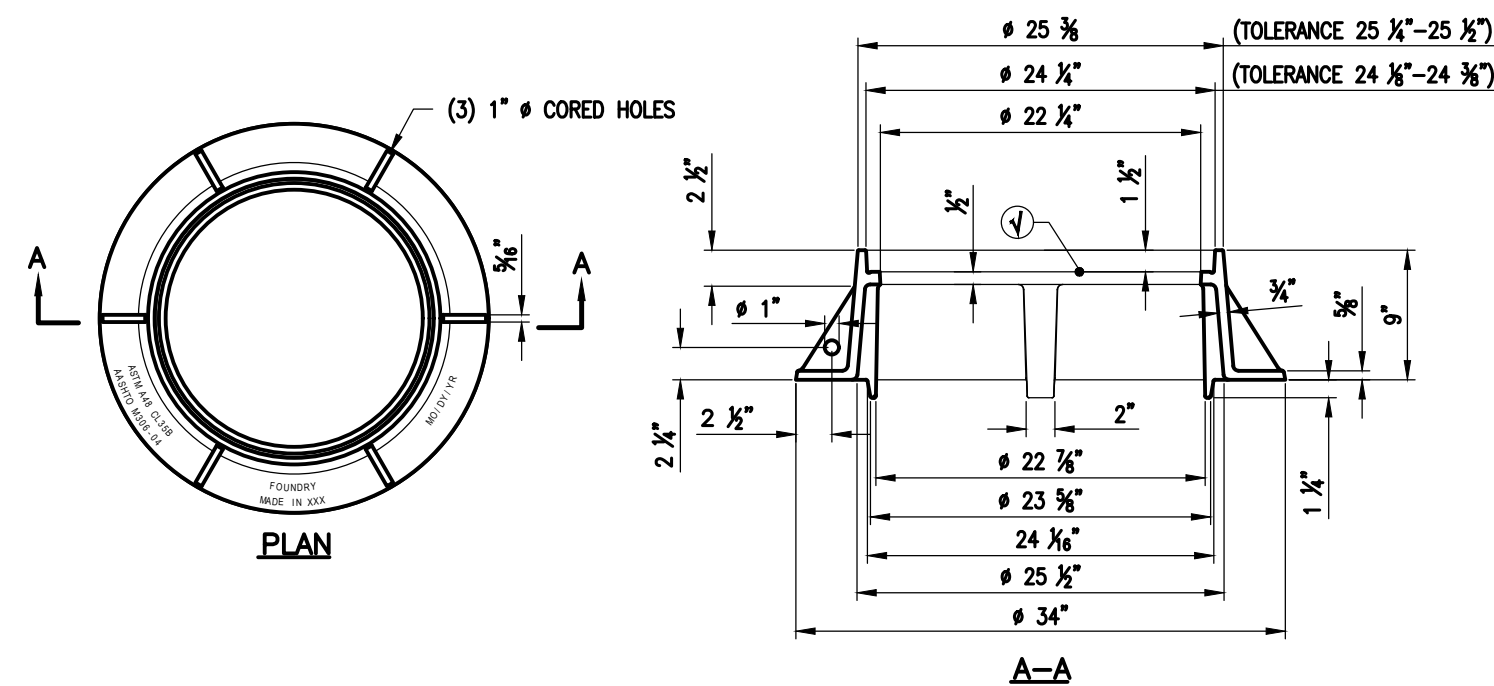
05 of 07







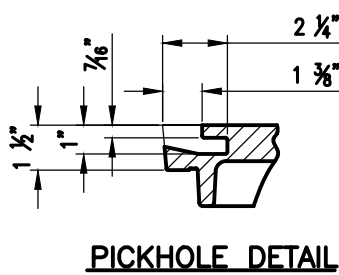
U:\Engineering\0319001.D\Roeland Park KS 2020 Storm Water Main\Drawings\CONSTRUCTION DRAWINGS\0319001.D\DETAILS.dwg, 8/7/2020 11:45:09 AM, GREG VANPATTEN, LAMP RYNearson



WEIGHT  
COVER 161 LBS. (±8 LBS.)  
FRAME 234 LBS. (±11.75 LBS.)

#### HEAVY DUTY FRAME AND COVER

SEE APPROVED MATERIALS LIST  
FOR PRE-APPROVED FRAMES AND COVERS

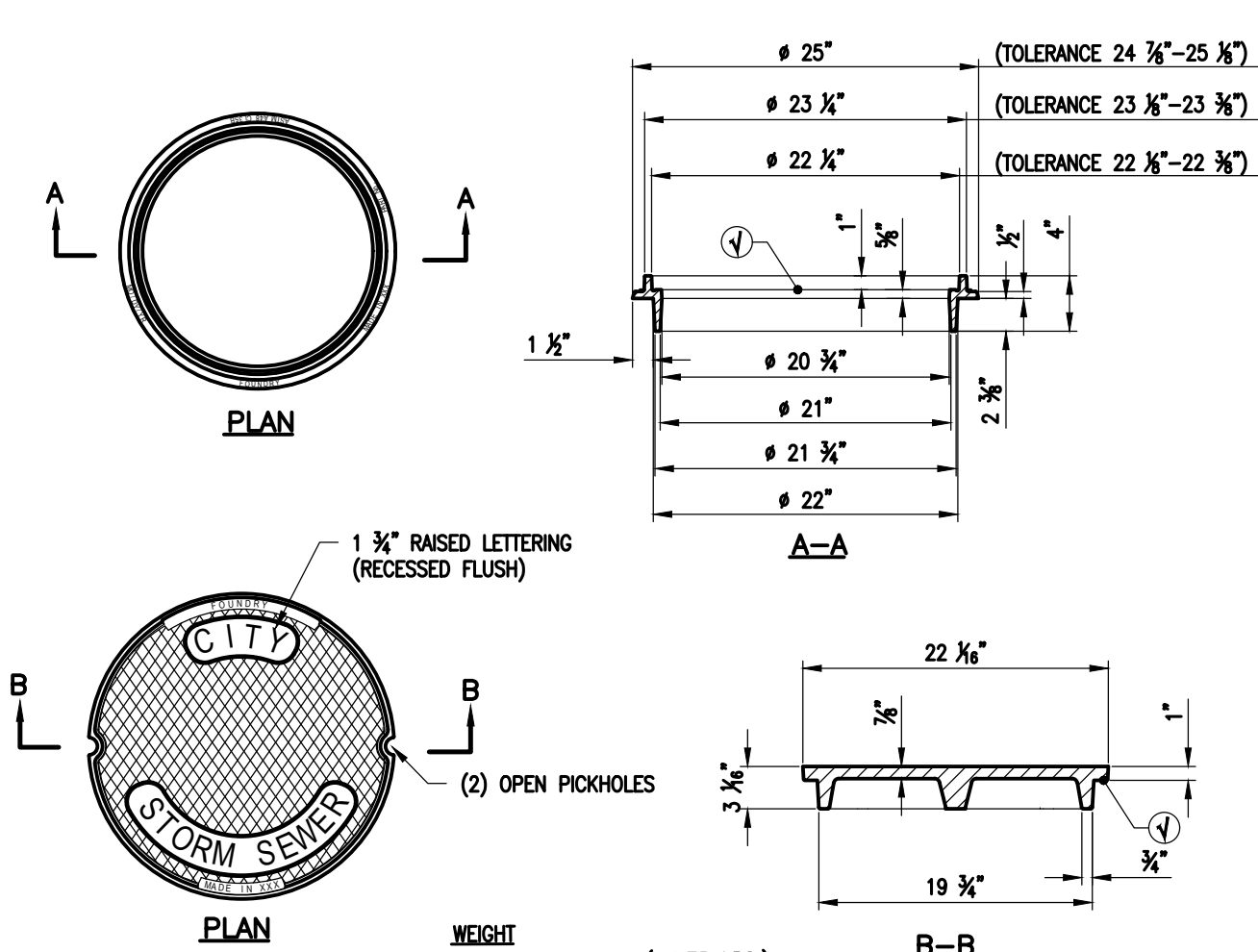


#### MANHOLE CASTING NOTES:

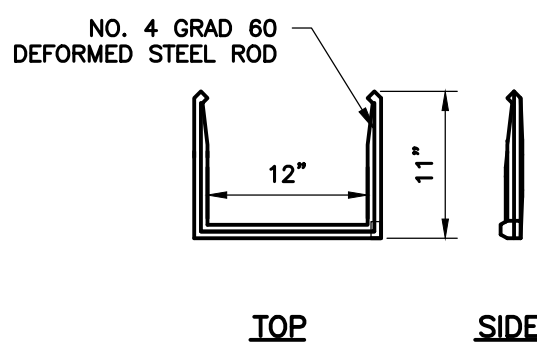
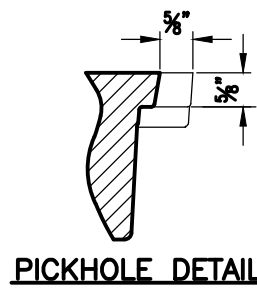
1. CASTING SHALL COMPLY WITH ASTM A-48 AND AASHTO M306-04.
2. AS-CAST DIMENSIONS MAY VARY ± 1/16 INCH PER FOOT.
3. EACH CASTING SHALL BE MARKED Ⓢ IN ACCORDANCE WITH AASHTO M 306-04, SEC.9.
4. RAISED SURFACES SHALL BE CAST AS NON-SKID FINISH.
5. THE SURFACES LABELED ON THESE DETAILS AS SHALL BE MACHINED.
6. FOR PRIVATE SYSTEMS OMIT LETTERING.
7. PAINT IS OPTIONAL UNLESS SPECIFIED.
8. YEAR AND/OR DATE SHOULD BE DATE OF MANUFACTURE.

#### MEDIUM DUTY FRAME AND COVER

SEE APPROVED MATERIALS LIST  
FOR PRE-APPROVED FRAMES AND COVERS



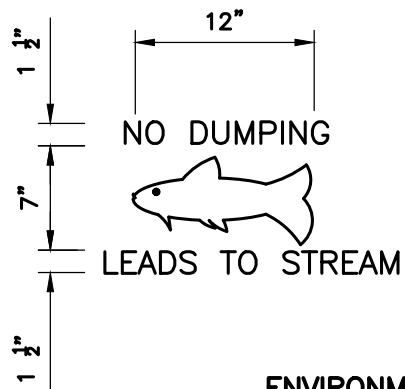
WEIGHT  
COVER 134 LBS. (±6.75 LBS.)  
FRAME 52 LBS. (±2.5 LBS.)



#### STRUCTURE STEPS

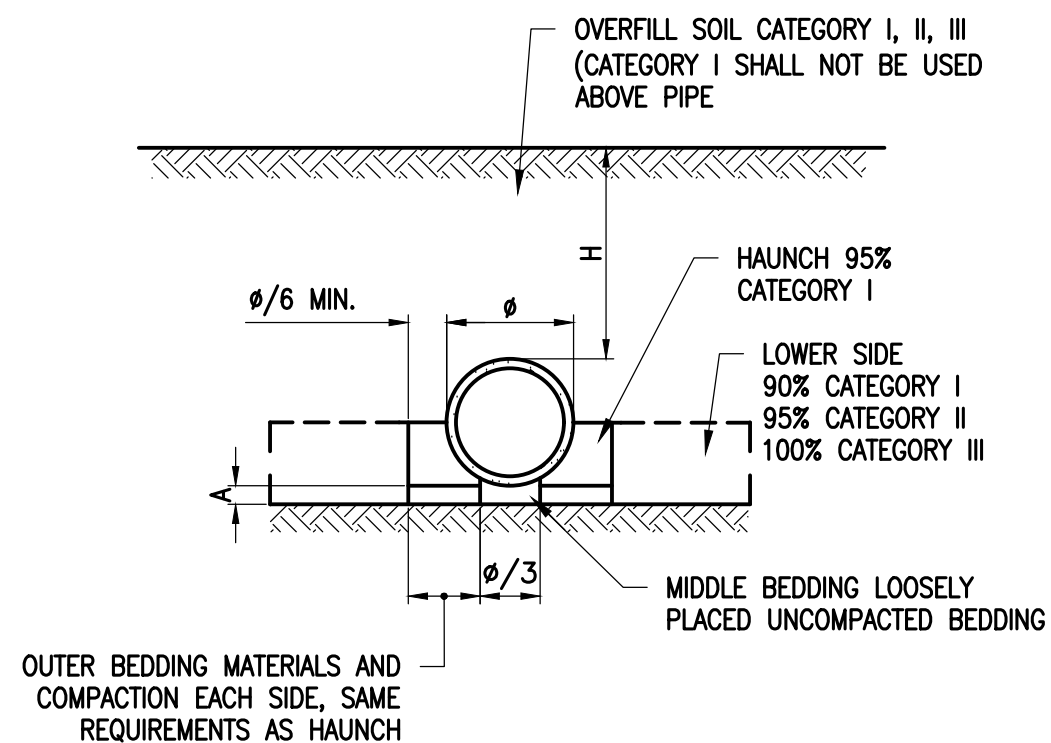
THE STEPS FOR ALL STORM DRAINAGE STRUCTURES SHALL BE REINFORCED POLYPROPYLENE. THEY SHALL BE ONE OF THE FOLLOWING OR APPROVED EQUAL:

- MA INDUSTRIES PS1-PF OR PS2-PF

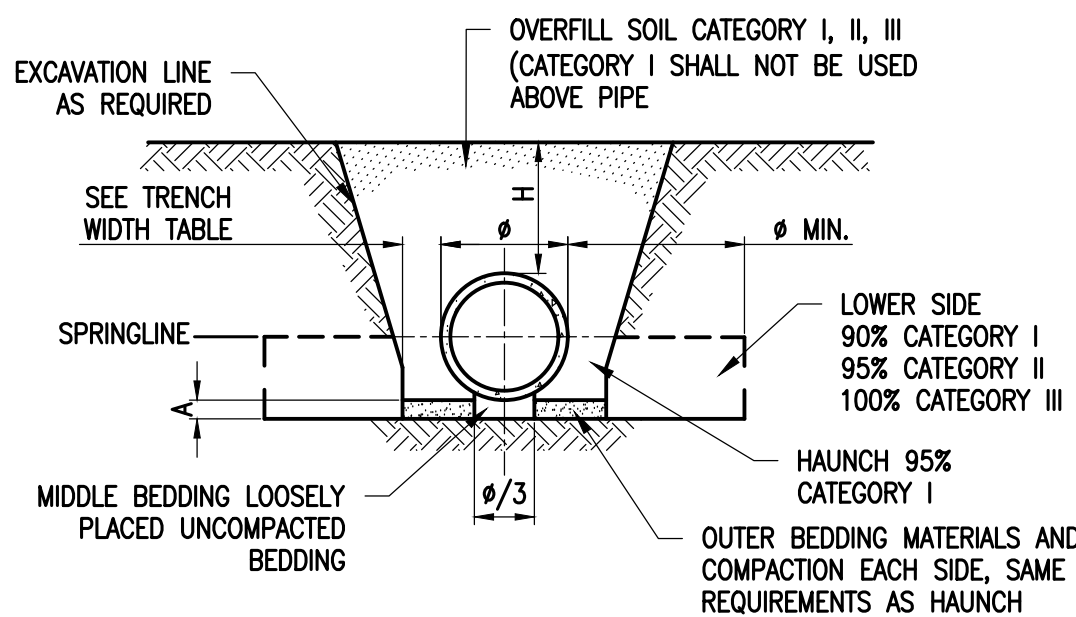


NOTE:  
IMPRINT TO BE 1/4" IN DEPTH STAMPED INTO INLET TOP WHEN POURED. IMPRINT TO BE PLACED ON ALL NEW CURB INLET LIDS.

#### ENVIRONMENTAL STAMP



#### EMBANKMENT INSTALLATION



#### TRENCH INSTALLATION RCP INSTALLATION TYPE 1

#### RCP INSTALLATION NOTES:

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH LOCAL CODES AND ORDINANCES.
2. CATEGORY I MATERIAL SHALL BE CRUSHED STONE OR SILICEOUS GRAVEL MEETING THE REQUIREMENTS OF SECTION 1107 OF THE STANDARD SPECIFICATIONS, AGGREGATE DESIGNATION PB-2.
3. COMPACTION AND SOIL SYMBOLS - I.E. "95% CATEGORY I" - REFERS TO CATEGORY I SOIL MATERIAL WITH MINIMUM STANDARD PROCTOR COMPACTION OF 95%.
4. REMOVABLE FLOWABLE FILL IS REQUIRED FOR THE FULL DEPTH OF THE TRENCH ABOVE THE SPRINGLINE IN ANY PAVED PORTION OF THE RIGHT OF WAY, INCLUDING THE AREA WITHIN EXISTING OR FUTURE PUBLIC STREET PAVEMENT, UNDER EXISTING OR FUTURE CURB AND GUTTER, MEDIAN, ASPHALT PATH, PARKING LOTS, CONCRETE SIDEWALK. ALSO UNDER EXISTING CONCRETE, ASPHALT, OR GRAVEL DRIVEWAY APPROACH AND UNDER ANY FUTURE DRIVEWAY APPROACH, WHEN THE LOCATION IS KNOWN. FLOWABLE FILL SHALL BE CONSIDERED SUBSIDIARY TO THE PIPE INSTALLATION.
5. TAMPED BACKFILL SHALL BE USED AT ALL OTHER LOCATIONS UNLESS OTHERWISE NOTED. TAMPED BACKFILL SHALL BE FINELY DIVIDED JOB EXCAVATED MATERIAL FREE FROM DEBRIS, ORGANIC MATERIAL AND STONES, COMPACTED TO 95% MAXIMUM DENSITY AS DETERMINED BY AASHTO STANDARD, METHOD T-99.
6. GRANULAR FILL MAY BE SUBSTITUTED FOR ALL OR PART OF TAMPED BACKFILL. GRANULAR FILL SHALL BE AB-3, AS SPECIFIED IN THE STANDARD SPECIFICATIONS, COMPACTED TO A MINIMUM OF 95% OF OPTIMUM DENSITY, WITHIN 0 TO MINUS 2 PERCENT OF OPTIMUM MOISTURE, TO THE SURFACE OF THE EXISTING SUBGRADE.
7. SEE STREET REPAIR DETAILS FOR ADDITIONAL BACKFILL REQUIREMENTS UNDER STREETS ROADWAYS, CURBS, SIDEWALKS AND OTHER STRUCTURES IN RIGHT-OF-WAY.

#### TRENCH INSTALLATION NOTES:

1. THE TRENCH TOP ELEVATION SHALL BE NO LOWER THAN 0.1 H BELOW FINISHED GRADE OR, FOR ROADWAYS, ITS TOP SHALL BE NO LOWER THAN AN ELEVATION OF 1' BELOW THE BOTTOM OF THE PAVEMENT BASE MATERIAL.
2. SOIL IN OUTER BEDDING AND HAUNCH ZONES SHALL BE COMPACTED TO AT LEAST THE SAME COMPACTION AS SPECIFIED FOR THE MAJORITY OF SOIL IN THE BACKFILL ZONE.
3. THE TRENCH WIDTH SHALL BE WIDER THAN SHOWN IF REQUIRED FOR ADEQUATE SPACE TO ATTAIN THE SPECIFIED COMPACTION IN THE HAUNCH AND BEDDING ZONES.
4. FOR TRENCH WALLS THAT ARE WITHIN 10 DEGREES OF VERTICAL, THE COMPACTION OR FIRMNESS OF THE SOIL IN THE TRENCH WALLS AND LOWER SIDE ZONE NEED NOT BE CONSIDERED.
5. FOR TRENCH WALLS WITH GREATER THAN 10 DEGREE SLOPES THAT CONSIST OF EMBANKMENT, THE LOWER SIDE SHALL BE COMPACTED TO AT LEAST THE SAME COMPACTION AS SPECIFIED FOR THE SOIL IN THE OVERFILL ZONE.

#### EMBANKMENT INSTALLATION NOTES:

1. SOIL IN THE OUTER BEDDING, HAUNCH AND LOWER SIDE ZONES SHALL BE COMPACTED TO AT LEAST THE SAME COMPACTION AS THE MAJORITY OF SOIL IN THE OVERFILL ZONE.
2. A SUBTRENCH IS DEFINED AS A TRENCH WITH ITS TOP BELOW FINISHED GRADE BY MORE THAN 0.1 H OR, FOR ROADWAYS, ITS TOP IS AT AN ELEVATION LOWER THAN 1' BELOW THE BOTTOM OF THE PAVEMENT BASE MATERIAL.
3. THE MINIMUM WIDTH OF A SUBTRENCH SHALL BE 1.33 Ø OR WIDER IF REQUIRED FOR ADEQUATE SPACE TO ATTAIN THE SPECIFIED COMPACTION IN THE HAUNCH AND BEDDING ZONES.
4. FOR SUBTRENCHES WITH WALLS OF NATURAL SOIL, ANY PORTION OF THE LOWER SIDE ZONE IN THE SUBTRENCH WALL SHALL BE AT LEAST AS FIRM AS AN EQUIVALENT SOIL PLACED TO THE COMPACTION REQUIREMENTS SPECIFIED FOR THE LOWER SIDE ZONE AND AS FIRM AS THE MAJORITY OF SOIL IN THE OVERFILL ZONE, OR SHALL BE REMOVED AND REPLACED WITH SOIL COMPACTED TO THE SPECIFIED LEVEL.

#### REPRESENTATIVE SOIL TYPES

| SIDD Soil                  | USCS                                                          | AASHTO |
|----------------------------|---------------------------------------------------------------|--------|
| Gravelly Sand (Category I) | SW, SP, GW, GP                                                | A1, A3 |
| Sandy Silt (Category II)   | GM, SM, ML, Also GC, SC with less than 20% passing #200 sieve | A2, A4 |
| Silty Clay (Category III)  | CL, MH, GC, SC CH                                             | A5, A6 |

#### TABLE OF FILL DEPTHS BELOW PIPE

| Diameter (Ø)  | "A" min. in Soil | "A" min. in Rock |
|---------------|------------------|------------------|
| 60" & smaller | 3"               | 6"               |
| 66" & larger  | 6"               | 12"              |

#### PB-2 GRADATION

| Sieve  | % Retained |
|--------|------------|
| 3/4 in | 0 - 20     |
| 3/8 in | 40 - 70    |
| No. 4  | 75 - 100   |
| No. 8  | 95 - 100   |

#### TRENCH WIDTH TABLE

| Pipe Size (inches) | Minimum Side Wall Clearance (inches) |
|--------------------|--------------------------------------|
| 12 - 30            | 6                                    |
| 33 - 42            | 9                                    |
| 48 - 60            | 12                                   |
| 66 - 90            | 18                                   |
| 96 - 108           | 24                                   |

## LAMP RYNearson

9001 STATE LINE RD., STE. 200  
KANSAS CITY, MO 64114  
816.361.0440  
LampRynearson.com



GREG VAN PATTEN  
27000

### ROELAND DRIVE STORM SYSTEM DETAIL SHEET

### 2020 STORMWATER MAINTENANCE CITY OF ROELAND PARK, KANSAS

#### REVISIONS

DESIGNER / DRAFTER  
GREG VAN PATTEN  
DATE  
07-17-2020  
PROJECT NUMBER  
0319001.05  
BOOK AND PAGE

#### SHEET

**Item Number:** New Business- VIII.-E.  
**Committee** 9/21/2020  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

Date: 9/15/2020  
Submitted By: Staff  
Committee/Department: Admin.  
Title: **Committee Reappointments**  
Item Type: Other

**Recommendation:**

To approve George Schlegel, Lynda Leonard, Michael Poppa and Joel Marquardt to the Arts Committee.  
Brandon Gillette and Erik Hage to the Board of Zoning Appeals  
Laura Savidge to the Parks Committee  
Sara Coe, Darin Hansen, and Michael Calvoich to the Aquatics Committee  
Grace Bennett to the Sustainability Committee

**Details:**

Appointment to standing committee's is for one year. These appointments would be for the 2021 calendar year. The above committee members have expressed interest in being reappointed to their respective committee. The Mayor consults the chair of each respective committee concerning all recommended appointees.

Financial Impact

|                             |                  |
|-----------------------------|------------------|
| Amount of Request:          |                  |
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

| Description                                                                       |                  | Type       |
|-----------------------------------------------------------------------------------|------------------|------------|
|  | Erik Hage        | Cover Memo |
|  | Michael Poppa    | Cover Memo |
|  | Grace Bennett    | Cover Memo |
|  | Laura Savidge    | Cover Memo |
|  | Joel Marquardt   | Cover Memo |
|  | Lynda Leonard    | Cover Memo |
|  | Sara Coe         | Cover Memo |
|  | Darin Hansen     | Cover Memo |
|  | Michael Calovich | Cover Memo |



# Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Mon 11/5/2018 10:03 AM

To: Bohon, Kelley <kbohon@roelandpark.org>; Jennifer Jones-Lacy <jjoneslacy@roelandpark.org>;

## Committee Volunteer Form

|                                                    |                                                                                                                                                                               |
|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date                                               | 11/5/2018                                                                                                                                                                     |
| First Name                                         | Erik                                                                                                                                                                          |
| Last Name                                          | Hage                                                                                                                                                                          |
| Address                                            | 5401 Nall Avenue                                                                                                                                                              |
| City                                               | Roeland Park                                                                                                                                                                  |
| State                                              | KS                                                                                                                                                                            |
| Zip                                                | 66202                                                                                                                                                                         |
| Email                                              |                                                                                                                                                                               |
| Phone                                              |                                                                                                                                                                               |
| Place of Employment                                | CBIZ Insurance Services                                                                                                                                                       |
| How long have you been a resident of Roeland Park? | 6 years                                                                                                                                                                       |
| How much time do you have to devote per month?     | 5                                                                                                                                                                             |
| Board & Committee Interest                         | With changes to the surrounding Northeast Johnson County areas, my interest in this board is specific to having a voice in how our community will evolve in the coming years. |
| Select a Board or Committee                        | Board of Zoning Appeals                                                                                                                                                       |
| Additional Comments                                | 5401 Nall Avenue                                                                                                                                                              |
| Resume                                             | <u>EDUCATION.pdf</u>                                                                                                                                                          |

Email not displaying correctly? [View it in your browser.](#)

## Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Thu 11/7/2019 9:21 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>

### Committee Volunteer Form

|                                                    |                                                                                                      |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------|
| Date                                               | 11/7/2019                                                                                            |
| First Name                                         | Michael                                                                                              |
| Last Name                                          | Poppa                                                                                                |
| Address                                            | 4400 W 55th St                                                                                       |
| City                                               | Roeland Park                                                                                         |
| State                                              | KS                                                                                                   |
| Zip                                                | 66205                                                                                                |
| Email                                              |                                                                                                      |
| Phone                                              |                                                                                                      |
| Place of Employment                                | NEJC Chamber                                                                                         |
| How long have you been a resident of Roeland Park? | 10+ years                                                                                            |
| How much time do you have to devote per month?     | Field not completed.                                                                                 |
| Board & Committee Interest                         | I would like to continue serving on Arts and Ad-Hoc Development after I come off Council. Thank you. |
| Select a Board or Committee                        | Arts                                                                                                 |
| Additional Comments                                | Field not completed.                                                                                 |
| Resume                                             | Field not completed.                                                                                 |

Email not displaying correctly? [View it in your browser.](#)

## Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com <noreply@civicplus.com>

Thu 10/31/2019 3:15 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>

### Committee Volunteer Form

|                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date                                               | 10/31/2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| First Name                                         | Grace                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Last Name                                          | Bennett                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Address                                            | 5242 Rosewood Dr.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| City                                               | Roeland Park                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| State                                              | KS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Zip                                                | 66205                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Email                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Phone                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Place of Employment                                | Incentifind Inc.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| How long have you been a resident of Roeland Park? | 2 years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| How much time do you have to devote per month?     | <10 hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Board & Committee Interest                         | <p>Having lived in Roeland Park for a couple of years now, I've become quite attached to our little community and the abundant neighborhood feel. I believe my educational background, work experience and personal devotion makes me a qualified candidate to be on Roeland Park's Sustainability Committee - and to which I would be honored and proud to represent.</p> <p>My interest in sustainability and environmental conservation goes back to my childhood and I have been able to turn my passion for it into a career for the last 7 years now. I graduated from the University of Missouri-Kansas City (UMKC) with a Bachelors of Arts in Urban Planning &amp; Design with a Minor in Environmental Sustainability.</p> <p>After graduating, I did a short stint in the public sector as a City Planner with Grandview and then began a job in corporate real estate working on Sprint's Energy + Sustainability team implementing several sustainable programs (e.g. EVs, Waste Diversion, Solar, Energy Efficiency) across their facilities nationwide. I then shifted my focus to consulting and helped operate Kansas City Power &amp; Light's energy efficiency</p> |

programs. Working at CLEAResult I directly dealt with designers, contractors and customers to implement rebates & incentives offered for Commercial and Industrial assets. More recently, I began a position with IncentiFind, which is the nation's only active database that houses green building incentives at various levels of government. Our target markets include municipalities, developers, property & home owners to which we offer a full report that lists all incentives available that can be utilized to leverage "green" projects.

In November of 2019 I earned my LEED Green Associate accreditation and I currently act as the Vice Chair of USGBC's Emerging Professionals - Great Plains Chapter. Over the last several years, I have been fortunate to make connections and build a professional network with other "green-minded" individuals in the KC Metro and I hope to continue to build upon those relationships & forge new connections in the KC green community for years to come.

|                             |                                                                                           |
|-----------------------------|-------------------------------------------------------------------------------------------|
| Select a Board or Committee | Sustainability                                                                            |
| Additional Comments         | Please contact me for any personal or professional references and I'd be happy to oblige. |
| Resume                      | <a href="#">Grace Bennett - 2019 Resume.pdf</a>                                           |

Email not displaying correctly? [View it in your browser.](#)

# Committee Volunteer Application

wordpress@roelandpark.net on behalf of City of Roeland Park-Volunteer Form

Sat 1/13/2018 1:25 PM

To: Bohon, Kelley <kbohon@roelandpark.org>;

## Committee Volunteer Application Form

|                                                                                                       |                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Email:                                                                                                |                                                                                                                                                                                                                                               |
| Date:                                                                                                 | 01/13/2018                                                                                                                                                                                                                                    |
| Name:                                                                                                 | Laura Yankoviz                                                                                                                                                                                                                                |
| Daytime Phone Number:                                                                                 |                                                                                                                                                                                                                                               |
| Evening Phone Number:                                                                                 |                                                                                                                                                                                                                                               |
| Address:                                                                                              | 5540 Juniper Dr.<br>Roeland Park, KS 66205<br>United States of America                                                                                                                                                                        |
| Place of Employment:                                                                                  | American Airlines                                                                                                                                                                                                                             |
| How long have you been a resident of Roeland Park?:                                                   | 3yrs                                                                                                                                                                                                                                          |
| How much time do you have to devote per month?:                                                       | Very flexible                                                                                                                                                                                                                                 |
| Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park: | I'd like to serve on Parks Committee. I'm very interested in exploring every avenue to preserve and improve the community green spaces we have. I'm confident in my abilities to do research and to collaborate. I hope you will consider me. |
| Select which Board or Committees you are interested in serving on: (only one per application):        | Parks                                                                                                                                                                                                                                         |
| Additional, comments: (If any):                                                                       |                                                                                                                                                                                                                                               |
| File Upload:                                                                                          |                                                                                                                                                                                                                                               |
| HTML:                                                                                                 |                                                                                                                                                                                                                                               |

This email was built and sent using [Visual Form Builder](#).



# Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Wed 9/4/2019 4:15 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>;

## Committee Volunteer Form

|                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date                                               | 9/4/2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| First Name                                         | Joel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Last Name                                          | Marquardt                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Address                                            | 5021 Clark Drive                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| City                                               | Roeland Park                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| State                                              | KS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Zip                                                | 66205                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Email                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Phone                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Place of Employment                                | ArchETexture Works                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| How long have you been a resident of Roeland Park? | 15 years                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| How much time do you have to devote per month?     | 4 hours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Board & Committee Interest                         | I have a strong interest in being on the Arts Advisory Committee. I was on the Parks Committee when we started the Art in R Park public Art Committee (and named the program). I was chairing Parks when I requested to break the Arts Committee into a separate one as it was drawing too much time away from Parks, but deserved its own focus. I then chaired the Arts Committee till I ran for Mayor. I also produced or co-produced three pieces of public art for the city probono, including "...Pipe Fusion" at Roe Blvd. and Johnson, the "Nest" in the median on Roe and the "Tibetan TP" at City Hall. Beyond that I have designed different pieces of public art around the City such as the Kansas City Board of Trade "Heartland Harvest" (which was give multiple awards including the National Society for Environmental Graphics (NSEG) National Merit |

Award) and the Lenexa Dam and Spillway "Watercycle" which won the National Society on Dams project of the year in 2009 as well as other notoriety. I hope to lend support in many ways, but most importantly in the realm of public art in Roeland Park. We are well positioned to make a disproportionately large contribution to the region as Roe Boulevard is such a major thoroughfare. Thank you for your consideration.

|                             |                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------|
| Select a Board or Committee | Arts                                                                                |
| Additional Comments         | I don't have an arts specific resume, but would be happy to produce one if desired. |
| Resume                      | <i>Field not completed.</i>                                                         |

Email not displaying correctly? [View it in your browser.](#)

# Committee Volunteer Application

wordpress@roelandpark.net on behalf of City of Roeland Park-Volunteer Form

Fri 11/4/2016 9:51 PM

To: Bohon, Kelley <kbohon@roelandpark.org>;

1 attachments (78 KB)

ljl-Resume1-11216.pdf;

## Committee Volunteer Application Form

|                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Email:</b>                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Date:</b>                                                                                                 | 11/04/2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Name:</b>                                                                                                 | Lynda J Leonard                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Daytime Phone Number:</b>                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Evening Phone Number:</b>                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Address:</b>                                                                                              | 4921 Southridge Drive<br>Roeland Park, KS 66205<br>United States of America                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Place of Employment:</b>                                                                                  | Lynda Leonard Studio                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>How long have you been a resident of Roeland Park?:</b>                                                   | 1 year                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>How much time do you have to devote per month?:</b>                                                       | 4921 Southridge Drive                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:</b> | <p>I am interested in the Art Committee. I am an artist, have a MA degree in Ceramics/Sculpture and Jewelry from Fort Hays State University. A BFA in Ceramics, Jewelry from Emporia State University.</p> <p>I bought the house built in 1920 because it has a wonderful area that is my art studio. I was active with the Hays Arts Council when I had my gallery/studio in Hays and very much want to be part of the Roeland Park community and support is with the broad experience and training I have in the arts. I also worked in several of the art galleries in Santa Fe, NM when I lived there in the 1990's.</p> |
| <b>Select which Board or Committees you are interested in serving on: (only one per application):</b>        | Arts                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Additional, comments: (if</b>                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

# Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Wed 6/12/2019 12:23 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>;

## Committee Volunteer Form

|                                                    |                                                                                                                 |
|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Date                                               | 6/12/2019                                                                                                       |
| First Name                                         | Sara                                                                                                            |
| Last Name                                          | Coe                                                                                                             |
| Address                                            | 5346 Sherwood Dr.                                                                                               |
| City                                               | Roeland Park                                                                                                    |
| State                                              | KS                                                                                                              |
| Zip                                                | 66205                                                                                                           |
| Email                                              |                                                                                                                 |
| Phone                                              |                                                                                                                 |
| Place of Employment                                | KCKPS                                                                                                           |
| How long have you been a resident of Roeland Park? | 15 years                                                                                                        |
| How much time do you have to devote per month?     | 1-2 hours                                                                                                       |
| Board & Committee Interest                         | We use the pool daily in the summer. I'm excited about the city upgrading the amenities available to residents. |
| Select a Board or Committee                        | Pool Advisory Board                                                                                             |
| Additional Comments                                | Field not completed.                                                                                            |
| Resume                                             | Field not completed.                                                                                            |

Email not displaying correctly? [View it in your browser.](#)

# Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Thu 5/30/2019 6:54 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>,

## Committee Volunteer Form

|                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date                                               | 5/30/2019                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| First Name                                         | Darin                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Last Name                                          | Hansen                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Address                                            | 5130 Mission Road                                                                                                                                                                                                                                                                                                                                                                                                                         |
| City                                               | Roeland Park                                                                                                                                                                                                                                                                                                                                                                                                                              |
| State                                              | KS                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Zip                                                | 66205                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Email                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Phone                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Place of Employment                                | St. Agnes Catholic School                                                                                                                                                                                                                                                                                                                                                                                                                 |
| How long have you been a resident of Roeland Park? | 10 Years                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| How much time do you have to devote per month?     | 2- 4 hours and as required for this advisory board.                                                                                                                                                                                                                                                                                                                                                                                       |
| Board & Committee Interest                         | I want to lend my support to help increase the success of the Roeland Park Aquatic Center as it transitions to a new funding model and leadership oversight. I believe there are ways to improve the pool and want to collaborate with city officials as well as advisory board members. My previous experiencing managing an aquatic center would be an asset to my work on this board. I look forward to helping guide the RPAC future. |
| Select a Board or Committee                        | Pool Advisory Board                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Additional Comments                                | <i>Field not completed.</i>                                                                                                                                                                                                                                                                                                                                                                                                               |
| Resume                                             | <u><a href="#">Resume of Darin Hansen RP Pool Committee.pdf</a></u>                                                                                                                                                                                                                                                                                                                                                                       |



# Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Mon 6/24/2019 9:08 PM

To: Nielsen, Kelley <knielsen@roelandpark.org>; Jones-Lacy, Jennifer <jjoneslacy@roelandpark.org>;

## Committee Volunteer Form

|                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date                                               | 6/24/2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| First Name                                         | MICHAEL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Last Name                                          | CALOVICH                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Address                                            | 3500 W 49TH ST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| City                                               | ROELAND PARK                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| State                                              | KS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Zip                                                | 66205                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Email                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Phone                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Place of Employment                                | Honywell FM&T                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| How long have you been a resident of Roeland Park? | 29                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| How much time do you have to devote per month?     | 20 hrs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Board & Committee Interest                         | I would love the opportunity to serve on the Pool Advisory Committee. I was born and raised in Roland Park and lived here until I got married at age 26. For 7 summers during high school and college I was a lifeguard at the old "cave" pool. I lived in Brookside, KCMO for 20 years but moved back here 3 years ago into my parent's old house, which I have renovated. I have a college degree from K State and an MBA from Rockhurst University. I am current a senior project manager at Honeywell. |
| Select a Board or Committee                        | Pool Advisory Board                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Additional Comments                                | Field not completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

**Item Number:** New Business- VIII.-F.  
**Committee** 9/21/2020  
**Meeting Date:**



## **City of Roeland Park**

Action Item Summary

---

**Date:** 9/16/2020  
**Submitted By:** Chris Verbrugge  
**Committee/Department:** Administration  
**Title:** **Approve Agreement with TriStem for Utility and Franchise Audit Services**  
**Item Type:** Agreement

### **Recommendation:**

**Staff recommend that Council enter an agreement with TriStem, LTD to perform a utility bill and franchise fee audit.**

### **Details:**

Such audits are performed throughout the United States and Canada. These audits seek to find discrepancies in utility bills and franchise fees and reclaim the monies owed to the City of Roeland Park.

The utility and franchise fee audits are risk-free. The City will not pay any up-front costs but will instead pay TriStem through a contingency fee structure in which TriStem keeps 30% of any refund and savings found through the audits. If TriStem does not find any franchise fee payment errors or refund opportunities, then the City of Roeland Park will not incur any monetary costs. TriStem will stop claiming their 30% portion of found savings after 24 months.

To perform the utility audit, TriStem requires a Letter of Agency from Council as well as utility billing information from staff. TriStem will obtain a copy of one invoice for each account to be audited along with supplemental information. TriStem will also obtain historical billing and usage data from providers. TriStem will work directly with the utility companies to obtain the proper remedy for all documented overcharges. The City can be involved with this process to the degree to which the City chooses.

To perform the franchise fee audit, TriStem will conduct a thorough investigation of franchise agreements by:

- Reviewing service locations to ensure all franchise fee tax addresses are accounted for;

- Recovering underpayments for prior periods, up to the maximum period allowed by state law;
- Ensuring franchisees correct algorithms for future franchise fee tax disbursements.

TriStem will also conduct an audit on sales tax revenues. TriStem will first collect data from previous years' ledgers as well as taxing district boundaries. They will also collect data from State of Kansas departments including the Treasury. TriStem will identify miscoded addresses and non-compliant businesses. TriStem will work with the State Comptroller to correct any miscoded addresses and help businesses prepare amended returns.

There will be a minimal amount of staff time required in completing the audit and no disruption to day-to-day operations.

### Financial Impact

|                                      |                      |
|--------------------------------------|----------------------|
| Amount of Request: \$0               |                      |
| Budgeted Item?                       | Budgeted Amount: \$0 |
| Line Item Code/Description: 5209.101 |                      |

### Additional Information

Cost comparisons were completed for similar services by other firms. Many firms did not provide these audit services to municipalities.

UtilityAudit provided the same services and the City would not incur any monetary costs if no refunds or savings were found. However, UtilityAudit would claim 50% of any refunds and savings found.

Avenulnsights also performed the same services to municipalities. Avenulnsights would charge an audit fee of \$7,500 and would then claim 35% of any refunds and savings found.

Savings of area cities:

Lee's Summit: \$30,310.72

Odessa: \$88,562.23

Overland Park: \$31,435.31

DeSoto: \$70,688.20

| Company       | Fee               | Future Expenses                       |
|---------------|-------------------|---------------------------------------|
| Utility Audit | 50% of Refund     | 50% of Future Savings for 2 Years     |
| Avenulnsights | \$7,500 audit fee | 35% of all found savings for 2 years. |
| TriStem       | 30% of Refund     | 30% of future savings for 1 year      |

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

| Description                                                                       |                                                                                          | Type       |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|------------|
|  | A list of jurisdictions and businesses in the general area with whom TriStem has worked. | Cover Memo |
|  | Agreement with TriStem to conduct audit.                                                 | Cover Memo |
|  | Summary of services                                                                      | Exhibit    |

| CLIENT                                | TYPE     | STATE |
|---------------------------------------|----------|-------|
| Belton, City of                       | City     | MO    |
| City of Independence                  | City     | MO    |
| City of Overland Park                 | City     | KS    |
| Hunt Midwest Enterprises, Inc.        | Business | MO    |
| Hunt Petroleum Corporation            | Business | MO    |
| Jefferson City                        | City     | MO    |
| Jefferson City                        | City     | MO    |
| Johnson County                        | County   | KS    |
| Johnson County Parks and Recretation  | County   | KS    |
| Koch Pipeline Company, K.P.           | Business | KS    |
| Lake Saint Louis, City of             | City     | MO    |
| Lee's Summit, MO                      | City     | MO    |
| Merriam, City of                      | City     | KS    |
| Missouri Department of Transportation | State    | MO    |
| Olathe, City of                       | City     | KS    |
| Overland Park                         | City     | KS    |
| Overland Park                         | City     | KS    |
| Overland Park                         | City     | KS    |
| Overland Park                         | City     | KS    |
| Overland Park                         | City     | KS    |
| Overland Park                         | City     | KS    |
| Overland Park, City of                | City     | KS    |
| Peculiar                              | City     | MO    |
| Peculiar                              | City     | MO    |
| Peculiar                              | City     | MO    |
| Peculiar                              | City     | MO    |
| Riverside                             | City     | MO    |
| Riverside                             | City     | MO    |
| Salina, City of                       | City     | KS    |
| St. Joseph, City of                   | City     | MO    |
| St. Louis                             | City     | MO    |
| Lindsborg                             | City     | KS    |
| Sedgwick                              | City     | KS    |
| Buckner                               | City     | MO    |
| Claycomo                              | City     | MO    |





## CONSULTING AGREEMENT

THIS AGREEMENT, entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between \_\_\_\_\_, hereinafter referred to as CLIENT, and TRISTEM, LTD., hereinafter referred to as TRISTEM or CONSULTANT, and covers the relationship of CONSULTANT and CLIENT.

### Utility Bill Audit

TRISTEM will conduct an audit of prior utility billing and payments to determine that amounts billed by vendors have been accurate. TRISTEM will also determine if there are alternative rates or other mechanisms that would result in savings for CLIENT's accounts. TRISTEM will notify CLIENT of the results of the audit, will seek to obtain refunds from vendors for any past overbillings which have occurred, and will work to implement all CLIENT approved savings measures. As a fee for these services, CLIENT agrees to pay TRISTEM 30% of any refunds CLIENT receives from its utility providers as a result of TRISTEM'S services or audit process, or any part thereof, plus 30% of any approved and implemented savings (billing reductions) resulting from TRISTEM'S work for a period of twelve (12) months beginning with the first month during which savings are realized.

### Franchise Fee Audit

TRISTEM will conduct an audit of prior utility franchise fee payments made to the CLIENT to determine that amounts paid by utility vendors have been accurate. TRISTEM will notify CLIENT of the results of the audit, will seek to obtain refunds from utility vendors for any past underpayments which have occurred, and will work to implement all franchise fee correction measures. As a fee for these services, CLIENT agrees to pay TRISTEM 30% of any reimbursements CLIENT receives from its utility providers as a result of TRISTEM'S services or audit process.

### Consultant Fees

CONSULTANT'S fee is not due until CLIENT receives refunds and/or billing reductions from utility vendor(s). CLIENT agrees to pay CONSULTANT'S fee within 30 days of receipt of TRISTEM's invoice, whether refund is in the form of cash, credit to accounts, in-kind contributions or any other form of payment or reimbursement. If future considerations are given in lieu of refunds, TRISTEM will receive the same percentage of the value of the future considerations, as TRISTEM would have received for refunds obtained.

CLIENT retains TRISTEM for audit services for (please check desired services):

- \_\_\_\_\_ Electric (including metered & unmetered accounts)
- \_\_\_\_\_ Natural Gas
- \_\_\_\_\_ Water/Sewer
- \_\_\_\_\_ Waste
- \_\_\_\_\_ Telecommunications (includes local, long distance and cellular)
- \_\_\_\_\_ Franchise Fees
- \_\_\_\_\_ Sales Taxes
- \_\_\_\_\_ Other \_\_\_\_\_

**AGREED AND ACCEPTED:**

**CLIENT:** \_\_\_\_\_

**BY:** \_\_\_\_\_  
Signature Title

**DATE:** \_\_\_\_\_

**TRISTEM, LTD.**

**BY:** \_\_\_\_\_  
Signature Title

**DATE:** \_\_\_\_\_



## CONSULTING AGREEMENT ADDENDA

It is common for utility providers (especially power companies), to indulge in circumventing TriStem's efforts to correct billing errors that might potentially result in refunds to TriStem clients. History substantiates that utility providers will attempt to convince TriStem clients they can get a "better deal" by consulting directly with the utility provider. In order to resolve these issues, we have observed and learned the following truths, in our 41+ years of experience:

- Utility providers have spoken untruths to our clients about our services in order for the utility provider to continue taking advantage of the customer through billing errors.
- Utility providers don't want to admit they have made mistakes.
- Acceptance of our findings will result in refunds to our clients.
- Utility providers have been known to use many tricks and schemes to deviate from the truth, in order to prove TriStem's findings are in error.
- It is in the best interest of the client for TriStem to negotiate directly with the utility provider to resolve any relevant issues.
- The client hereby agrees to allow TriStem to act as its sole agent to negotiate with utility providers.
- The client will avoid any discussion with the utility provider in regards to the TriStem audit.

### AGREED AND ACCEPTED:

CLIENT: \_\_\_\_\_

BY: \_\_\_\_\_  
Signature Title

DATE: \_\_\_\_\_

### TRISTEM, LTD.

BY: \_\_\_\_\_  
Signature Title

DATE: \_\_\_\_\_

ELECTRIC AND UTILITY PROVIDER BILLING AUDITS



## UTILITY BILL AUDIT PROJECT APPROACH

TriStem strives to accomplish the following objectives for each of its clients:

1. **Save** your organization's **valuable time** by conducting a comprehensive audit on your behalf;
2. **Enhance** your organization's **revenue** by securing refunds of overbilled utility services;
3. **Reduce future expenses** by correcting ongoing errors and implementing savings opportunities;
4. **Educate** your organization on utility billing practices and regulations applicable to your specific region and business, providing your staff with knowledge to identify future billing errors and savings opportunities after our audit has been completed.

*TriStem values the importance of customer service, and will tailor our audit to address specific concerns or needs of each client.*

Our staff has over 100 years combined experience in auditing electric, natural gas, water, sewer, telecommunications and waste accounts for commercial consumers to find “anything and everything” that could cause your organization to overpay for these vital services. We cannot predict what we might find; however, there are some basic procedures that TriStem follows for every audit to ensure the best outcome.

TriStem will obtain a copy of one invoice for each account to be audited, along with supplemental information on your service locations necessary to perform the audit. We obtain historical billing and usage data from your provider(s). We analyze these records as well as utility tariffs, service contracts and all applicable state and local laws. During the audit, TriStem locate and document overcharges and other billing errors, and determine if rate adjustments or other cost savings opportunities exist.

TriStem will work directly with the utility companies to obtain the proper remedy for all documented overcharges. The client can be involved in this process to the degree it chooses. Our job is not complete until you have received all applicable refunds, billing corrections, and approved savings. For any particular billing error, a claim for recovery will be filed as soon as that overcharge can be documented. Throughout the audit process, TriStem will communicate with the client to keep them up-to-date on what errors are found and what steps TriStem is taking to resolve the errors. This includes periodic reports (via emails, letters, meetings and/or phone) and frequent communication as needed.

After our Clients send some basic information such as a copy of one months' bill for each account, a Letters of Authorization, copies of any contracts with your providers, and a few other pieces of information we get to work for you!

### **Work Plan**

TriStem will review your organization's account history of usage and charges to determine if errors or savings opportunities exist. The following is a detailed summary of the various stages of TriStem's process:

- 1. Data Collection** - Obtain necessary documents and information from Client.
- 2. Initial Review** - Perform brief review of all bills received to detect common errors and savings opportunities. We correct errors we find and facilitate refunds as we go along.
- 3. Database Compilation** – We prepare a database of your information and run our proprietary audit routines to assist us in detecting errors. *This database will be provided to the client upon completion of the audit as a basis for future account tracking.*
- 4. Acquisition of Documents from Utility Providers** - This will take place concurrently with the Database Compilation stage.
- 5. In-Depth Analysis** - Our goal during this stage is identifying any errors or savings opportunities, including, but not limited to: meter read errors, charges billed for incorrect or non-existent equipment, meter malfunctions, incorrect meter constants, clerical billing errors, billing for services belonging to others, alternative rates and riders, unneeded services, discounts not applied, etc.
- 6. Acquisition of Supplemental Information** - Consult with client and/or utility providers regarding any accounts where verification of service characteristics is needed in order to determine billing accuracy and cost savings possibilities. When investigating possible billing errors, TriStem may need to contact certain client personnel regarding facility use and operations, such as facility managers, maintenance managers, or anyone else familiar with the facilities we are investigating.
- 7. Refund Claims/Recovery and Cost-Savings Measures** - Submit refund claims (with backup documentation) and communicate with utility providers to accomplish correction and refund of verified account errors. Submit requests to utility providers for client-approved account changes to reduce future expense. The date that a claim for refund is filed is dependent upon what we find in your bills. In each case, our clients receive copies of all claims. TriStem will take the lead role in the recovery stage and stay on the claim until the proper recovery has been obtained. The client may be involved to the degree it chooses.
- 8. Field Work** - For accounts requiring on-site inspection to determine billing/metering accuracy, TriStem will make arrangements with the client to perform field work to view meters, transformers, and any other equipment or facilities whose operational characteristics play a role in the monthly billing. For telecommunications audits, a site visit may be scheduled earlier in the audit process to physically inspect your phone system and network setup.
- 9. Final Report** - After the audit is complete, all account errors have been corrected, approved savings recommendations have been implemented, and all refunds issued, TriStem will submit a final report to the client to summarize work performed.



## **Franchise Fee Audit Services**

### **Core Objectives of a TriStem Franchise Fee Audit**

A franchise fee audit can be an asset to any municipality that collects franchise fees. TriStem strives to accomplish the following objectives for each of its clients during a franchise fee audit:

- Save your organization's valuable time by conducting a comprehensive audit on your behalf.
- Add your organization's bottom line by securing funds owed by utility providers for prior franchise fee tax periods.
- Enhance future revenue – correction of utility's prior errors results in increased franchise fee tax payments to you in the future.
- Educate your organization on utility practices and regulations applicable to your specific region, providing your staff with knowledge to prevent future utility errors after our audit has been completed.

TriStem values the importance of customer service and will tailor our franchise fee audit to address specific concerns or needs of each client.

### **TriStem will conduct a thorough investigation of utility franchise agreements by:**

- Reviewing service locations to ensure all franchise fee tax addresses are accounted for.
- Recovering underpayments for prior periods, up to the maximum period allowed by state law.
- Ensuring franchisees correct algorithms for future franchise fee tax disbursements.

Our franchise fee audit staff has been trained by a CGFO with a complete understanding of the needs of elected officials and City staff, having served in the government sector for over 20 years including positions as Finance Director and Mayor.

### **Franchise Fee Audit Process**

1. The local ordinance and state laws will be reviewed to ensure we understand the algorithms for each type of franchise fee.

2. While reviewing these documents, the City will be asked to provide:

- Name and related information of City's contact person for each franchisee
- Signed LOA
- List of all IN City addresses (obtained from City's utility dept or County appraisal district)



3. Next we will send out LOA & Requests for Data to Franchisees including:

- A detailed calculation on how each franchise provider calculates the tax.
- A detailed list of customers used in the calculation (by the service address) for the years in question.

4. Upon Receipt of Requested Data:

- Recalculate payments based on the state law and city ordinances to ensure that each franchisee's algorithm has been correctly applied.
- Cross reference all addresses within the service zip code to ensure that "non-city" accounts are coded correctly.

5. After identifying list of addresses in question, we will coordinate with the franchisee on the calculation of accounts that were erroneously omitted. This will happen concurrently with correction any calculation errors.

6. Negotiate with franchisee on the amount due and coordinate payment to City.

7. City is paid for back franchise fees based on data corrections or formula areas, for the full period allowed by law.

### **What Will a Franchise Fee Audit Cost the City?**

Our franchise fee audits are contingent fee based – if you don't receive actual funds from your franchised utility providers as a result of our service, you owe us nothing. Our only fee is a percentage of actual funds secured for prior errors. Any savings that occur in the future as a result of our service are 100% yours to keep after the first 24 months.

### **Why Should the City Choose TriStem for a Franchise Fee Audit?**

TriStem has been working as an advocate for commercial utility consumers across the U.S. for nearly 40 years – no other company can match our experience or expertise.

TriStem has completed successful franchise tax audits for other municipal consumers, including: City of Nacogdoches, City of Harker Heights, City of Glenn Heights, City of Comanche, City of Breckenridge, City of Killeen, and City of Copperas Cove.

## **Sales Tax Audit Process**

### **Stage 1: Data collection**

The first stage of the audit is the data collection stage. We will request data from the client along with data from the State Comptroller.

Items needed from Client:

- Letter of Agency
- Sales Tax Revenue ledger for past 4 years.
- List of recent annexations
- Maps of current taxing district boundaries

Data Requested from State Comptroller:

- Address data for incorporated and unincorporated registered sales tax taxpayers within the counties that the City resides.

Data Requested from Secretary of State:

- Registered businesses withing the taxing district

### **Stage 2: Data Analysis**

During the second stage of the audit, we will analyze the data obtained from both the client and the state comptroller. We will verify that every business within the taxing jurisdiction limits is remitting the proper amount of sales tax to the taxing entity. We will compare addresses using ArcGIS and ensure that each address is mapped properly. Each address will be compared to the taxing jurisdiction boundaries.

During this stage we will also identify non-compliant businesses by comparing the list of registered businesses from the Secretary of State office to the registered sales tax payers list from the State Comptroller

**A. Identification of mis-coded addresses**

**B. Identfication of non-compliant businesses**

### **Stage 3: Claims and Corrections**

During stage 3, we will contact that state comptroller to correct any miscoded addresses and ensure that the addresses are included in future sales tax revenue remittances to the client. We will also request for past un-paid sales tax amounts to be reallocated to the client.

We will assist non-compliant businesses in preparation and filing of amended returns and in making payments in accordance to applicable tax laws, regulations and associated interpretation for all open tax periods.

We will assist businesses in correcting registration information for taxes reported incorrectly to another jurisdiction and provide documentation to the Comptroller's office to request reallocation of remittances and the transfer of funds to the client that were reported in error to another jurisdiction or that were otherwise misappropriated.

## **Reporting**

During the audit, we will provide quarterly status reporting on the sales/use tax review initiative. The reports will include the tasks accomplished along with the goals moving forward for each audit stage. Quarterly reports will also include total reimbursement and savings amounts obtained due to the corrections that have been or will be made.

Item Number:       **Ordinances and Resolutions:- IX.-**  
                              **A.**  
Committee            **9/21/2020**  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:                       9/15/2020  
Submitted By:           Chief Morris  
Committee/Department:   Safety / Police & Court  
Title:                     **Ordinance 1000 - STO**  
Item Type:               Ordinance

**Recommendation:**

**To approve the new ordinance numbers associated with the updated 2020 STO & UPOC ( Standard Traffic Ordinance / Uniform Public offense Code ) books published by The League of Kansas Municipalities.**

**30 STO & 30 UPOC books are ordered for staff.**

**Details:**

Each year the City of Roeland Park updates it ordinance numbers to the new current publications of the Standard Traffic Ordinance & the Uniform Public Offense Code published by The League of Kansas Municipalities. The adoption of these publications serve as a regulatory reference to the current laws for municipalities in the State.

Financial Impact

|                                                            |                           |
|------------------------------------------------------------|---------------------------|
| Amount of Request: \$437.93                                |                           |
| Budgeted Item?                                             | Budgeted Amount: \$437.93 |
| Line Item Code/Description: Office Supplies / Publications |                           |

Additional Information

Books are for:  
Police Staff  
Court Staff  
City Hall Staff

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

| Description                                                                                            | Type       |
|--------------------------------------------------------------------------------------------------------|------------|
|  Ordinance 1000 - STO | Cover Memo |

**CITY OF ROELAND PARK, KANSAS  
ORDINANCE NO. 1000**

**AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF ROELAND PARK, KANSAS; INCORPORATING BY REFERENCE THE "STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES," EDITION OF 2020, WITH CERTAIN AMENDMENTS AND ADDITIONS; AMENDING AND REPEALING EXISTING SECTIONS 14-101 AND 14-103 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS AND REPEALING ORDINANCE NO. 984.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS:**

**SECTION 1.** Section 14-101 of the Code of the City of Roeland Park, Kansas, is hereby amended to read as follows:

**14-101. INCORPORATING STANDARD TRAFFIC ORDINANCE.** There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Roeland Park, Kansas, that certain standard traffic ordinance known as the "Standard Traffic Ordinance for Kansas Cities," Edition of 2020, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas, save and except such sections as are hereafter modified or changed, such incorporation being authorized by K.S.A. 12-3009 through 12-3012, inclusive, as amended. At least one copy of said Standard Traffic Ordinance shall be marked or stamped "Official Copy as Adopted by Ordinance No. 1000," with all sections or portions thereof intended to be changed clearly marked to show any such change, and to which shall be attached a copy of this ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours. The police department, municipal judge and all administrative departments of the City charged with enforcement of the ordinance shall be supplied, at the cost of the City, such number of official copies of such Standard Traffic Ordinance similarly marked, as may be deemed expedient.

**SECTION 2.** Existing Section 14-101 of the Code of the City of Roeland Park, Kansas, and Section 1 of Ordinance No. 984 are hereby repealed.

**SECTION 3.** This ordinance shall take effect upon its publication, or the publication of a summary thereof, in the official City newspaper.

**PASSED** by the City Council the \_\_\_\_ day of September, 2020. **APPROVED** by the Mayor.

\_\_\_\_\_  
Mike Kelly, Mayor



**ATTEST:**

---

Kelley Nielsen, City Clerk

**APPROVED AS TO FORM:**

---

Steven E. Mauer, City Attorney

**Item Number:**       **Ordinances and Resolutions:- IX.-**  
                              **B.**  
**Committee**           **9/21/2020**  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

Date: 9/15/2020  
Submitted By: Chief Morris  
Committee/Department: Safety / Police & Court  
Title: **Ordinance 1001 - UPOC**  
Item Type: Ordinance

**Recommendation:**

**To approve the new ordinance numbers associated with the updated 2020 STO & UPOC ( Standard Traffic Ordinance / Uniform Public offense Code ) books published by The League of Kansas Municipalities.**

**30 STO & 30 UPOC books are ordered for staff.**

**Details:**

Each year the City of Roeland Park updates it ordinance numbers to the new current publications of the Standard Traffic Ordinance & the Uniform Public Offense Code published by The League of Kansas Municipalities. The adoption of these publications serve as a regulatory reference to the current laws for municipalities in the State.

Financial Impact

|                                                            |                           |
|------------------------------------------------------------|---------------------------|
| Amount of Request: \$437.93                                |                           |
| Budgeted Item?                                             | Budgeted Amount: \$437.93 |
| Line Item Code/Description: Office Supplies / Publications |                           |

Additional Information

Books are for:  
Police Staff  
Court Staff  
City Hall Staff

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

| Description                                                                                             | Type       |
|---------------------------------------------------------------------------------------------------------|------------|
|  Ordinance 1001 - UPOC | Cover Memo |

**CITY OF ROELAND PARK, KANSAS  
ORDINANCE NO. 1001**

**AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF ROELAND PARK, KANSAS; INCORPORATING BY REFERENCE THE "UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES" EDITION OF 2020, AMENDING AND REPEALING EXISTING SECTION 11-101 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS, AND ORDINANCE NO. 985.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS:**

**SECTION 1.** Existing Section 11-101 of the Code of the City of Roeland Park, Kansas, is hereby amended to read as follows:

**11-101. INCORPORATING UNIFORM PUBLIC OFFENSE CODE.**

There is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Roeland Park, Kansas, that certain code known as the "Uniform Public Offense Code for Kansas Cities," Edition of 2020, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas with certain amendments as provided in this ordinance and with certain additions as are provided in Article 2 of this Chapter XI. At least one copy of said Uniform Public Offense Code shall be marked or stamped "Official Copy as Adopted by Ordinance No. 1001," and to which shall be attached a copy of this Ordinance, and filed with the City Clerk, to be open for inspection and available to the public at all reasonable hours. The police department, municipal judge and all administrative departments of the City charged with the enforcement of this ordinance shall be supplied, at the cost of the City, such number of official copies of the ordinance similarly marked, as may be deemed expedient.

**SECTION 2.** Existing Section 11-101 of the Code of the City of Roeland Park, Kansas, and Section 1 of Ordinance No. 985 are hereby repealed.

**SECTION 3.** This Ordinance shall take effect upon its publication, or the publication of a summary thereof, in the official City newspaper.

**PASSED** by the City Council the \_\_\_\_ day of September 2020. **APPROVED** by the Mayor.

\_\_\_\_\_  
Mike Kelly, Mayor

**ATTEST:**

---

Kelley Nielsen, City Clerk

**APPROVED AS TO FORM:**

---

Steven E. Mauer, City Attorney

**Item Number:**        **Ordinances and Resolutions:- IX.-**  
                                 **C.**  
**Committee**            **9/21/2020**  
**Meeting Date:**



**City of Roeland Park**  
Action Item Summary

---

Date: 9/21/2020  
Submitted By: Jennifer Jones-Lacy  
Committee/Department: Admin  
Title: **Ordinance No. 1002 - Adopting Comprehensive Plan**  
Item Type: Ordinance

**Recommendation:**

**To approve Ordinance No. 1002 adopting the Comprehensive Plan - Roeland Park Moving Forward 2040.**

**Details:**

At the Council Meeting on September 8th, the City Council made a motion to adopt the Comprehensive Plan - Roeland Park Moving Forward 2040. The plan was originally approved by the Planning Commission on June 16th and submitted to Council for consideration. The Governing Body decided to make several additions to the Planning Commission's recommendations and those additions are detailed below. All of those recommended changes were included in the motion to adopt on September 8th.

Per state statute, comprehensive plans must be adopted via ordinance for cities and resolution for counties (K.S.A. 12-747). Specifically it states "The Comprehensive plan and any amendments thereto shall become effective upon publication of the respective adopting ordinance or resolution." As such, the attached ordinance satisfies that requirement. This action is simply affirming the vote the Governing Body already took on September 8th.

The City Attorney has reviewed the additions made by the City Council. They do not believe a 2/3<sup>rd</sup> majority vote is necessary to approve the ordinance given that the Planning Commission's recommendations were not "override" by the City Council. The Council simply made additions to the Comprehensive Plan without rejecting any recommendation put forth by the Planning Commission.

Below are the notes from prior staff reports on the comp plan for reference.

---

**From 9/8 Council Meeting**



At the 8/17 workshop, Chris Shires with Confluence reviewed some suggested updates for the Comprehensive Plan in response to some of the concerns raised by various council members. Those updates are listed below as detailed in the previous staff report and included in the attached revised comp plan. Those updates are highlighted in yellow on pages 63, 67, 70, 72, and 74.

Page 63 speaks to bulk regulations and includes additional recommendations on impervious surface restrictions and lot merger regulations. Page 67 adds additional ideas on incentivizing and educating on universal design. Pages 70-74 update the implementation plan regarding aging in place, affordable housing options, and achieving sustainability goals in Roeland Park.

Chris will be available to review these updates and answer any questions. Please note, everything in the Comprehensive Plan is not in effect until the City approves policy or adopts ordinance changes to make it so.

---

### **From 8/17/20 Workshop**

The City hired the consultants Confluence to provide a full-scale review and update of the City's Comprehensive Plan, the primary planning document for the City's land use and zoning. In addition to the standard review, the Council elected to have the consultants also look at the possibility of including residential design standards and universal design elements for residential new builds and substantial reconstructions.

This process began in August 2019 and the primary committee working on reviewing the plan was the Planning Commission. The process included several public meetings and workshops, stakeholder interviews and a community survey. The attached draft of the Comprehensive Plan is the reflection of nearly a year of work on behalf of the Planning Commission, City staff and the consultants to develop a document that reflects the input of residents, builders, business owners, and civic leaders. The plan went through several iterations based upon feedback Confluence received on the various components.

Following a presentation by consultant team members Chris Cline, Chris Shires, and Marshall Allen at the July 20, 2020 City Council Workshop, the Council passed a motion to bring this item back to a future meeting for continued review and discussion. Attached is a copy of the draft plan (dated 07-20-2020) and the presentation made at this meeting.

The following are some options for the Council's consideration in response to questions raised concerning residential design and universal design standards and comments on goals, policies, and action items related to affordable housing, the environment and sustainability, and being a community for all ages.

## **RESIDENTIAL DESIGN STANDARDS - ADDITIONAL OPTIONS**

### **Update Open Space Definition and/or Increase the Standard**

City code currently requires residential properties have a minimum of 55% of lot area as a permeable or uncovered surface (pervious).

- This definition could be clarified that this area cannot be covered by any accessory structure, including sheds, garages, play structures, pools, etc.
- This standard could further be increased to 60% or 65%.

For reference, the following is the results of an analysis conducted by the city staff in 2018, comparing the average impervious area of existing single-family homes with new development.

#### Existing Single-Family Homes

Average single-family lot size: 9,671 sq. ft.

Average impervious surface (excluding ROW surface): 2,055 sq. ft.

Average impervious surface percentage: 21%

#### Newly Developed Single-Family Homes

Average single-family Lot Size: 9,913 sq. ft.

Average impervious Surface (excluding ROW surface): 2,900 sq. ft.

Average impervious surface percentage: 30%

### **Restrict Overall Home Sizes by Regulating Lot Mergers**

In lieu of or as a supplement to a floor area ratio (FAR) requirement proposed in the draft plan (see page 63), the City could adopt standards for lot joining/merging requiring that no building can be constructed over/across any property or lot line unless approved for merger via a lot-tie agreement or replatted, subject to the following:

- Does not create a through lot, meaning it cannot allow street access from the front and rear yards.
- The new lot width is not 50% larger than the average lot width of the properties within 200 feet
- The lot merger does not result in the total square footage of the new lot being 50% larger than the average square footage of the properties within 200 feet.
- Exception: Lot merger/replatting maybe approved if the resulting merged lot is no greater than 100 feet in width (*or other minimum lot width and lot size standard*).

*The above is based on regulations found in the subdivision regulation from Fairway, KS.*

### **UNIVERSAL DESIGN STANDARDS - EXPANDED/MODIFIED TEXT**

The following new text in **red** below could be added to the Universal Design section, found on page 67 of the draft document.

#### **Educate**

- Awareness Campaign: Develop an awareness campaign (website/mailers/social media posts).
- Educational Materials: Create handout material and website reference/resource links geared towards homeowners, re-modelers, builders and developers.
- Informational Classes: Coordinate separate informational/instructional classes for homeowners and builders.

#### **Incentivize**

- Forgivable Loans or Grants: Offer forgivable loans or grants for homeowners making universal design improvements.
- Grant Funding: When applying for development grants, incorporate requirements for the use of universal design principals. Tie city incentives or local matches to inclusion of universal design principals.
- Update of Zoning Code: Consider creating density bonuses for multi-family residential developments, via a Special Use Permit process, and/or a reduction in permit fees to builders utilizing universal design principals. Update the zoning code to allow the above density bonuses and other minor deviations from the zoning code regulations to support universal design improvements.
- Waive or Reduce City Fees: Waive or reduce building permit fees and other development fees for construction projects that incorporate universal design elements.

### **Lead by Example**

- Require Universal Design be Applied to City Projects: When substantially renovating (60% or more of the building) or constructing a new city-owned facility, the City should consider including universal design elements to lead by example and provide physical examples of buildings that employed universal design.

## **ADDITIONAL GROWTH & DEVELOPMENT / LAND USE ACTION ITEM FOR COMMUNITIES FOR ALL AGES INITIATIVES**

The following new Action Item in red text below could be added to Goal 1 found on page 70 of the draft plan document.

### **GOAL 1: Protect Roeland Park residents through thoughtful land use decisions.**

Action 3: Continue to implement the policies and action steps to be a community for all ages.

## **ADDITIONAL HOUSING ITEM TO PROMOTE AFFORDABLE HOUSING**

The following new Action Item in red text below could be added to Goal 1 found on page 71 of the draft plan document.

### **GOAL 1: Preserve existing high-quality neighborhood housing while encouraging diversity of housing options**

Action 3: Consider updating the zoning code regulations to allow accessory dwelling units on single family residential lots in order to promote affordable housing.

#### Details:

- Approved by right or by special use permit.
- May be a separate structure or otherwise attached to or contained within the existing residential structure.
- May require the property owner reside in either the principal dwelling or the

accessory unit.

- Can require separate entryway, kitchen, and adequate off-street parking.
- May require the modification of any FAR regulation and open space standard - or - may be limited to larger lots where adequate open space, setbacks, and off-street parking can be maintain/provided.

**ADDITIONAL NATURAL RESOURCES & ENVIRONMENT GOAL, POLICIES, AND ACTION ITEMS** The following new Goal, Action Items, and Policies, in red text below, could be added to the Natural Resources & Environment section found on page 73 of the draft plan document.

**Goal 2: Promote environmental best practices and support sustainability efforts in Roeland Park.**

Action Item 1: Evaluate the installation of photovoltaic power generating systems on city-owned facilities.

Action Item 2: Assess options for reducing the city's carbon footprint by upgrading city-owned building HVAC and lighting systems with higher energy efficient equipment. Continue with the process of switching city fleet vehicles to all-electric when possible.

Action Item 3: Develop a plan that identifies green infrastructure projects throughout the city.

Policy 1: Continue to support and promote the inclusion of photovoltaic power generating systems on residential, institutional, commercial, and industrial buildings of all sizes.

Policy 2: Continue to implement strategies as suggested in the Climate Action KC Playbook.

Financial Impact

| Amount of Request:          |                  |
|-----------------------------|------------------|
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

Additional Information

**12-747. Same; comprehensive plan; contents; procedure for adoption; annual review of plan.** (a) A city planning commission is hereby authorized to make or cause to be made a comprehensive plan for the development of such city and any unincorporated territory lying outside of the city but within the same county in which such city is located, which in the opinion of the planning commission, forms the total community of which the city is a part. The city shall notify the board of county commissioners in writing of its intent to extend the planning area into the county. A county planning commission is authorized to make or cause to be made a comprehensive plan for the coordinated development of the county, including references to planning for cities as deemed appropriate. The provisions of this subsection may be varied through interlocal agreements.

(b) The planning commission may adopt and amend a comprehensive plan as a whole by a single resolution, or by successive resolutions, the planning commission may adopt or amend parts of the plan. Such resolution shall identify specifically any written presentations, maps, plats, charts or other materials made a part of such plan. In the preparation of such plan, the planning commission shall make or cause to be made comprehensive surveys and studies of past and present conditions and trends relating to land use, population and building intensity, public facilities, transportation and transportation facilities, economic conditions, natural resources and may include any other element deemed necessary to the comprehensive plan. Such proposed plan shall show the commission's recommendations for the development or redevelopment of the territory including: (a) The general location, extent and relationship of the use of land for agriculture, residence, business, industry, recreation, education, public buildings and other community facilities, major utility facilities both public and private and any other use deemed necessary; (b) population and building intensity standards and restrictions and the application of the same; (c) public facilities including transportation facilities of all types whether publicly or privately owned which relate to the transportation of persons or goods; (d) public improvement programming based upon a determination of relative urgency; (e) the major sources and expenditure of public revenue including long range financial plans for the financing of public facilities and capital improvements, based upon a projection of the economic and fiscal activity of the community, both public and private; (f) utilization and conservation of natural resources; and (g) any other element deemed necessary to the proper development or redevelopment of the area. Before adopting or amending any such plan or part thereof, the planning commission shall hold a public hearing thereon, notice of which shall be published at least once in the official city newspaper in the case of a city or in the official county newspaper in the case of a county. Such notice shall be published at least 20 days prior to the date of the hearing. Upon the adoption or amendment of any such plan or part thereof by adoption of the appropriate resolution by a majority vote of all members of the planning commission, a certified copy of the plan or part thereof, together with a written summary of the hearing thereon, shall be submitted to the governing body. No comprehensive plan shall be effective unless approved by the governing body as provided by this section. The governing body either may: (1) Approve such recommendations by ordinance in a city or resolution in a county; (2) override the planning commission's recommendations by a ? majority vote; or (3) may return the same to the planning commission for further consideration, together with a statement specifying the basis for the governing body's failure to approve or disapprove. If the governing body returns the planning commission's recommendations, the planning commission, after considering the same, may resubmit its original recommendations giving the reasons therefor or submit new and amended recommendations. Upon the receipt of such recommendations, the governing body, by a simple majority thereof, may adopt or may revise or amend and adopt such recommendations by the respective ordinance or resolution, or it need take no further action thereon. If the planning commission fails to deliver its recommendations to the governing body following the planning commission's next regular meeting after receipt of the governing body's report, the governing body shall consider such course of inaction on the part of the planning commission as a resubmission of the original recommendations and proceed accordingly. The comprehensive plan and any amendments thereto shall become effective upon publication of the respective adopting ordinance or resolution.

(c) An attested copy of the comprehensive plan and any amendments thereto shall be sent to all other taxing subdivisions in the planning area which request a copy of such plan. Such plan or part thereof shall constitute the basis or guide for public action to insure a coordinated and harmonious development or redevelopment which will best promote the health, safety, morals, order, convenience, prosperity and general welfare as well as wise and efficient expenditure of public funds.

(d) At least once each year, the planning commission shall review or reconsider the plan or any part

thereof and may propose amendments, extensions or additions to the same. The procedure for the adoption of any such amendment, extension or addition to any plan or part thereof shall be the same as that required for the adoption of the original plan or part thereof.

**History:** L. 1991, ch. 56, § 7; L. 1997, ch. 147, § 4; May 1.

How does item relate to Strategic Plan?

The proposed Comprehensive Plan supports the goals, policies, and action steps of the necessary to be a community for all ages specifically related to public outdoor spaces and recreation, housing, and mobility.

How does item benefit Community for all Ages?

The Comp Plan incorporates Universal Design into the plan, which considers all abilities and ages.

**ATTACHMENTS:**

| Description                                                                       |                        | Type       |
|-----------------------------------------------------------------------------------|------------------------|------------|
|  | Ordinance No. 1002     | Ordinance  |
|  | Comp Plan Presentation | Cover Memo |
|  | Comp Plan Final        | Exhibit    |



**CITY OF ROELAND PARK, KANSAS**

**ORDINANCE NO. 1002**

**AN ORDINANCE APPROVING THE ROELAND PARK, KANSAS  
COMPREHENSIVE PLAN**

**WHEREAS**, on June 16, 2020, the Planning Commission conducted a public hearing concerning the Roeland Park, Kansas, Comprehensive Plan, Draft dated May 2020, following publication notice thereof in accordance with K.S.A. 12-747; and

**WHEREAS**, following the public hearing, the Planning Commission approved Resolution No. 2020-1 recommending approval of the “Roeland Park Moving Forward 2040,” Comprehensive Plan, Draft dated June 16, 2020, including several changes to the draft dated May 2020; and

**WHEREAS**, the Governing Body has reviewed the Roeland Park, Kansas Comprehensive Plan, Draft dated June 16, 2020, at workshops held on July 20, 2020, and August 17, 2020, and considered additional items for the plan; and

**WHEREAS**, on September 8, 2020 the Governing Body approved in form the Comprehensive Plan recommended by the Planning Commission, along with several additions as recommended at the August 17<sup>th</sup> Council Workshop;

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE  
CITY OF ROELAND PARK, KANSAS:**

**SECTION 1.** The Roeland Park, Kansas, Comprehensive Plan, titled “Roeland Park Moving Forward 2040” as recommended by the Planning Commission on June 16, 2020, including the additions as approved by the Governing Body on September 8, 2020, is hereby approved and adopted.

**SECTION 2.** This ordinance shall take effect upon its publication in the official City newspaper.

**PASSED** by the City Council this 21<sup>st</sup> day of September, 2020. **APPROVED** by the Mayor.

---

Mike Kelly, Mayor

**ATTEST:**

---

Kelley Nielsen, City Clerk

**APPROVED AS TO FORM:**

---

Steven E. Mauer, City Attorney

# CITY COUNCIL WORKSHOP

Roeland Park Comprehensive Plan Update

July 20, 2020

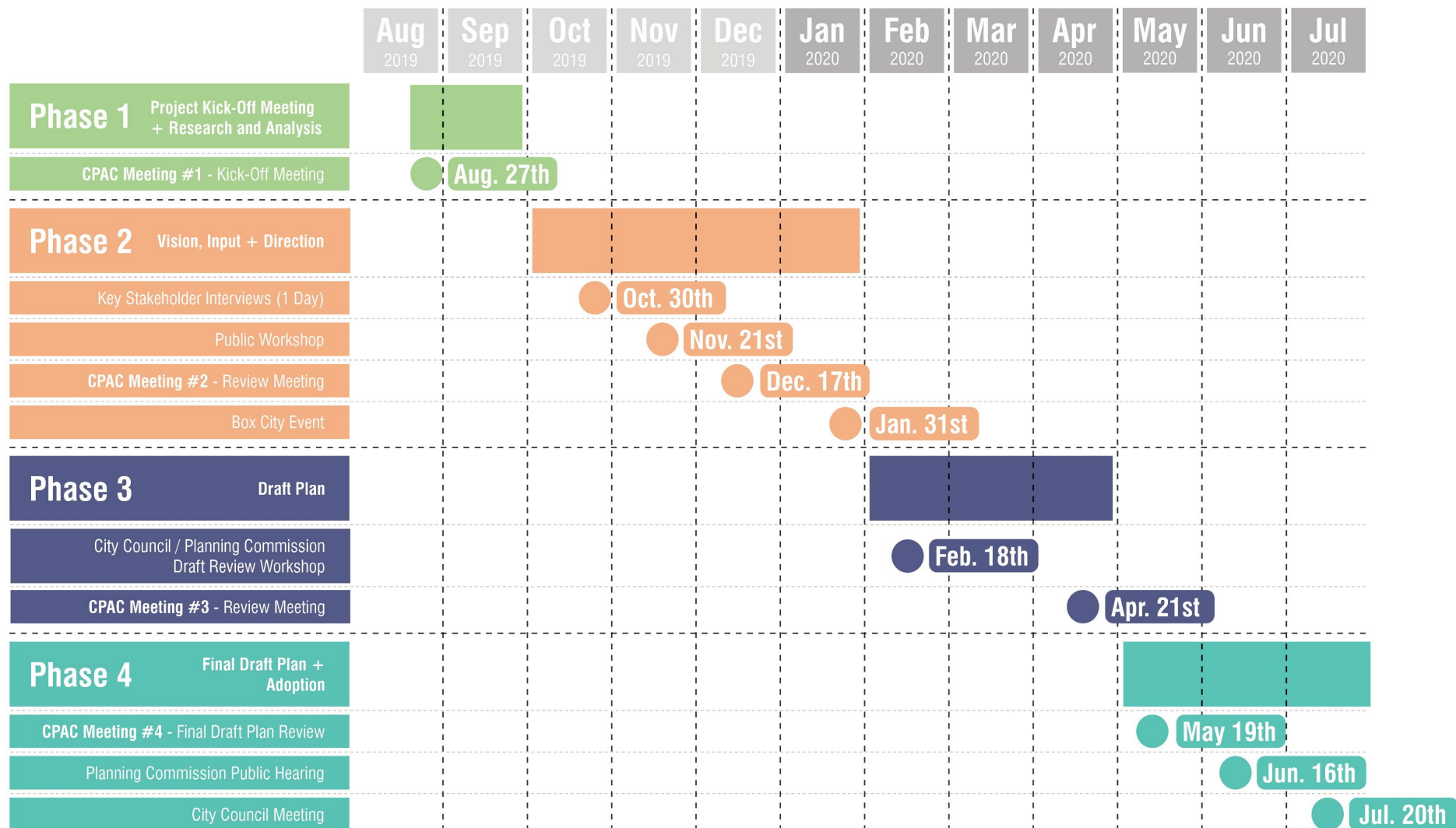
CONFLUENCE



# PRESENTATION OUTLINE

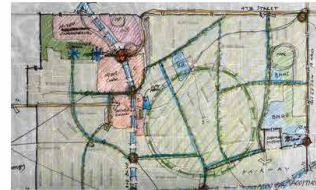
- Comprehensive Plan Process Recap
  - Plan Chapter Overview
  - Residential Design Discussion
  - Goals, Policies and Action Items Review
-

# COMPREHENSIVE PLAN PROCESS RECAP



# CHAPTER OVERVIEW

1. Community Vision
2. Community Profile
3. Public Participation
4. Land Use Development Plan
5. Residential Design and Universal Design Standards
6. Implementation



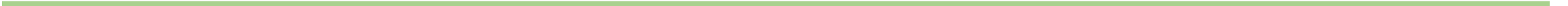
## ROELAND PARK

MOVING FORWARD **2040**



1

# COMMUNITY VISION



# CHAPTER OVERVIEW

## 1. COMMUNITY VISION

### Comprehensive Plan Overview

### Planning Process

### Plan Components

- Future Land Use and Development Plan
- Implementation Plan
- Residential Design Standards
- Universal Design



2

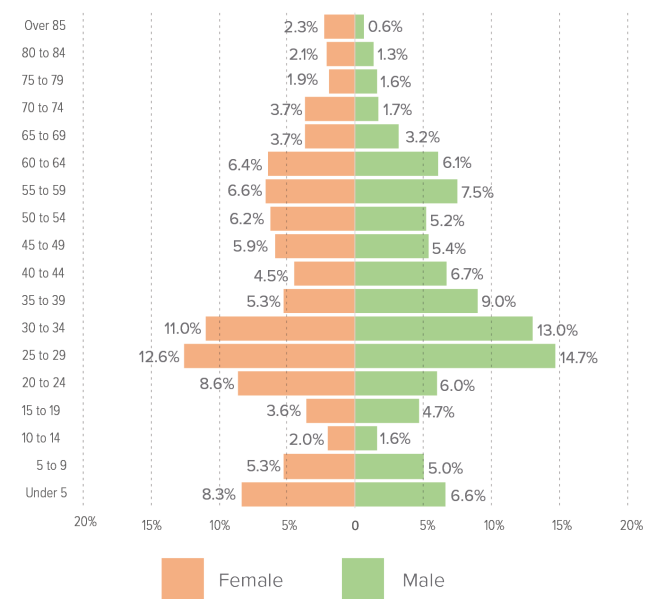
## COMMUNITY PROFILE

---

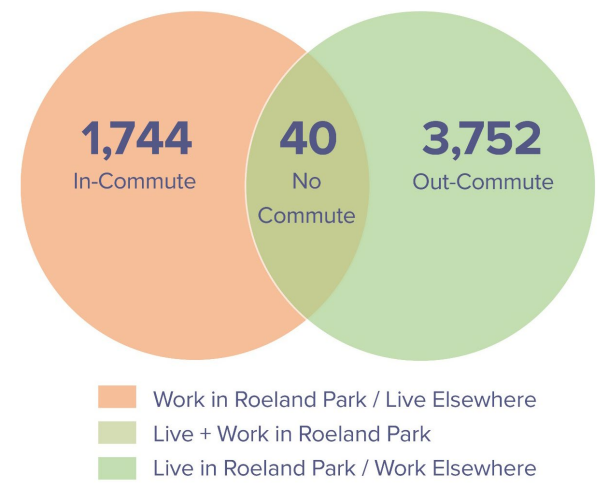
# CHAPTER OVERVIEW

## 2. COMMUNITY PROFILE

- Current Demographic Profile
- Current Employment & Industry Profile
- Growth and Development

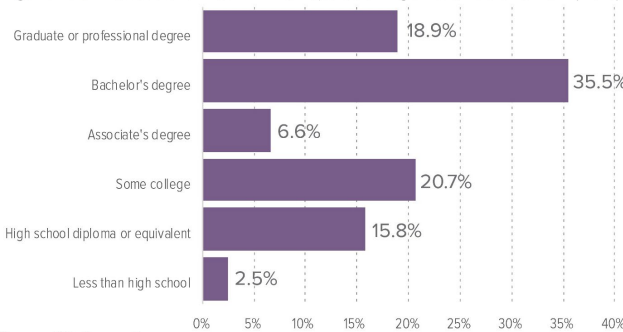


Source: U.S. Census Bureau



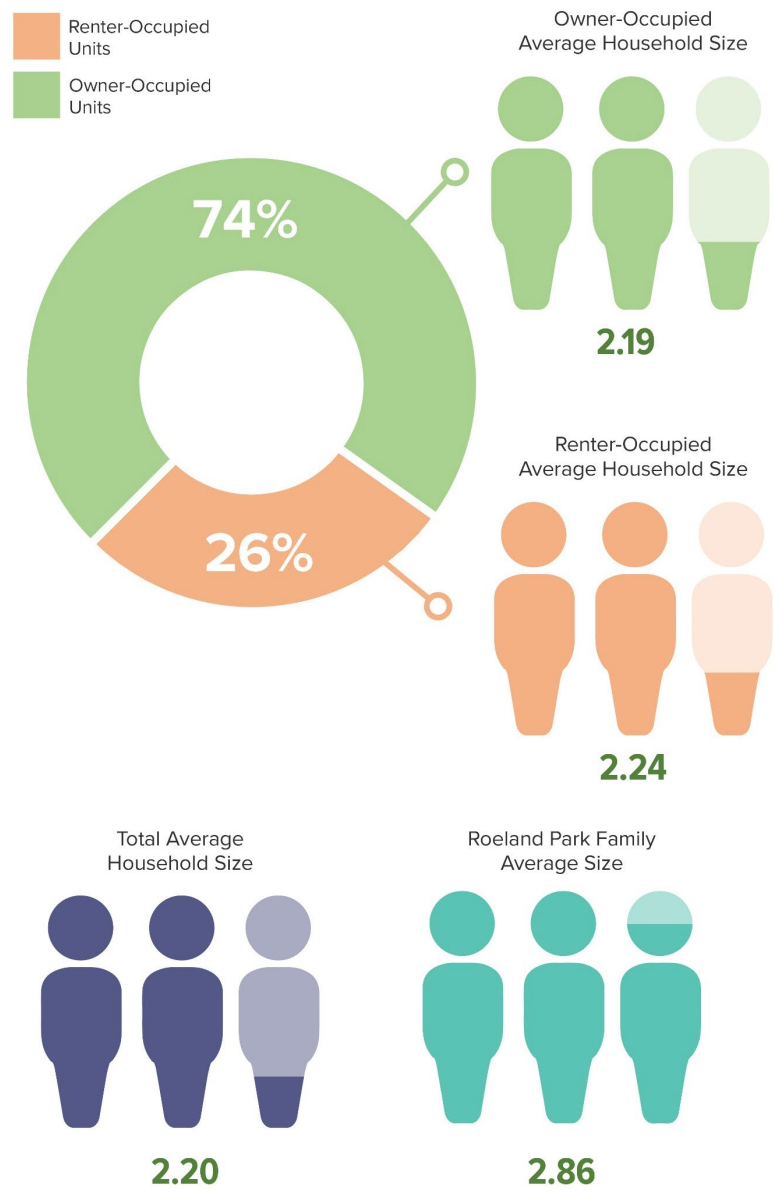
Source: LEHD 2017 / U.S. Census

Figure 2.10 - Educational Attainment, Population Age 25+, Roeland Park (2018)



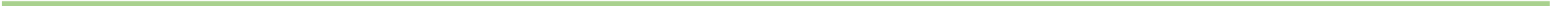
Source: U.S. Census Bureau

Figure 2.4 - Households and Families, Roeland Park (2018)



3

## **PUBLIC PARTICIPATION**

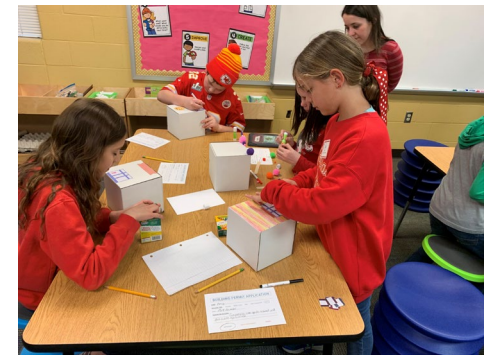
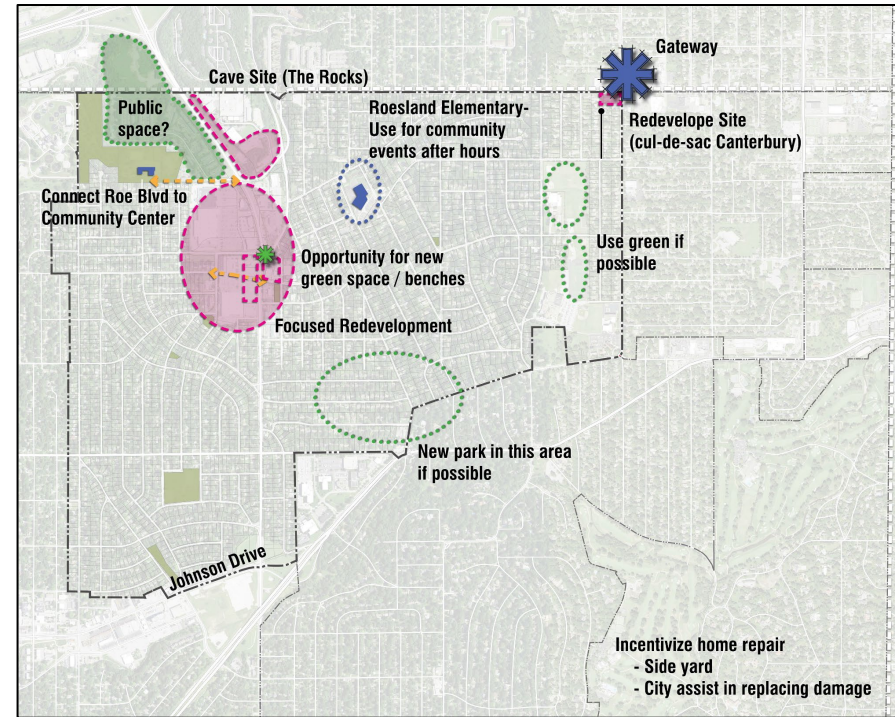




# CHAPTER OVERVIEW

## 3. PUBLIC PARTICIPATION

- Comprehensive Plan Advisory Committee
- Communication Plan + Project Branding
- Key Stakeholder Interviews
- Public Workshop
- Box City Event
- Community Survey
- Joint Workshop
- **The input we received, drove the plan's recommendations**



**ROELAND PARK COMPREHENSIVE PLAN**  
 Roeland Park, Kansas

Dear Friend/Family,  
 It is the year 2040 and you should visit me here in Roeland Park because...  
 It's a vibrant community with beautiful public art, locally-owned businesses including stores and restaurants and restored vintage homes. It's also a diverse and positive community with cool parks and other community spaces.

PLACE STAMP HERE

ROELAND PARK  
 MOVING FORWARD 2040

One Big Dream

One Big Fear





# 4

## LAND USE DEVELOPMENT PLAN

---

# CHAPTER OVERVIEW

## 4. LAND USE DEVELOPMENT PLAN

Existing Land Use

Strategic Opportunities Plan

Roe Boulevard and Johnson Drive Corridor Plan Overview

Future Land Use Definitions

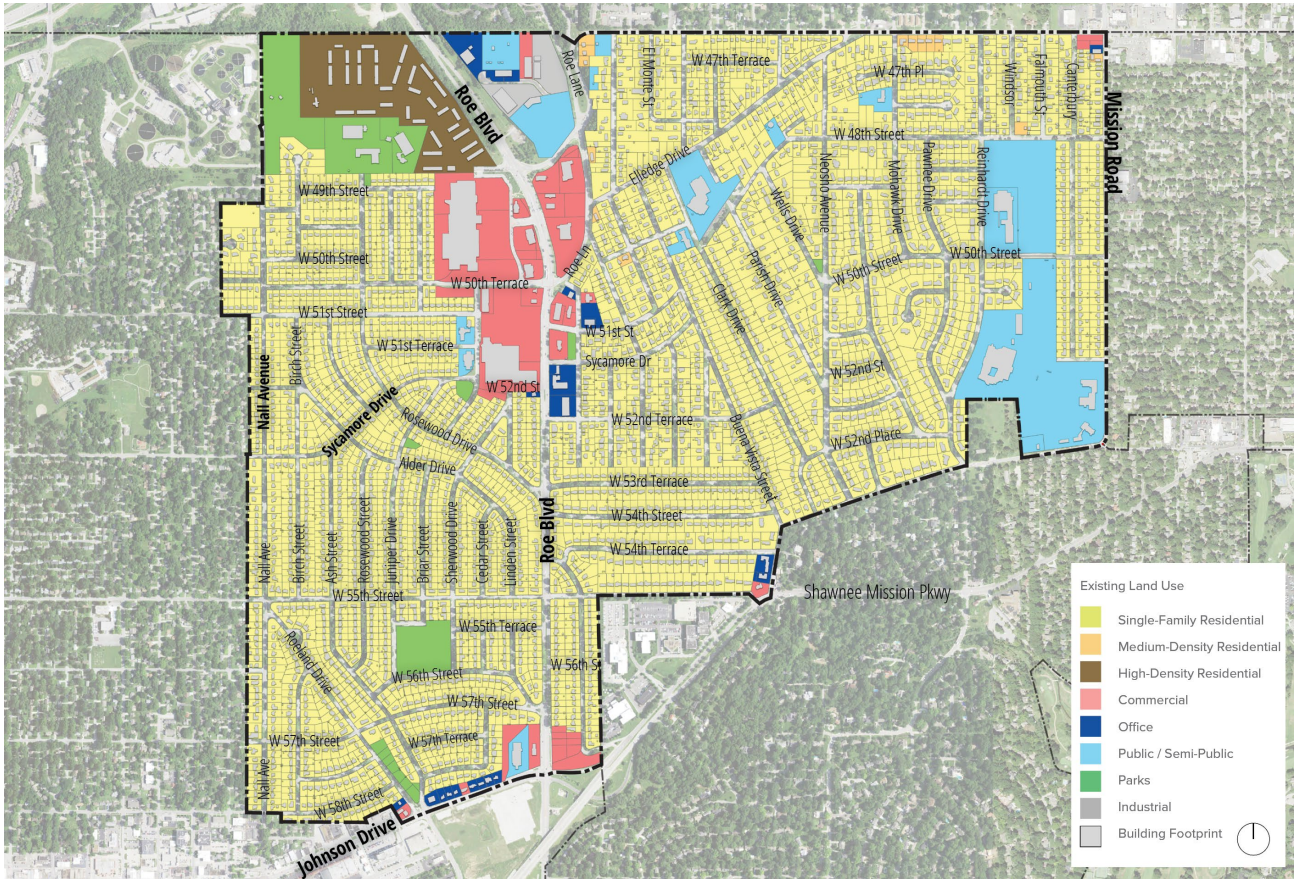
Future Land Use Plan

Land Use to Zoning Compatibility Matrix

Table 4.1 - Roeland Park Existing Land Use Composition (2020)

| Existing Land Use          | Acres | Share (%) |
|----------------------------|-------|-----------|
| Single-Family Residential  | 636.1 | 75.7%     |
| Public & Semi-Public       | 68.7  | 8.2%      |
| Commercial                 | 52.6  | 6.3%      |
| High-Density Residential   | 30.1  | 3.6%      |
| Parks                      | 29.6  | 3.5%      |
| Office                     | 14.2  | 1.7%      |
| Medium-Density Residential | 3.7   | 0.4%      |
| Industrial                 | 5.4   | 0.6%      |
| TOTAL                      | 840.4 | 100.0%    |

Source: Confluence with inputs from Johnson County and the City of Roeland Park

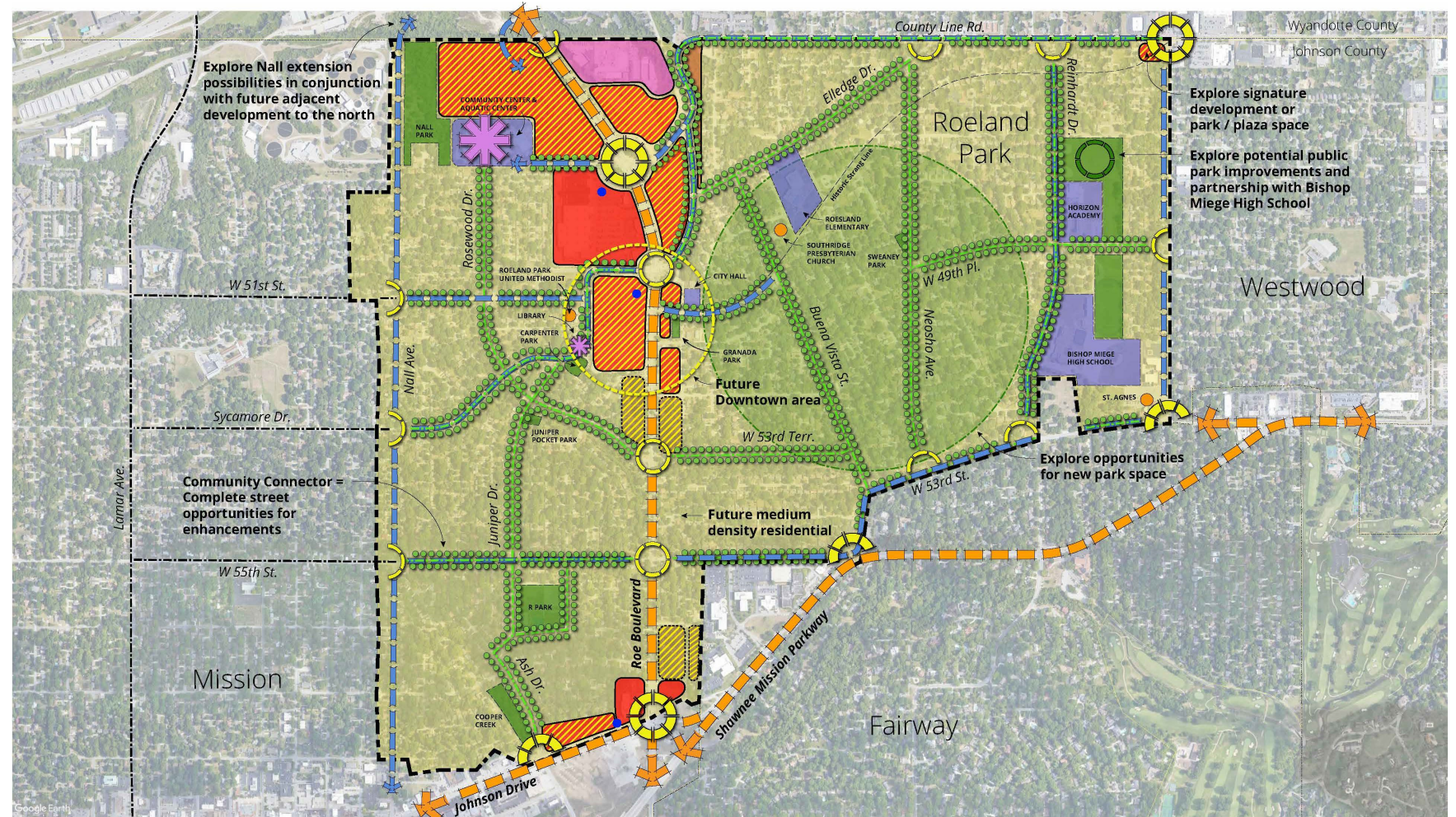




# CHAPTER OVERVIEW

## 4. LAND USE DEVELOPMENT PLAN

### Strategic Opportunities Plan





# CHAPTER OVERVIEW

## 4. LAND USE DEVELOPMENT PLAN

### Future Land Use Categories

Low-Density Residential

Medium-Density Residential

High-Density Residential

Mixed-Use Commercial

Commercial

Industrial

Public & Semi-Public

Parks & Open Space

#### High-Density Residential

The High-Density Residential future land use category is set aside for areas with densities of 10 or more dwelling units per acre. The category should mainly be composed of apartments or condominiums with some townhomes/rowhouses when appropriate. The housing is meant to provide alternative housing for all age groups as well as serve as transitional housing for new residents. Development within the category may also include religious, educational, institutional uses, manufactured housing developments, childcare centers, and public and private recreational areas.



Figure 4.14 - Examples of High-Density Residential

ROELAND PARK, KANSAS

#### Mixed-Use Commercial

The Mixed-Use Commercial future land use category is designed for areas to be developed at a higher, more urban density with multi-story buildings with a combination of residential (10+ dwelling units per acre), retail and office uses either as mixed-use buildings or single-use buildings as part of a mixed-use development. Generally for mixed-use buildings, retail or office uses will occupy the first floor with residential located on the floors above. The type of residential included in this land use category are typically higher density apartments, condominiums or townhomes / rowhouses. Entertainment uses are also commonly found in mixed-use commercial areas. This land use is typically found near other commercial nodes, along major arterial streets or at key intersections in a community.



Figure 4.15 - Examples of Mixed-Use Commercial



## 4. LAND USE DEVELOPMENT PLAN

## Future Land Use Plan

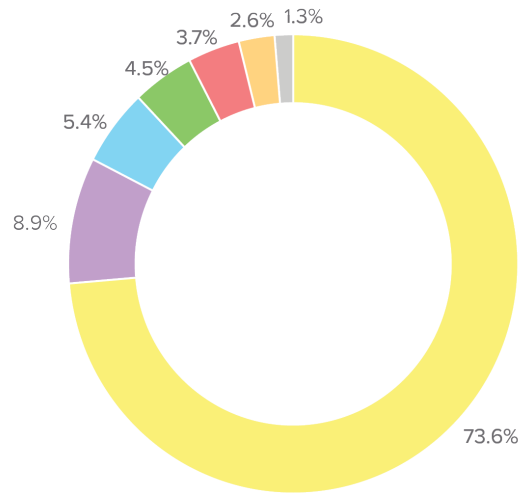
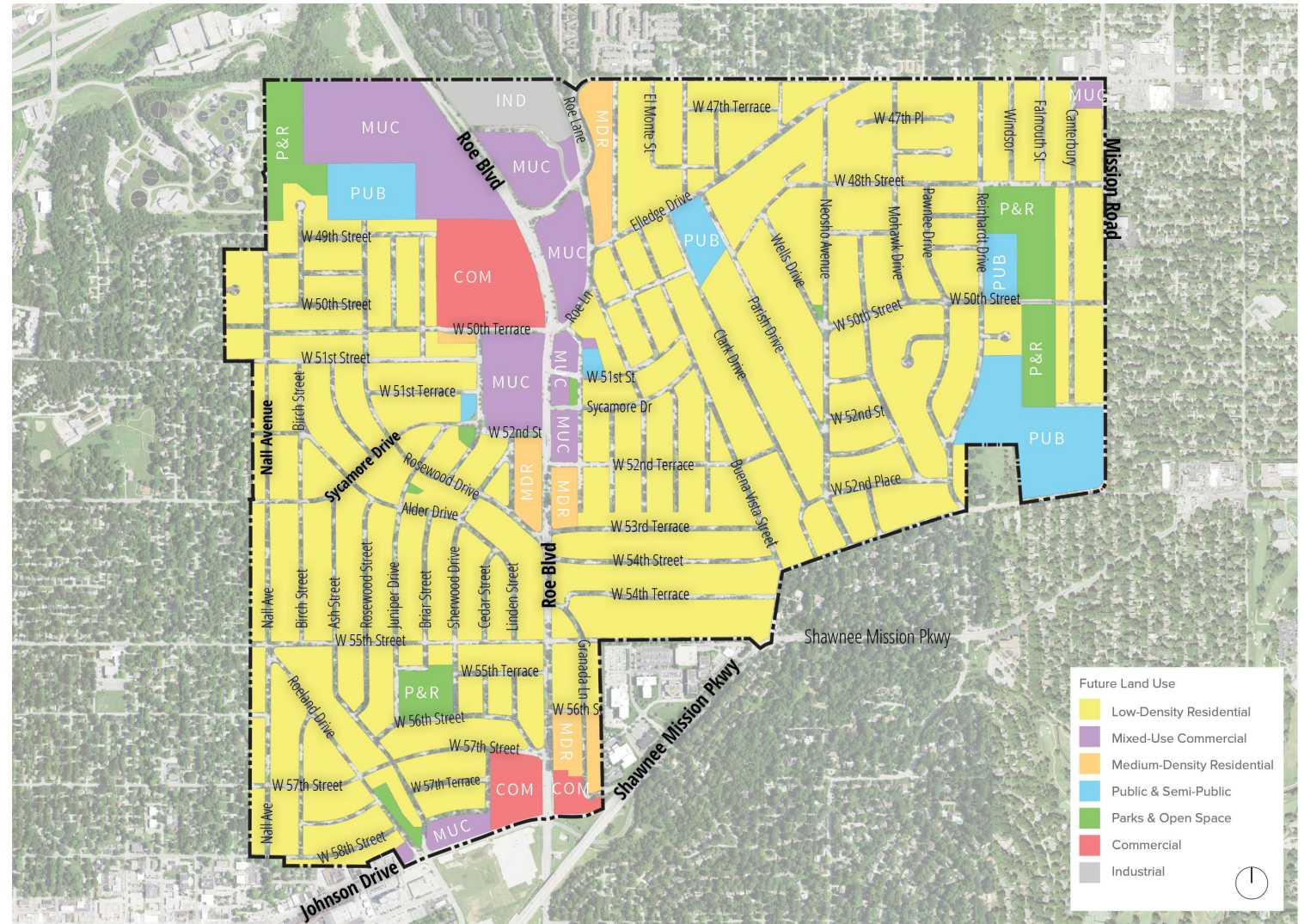


Table 4.2 - Future Land Use Composition

|  | Future Land Use            | Acres | Share (%) |
|--|----------------------------|-------|-----------|
|  | Low-Density Residential    | 624.7 | 73.6%     |
|  | Mixed-Use Commercial       | 75.4  | 8.9%      |
|  | Public & Semi-Public       | 45.7  | 5.4%      |
|  | Parks & Open Space         | 37.8  | 4.5%      |
|  | Commercial                 | 31.7  | 3.7%      |
|  | Medium-Density Residential | 21.8  | 2.6%      |
|  | Industrial                 | 11.2  | 1.3%      |
|  | TOTAL                      | 841.9 | 100.0%    |







# 5

## RESIDENTIAL DESIGN AND UNIVERSAL DESIGN STANDARDS

---

# CHAPTER OVERVIEW

## 5. RESIDENTIAL DESIGN STANDARDS

### Bulk Regulations

Keep bulk standards the same but consider expanding the 35 ft as max height limit to apply to all sides and not just the front yard elevation.

### Floor Area Ratio (FAR)

Add a FAR requirement between 0.45 and 0.50 to further limit the bulk of a new home on a large lot. This area calculation includes un-finished basements and attached garages.

As an alternative, this FAR requirement could be set to only apply on larger lots – such as lots that are greater than 10,000 square feet in area.



# CHAPTER OVERVIEW

## 5. RESIDENTIAL DESIGN STANDARDS



# CHAPTER OVERVIEW

## 5. RESIDENTIAL DESIGN STANDARDS

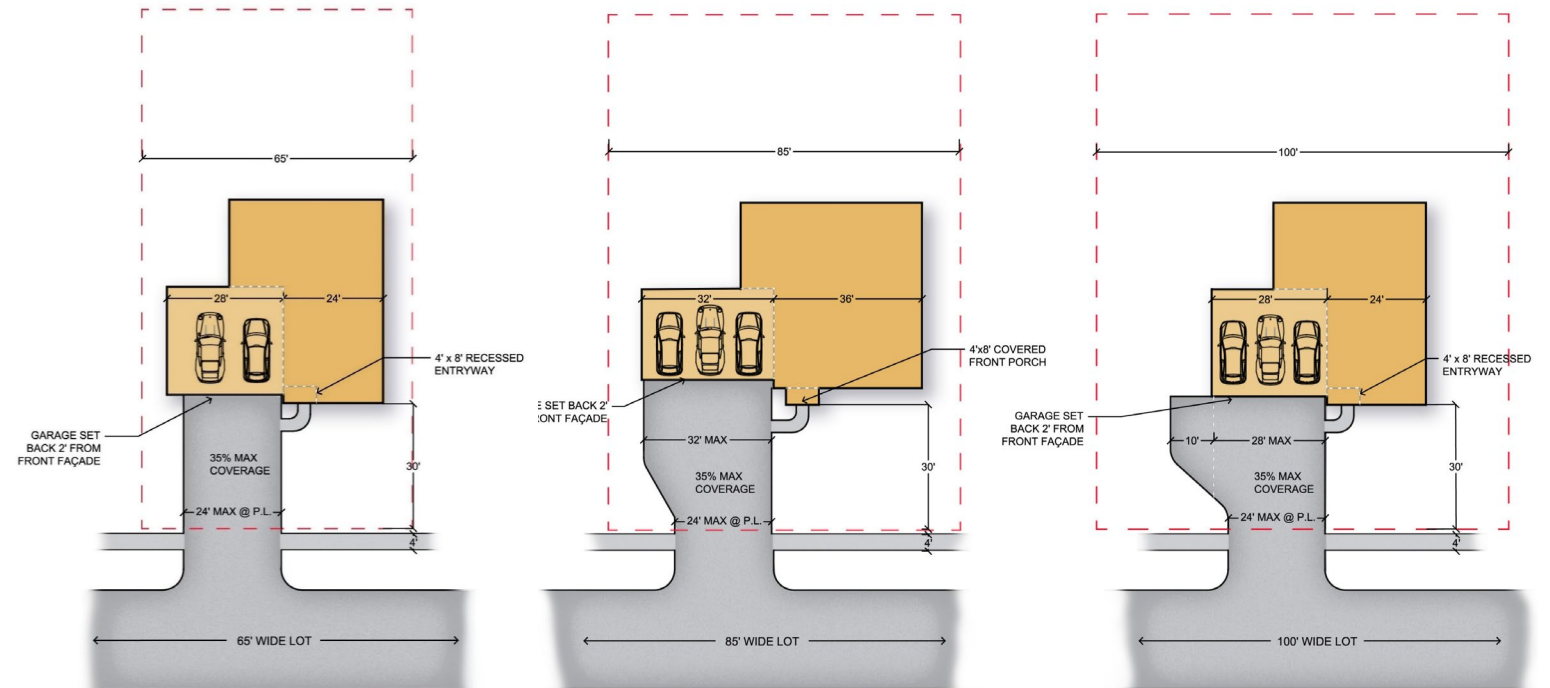


# CHAPTER OVERVIEW

## 5. RESIDENTIAL DESIGN STANDARDS

### Street Facing Garage Door Standards

Street facing garage doors that either exceed 50% of the width of the street-facing façade or have a combined total width of 30-ft shall be architecturally treated and setback a minimum 2-ft from the front façade of the house.





# CHAPTER OVERVIEW

## 5. RESIDENTIAL DESIGN STANDARDS

### Exterior Building Materials

No specific standards for exterior materials except that quality exterior grade material required.

Acceptable materials include but are not limited to exterior grade/rated:

- Brick and stone veneer
- Stucco – traditional Portland based
- Wood – panels, siding and trim
- Cement fiberboard and composite wood – panels, siding and trim
- Vinyl and approved metal siding and trim
- Exterior Insulation and Finish System (EIFS) – water managed
- Glass windows and doors, and glass block
- Concrete block and cast-in-place concrete – foundation walls only
- Roofing materials include:
  - Laminate style asphalt shingles (architectural asphalt shingles)
  - Standing seam metal roofing
  - Slate and tile (including synthetic and composite)





# CHAPTER OVERVIEW

## 5. RESIDENTIAL DESIGN STANDARDS

### Wall and Roof Articulation

Long blank walls and roof lines shall not be permitted. The walls and roofs on all sides of each building shall be broken up by a combination of methods including window and door openings, dormers, changes in the roof and wall plans, wall and roof projections and off-set, and changes in exterior building materials.



# CHAPTER OVERVIEW

## 5. RESIDENTIAL DESIGN STANDARDS

### Windows

All street facing facades shall include window openings that comprise at least 10% of the façade area.





# CHAPTER OVERVIEW

## 5. RESIDENTIAL DESIGN STANDARDS

### Driveways

Maintain 35%-yard area coverage limit for driveways and parking and 2-ft setback requirement.

### Driveways Widths

Add limit that driveways shall be no greater than 24-feet wide or the width of a garage door opening that faces the street, whichever width is greater, and shall taper to no greater than 24-feet in width at the street right-of-way line.

Additional parking of vehicles may be permitted on a surfaced area off to one side of a driveway. This auxiliary parking area shall be no more than 10-feet in width and shall not encroach into the right-of-way.



# CHAPTER OVERVIEW

## 5. UNIVERSAL DESIGN STANDARDS

### Educate

- Develop an aware campaign (website/mailers/social media posts).
- Create handout material and website reference/resource links geared towards homeowners, re-modelers, builders and developers.
- Coordinate separate information/instructional classes for homeowners and builders.

### Incentivize

- Offer forgivable loans or grants for homeowners making UD improvements.
- Consider density bonuses, via a Special Use Permit process and/or a reduction in permit fees to builders utilizing UD principals.
- Tie city incentives to inclusion of UD principals.
- Update city code to allow the above density bonuses and other minor deviations from the zoning code regulations to support UD improvements.

### UNIVERSAL DESIGN PRINCIPLES

#### Principle 1

##### Equitable Use

*The design is useful and marketable to people with diverse abilities.*

#### Principle 2

##### Flexibility in use

*The design accommodates a wide range of individual preferences and abilities.*

#### Principle 3

##### Simple and Intuitive Use

*Use of the design is easy to understand, regardless of the user's experience.*

#### Principle 4

##### Perceptible Information

*The design communicates necessary information effectively to the user.*

#### Principle 5

##### Tolerance of Error

*The design minimizes hazards and the adverse consequences of unintended actions.*

#### Principle 6

##### Low Physical Effort

*The design can be used efficiently and comfortably and with a minimum of fatigue.*

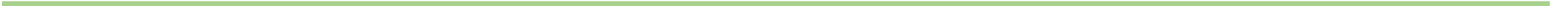
#### Principle 7

##### Size / Space for Approach / Use

*Appropriate size and space is provided for approach, reach, manipulation, and use regardless of user's body size, posture or mobility.*

6

# IMPLEMENTATION



# CHAPTER OVERVIEW

## 6. IMPLEMENTATION

### Implementation Matrix Definitions

**Goals** – Objectives or aims which may be broad or specific that define the implementation themes.

**Policies** – on-going principles by which the city should adhere when approving new development or planning future public infrastructure investments.

**Action Items** – Specific steps and activities the city should take.

---



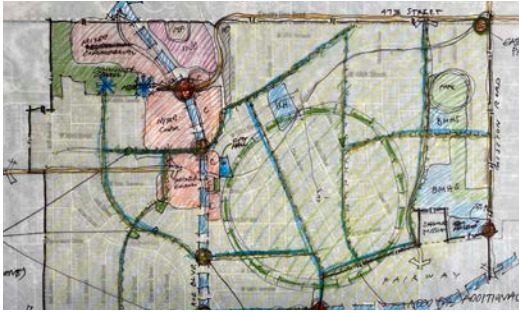
| NO.                                        | POLICY                                                                                                                                                               | NO. | ACTION ITEM                                                                                                                                                                                                                                                                                    | TERM   | TIMEFRAME |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>GROWTH &amp; DEVELOPMENT / LAND USE</b> |                                                                                                                                                                      |     |                                                                                                                                                                                                                                                                                                |        |           |
| <b>GOAL 1</b>                              | <b>Protect Roeland Park residents through thoughtful land use decisions</b>                                                                                          |     |                                                                                                                                                                                                                                                                                                |        |           |
| P1                                         | Protect existing single-family residential neighborhoods through the use of land use buffers, traffic calming measures and investments in infrastructure             | -   | -                                                                                                                                                                                                                                                                                              | -      | -         |
| P2                                         | Discourage new single-family residential growth along major thoroughfares such as Roe Boulevard and Johnson Drive                                                    | -   | -                                                                                                                                                                                                                                                                                              | -      | -         |
| P3                                         | Encourage commercial and mixed-use development only in areas identified on the Future Land Use Plan                                                                  | -   | -                                                                                                                                                                                                                                                                                              | -      | -         |
| <b>GOAL 2</b>                              | <b>Continue to strengthen and improve the character and image of Roeland Park through quality civic and commercial spaces</b>                                        |     |                                                                                                                                                                                                                                                                                                |        |           |
| P1                                         | Require new higher-density development to provide open space for public gatherings                                                                                   | A1  | <i>Collaborate with and assist the property owner to explore options to redevelop parcel at W 47th Street and Mission Road with a high quality use that compliments the revitalization already occurring in the 47th Street corridor</i>                                                       | Short  | 1-3 yrs.  |
| P2                                         | Encourage new commercial and public development and redevelopment to be pedestrian friendly through sidewalk/trail connections, bike racks, and pedestrian amenities | A2  | <i>Establish community gateways along primary arterials along with unique street and wayfinding signs to announce the arrival into the City of Roeland Park. This will advance the City's branding plan</i>                                                                                    | Medium | 3-6 yrs.  |
| P3                                         | Continue to encourage and support incorporation of public art in city owned facilities and spaces                                                                    | A3  | <i>Promote and inform residents and visitors to important historical features of the community such as the former Strang Interurban Rail Line and the Santa Fe Trail as elements unique to Roeland Park as a continuing effort to improve branding and identity opportunities for the city</i> | Long   | 6+ yrs.   |

| NO.                                              | POLICY                                                                                                                                          | NO. | ACTION ITEM                                                                                                                            | TERM   | TIMEFRAME |
|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>GROWTH &amp; DEVELOPMENT / LAND USE CONT.</b> |                                                                                                                                                 |     |                                                                                                                                        |        |           |
| <b>GOAL 3</b>                                    | <b>Foster and promote mixed-use development in key areas of the community</b>                                                                   |     |                                                                                                                                        |        |           |
| P1                                               | Use local tax resources and financial incentives to attract new local businesses to mixed-use commercial areas                                  | A1  | <i>Perform regular economic studies to show viability of new commercial and mixed-use developments</i>                                 | Medium | 3-6 yrs.  |
| P2                                               | Encourage redevelopment of commercial properties along Johnson Drive to attract mixed-use developments and serve as a gateway into Roeland Park | A2  | <i>Create an urban center along Roe Boulevard by promoting mixed-use and commercial developments</i>                                   | Long   | 6+ yrs.   |
| <b>GOAL 4</b>                                    | <b>Support sustainable development and growth in Roeland Park</b>                                                                               |     |                                                                                                                                        |        |           |
| P1                                               | Encourage the use of Universal Design Principals for new construction and redevelopment                                                         | A1  | <i>Create appropriate tools to incentivize the Universal Design Principals (Density bonus, rebate, etc.)</i>                           | Short  | 1-3 yrs.  |
| P2                                               | Require new development and redevelopment to incorporate green infrastructure into their site design                                            | A2  | <i>Promote infill and housing rehabilitation of existing properties and vacant lots</i>                                                | Medium | 3-6 yrs.  |
| P3                                               | Allow medium and high-density residential development in key areas of the community as identified on the future land use plan                   | -   | -                                                                                                                                      | -      | -         |
| <b>HOUSING</b>                                   |                                                                                                                                                 |     |                                                                                                                                        |        |           |
| <b>GOAL 1</b>                                    | <b>Preserve existing high quality neighborhood housing while encouraging diversity of housing options</b>                                       |     |                                                                                                                                        |        |           |
| P1                                               | Encourage senior housing options in Roeland Park                                                                                                | A1  | <i>Adopt updated residential design standards to promote best practices for the redevelopment of older homes or infill development</i> | Short  | 1-3 yrs.  |

| NO.                           | POLICY                                                                                                                                                                                                                                     | NO. | ACTION ITEM                                                                                                                                                                                   | TERM   | TIMEFRAME |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>HOUSING CONT.</b>          |                                                                                                                                                                                                                                            |     |                                                                                                                                                                                               |        |           |
| P2                            | Continue to offer financial incentives for home improvement through programs such as the Neighbors Helping Neighbors Program, Community Revitalization Program, the Johnson County Homebuyer Assistance Program and other similar programs | A2  | Continue to encourage and educate homeowners about housing rehabilitation and improvement options with resources such as the Mid-America Regional Council's First Suburbs Coalition Idea Book | Medium | 3-6 yrs.  |
| P3                            | Properly maintain street trees in existing residential neighborhoods                                                                                                                                                                       | -   | -                                                                                                                                                                                             | -      | -         |
| P4                            | Ensure street and pedestrian connections between existing and new residential development through the use of sidewalks, trails or streetscapes                                                                                             | -   | -                                                                                                                                                                                             | -      | -         |
| <b>PARKS &amp; RECREATION</b> |                                                                                                                                                                                                                                            |     |                                                                                                                                                                                               |        |           |
| <b>GOAL 1</b>                 | <b>Continue to provide a high level of service for parks and recreation in Roeland Park</b>                                                                                                                                                |     |                                                                                                                                                                                               |        |           |
| -                             | -                                                                                                                                                                                                                                          | A1  | Review and consider updating the 2010 Roeland Park Parks Master Plan                                                                                                                          | Short  | 1-3 yrs.  |
| -                             | -                                                                                                                                                                                                                                          | A2  | Increase trail access and connectivity in Roeland Park including creating links to other communities as reflected in the Sidewalk and Bikeway Master Plan                                     | Short  | 1-3 yrs.  |
| -                             | -                                                                                                                                                                                                                                          | A3  | Identify opportunities for new community park space, especially east of Roe Boulevard                                                                                                         | Medium | 3-6 yrs.  |
| -                             | -                                                                                                                                                                                                                                          | A4  | Actively evaluate options to partner with other entities on shared parks and recreation facilities                                                                                            | Medium | 3-6 yrs.  |
| -                             | -                                                                                                                                                                                                                                          | A5  | Explore improvements to the vehicular and pedestrian connections with the community center from Skyline Drive and Roe Boulevard                                                               | Medium | 3-6 yrs.  |
| -                             | -                                                                                                                                                                                                                                          | A6  | Plant a variety of trees and plants within the park system to add diversity to the park ecosystems and potentially reduce maintenance costs with low-maintenance species                      | Long   | 6+ yrs.   |



| NO.                                        | POLICY                                                                                                                                         | NO. | ACTION ITEM                                                                                                                                                                                          | TERM   | TIMEFRAME |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>CONNECTIVITY &amp; MOBILITY</b>         |                                                                                                                                                |     |                                                                                                                                                                                                      |        |           |
| <b>GOAL 1</b>                              | <b>Maintain the City's infrastructure to support the long-term resiliency and growth of the community</b>                                      |     |                                                                                                                                                                                                      |        |           |
| P1                                         | Ensure city streets are maintained at an acceptable standard                                                                                   | A1  | Continue construction of Roe Boulevard streetscape improvements                                                                                                                                      | Short  | 1-5 yrs.  |
| -                                          | -                                                                                                                                              | A2  | Establish multi-modal transit hubs throughout the community to increase and improve multi-modal transit opportunities for residents as identified in the Roe Boulevard / Johnson Drive Corridor Plan | Short  | 1-3 yrs.  |
| -                                          | -                                                                                                                                              | A3  | Evaluate and improve the pedestrian safety of key intersections within the community as identified on the Strategic Opportunities Map to promote east/west pedestrian movement across Roe Boulevard  | Short  | 1-3 yrs.  |
| -                                          | -                                                                                                                                              | A4  | Continue improving ROW aesthetics to increase the quality of life for residents and enhance transportation corridors for residents and visitors alike                                                | Medium | 3-6 yrs.  |
| -                                          | -                                                                                                                                              | A5  | Add bike lanes to select streets as identified in the Sidewalk and Bikeway Master Plan                                                                                                               | Medium | 3-6 yrs.  |
| -                                          | -                                                                                                                                              | A6  | Explore the viability of extending Nall Avenue north as new development occurs in the adjacent area to the north                                                                                     | Long   | 6+ yrs.   |
| <b>NATURAL RESOURCES &amp; ENVIRONMENT</b> |                                                                                                                                                |     |                                                                                                                                                                                                      |        |           |
| <b>GOAL 1</b>                              | <b>Preserve and conserve ecologically sensitive land in Roeland Park</b>                                                                       |     |                                                                                                                                                                                                      |        |           |
| P1                                         | Encourage new development or redevelopment to incorporate existing trees into the site design to preserve existing tree cover in the community | A1  | Develop and adopt standards for sustainable building design and construction for new development and redevelopment                                                                                   | Medium | 3-6 yrs.  |
| P2                                         | Promote the planting of a variety of tree species throughout the community to promote tree species diversity                                   | A2  | Continue to implement the Roeland Park Stormwater Management Plan to reduce and mitigate water pollution                                                                                             | Long   | 6+ yrs.   |



# ROELAND PARK

## MOVING FORWARD 2040

City Council Adoption Date: 09-08-2020

This page intentionally left blank.



# FOREWARD

---

The Roeland Park: Moving Forward 2040 will help guide growth and decision making in the City of Roeland Park for the next twenty years. This plan establishes a vision for the city of Roeland Park based on the extensive and invaluable feedback given by citizens, business owners and city leaders.

The planning team extends our appreciation to all that participated in the planning process with special gratitude to the steering committee. You are the experts of your community and your consistent efforts and guidance have been instrumental in the formation of this plan. We listened, and trust this plan accurately reflects the community's desires for improving the City of Roeland Park.

This page intentionally left blank.

# TABLE OF CONTENTS

---

|                                                         |    |
|---------------------------------------------------------|----|
| Community Vision .....                                  | 9  |
| Community Profile .....                                 | 15 |
| Public Participation .....                              | 25 |
| Land Use and Development Plan .....                     | 43 |
| Residential Design and Universal Design Standards ..... | 61 |
| Implementation .....                                    | 69 |
| Appendix .....                                          | 75 |

This page intentionally left blank.



# COMMUNITY VISION





## COMPREHENSIVE PLAN OVERVIEW

Comprehensive plans are guiding documents for growth in a community. They are designed to assist communities in decision-making on activities and subject areas that affect local government. They cover a wide set of topics ranging from land use, to parks, to natural resources, or infrastructure. The Roeland Park: Moving Forward 2040 Plan describes a vision for the future in Roeland Park and identifies an implementation strategy for the community to reach a collective vision. This plan addresses the needs of Roeland Park through the year 2040 and beyond by laying out goals, policy statements and action items that will help the City navigate decision making for the next twenty years. This plan also serves as the community's compliance with the Code of Kansas Statute No. 12-747 section b.

Comprehensive plans are built on an extensive existing conditions analysis to help determine what is working well in a community and what improvements are needed. Additionally, future demand estimates for personnel, facility space and land needs are calculated to a set level of service goals. The existing conditions assessment is then followed by a robust public engagement strategy designed to receive feedback from a diverse set of community stakeholders. The engagement exercises provide an opportunity for a community to hear directly from its residents on issues regarding quality of life and desires for the future. The results of the existing conditions analysis can be found throughout the plan while the public participation efforts are described in detail in Chapter 3.

The Roeland Park: Moving Forward 2040 Plan is a living document and needs to be revisited continuously. This regular review and update of the existing plan is to ensure that the vision laid out by the community has not stagnated over the last several years. Moving forward, the city should continue to review the implementation plan to evaluate progress on the various action items and to determine if changes are needed. Every five years, the city should review the entire plan to see if there are any amendments that should be made to the report, including the Future Land Use Plan.

The City of Roeland Park should use this plan as a reference for decision making, a marketing tool for development, a detailed source of existing conditions and a summary of the community's feedback on key issues. When a development proposal, rezoning or ordinance is proposed, leadership should refer to the recommendations in this plan to help guide them. If components of the plan no longer represent the community or its vision, then that part of the plan should be amended.

Roeland Park's last Comprehensive Plan was completed in 2012. Since then, the demographics and economy of Roeland Park have experienced some amount of change. The Roeland Park: Moving Forward 2040 Comprehensive Plan addresses changing demographics and economic conditions in the community and has created a strategy for Roeland Park to retain its identity as a quality inner-ring suburb that will continue to attract residents of all ages.

The State of Kansas requires that a Comprehensive Plan must be reviewed by the Planning Commission and City Council annually to ensure that it remains relevant. This review involves updating all changes in land use, stated goals of the plan and other city policies based on any rezoning, special use permits, and / or other plan approvals.

## PLANNING PROCESS

The Roeland Park: Moving Forward 2040 Plan was completed over four phases:

- Phase 1: Kick-Off, Research and Analysis
- Phase 2: Vision, Input & Direction
- Phase 3: Draft Plan & Evaluation
- Phase 4: Final Draft Plan & Adoption

### Phase 1 - Kick-off, Research & Analysis

Kick-off, Research & Analysis involved an initial kick-off meeting with the plan's Steering Committee to discuss the roles and responsibilities of the group and discuss initial goals and priorities for the community. Data collection and the initial analysis of existing conditions within Roeland Park was also completed during this phase.

### Phase 2 - Vision, Input & Direction

Vision, Input & Direction covered most of the public engagement for the plan. During this phase, there was a public workshop, community survey, stakeholder interviews, a Steering Committee meeting, and a kid-focused box city event. The results of the public engagement gathered in Phase 2 helped to make recommendations and identify priorities for the final report.

### Phase 3 - Draft Plan & Evaluation

Draft Plan & Evaluation included the actual writing of the full draft plan. This is the longest phase of planning process and also includes a meeting with the Steering Committee to discuss the progress made and receive feedback on the plan chapters.

### Phase 4 - Final Draft Plan

Final Draft Plan included the finalizing of the draft plan and the public approval process. The public adoption took place through a Planning & Zoning Commission vote to recommend approval, followed by actual approval by the Roeland Park City Council.

## PLAN COMPONENTS

The Roeland Park: Moving Forward 2040 Plan includes the following chapters:

- Community Vision
- Community Profile
- Public Participation
- Land Use and Development Plan
- Residential Design Standards
- Implementation
- Development Standards

### Future Land Use and Development Plan

One major component of the Roeland Park: Moving Forward 2040 Plan includes the creation of a Future Land Use and Development Plan for the city. This plan represents one preferred land use and development pattern for the community and is based on past development trends and current goals of the community.

The Future Land Use and Development Plan directly affects zoning and re-zoning efforts within the City of Roeland Park. Decisions on proposals, re-zoning and developments should only be made upon review of both the Future Land Use and Development Plan and the zoning code to ensure that future developments simultaneously meet legal zoning requirements and comply with Roeland Park's goals and policies. The plan has been created based on an analysis of land use needs, environmental constraints and preferred development patterns and type for the community. The plan can be found in Chapter 4 on page 57.

### Implementation Plan

The Roeland Park: Moving Forward 2040 Plan also includes an Implementation Plan Chapter. The Implementation Plan includes a set of goals and action items based on five categories: Growth & Development / Land Use, Housing, Parks & Recreation, Connectivity & Mobility and Natural Resources & Environment. The action items have each been assigned a priority term and timeframe for completion. The Implementation Plan can be found in Chapter 6 on page 69.

## Plan Development Timeline

Phase 1 of The Roeland Park: Moving Forward 2040 Plan was from August to September 2019. Phase 2 was from October through November 2019. This was the most robust phase in terms of engagement and obtaining data with four different events including public workshops, steering committee meetings and a youth workshop. Phase 3 saw the development of the draft plan and the initial compilation of the data and feedback that was gathered in the two previous phases. Finally, Phase 4 resulted in the final plan after a review and comment period.

## Roeland Park's Vision

The Roeland Park: Moving Forward 2040 Plan is an update to the previous comprehensive plan, completed in 2012. The goals outlined in that plan, fall under four categories: Economic Development, Infrastructure, City Character / Image and Implementation / Enforcement. The goals from that plan are as follows:

### 2012 Comprehensive Plan Goals

**Economic Development** - *Actively promote quality redevelopment while maintaining a strong tax base.*

**Infrastructure** - *Plan, provide and maintain efficient and effective infrastructure that promotes sustained growth, connects neighborhoods and centers, is aesthetically pleasing, environmentally sound and meets the current and future needs of the community.*

**City Character / Image** - *Strive to improve Roeland Park through quality civic and commercial development that creates a "sense of place" and promotes pedestrian traffic of appropriate scale and character.*

**Implementation / Enforcement** - *For the safety of all citizens, businesses and property owners in Roeland Park, equitably enforce all city property codes and regulations.*

The City of Roeland Park developed a Strategic Plan in 2015 with the intent of having a cohesive document that reflected the vision and priorities of the citizens. In the Strategic Plan, five goals were developed:

### 2015 Strategic Plan Goals

1. *Create a long-term financial plan to diversify revenue supporting economic growth.*
2. *Create a commercial development plan to revitalize underutilized property and leverage available land to create a sustainable community.*
3. *Market Roeland Park to increase awareness and promote a positive image.*
4. *Connect citizens to the community through events, places, services, and activities.*
5. *Promote recreational opportunities through enhanced green space, facilities, and communication.*

Another plan that was reviewed to prepare the Roeland Park: Moving Forward 2040 Plan was the 2018 Roe Boulevard and Johnson Drive Corridor Plan. As the two main vehicular arterials in Roeland Park, the commercial areas along those two corridors offer strategic opportunities for redevelopment within the city. A more complete review of this plan can be found in Chapter 4 on Page 46. The 2019 City of Roeland Park Community Survey conducted by ETC was also reviewed and analyzed for the purposes of this plan.

## Common Themes

Throughout the planning process, there were common themes heard in several discussions and public input methods. The themes that appeared to be common among most community members are focused around the following ideas: City Center and Development, Walkability and Roeland Park Perception.

### City Center and New Development

One of the strongest themes heard throughout the public engagement process is the desire for a city center and community gathering space. Currently, Roeland Park lacks an urban center that serves as the heart of the community. Most in the community recognize the commercial properties along Roe Boulevard as the best opportunity for redevelopment that promotes new residential units, locally owned businesses, and dynamic community spaces.

### Walkability

Tied closely with the theme of a city center and new development is the idea of walkability. Residents of Roeland Park desire to have their community be as walkable as possible and a new urban center would promote that activity much more than the current strip mall development. This theme extends beyond an urban center and relates to all of the neighborhoods as well with particular emphasis on making pedestrian movement across Roe Boulevard easier and safer than it is today.

### Roeland Park Perception

The final theme is the perception of Roeland Park. Residents recognize that the perception of the city is changing positively, and that the city should capitalize on that change to attract people of all different demographic characteristics to foster a diverse and healthy population.

This Comprehensive Plan explores the potential for two city-wide initiatives that seek to make the community equitable for the greatest number of people, Residential Design Standards and Universal Design Standards.

## Residential Design Standards

In recent years, Roeland Park has experienced the development of very large homes within the community. Similar to what has happened in adjacent communities, private landowners acquire consecutive properties and consolidate them into one larger parcel. On these larger properties, larger homes are often constructed and have the potential to be a drastic departure from the character of the surrounding neighborhood. This can leave existing neighbors unhappy and uneasy about the impact such development has on their home. Residential Design Standards are a set of regulations that facilitate redevelopment while maintaining and enhancing the character of a community. Among other things, Residential Design Standards can limit the overall size of a home, regulate architectural details and materials, limit paving coverage, etc. It is up to individual communities to determine what the standards are and how they are enforced. More detail on how the idea of Residential Design Standards was received and discussed by community members / leaders and recommendations for the future can be found in Chapter 5.

## Universal Design Standards

According to the United States Access Board, Universal Design is the design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaption or specialized design. In terms of community development Universal Design helps to encourage homeowners and developers to implement universal design approved features to existing and new homes that seek to serve those of all abilities and ages. Universal Design can be mandated, encouraged, incentivized, or simply advertised. More detail on how the concept of Universal Design was received and discussed by the community members / leaders and recommendations for the future can be found in Chapter 5.

This page intentionally left blank.

# 2

## COMMUNITY PROFILE



## COMMUNITY PROFILE OVERVIEW

Roeland Park is a small inner-ring suburb of Kansas City, Missouri, located along the busy Interstate 35 corridor in northeast Johnson County. The area has a long history of settlers, but the City was not founded until 1951, after decades of property sales and transfers, expanded regional transportation networks and nearby city incorporations. Significant growth came to the city following World War II with many returning soldiers looking for a stable, safe, and quiet community to start and raise a family.

From 1950 to 1980, the population of Roeland Park grew significantly and peaked at just under 8,000 people. After 1980, the population began to level-off and eventually decline, though only slightly. According to the latest census numbers (2018), the population is just under 6,800.

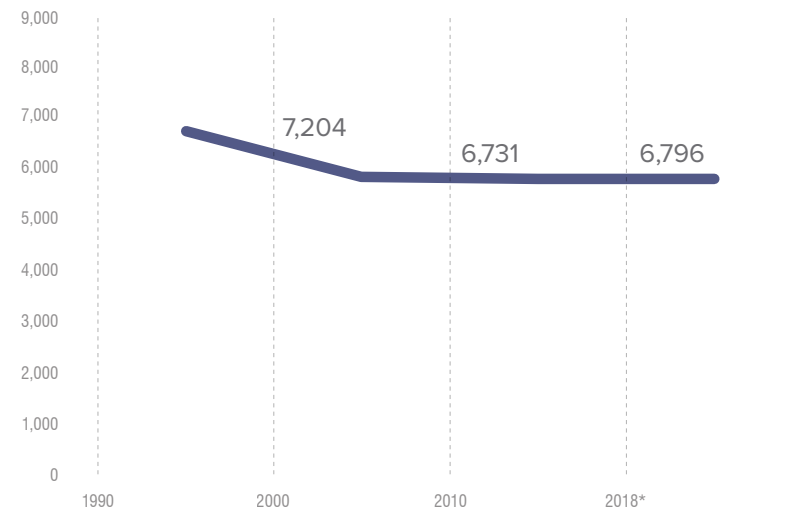
The Community Profile chapter provides a detailed socioeconomic profile of the Roeland Park community and overviews the existing employment and industry profile. This chapter reviews data related to age, race/ethnicity, incomes, housing, educational attainment and more. The data and analysis in this chapter helped inform decisions and recommendations made throughout the entire Roeland Park: Moving Forward 2040 Plan.

### Total Population

Roeland Park's population grew from around 6,700 to 7,962 in 1980. Since that time, Roeland Park has seen a gradual decline in population. Since 2010 the population has stabilized. The 2010 Decennial Census estimated a population of 6,731 while the 2018 U.S. Census American Community Survey 5-Year Estimates shows a population of 6,758, indicating virtually no growth. Figure 2.1 shows Roeland Park's population trend since 1990.

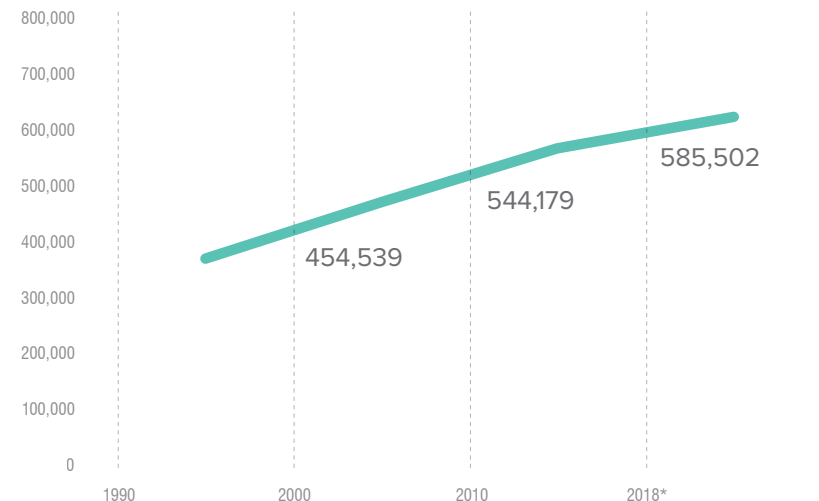
While Roeland Park's population has stabilized, Johnson County, where Roeland Park is located, has experienced a 9.5% increase in population. Figure 2.2 shows the Johnson County's population trend since 1990.

Figure 2.1 - Population trend in Roeland Park since 1990



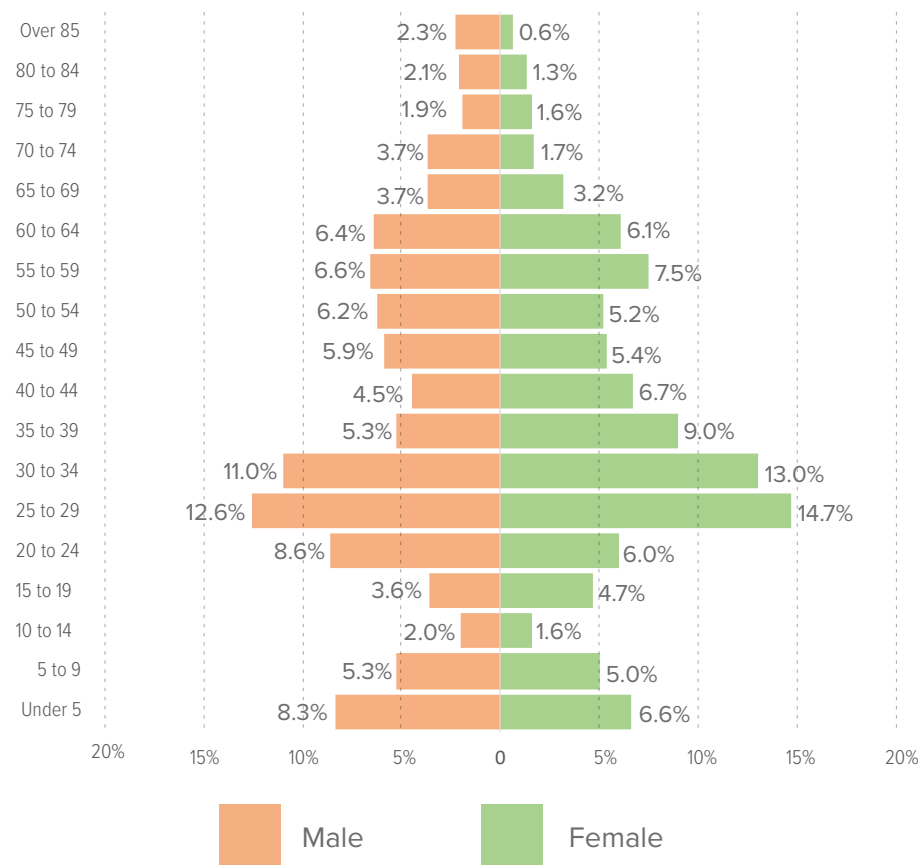
Source: U.S. Census Bureau

Figure 2.2 - Population trend in Johnson County, Kansas since 1990



Source: U.S. Census Bureau

Figure 2.3 - Age by Sex, Roeland Park (2018)



Source: U.S. Census Bureau

Table 2.1 - Median Age Comparison (2018)

| Median Age | Roeland Park | Kansas | U.S. |
|------------|--------------|--------|------|
| Total      | 33.9         | 36.5   | 37.9 |
| Male       | 33.8         | 35.3   | 36.6 |
| Female     | 33.9         | 37.9   | 39.3 |

Source: U.S. Census Bureau

## Age Profile

Figure 2.3 shows the breakdown of Roeland Park’s population into age cohorts (0-4, 5-9, 10-14, etc.) by male and female population. The largest age cohorts in Roeland Park are young adults ages 25 to 29 as well as ages 30 to 34. The next largest cohorts are older adults (55 to 59 and 60 to 64) and children (0 to 9). In general, the female and male population seem balanced across age cohorts with a few notable exceptions. There are more female young adults 25 to 29 and 30 to 34. Females also outnumber males 40 to 44 and 55 to 59.

The median age in Roeland Park is 33.9 which is younger than the U.S. median age of 37.9. Males in Roeland Park have a median age of 33.8 and females are slightly older on average with a median age of 33.9. While Roeland Park generally skews younger than the U.S. as a whole, the trend between male and female median age is consistent with the ratio as the national average. Table 2.1 shows the breakdown of median age for Roeland Park, the State of Kansas, and the U.S.

Table 2.2 summarizes some age cohort population percent change between 2010 and 2018. During this time period, Roeland Park appears to have gained population in the adult categories while losing young people (age 0-18) and older people (75+).

Table 2.2 - Population Trends in Roeland Park since 2010

| Age Category   | Roeland Park (%) | Kansas (%) | U.S. (%) |
|----------------|------------------|------------|----------|
| 5 to 14 years  | -16.9%           | 1.5%       | 1.0%     |
| 15 to 17 years | -30.8%           | -1.4%      | -3.7%    |
| 18 to 24 years | 9.2%             | 2.2%       | 2.7%     |
| 15 to 44 years | 2.7%             | 1.9%       | 2.4%     |
| 18 years +     | -0.1%            | 4.8%       | 8.5%     |
| 65 years +     | 1.2%             | 19.0%      | 27.5%    |
| 75 years +     | -29.1%           | 4.0%       | 13.5%    |

Source: U.S. Census Bureau

## Household & Families

There are approximately 3,080 households in Roeland Park. The average size is 2.20 people per household. The average size for owner-occupied units is 2.19, which is only slightly lower than the average of 2.24 for renter-occupied units. Generally, owner-occupied households are larger than renter-occupied households making this statistic somewhat unusual. Approximately three quarters (74%) of the households are living in owner-occupied housing units, while one quarter (26%) are in renter-occupied housing units.

The total number of families in Roeland Park is estimated at 1,652 with an average size of 2.86. Approximately 22.5% of households have their own children under age 18 years living with them. Just over thirty percent of households in Roeland Park have one or more people age 60 years or older. Approximately 33% of households live alone.

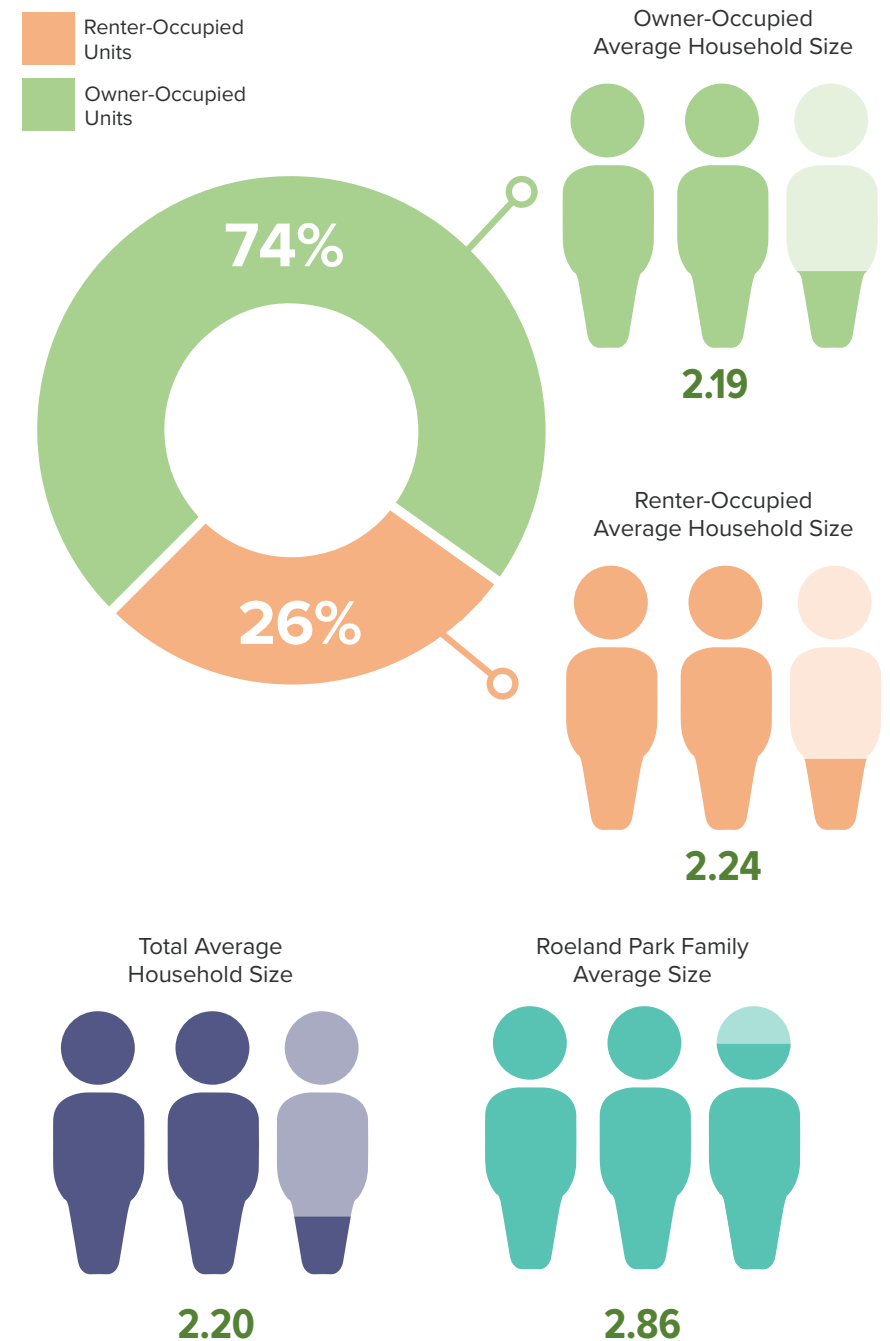
Figure 2.4 and Table 2.3 show the breakdown.

**Table 2.3 - Households and Families, Roeland Park (2018)**

| Households                                   | Roeland Park |
|----------------------------------------------|--------------|
| Total Households                             | 3,080        |
| Average Household Size                       | 2.20         |
| Families                                     | Roeland Park |
| Total Families                               | 1,652        |
| Average Family Size                          | 2.86         |
| Household Characteristics                    | Roeland Park |
| Households with children under 18 years      | 22.5%        |
| Households with people age 60 years or older | 31.6%        |
| Household living alone                       | 33.7%        |

Source: U.S. Census Bureau

**Figure 2.4 - Households and Families, Roeland Park (2018)**

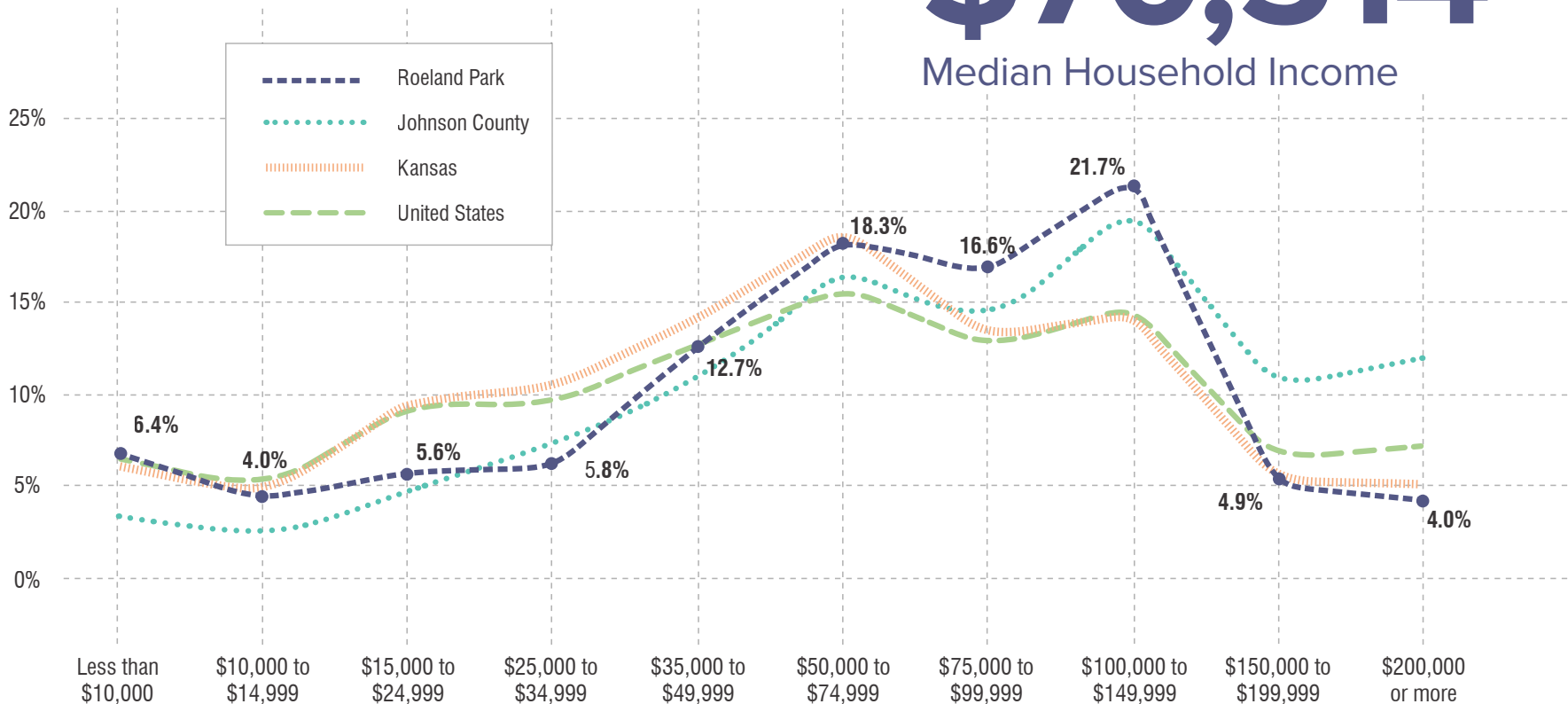


## Incomes

The median annual household income for all occupied households in Roeland Park is estimated to be \$70,514. Figure 2.5 shows the breakdown of households by income bracket in Roeland Park compared to Johnson County, Kansas, and The United States. The two largest income brackets for Roeland Park are \$100,000 to \$149,999 (21.7%) and \$50,000 to \$74,999 (18.3%). Approximately 21% of Roeland Park households earn less than \$35,000 annually. Roughly 30.6% of Roeland Park households earn more than \$100,000 per year.

The median household income in Roeland Park (\$70,514) is approximately 20% lower than the Johnson County median household income. The State of Kansas median household income, however, is lower at \$57,422.

Figure 2.5 - Household income by Bracket Comparison (2018)



Source: U.S. Census Bureau

Table 2.4 - Median Income Comparisons (2018)

| Community             | Median Income |
|-----------------------|---------------|
| Roeland Park          | \$70,514      |
| Owner-Occupied Units  | \$80,714      |
| Renter-Occupied Units | \$49,667      |
| Johnson County        | \$84,915      |
| Kansas                | \$57,422      |
| United States         | \$60,293      |

Source: U.S. Census Bureau

**\$70,514**  
Median Household Income

## Housing

Table 2.5 shows median home values for Roeland Park, Johnson County, the State of Kansas, and the United States. Roeland Park has a higher median home value (\$164,200) than the State of Kansas (\$159,300) but is considerably lower than Johnson County (\$247,900) and the United States (\$252,300). Figure 2.6 shows the breakdown of owner-occupied home values for Roeland Park as of 2018. Nearly 40% of homes are valued between \$150,000 and \$199,999. Another 30% are valued lower at between \$100,000 and \$149,999. Slightly less than one-quarter (23.3%) of homes are valued higher at between \$200,000 and \$299,999.

Parcel data from Johnson County reveals the year built for single-family homes in Roeland Park in Table 2.6. Nearly 80% of all single-family homes in Roeland Park were constructed between 1940 to 1949 (39.9%) and 1950 to 1959 (38.9%). Approximately 5% of homes in Roeland Park were constructed prior to 1930, making them ninety years or older. Very few homes in Roeland Park have been constructed since 1990 with only 1.5% of homes built during this time period.

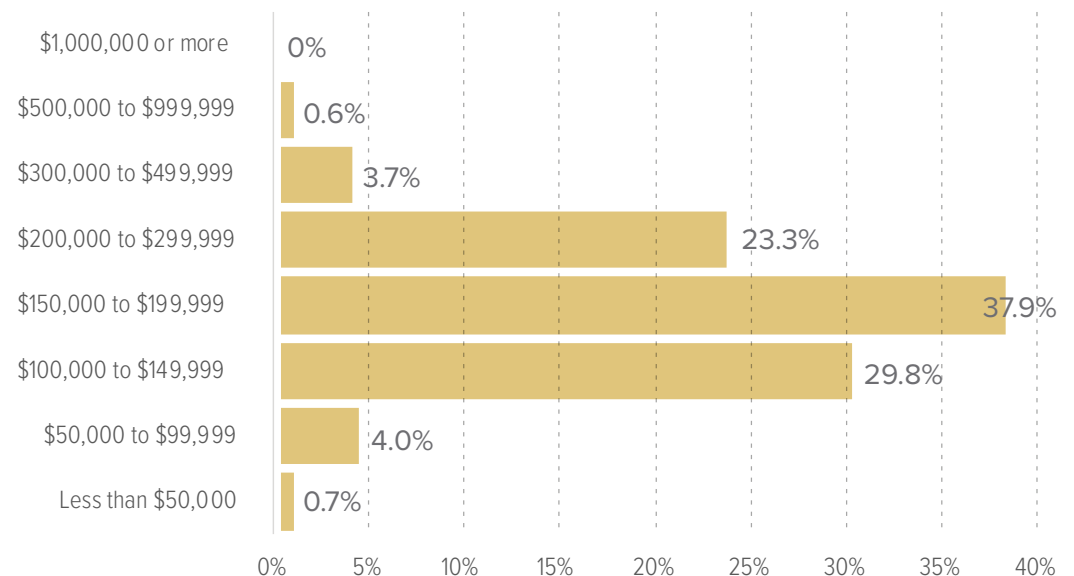
*Table 2.5- Median Home Values (2018)*

| Community      | Median Home Value |
|----------------|-------------------|
| Roeland Park   | \$ 164,200        |
| Johnson County | \$247,900         |
| Kansas         | \$159,300         |
| United States  | \$252,300         |

Source: U.S. Census Bureau



*Figure 2.6 - Owner-Occupied Home Values (2018)*



Source: U.S. Census Bureau

*Table 2.6 - Year Built (Single-Family Homes) 2020*

| Year Built    | Count | Share |
|---------------|-------|-------|
| Before 1920   | 39    | 1.4%  |
| 1920 to 1929  | 104   | 3.7%  |
| 1930 to 1939  | 227   | 8.0%  |
| 1940 to 1949  | 1,132 | 39.9% |
| 1950 to 1959  | 1,104 | 38.9% |
| 1960 to 1969  | 121   | 4.3%  |
| 1970 to 1979  | 32    | 1.1%  |
| 1980 to 1989  | 38    | 1.3%  |
| 1990 to 1999  | 16    | 0.6%  |
| 2000 to 2009  | 12    | 0.4%  |
| 2010 or later | 14    | 0.5%  |

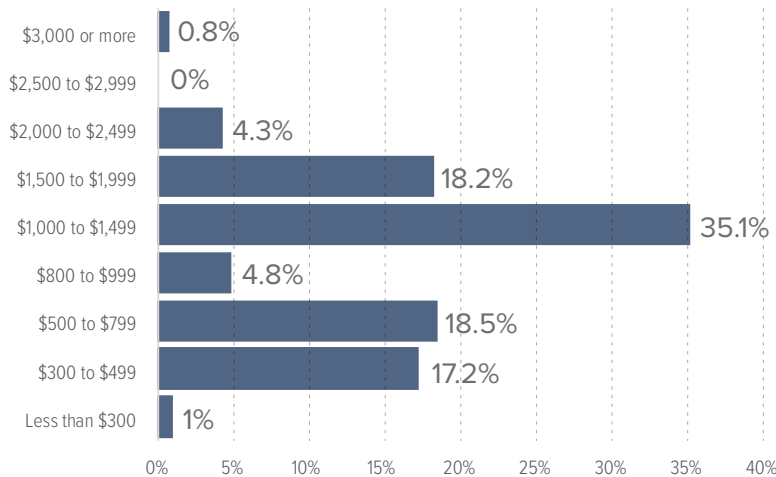
Source: Johnson County

**Table 2.7 - Median Monthly Housing Costs, Owner-Occupied (2018)**

| Community      | Median Monthly Housing Costs |
|----------------|------------------------------|
| Roeland Park   | \$1,115                      |
| Johnson County | \$1,481                      |
| Kansas         | \$951                        |
| United States  | \$1,103                      |

Source: U.S. Census Bureau

**Figure 2.7 - Owner Monthly Housing Costs, Roeland Park (2018)**



Source: U.S. Census Bureau

**Table 2.8 - Median Monthly Housing Costs, Renter-Occupied (2018)**

| Community      | Median Monthly Housing Costs |
|----------------|------------------------------|
| Roeland Park   | \$1,125                      |
| Johnson County | \$1,109                      |
| Kansas         | \$840                        |
| United States  | \$1,085                      |

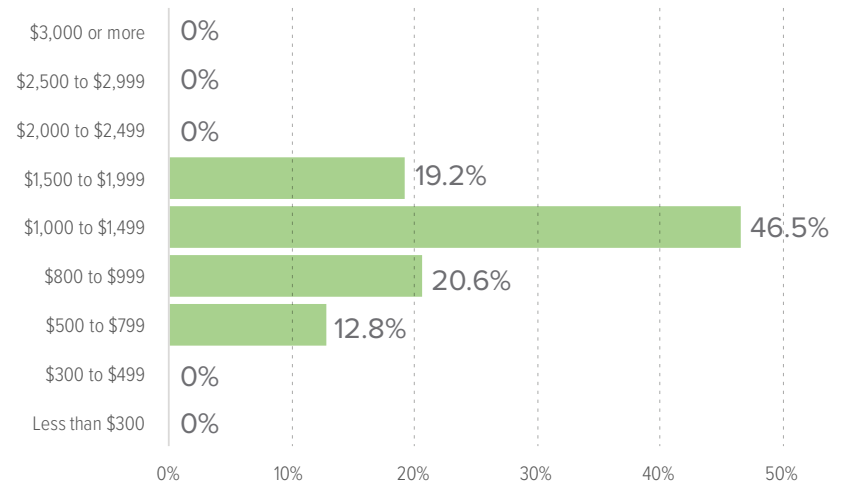
Source: U.S. Census Bureau

## Housing Costs

Table 2.7 illustrates the median home costs for owner-occupied units in Roeland Park and surrounding communities. The median monthly housing costs for owner-occupied units is \$1,115. This is close to the median costs for the United States (\$1,103). However, Johnson County is significantly higher (\$1,481) and the State of Kansas is somewhat lower (\$951). Approximately 35% of homeowners experience monthly costs between \$1,000 and \$1,499. The next two highest brackets of home ownership costs are \$500 to \$799 (18.5%) and \$1,500 to \$1,999 (18.2%). Figure 2.7 displays this breakdown.

Table 2.8 illustrates the median home costs for renter-occupied units in Roeland Park and surrounding communities. The median monthly housing costs for renter-occupied units is \$1,125. This is higher than Johnson County (\$1,109), the United States (\$1,085) and significantly higher than the median amount for the State of Kansas (\$840). Figure 2.8 shows the breakdown.

**Figure 2.8 - Renter Monthly Housing Costs, Roeland Park (2018)**



Source: U.S. Census Bureau



## Race / Ethnicity

Figure 2.9 shows the race/ethnicity breakdown for Roeland Park, Johnson County, the State of Kansas and the United States. Kansas is less diverse than the United States and this pattern holds true in Roeland Park. Close to 86% of residents in Roeland Park are White, which is on par with rates for Johnson County and the State of Kansas. Close to 6% identify as two or more races and nearly 8% as Hispanic or Latino. Just over 3% of residents are Black, which is slightly less than the county and state average.

Figure 2.9 - Race / Ethnicity Comparison (2018)

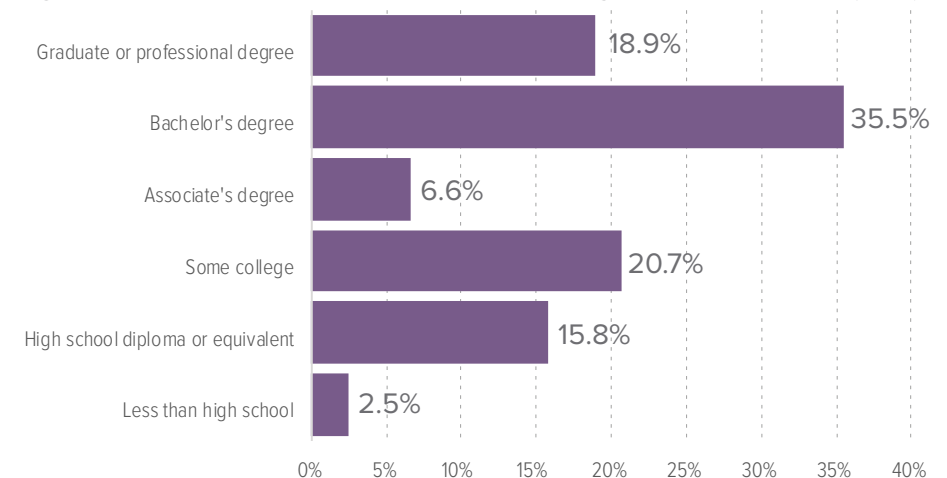
| Race / Ethnicity                           | City of Roeland Park | Johnson County | Kansas | United States |
|--------------------------------------------|----------------------|----------------|--------|---------------|
| White                                      | 85.8%                | 85.7%          | 84.6%  | 72.7%         |
| Black                                      | 3.3%                 | 4.6%           | 5.8%   | 12.7%         |
| American Indian and Alaska Native          | 0.3%                 | 0.3%           | 0.8%   | 0.8%          |
| Asian                                      | 2.0%                 | 5.0%           | 2.9%   | 5.4%          |
| Native Hawaiian and Other Pacific Islander | 0.0%                 | 0.04%          | 0.1%   | 0.2%          |
| Some other race                            | 2.9%                 | 1.2%           | 2.3%   | 4.9%          |
| Two or more races                          | 5.8%                 | 3.2%           | 3.5%   | 3.2%          |
| Hispanic or Latino                         | 7.6%                 | 7.4%           | 11.7%  | 17.8%         |

Source: U.S. Census Bureau

## Educational Attainment

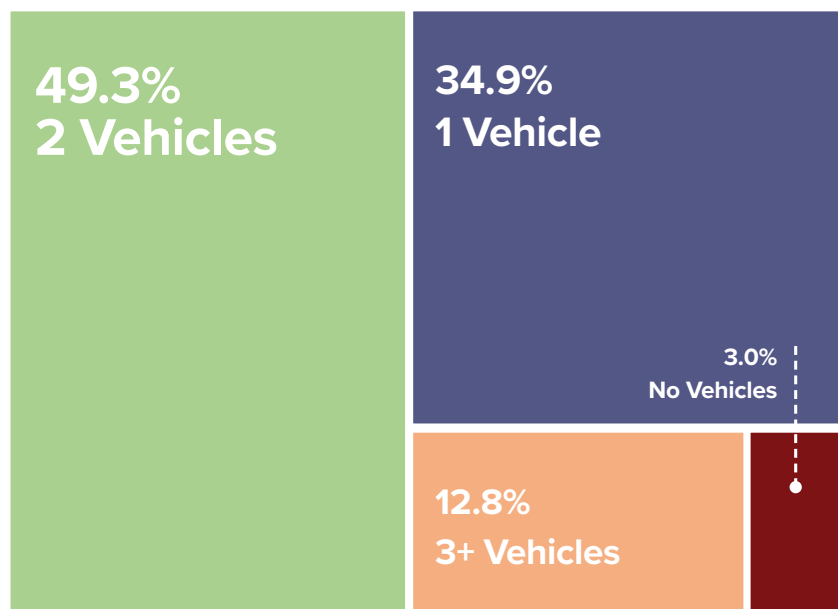
Figure 2.10 shows the educational attainment for people age 25 and older in Roeland Park in 2018. Over 54% of the population has obtained at least a bachelor's degree. Another nearly 30% have obtained either some college (20.7%) or an associate's degree (6.6%). Nearly 19% have a graduate degree or higher.

Figure 2.10 - Educational Attainment, Population Age 25+, Roeland Park (2018)



Source: U.S. Census Bureau

Figure 2.11 - Vehicles Available, Roeland Park (2018)



Source: U.S. Census Bureau

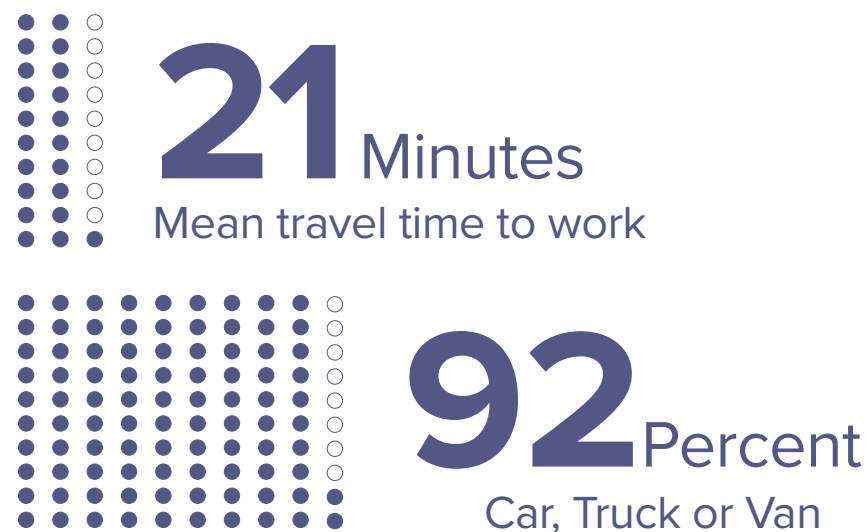
## Vehicles Available & Transportation to Work

Figure 2.11 shows the number of vehicles available for occupied households in Roeland Park as of 2018. Nearly half (49.3%) of households have access to two vehicles. Another 35% have access to one vehicle. Nearly 13% have 3 or more vehicles available while 3% don't have access to personal vehicles.

Approximately 92% of Roeland Park residents use a car, truck, or van to get to work. Another 6.3% work from home and therefore have no daily commute. The remaining 1.7% are split between public transportation, bicycle, walking, or other means. The mean travel time to work is around 21 minutes.

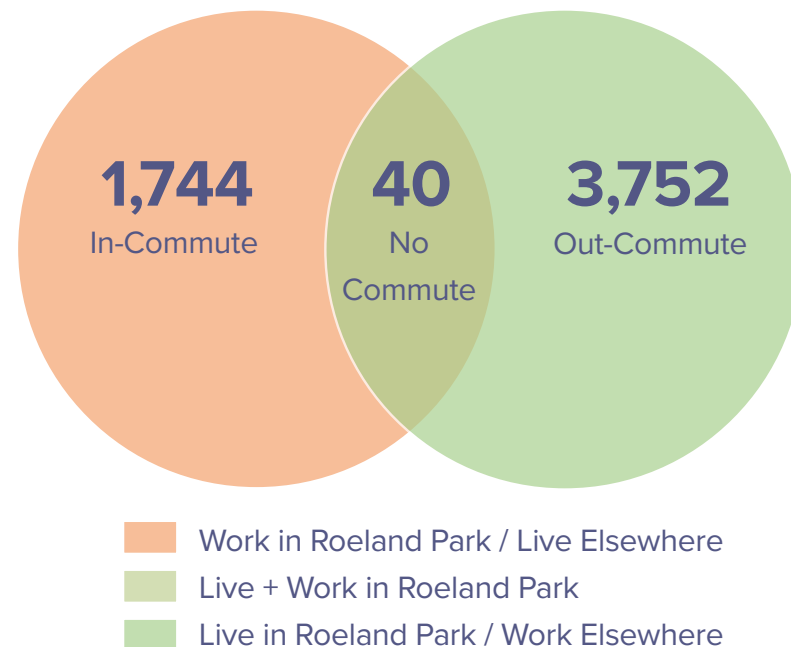
Around 3,700 Roeland Park residents leave Roeland Park for work while around 1,700 people come into Roeland Park for work. Only approximately 40 residents are estimated to both live and work in Roeland Park.

Figure 2.12 - Commute Time & Means of Transportation to Work (2018)



Source: U.S. Census Bureau

Figure 2.13 - Inflow / Outflow Commute, Roeland Park (2017)



Source: LEHD 2017 / U.S. Census

This page intentionally left blank.

3

## **PUBLIC PARTICIPATION**



## PUBLIC PARTICIPATION OVERVIEW

Public participation is a key element in the comprehensive planning process. The Roeland Park: Moving Forward 2040 Plan incorporated a variety of engagement methods designed to provide many opportunities for residents, business owners and city leaders to give their input on the long-term vision for Roeland Park. The public input process included traditional public engagement methods such as public workshops but also more interactive events such as a box city activity at Roesland Elementary. Increasingly, it is more difficult to engage with community members but with social media and on-line awareness, we were able to spread the word about this plan and in the end, had a robust engagement process with the community. The results of the public participation process were instrumental in the formation of this plan. The public consensus gathered helped create the goals, policies and action items that will ultimately guide the implementation of this plan. This chapter summarizes the public engagement strategy.



## Comprehensive Plan Advisory Committee

The Roeland Park: Moving Forward 2040 Plan utilized a Comprehensive Plan Advisory Committee (CPAC) to assist in the plan development and review. This committee was composed of elected and appointed officials and key City Staff. Members of the CPAC include:

- Mike Kelly - Mayor
- Keith Moody - City Administrator
- Jennifer Jones-Lacy - Assistant City Administrator
- John Jacobson - Building Official
- Darren Nielsen - Planning Commission Chair (At-Large)
- Paula Gleason - Planning Commission Vice Chair (At-Large)
- Brian Ashworth - Planning Commissioner (At-Large)
- Lisa Brunner - Planning Commissioner (Ward 1)
- Bill Ahrens - Planning Commissioner (Ward 2)
- Mark Kohles - Planning Commissioner (Ward 3)
- Susan Schenewerk - Planning Commissioner (Ward 4)
- Kyle Rogler - Former Planning Commissioner (At-Large)
- Pete Davis - Former Planning Commissioner (Ward 1)
- Mike Hickey - Former Planning Commissioner (Ward 4)

All public input was gathered prior to the effects of the COVID-19 Pandemic. How this unprecedented event in our nation's history will affect the economy and priorities of Roeland Park is unclear at this time. Nonetheless, this plan was developed with the input from Roeland Park community members and should be adhered to as much as possible.



## Communication Plan + Project Branding

Early in the planning process, a communication strategy was crafted between the CPAC and consultant team. The Communication Plan identified the appropriate meeting types and dates, key stakeholders for the consultant team to meet with, and helped identify possible themes and questions for the community survey. The comprehensive plan update was also given a branding of Roeland Park: Moving Forward 2040 to help create a recognizable identity for the project. The logo and color scheme were inspired by Roeland Park's current city logo.



Figure 3.1 - Project Branding Logo

## Key Stakeholder Interviews

One of the most important engagement exercises used in the development of this comprehensive plan was the completion of key stakeholder interviews. Members of the consultant team met individually or in small groups with various representative members of the Roeland Park community. The small group setting conversations helped provide a safe environment for people to speak openly about the strengths, weaknesses, opportunities, and challenges facing Roeland Park now and in the future. The feedback gained through these interviews were critical in the consultant team's understanding of Roeland Park.

Groups with representation in the key stakeholder interviews include:

- NE Johnson County Chamber of Commerce
- Roeland Park United Methodist Church
- Roeland Park Sustainability Committee
- Friends of R Park
- St. Agnes Catholic Church
- KCATA
- FLA Properties
- Arts Advisory Committee
- Local business owners

Those who participated in the interviews discussed the efficiencies of working with the city government and leadership. They identified areas the city should focus on which includes developing a city center, improving walkability, attracting new restaurants and continuing to improve the perception of the city.

The overall major topics discussed during the stakeholder interviews included:

- City government is good to work with
- Roeland Park is becoming cool
- Develop City Center
- Improve access across Roe Blvd
- Continue to make sidewalk improvements
- Potential for transit improvements on Roe Blvd
- Increase public gathering spaces
- Maintaining affordability
- Universal Design
- Residential Design Standards
- Need for senior housing
- Attracting young families



## Community Survey

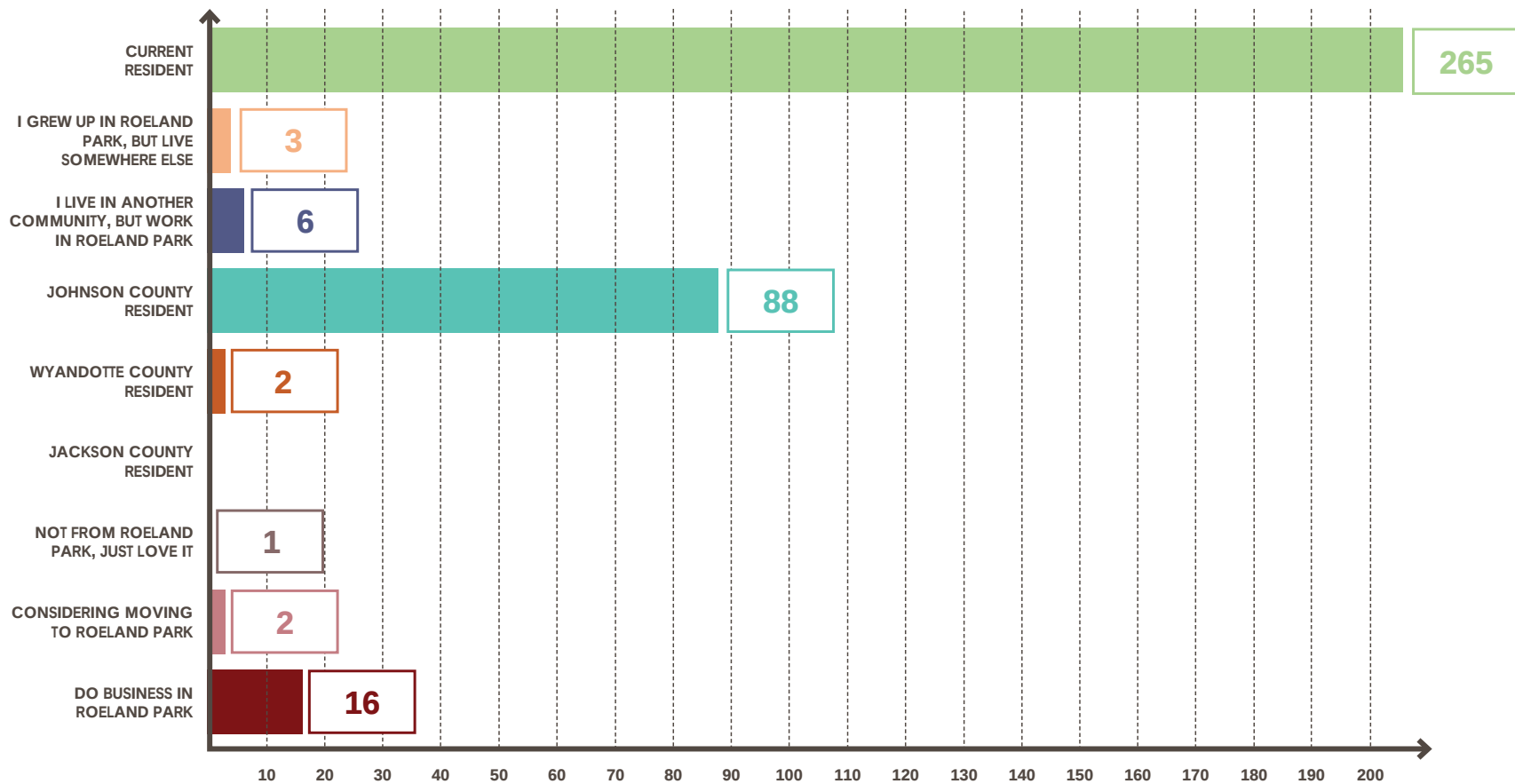
The final method of public outreach was an online community input survey that was administered to residents of Roeland Park. This allowed residents to give their feedback on the positive and negative aspects of the community. A public survey is a way to get a sense of the wants and needs of the overall community. There was a total of 279 respondents and the survey was online from January 21, 2020 to February 11, 2020.

The complete survey and responses are included in the Appendix of this plan. The primary takeaways are summarized below:

### Respondent Demographics

Of the 279 responses, the majority lived in Roeland Park (69%). The age groups with the highest response rate were 35 to 44 years old (29.2%) and 25 to 34 years old (20.2%). 26.2% of respondents have lived in Roeland Park for a relatively short period of time (2 to 5 years) while 25.1% of respondents have lived in Roeland Park for over 20 years.

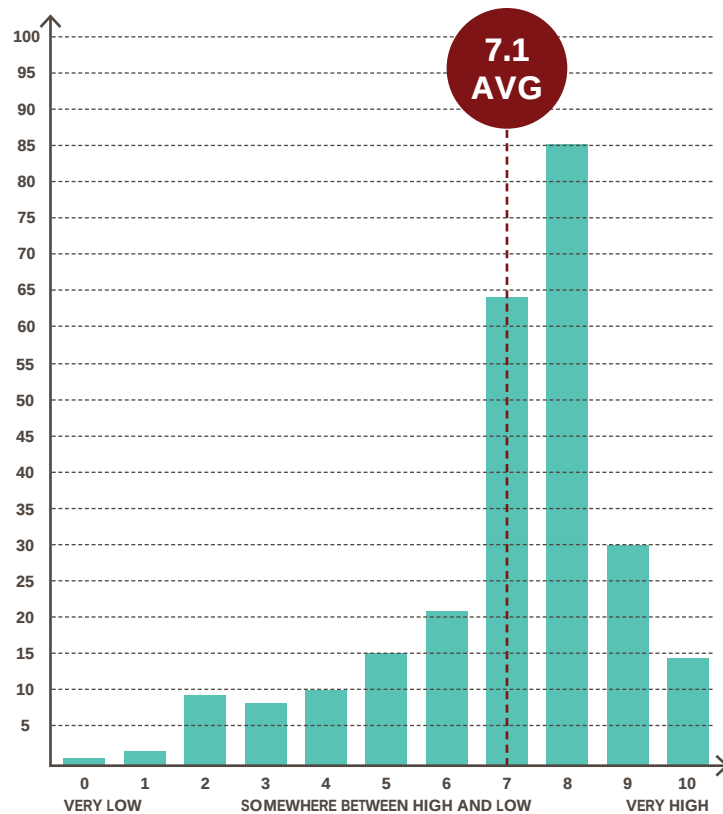
Figure 3.2 - What is your current relationship to Roeland Park? (Mark all that apply).



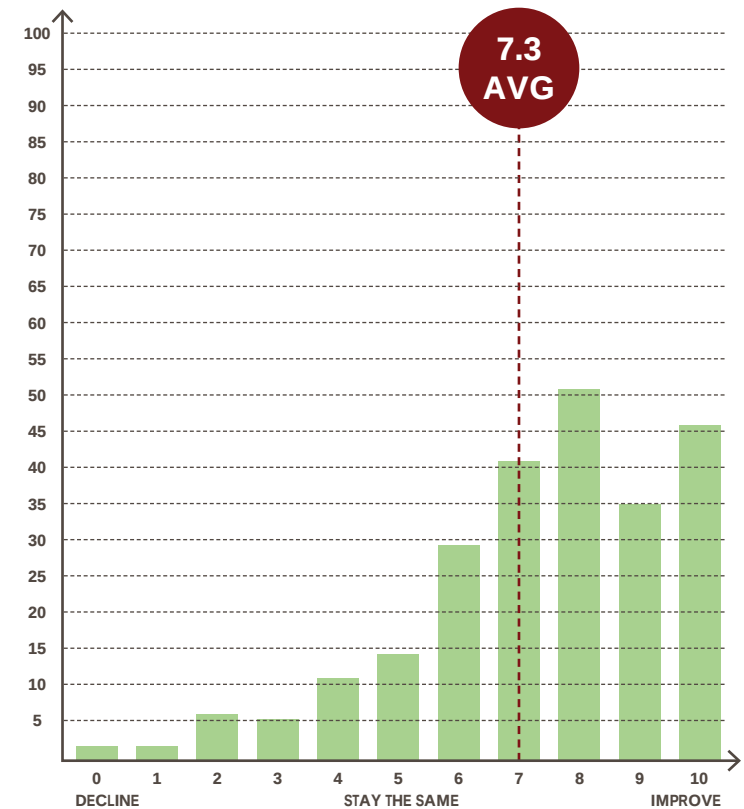
## Why Roeland Park

Understanding why people choose to live in a community is an important question to ask when developing a comprehensive plan. At the beginning of the online survey, participants were asked how they would rate the current quality of life in Roeland Park with zero representing 'Very Low' and ten representing 'Very High.' The average answer was a 7.1 indicating that most respondents think the quality of life in Roeland Park is very good. Similarly, survey participants were asked how they expect the quality of life to change in the future with zero representing a decline in quality and ten representing an improvement. With an average answer of 7.3, the general sentiment of the community is that the quality of life is good and will continue to get better. This is a strong foundation for a community to build on for the future.

*Figure 3.3 - How would you rate the current quality of life in Roeland Park....*



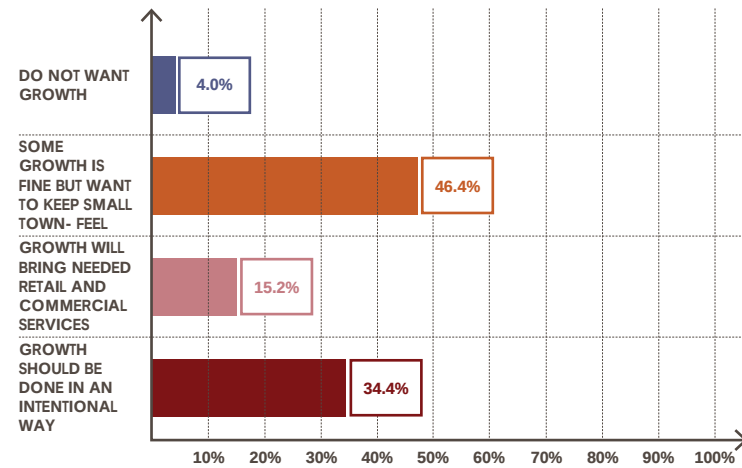
*Figure 3.4 - Over time, you expect the quality of life in Roeland Park to...*



## Growth and Development

Survey participants understand that some growth is necessary in order to continue to bring needed retail and commercial services, but the majority of respondents want to see that the small-town quality of Roeland Park remains intact. To ensure this, participants also agree that growth should be carried out in an intentional way.

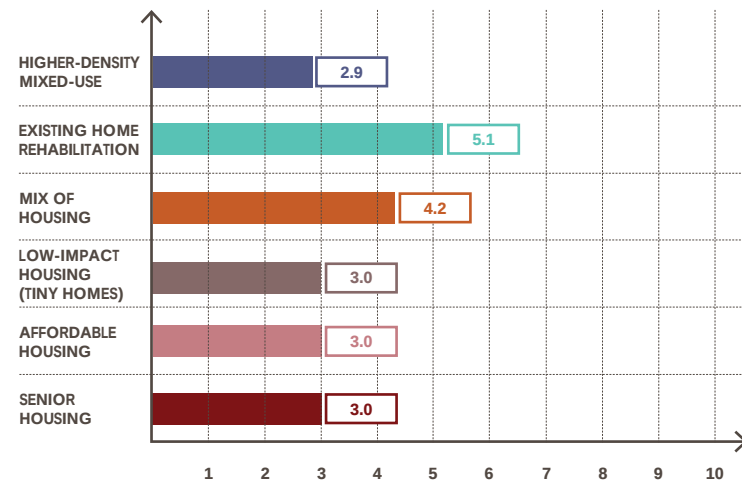
Figure 3.5 - Which statement best describes your views towards population growth in Roeland Park?



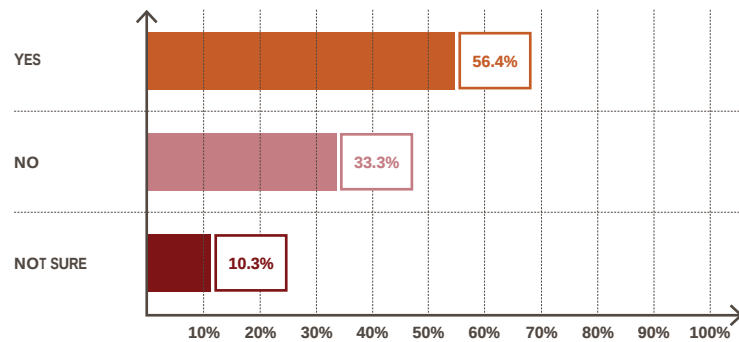
## Housing

Survey respondents indicated that Roeland Park should prioritize existing home rehabilitation and neighborhood preservation and that maintaining livable neighborhoods should be the guide to future growth. Higher-Density Mixed Use, Low-Impact Housing, Affordable Housing and Senior Housing received similar rankings and represent developments that the community recognizes as needed in some quantity.

Figure 3.6 - Please rank the following housing priorities for the City. (1 = Highest Priority, 6 = Lowest Priority)



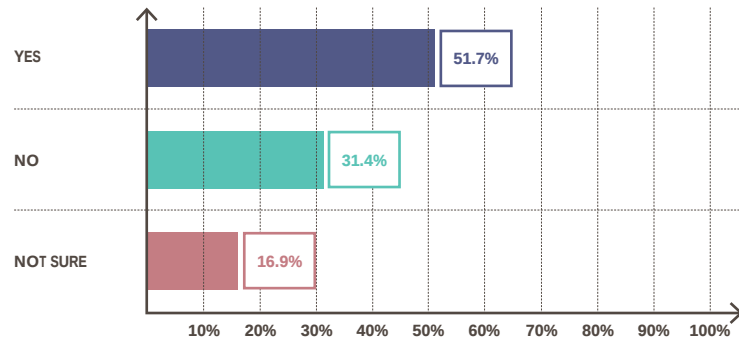
*Figure 3.7 - Do you feel parks and recreation facilities in Roeland Park adequately serve the needs of your household?*



### Parks and Recreation

The majority of survey respondents, 56.4%, feel that Roeland Park's recreation facilities adequately serve the needs of their households. 3/10 respondents feel their recreation needs are not served by the facilities within the community.

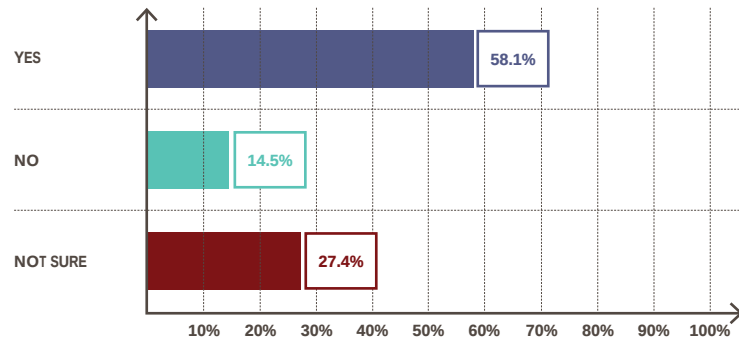
*Figure 3.8 - Do you think the city should focus on implementing bicycle infrastructure to encourage different transportation options?*



### Connectivity and Mobility

One element of improving connectivity and mobility relates to bicycle infrastructure. When asked if the city should focus on implementing bicycle infrastructure to encourage different transportation options, more than half, 51.7% of participants believe this is a good investment to make.

*Figure 3.9 - Would you support efforts by the city of Roeland Park to initiate green storm water infrastructure?*



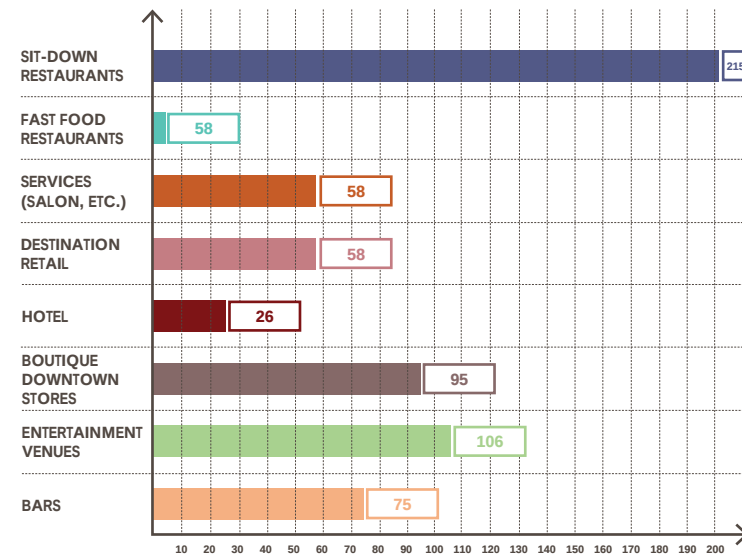
### Natural Resources / Environment

58.1% of survey participants think that Roeland Park should initiate stormwater infrastructure plans throughout the city to become more environmentally sustainable.

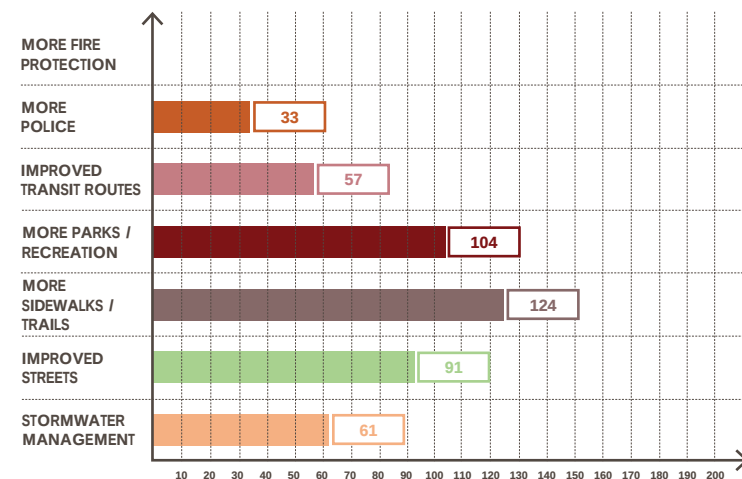
## Economic Development

Overwhelmingly, survey participants indicated that there is a great need for sit-down restaurants in Roeland Park. Entertainment venues, boutique downtown stores and bars also ranked high as development that is desired within the community.

*Figure 3.10 - What type of retail / commercial development is most needed in Roeland Park?*



*Figure 3.11 - What public facilities are most needed in Roeland Park?*



## Public Facilities

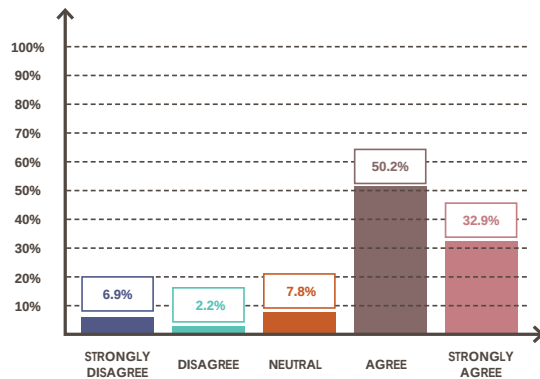
The public facilities that are most needed according to survey respondents relate to more sidewalks / trails and more parks and recreation facilities. Improved streets and connectivity and enhanced stormwater management also received high rankings. Most feel police and fire services are well represented in the community.

## Goals and Priorities

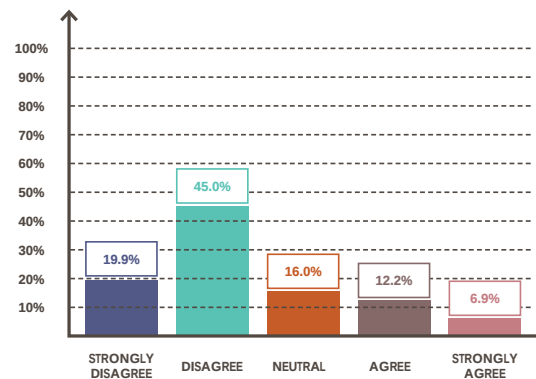
The final question on the survey related to what community members think should be the overall goals and priorities of the city. The following six figures summarize the responses.

Figure 3.12 - Please indicate your feelings for the following goals and priorities...

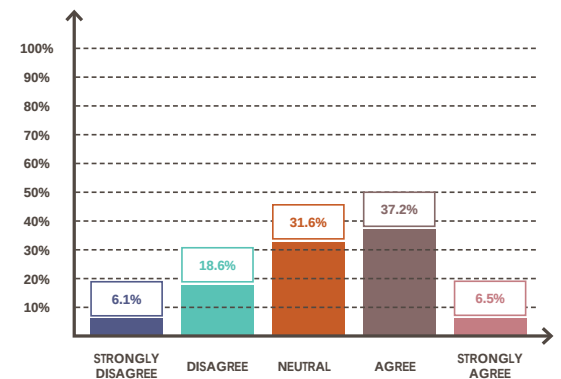
*There should be an overall plan that directs future growth and development in appropriate areas.*



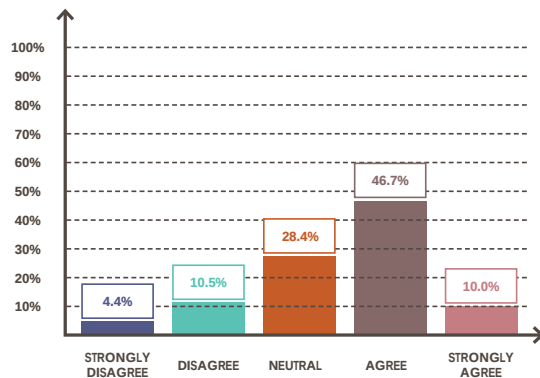
*Individuals and developers should be free to develop with minimal controls from the city.*



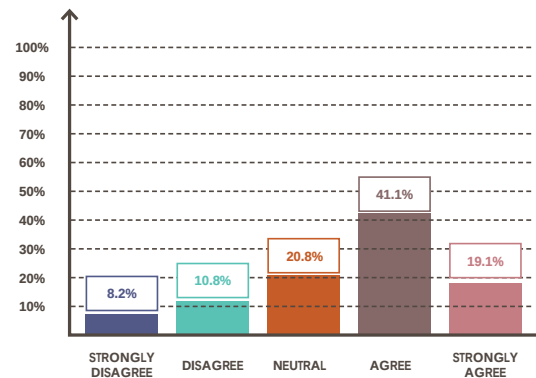
*Economic studies should be the driving force for what type of development takes place.*



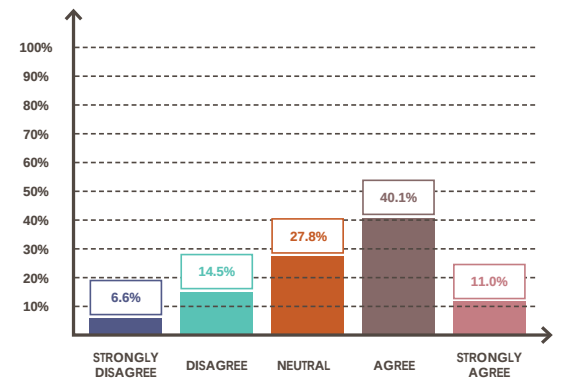
*City should use local tax resources to protect historic landmarks and buildings.*



*City should use local tax resources to implement environmental sustainable infrastructure.*



*City should use local tax resources to attract new businesses.*





## Public Workshop

A public workshop was held on November 21, 2019 at Roeland Park City Hall. The purpose of the public workshop was to review the comprehensive planning process and identify the community's goals and vision for Roeland Park through a variety of group exercises.

### Postcard Exercise

Workshop participants were given a small postcard with the following phrase:

*"Dear Friend/Family,  
It is the year 2040 and you should visit me here in Roeland Park because..."*

Participants were then asked to finish the statement with Roeland Park's most promising attributes. This exercise identified the community's most cherished assets and tourist attractions.



Figure 3.13 - Public Workshop Sample Postcard

| ROELAND PARK COMPREHENSIVE PLAN                                                                                                                                                                                                                                       |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Roeland Park, Kansas                                                                                                                                                                                                                                                  |  |
| Dear Friend/Family,<br>It is the year 2040 and you should visit me here in Roeland Park because...                                                                                                                                                                    |  |
| We have a fabulous walkable and bikeable community for all ages and it is accessible / welcoming for everyone. This is reflected in our multi-purpose trails, activity-based park programming and interactive art. Roeland Park is a place where we can age-in-place. |  |
|                                                                                                                                                                                                                                                                       |  |
|                                                                                                                                                                                                                                                                       |  |
|                                                                                                                                                                                    |  |

| ROELAND PARK COMPREHENSIVE PLAN                                                                                                                                                                                                  |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Roeland Park, Kansas                                                                                                                                                                                                             |  |
| Dear Friend/Family,<br>It is the year 2040 and you should visit me here in Roeland Park because...                                                                                                                               |  |
| It's a vibrant community with beautiful public art, locally-owned businesses including stores and restaurants and restored vintage homes. It's also a diverse and positive community with cool parks and other community spaces. |  |
|                                                                                                                                                                                                                                  |  |
|                                                                                                                                                                                                                                  |  |
|                                                                                                                                             |  |

Figure 3.14 - Postcard Response Examples

## Note Card Exercises

Participants were given three note cards at the beginning of the public workshop. One note card had a red dot, one a green dot and one was blank. Half-way through the meeting, participants were asked to take a few moments to considering the following questions:

- Green Dot Note card - What are the biggest opportunities for Roeland Park?
- Red Dot Note card - What are the biggest challenges for Roeland Park?
- Blank Note card (side with lines) - What is your one big dream for Roeland Park?
- Blank Note card (side without lines) - What is your one big fear for Roeland Park?

Word clouds for the note card responses were generated for each prompt (Figure 3.15). The larger the word or phrase the more often it was mentioned in the note card responses.

### Biggest Opportunities

- Walkability
- More Housing Options
- Redevelop Johnson Drive
- New Restaurants
- Bikeable

### Biggest Challenges

- Small Vision
- Lack of Walkability
- Landlocked
- Dilapidated Businesses
- Small Geographic Area

### One Big Dream

- City Center
- Walkable
- Unique Restaurants
- Mixed-Use District

### One Big Fear

- Small Vision
- Citizen Input Ignored
- Unmaintained Homes
- Limited Revenue

Biggest Opportunities



Biggest Challenges



One Big Dream



One Big Fear

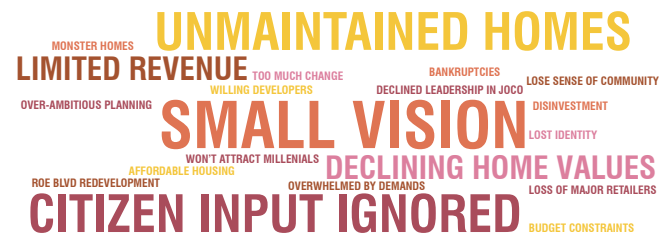


Figure 3.15 - Note Card Response Word Clouds

### Visual Preference Exercise

Representative imagery for different subject areas were placed on several boards and workshop participants put green dots for things they liked and red dots on things they did not like.

Housing represents an important consideration for the future of Roeland Park. As a landlocked and mostly developed community, available land for development is scarce. Therefore, any strategy for housing will require either new construction or rehabilitation of existing homes. Because of this, participants were prompted to give feedback on several different typologies of housing.

### Single-family Homes (Infill)

Participants favored single-family homes that were more traditional in character with attention to architectural detail such as front porches and overhangs. Any new single-family home would be an infill development and respondents considered which style of home would fit within the existing neighborhoods. Participants did not prefer single-family homes with a modern aesthetic.

### Townhome / Rowhouse

The townhome / rowhouse photos that appealed to participants were 2-3 story in height and had a traditional architecture character. The preferred images all had front porches and peaked roof lines. Once again, participants did not prefer townhomes or rowhouses with a modern aesthetic.

### Multi-Family

Apartments with quality architectural detailing were the most preferred multi-family images. In the preferred images, the building facades tend to have more setbacks and greater variety of materials.





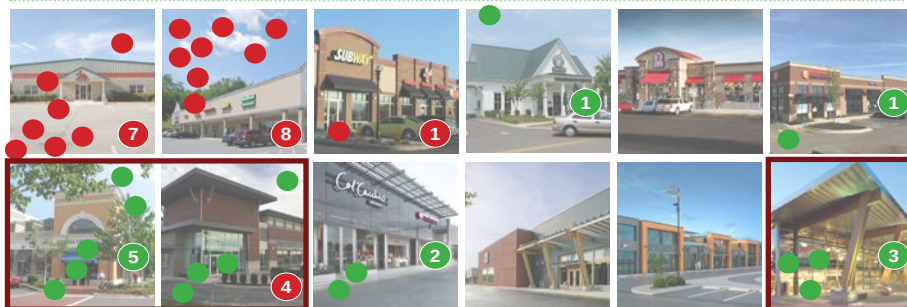
### Mixed-Use



### Mixed-Use

More traditional Mixed-Use buildings were the preferred images for workshop participants. Modern architecture with streamlined features received more negative votes. It should be noted that images showing mixed-use buildings with an active sidewalk or gathering space in the frame received the highest number of positive votes.

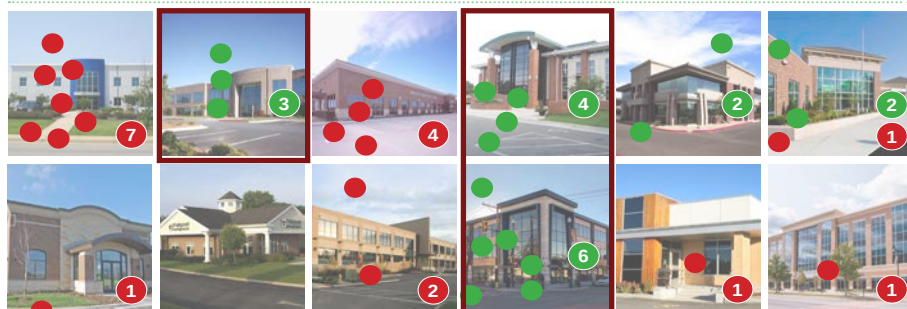
### Retail



### Retail

Participants rejected retail images showing low-quality, uninspiring architecture, similar to what is found along Roe Boulevard today. The images with the most positive votes displayed architectural detail and pedestrian-scaled buildings that promote walkability around the periphery.

### Office Space

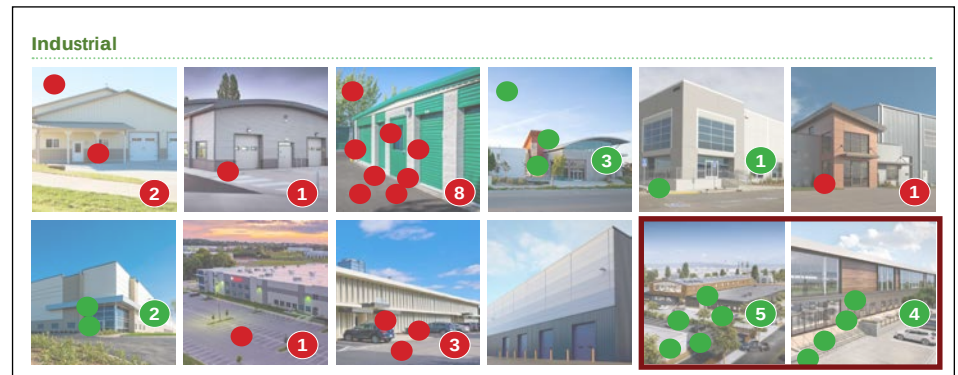


### Office Space

If new office development were to take place in Roeland Park, participants preferred those with a strong architectural identity comprised of brick and prominent window features.

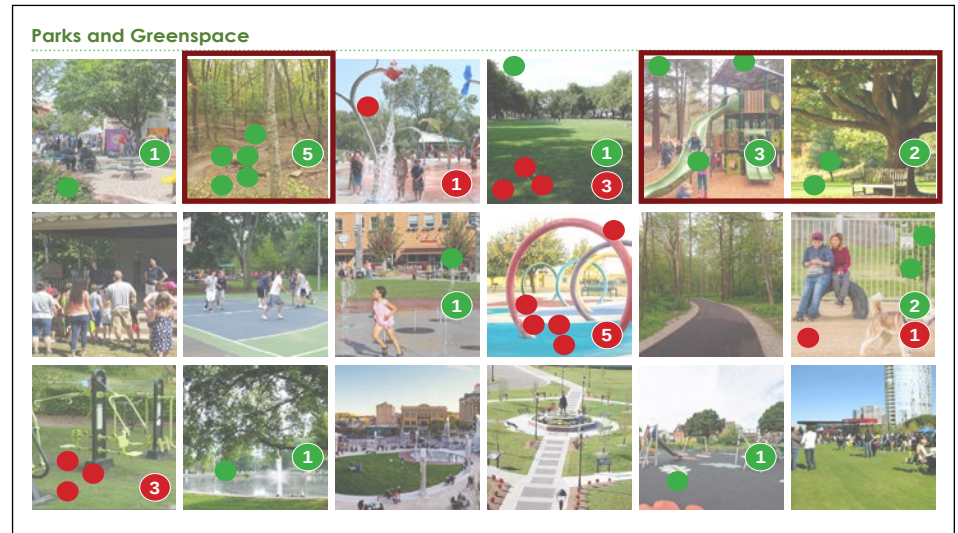
## Industrial

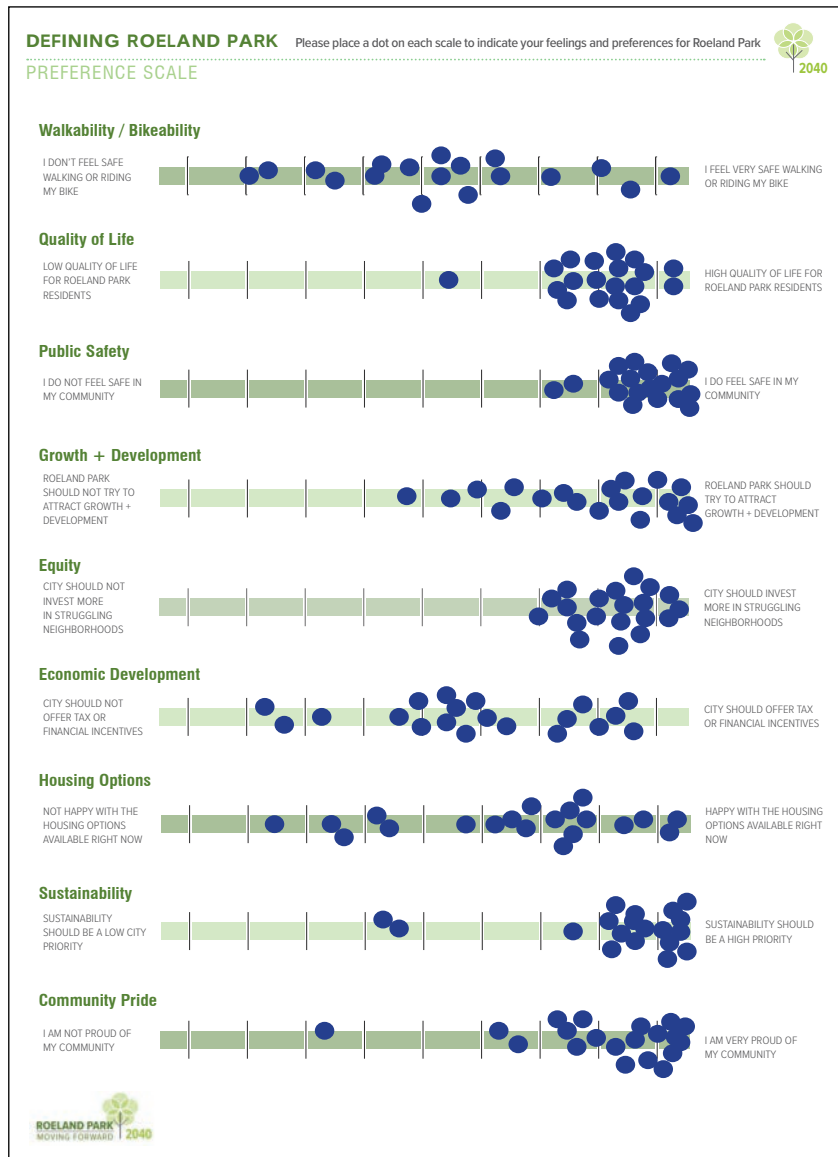
Participants favored industrial developments that embody an office space aesthetic and disliked low-cost and low-quality facilities such as storage units. The most favored image in this section conveyed quality building construction and design within a well-landscaped site.



## Parks and Greenspace

The final category, Parks and Greenspace, offered a variety of programmatic elements and character for participants to respond to. In general, passive activities such as walking trails, park benches and open lawn received the most favorable votes. Fitness equipment and play features received the most negative votes.





## Preferences Exercise

Workshop participants were asked to place a sticker along a scale that reflected their feelings or preferences towards nine different categories.

### Walkability / Bikeability

The results were mixed on whether they felt safe walking or riding their bike in Roeland Park.

### Quality of Life

The vast majority of responses indicate a high quality of life.

### Public Safety

All responses indicated a strong feeling of safety within the City of Roeland Park.

### Growth + Development

Most of the responses indicated that the city should try to attract growth and development although some were neutral in their response.

### Equity

All respondents felt the city should invest more in struggling neighborhoods.

### Economic Development

Feelings were mixed on whether the city should offer tax or financial incentives to encourage more development.

### Housing Options

There were a range of responses indicating the happiness with the housing options available in Roeland Park.

### Sustainability

Results show the city should make sustainability a priority.

### Community Pride

Most responses indicate a high feeling of pride for their community.



## Box City Event

The Box City Event was held on January 31, 2020 at Roesland Elementary School. This was a kid-oriented event that encouraged students to use their creativity to think about their community in the future and design how they want it to look with paper and boxes. In this activity students decorated buildings, laid out roadways, thought about how certain buildings and land uses go together and what would be appropriate or not. The buildings and city designed by the children not only exemplified what they deemed important (schools, hospitals, libraries) but also thought about what makes a community have a high quality of life. They included places such as movie theaters, museums, animal shelters and even some mixed-use industrial and residential buildings. The results of this exercise confirm the long-term need to promote quality city planning for the future of Roeland Park.

## Focus Area Mapping Exercise

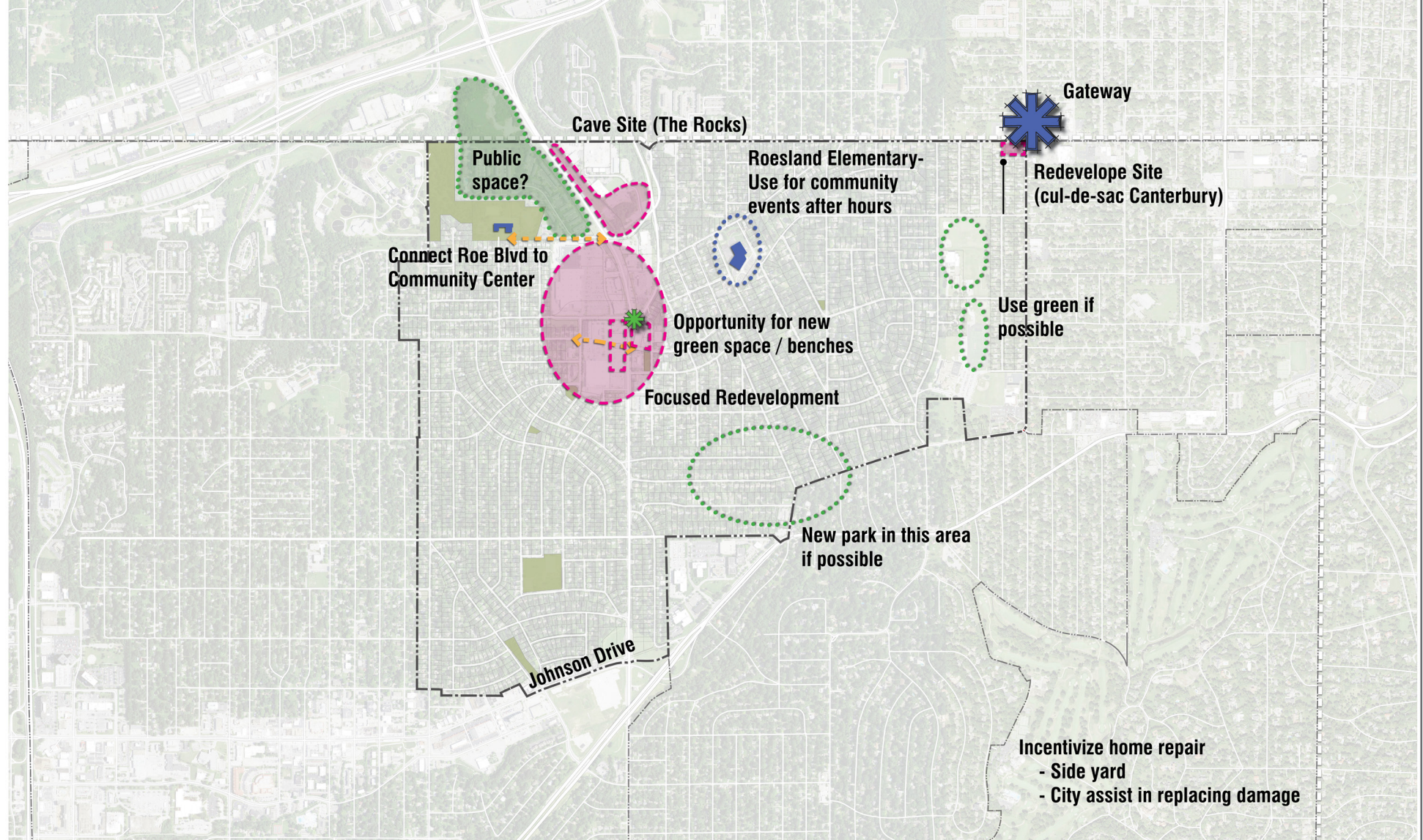
Participants at the public workshop were asked to consider a basemap of Roeland Park and provide any additional comments they had regarding specific areas of the city. All comments were valid, and the planning team made note of all that was shared. The results of this exercise can be found on the following page (Figure 3.16). The main takeaways included:

- Particular attention and planning should be applied to the Roe Boulevard corridor with redevelopment and green space important considerations.
- A residential area just east of Roe Boulevard is deficient in the amount of park space available.
- Residents see an opportunity for a gateway feature or development along County Line Road in the northeast corner of the city.
- Roe Boulevard Apartments property should be analyzed for redevelopment or public space improvements.





## BASE MAP



## ROELAND PARK COMPREHENSIVE PLAN

Roeland Park, Kansas



Figure 3.16 - Focus Area Mapping Exercise Results

This page intentionally left blank.

# 4

# LAND USE DEVELOPMENT PLAN





## LAND USE DEVELOPMENT PLAN OVERVIEW

The land use development plan for Roeland Park reviews the existing land use patterns of the community and identifies areas where redevelopment or new development may best occur. The land use analysis identifies areas or corridors of the community that may currently be underutilized or whose use is not the best and highest value use of the land. Over time, the development style and densities of communities will change in response to market conditions, environmental restrictions, roadway needs, or consumer/resident-driven demand. Identifying redevelopment possibilities in a landlocked community like Roeland Park is especially important because redevelopment is one of the few ways new development styles or densities can occur. There are a few key areas of the community that are vacant or undeveloped and the Land Use Development Plan lays out a vision for the future of Roeland Park that reflects market changes, community input and best practices for community growth and development.

### Existing Land Use

The existing land use of Roeland Park is shown in Figure 4.1 and summarized in Table 4.1. Roeland Park is a largely low-density residential community with single-family homes accounting for just over 75% of all land. Low-density residential land is followed by public & semi-public land, such as schools or city buildings, which account for 8.2% of existing land uses. Commercial land uses are on 52.6 acres, or 6.3% of existing land. There are approximately 30.1 acres of high-density residential and 3.7 acres of medium density

residential. Parks account for around 3.5% of existing land uses, totaling 29.6 acres. Office uses can be found on 14.2 acres, totaling just under 2% of the existing land use. Industrial land accounts for less than one percent of existing land uses with 5.4 acres.

Most of the commercial areas of the community are found along Roe Boulevard between W 48th Street and W 52nd Terrace. Larger big box retail such as Walmart, Lowe's, and Price Chopper are located in this area. Several other commercial enterprises with smaller building footprints such as banks, dental clinics, and fastfood can also be found in this commercial corridor. The other smaller commercial nodes of Roeland Park are at the intersections of Roe Boulevard and Johnson Drive, Shawnee Mission Parkway and Buena Vista Street, and Mission Road and W 47th Street in the northeast corner of Roeland Park.

The low-density residential land is spread across nearly the entire community with the exceptions of the Roe Avenue Commercial Corridor and the area immediately north. There are currently only a few areas with multi-family or medium/high density residential in Roeland Park. There are a handful of duplexes and triplexes spread throughout the low-density residential areas. The only major apartment complex is The Boulevard apartment complex, a 410-unit building located in the northwest corner of the community.

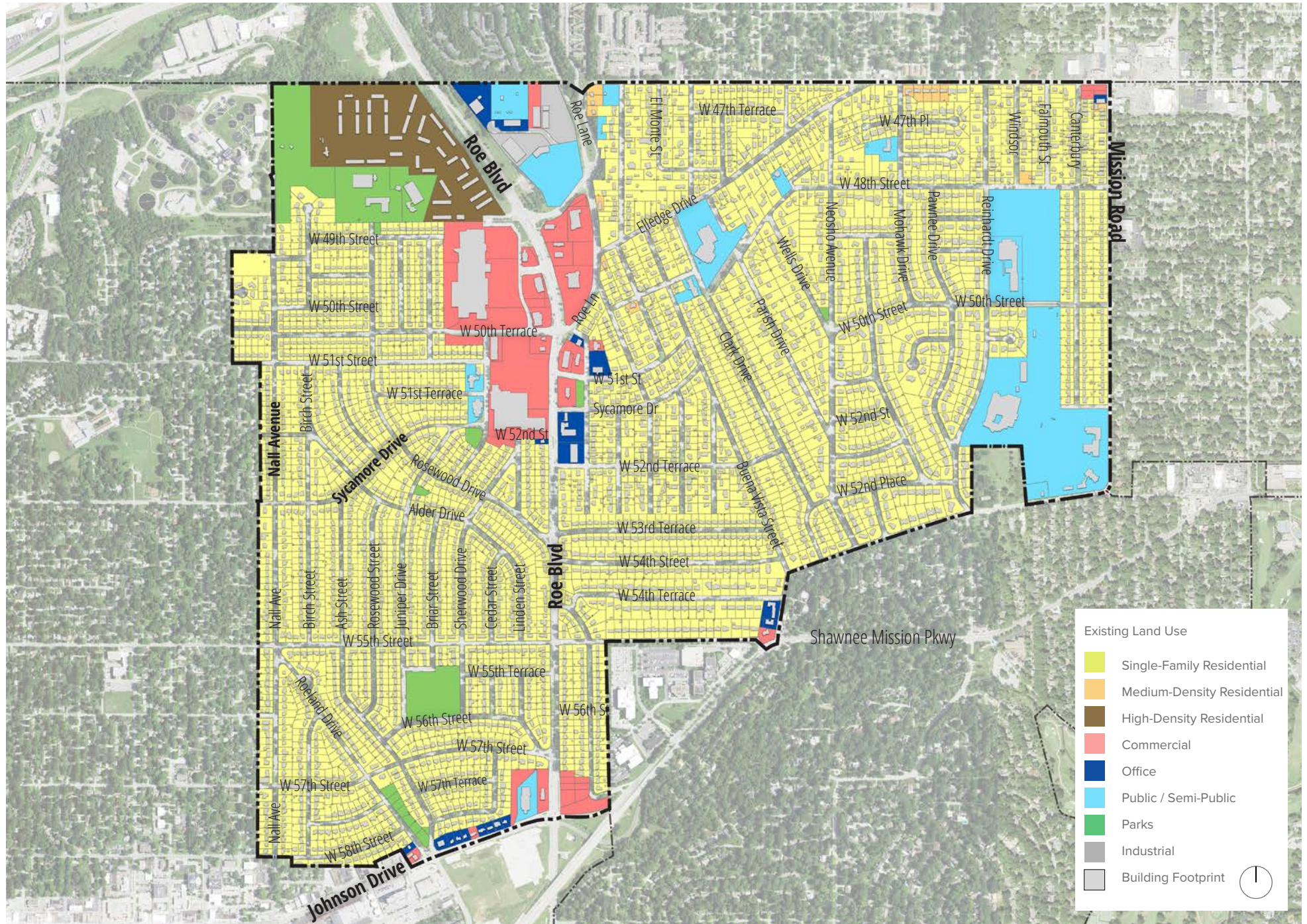
**Table 4.1 - Roeland Park Existing Land Use Composition (2020)**

|  | Existing Land Use          | Acres | Share (%) |
|--|----------------------------|-------|-----------|
|  | Single-Family Residential  | 636.1 | 75.7%     |
|  | Public & Semi-Public       | 68.7  | 8.2%      |
|  | Commercial                 | 52.6  | 6.3%      |
|  | High-Density Residential   | 30.1  | 3.6%      |
|  | Parks                      | 29.6  | 3.5%      |
|  | Office                     | 14.2  | 1.7%      |
|  | Medium-Density Residential | 3.7   | 0.4%      |
|  | Industrial                 | 5.4   | 0.6%      |
|  | TOTAL                      | 840.4 | 100.0%    |

Source: Confluence with inputs from Johnson County and the City of Roeland Park



Figure 4.1 - Existing Land Use Map, Roeland Park





## STRATEGIC OPPORTUNITIES PLAN

Based on all the feedback received from the community and city leaders, the planning team developed a Strategic Opportunities Map to synthesize the major themes that formed during the public participation process. This exercise helped the planning team think holistically about the series of individual ideas, concerns, challenges, and opportunities. This process influenced the Future Land Use Map which can be found on Page 57 (Figure 4.13).

The major takeaways from the Strategic Opportunities Map include:

- Roe Boulevard is the major north / south corridor through the community and has the best ability to sustain **higher-density mixed-use developments**. This degree of development has the opportunity to create a walkable downtown district and is supported by the 2019 Planning Sustainable Places Roe Boulevard and Johnson Drive Corridor Plan.
- Future **medium-density residential** opportunities are indicated in various areas along Roe Boulevard. If the need arises in the community for medium-density residential, these locations would be ideal because Roe Boulevard is a heavily traveled corridor and this type of development would buffer the commercial centers and any future downtown development from the surrounding single-family homes. This type of housing would also satisfy the interest for a greater variety of housing types within the community as reflected in the public survey, administered as a part of this planning process. For more details on medium-density residential, refer to page 52.
- The Visioning Roe 2020 process identified connectivity concerns related to Roe Boulevard. The Roe 2020 reconstruction project will address these concerns though further opportunities to facilitate an easier crossing should be studied. W 55th Street, W 53rd Terrace and West 48th Street are likely the best locations for **enhanced pedestrian and bicycle crossings**.
- A network of **community connectors** would serve to enhance the pedestrian condition through improved sidewalks, plantings and amenities and better connect neighborhoods with existing parks and open spaces. Planned dedicated on-street bike lanes and shared-use paths are indicated on this map according to the 2017 Pedestrian + Bicycle Infrastructure Strategy Plan.

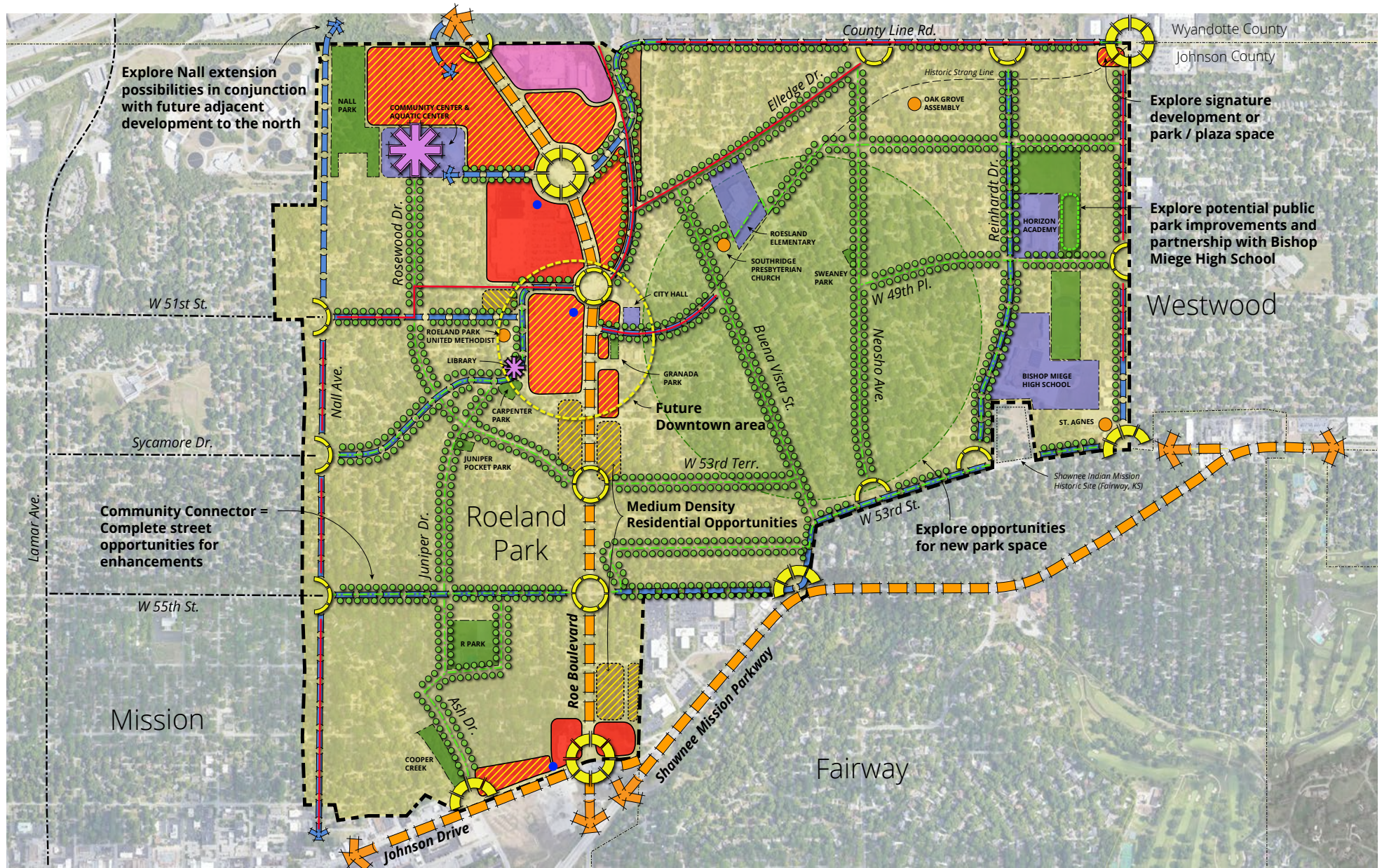
- Future connections between Nall Avenue and Roe Boulevard should be explored in conjunction with future adjacent development to the north. New access to the Community Center from Roe Boulevard should also be explored. These connections can improve circulation and access while enhancing connectivity to benefit the community.
- The amount of existing park space east of Roe Boulevard is relatively low compared to the neighborhoods west of Roe Boulevard. Partnerships with other existing institutions for use of existing space, or acquisition of future available property for this purpose are recommended.
- Opportunities for new **gateway improvements** at key locations throughout the community should be explored, including new thematic identification monuments, signage, landscape, and pedestrian amenities to create a sense of arrival. A key location is the 47th and Mission road intersection, which could include a new high-quality use that compliments the revitalization already occurring along the 47th Street corridor. The city should collaborate with and assist the property owner to explore redevelopment options.

### Strategic Opportunities Legend

|  |                                        |  |                                      |
|--|----------------------------------------|--|--------------------------------------|
|  | Major Community Gateway                |  | Major Community Corner               |
|  | Minor Community Gateway                |  | Minor Community Corner               |
|  | Major Park Opportunity                 |  | Primary Corridor                     |
|  | Important Community Assets             |  | Secondary Corridor                   |
|  | Dedicated On-Street Bike Lane (Future) |  | Community Connectors                 |
|  |                                        |  | Shared-Use Path (Future)             |
|  | Industrial                             |  | Potential Medium Density Residential |
|  | Public                                 |  | Mixed-Use Commercial                 |
|  | Existing Parks                         |  | Medium-Density Residential           |
|  | Commercial                             |  | Potential Mobility Hub               |



Figure 4.2 - Strategic Opportunities Map





# ROE BOULEVARD AND JOHNSON DRIVE CORRIDOR PLAN

In 2018, the Roe Boulevard and Johnson Drive Corridor Plan was completed with the goal of studying two areas of opportunity within Roeland Park to identify challenges and issues associated with the existing conditions and propose a series of redevelopment options. This plan's intent is to guide the City's efforts in positioning these two areas for long-term success and to take citizen's comments and desires into account when considering the future role these sites will play in serving the changing needs of the community. The full plan can be viewed on the City of Roeland Park's website.

## North Site

Located along the northern edge of the city, this 77-acre site, sits just west of Roe Boulevard, as shown in Figure 4.4. Nearby, Roe Boulevard connects with Interstate 35 and therefore acts as the main gateway into the city from the north at this location. Dominated by several major retailers such as Lowe's, Price Chopper and Walmart, this area also contains smaller strip mall developments and pad sites that are orientated away from the street. Each of these retail components are surrounded by expansive surface parking lots which are confusing to navigate.

Also located on the north site are the boulevard apartments and existing community center.

## South Site

This site sits on the north side of Johnson Drive and is approximately 2-acres. It is positioned between the newly developed Commerce Bank and St. Luke's Hospital facilities and Ash Drive on the west. It is also located along the southern edge of the existing Roe Manor Heights residential neighborhood (Figure 4.4).

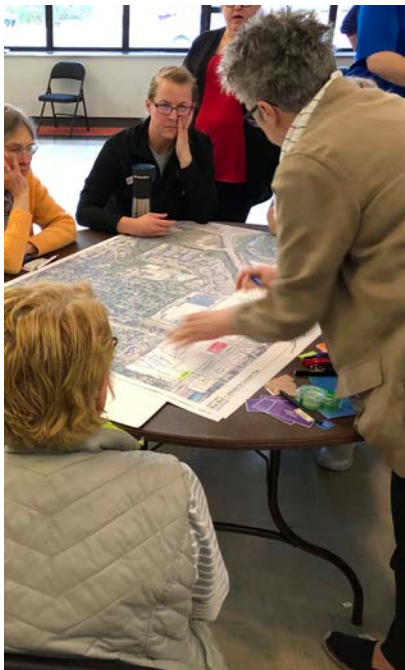
This site contains several homes that have been converted into commercial spaces and offers unattractive stretches of asphalt pavement with no pedestrian amenities. Directly across the street, a large mixed-use development known as, Mission Gateway, is currently being constructed. This development is within the city of Mission, KS.



Figure 4.3 - Historic Zoning Map of Roeland Park



Figure 4.4 - Roe Boulevard and Johnson Drive Corridor Plan Study Area



## Existing Conditions Analysis

Much like the process taken with the Roeland Park: Moving Forward 2040 Plan, the Roe Boulevard and Johnson Drive Corridor Plan analyzed existing conditions for both the north and south sites. The attributes analyzed include site topography, general pavement conditions, site connectivity, existing vegetation, and the aesthetics of the corridor.

## Planning Process

Fundamental to the formation of this plan was input and feedback from community members. These two sites represent important areas within the city of Roeland Park. Therefore, any redevelopment that takes place needs to be considered and approved by the greater community. A steering committee helped guide the planning team throughout the process and a series of planning workshops, public meetings, questionnaires, and engagement activities resulted in a comprehensive set of recommendations.



## North Site

Three concepts were developed for the north site, which comprises the Bella Roe Shopping Center, Boulevard Apartments, Community Center and Walmart.

N1 - This concept left the existing retail intact with enhancements made to the parking lots and circulation patterns. Small pad developments are recommended near the new connection with the community center.

N2 - This concept replaces the Walmart with a larger footprint store, enhances parking lot corridors, adds new pad site retail, proposed townhome development alongside Lowe's and establishes a new connection to the community center from Roe Boulevard.

N3 - In this scenario, the Walmart and strip mall are replaced with high-density mixed-use and a public green space. More mixed-use development is shown on the boulevard apartment site where new large-scale retail is also indicated.



Figure 4.5 - Concept N1





Figure 4.6 - Concept N2



Figure 4.7 - Concept N3





## South Site

Three concepts were also developed for the south site which fronts Johnson Drive. All three scenarios propose to replace the existing commercial buildings currently found in this location.

S1 - In this scenario, three one-story commercial buildings are proposed with screened parking serving the tenants.

S2 - Concept two proposes two commercial buildings with one comprising of two-story mixed-use occupants and a screened parking lot between the two developments.

S3 - In this scenario, a larger two-story mixed-use development and smaller one-story commercial development anchor the site. Because of the larger footprints, more parking is required, and this scenario looks to redevelop the adjacent single family homes along Cedar Street. A townhome development is also proposed for additional residential units along Ash Drive.



Figure 4.8 - Concept S1





Figure 4.9 - Concept S2



Figure 4.10 - Concept S3



Figure 4.11 - Concept S3 with Parking Deck



## FUTURE LAND USE DEFINITIONS

The Future Land Use Plan created for Roeland Park is composed of several new future land use categories. These land use categories describe the style and density of the development proposed for each area of the community. A definition and representative imagery for each future land use category is included.

Future land use categories include:

- Low-Density Residential
- Medium-Density Residential
- High-Density Residential
- Mixed-Use Commercial
- Commercial
- Industrial
- Public & Semi-Public
- Parks & Open Space

### Low-Density Residential

The Low-Density Residential future land use category is designed for areas with more traditional lower density single-family with lot sizes range from 1 to 5 dwelling units per acre. The current average density of existing single-family residentially developed areas within Roeland Park is approximately 4 dwelling units per acre. This land use category will be predominantly single-family detached homes with some duplexes and single-family homes with accessory dwelling units. This land is generally served by local or collector streets and not on main arterial streets. Development within the category may also include religious, educational, institutional uses, and public and private recreational areas such as parks.

### Medium-Density Residential

The Medium-Density Residential future land use category is designed for townhome, rowhouse or cottage home developments as well as single-family homes with accessory dwelling units. There will likely be a mixture of housing types including single-family detached dwellings, townhomes, rowhouses and duplexes, with an overall density of between 5 to 10 dwelling units per acre. Development within the category may also include religious, educational, institutional uses, and public and private recreational areas such as parks. This land can serve as a transitional use between low-density residential and arterial roads or more intense land uses such as commercial or industrial. The images to the right are all local Kansas City examples of medium-density residential developments.



Figure 4.12 - Examples of Low-Density Residential



Figure 4.13 - Examples of Medium-Density Residential



## High-Density Residential

The High-Density Residential future land use category is set aside for areas with densities of 10 or more dwelling units per acre. The category should mainly be composed of apartments or condominiums with some townhomes/rowhouses when appropriate. The housing is meant to provide alternative housing for all age groups as well as serve as transitional housing for new residents. Development within the category may also include religious, educational, institutional uses, manufactured housing developments, childcare centers, and public and private recreational areas.



Figure 4.14 - Examples of High-Density Residential

## Mixed-Use Commercial

The Mixed-Use Commercial future land use category is designed for areas to be developed at a higher, more urban density with multi-story buildings. This development style can have a combination of residential (10+ dwelling units per acre), retail and office uses either as mixed-use buildings or single-use buildings. Generally, for mixed-use buildings, retail or office uses will occupy the first floor with residential located on the floors above. The type of residential included in this land use category are typically higher density apartments, condominiums or townhomes / rowhouses. Entertainment uses are also commonly found in mixed-use commercial areas. This land use is typically found near other commercial nodes, along major arterial streets or at key intersections in a community.



Figure 4.15 - Examples of Mixed-Use Commercial



## Commercial

The Commercial future land use category is designed for community and neighborhood-serving retail, office, entertainment, and commercial areas. These retail and entertainment uses are intended to serve the entire community as well as attract users from outside of the city. Commercial areas are generally located on arterial or collector streets and should contain multiple access points. Typical uses in a commercial district include larger box stores and multi-tenant shopping centers.



Figure 4.16 - Examples of Commercial Land Use

## Industrial

The Industrial future land use category is designed for light industrial or business park office use. Typical uses found in this land use category include light industrial manufacturing and parts assembly, warehousing, and distribution with no outdoor storage of bulk materials.



Figure 4.17 - Examples of Industrial Land Use

## Public & Semi-Public

The Public & Semi-Public future land use category includes publicly owned land such as city hall, the library, community centers, places of worship, hospitals and police / fire facilities. It also includes semi-public land such as cemeteries and court houses. Institutional uses such as schools or college land also fall into this land use category.



Figure 4.18 - Examples of Public / Semi-Public Land Use

## Parks & Open Space

The Parks & Open Space future land use category is set aside for public, private, and semi-private recreational land such as parks, trails, golf courses, greenways, and recreation fields. Ownership may be private but is often public and available for use by all residents and visitors.



Figure 4.19 - Examples of Park / Open Space Land Use



## FUTURE LAND USE PLAN

Future land use plans show the preferred future land uses of a community. It lays out a vision for the community and can help the city during decision-making over re-zonings or proposed redevelopments. It will often represent what currently exists within an area but will also highlight areas where new or redevelopment should occur. A future land use plan does not replace zoning or make properties out of compliance. Rather, it shows what could be if an area were to redevelop or develop for the first time. As a landlocked and mainly built-out community, the future land use map in Roeland Park will mainly reflect the existing land uses of the community with a few areas identified for proposed redevelopment over time.

Figure 4.13 shows the future land use plan for Roeland Park and Table 4.2 summarizes it. The future land use breakdown for Roeland Park largely mimics the existing land use breakdown. Over 73% of the future land use plan is low-density residential, which is only slightly lower than the existing land use breakdown. One significant change is the decision to put medium-density residential as the preferred land use category in the parcels adjacent to Roe Boulevard south of W 52nd Street until W 53rd Terrace and northeast of the intersection of Johnson Drive & Roe Blvd. Given the traffic of Roe Boulevard and the need for residential diversity in Roeland Park, these areas have been identified as medium-density residential for future redevelopment purposes. Additional rooftop density and housing choice could help reinvigorate the Roe Boulevard corridor.

Another significant change is the expansion of the Mixed-Use Commercial future land use at the now vacant lot at the northeast corner of Roe Boulevard and W 48th Street. Given the adjacent land uses and the traffic associated with Roe Boulevard, the Mixed-Use Commercial future land use is well suited for this area. The Mixed-Use Commercial land uses are complemented by the nearby apartment complex to the northwest because they provide a higher density of population to patron the mixed-use businesses.

Figure 4.12 - Future Land Use Composition

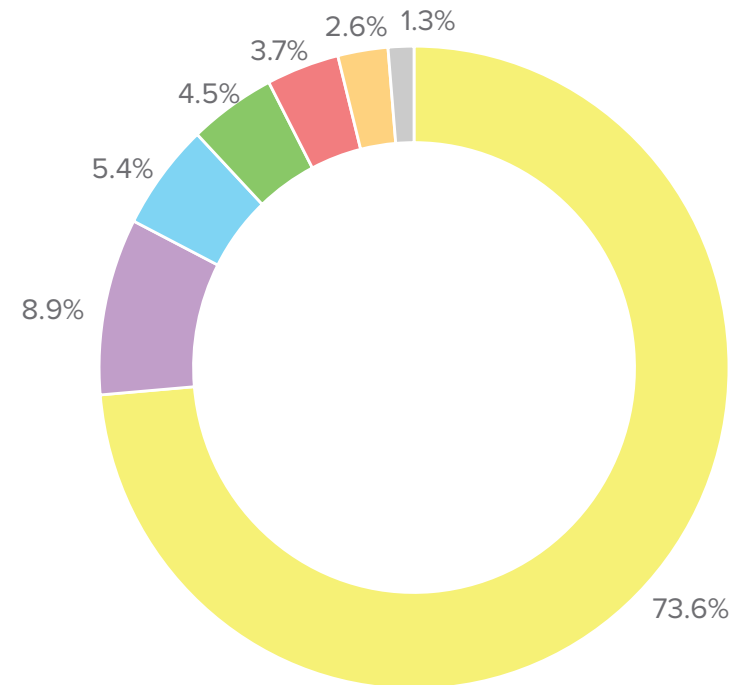


Table 4.2 - Future Land Use Composition

|  | Future Land Use            | Acres | Share (%) |
|--|----------------------------|-------|-----------|
|  | Low-Density Residential    | 624.7 | 73.6%     |
|  | Mixed-Use Commercial       | 75.4  | 8.9%      |
|  | Public & Semi-Public       | 45.7  | 5.4%      |
|  | Parks & Open Space         | 37.8  | 4.5%      |
|  | Commercial                 | 31.7  | 3.7%      |
|  | Medium-Density Residential | 21.8  | 2.6%      |
|  | Industrial                 | 11.2  | 1.3%      |
|  | TOTAL                      | 841.9 | 100.0%    |



**Future Land Use**

- Low-Density Residential
- Mixed-Use Commercial
- Medium-Density Residential
- Public & Semi-Public
- Parks & Open Space
- Commercial
- Industrial

## Land Use to Zoning Compatibility Matrix

The land use to zoning compatibility matrix below shows the relationship between the new future land use categories and the existing zoning districts within the City. Land uses and the corresponding zoning districts are listed as either compatible (“C”) or partially compatible (“PC”). If blank, then the given zoning district is not compatible within the corresponding land use category.

This matrix should be used as the basis for determining the appropriate zoning district or districts when a rezoning is being considered for a given property. If the zoning proposed for a desired redevelopment proposal is incompatible with its land use designation, the designation on future land use map should be amended accordingly as part of the rezoning process. A future update to this matrix may be necessary to address any changes to the City’s zoning code regulations.

| Land Use to Zoning Compatibility Matrix |                  |        |                     |        |        |                          |      |      |     |     |
|-----------------------------------------|------------------|--------|---------------------|--------|--------|--------------------------|------|------|-----|-----|
| Land Use Categories                     | Zoning Districts |        |                     |        |        |                          |      |      |     |     |
|                                         | Single-Family    | Duplex | Multiple Residences | Office | Retail | Planned Zoning Districts |      |      |     |     |
|                                         |                  |        |                     |        |        | CP-O                     | CP-1 | CP-2 | P-I | MXD |
| Low-Density Residential                 | C                | C      |                     |        |        |                          |      |      |     |     |
| Medium-Density Residential              | PC               | C      | C                   |        |        |                          |      |      |     |     |
| High-Density Residential                |                  | PC     | C                   |        |        |                          |      |      |     | PC  |
| Mixed-Use Commercial                    |                  |        | C                   | C      | C      | C                        | C    | C    |     | C   |
| Commercial                              |                  |        |                     | C      | C      | C                        | C    | C    |     | C   |
| Industrial                              |                  |        |                     |        |        |                          |      | PC   | C   |     |
| Public & Semi-Public                    | C                | PC     | PC                  | PC     |        |                          |      |      |     |     |
| Parks & Open Space                      | C                |        |                     |        |        |                          |      |      |     |     |

Table 4.3 - Land Use to Zoning Compatibility Matrix

## Zoning Code Analysis and Recommended Action Items

The City should consider a general update to the City’s zoning regulations to modernize the language and standards. The following are some specific recommendations:

- Update and expand the definitions to cover modern terminology especially related to permitted uses.
- Consider adding residential design standards as recommended by the Comprehensive Plan.
- Establish additional design standards for multi-family residential, office, and retail uses.
- Add language to restrict drive-thru uses and certain businesses from being established in high-value retail development corridors and city gateways.
- Create a table detailing the setback requirements for each zoning district.
- Develop an expanded table of permitted uses for all zoning districts.



This page intentionally left blank.

This page intentionally left blank.

# 5

## **RESIDENTIAL DESIGN AND UNIVERSAL DESIGN STANDARDS**



## RESIDENTIAL DESIGN STANDARDS

As a mostly built-out community, Roeland Park has few opportunities for new home construction. Despite this reality, there has been a trend in recent years where much larger homes, compared to their neighborhood context, are constructed on multiple smaller properties that have been purchased and combined. While completely legal, this type of redevelopment can have adverse effects on the existing neighborhood and homeowners. This trend has occurred in Roeland Park but also in neighboring communities such as Prairie Village and Fairway.

One tool communities have to regulate the construction of homes that are out of context to their surrounding neighbors, is applying residential design standards that apply to new home construction or home renovation. The goal of these standards is to allow for redevelopment but in a way that maintains and enhances Roeland Park's character and quality.

The Roeland Park: Moving Forward 2040 Plan will outline a set of preliminary recommendations for the city leadership to consider. These recommendations include applying standards to the following:

- Bulk Regulations
- Architectural Design
- Driveways

## Zoning Code Updates

### Application

New single-family homes, including the replacement of a demolished home, must comply with the Residential Design Standards.

Reconstruction or replacement of 50% or more of the gross floor area of the original structure, including successive projects that cumulatively total 50% or more of the gross floor area of the original structure, require the entire structure be brought into compliance with the design regulations.

All additions must comply with the design regulations. Additions greater than 2,000 sq. ft. in gross floor area, including successive additions that cumulatively total 2,000 or more sq. ft., require the entire structure be brought into compliance with the design regulations.

### Exceptions and Building Maintenance

The regulations do not apply to building facade maintenance and repair including repainting of existing painted surfaces, roof, window, and siding replacement and roof replacement with identical materials.

At the full discretion of the Building Official, deviations from these standards may be granted in order to ensure the building addition is aesthetically compatible with the existing building design and appearance.

## Bulk Regulations

Keep the building setbacks the same but consider expanding the 35 ft max height limit to apply to all sides of the home and not just the front yard elevation.

- Front Yard Setback: 30 to 35 ft
- Rear Yard Setback: 15 ft
- Side Yard Setback: 5 ft (building limited to max 80% of lot width)
- Height Limit: 35 ft

## Open Space Standards

City code currently requires single family residential properties have a minimum of 55% of the lot area maintained as a permeable or uncovered surface (pervious). This definition could be clarified that this area cannot be covered by any accessory structure (including sheds, garages, play structures, pools) decks, patios or other paved areas to reinforce the importance of this provision. This standard could further be increased to 60% or 65%.



## Floor Area Ratio (FAR)

Add a Floor Area Ratio (FAR) requirement between 0.45 and 0.50 to further limit the bulk of a new home on a large lot. This area calculation includes un-finished basements and attached garages.

As an alternative, this FAR requirement could be set to only apply on larger lots - such as lots that are greater than 10,000 square feet in area.

## Lot Merger Regulations

In lieu of or as a supplement to a floor area ratio (FAR) building for single family residential properties, the City could adopt standards for joining or merging lots - requiring that no building be constructed over/across any property or lot line unless approved for merger via a lot-tie agreement or replatted, subject to the following:

- Does not create a through lot, meaning it cannot allow street access from the front and rear yards.
- The new lot width is not 50% larger than the average lot width of the properties within 200 feet
- The lot merger does not result in the total square footage of the new lot being 50% larger than the average square footage of the properties within 200 or 300 feet.
- Exception: Lot merger/replatting maybe approved if the resulting merged lot is no greater than 100 feet in width (or other minimum lot width and lot size standard).



Single-family homes should be designed and constructed to be compatible with the surrounding neighborhood and be built of quality materials. All single-family dwellings and their accessory structures, including detached garages and sheds over 120 square feet, shall be residential in character.

Street facing garage doors that either exceed 50% of the width of the street-facing facade or have a combined total width of 30 feet shall be architecturally treated and setback a minimum 2-ft from the front facade of the house.



*Figure 5.2 - Garage Door Standards - 65' Lot*

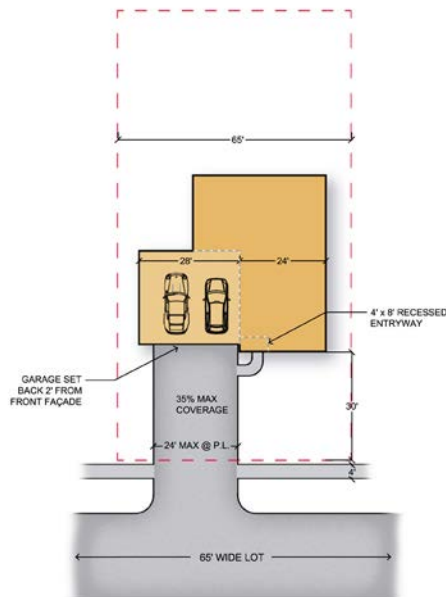
[illegible]

Diagram illustrating a garage layout on a 100' wide lot. The garage is set back 2' from the front facade. The garage is 28' wide and 37' deep. The lot is 100' wide. The garage has a 4' x 8' recessed entryway. The garage is 28' wide and 37' deep. The lot is 100' wide.

### Exterior Building Materials

No specific standards for exterior materials except that quality, exterior grade materials are required.

Acceptable materials include but are not limited to exterior grade/rated:

- Brick and stone veneer
- Stucco - traditional Portland based
- Wood - panels, siding, and trim
- Cement fiberboard and composite wood - panels, siding, and trim
- Vinyl and approved metal siding and trim
- Exterior Insulation and Finish System (EIFS) - water managed
- Glass windows and doors, and glass block
- Concrete block and cast-in-place concrete - foundation walls only
- Roofing materials include:
  - Laminate style asphalt shingles (architectural asphalt shingles)
  - Standing seam metal roofing
  - Slate and tile (including synthetic and composite)

### Wall and Roof Articulation

Long blank walls and roof lines shall not be permitted. The walls and roofs on all sides of each building shall be broken up by a combination of methods including window and door openings, dormers, changes in the roof and wall plains, wall and roof projections and off-sets, or changes in exterior building materials.

No street facing building wall shall exceed 30-feet in width without a change of articulation in the wall plane by means of a horizontal off-set of at least 2 feet in depth or projection running vertically from top to bottom of the wall. No street facing roof shall exceed 24 feet in width without a change in the roof direction, articulation of the roof plane by means of an off-set of at least 2 feet, or other significant change to the roof form.

### Windows

All street facing facades shall include window openings that comprise at least 10% of the façade area.



*Figure 5.5 - Example of acceptable building materials*



*Figure 5.6 - Example of acceptable wall and roof articulation*



*Figure 5.7 - Example of acceptable window coverage*



## Driveways

Maintain 35%-yard area coverage limit for driveways and parking and 2 ft setback requirement.

### Driveway Widths

Add limit that driveways shall be no greater than 24 feet wide or the width of a garage door opening that faces the street, whichever width is greater, and shall taper to no greater than 24 feet in width at the street right-of-way line.

Additional parking of vehicles may be permitted on a surfaced area off to one side of a driveway. This auxiliary parking area shall be no more than 10-feet in width and shall not encroach into the right-of-way.



*Figure 5.8 - Example of acceptable driveway widths*



*Figure 5.9 - Example of acceptable side driveway width*

## UNIVERSAL DESIGN STANDARDS

Universal Design (UD) is the design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design, according to The United States Access Board. In terms of residential development, Universal Design relates to the design of entrances, doorways, corridors, and other smaller details of home construction to ensure the home is accessible to everybody, today and in the future.

Roeland Park adopted a resolution to become a Community for All Ages through the Mid-America Regional Council in 2015 and in 2019, the city received recognition for incorporating UD elements into the R Park Master Plan and Phased Development Plan. According to a 2019 community survey, nearly 60% of the community were either supportive or neutral to the idea of incorporating these standards into new or remodeled homes. The Roeland Park: Moving Forward 2040 Plan recommends three methods to encourage homeowners and developers to adopt UD practices.

|                                                                                   |                                                                                   |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| <b>UNIVERSAL DESIGN PRINCIPLES</b>                                                | <b>Principle 1: Equitable Use</b>                                                 |
|                                                                                   | The design is useful and marketable to people with diverse abilities.             |
| <b>Principle 2: Flexibility in Use</b>                                            | <b>Principle 3: Simple and Intuitive Use</b>                                      |
| The design accommodates a wide range of individual preferences and abilities.     | Use of the design is easy to understand, regardless of the user's experience.     |
| <b>Principle 4: Perceptible Information</b>                                       | <b>Principle 5: Tolerance of Error</b>                                            |
| The design communicates necessary information effectively to the user.            | The design minimizes hazards and the adverse consequences of unintended actions.  |
| <b>Principle 6: Low Physical Effort</b>                                           | <b>Principle 7: Sized for Approach / Use</b>                                      |
| The design can be used efficiently and comfortably and with a minimum of fatigue. | The design can be used efficiently and comfortably and with a minimum of fatigue. |

### Educate

- *Awareness Campaign:* Develop an awareness campaign (website/mailers/social media posts).
- *Educational Materials:* Create handout material and website reference/resource links geared towards homeowners, remodelers, builders and developers.
- *Informational Classes:* Coordinate separate informational/instructional classes for homeowners and builders.

### Incentivize

- *Forgivable Loans or Grants:* Offer forgivable loans or grants for homeowners making universal design improvements.
- *Grant Funding:* When applying for development grants, incorporate requirements for the use of universal design principals. Tie city incentives or local matches to inclusion of universal design principals.
- *Update of Zoning Code:* Consider creating density bonuses for multi-family residential developments, via a Special Use Permit process, and/or a reduction in permit fees to builders utilizing universal design principals. Update the zoning code to allow the above density bonuses and other minor deviations from the zoning code regulations to support universal design improvements.
- *Waive or Reduce City Fees:* Waive or reduce building permit fees and other development fees for construction projects that incorporate universal design elements.

### Lead by Example

- *Require Universal Design be Applied to City Projects:* When substantially renovating (60% or more of the building) or constructing a new city-owned facility, the City should consider including universal design elements to lead by example and provide physical examples of buildings that employed universal design.

This page intentionally left blank.



# 6 IMPLEMENTATION

## IMPLEMENTATION PLAN OVERVIEW

The Implementation Plan assembles the input gathered during the Roeland Park: Moving Forward 2040 planning process and compiles them into a matrix. The matrix is composed of goals, policies, and action items. Goals are objectives or aims which may be broad or specific that define the implementation themes. Policies represent on-going principles by which the city should adhere when approving new development or planning future public infrastructure investments. Action items are specific steps and activities the city should take. Policy items and Action items relate to the goal they are listed under but don't necessarily correlate directly with each other. Each action item has been given a term and estimated timeframe for completion.

| NO.                                        | POLICY                                                                                                                                                                | NO. | ACTION ITEM                                                                                                                                                                                                                                                                                    | TERM   | TIMEFRAME |
|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>GROWTH &amp; DEVELOPMENT / LAND USE</b> |                                                                                                                                                                       |     |                                                                                                                                                                                                                                                                                                |        |           |
| <b>GOAL 1</b>                              | <b>Protect Roeland Park residents through thoughtful land use decisions</b>                                                                                           |     |                                                                                                                                                                                                                                                                                                |        |           |
| P1                                         | Protect existing single-family residential neighborhoods through the use of land use buffers, traffic calming measures and investments in infrastructure              | A1  | <i>Continue to implement the policies and action steps to be a community for all ages</i>                                                                                                                                                                                                      | Long   | 6+ yrs.   |
| P2                                         | Discourage new single-family residential growth along major thoroughfares such as Roe Boulevard and Johnson Drive                                                     | -   | -                                                                                                                                                                                                                                                                                              | -      | -         |
| P3                                         | Encourage commercial and mixed-use development only in areas identified on the Future Land Use Plan                                                                   | -   | -                                                                                                                                                                                                                                                                                              | -      | -         |
| <b>GOAL 2</b>                              | <b>Continue to strengthen and improve the character and image of Roeland Park through quality civic and commercial spaces</b>                                         |     |                                                                                                                                                                                                                                                                                                |        |           |
| P1                                         | Require new higher-density development to provide open space for public gatherings                                                                                    | A1  | <i>Collaborate with and assist the property owner to explore options to redevelop parcel at W 47th Street and Mission Road with a high-quality use that compliments the revitalization already occurring in the 47th Street corridor</i>                                                       | Short  | 1-3 yrs.  |
| P2                                         | Encourage new commercial and public development and redevelopment to be pedestrian friendly through sidewalk/ trail connections, bike racks, and pedestrian amenities | A2  | <i>Establish community gateways along primary arterials along with unique street and wayfinding signs to announce the arrival into the City of Roeland Park. This will advance the City's branding plan</i>                                                                                    | Medium | 3-6 yrs.  |
| P3                                         | Continue to encourage and support incorporation of public art in city owned facilities and spaces                                                                     | A3  | <i>Promote and inform residents and visitors to important historical features of the community such as the former Strang Interurban Rail Line and the Santa Fe Trail as elements unique to Roeland Park as a continuing effort to improve branding and identity opportunities for the city</i> | Long   | 6+ yrs.   |

| NO.                                              | POLICY                                                                                                                                          | NO. | ACTION ITEM                                                                                                                            | TERM   | TIMEFRAME |
|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>GROWTH &amp; DEVELOPMENT / LAND USE CONT.</b> |                                                                                                                                                 |     |                                                                                                                                        |        |           |
| <b>GOAL 3</b>                                    | <b>Foster and promote mixed-use development in key areas of the community</b>                                                                   |     |                                                                                                                                        |        |           |
| P1                                               | Use local tax resources and financial incentives to attract new local businesses to mixed-use commercial areas                                  | A1  | <i>Perform regular economic studies to show viability of new commercial and mixed-use developments</i>                                 | Medium | 3-6 yrs.  |
| P2                                               | Encourage redevelopment of commercial properties along Johnson Drive to attract mixed-use developments and serve as a gateway into Roeland Park | A2  | <i>Create an urban center along Roe Boulevard by promoting mixed-use and commercial developments</i>                                   | Long   | 6+ yrs.   |
| <b>GOAL 4</b>                                    | <b>Support sustainable development and growth in Roeland Park</b>                                                                               |     |                                                                                                                                        |        |           |
| P1                                               | Encourage the use of Universal Design Principals for new construction and redevelopment                                                         | A1  | <i>Create appropriate tools to incentivize the Universal Design Principals (Density bonus, rebate, etc.)</i>                           | Short  | 1-3 yrs.  |
| P2                                               | Require new development and redevelopment to incorporate green infrastructure into their site design                                            | A2  | <i>Promote infill and housing rehabilitation of existing properties and vacant lots</i>                                                | Medium | 3-6 yrs.  |
| P3                                               | Allow medium and high-density residential development in key areas of the community as identified on the future land use plan                   | -   | -                                                                                                                                      | -      | -         |
| <b>HOUSING</b>                                   |                                                                                                                                                 |     |                                                                                                                                        |        |           |
| <b>GOAL 1</b>                                    | <b>Preserve existing high-quality neighborhood housing while encouraging diversity of housing options</b>                                       |     |                                                                                                                                        |        |           |
| P1                                               | Encourage senior housing options in Roeland Park                                                                                                | A1  | <i>Adopt updated residential design standards to promote best practices for the redevelopment of older homes or infill development</i> | Short  | 1-3 yrs.  |

| NO.                           | POLICY                                                                                                                                                                                                                                      | NO. | ACTION ITEM                                                                                                                                                                                          | TERM   | TIMEFRAME |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>HOUSING CONT.</b>          |                                                                                                                                                                                                                                             |     |                                                                                                                                                                                                      |        |           |
| P2                            | Continue to offer financial incentives for home improvement through programs such as the Neighbors Helping Neighbors Program, Community Revitalization Program, the Johnson County Homebuyer Assistance Program, and other similar programs | A2  | <i>Continue to encourage and educate homeowners about housing rehabilitation and improvement options with resources such as the Mid-America Regional Council's First Suburbs Coalition Idea Book</i> | Medium | 3-6 yrs.  |
| P3                            | Properly maintain street trees in existing residential neighborhoods                                                                                                                                                                        | A3  | <i>Consider updating the zoning code to allow accessory dwelling units on single family residential lots in order to promote affordable housing</i>                                                  | Medium | 3-6 yrs.  |
| P4                            | Ensure street and pedestrian connections between existing and new residential development through the use of sidewalks, trails, or streetscapes                                                                                             | -   | -                                                                                                                                                                                                    | -      | -         |
| <b>PARKS &amp; RECREATION</b> |                                                                                                                                                                                                                                             |     |                                                                                                                                                                                                      |        |           |
| <b>GOAL 1</b>                 | <b>Continue to provide a high level of service for parks and recreation in Roeland Park</b>                                                                                                                                                 |     |                                                                                                                                                                                                      |        |           |
| -                             | -                                                                                                                                                                                                                                           | A1  | <i>Review and consider updating the 2010 Roeland Park Parks Master Plan</i>                                                                                                                          | Short  | 1-3 yrs.  |
| -                             | -                                                                                                                                                                                                                                           | A2  | <i>Increase trail access and connectivity in Roeland Park including creating links to other communities as reflected in the Sidewalk and Bikeway Master Plan</i>                                     | Short  | 1-3 yrs.  |
| -                             | -                                                                                                                                                                                                                                           | A3  | <i>Identify opportunities for new community park space, especially east of Roe Boulevard</i>                                                                                                         | Medium | 3-6 yrs.  |
| -                             | -                                                                                                                                                                                                                                           | A4  | <i>Actively evaluate options to partner with other entities on shared parks and recreation facilities</i>                                                                                            | Medium | 3-6 yrs.  |
| -                             | -                                                                                                                                                                                                                                           | A5  | <i>Explore improvements to the vehicular and pedestrian connections with the community center from Skyline Drive and Roe Boulevard</i>                                                               | Medium | 3-6 yrs.  |
| -                             | -                                                                                                                                                                                                                                           | A6  | <i>Plant a variety of trees and plants within the park system to add diversity to the park ecosystems and potentially reduce maintenance costs with low-maintenance species</i>                      | Long   | 6+ yrs.   |

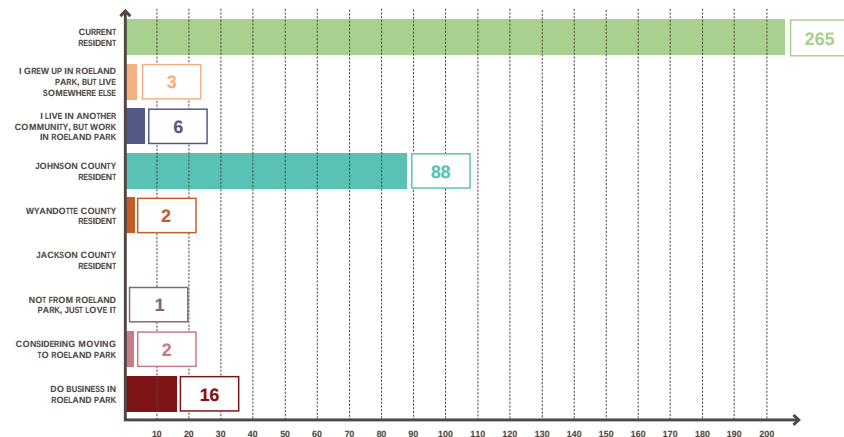
| NO.                                | POLICY                                                                                                    | NO. | ACTION ITEM                                                                                                                                                                                                 | TERM   | TIMEFRAME |
|------------------------------------|-----------------------------------------------------------------------------------------------------------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>CONNECTIVITY &amp; MOBILITY</b> |                                                                                                           |     |                                                                                                                                                                                                             |        |           |
| <b>GOAL 1</b>                      | <b>Maintain the City's infrastructure to support the long-term resiliency and growth of the community</b> |     |                                                                                                                                                                                                             |        |           |
| P1                                 | Ensure city streets are maintained at an acceptable standard                                              | A1  | <i>Continue construction of Roe Boulevard streetscape improvements</i>                                                                                                                                      | Short  | 1-3 yrs.  |
| -                                  | -                                                                                                         | A2  | <i>Establish multi-modal transit hubs throughout the community to increase and improve multi-modal transit opportunities for residents as identified in the Roe Boulevard / Johnson Drive Corridor Plan</i> | Short  | 1-3 yrs.  |
| -                                  | -                                                                                                         | A3  | <i>Evaluate and improve the pedestrian safety of key intersections within the community as identified on the Strategic Opportunities Map to promote east/west pedestrian movement across Roe Boulevard</i>  | Short  | 1-3 yrs.  |
| -                                  | -                                                                                                         | A4  | <i>Continue improving ROW aesthetics to increase the quality of life for residents and enhance transportation corridors for residents and visitors alike</i>                                                | Medium | 3-6 yrs.  |
| -                                  | -                                                                                                         | A5  | <i>Add bike lanes to select streets as identified in the Sidewalk and Bikeway Master Plan</i>                                                                                                               | Medium | 3-6 yrs.  |
| -                                  | -                                                                                                         | A6  | <i>Explore the viability of extending Nall Avenue north as new development occurs in the adjacent area to the north</i>                                                                                     | Long   | 6+ yrs.   |



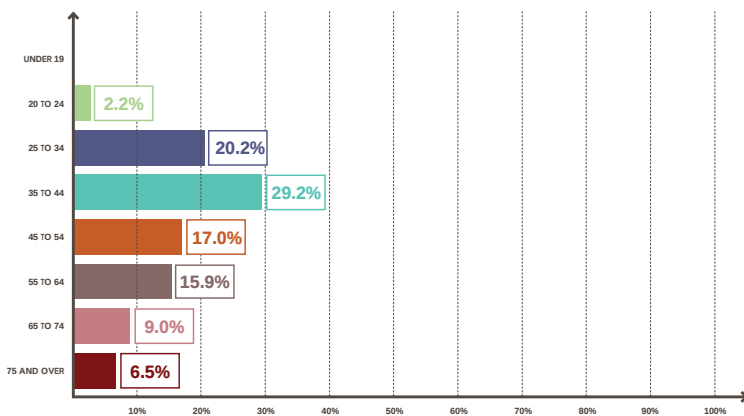
| NO.                                        | POLICY                                                                                                                                                                  | NO. | ACTION ITEM                                                                                                                                                                                                                                                | TERM   | TIMEFRAME |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----------|
| <b>NATURAL RESOURCES &amp; ENVIRONMENT</b> |                                                                                                                                                                         |     |                                                                                                                                                                                                                                                            |        |           |
| <b>GOAL 1</b>                              | <b>Preserve and conserve ecologically sensitive land in Roeland Park</b>                                                                                                |     |                                                                                                                                                                                                                                                            |        |           |
| P1                                         | Encourage new development or redevelopment to incorporate existing trees into the site design to preserve existing tree cover in the community                          | A1  | <i>Develop and adopt standards for sustainable building design and construction for new development and redevelopment</i>                                                                                                                                  | Medium | 3-6 yrs.  |
| P2                                         | Promote the planting of a variety of tree species throughout the community to promote tree species diversity                                                            | A2  | <i>Continue to implement the Roeland Park Stormwater Management Plan to reduce and mitigate water pollution</i>                                                                                                                                            | Long   | 6+ yrs.   |
| <b>GOAL 2</b>                              | <b>Promote environmental best practices and support sustainability efforts in Roeland Park</b>                                                                          |     |                                                                                                                                                                                                                                                            |        |           |
| P1                                         | Continue to support and promote the inclusion of photovoltaic power generating systems on residential, institutional, commercial, and industrial buildings of all sizes | A1  | <i>Evaluate the installation of photovoltaic power generating systems on city-owned facilities</i>                                                                                                                                                         | Short  | 1-3 yrs.  |
| P2                                         | Continue to implement strategies as suggested in the Climate Action KC Playbook                                                                                         | A2  | <i>Assess options for reducing the city's carbon footprint by upgrading city-owned building HVAC and lighting systems with higher energy efficient equipment. Continue with the process of switching city fleet vehicles to all-electric when possible</i> | Short  | 1-3 yrs.  |
| -                                          | -                                                                                                                                                                       | A3  | <i>Develop a plan that identifies green infrastructure projects throughout the city</i>                                                                                                                                                                    | Long   | 6+ yrs.   |

# APPENDIX

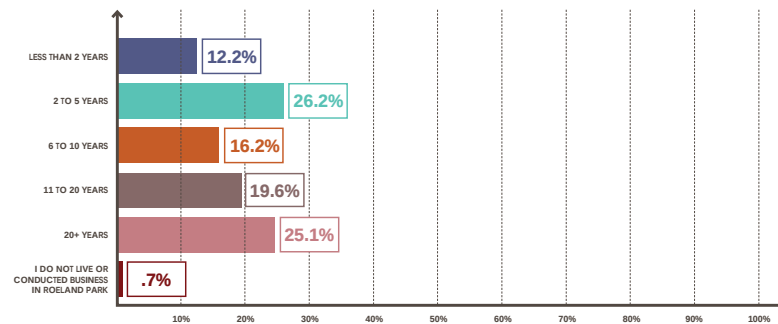
**1** WHAT IS YOUR CURRENT RELATIONSHIP TO ROELAND PARK? (MARK ALL THAT APPLY).



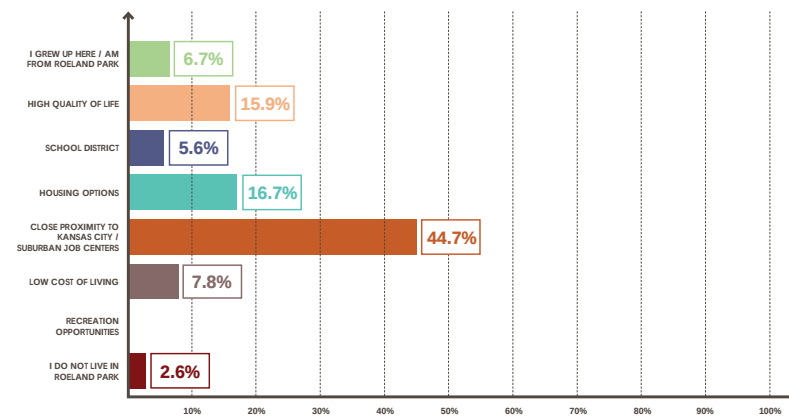
**2** WHAT IS YOUR AGE RANGE?



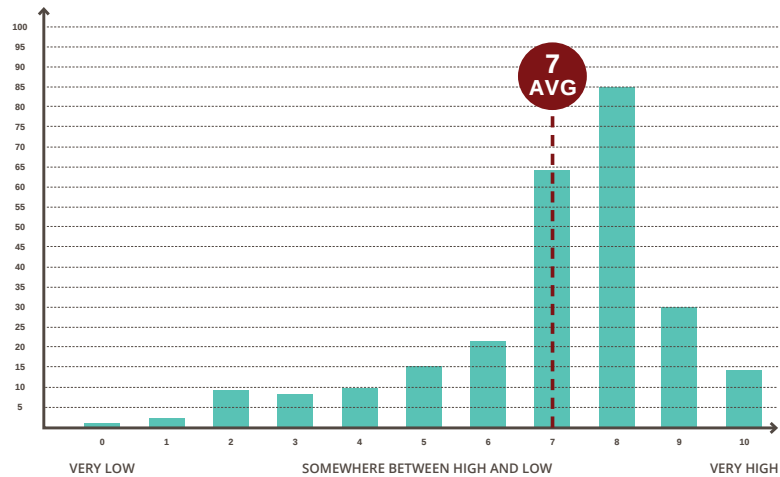
**3** HOW LONG HAVE YOU LIVED / CONDUCTED BUSINESS IN ROELAND PARK?



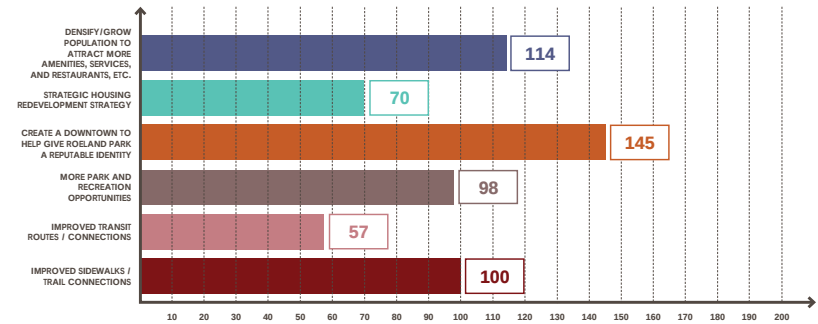
**4** WHICH REASON BEST DESCRIBES WHY YOU LIVE IN ROELAND PARK?



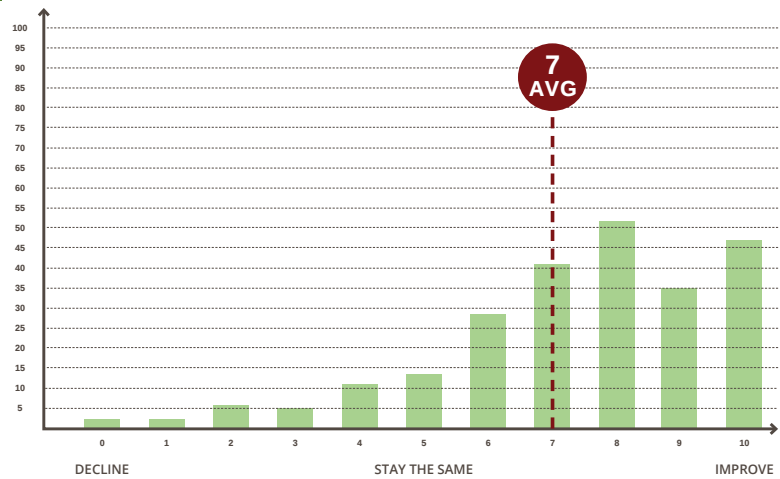
**5** HOW WOULD YOU RATE THE CURRENT QUALITY OF LIFE IN ROELAND PARK?



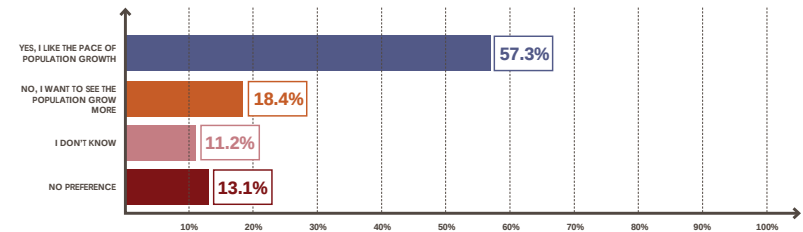
**7** WHAT ACTIONS WOULD HELP IMPROVE THE QUALITY OF LIFE AND MAKE YOU STAY IN ROELAND PARK? SELECT UP TO 3 ANSWERS.



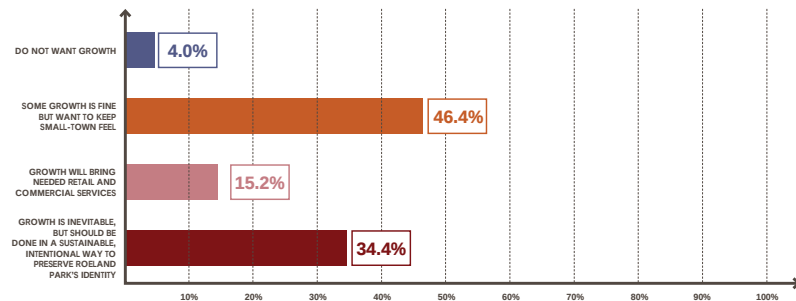
**6** OVER TIME, YOU EXPECT THE QUALITY OF LIFE IN ROELAND PARK TO...



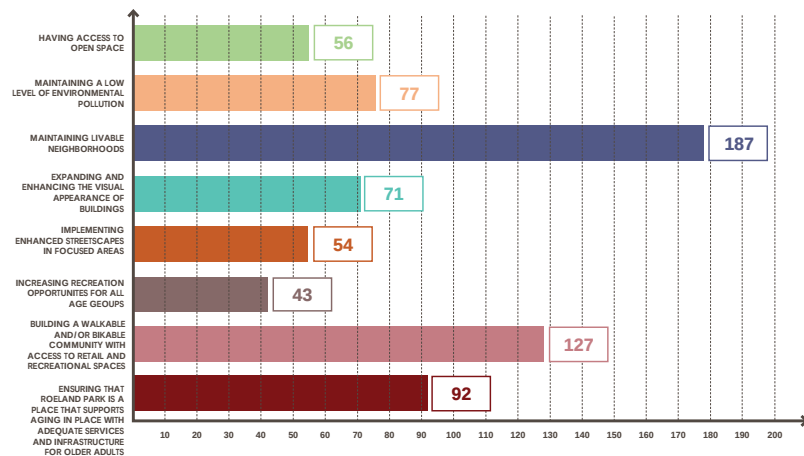
**8** ROELAND PARK HAS HAD MINIMAL POPULATION GROWTH OVER THE PAST TEN TO FIFTEEN YEARS. DO YOU WISH TO SEE THIS TREND CONTINUE OVER THE NEXT 20 YEARS?



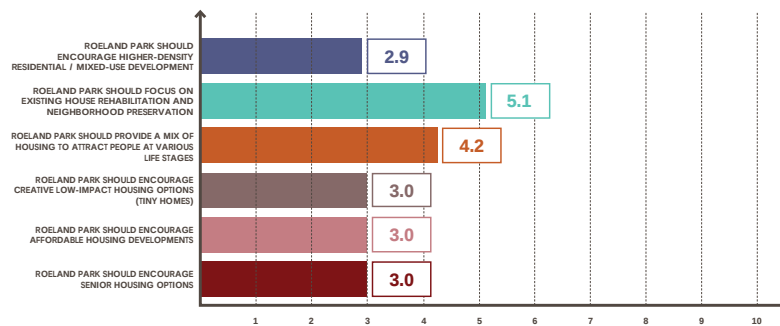
9 WHICH STATEMENT BEST DESCRIBES YOUR VIEWS TOWARDS POPULATION GROWTH IN ROELAND PARK?



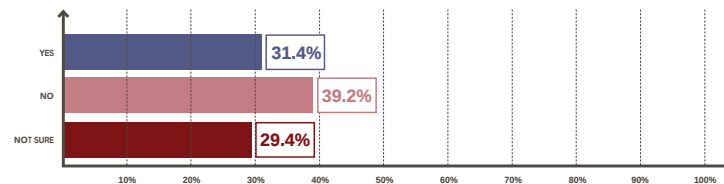
10 WHAT OBJECTIVES SHOULD BE USED TO GUIDE FUTURE GROWTH AND DEVELOPMENT IN ROELAND PARK? SELECT UP TO 3 RESPONSES.



11 PLEASE RANK THE FOLLOWING HOUSING PRIORITIES FOR THE CITY (1 = HIGHEST PRIORITY, 6 = LOWEST PRIORITY)

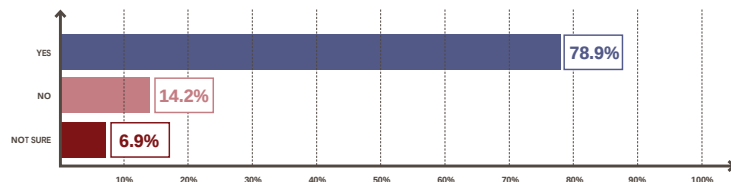


12 IF DENSITY INCREASES IN FOCUSED AREAS OF ROELAND PARK, SHOULD THE CITY ENCOURAGE 'TRANSITION DEVELOPMENT' (TOWNHOMES / "ATTACHED" SINGLE-FAMILY HOMES) BETWEEN THOSE AREAS AND THE EXISTING SINGLE-FAMILY RESIDENTIAL NEIGHBORHOODS?

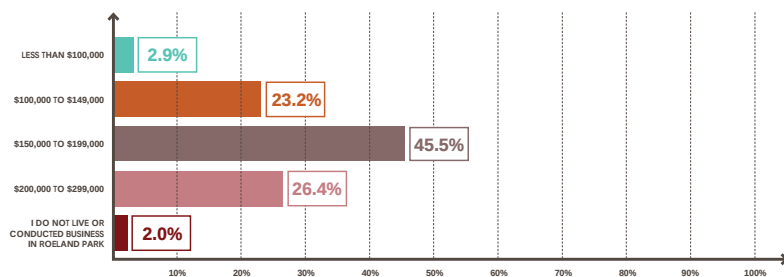




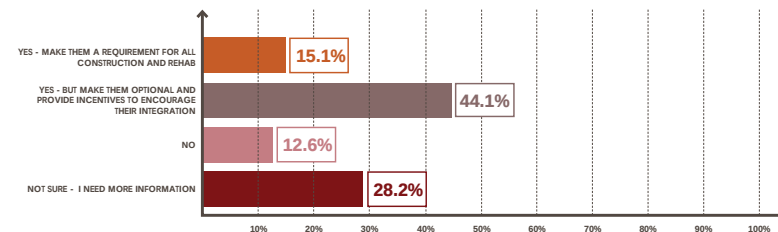
13 DO YOU FEEL AS IF THE HOUSING OPTIONS AVAILABLE IN ROELAND PARK MATCH YOUR PRICE RANGE?



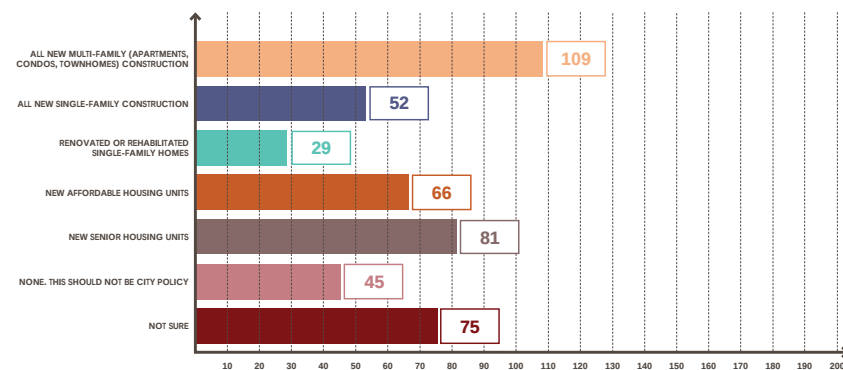
14 WHAT DO YOU CONSIDER AN "AFFORDABLE" SINGLE-FAMILY HOME VALUE RANGE?



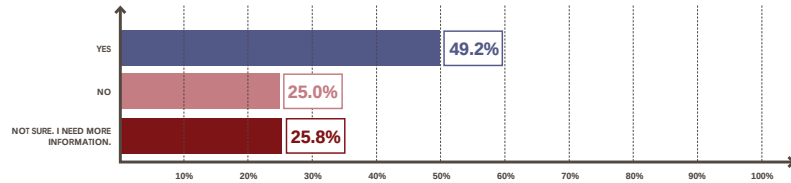
15 UNIVERSAL DESIGN POLICIES CAN BE IMPLEMENTED BY THE CITY TO ENSURE THAT CERTAIN BUILDING TYPES ARE USABLE AND ACCESSIBLE BY ALL PEOPLE, TO THE GREATEST EXTENT POSSIBLE. IF REQUIRED, THIS COULD ADD COST AND COMPLEXITY TO EVERY PROJECT. IF PROVIDED AS RECOMMENDATIONS OR IF THERE WERE INCENTIVES TO ENCOURAGE THE INTEGRATION OF THESE TYPES OF FEATURES, IT COULD PROVIDE FLEXIBILITY TO DETERMINE WHETHER TO INCLUDE THEM OR NOT. DO YOU THINK ROELAND PARK SHOULD INITIATE UNIVERSAL DESIGN POLICIES?



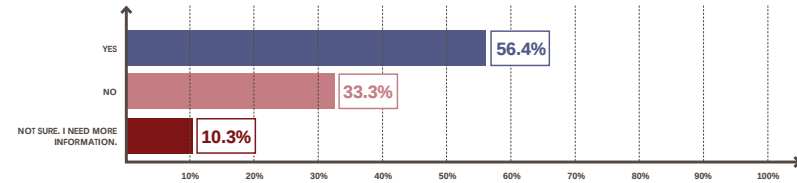
16 IF UNIVERSAL DESIGN STANDARDS ARE IMPLEMENTED, WHICH BUILDING TYPES SHOULD THEY BE APPLIED TO?



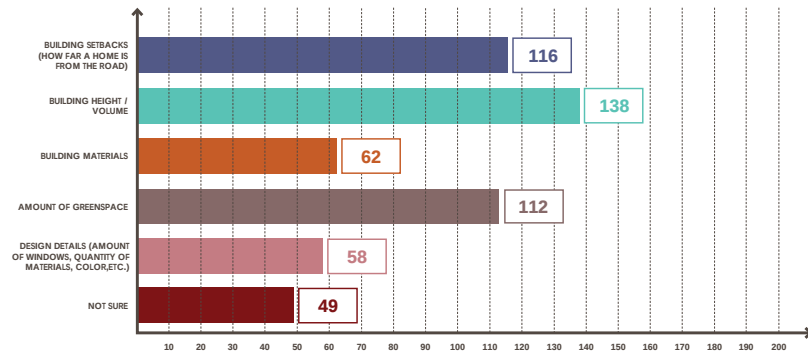
- 17** RESIDENTIAL DESIGN STANDARDS ARE SOMETIMES IMPLEMENTED TO REQUIRE NEW HOME CONSTRUCTION OR MAJOR HOME RENOVATION BE SIMILAR IN SIZE AND CHARACTER TO THE SURROUNDING NEIGHBORHOOD. DO YOU THINK ROELAND PARK SHOULD INITIATE SOME FORM OF RESIDENTIAL DESIGN STANDARDS?



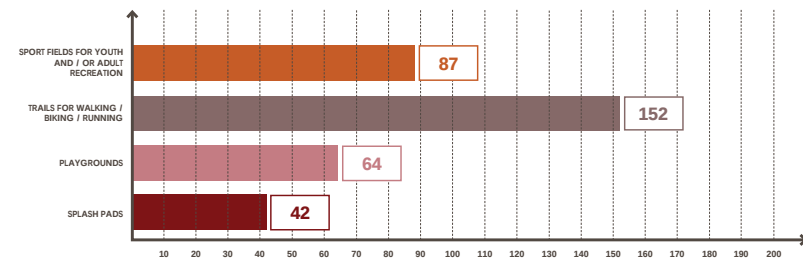
- 19** DO YOU FEEL PARKS AND RECREATION FACILITIES IN ROELAND PARK ADEQUATELY SERVE THE NEEDS OF YOUR HOUSEHOLD?



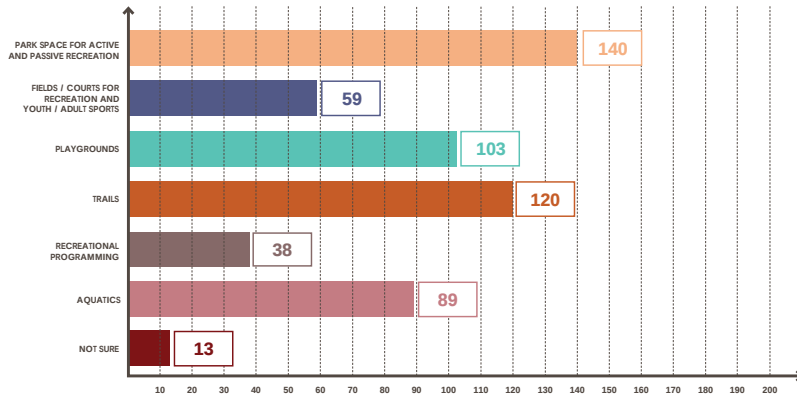
- 18** IF RESIDENTIAL DESIGN STANDARDS ARE IMPLEMENTED, WHAT FEATURES OF HOMES SHOULD BE REGULATED? (SELECT ALL THAT APPLY)



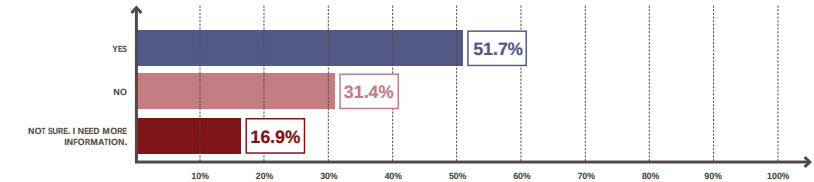
- 20** FOR WHICH TYPES OF PARKS AND RECREATION AMENITIES DO YOU MOST FREQUENTLY LEAVE ROELAND PARK TO USE? (SELECT ALL THAT APPLY)



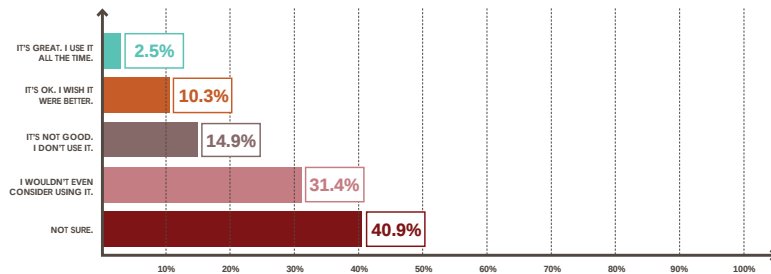
**21** FOR A CITY THE SIZE OF ROELAND PARK, WHAT PARK AND RECREATION AMENITIES SHOULD BE MOST PRIORITIZED? (SELECT UP TO THREE)



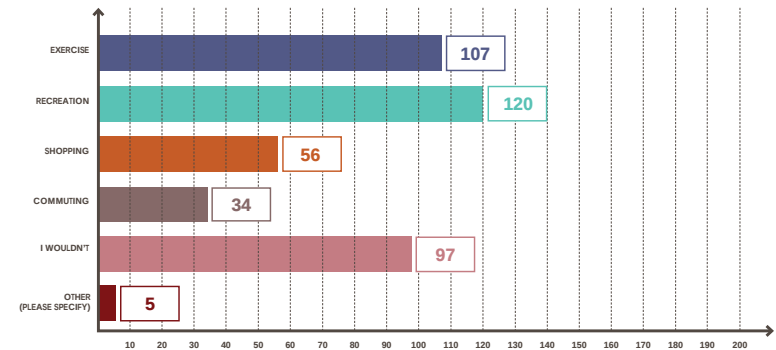
**23** DO YOU THINK THE CITY SHOULD FOCUS ON IMPLEMENTING BICYCLE INFRASTRUCTURE (BIKE LANES, CYCLE TRACKS, BIKE SHARE STATIONS, ETC.) TO ENCOURAGE DIFFERENT TRANSPORTATION OPTIONS?



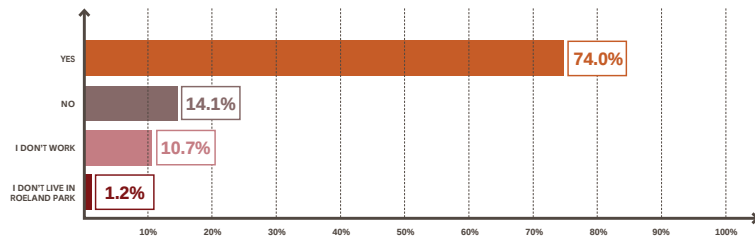
**22** HOW WOULD YOU RATE THE CURRENT LEVEL OF SERVICES PROVIDED BY PUBLIC TRANSIT (RIDEKC) IN ROELAND PARK?



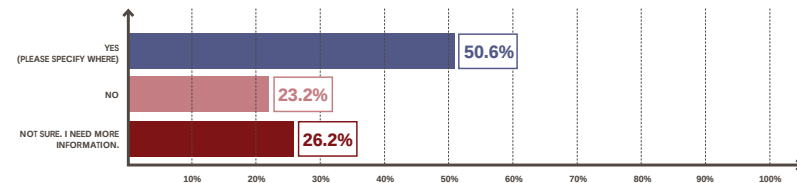
**24** IF BICYCLE INFRASTRUCTURE WAS IMPLEMENTED THROUGHOUT ROELAND PARK, HOW WOULD YOU USE IT? (SELECT ALL THAT APPLY)



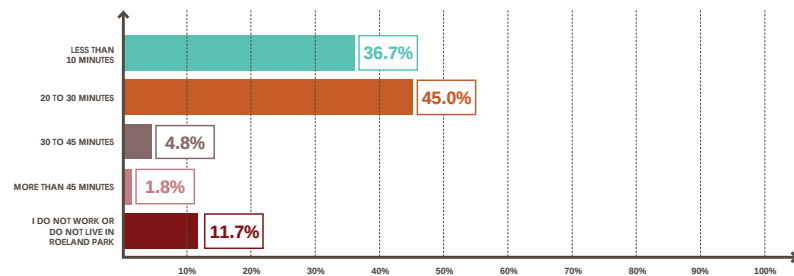
**25** DO YOU COMMUTE OUT OF ROELAND PARK FOR WORK?



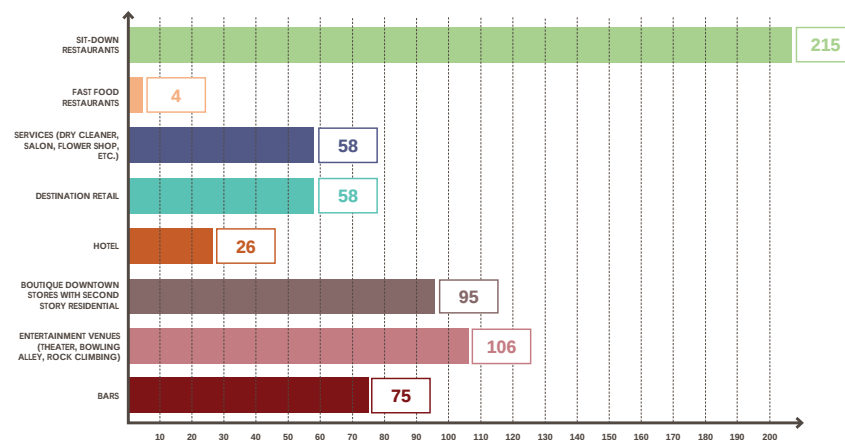
**27** DO YOU BELIEVE THE CITY NEEDS MORE SIDEWALK OR TRAIL CONNECTIONS?



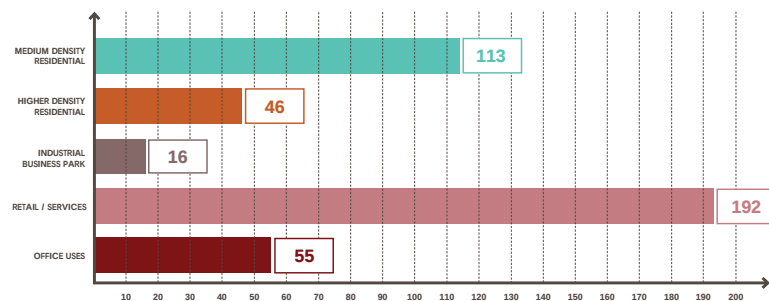
**26** HOW LONG IS YOUR COMMUTE (ONE-WAY)?



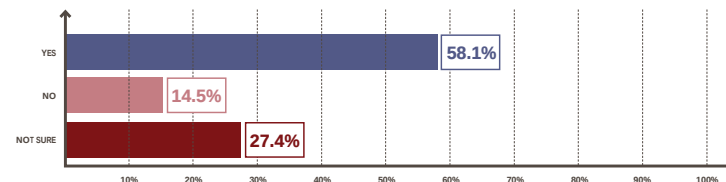
**28** WHAT TYPE OF RETAIL / COMMERCIAL DEVELOPMENT IS MOST NEEDED IN ROELAND PARK? SELECT UP TO 3 RESPONSES.



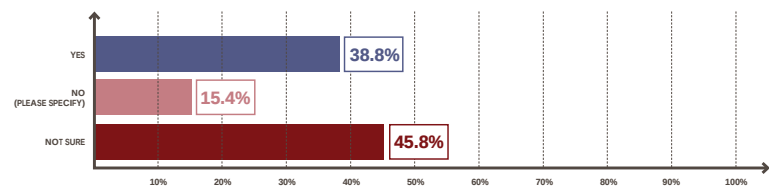
29 WHICH OF THE FOLLOWING LAND USES DOES ROELAND PARK NEED? SELECT UP TO 3 RESPONSES.



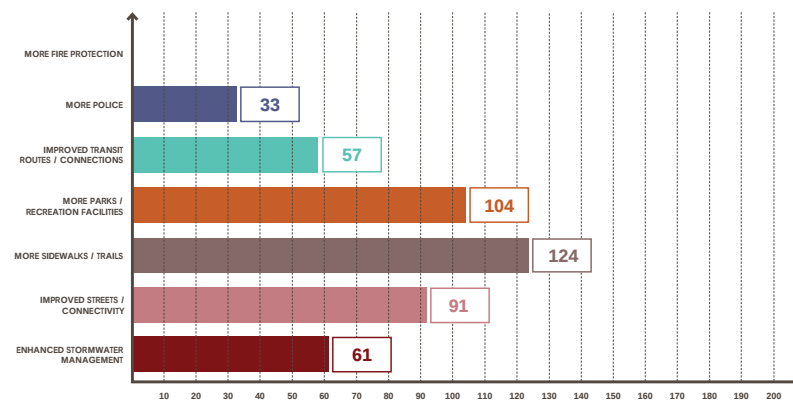
31 WOULD YOU SUPPORT EFFORTS BY THE CITY OF ROELAND PARK TO INITIATE GREEN STORM WATER INFRASTRUCTURE?



30 IS THE CITY OF ROELAND PARK DOING ENOUGH TO PROTECT THE ENVIRONMENT?

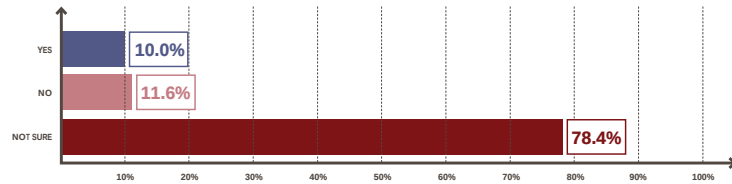


32 WHAT PUBLIC FACILITIES ARE MOST NEEDED IN ROELAND PARK? (SELECT UP TO 3 RESPONSES)



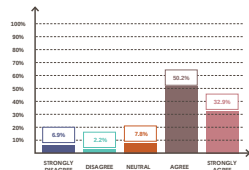


33 DO YOU HAVE DIFFICULTY ACCESSING CHILDCARE IN ROELAND PARK?

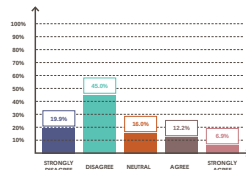


34 PLEASE INDICATE YOUR FEELINGS FOR THE FOLLOWING GOALS AND PRIORITIES.

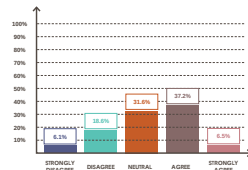
THERE SHOULD BE AN OVERALL PLAN THAT DIRECTS FUTURE GROWTH AND DEVELOPMENT IN APPROPRIATE AREAS.



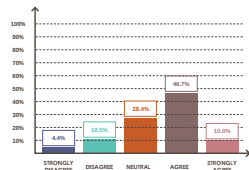
INDIVIDUALS AND DEVELOPERS SHOULD BE FREE TO DEVELOP WITH MINIMAL CONTROLS FROM THE CITY.



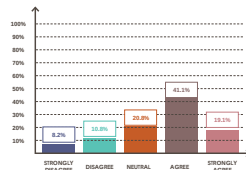
ECONOMIC STUDIES SHOULD BE THE DRIVING FORCE FOR WHAT TYPE OF DEVELOPMENT TAKES PLACE.



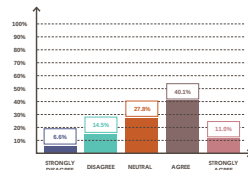
CITY SHOULD USE LOCAL TAX RESOURCES TO PROTECT HISTORIC LANDMARKS AND BUILDINGS.



CITY SHOULD USE LOCAL TAX RESOURCES TO IMPLEMENT ENVIRONMENTAL SUSTAINABLE INFRASTRUCTURE.



CITY SHOULD USE LOCAL TAX RESOURCES TO ATTRACT NEW BUSINESS.





Item Number:        Reports of City Officials:- X.-A.  
Committee            9/21/2020  
Meeting Date:



**City of Roeland Park**  
Action Item Summary

Date:                                9/17/2020  
Submitted By:  
Committee/Department:  
Title:                                **COVID Report**  
Item Type:

**Recommendation:**

**Please see attached report.**

**Details:**

Financial Impact

| Amount of Request:          |                  |
|-----------------------------|------------------|
| Budgeted Item?              | Budgeted Amount: |
| Line Item Code/Description: |                  |

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

**ATTACHMENTS:**

Description  
09.16.2020 Weekly Update

Type  
Cover Memo

## Memo

**To:** Governing Body

**From:** Jennifer Jones-Lacy, Asst. City Administrator/Finance Director

**CC:** Keith Moody, Donnie Scharff, John Morris, Kelley Nielsen

**RE:** COVID-19 Update for the Period September 1<sup>st</sup> – 16<sup>th</sup>



Below is a summary of activities that took place for the first half of September related to the COVID-19 Pandemic in Roeland Park and beyond.

### General

- As of September 16, 2020, Roeland Park is still in Phase 3 of the reopening plan.
- Governor Laura Kelly [announced](#) the receipt of \$63 million in FEMA unemployment funds to assist Kansans who have lost their jobs due to the COVID-19 pandemic.
- The Johnson County Department of Health and Environment [released new guidance](#) for restaurants and bars to ensure they remain safe while open.
  - Johnson County also maintains an updated Workplace Guidance which can be found [here](#).
- The Johnson County Department of Health and Environment [also announced](#) that within the next few weeks they will provide thousands of saliva tests to Johnson County k-12 schools. This is part of the ongoing effort to contain and stop COVID-19.
- Governor Kelly [announced](#) her administration's intent to release the names and locations of active COVID-19 outbreaks throughout the state.
- Johnson County continues to compile, maintain, and make public important information concerning the spread to the novel coronavirus. A heatmap of cases and related statistics including Gating Criteria can be found [here](#).
- Johnson County Motor Vehicle Offices in Olathe and Mission will be [closed to the public](#) on Mondays effective September 14, 2020. The offices are closed so that staff may process a backlog of 13,000 title applications.

- 
- The State of Kansas has [updated](#) their travel advisory listing. Kansas has added Aruba to their list of places wherein people must quarantine for 14 days after visiting. Anyone who visited Aruba from August 27, 2020 to September 10, 2020 must quarantine.
  - Kansas also eliminated other countries after the Center for Disease Control and Prevention removed their Level 3 classifications.
  - Biotechnology firm Thermo Fisher Scientific Inc. [opened a new facility](#) in Lenexa aimed at boosting Kansas's COVID-19 testing capacity.
  - Governor Kelly [urges people](#) to receive their flu shot to keep people healthy and reduce the burden on the health system.
  - The Shawnee Mission Post [reported](#) that Learning Hubs for virtual education have been growing in popularity but that traditional childcare providers have raised some concerns.
  - Governor Kelly [announced](#) a Personal Protective Equipment (PPE) program for Kansas businesses. The stopgap program provides PPE to businesses who are experiencing delays in receiving purchased equipment.
  - Governor Kelly also [announced](#) an Executive Order allowing continued delivery of COVID-19 recovery supplies.
  - Governor Kelly signed Executive Order #20-64 which will re-issue and extend various previous Executive Orders that were due to expire. The re-issued Executive Orders will be extended until rescinded, until January 26, 2021, or until the statewide State of Disaster Emergency expires, whichever is sooner. The following Executive Orders have been re-issued and extended:
    - 20-37: Allowing certain deferred tax deadlines and payments during State of Disaster Emergency;
    - 20-39: Extending professional and occupational licenses during State of Disaster Emergency;
    - 20-40: Temporarily allowing notaries and witnesses to act via audio-video communication technology during State of Disaster Emergency;
    - 20-43: Temporary relief from certain restrictions concerning shared work programs during State of Disaster Emergency;
    - 20-50: Temporary relief from certain unemployment insurance requirements during State of Disaster Emergency;
    - 20-55: Amended provisions related to drivers' license and vehicle registration and regulation during State of disaster Emergency;



- 
- 20-56: Amended Licensure, Certification, and Registration for persons and Licensure of “Adult Care Homes” during State of Disaster Emergency;
  - 20-61: Temporarily prohibiting certain foreclosures and evictions.

## Administration/Neighborhood Services

- City Staff has submitted CARES Act resource ideas to Johnson County for approval.
- As of September 16, 2020, there is an updated Q&A and Personnel Policy document. The document has been sent to all City Staff and Council Members.
- Roeland Park experienced its first incidents of employees testing positive for COVID-19. Please continue to wear masks, wash hands, disinfect, and maintain social distancing.

## Public Works

- There are no updates from the Department of Public Works.

## Police Department/Municipal Court

- Court is continuing to be held, with many using Zoom-hosted court while in-person court is held at a limited capacity to ensure social distancing.

## Community Center and Parks & Recreation

- There are no updates from the Community Center or the Department of Parks & Recreation.