

AGENDA
CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING
ROELAND PARK
Roeland Park City Hall 4600 W 51st Street, Roeland Park, KS 66205
July 22, 2019 7:00 PM

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

Admin	Finance	Safety	Public Works
Madigan	Faidley	Janssen	Hill
Thompson	McCormack	Poppa	Kelly

Pledge of Allegiance

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 #931
- B. June 17, 2019 Council Minutes
- C. July 1, 2019 Special Called Council Minutes

- D. Appointment of Judge, Prosecutor and City Attorney

III. Business From the Floor

- A. Applications / Presentations

IV. Mayor's Report

V. Workshop and Committee Reports

VI. Reports of City Liaisons

- A. Update on Historical Marker Signs by the Public Works Committee

VII. Unfinished Business

- A. 2020 Budget Discussion Continued- CIP and Bonding
- B. Approval of Roe 2020 Plans

VIII. Ordinances and Resolutions:

- A. Resolution 670 - A Resolution Declaring It Necessary To Acquire Private Property In The City Of Roeland Park, Kansas For The Purpose Of Widening, Constructing, Reconstructing And Maintaining Roe Boulevard Improvement Project 46 N 0661-01 And Further Directing The City Engineer Or Designee To Cause A Survey To Be Made Of The Land Needed For Such Improvement.

IX. New Business

- A. Appointment of Aquatics Advisory Committee Members
- B. Approve Task Order for Community Center Conceptual Design Project
- C. Identify a Standing Committee or Create an Ad Hoc Committee to Lead Community Center Design Project
- D. Approve Service Agreement with GBA to Develop Bid Specs for Heating and Cooling Options for Community Center
- E. Agreement with Confluence for Comp Plan Update Services
- F. Discuss Changing Regular Council Meeting Date and Time
- G. Agreement with NEU Soccer Club for Use of R Park
- H. Approve Change Order #3 for 2018 CARS Roe Ln Project

X. Reports of City Officials:

- A. May 2019 Financial Report
- B. Progress Report on Sidewalk Maintenance Program
- C. Public Works Quarterly Report
- D. 2nd Quarter Safety Statistics
- E. Strategic Plan Progress Report: 2nd Quarter
- F. 2019 Objectives Progress Report: 2nd Quarter

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 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: Consent Agenda- II.-A.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Appropriations Ordinance #931**
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
☐ Appropriations Ordinance #931	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

Friday, July 19, 2019

Appropriation Ordinance -07/22/2019 - #931

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 22nd day of July, 2019.

Attest:

City Clerk

Mayor

Total Appropriation Ordinance	\$	919,762.95
--------------------------------------	-----------	-------------------

There are sufficient funds in the General Fund to cover general fund expenditures.

Appropriation Ordinance -07/22/2019 - #931

Vendor	Dept	Acct #	Description	Invoice Description	Check /EFT	Amount	Chk #	Check Amount
					Date			
ABC Embroidery, LLC	102	5308.102	Clothing & Uniforms		4114 07/17/19	81.78	69611	158.08
ABC Embroidery, LLC	102	5308.102	Clothing & Uniforms		4146 07/17/19	76.30		
Adorama, Inc.	360	5315.360	Machinery & Auto Equipment		24267040 07/17/19	720.00	69612	720.00
ADP, LLC	101	5214.101	Other Contracted Services		538058907 07/11/19	224.04	69606	224.04
Advance Auto Parts	102	5260.102	Vehicle Maintenance		5128918526927 07/17/19	2.40	69613	18.90
Advance Auto Parts	102	5260.102	Vehicle Maintenance		5128919727557 07/17/19	16.50		
Airgas USA, LLC	106	5318.106	Tools		9962531035 07/17/19	22.36	69614	44.16
Airgas USA, LLC	106	5318.106	Tools		9963243944 07/17/19	21.80		
All Copy Products Inc.	101	5214.101	Other Contracted Services		AR2669455 07/11/19	116.54	69607	244.82
All Copy Products Inc.	102	5214.102	Other Contracted Services		AR2669455 07/11/19	128.28		
All Star Awards & Ad Specialties, I	101	5256.101	Committee Funds		449227 07/17/19	150.00	69615	150.00
All Star Awards & Ad Specialties, I	101	5267.101	Employee Related Expenses		446824 07/03/19	50.00	69594	50.00
American Equipment Co.	106	5425.106	Other Capital Outlay		34935 07/17/19	3,351.13	69616	3,351.13
American Fidelity Assurance Co.	101	2052.101	Supplemental Insurance Payable		2030245 06/26/19	416.66	69572	833.32
American Fidelity Assurance Co.	101	2052.101	Supplemental Insurance Payable		2032377 06/26/19	416.66		
American Fidelity Assurance Co.	101	2052.101	Supplemental Insurance Payable		2042455 07/17/19	416.66	69617	416.66
American Fidelity Assurance	101	2052.101	Supplemental Insurance Payable		D016661 07/17/19	1,285.94	69618	2,571.88
American Fidelity Assurance	101	2052.101	Supplemental Insurance Payable		D027661 07/17/19	1,285.94		
Asphalt Sales Company, Inc	300	5421.300	Street Maintenance		140393 07/17/19	464.88	69619	4,238.11
Asphalt Sales Company, Inc	300	5421.300	Street Maintenance		140410 07/17/19	539.95		
Asphalt Sales Company, Inc	300	5421.300	Street Maintenance		140433 07/17/19	541.55		
Asphalt Sales Company, Inc	300	5421.300	Street Maintenance		140648 07/17/19	485.07		
Asphalt Sales Company, Inc	300	5421.300	Street Maintenance		140670 07/17/19	748.65		
Asphalt Sales Company, Inc	300	5421.300	Street Maintenance		140738 07/17/19	311.36		
Asphalt Sales Company, Inc	300	5421.300	Street Maintenance		140772 07/17/19	576.10		
Asphalt Sales Company, Inc	300	5421.300	Street Maintenance		140831 07/17/19	570.55		
AT&T	101	5202.101	Telephone		3241 6/21/19 07/11/19	45.99	69608	45.99
Axon Enterprise, Inc.	360	5315.360	Machinery & Auto Equipment		1595917 07/17/19	6,408.00	69620	6,408.00
Carol Bagby	370	5457.370	CARS 2020 - Roe		46N066101-7 06/26/19	1,000.00	69576	1,000.00
Balls Food Stores	102	5219.102	Meeting Expense		31711 07/17/19	17.98	69621	49.94
Balls Food Stores	101	5301.101	Office Supplies		31712 07/17/19	31.96		
Joseph Bennett	450	5457.450	CARS - Roe 2020		46N066101-67 06/26/19	600.00	69577	600.00
Black & McDonald	101	5220.101	Street Light Repair & Maintenance		76999200 07/17/19	1,807.85	69622	3,615.70
Black & McDonald	101	5220.101	Street Light Repair & Maintenance		761007005 07/17/19	1,807.85		
Blue Sky Cleaners	102	5224.102	Laundry Service		2106 6/30/19 07/17/19	128.20	69623	128.20
Hannah Boehner	370	5457.370	CARS 2020 - Roe		46N066101-10 06/26/19	600.00	69578	600.00
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance		1048271 07/17/19	153.90	69624	323.90
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance		1048446 07/17/19	35.00		
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance		1048464 07/17/19	35.00		

Breeden Holdings, LLC	102	5260.102 Vehicle Maintenance	1048850 07/17/19	100.00		
Trish Busby	115	5271.115 Composte Bin Rebate Program	4/16 Compost 07/17/19	75.00	69625	75.00
Linda Campos	370	5457.370 CARS 2020 - Roe	46N066101 18 07/10/19	400.00	32439	400.00
Ellen Carmody	370	5457.370 CARS 2020 - Roe	46N066101-21 06/26/19	750.00	69579	750.00
Ellen Carmody	370	5457.370 CARS 2020 - Roe	46N066101-21 06/26/19	50.00	69580	50.00
C & G Rubber Stamp, Inc.	101	5301.101 Office Supplies	127131 07/17/19	47.00	69626	47.00
City of Fairway	101	5292.101 Fireworks	1902 07/17/19	1,866.67	69627	1,866.67
City of Mission Kansas	102	5238.102 Animal Control	7/1/19 07/17/19	33,100.00	69628	33,100.00
Coleman Equipment Inc.	106	5211.106 Maintenace & Repair Equipment	21681 07/17/19	33.01	69629	33.01
Occupational Health Centers of the	102	5207.102 Medical Expense & Drug Testing	1011664132 07/17/19	131.00	69630	262.00
Occupational Health Centers of the	106	5207.106 Medical Expense & Drug Testing	1011644669 07/17/19	131.00		
Confluence, Inc.	300	5209.300 Professional Services	17138 07/17/19	3,892.00	69631	3,892.00
Rose Cortina	370	5457.370 CARS 2020 - Roe	46N066101-14 06/26/19	1,400.00	69581	1,400.00
Crafco, Inc.	300	5421.300 Street Maintenance	25505882 07/17/19	204.50	69632	204.50
CS Carey Inc.	106	5263.106 Tree Maintenance	85188 07/17/19	150.00	69633	150.00
Custom Tree Care, Inc.	106	5263.106 Tree Maintenance	18075 07/17/19	3,825.00	69634	5,950.00
Custom Tree Care, Inc.	106	5263.106 Tree Maintenance	18135 07/17/19	1,200.00		
Custom Tree Care, Inc.	106	5263.106 Tree Maintenance	18027 07/17/19	925.00		
Donoho Appraisals	370	5457.370 CARS 2020 - Roe	19115 07/17/19	81,850.00	69635	81,850.00
Kirin Dowden	115	5271.115 Composte Bin Rebate Program	7/11/19 Compost 07/17/19	75.00	69636	75.00
ETC Institute	101	5214.101 Other Contracted Services	24021 07/17/19	868.75	69637	868.75
Moffett Ferguson	101	5256.101 Committee Funds	6/29/19 Hyvee 07/03/19	144.64	69595	144.64
David Eugene Flaspohler	370	5457.370 CARS 2020 - Roe	46N066101-74 06/26/19	650.00	69582	650.00
FLA Properties, LLC	370	5457.370 CARS 2020 - Roe	46N066101-45 06/26/19	1,350.00	69583	1,350.00
Foley Equipment	106	5211.106 Maintenace & Repair Equipment	SS460012565 07/17/19	241.16	69638	241.16
Foley Rental	300	5421.300 Street Maintenance	K2227001 07/17/19	2,697.00	69639	9,929.60
Foley Rental	300	5421.300 Street Maintenance	K2227002 07/17/19	2,697.00		
Foley Rental	300	5421.300 Street Maintenance	K2231801 07/17/19	4,535.60		
Amado Gasca	370	5457.370 CARS 2020 - Roe	46N066101-32 06/26/19	1,100.00	69584	1,100.00
GBA Architects Engineers	370	5457.370 CARS 2020 - Roe	55950 07/17/19	70,971.22	69640	70,971.22
GFL Environmental USA Inc, Kansas	106	5306.106 Materials	137462 07/17/19	300.00	69641	300.00
Melissa L. Gillett	370	5457.370 CARS 2020 - Roe	46N066101-38 06/26/19	1,200.00	69585	1,200.00
Goodyear Auto Service	102	5260.102 Vehicle Maintenance	187010 07/17/19	687.40	69642	687.40
Christopher Gordon	370	5457.370 CARS 2020 - Roe	46N066101 93 07/18/19	400.00	69695	400.00
Anne T Hogan	370	5457.370 CARS 2020 - Roe	46N066101-19 06/26/19	400.00	69586	400.00
House of Rocks	290	5262.290 Grounds Maintenance	220187 07/17/19	168.00	69643	168.00
Intapol	102	5308.102 Clothing & Uniforms	18470 07/17/19	583.95	69644	583.95
International Institute	105	5206.105 Travel Expense & Training	9749 6/24/19 07/17/19	195.00	69645	195.00
Jake's Lawn & Landscape, LLC.	106	5214.106 Other Contracted Services	3585 07/17/19	1,332.00	69646	6,800.00
Jake's Lawn & Landscape, LLC.	106	5214.106 Other Contracted Services	3614 07/17/19	35.00		
Jake's Lawn & Landscape, LLC.	106	5214.106 Other Contracted Services	3618 07/17/19	1,332.00		
Jake's Lawn & Landscape, LLC.	106	5214.106 Other Contracted Services	3639 07/17/19	1,332.00		
Jake's Lawn & Landscape, LLC.	106	5214.106 Other Contracted Services	3644 07/17/19	35.00		

Jake's Lawn & Landscape, LLC.	106	5214.106	Other Contracted Services	3657	07/17/19	1,332.00		
Jake's Lawn & Landscape, LLC.	106	5214.106	Other Contracted Services	3673	07/17/19	35.00		
Jake's Lawn & Landscape, LLC.	106	5214.106	Other Contracted Services	3682	07/17/19	1,332.00		
Jake's Lawn & Landscape, LLC.	106	5214.106	Other Contracted Services	3685	07/17/19	35.00		
Johnson County Wastewater	101	5288.101	Waste Water	7/15/19	07/17/19	247.03	69647	662.88
Johnson County Wastewater	106	5288.106	Waste Water	7/15/19	07/17/19	415.85		
Johnson County Wastewater	106	5288.106	Waste Water	1838	6/6/19 06/27/19	240.52	69592	240.52
Johnson County Park & Recreation	101	5237.101	Community Events	74899282	07/17/19	83.90	69648	83.90
Kirk Johnson	115	5271.115	Composte Bin Rebate Program	4/27/19	Compost 07/17/19	75.00	69649	75.00
Ka-Comm., Inc.	360	5315.360	Machinery & Auto Equipment	168845	07/17/19	2,500.00	69650	5,000.00
Ka-Comm., Inc.	360	5315.360	Machinery & Auto Equipment	168846	07/17/19	2,500.00		
KAW Valley Engineering Inc.	270	5459.270	CARS 2019	C31564	07/17/19	880.00	69651	880.00
Kansas City Audio-Visual	290	5211.290	Maintenace & Repair Equipment	20999	07/17/19	180.00	69652	180.00
Kansas City Board of Public Utilities	101	5222.101	Traffic Signal Expense	8346	6/25/19 07/03/19	34.47	69596	34.47
KCP & L	101	5201.101	Electric	6/24/19	Multiple 07/03/19	2,223.29	69597	2,697.48
KCP & L	106	5201.106	Electric	6/24/19	Multiple 07/03/19	474.19		
KCP & L	106	5201.106	Electric	2644	6/24/19 07/11/19	57.20	69609	1,815.62
KCP & L	106	5290.106	Street Light Electric	1275	7/2/19 07/11/19	1,758.42		
Keller Fire & Safety	102	5210.102	Maintenance & Repair Building	280894	07/17/19	20.80	69653	20.80
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	257008	07/17/19	2,381.44	69654	2,536.16
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	257186	07/17/19	154.72		
Kansas Gas Service	101	5289.101	Natural Gas	1745	6/12/19 06/26/19	78.55	69573	78.55
Kansas One-Call System, Inc.	101	5220.101	Street Light Repair & Maintenance	9060432	07/17/19	148.80	69655	148.80
Kansas State Treasurer	103	5228.103	Fees Due State of Kansas	48242	07/17/19	1,828.00	69656	1,828.00
Jonathan Blunt	370	5457.370	CARS 2020 - Roe	46N066101	31 07/18/19	150.00	69696	150.00
Lamp, Ryneearson & Assoc., Inc.	270	5209.270	Professional Services	31700104004	07/17/19	2,249.48	69657	43,161.83
Lamp, Ryneearson & Assoc., Inc.	270	5209.270	Professional Services	31900101005	07/17/19	1,475.44		
Lamp, Ryneearson & Assoc., Inc.	270	5209.270	Professional Services	31900101006	07/17/19	5,562.92		
Lamp, Ryneearson & Assoc., Inc.	270	5209.270	Professional Services	31900102005	07/17/19	2,284.78		
Lamp, Ryneearson & Assoc., Inc.	270	5209.270	Professional Services	31900102006	07/17/19	1,283.22		
Lamp, Ryneearson & Assoc., Inc.	270	5430.270	Residential Street Reconstruction	318001030010	07/17/19	717.19		
Lamp, Ryneearson & Assoc., Inc.	270	5430.270	Residential Street Reconstruction	318001030011	07/17/19	880.40		
Lamp, Ryneearson & Assoc., Inc.	270	5458.270	CARS 2018	317001020023	07/17/19	1,025.00		
Lamp, Ryneearson & Assoc., Inc.	270	5459.270	CARS 2019	31800108006	07/17/19	1,925.32		
Lamp, Ryneearson & Assoc., Inc.	270	5459.270	CARS 2019	31800108007	07/17/19	9,697.64		
Lamp, Ryneearson & Assoc., Inc.	300	5472.300	R Park Development Plan	31900104003	07/17/19	10,739.60		
Lamp, Ryneearson & Assoc., Inc.	300	5472.300	R Park Development Plan	31900140004	07/17/19	2,951.50		
Lamp, Ryneearson & Assoc., Inc.	300	5498.300	CDBG - 2019	31900103004	07/17/19	1,109.02		
Lamp, Ryneearson & Assoc., Inc.	300	5498.300	CDBG - 2019	31900103005	07/17/19	1,260.32		
Lark Label	106	5262.106	Grounds Maintenance	3247	07/03/19	50.90	69598	50.90
The Legal Record	101	5204.101	Legal Printing	L80175	07/17/19	14.96	69658	92.61
The Legal Record	101	5204.101	Legal Printing	L80764	07/17/19	33.14		
The Legal Record	101	5204.101	Legal Printing	L80872	07/17/19	17.23		

The Legal Record	101	5204.101 Legal Printing	L81098 07/17/19	27.28		
LE Upfitter	102	5308.102 Clothing & Uniforms	5736 07/17/19	55.00	69659	55.00
Lexington Plumbing & Heating Co.	101	5210.101 Maintenance & Repair Building	89631 07/17/19	516.00	69660	1,115.50
Lexington Plumbing & Heating Co.	101	5210.101 Maintenance & Repair Building	93034 07/17/19	178.50		
Lexington Plumbing & Heating Co.	290	5210.290 Maintenace And Repair Building	91819 07/17/19	421.00		
Liftoff, LLC	101	5266.101 Computer Software	4194 07/17/19	340.56	69661	340.56
Lowe's Business Acct./GEMB	106	5262.106 Grounds Maintenance	1760 7/13/19 07/03/19	11.36	32437	322.93
Lowe's Business Acct./GEMB	106	5262.106 Grounds Maintenance	1760 7/13/19 07/03/19	31.60		
Lowe's Business Acct./GEMB	106	5306.106 Materials	1760 7/13/19 07/03/19	29.74		
Lowe's Business Acct./GEMB	106	5306.106 Materials	1760 7/13/19 07/03/19	63.64		
Lowe's Business Acct./GEMB	106	5306.106 Materials	1760 7/13/19 07/03/19	20.69		
Lowe's Business Acct./GEMB	106	5306.106 Materials	1760 7/13/19 07/03/19	53.79		
Lowe's Business Acct./GEMB	300	5421.300 Street Maintenance	1760 7/13/19 07/03/19	26.12		
Lowe's Business Acct./GEMB	300	5421.300 Street Maintenance	1760 7/13/19 07/03/19	85.99		
Mauer Law Firm PC	101	5215.101 City Attorney	6/27/19 07/17/19	5,206.00	69662	5,206.00
Venessa Maxwell-Lopez	103	5209.103 Professional Services	6/14/19 07/17/19	150.00	69663	300.00
Venessa Maxwell-Lopez	103	5209.103 Professional Services	7/12/19 07/17/19	150.00		
McAanany Construction, Inc.	300	5421.300 Street Maintenance	102 5/22/19 07/17/19	157,526.01	69664	346,745.48
McAanany Construction, Inc.	300	5421.300 Street Maintenance	102 6/14/19 07/17/19	189,219.47		
McConnell & Associates Corp	270	5459.270 CARS 2019	8001 7/1/19 07/17/19	45,176.40	69665	45,176.40
Micro Center A/R	360	5315.360 Machinery & Auto Equipment	7564472 07/17/19	2,297.89	69666	2,297.89
Midwest Public Risk	107	5126.107 Health/Dental/Vision Insurance	6/19 Final 07/03/19	31,362.36	69599	66,273.42
Midwest Public Risk	107	5126.107 Health/Dental/Vision Insurance	7/1/19 07/03/19	34,911.06		
Midtown Signs LLC	101	5283.101 RP Community Foundation Grant E:	12573 07/17/19	561.81	69667	561.81
John Morris	102	5206.102 Travel Expense & Training	10/25-29/19 Trvl 06/26/19	350.00	69574	639.96
John Morris	102	5206.102 Travel Expense & Training	Southwest 6/19 06/26/19	289.96		
Moss Printing	101	5301.101 Office Supplies	12507 07/17/19	334.00	69668	334.00
Municode	101	5214.101 Other Contracted Services	330317 07/17/19	535.50	69669	535.50
Navy Brand Mfg. Co.	300	5421.300 Street Maintenance	66637 07/17/19	105.18	69670	105.18
Northeast Johnson Cty. Chamber c	105	5206.105 Travel Expense & Training	1037 5/1/19 07/17/19	105.00	69671	245.00
Northeast Johnson Cty. Chamber c	106	5206.106 Travel Expense & Training	1037 5/1/19 07/17/19	35.00		
Northeast Johnson Cty. Chamber c	108	5206.108 Travel Expense & Training	1037 5/1/19 07/17/19	70.00		
Northeast Johnson Cty. Chamber of Comr		5206.108 Travel Expense & Training	1037 5/1/19 07/17/19	35.00		
Newegg Buisness	360	5315.360 Machinery & Auto Equipment	54651/55797 07/17/19	5,879.86	69672	5,879.86
Diane O'Malley	101	4720.101 Plans & Spec's	6/11/19 07/17/19	250.00	69673	250.00
Robert C Park III	370	5457.370 CARS 2020 - Roe	46N066101-54 06/26/19	150.00	69587	150.00
Taylor Paredes	370	5457.370 CARS 2020 - Roe	46N066101-82 06/26/19	550.00	69588	550.00
Wex Bank	106	5302.106 Motor Fuels & Lubricants	60014263 07/01/19	412.73	32436	412.73
Pitluck Law, LLC	103	5209.103 Professional Services	6/25/19 07/17/19	150.00	69674	150.00
Purchase Power	101	5205.101 Postage & Mailing Permits	7903 6/20/19 07/03/19	84.70	69600	84.70
Prairie Coast Partners, LLC	370	5457.370 CARS 2020 - Roe	46N066101 83 07/18/19	550.00	69697	550.00
Prairie Coast Partners, LLC	370	5457.370 CARS 2020 - Roe	46N066101 83 07/18/19	1,000.00	69698	1,000.00
Precision Concrete Cutting Midwe	250	5454.250 Sidewalk Project	13724 07/17/19	11,104.00	69675	11,104.00

Principal Life	107	5130.107	City Paid Life/ST Disability	0001 6/17/19 06/26/19	911.21	69575	911.21
Wex Bank	102	5302.102	Motor Fuels & Lubricants	59956856 07/01/19	1,926.27	32434	1,926.27
Wex Bank	104	5302.104	Motor Fuels & Lubricants	59788929 07/01/19	71.62	32433	707.19
Wex Bank	106	5302.106	Motor Fuels & Lubricants	59788929 07/01/19	635.57		
Redishred Kansas Inc.	102	5214.102	Other Contracted Services	100168444 07/17/19	22.50	69676	45.00
Redishred Kansas Inc.	105	5214.105	Other Contracted Services	100168444 07/17/19	22.50		
Rejis Commission	102	5214.102	Other Contracted Services	418102 07/17/19	229.69	69677	294.19
Rejis Commission	102	5214.102	Other Contracted Services	419688 07/17/19	64.50		
Riteway Maintenance & Supply, LI	101	5214.101	Other Contracted Services	19323 07/17/19	1,300.00	69678	2,230.00
Riteway Maintenance & Supply, LI	101	5214.101	Other Contracted Services	19408 07/17/19	930.00		
Road Builders Machinery & Supply	300	5421.300	Street Maintenance	R39336 07/17/19	1,800.00	69679	1,800.00
Roeland Park Community Founda	101	5283.101	RP Community Foundation Grant E	ROE100 R park 07/17/19	408.00	69680	408.00
Ghobad Bijan Saberi	370	5457.370	CARS 2020 - Roe	46N066101-34 06/26/19	1,000.00	69589	1,000.00
Ghobad Bijan Saberi	370	5457.370	CARS 2020 - Roe	46N066101-34 06/26/19	3,200.00	69590	3,200.00
George Schlegel	101	5230.101	Art Commissioner	Recurring Check 07/01/19	100.00	69593	100.00
Seven Birch Roe, LLC	370	5457.370	CARS 2020 - Roe	46N066101 15. 06/26/19	400.00	69591	400.00
SFS Architecture	300	5209.300	Professional Services	13076 07/17/19	1,205.00	69681	1,205.00
Conner Smith	370	5457.370	CARS 2020 - Roe	46N066101 94 07/18/19	250.00	69699	250.00
Staples Advantage	101	5301.101	Office Supplies	8054897951 07/17/19	282.00	69682	751.11
Staples Advantage	101	5304.101	Janitorial Supplies	8054749742 07/17/19	240.29		
Staples Advantage	101	5304.101	Janitorial Supplies	8054900760 07/17/19	228.82		
Sturges Word Communications, In	101	5203.101	Printing & Advertising	1259 07/17/19	48.00	69683	1,298.00
Sturges Word Communications, In	101	5209.101	Professional Services	1259 07/17/19	1,250.00		
Patrick Sullivan	115	5271.115	Composte Bin Rebate Program	5/11/19 07/17/19	75.00	69684	75.00
Marc Taormina	370	5457.370	CARS 2020 - Roe	46N066101 44 07/18/19	1,400.00	69700	1,400.00
Terminix Processing Center	101	5214.101	Other Contracted Services	387490940 07/17/19	84.00	69685	143.00
Terminix Processing Center	106	5214.106	Other Contracted Services	386972340 07/17/19	59.00		
The Call	450	5457.450	CARS - Roe 2020	5/31 07/17/19	400.00	69686	400.00
Leonard Toco	115	5271.115	Composte Bin Rebate Program	6/17/19 07/17/19	74.95	69687	74.95
TransUnion Risk & Alternative	102	5214.102	Other Contracted Services	457712019061 07/17/19	50.00	69688	50.00
US BANK	102	5206.102	Travel Expense & Training	Morris 7/8/19 07/08/19	425.00	32438	2,372.38
US BANK	105	5206.105	Travel Expense & Training	Jones-Lacy 7/19 07/08/19	18.00		
US BANK	108	5206.108	Travel Expense & Training	Nielsen 7/8/19 07/08/19	50.00		
US BANK	102	5260.102	Vehicle Maintenance	Morris 7/8/19 07/08/19	365.00		
US BANK	106	5262.106	Grounds Maintenance	Vandenbos 7/8/19 07/08/19	380.01		
US BANK	101	5301.101	Office Supplies	Morris 7/8/19 07/08/19	142.00		
US BANK	101	5305.101	Dues, Subscriptions, & Books	Jones-Lacy 7/19 07/08/19	227.32		
US BANK	108	5305.108	Dues, Subscriptions, & Books	Jones-Lacy 7/19 07/08/19	409.19		
US BANK	106	5306.106	Materials	Scharff 7/8/19 07/08/19	119.90		
US BANK	106	5425.106	Other Capital Outlay	Vandenbos 7/8/19 07/08/19	235.96		
USIC Locating Services, LLC	101	5220.101	Street Light Repair & Maintenance	336266 07/17/19	1,691.10	69689	1,691.10
Vance Brothers	300	5421.300	Street Maintenance	58048 07/17/19	333.20	69690	576.20
Vance Brothers	300	5421.300	Street Maintenance	155731 07/17/19	243.00		

Verizon Wireless	102	5202.102 Telephone	9832735974 07/11/19	304.69	69610	424.72
Verizon Wireless	104	5202.104 Telephone	9832735974 07/11/19	80.02		
Verizon Wireless	106	5202.106 Telephone	9832735975 07/11/19	40.01		
Walmart	103	4415.103 Court Costs	6/25/19 Court 07/17/19	435.00	69691	435.00
Water District No 1 of Johnson Co	101	5287.101 Water	6/25/19 Multiple 07/03/19	179.41	69601	872.72
Water District No 1 of Johnson Co	106	5287.106 Water	6/25/19 Multiple 07/03/19	482.16		
Water District No 1 of Johnson Co	106	5287.106 Water	1321 6/24/19 07/03/19	119.90		
Water District No 1 of Johnson Co	106	5287.106 Water	6247 6/21/19 07/03/19	91.25		
WCA Waste Corporation	115	5235.115 Disposal Fees	544018 07/17/19	2,331.52	69692	45,505.34
WCA Waste Corporation	115	5272.115 Solid Waste Contract	536039 07/17/19	43,173.82		
Kathleen Whitworth	101	5256.101 Committee Funds	6/18/19 Exp 07/17/19	32.78	69693	32.78
Waste Management	300	5470.300 Park Maint/Infrastructure	5242048576 07/17/19	173.03	69694	344.91
Waste Management	300	5470.300 Park Maint/Infrastructure	5331948579 07/17/19	<u>171.88</u>		
Forte	101	5214.101 Other Contracted Services	6/30/19 All Acct 06/30/19	294.43		
KPERS	101	2040.101 KPERS Accrued Employee	6/21/19 06/21/19	1,880.95		
KPERS	101	2040.101 KPERS Accrued Employee	6/21/19 06/21/19	3,100.45		
KPERS	101	2040.101 KPERS Accrued Employee	6/21/19 06/21/19	5.45		
KPERS	101	2040.101 KPERS Accrued Employee	7/5/19 07/05/19	1,852.43		
KPERS	101	2040.101 KPERS Accrued Employee	7/18/19 07/18/19	1,891.09		
KPERS	101	2050.101 Insurance Withholding Payable	6/21/19 06/21/19	163.96		
KPERS	101	2050.101 Insurance Withholding Payable	7/18/19 07/18/19	163.96		
KPERS	107	5123.107 KPERS City Contribution	7/5/19 07/05/19	3,053.42		
KPERS	107	5123.107 KPERS City Contribution	7/5/19 07/05/19	5.32		
KPERS	107	5123.107 KPERS City Contribution	7/18/19 07/18/19	3,117.16		
KP&F	101	2045.101 KP&F Employee Withholding Payab	6/21/19 06/21/19	2,454.99		
KP&F	101	2045.101 KP&F Employee Withholding Payab	6/21/19 06/21/19	7,598.47		
KP&F	101	2045.101 KP&F Employee Withholding Payab	7/5/19 07/05/19	2,225.01		
KP&F	101	2045.101 KP&F Employee Withholding Payab	7/18/19 07/18/19	2,341.98		
KP&F	101	2050.101 Insurance Withholding Payable	6/21/19 06/21/19	94.27		
KP&F	101	2050.101 Insurance Withholding Payable	7/18/19 07/18/19	94.27		
KP&F	107	5131.107 KP&F City Contribution	7/5/19 07/05/19	6,886.67		
KP&F	107	5131.107 KP&F City Contribution	7/18/19 07/18/19	7,248.67		
Miller Management Systems, LLC	101	5214.101 Other Contracted Services	Recurring EFT 06/20/19	<u>1,800.00</u>		
Kansas Payment Center			06/27/19	138.46	69569	138.46
Kansas Payment Center			06/27/19	138.92	69570	138.92
Kansas Payment Center			07/11/19	138.46	69603	138.46
Kansas Payment Center			07/11/19	<u>138.92</u>	69604	<u>138.92</u>
				\$	919,762.95	

Item Number: Consent Agenda- II.-B.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **June 17, 2019 Council Minutes**
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
June 17, 2019 Council Minutes	Cover Memo

CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, June 17, 2019 7:00 P.M.

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

Admin Madigan Thompson	Finance Faidley McCormack	Safety Janssen Poppa	Public Works Hill Kelly
-------------------------------------	--	-----------------------------------	--------------------------------------

Pledge of Allegiance

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

Roll Call

City Clerk Nielsen called the roll and all Governing Body members were present.

Modification of Agenda

Continued Pool Discussions was added as the first Workshop Item.

CMBR Janssen requested to remove from the Consent Agenda the cereal malt beverage license request by Aldi and place it under New Business.

I. CITIZENS COMMENTS

JAMES HART (5224 Roe) Mr. Hart thanked City staff and said he appreciated the effort they put into the city. He also expressed his concerns about loss of property frontage due to the Roe 2020 project and the installation of a walking/biking trail. He said that he does not currently see many bikers did not believe the trail would be used nor would it be appealing to bikers.

DAVID MEHNERT (4201 W. 54th Terr.) Mr. Hart provided Mr. Mehnert's comments who wanted to know if there was a petition seeking a bike lane, and if so could they see it. He also questioned that given the removal of the median and trees and adoption of the full lane on the west side, is there a plan to turn Roe into a 6-lane thoroughfare.

MAREK GLINIECKI (5229 Reinhart) Mr. Gliniecki, Chair of the Arts Advisory Committee, wanted to draw everyone's attention to the artwork of Anthony AO Oropeza, a Roeland Park resident, that is on display in the Council chambers.

Mayor Kelly congratulated Mr. Oropeza and noted how many talented individuals are within the City of Roeland Park. He also thanked Mr. Gliniecki for the work the Arts Committee does to highlight the talent which helps beautify and inspire the City.

KAREN KENNEY (5306 Roe) Ms. Kenney spoke to the Roe 2020 project. She said residents along Roe were promised a Q&A, then informed that the City Council would meet with them one-on-one. Ms. Kenney stated a group setting is a better approach to express concerns of safety and other issues. She also added that she was first told her hackberry tree would be trimmed, but has now been informed it will be removed.

II. CONSENT AGENDA

A. Appropriations Ordinance #930

B. May 20, 2019 Council Minutes

~~C. Aldi CMB License~~ (Item moved to New Business)

MOTION: CMBR POPPA MOVED AND CMBR JANSSEN SECONDED TO APPROVE THE CONSENT AGENDA AS AMENDED. (MOTION CARRIED 8-0)

III. BUSINESS FROM THE FLOOR

Applications/Presentations

No presentations were made.

IV. MAYOR'S REPORT

A. Naming of R Park Pavilion

Mary Schulteis said that the day of the art sculpture dedication it was decided to do something for Ardie and Gretchen Davis for all their efforts at R Park. The decision was made to name the pavilion in their honor. Ms. Schulteis said she is proud to be a part of the tribute to them.

Laura Yankoviz (5540 Juniper) read the tribute into the record.

(Applause)

Mrs. Davis said these things cannot happen without the help of the community. They have come together and worked together for the common good. She also thanked everyone for the honor. It was their hope the word "community" could be in the name someplace because that's what they have is a wonderful community.

(Applause)

Mr. Davis thanked everyone and echoed the sentiment of having the word "community" in the name of the pavilion.

(Applause)

Mayor Kelly said their selfless work continues to inspire all of them and thanked them for all they continue to do for the community.

MOTION: CMBR HILL MOVED AND CMBR POPPA SECONDED TO NAME THE PAVILION THE GRETCHEN AND ARDIE DAVIS COMMUNITY PAVILION. (MOTION CARRIED 8-0)

V. WORKSHOP AND COMMITTEE REPORTS

No reports were given.

VI. REPORTS OF CITY LIAISONS

No reports were given

VII. UNFINISHED BUSINESS

There was no unfinished business discussed.

VIII. ORDINANCES AND RESOLUTIONS

A. Ordinance 981: Amending Section 8-902 Clarifying Mowing of ROW Responsibility

MOTION: CMBR POPPA MOVED AND CMBR MADIGAN SECONDED TO APPROVE ORDINANCE 981: AMENDING SECTION 8-902 CLARIFYING MOWING OF RIGHT-OF-WAY RESPONSIBILITY. (MOTION CARRIED 8-0)

B. Resolution 668: Exempting Certain Properties from Mowing Right of Way

CMBR Kelly asked why the City is maintaining commercial properties that are included in this resolution.

Ms. Jones-Lacy said these are properties that the City has maintained the right-of-way for a very long time. The property on Skyline Drive is a large ditch in the right-of-way and the City has historically maintained this and they are trying to remain consistent. East of Roe at 4700 and 4710 they have been maintaining that large swath of right-of-way also. In front of QuikTrip and VideoWorks at 5031 is also a large section of right-of-way that abuts the sidewalk.

Public Works Director Scharff replied to CMBR Janssen that the property is currently being maintained under the current mowing contract.

CMBR Kelly asked who brought these properties to the City's attention. Ms. Jones-Lacy said staff took the initiative since they have been mowing it for so long and it is possible the property owners do not even recognize this as their responsibility.

Mayor Kelly clarified that they are maintaining easements and are not taking an ownership interest in the land and not taking on any liability, but only maintaining the right-of-way.

City Attorney Mauer added that the right-of-way is the surface use of land. The City does not own the dirt but has the ability to walk over it. For certain irregular pieces of property that are either difficult for the landowner to mow or are exceeding large due to a large right-of-way, the City has historically mowed these properties. Staff has made the decision to document all the parcels that the City will maintain.

MOTION: CMBR THOMPSON MOVED AND CMBR JANSSEN SECONDED TO APPROVE RESOLUTION 668: EXEMPTING CERTAIN PROPERTIES FROM MOWING RIGHT-OF-WAY. (MOTION CARRIED 8-0)

MOTION: CMBR THOMPSON MOVED AND CMBR JANSSEN SECONDED TO AMEND THE MOTION TO INCLUDE THE PROPERTIES AT 4844 FONTANA AND 4846 FONTANA. (MOTION CARRIED 8-0)

IX. WORKSHOP ITEMS

A. Continued Discussion Concerning Pool Improvements

Mayor Kelly opened the discussion by stating that the Roeland Park Aquatics Center is now fully owned by the City of Roeland Park and thanked everyone who participated in the ceremony last Saturday, noting that CMBR Madigan cut the ribbon for the grand reopening.

CMBR Madigan said he would like to see the free swim day become an annual event.

Dave Schwartz from Water's Edge reviewed the anticipated plan which includes removal of the current water slide, plunge pool and vortex. The diving board and the climbing wall have been renovated and replaced. Shade structures are to be included as part of the plan. In the zero-depth area there would be a toddler slide as well as some sprays, a shade structure over a seat in the water, a ramp along the bulkhead, as well as ADA access. There is also room in the budget for two floatables. Big features to be added would be an enclosed tube slide and removal of the sand area as well as the wading pool and replacing it with a spray ground and a small play structure that has features for the toddlers.

The project cost and total City cost for all of these improvements is \$1.64 million and includes the construction, design fees, and demolition.

There was a consensus to see this iteration of \$1.64 million in the next budget presentation.

CMBR Faidley asked if they would need to do bonding if they went with this plan for the next swim season. Ms. Jones-Lacy said they could do the project without bonding by moving other projects further down the pike. She said it is feasible but difficult.

B. Discuss Short-Term Rental Regulations

Mayor Kelly thanked Code Enforcement Officer Wade Holtkamp, CMBR Madigan and CMBR Janssen, and including advice from the prosecuting attorney, for working with him to review the short-term rental regulations.

Mr. Holtkamp worked through the process of strengthening the application to be sure that compliance would be met with rentals as they ran into difficulty with the current code. The group met and discussed various topics identified as challenges such as verification that a residence is owner-occupied and the ability to require documentation that is not required for permanent full-time rentals in the City. Some suggestions would be to now ask for a passport or driver's license to determine principal address. The owner would also be required to attest to that on a notarized statement with the understanding that it is a felony in Kansas for making a sworn false statement. The owner would also be required to live in the residence 320 days out of the year. Another challenge they met was the need for a better definition in the notification of neighbors adjacent to the rental property. Also for those in non-compliance, the current code does not allow the City to assess fees to their property or taxes, and that amount would be determined by the judge. Staff has also recommended that this be a complaint-driven process if there are issues.

CMBR Poppa said the original intent of allowing these types of rentals in the City is because of Roeland Park's ideal location. He asked if during the application process the owner/occupant knows that when they sign the application they are the owner occupant and that this is their primary residence. Mr. Holtkamp said, yes, it is their primary residence. They cannot 100 percent can prove that, but they do expecting an amount of good faith, but they are doing the most that they can.

CMBR Faidley asked how many LLCs were doing this type of rental. Mr. Holtkamp said he does not have a number, and has been looking at Johnson County AIMS to see who owns property in the City. He did note that one came up on Roe as an LLC out of Kansas City, Missouri. They have converted the property, the whole house, and have turned the garage into an arcade. He noted the house is also very busy. Mr. Holtkamp added that they did temporarily suspend the code process until the Governing Body gave them direction for keeping what they have, how to strengthen the code, or what items to drop.

CMBR Kelly asked as chairperson of the Ad Hoc Development Committee how many people were doing this in the City. He said it would be very interesting to see if they can get someone, whether an intern or a consultant, to find out that information and then be able to pass that along to a potential hotelier.

CMBR Thompson said they did pass the hotel tax so these properties should be bringing in revenue to the City and should be automatically taken out of the Airbnb bookings. She added that these properties are revenue makers for the city and it continues to support them. She stated that she has no problem clarifying the code and making it easier for people to understand. She did not support a \$700 a month fine for non-compliance and felt that \$100 was more reasonable. She also did not support notifying all the people within a 100 foot radius of the property.

CMBR Janssen was on the committee and he took away that it is very difficult to enforce the owner-occupied part of it. He sees it as difficult to enforce and would consider striking it altogether. He did add that informing the neighbors is an important aspect.

CMBR Kelly would like an area available on the website to allow for complaints and notification to the Codes office for noncompliant short-term rentals. Mr. Holtkamp said that is possible and would be a matter of organizing the website to accommodate for that.

CMBR Hill agrees with CMBR Thompson that an Airbnb is typically for people who want a different experience. She added that they are less likely to see big parties and the owners will more likely keep their properties updated and nice because they are trying to rent them out.

CMBR Poppa said that since long-term rentals do not notify residents, he would be in favor of taking that component out.

This item will come back before the Governing Body at a Workshop and there was consensus to see a rendition of changes to the code regarding Airbnb ordinances. There was a consensus on imposing fines for non-compliance and the majority felt \$350 is a good place to start. Non-payment of fees would be assessed against property taxes. The Governing Body would also like a photo of the City permit on the online platform of the part-time rental. They would also require a local contact within 30 concentric miles. There was general consensus to notification provision #5 requirements, the short-term rental should remain owner occupied for 320 days and be notarized that it is their primary residence.

C. Discuss Changing Regular Council Meeting Date and Time

D. Discuss City's Willingness to Provide Maintenance at a Mobility Hub

X. NEW BUSINESS

A. Approve Task Order for Community Center Conceptual Design Project

B. Approve Service Agreement with GBA to Develop Bid Specs for Heating and Cooling Options for Community Center

C. Appoint Russell McCorkle to Park Committee

MOTION: CMBR MCCORMACK MOVED AND CMBR THOMPSON SECONDED TO APPOINT RUSSELL MCCORKLE TO THE PARKS COMMITTEE. (MOTION CARRIED 8-0)

D. Executive Session

MOTION: CMBR KELLY MOVED AND CMBR THOMPSON SECONDED TO RECESS INTO EXECUTIVE SESSION IN ORDER TO DISCUSS THE POTENTIAL OF A REAL ESTATE TRANSACTION PURSUANT TO THE REAL ESTATE EXCEPTION OF THE KANSAS OPEN MEETING ACT, K.S.A. 75-4319(b)(6). THE OPEN MEETING TO RESUME IN 20 MINUTES IN COUNCIL CHAMBERS. (MOTION CARRIED 8-0)

(Roeland Park City Council in Executive Session)

MOTION: CMBR HILL MOVED AND CMBR JANSSEN SECONDED TO RECESS TO EXECUTIVE SESSION FOR AN ADDITIONAL 30 MINUTES. (MOTION CARRIED 8-0)

E. Potential Sale of Property

F. Aldi CMB License (previously Consent Agenda Item C.)

MOTION: CMBR JANSSEN MOVED AND CMBR HILL SECONDED TO APPROVE THE CEREAL MALT BEVERAGE LICENSE FOR ALDI. (MOTION CARRIED 8-0)

XI. REPORTS OF CITY OFFICIALS

XII. ADJOURN

MOTION: CMBR THOMPSON MOVED AND CMBR KELLY SECONDED TO ADJOURN. (MOTION CARRIED 8-0)

(Roeland Park City Council Meeting Adjourned at 9:23 p.m.)

Kelley Nielsen, City Clerk

Mike Kelly, Mayor

Item Number: Consent Agenda- II.-C.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **July 1, 2019 Special Called Council Minutes**
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
July 1, 2019 Special Called Council Minutes	Cover Memo

CITY OF ROELAND PARK, KANSAS
SPECIAL CALLED CITY COUNCIL MEETING MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, July 1, 2019 6:00 P.M.

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

Admin Madigan Thompson	Finance Faidley McCormack	Safety Janssen Poppa	Public Works Hill Kelly
-------------------------------------	--	-----------------------------------	--------------------------------------

Pledge of Allegiance

Mayor Kelly called the meeting to order.

Roll Call

City Clerk Nielsen called the roll. CMBR Janssen was absent.

Modification of Agenda

There were no modifications to the agenda.

I. NEW BUSINESS

A. Sale of City Owned Property at Northeast Corner of Roe and Johnson

Mayor Kelly recognized members of the Ad Hoc Redevelopment Committee, noting Mr. Mike Hickey, CMBRS Kelly, Janssen, Madigan, and Faidley and others who have worked with CBC and thanked them for their hard work on this project.

City Administrator Moody said the terms in the agreement are consistent with those listed in the letter of intent which is included in the packet information. Some of the key provisions include dates for steps to be completed, a potential for financial penalty for not meeting milestones, a clawback provision if the buyer fails to perform, a right of first refusal should the buyer sell the property in the future, and also sale of the property to a tax-exempt entity is not permitted. The minimum square footage of the building is spelled out as well as terms for medical use.

No incentives are anticipated or provided for in the agreement. Approval of architectural elements of the building rest with the City and the buyer is also responsible for utility improvements that are needed to serve the site. The sale price is also contained in the agreement.

The agreement has been reviewed by City staff as well as the City Attorney and the buyer's legal team. All parties are in agreement to the terms.

CMBR Madigan asked what the plans are for the \$1,201,054 they will receive from the sale. City Administrator Moody said the 2020 budget reflects those resources going into the Equipment Reserve Fund that would be used to pay for a new Public Works building/site. However, the resources can be used for operations or capital and there are no restrictions on the use of the funds.

CMBR Madigan asked if they are open for using it to fund the pool or the park or perhaps dividing it between the two. City Administrator Moody said that it is a possibility.

CMBR Faidley asked when the clock would start running on the requirements. CMBR Madigan stated it would be as soon as the buyer signs the paperwork.

CMBR Kelly reiterated that with this sale there is no CID or TIF involved.

MOTION: CMBR KELLY MOVED AND CMBR MADIGAN SECONDED TO APPROVE THE LAND SALE AGREEMENT FOR THE CITY-OWNED PROPERTY AT THE NORTHEAST CORNER OF JOHNSON DRIVE AND ROE BOULEVARD. (MOTION CARRIED 7-0)

B. Resolution 669: Exempting Certain Properties from Mowing Right of Way

Ms. Jones-Lacy noted that Resolution 668 was amended to include additional properties for mowing and should not have been added. Resolution 669 will make those corrections and will adopt what was in the original resolution.

MOTION: CMBR MADIGAN MOVED AND CMBR THOMPSON SECONDED TO ADOPT RESOLUTION 669: EXEMPTING CERTAIN PROPERTIES FROM THE REQUIREMENT TO MAINTAIN GROUNDS IN THE CITY RIGHT-OF-WAY REPLACING RESOLUTION 668. (MOTION CARRIED 7-0)

II. ADJOURN

MOTION: CMBR POPPA MOVED AND CMBR HILL SECONDED TO ADJOURN. (MOTION CARRIED 7-0)

(Roeland Park City Council Meeting Adjourned at 6:10 p.m.)

Item Number: Consent Agenda- II.-D.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/22/2019
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin
Title: **Appointment of Judge, Prosecutor and City Attorney**
Item Type: Other

Recommendation:

Reappoint Steve Mauer as City Attorney; Karen Torline as Municipal Judge and Frank Gilman as City Prosecutor.

Details:

Per the City code, the city attorney, judge and prosecutor shall be reappointed on an annual basis. This is a formality per City code that we are fulfilling with this action.

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: Reports of City Liaisons- VI.-A.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/19/2019
Submitted By: Keith Moody
Committee/Department: Public Works Committee
Title: **Update on Historical Marker Signs by the Public Works Committee**
Item Type: Other

Recommendation:

Informational, no action anticipated.

Details:

Below is the 2019 Objective concerning the Historical Markers for reference:

1. Design and Development of Four to Five Historical Markers/Interpretive Signage

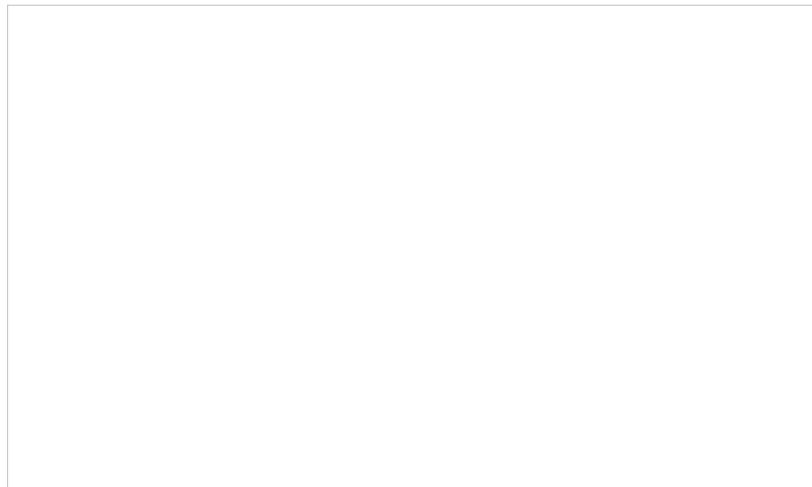
Justification: Historical signage is used to interpret, promote, and protect historic and cultural resources of the city. The signs will be created to tell the story of Roeland Park and engaging residents and visitors in walking through time of Roeland Park. The signs will be a tool to protect and

pass down the history of the Roeland Park. Possible locations – City Hall, Nall Park, R Park, Site of the Roe Family Home and Strang Line Street Car stop by Roesland Elementary.

City of Lenexa and City of Overland Park both have historic signs as a component of their trails and parks.

The Johnson County History Museum can serve as a resource to access historical information for the project.

<https://shawneemissionpost.com/2016/05/23/history-of-northeast-johnson-county-will-come-to-life-with-interpretive-signs-along-indian-creek-trail-50763>



Cost Estimate: \$30,000 **Account 5442.360**

- Completion Date: September 30, 2019

- Responsible Party: Public Works Director, Public Works Committee

- Submitted By: Becky Fast and Tom Madigan

Financial Impact

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

Additional Information

Tasks being worked on:

1. Identify where signs should be located.
2. Identify the type of sign for each location (historical marker or interpretive sign).
3. Provide direction on what each should say.
4. Provide recommendation on the design and construction materials and accompany each with a cost estimate.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: Unfinished Business- VII.-A.
Committee 7/22/2019
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 7/22/2019
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin.
Title: 2020 Budget Discussion Continued- CIP and Bonding
Item Type: Discussion

Recommendation:

Continue discussions on the 2020 budget and illustrate updates made since last presentation on July 1st. Determine whether to issue bonds and the amount based upon information provided.

Details:

Since the meeting on July 1st, City staff have received some additional information regarding commercial property tax appeals and updated capital project figures. These changes have been made in the attached budget document and are as follows.

1. The County settled with Lowes for revised assessed valuations for the 2016 and 2017 tax years (2017 and 2018 budget years respectively). As such, they received a refund of \$349,605 in 2019 from the TIF 1 fund. This creates a \$350,000 shortfall in funding for the Roe Blvd project in 2020. To address this, staff suggests loaning \$350,000 from the General Fund to be repaid in its entirety in 2021. This approach is reflected in the attached budget document. Council has provided loans from the General Fund to TIF 2 to cover funding of the Roe Lane improvements. The General Fund was repaid over a two-year period with repayment complete in 2020. An alternative approach would be for Council to use TIF 3 resources to cover the balance of this project. However, once this money is spent on the Roe 2020 project, it can no longer be used to incentivize development at the Rocks.
2. BOTA approved the 2016 tax year appeal by Wal-Mart using dark store theory. The County will likely appeal this ruling to district court which will take some time to adjudicate. We are accounting for a \$126,500 reduction in property taxes in 2021 with another \$222,500 in tax reductions in 2022 to account for appeals of the 2017 and 2018 tax years. If BOTA's decision is upheld, the ending fund balance for TIF 1 in 2021 and 2022 remain positive (\$213,000 in 2021 and \$777,000 in 2022).
3. Walgreens has appealed their 2015-2018 taxes. They are represented by the same attorney

as Wal-Mart and will continue to seek continuances with BOTA until the Wal-Mart case is settled. I have accounted for refunds of \$35,000 in 2020 in the TIF 2D fund. This could be low and if their case goes through and the refund required is more, we will have to put off or reduce the scope of scheduled improvements to City Hall. I've accounted for two additional refunds in 2021 for the 2017 and 2018 appeals in the amount of \$76,000. I'm not anticipating a refund for the 2015 tax year as there were no significant increases in assessed valuations in that year. Any award for that year is anticipated to be minimal, if any.

4. The County also settled with The Mission Bank and we must refund some of their taxes from the 2016 and 2017 tax year. I'm double checking this figure with the County Treasurer's Office, but the estimate is that the City will refund these taxes to the tune of \$23,840 in FY 2019. This creates a negative balance in this fund as all receipts we receive are turned over to the trustee to pay outstanding debt. As such, the TIF 2c fund will need to borrow \$10,787 from the General Fund and repay it in 2020.
5. The City Engineer provided a revised cost estimate for the 57th and Roeland Dr. storm sewer project slated for 2020 and it is significantly less than originally estimated. The budget went from \$900k to \$250k all in reducing the City's cost estimate by \$650k. This frees up resources in the Special Infrastructure fund.
6. The Engineer provided a revised cost estimate for Reinhardt residential street reconstruction from Pawnee to 48th Street and that totals \$1,129,712 with \$112k for design in 2020 and the balance for construction in 2021. This has been updated in the Special Street Fund.
7. Staff updated the 2018 CARS Roe Ln project based upon the final expenses submitted by the engineers. All revenue and expenses have now been accounted for and updated in the Special Street Fund.
8. We received \$157,500 from JCPRD, which was invested in the Kansas Municipal Investment Pool as a bond reserve for the pool debt. This was listed in our financials as a restricted fund balance, and thus, not previously accounted for in our General Fund ending fund balance. This is shown as a deposit in the FY 2019 projected budget and will now be a part of the unrestricted fund balance.
9. Added \$16,000 for replacing the City Hall HVAC control software in 2019. The system was installed in 2012 but needs to be updated due to the outdated computer platform the current system uses. The current system is only operational on one person's computer as the needs for the system do not meet our security protocols. This will come from existing building reserves for City Hall in the Equipment Reserve Fund and no additional resources will need to be transferred from the General Fund.
10. The General Fund subsidy to the Special Infrastructure Fund is \$300k in 2019, \$0 in 2020, \$630k in 2021 and \$50k in 2022. This keeps the General Fund ending cash balance at 27% in 2019 and 25% in 2020-2022.
11. The 2019 Projected Budget reflects a 5% decline in City-sales taxes compared to 2018 actual collections and a 2% decline in county-share taxes compared with 2018. In 2020 we project no growth in City sales taxes and a 1% growth in the county-share sales taxes. This is due to Aldi's closure in 2019 as well as sales taxes in general being down (in part due to refunds from KCP&L), and projected a sustained decline in sales tax during the Roe Blvd improvements in 2020. In 2021 we project 2% growth from the 2018 city sales tax receipts, as we expect 2021 to reflect a more typical year. The county-share sales tax for 2021 are projected at a 1% growth from 2020, which is our standard projected growth for sales taxes.

Other than these changes, staff fine tuned some items based upon actual expenses such as part-time salary use in PD, updated the 2019 CDBG project based on current cost estimates, and updated the animal control figures based on 2019 invoice.

At the last meeting, the Governing Body discussed issuing debt to cover a portion of the cost associated with the pool and R Park improvements. \$2 million in bonds is currently programmed in 2020. Considering the above changes, the Governing Body could reduce that to \$1.25 million without driving the Special Infrastructure Fund into a negative balance or causing the General Fund to fall below the 25% of operating expense reserve threshold. Please note that even though the budget may reflect borrowing for planning purposes, Council will need to take formal action to issue debt. This effort need not occur until first or second quarter of 2020 at which time the 2019 budget will be closed out, staff will be working on revising the 2020 budget (such as we are doing now with the 2019 budget) and we will potentially have a bid for the pool work, a bid for the R Park work, and a bid for the 57th Street storm sewer work. At that time, we will have a much better understanding of the borrowing need.

Below are staff reports from prior discussions for additional context. The July 1st details were removed as the information in the table was no longer relevant. However that information is still available in Novus.

June 17th:

At the last Council workshop, the Governing Body reviewed the first draft of the proposed 2020-2022 budget. That draft included a pay-as-you-go approach to capital improvements using a flat mill levy of 28.531 and keeping the General Fund ending balance for 2020-2022 between 22% and 25% of annual operating expenditures. The details of the original proposal are outlined below.

The Governing Body also requested information on issuing debt and wanted to see how that would impact our ability to pay for additional capital improvements at the pool and at R Park, and how our ending fund balances would look under this scenario. The City's financial adviser, Khaleen Dwyer with Columbia Capital, will be on hand to share information on issuing debt over various terms and what interest rates and total obligation would likely be. Staff has also provided an alternative budget which incorporates issuing debt at \$2 million with a payback over 10 years to illustrate how that impacts the General, Bond & Interest, Special Street and Special Infrastructure funds and the timing of capital projects. It's important to note that on a pay-as-you-go approach, the Special Street fund is programmed to go into a deficit for one year in 2023, which would require us to make some changes in that fund. Under the bonding approach, the fund retains positive ending fund balances.

Staff has updated the CIP with revised costs for certain pool improvements and included repair/replacement of city-owned light poles (metal and wood roughly) starting in 2021 with a \$45,000 annual investment. Staff also intends to include repair and replacement of the City's old corrugated metal pipe (CMP) storm sewers. Once we get cost estimates, we will start to incorporate the CMP repair and replacement into the CIP. We hope to incorporate the improvements similar to how we program sidewalk and residential street reconstruction, with consistent funding for engineering in one year, followed by construction in the next. Please note, the attached CIP documents reflect pay-as-you-go project timing. If the City issues debt, the Aquatic and R Park improvements can be accomplished sooner, which is reflected in the bonded budget documents only.

Attached you will find:

- Preliminary 2020-2022 Budget - Draft 1
- Fund Summaries for impacted funds when issuing \$2 million in debt over 10 years
- 10 year CIP by department
- 10 year CIP by fund
- Preliminary approved objectives
- Debt Profile Analysis provided by Columbia Capital
- Project detail CIP

Below is the information from the 6/3 workshop.

Attached is the working budget document. It starts with a Summary of the General Fund and shows its total expenditures and fund balance, followed by the detail pages for each department then each fund.

Reading from left to right you will see the account number, account title, 2016-2018 actuals, 2019 Budget (adopted), 2019 YTD Actuals (through the end of March), 2019 Projected (the revised budget for 2019), 2020 Budget (proposed), 2021 Budget (projected) and 2022 Budgeted (projected).

The General Fund (101-115) is the first fund. Beginning Fund Balance is shown as the first revenue line. Revenues are shown at the beginning (top) of each fund sheet, subtotals are shown for each major segment of revenue. Expenses follow revenues, these are separated into departments (Police, Admin, Public Works). Department line item expenses are also subtotaled into major type (Personnel, Contractual Services, Commodities, Capital, Debt Service, Transfers). At the end of each fund is the Ending Fund Balance line. Some updates and corrections have been incorporated into the document since it was initially reviewed with the governing body on 6/3.

Property taxes for 2020 through 2022 are based upon a constant 28.531 mill rate. Staff reviewed the assumptions concerning assessed values at the prior workshop. Because the City uses General Fund resources to pay for capital, the mill levy is a **key component** to being able to fund capital on a pay as you go approach. Reducing the mill levy will reduce funds available for capital funding, this will push back the planned date for projects.

Revenues have been estimated conservatively (we expect they will be higher than budget). Expenses continue to be refined to be closer to our actual history, but again conservative (we expect they will be lower than budget).

Each mill of the City levy equates to \$86,500 of revenue. In order to fund the capital improvements contemplated at R Park and at the Aquatic center on a pay as you go approach the mill levy is shown remaining constant. Phase 1 of R Park improvements (\$1 million) are shown in 2020 and \$1.35 million in pool improvements are shown spanning 2021 and 2022 (the work will occur after the pool closes in 2021 and before it opens in 2022). Timing these projects in this manner avoids the need to borrow, but it also brings down the balance in the Special Infrastructure Fund, General Fund and Street Fund. The County Courthouse Sales Tax is shown coming into the Special Infrastructure Fund starting in 2021 in order to avoid borrowing.

Financial Impact

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

Additional Information

This is a working document, changes are being made when we have more accurate information to base our projections upon. For example the unemployment insurance rates and estimates for motor fuel tax are not yet available. In addition, the County Clerk provides more precise valuation estimates June 1st, which could impact property tax revenues.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
2020 Preliminary Budget w/ debt - draft 4	Cover Memo
2020 Preliminary Objectives	Cover Memo
Debt Analysis - Columbia Capital	Exhibit
Five Year CIP - by Funding Source	Exhibit
10 Year CIP by Department	Exhibit

City of Roeland Park
Line Item Activity Budget - General Operating Fund

General Fund Revenues

	2016	2017 Actual	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Revenues									
4010 Beginning Fund Balance	2,287,717	2,696,653	2,617,063	2,556,535	-	2,581,105	2,628,636	2,589,526	2,556,251
					-				
Taxes									
4050 Ad Valorem Tax	1,536,170	1,620,622	1,746,411	2,225,307	1,058,317	1,891,320.36	2,364,565	2,400,034	2,436,034
4070 Personal Property Tax-delinquent	274	517	-	200	-	200	200	200	200
4080 Real Property Tax - Delinquent	26,272	19,725	9,742	10,000	5,028	10,000	10,000	10,000	6,750
Total Taxes	<u>1,562,717</u>	<u>1,640,864</u>	<u>1,756,154</u>	<u>2,235,507</u>	<u>1,063,345</u>	<u>1,901,520</u>	<u>2,374,765</u>	<u>2,410,234</u>	<u>2,442,984</u>
					-				
Franchise Fees									
4310 Franchise Tax - Electric	296,526	284,467	292,860	295,959	44,088	262,734	265,361	270,668	276,081
4320 Franchise Tax - Gas	95,065	111,481	126,801	119,180	78,998	119,180	120,372	121,576	122,792
4330 Franchise Tax - Telephone	9,296	7,588	5,614	6,790	2,002	5,445	5,282	5,124	4,970
4340 Franchise Tax - Telecable	65,292	62,483	79,709	94,090	39,855	78,115	75,772	73,499	71,294
4350 Franchise Tax - Cellular	21,744	18,288	3,096	25	-	25	25	25	26
Total Franchise Fees	<u>487,924</u>	<u>484,307</u>	<u>508,080</u>	<u>516,044</u>	<u>164,943</u>	<u>465,499</u>	<u>466,812</u>	<u>470,892</u>	<u>475,164</u>
					-				
Special Assessments									
4610 Special Assessments	3,723	2,590	695	3,500	-	(0.10)	2,000	2,000	2,000
4770 Solid Waste Service Assessment	507,213	506,614	569,250	567,000	317,085	561,000	562,000	574,700	586,194
Total Special Assessments	<u>510,937</u>	<u>509,204</u>	<u>569,945</u>	<u>570,500</u>	<u>317,085</u>	<u>561,000</u>	<u>564,000</u>	<u>576,700</u>	<u>588,194</u>
					-				
Intergovernmental Revenue									
4020 Recreational Vehicle Tax	764	709	790	600	250	600	765	600	600
4021 Commercial Vehicle Tax	-	-	-	-	-	-	-	-	500
4040 Heavy Trucks Tax	543	1,036	640	1,130	307	600	965	965	965
4060 Motor Vehicle Tax	198,768	209,893	215,790	222,676	55,859	218,222	223,034	229,725	236,617
4110 County Sales & Use Tax	625,546	636,828	637,409	638,518	253,951	624,661	630,907	637,216	643,588
4115 Sales Tax 27B (280 Fund)	582,408	607,455	593,834	595,586	237,721	564,143	564,143	605,711	611,768
4120 County Jail Tax	156,387	159,208	159,353	162,408	63,488	156,166	157,728	159,305	160,898
4130 Safety Sales Tax	156,388	159,208	159,353	162,408	63,488	156,166	157,728	159,305	160,898
4141 City/County Alcohol Tax Distrib	-	-	-	-	18	50	-	-	-
4156 FEMA Grant	-	-	43,063	-	-	-	-	-	-
Total Intergovernmental Revenue	<u>1,720,804</u>	<u>1,774,337</u>	<u>1,810,232</u>	<u>1,783,326</u>	<u>674,833</u>	<u>1,720,607</u>	<u>1,735,270</u>	<u>1,792,827</u>	<u>1,815,834</u>
					-				
Licenses and Permits									
4210 Street Cutting Permit	3,655	13,470	23,785	7,500	3,900	7,500	7,500	7,500	7,500
4215 Building Permit	50,591	64,162	46,872	60,000	29,382	60,000	50,000	50,000	50,000
4220 Electrical Permit	3,070	2,770	1,909	3,000	1,806	2,500	2,500	2,500	2,500
4225 Mechanical Permit	5,006	6,318	6,095	7,000	2,434	5,500	5,500	5,500	5,500
4230 Plumbing Permit	1,728	1,275	2,517	1,500	1,141	2,000	1,500	1,500	1,700
4235 Garage Sale Permit	535	310	400	500	85	400	400	400	400
4240 Sign Permit	610	770	1,700	1,000	400	1,500	1,000	1,000	600
4245 Cereal Malt Beverage License	368	325	327	325	(100)	325	325	325	325
4250 Animal Licenses	7,493	7,246	5,783	7,200	2,240	6,500	6,500	6,500	6,500
4255 Home Occupational Licenses	400	840	1,040	1,000	240	1,000	1,000	1,000	1,500
4260 Rental Licenses	35,259	34,533	31,949	35,000	10,082	34,000	34,000	34,000	34,000
4265 Business Occupational Licenses	46,685	51,023	51,376	51,000	10,943	51,000	51,000	51,000	51,000
Total Licenses and Permits	<u>155,400</u>	<u>183,043</u>	<u>173,753</u>	<u>175,025</u>	<u>62,554</u>	<u>172,225</u>	<u>161,225</u>	<u>161,225</u>	<u>161,525</u>

City of Roeland Park
Line Item Activity Budget - General Operating Fund

General Fund Revenues

		2019 YTD								
		2016	2017	2018	2019 Budget	Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Fines and Forfeitures										
4410	Fine	359,655	311,722	312,964	317,988	105,390	290,000	312,964	319,223	325,608
4415	Court Costs	6,748	24,202	30,722	30,000	14,691	30,000	30,000	30,000	17,500
4420	State Fees	18,507	20,260	23,411	26,000	14,002	24,000	24,000	24,000	24,000
4430	Bonds & Forfeitures	-	-	19,529	2,000	1,010	2,000	2,000	2,000	2,000
4440	Alcohol/Drug State Reimburseme	201	-	-	-	135,093	-	-	-	-
Total Fines and Forfeitures		385,110	356,183	386,627	375,988	270,186	346,000	368,964	375,223	369,108
Other Sources										
4393	Bullet Proof Vest Grant	1,620	1,224	1,616	2,500	-	2,500	1,500	1,500	1,500
4530	Reimbursed Expense	16,348	14,598	1,390	14,000	13,306	14,500	14,000	14,000	14,000
4531	SRO Reimbursement	-	-	12,683	2,575	25,366	76,099	79,904	82,302	84,771
4710	Apt Tower Lease Payment	19,684	27,413	23,085	23,718	7,906	23,718	24,430	25,163	25,918
4713	Voicestream Wireless Payment	19,684	27,413	23,085	23,718	7,906	23,718	24,430	25,163	25,918
4716	Clearwire Tower Lease Paymt	19,684	27,413	23,085	23,718	7,906	23,718	24,430	25,163	25,918
4720	Plans & Spec's	2,011	700	2,575	2,000	275	2,000	2,000	2,000	2,000
4725	Police Reports	5,423	5,224	6,785	5,500	2,344	5,500	5,500	5,500	5,500
4755	3rd Floor Lease Revenues	39,960	41,425	22,650	42,027	7,023	21,195	42,328	42,745	42,745
4767	1% for Art	81	-	-	-	36,378	36,378	-	-	-
4768	Service Line Agreement	2,441	2,627	2,605	2,400	2,965	2,965	2,965	2,965	2,965
4775	RPPOA Contract	31,875	31,875	31,875	31,875	31,875	31,875	31,875	31,875	31,875
4780	Sale of Assets	20,931	-	16,039	15,000	68	15,000	7,000	6,500	9,500
4787	RP Community Foundation Donat	7,238	543	26,881	1,000	985	33,500	60,000	1,000	1,000
4795	Miscellaneous	12,695	5,998	2,506	5,000	240	162,000	5,000	5,000	12,700
Total Other Sources		199,674	186,453	196,860	192,458	144,545	474,668	325,363	270,875	286,309
Interest										
4510..4512	Interest on Investment	5,107	21,557	83,578	56,100	14,613	85,000	80,000	80,000	80,000
Total Interest		5,107	21,557	83,578	56,100	14,613	85,000	80,000	80,000	80,000
Transfer-In										
Transfer from 27C Fund							11,344	22,688	24,276	25,975
4850	Transfer from 27D Fund	125,000	-	-	-	-	-	-	-	-
4865	Transfer in from TIF Funds	-	-	-	-	-	186,500	168,787	350,000	-
Total Transfer-In		125,000	-	-	-	-	197,844	191,475	374,276	25,975
Total		7,440,390	5,155,948	5,485,228	5,904,947	2,577,010	5,924,364	6,267,874	6,512,253	6,245,094
Total Resources		5,152,673	7,852,601	8,102,291	8,461,482	2,577,010	8,505,470	8,896,509	9,101,779	8,801,344

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Objective

General Overhead

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
B	Contracted Services									
5201	Electric	25,158	22,417	22,316	17,340	5,648	17,340	17,860	18,396	18,948
5202	Telephone	10,632	2,528	541	1,000	223	1,000	1,000	1,000	1,000
5203	Printing & Advertising	869	1,476	687	1,800	2,023	2,800	1,800	1,800	1,800
5204	Legal Printing	3,647	1,190	4,959	3,000	(1,501)	3,000	3,000	3,000	3,000
5205	Postage & Mailing Permits	10,295	4,770	7,537	6,000	(1)	6,000	6,000	6,000	6,000
5206	Travel Expense & Training	-	65	-	-	200	-	-	-	-
5208	Newsletter	2,474	9,024	15,030	9,400	4,324	12,600	12,600	12,600	12,600
5209	Professional Services	17,804	28,170	51,581	102,600	11,304	190,000	59,450	59,450	59,450
5210	Maintenance & Repair Building	16,137	10,855	11,482	10,000	2,248	12,000	10,600	10,600	10,600
5211	Maintenance & Repair Equipment	106	1,365	2,831	-	72	200	200	200	200
5212	Utility Asst	15,000	15,000	15,000	15,000	-	15,000	15,000	15,000	15,000
5213	Audit Fees	38,850	38,475	43,391	42,500	29,075	33,900	37,775	38,531	40,384
5214	Other Contracted Services	66,393	39,492	64,625	76,600	16,585	60,770	65,280	65,280	65,280
5215	City Attorney	96,643	105,299	81,257	94,860	30,017	94,860	94,400	96,288	98,213
5216	Special Prosecutor Fees	-	-	-	-	-	-	-	-	-
5217	Public Art	-	-	-	-	2,500	25,000	25,000	25,000	25,000
5218	IT & Communication	23,096	20,920	23,707	26,850	7,447	26,850	26,496	27,026	27,566
5219	Meeting Expense	282	866	1,284	2,000	332	1,500	1,500	1,500	1,500
5220	Street Light Repair & Maintenance	38,166	37,976	35,440	40,000	12,882	40,000	40,000	40,000	40,000
5222	Traffic Signal Expense	184,576	187,430	171,703	191,246	44,809	188,458	192,227	81,471	83,916
5230	Art Commissioner	1,200	1,200	1,200	1,200	500	1,200	1,200	1,200	1,200
5232	United Community Services	3,930	3,930	4,285	4,371	4,371	4,371	4,771	4,866	4,964
5233	JoCo Home Repair - Minor	-	-	4,500	9,000	9,000	9,000	9,000	9,000	9,000
5234	JoCo Home Repair - Major	12,000	-	8,000	8,000	8,000	8,000	8,000	8,000	8,000
5237	Community Events	481	2,090	7,349	4,000	100	8,700	8,800	8,800	8,800
5248	Strategic Planning	17,925	7,420	1,127	3,000	-	-	-	-	-
5249	Branding Implementation	-	-	9,884	-	1,483	4,000	1,000	1,000	1,000
5250	Insurance & Surety Bonds	37,162	40,682	42,391	47,867	-	42,922	45,068	47,322	49,688
5252	Elections - City	-	8,806	-	15,000	1,611	15,463	5,500	-	15,000
5253	Public Relations	1,072	2,266	2,128	3,500	54	3,500	4,500	3,500	3,500
5254	Miscellaneous Charges	4,940	-	1,827	1,000	54	1,000	1,000	8,000	8,000
5256	Committee Funds	2,901	4,013	4,000	5,000	1,334	5,000	5,000	5,000	5,000
5257	Property Tax Payments	7,621	2,762	6,061	12,155	-	6,364	6,682	12,500	12,750
5258	RPPOA Common Area Expenses	33,847	33,847	33,847	33,847	33,847	33,847	33,847	33,847	33,847
5265	Computer System R&M	260	220	426	5,000	-	500	500	500	500
5266	Computer Software	17,879	18,099	24,606	22,500	14,621	35,008	31,616	31,616	31,616
5267	Employee Related Expenses	-	3,658	4,178	7,000	1,527	7,000	7,000	7,000	7,000
5273	Neighbors Helping Neighbors	-	-	-	10,000	-	10,000	10,000	10,000	10,000
5282	Property Tax Rebate Program	-	-	-	15,000	-	5,000	7,500	10,000	12,500
5283	RP Com Foundation Grant Exp.	7,554	518	26,881	1,000	28,992	33,500	60,000	1,000	1,000
5285	Pool Operations	159,477	172,466	144,526	150,000	365	-	-	-	-
5287	Water	1,382	1,091	1,335	1,500	468	1,500	1,500	1,500	1,500
5288	Waste Water	1,537	1,041	1,923	1,700	-	2,000	2,000	2,000	2,000
5289	Natural Gas	1,639	3,129	3,034	3,000	1,290	3,150	3,182	3,213	3,245
5292	Fireworks	2,000	2,210	2,105	2,500	315	2,500	2,500	2,500	2,500
B	Contracted Services Total	864,933	836,766	888,982	1,007,335	282,528	974,802	870,353	715,506	743,067
				-	-	-				
C	Commodities									
5301	Office Supplies	8,120	6,549	6,671	7,500	2,669	7,000	7,000	7,000	7,000
5304	Janitorial Supplies	1,431	1,720	1,219	2,000	648	1,400	2,000	2,000	3,000
5305	Dues, Subscriptions, & Books	14,159	16,218	16,263	18,100	14,663	12,600	12,640	12,640	12,640
5306	Materials	48	1,991	-	-	2,227	-	-	-	-
5307	Other Commodities	-	561	101	5,000	-	3,000	-	-	-
5311	Pool Equipment	18,772	-	-	-	-	-	-	-	-
C	Commodities Total	42,529	27,039	24,253	32,600	20,207	24,000	21,640	21,640	22,640

City of Roeland Park
Line Item Activity Budget - General Operating Fund

General Overhead

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
E	Debt Service									
5600	Lease/purchase-pool	189,000	198,000	148,500	-	-	-	-	-	-
5605	Lease/purchase Pool Interest	19,530	13,860	5,940	-	-	-	-	-	-
5614	Bond Principal 2014-1	-	-	-	-	-	-	-	-	-
5615	Bond Interest 2014-1	-	-	-	-	-	-	-	-	-
E	Debt Service Total	208,530	211,860	154,440	-	-	-	-	-	-
						-				
N	Non-Expenditure Appropriation		-			-				
5751	TIF Fund Expenditure	-	-	-	322,400	-	-	321,415	331,057	270,000
N	Non-Expen. Appropriation Total	-	-	-	322,400	-	-	321,415	331,057	270,000
						-				
T	Transfers					-				
5801..5809	Transfer of Funds	-		8,000	-	-	-	350,000	-	-
5818	Transfer to Bond Pymnt Fund- 200	117,228		-	25,000	10,416	-	75,000	45,000	235,000
5821	Transfer to TIF 2 Fund- 450		53,000	283,500	122,000	50,834		-	-	-
5822	Transfer to TIF 3C Fund- 510		-	-		-				
5823	Transfer to Special Infrastructure Fund- 27D		551,250	275,000	200,000	83,334	300,000	-	630,000	50,000
5824	Transfer To Aquatic Fund- 220						420,000	420,000	285,000	285,000
5825	Transfer to Equip Reserve Fund- 36	69,471	142,960	112,051	119,888	49,955	44,700	3,650	800	2,400
T	Transfers Total	186,699	747,210	678,551	466,888	194,539	764,700	848,650	960,800	572,400
Total General Overhead		1,302,691	1,822,875	1,746,226	1,829,223	497,274	1,763,502	2,062,058	2,029,003	1,608,107

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Police Department

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Police										
A	Salaries & Benefits									
5101	Salaries - Regular	814,365	810,326	848,688	883,000	335,218	900,000	936,500	973,960	1,012,918
5102	Salaries-Overtime	35,683	29,020	50,122	37,000	14,722	38,000	39,400	40,976	42,615
5104	Salaries - Part-time	10,504	17,036	27,127	21,000	28,071	38,000	22,300	23,192	24,120
A	Salaries & Benefits Total	860,552	856,381	925,937	941,000	378,011	976,000	998,200	1,038,128	1,079,653
						-				
B	Contracted Services									
5202	Telephone	6,067	6,576	7,299	7,000	2,054	7,000	7,000	7,000	8,000
5203	Printing & Advertising	-	-	421	250	-	250	250	250	1,500
5205	Postage & Mailing Permits	53	56	70	100	14	100	100	100	800
5206	Travel Expense & Training	3,134	4,985	5,867	7,000	3,157	7,000	9,000	9,000	9,000
5207	Medical Expense & Drug Testing	587	1,166	1,226	1,000	-	1,000	1,000	1,000	1,000
5210	Maintenance & Repair Building	-	140	-	200	-	200	200	200	200
5211	Maintenance & Repair Equipment	2,074	2,015	791	4,500	173	4,500	4,500	4,500	8,000
5214	Other Contracted Services	12,708	12,576	17,850	21,130	5,507	14,171	13,831	13,831	13,831
5217	Mental Health Corresponder	-	-	-	-	-	19,428	20,011	20,611	21,230
5219	Meeting Expense	-	25	51	100	-	100	100	100	100
5224	Laundry Service	2,373	1,952	2,065	3,100	381	3,100	3,100	3,100	3,100
5236	Community Policing	337	238	523	500	20	500	500	500	500
5238	Animal Control	55,883	55,777	55,442	47,125	-	33,100	34,093	35,116	36,169
5250	Insurance & Surety Bonds	25	150	62	150	-	150	150	150	-
5254	Miscellaneous Charges	186	174	12,499	500	-	500	500	500	1,000
5260	Vehicle Maintenance	8,794	6,905	43	8,500	10,909	15,000	10,000	11,000	12,000
5265	Computer System R&M	-	-	-	-	-	-	-	-	-
5266	Computer Software	-	-	-	-	-	-	-	-	-
B	Contracted Services Total	92,219	92,736	104,207	101,155	22,215	106,099	104,335	106,958	116,430
						-				
C	Commodities									
5301	Office Supplies	113	107	16	200	50	200	200	200	-
5302	Motor Fuels & Lubricants	17,974	19,697	24,812	22,050	8,538	22,050	23,153	24,311	25,527
5305	Dues, Subscriptions, & Books	1,069	630	395	1,050	455	1,005	1,005	1,005	1,005
5306	Materials	-	453	318	500	34	500	500	500	2,000
5307	Other Commodities	1,030	2,980	901	3,000	477	3,000	3,000	3,000	3,000
5308	Clothing & Uniforms	10,955	7,272	9,125	10,000	3,472	10,000	11,000	10,000	10,000
5309	Ammunition	-	1,906	1,837	2,500	-	2,500	2,500	2,500	2,500
5310	Training Supplies	203	462	-	500	-	500	500	500	500
C	Commodities Total	31,344	33,507	37,403	39,800	13,026	39,755	41,858	42,016	44,532
						-				
T	Transfers									
5825	Transfer to Equip Reserve Fund	87,380	3,500	24,000	70,320	29,300	70,320	28,242	107,367	101,495
T	Transfers Total	87,380	3,500	24,000	70,320	29,300	70,320	28,242	107,367	101,495
						-				
Total Police		1,071,495	986,124	1,091,548	1,152,275	442,552	1,192,174	1,172,635	1,294,469	1,342,110

City of Roeland Park
Line Item Activity Budget - General Operating Fund
Municipal Court

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
	Court									
A	Salaries & Benefits									
5101	Salaries - Regular	40,398	42,576	43,740	45,700	18,309	45,700	47,600	49,504	51,484
5102	Salaries-Overtime	335	1,046	1,730	1,000	572	1,000	1,000	1,000	1,000
5108	Salaries - Judge	14,762	13,638	14,200	15,000	6,250	15,000	15,655	16,281	16,932
5109	Salaries - Prosecutor	12,266	11,195	11,730	12,500	5,208	12,500	12,930	13,447	13,985
A	Salaries & Benefits Total	<u>67,760</u>	<u>68,454</u>	<u>71,400</u>	<u>74,200</u>	<u>30,340</u>	<u>74,200</u>	<u>77,185</u>	<u>80,232</u>	<u>83,401</u>
				-		-				
B	Contracted Services									
5202	Telephone	135	-	-	180	-	180	180	180	180
5203	Printing & Advertising	180	360	380	400	-	400	400	400	400
5206	Travel Expense & Training	-	29	80	200	-	200	200	200	200
5209	Professional Services	3,916	7,638	6,342	7,000	1,524	7,000	7,000	7,000	7,000
5211	Maintenance & Repair Equipment	-	-	-	200	-	200	200	200	200
5219	Meeting Expense	-	-	-	100	-	100	100	100	100
5227	Prisoner Care	5,005	3,360	3,360	5,000	665	4,000	5,589	6,000	6,000
5228	Fees Due State of Kansas	25,839	23,756	22,114	27,000	9,526	27,000	27,000	27,000	27,000
5250	Insurance & Surety Bonds	-	75	-	25	-	25	25	25	25
5254	Miscellaneous Charges	16	-	-	200	-	200	200	200	200
5266	Computer Software	-	2,513	3,320	2,613	6,098	2,613	11,947	11,947	11,947
5269	Alcohol / Drug State Fees	150	-	-	-	-	-	-	-	-
B	Contracted Services Total	<u>35,241</u>	<u>37,730</u>	<u>35,596</u>	<u>42,918</u>	<u>17,813</u>	<u>41,918</u>	<u>52,841</u>	<u>53,252</u>	<u>53,252</u>
				-		-				
C	Commodities									
5301	Office Supplies	-	-	-	-	-	-	-	-	-
5305	Dues, Subscriptions, & Books	255	115	50	250	50	250	250	250	250
5308	Clothing & Uniforms	200	-	-	250	-	-	50	50	50
C	Commodities Total	<u>455</u>	<u>115</u>	<u>50</u>	<u>500</u>	<u>50</u>	<u>250</u>	<u>300</u>	<u>300</u>	<u>300</u>
E	Capital Outlay									
5410	Technology Upgrades	-	-	-	-	-	61,271	-	-	-
E	Capital Outlay Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>61,271</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Court		<u>103,456</u>	<u>106,299</u>	<u>107,046</u>	<u>117,618</u>	<u>48,203</u>	<u>177,639</u>	<u>130,326</u>	<u>133,784</u>	<u>136,953</u>

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Neighborhood Services

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
A	Salaries & Benefits									
5101	Salaries - Regular	100,274	104,128	104,211	109,000	43,674	109,000	113,600	118,144	122,870
5102	Salaries-Overtime	933	-	317	1,000	8	1,000	1,000	1,000	1,000
A	Salaries & Benefits Total	<u>101,206</u>	<u>104,128</u>	<u>104,528</u>	<u>110,000</u>	<u>43,682</u>	<u>110,000</u>	<u>114,600</u>	<u>119,144</u>	<u>123,870</u>
B	Contracted Services									
5202	Telephone	315	1,300	1,620	1,320	540	1,680	1,680	1,680	1,680
5203	Printing & Advertising	125	1,221	-	1,000	-	1,000	1,000	1,000	1,000
5206	Travel Expense & Training	1,867	482	360	3,060	-	1,100	1,100	1,100	1,100
5207	Medical & Drug Testing	-	58	-	-	-	-	-	-	-
5214	Other Contracted Services	9,925	9,263	1,988	5,500	-	5,500	5,500	5,500	5,500
5219	Meeting Expense	-	113	71	200	111	200	200	200	200
5260	Vehicle Maintenance	326	1,049	230	1,100	101	1,100	1,100	1,100	1,100
B	Contracted Services Total	<u>12,558</u>	<u>13,485</u>	<u>4,269</u>	<u>12,180</u>	<u>752</u>	<u>10,580</u>	<u>10,580</u>	<u>10,580</u>	<u>10,580</u>
C	Commodities									
5301	Office Supplies	-	-	-	-	-	-	-	-	-
5302	Motor Fuels & Lubricants	1,480	577	452	636	136	636	668	701	736
5305	Dues, Subscriptions, & Books	712	-	50	500	60	500	500	500	500
5307	Other Commodities	-	275	-	-	-	-	-	-	-
5308	Clothing & Uniforms	172	-	-	300	-	300	300	300	300
C	Commodities Total	<u>2,363</u>	<u>852</u>	<u>502</u>	<u>1,436</u>	<u>196</u>	<u>1,436</u>	<u>1,468</u>	<u>1,501</u>	<u>1,536</u>
E	Capital Outlay									
5403	Office Equipment	-	1,428	-	2,000	131	2,000	-	-	1,000
E	Capital Outlay Total	<u>-</u>	<u>1,428</u>	<u>-</u>	<u>2,000</u>	<u>131</u>	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
T	Transfers									
5825	Transfer to Equip Reserve Fun	-	-	-	-	-	-	-	-	26,000
T	Transfers Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>26,000</u>
Total Neighborhood Services		<u>116,128</u>	<u>119,893</u>	<u>109,298</u>	<u>125,616</u>	<u>44,761</u>	<u>124,016</u>	<u>126,648</u>	<u>131,225</u>	<u>162,986</u>

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Administration Department

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
A	Salaries & Benefits					44%	0.43			
5101	Salaries - Regular	232,998	236,355	242,159	254,000	110,494	259,000	270,100	280,904	292,140
5102	Salaries-Overtime	-	-	-	-	-	-	-	-	-
5104	Salaries - Part-time	25,868	33,024	30,387	36,000	7,904	36,000	39,500	41,080	42,723
5107	Salaries - Intern	5,123	5,712	3,442	8,100	-	8,100	11,700	11,700	11,700
A	Salaries & Benefits Total	<u>263,989</u>	<u>275,091</u>	<u>275,988</u>	<u>298,100</u>	<u>118,397</u>	<u>303,100</u>	<u>321,300</u>	<u>333,684</u>	<u>346,563</u>
B	Contracted Services			-		-				
5202	Telephone	1,920	1,920	1,920	1,920	800	1,920	1,920	1,920	1,920
5205	Postage & Mailing Permits	293	285	-	-	-	-	-	-	-
5206	Travel Expense & Training	4,905	4,884	6,541	6,850	1,850	7,800	7,570	7,570	7,570
5214	Other Contracted Services	3,113	1,800	1,696	2,500	-	2,500	2,500	2,500	3,000
5226	Car Allowance	5,400	5,400	5,400	5,400	2,250	5,400	5,400	5,400	5,400
5250	Insurance & Surety Bonds	-	75	-	75	-	-	-	-	-
5254	Miscellaneous Charges	462	-	-	500	-	500	500	500	500
B	Contracted Services Total	<u>16,221</u>	<u>14,364</u>	<u>15,708</u>	<u>17,245</u>	<u>5,461</u>	<u>18,120</u>	<u>17,890</u>	<u>17,890</u>	<u>18,390</u>
C	Commodities			-		-				
5305	Dues, Subscriptions, & Books	1,463	1,967	1,645	2,300	355	2,500	2,500	2,500	2,500
5308	Clothing & Uniforms	-	-	-	-	-	-	500	-	500
C	Commodities Total	<u>1,463</u>	<u>1,967</u>	<u>1,645</u>	<u>2,300</u>	<u>355</u>	<u>2,500</u>	<u>3,000</u>	<u>2,500</u>	<u>3,000</u>
E	Capital Outlay			-		-				
5403	Office Equipment	-	1,240	-	1,000	-	1,000	500	500	500
E	Capital Outlay Total	<u>-</u>	<u>1,240</u>	<u>-</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>500</u>	<u>500</u>	<u>500</u>
Total Administration		<u>281,673</u>	<u>292,662</u>	<u>293,340</u>	<u>318,645</u>	<u>124,214</u>	<u>324,720</u>	<u>342,690</u>	<u>354,574</u>	<u>368,453</u>

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Public Works

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
A	Salaries & Benefits									
5101	Salaries - Regular	252,758	263,347	276,859	247,880	115,509	268,120.00	272,858	283,772.77	295,124
5102	Salaries-Overtime	8,447	4,978	9,166	10,200	7,995	10,200	8,000	8,320	8,653
5107	Intern	-	-	-	6,300	-	-	6,300	6,300	6,300
A	Salaries & Benefits Total	<u>261,205</u>	<u>268,325</u>	<u>286,025</u>	<u>264,380</u>	<u>123,504</u>	<u>278,320</u>	<u>287,158</u>	<u>298,393</u>	<u>310,077</u>
				-		-				
B	Contracted Services									
5201	Electric	27,067	26,011	8,641	6,324	1,773	8,400	8,568	8,739	8,914
5202	Telephone	1,435	2,393	1,780	2,000	670	1,830	1,830	1,830	1,830
5203	Printing & Advertising	91	74	836	300	161	800	800	800	800
5206	Travel Expense & Training	7,773	7,686	14,021	7,500	1,933	7,500	8,000	8,000	8,000
5207	Medical Expense & Drug Testing	780	578	404	800	202	800	800	800	800
5210	Maintenance & Repair Building	5,336	3,311	1,600	3,500	1,282	3,500	3,500	3,500	3,500
5211	Maintenance & Repair Equipment	13,323	14,255	49,281	25,000	9,334	25,000	25,000	25,000	25,000
5214	Other Contracted Services	32,232	32,916	33,695	33,000	6,634	35,384	35,658	35,658	35,658
5219	Meeting Expense	-	90	257	400	40	400	400	400	-
5259	Traffic Control Signs	4,308	6,845	2,997	4,500	92	4,500	4,500	4,500	4,500
5260	Vehicle Maintenance	4,854	4,428	7,518	6,500	1,554	6,500	7,000	7,500	7,500
5262	Grounds Maintenance	18,633	9,615	14,830	24,000	9,667	24,000			
5263	Tree Maintenance	12,977	33,782	34,926	25,000	36,010	40,000	46,000	46,000	10,000
5266	Computer Software	1,959	400	400	400	-	400	400	400	3,300
5287	Water	6,934	4,971	4,415	6,500	1,546	6,500	6,500	6,500	6,500
5288	Waste Water	2,989	1,887	1,937	3,200	483	3,200	3,200	3,200	3,200
5289	Natural Gas	2,793	6,429	5,246	5,800	3,347	5,800	5,800	5,800	5,800
5290	Street Light Electric	-	-	21,496	24,378	6,087	24,378	24,866	25,363	25,870
B	Contracted Services Total	<u>143,484</u>	<u>365,161</u>	<u>204,279</u>	<u>389,102</u>	<u>80,815</u>	<u>198,892</u>	<u>182,822</u>	<u>183,990</u>	<u>151,172</u>
				-		-				
C	Commodities									
5302	Motor Fuels & Lubricants	6,961	10,572	16,900	11,025	7,764	11,025	11,576	12,155	12,763
5304	Janitorial Supplies	450	540	248	750	115	760	760	760	760
5305	Dues, Subscriptions, & Books	1,168	289	700	760	720	760	760	760	750
5306	Materials	5,567	5,010	2,394	4,500	821	4,500	4,500	4,500	4,500
5308	Clothing & Uniforms	3,912	3,527	3,141	4,000	2,376	4,000	4,000	4,000	4,000
5318	Tools	1,172	3,978	2,410	2,500	440	2,500	2,500	2,500	2,500
C	Commodities Total	<u>19,294</u>	<u>23,916</u>	<u>25,793</u>	<u>23,535</u>	<u>12,235</u>	<u>23,545</u>	<u>24,096</u>	<u>24,675</u>	<u>25,273</u>
				-		-				
E	Capital Outlay									
5421	Maintenance Streets-contract	94,961	209,491	107,575	210,000	2,925	210,000	210,000	210,000	210,000
5403	Office Equipment	430	135	1,605	1,500	-	1,500	1,500	1,500	1,500
5425	Other Capital Outlay	1,466	135	2,831	3,000	4,857	28,000	3,000	3,000	3,000
5455	Roeland Park Trail Project	-	-	-	-	-	-	-	-	-
E	Capital Outlay Total	<u>96,857</u>	<u>209,761</u>	<u>112,011</u>	<u>214,500</u>	<u>7,782</u>	<u>239,500</u>	<u>214,500</u>	<u>214,500</u>	<u>214,500</u>
				-		-				
T	Transfers									
5825	Transfer to Equip Reserve Fund	112,500	12,500	166,500	49,200	20,500	24,200	12,500	64,000	-
T	Transfers Total	<u>112,500</u>	<u>12,500</u>	<u>166,500</u>	<u>49,200</u>	<u>20,500</u>	<u>24,200</u>	<u>12,500</u>	<u>64,000</u>	<u>-</u>
Total Public Works		<u>633,340</u>	<u>879,664</u>	<u>794,608</u>	<u>730,717</u>	<u>244,837</u>	<u>764,457</u>	<u>721,076</u>	<u>785,558</u>	<u>701,022</u>

Employee Benefits

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
	Employee Benefits									
A	Salaries & Benefits									
5122	FICA City Contribution	128,278	129,253	135,176	140,000	53,585	140,000	157,730	164,039	170,601
5123	KPERS City Contribution	73,984	67,632	80,530	86,800	32,583	86,800	95,325	99,138	103,104
5124	Ks Unemployment Insurance	1,155	629	1,389	1,800	459	1,800	1,985	2,064	2,147
5125	Worker's Compensation	36,527	46,910	44,105	45,869	48,194	48,194	53,810	55,962	58,200
5126	Health/Dental/Vision Insurance	277,245	291,775	282,049	367,200	136,614	374,022	460,130	492,339	526,803
5127	Health Savings Account	26,178	34,746	41,180	50,860	16,646	50,860	60,160	60,160	60,160
5128	401A City Contribution	4,800	5,184	6,725	5,720	2,919	5,720	7,280	7,571	7,874
5130	City Paid Life/ST Disability	9,217	9,749	10,543	9,900	2,908	10,600	10,900	10,900	10,900
5131	KP&F City Contribution	163,115	146,899	174,043	193,000	73,408	193,000	203,000	211,120	219,565
5133	Wellness Incentive	750	(375)	-	2,000	-	2,000	2,000	2,000	2,000
A	Salaries & Benefits Total	<u>721,250</u>	<u>732,402</u>	<u>775,739</u>	<u>903,149</u>	<u>367,315</u>	<u>912,996</u>	<u>1,052,320</u>	<u>1,105,293</u>	<u>1,161,352</u>
	Total Employee Benefits	<u>721,250</u>	<u>732,402</u>	<u>775,739</u>	<u>903,149</u>	<u>367,315</u>	<u>912,996</u>	<u>1,052,320</u>	<u>1,105,293</u>	<u>1,161,352</u>

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Governing Body

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
	City Council									
A	Salaries & Benefits									
5103	Salaries - Elected Officials	45,356	46,980	46,920	46,920	18,275	46,920	46,920	46,920	46,920
A	Salaries & Benefits Total	45,356	46,980	46,920	46,920	18,275	46,920	46,920	46,920	46,920
				-						
B	Contracted Services			-						
5203	Printing & Advertising	-	-	-	-	-	-	-	-	-
5206	Travel Expense & Training	3,620	5,502	6,106	7,700	470	7,700	7,700	7,700	7,700
5251	Mayor Expenses	498	721	999	1,000	413	1,000	1,000	1,000	1,000
5276	Conference & Seminars	-	-	-	-	-	-	-	-	-
B	Contracted Services Total	4,117	6,224	7,105	8,700	882	8,700	8,700	8,700	8,700
				-		-				
C	Commodities			-		-				
5305	Dues, Subscriptions, & Books	390	409	799	900	50	810	810	810	810
C	Commodities Total	390	409	799	900	50	810	810	810	810
				-		-				
	Total City Council	49,863	53,613	54,823	56,520	19,207	56,430	56,430	56,430	56,430

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Parks & Recreation

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
	Parks & Recreation									
A	Salaries & Benefits									
5101	Salaries - Regular							57,900	60,216	62,625
5102	Salaries - Overtime							-	-	-
A	Salaries & Benefits Total							<u>57,900</u>	<u>60,216</u>	<u>62,625</u>
B	Contracted Services									
5206	Travel and Training							1,500	1,500	1,500.00
5211	Maintenace & Repair Equipment									
5235	Leaf Program Disposal Fees									
5240	Equipment Rental									
5262	Grounds Maintenance							25,000	24,000	24,000
B	Contracted Services Total							<u>26,500</u>	<u>25,500</u>	<u>25,500</u>
C	Commodities									
5302	Motor Fuels & Lubricants									
5825	Transfer to Equip Reserve Fund							-	-	-
C	Commodities Total							<u>-</u>	<u>-</u>	<u>-</u>
	Total Parks & Recreation							<u>84,400</u>	<u>85,716</u>	<u>88,125</u>

Notes:

*Parks and Recreation Superintendent position added in 2020.

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Solid Waste

	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Solid Waste									
A Salaries & Benefits									
5101 Salaries - Regular	25,091	19,919	8,638	42,640	-	17,400	17,400	18,096	18,820
5102 Salaries - Overtime	-	5,435	695	-	-	-	-	-	-
A Salaries & Benefits Total	<u>25,091</u>	<u>25,354</u>	<u>9,333</u>	<u>42,640</u>	<u>-</u>	<u>17,400</u>	<u>17,400</u>	<u>18,096</u>	<u>18,820</u>
B Contracted Services									
5211 Maintenance & Repair Equipment	73	-	4,489	8,000	-	8,000	8,000	8,000	8,000
5235 Disposal Fees	20,849	8,405	13,725	10,000	4,130	10,000	10,000	10,000	10,000
5240 Equipment Rental	-	-	-	500	-	500	500	500	500
5271 Compost Bin Rebate Program				3,000	-	3,000	500	500	500
5272 Solid Waste Contract	414,502	414,794	518,287	519,000	215,864	519,000	519,000	529,380	539,968
B Contracted Services Total	<u>435,424</u>	<u>423,199</u>	<u>536,501</u>	<u>540,500</u>	<u>219,994</u>	<u>540,500</u>	<u>538,000</u>	<u>548,380</u>	<u>558,968</u>
C Commodities									
5302 Motor Fuels & Lubricants	3,325	2,941	2,724	3,000	-	3,000	3,000	3,000	3,000
5825 Transfer to Equip Reserve Fund	-	-	-	-	-	-	-	-	-
C Commodities Total	<u>3,325</u>	<u>2,941</u>	<u>2,724</u>	<u>3,000</u>	<u>-</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Total Solid Waste	<u>463,840</u>	<u>451,495</u>	<u>548,557</u>	<u>586,140</u>	<u>219,994</u>	<u>560,900</u>	<u>558,400</u>	<u>569,476</u>	<u>580,787</u>
Total Expenditures	4,743,737	5,235,538	5,521,185	5,819,903		5,876,834	6,306,983	6,545,528	6,206,327
Ending Fund Balance	<u>2,696,653</u>	<u>2,617,063</u>	<u>2,581,105</u>	<u>2,641,579</u>		<u>2,628,636</u>	<u>2,589,526</u>	<u>2,556,251</u>	<u>2,595,018</u>
<i>Change In Ending Fund Balance</i>			(35,957)	60,474		11,573	(52,053)	(33,276)	38,768
<i>25% of Annual Operating Expenses (Reserve Benchmark)</i>			1,096,421	1,173,399		1,125,961	1,167,794	1,164,326	1,202,608
<i>Reserve For Loss of Wal Mart</i>			1,410,000	1,410,000		1,410,000	1,410,000	1,410,000	1,410,000
<i>Ending Fund Balance In Excess of Wal Mart Reserve and 25% of Operating Expense Reserve</i>			74,684	58,180		92,675	11,732	(18,075)	(17,590)
<i>Operating Expenses</i>			4,385,684	4,693,595		4,503,843	4,671,176	4,657,304	4,810,432
<i>Unrestricted Ending Fund Balance as a % of Annual Operating Expenses</i>			27%	26%		27%	25%	25%	25%

City of Roeland Park
Line Item Activity Budget- General Fund
Restricted for Special Law Enforcement Fund

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Revenues										
4010	Beginning Fund Balance	\$ 8,213	\$ 7,913	\$ 8,913	\$ 8,913	\$ -	\$ 8,913	\$ 9,913	\$ 10,913	\$ 11,913
Other										
4432	Spec. Law Enforcement Revenues	\$ -	\$ 1,000	\$ 400	\$ 1,000	\$ 6,450	\$ 10,000	\$ 1,000	\$ 1,000	\$ 1,002
4433	K9 Contributions	\$ -	\$ -	\$ 25,218	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Other Total		\$ 1,000	\$ 25,618	\$ 1,000	\$ 6,450	\$ 10,000	\$ 1,000	\$ 1,000	\$ 1,002
	Total Revenues	\$ -	\$ 1,000	\$ 25,618	\$ 1,000	\$ 6,450	\$ 10,000	\$ 1,000	\$ 1,000	\$ 1,002
	Total Resources	\$ 8,213	\$ 8,913	\$ 34,531	\$ 9,913	\$ 6,450	\$ 18,913	\$ 10,913	\$ 11,913	\$ 14,919
Expenditures										
C	Commodities									
5316	K9 Expenses			13,243						
5317	Special Law Enforcement Expenses	300	-	4,672	-	4,772	8,000	-	-	-
	Commodities Total		-	17,915	-		8,000	-	-	
	Total Expenditures	300	-	17,915	-	-	8,000	-	-	-
	Ending Fund Balance	\$ 7,913	\$ 8,913	\$ 16,616	\$ 9,913	\$ 6,450	\$ 10,913	\$ 10,913	\$ 11,913	\$ 14,919

City of Roeland Park

Line Item Activity Budget - Bond & Interest Fund

1200

			2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
200	4010	Beginning Fund Balance	\$ 421,228	\$ 363,620	\$ 268,346	124,466	-	131,777	115,323	295,859	80,028
		Taxes									
200	4050	Ad Valorem Tax	267,902	283,217	184,981	160,074	76,145	136,021	170,129	172,681	175,271
200	4070	Personal Property Tax-delinquen	46	88	-	50	-	50	50	50	50
200	4080	Real Property Tax - Delinquent	4,797	3,522	1,583	2,000	613	2,000	2,000	2,000	2,000
		Total Taxes	<u>272,745</u>	<u>286,827</u>	<u>186,564</u>	<u>162,124</u>	<u>76,758</u>	<u>138,071</u>	<u>172,179</u>	<u>174,731</u>	<u>177,321</u>
		Special Assessments									
200	4610	Special Assessments	29	-	-	-	-	-	-	-	-
200	4620	Special Assmnt Tax - Delinquent	951	-	-	364	-	364	364	300	300
200	4630	Storm Drainage RC12-013	62,570	59,494	62,142	63,250	29,763.13	59,895	63,250	60,750	58,250
200	4640	Storm Drainage RC12-012	94,647	92,573	94,045	91,782	51,661.94	90,864	93,808	95,603	93,071
200	4650	Storm Drainage RC12-014	109,224	105,221	106,371	106,551	58,717.56	105,485	106,551	106,551	106,551
		Total Special Assessments	<u>267,420</u>	<u>257,289</u>	<u>262,558</u>	<u>261,947</u>	<u>140,143</u>	<u>256,609</u>	<u>263,973</u>	<u>263,204</u>	<u>258,172</u>
		Intergovernmental									
200	4020	Recreational Vehicle Tax	132	124	138	60	48	60	50	50	50
200	4021	Commercial Vehicle Tax	-	-	-	-	-	-	-	-	-
200	4040	Heavy Trucks Tax	94	181	112	140	54	140	120	120	120
200	4060	Motor Vehicle Tax	34,276	36,686	37,712	24,000	8,596	24,000	16,206	16,000	16,640
		Total Intergovernmental	<u>34,502</u>	<u>36,991</u>	<u>37,962</u>	<u>24,200</u>	<u>8,698</u>	<u>24,200</u>	<u>16,376</u>	<u>16,170</u>	<u>16,810</u>
		Interest									
200	4510..4512	Interest on Investment	1,151	4,248	8,463	4,465	1,858	8,500	8,500	8,500	8,500
		Total Interest	<u>1,151</u>	<u>4,248</u>	<u>8,463</u>	<u>4,465</u>	<u>1,858</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>
		Transfers									
200	4830	Transfer from 27A Fund	428,841	416,000	475,000	300,000	100,000	285,000	210,000	-	-
200	4840	Transfer from General Fund	117,228	-	-	25,000	10,416	-	75,000	45,000	235,000
200	4880	Transfer from Streetlights Fund	-	-	-	-	-	-	-	-	-
		Total Transfers	<u>546,069</u>	<u>416,000</u>	<u>475,000</u>	<u>325,000</u>	<u>110,416</u>	<u>285,000</u>	<u>285,000</u>	<u>45,000</u>	<u>235,000</u>
		Total Revenues	<u>1,121,887</u>	<u>1,001,355</u>	<u>970,547</u>	<u>777,736</u>	<u>337,873</u>	<u>712,380</u>	<u>746,028</u>	<u>507,605</u>	<u>695,803</u>
		B Contracted Services									
200	5209	Professional Services	1,375	3,050	3,100	3,050	-	3,100	3,100	3,100	3,100
200	5214	Other Contracted Services	-	-	-	-	-	-	-	-	-
		B Contracted Services Total	<u>1,375</u>	<u>3,050</u>	<u>3,100</u>	<u>3,050</u>	<u>-</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
		E Debt Service									
200	5607	Principal Bonds (2008-A Issue)	360,000	-	-	-	-	-	-	-	-
200	5608	Principal Bonds - 2010-1	260,000	265,000	275,000	280,000	-	280,000	290,000	100,000	100,000
200	5609	Interest Bonds - 2010-1	51,860	46,660	40,565	33,415	16,708	33,415	25,575	17,020	13,920
200	5610	Interest Bonds (2008-A Issue)	13,140	-	-	-	-	-	-	-	-
200	5614	Bond Principal 2014-1	105,000	107,000	110,000	112,000	-	112,000	114,000	-	-
200	5615	Bond Interest 2014-1	12,332	9,969	7,561	5,088	2,543	5,088	2,568	-	-
		Bond Principal 2020-1								175,000	180,000
		Bond Interest 2020-1								58,338	53,088
200	5628	Principal Bonds - 2011-2	165,000	180,000	190,000	85,000	11,904	85,000	85,000	90,000	95,000
200	5629	Interest Bonds - 2011-2	34,698	31,398	27,798	23,808	-	23,808	21,640	19,473	16,773
200	5630	Bond Principal - 2011-1	105,000	-	-	-	-	-	-	-	-
200	5631	Bond Interest - 2011-1	2,153	-	-	-	-	-	-	-	-
200	5644	Principal Bonds - 2012-1	35,000	420,000	425,000	200,000	-	200,000	205,000	205,000	215,000
200	5645	Interest Bonds - 2012-1	33,938	33,553	28,093	21,718	10,859	21,718	18,318	14,423	10,118
		E Debt Service Total	<u>1,178,120</u>	<u>1,093,579</u>	<u>1,104,017</u>	<u>761,029</u>	<u>42,014</u>	<u>761,029</u>	<u>762,101</u>	<u>679,254</u>	<u>683,899</u>
		N Non-Expenditures Appropriation									
200	5751	TIF Fund Expenditure	-	-	-	22,800	-	-	23,126	18,288	13,354
		N Non-Appropriation Expenditures Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>22,800</u>	<u>-</u>	<u>-</u>	<u>23,126</u>	<u>18,288</u>	<u>13,354</u>
		Total Expenditures	<u>1,179,495</u>	<u>1,096,629</u>	<u>1,107,117</u>	<u>786,879</u>	<u>42,014</u>	<u>764,129</u>	<u>788,327</u>	<u>700,642</u>	<u>700,353</u>
200		Ending Fund Balance	<u>363,620</u>	<u>268,346</u>	<u>131,777</u>	<u>115,323</u>	<u>295,859</u>	<u>80,028</u>	<u>73,024</u>	<u>102,822</u>	<u>75,478</u>
Notes:								11%	10%	15%	11%



City of Roeland Park
Line Item Activity Budget - Aquatic Center Fund

Roeland Park Aquatics Center ***For Illustrative Purposes Only - 2016-18 will be zeroed out***

		2016	2017	2018	2019 Projected JCPRD Mgmt	2020 Projected JCPRD Mgmt	2021 Projected City Assumes Mgmt	2022 Projected City Assumes Mgmt
	Beginning Fund Balance				-	\$ 101,781	\$ 74,275	\$ 66,221
	RPAC							
4010	Revenues							
	Program Fees	\$ 44,803	\$ 37,081	\$ 21,788	\$ 32,556	\$ 32,556	\$ 15,000	\$ 15,450
	Internal Program Revenue	\$ 12,260	\$ 11,644	\$ 11,168	\$ 13,000	\$ 13,000	\$ 11,000	\$ 11,000
	Concession Revenue	\$ 12,536	\$ 14,579	\$ 10,694	\$ 15,000	\$ 15,000	\$ 10,000	\$ 10,000
	Retail Sales - Taxable		\$ 54	\$ 82	\$ 522	\$ 522	\$ -	\$ -
	Participation Fees	\$ 139,458	\$ 121,962	\$ 94,738	\$ 95,488	\$ 95,488	\$ 95,000	\$ 97,850
	Advertising Sponsorship		\$ -	\$ 600			\$ 2,000	\$ 2,000
	Taxable Sales Discounts (con	\$ (140)	\$ (220)	\$ (23)	\$ (8,000)	\$ (8,000)		
	Nontaxable Sales Discounts (	\$ (3,372)	\$ (1,877)					
	Facility Rental	\$ 15,473	\$ 13,328	\$ 3,800	\$ 4,850	\$ 4,850	\$ 5,000	\$ 5,000
	Reimbursement			\$ 158			\$ -	\$ -
	Costs Shared by JCPRD	\$ 204,168	\$ 214,091	\$ 210,274	\$ -	\$ -	\$ -	\$ -
	Subtotal Revenue	\$ 425,186	\$ 410,642	\$ 353,279	\$ 153,416	\$ 153,416	\$ 138,000	\$ 141,300
	Transfer from Equip Reserve Fund				\$ 131,391			
	Transfer from the General Fu	\$ 412,698	\$ 425,951	\$ 364,714	\$ 420,000	\$ 420,000	\$ 285,000	\$ 285,000
	Transfers	\$ 412,698	\$ 425,951	\$ 364,714	\$ 551,391	\$ 420,000	\$ 285,000	\$ 285,000
	Total Revenues	\$ 837,884	\$ 836,592	\$ 717,993	\$ 704,807	\$ 573,416	\$ 423,000	\$ 426,300
A	Salaries							
5101	Full Time Salaries	\$ 78,352	\$ 80,351	\$ 77,558	\$ 37,329	\$ 38,229	\$ 16,033	\$ 16,513
5102	Overtime	\$ 450	\$ 615	\$ 819			\$ 600	\$ 600
5104	Part Time Salaries	\$ 225,155	\$ 237,651	\$ 151,960	\$ 143,051	\$ 143,051	\$ 157,000	\$ 161,710
	FICA/SSI						\$ 12,200	\$ 12,566
	KPERS						\$ -	\$ -
	Benefits (includes medical pren	\$ 3,252	\$ 6,456	\$ 17,656	\$ 5,819	\$ 5,819	\$ -	\$ -
	Cell phone allowance	\$ 400	\$ 333	\$ 609	\$ -	\$ -	\$ 120	\$ 120
A	Salaries Total	\$ 307,609	\$ 325,406	\$ 248,602	\$ 186,199	\$ 187,099	\$ 185,953	\$ 191,509
				\$ -				
B	Contracted Services							
	Pool Management Fee				\$ 106,032	\$ 106,032		
5201	Electric	\$ 54,159	\$ 49,798	\$ 25,220	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
5202	Telephone	\$ 6,716	\$ 3,032	\$ 3,772	\$ 600	\$ 600	\$ 1,600	\$ 1,600
5203	Printing and Advertising	\$ 126	\$ 353	\$ 497	\$ 1,300	\$ 1,300	\$ 600	\$ 600
5205	Postage	\$ -	\$ 19	\$ -	\$ 500	\$ 500	\$ 300	\$ 300
5206	Travel & Training	\$ 3,351	\$ 2,165	\$ 4,327	\$ 2,912	\$ 2,912	\$ 2,000	\$ 2,000
	Memberships and Dues			\$ -			\$ 300	\$ 300
	Bank Charges	\$ 3,059	\$ 3,409	\$ 2,874	\$ 200	\$ 200	\$ 3,000	\$ 3,000
	Management Services	\$ 988	\$ 1,672	\$ 950			\$ 1,000	\$ 1,000
	Pest Control		\$ 618	\$ 528	\$ 600	\$ 600	\$ 600	\$ 600
	Inspection Services	\$ 275	\$ 5,917	\$ 1,497	\$ 100	\$ 100	\$ 1,500	\$ 1,500
	Recreational Services	\$ 98	\$ 2,684				\$ 3,000	\$ 3,000
	Facility Rentals	\$ 599	\$ 88	\$ 118			\$ 200	\$ 200
	Equipment & Furnishings Rent	\$ 4,116	\$ 3,804	\$ 640			\$ 3,000	\$ 3,000
	Rental or Leasing - Unclassified	\$ 160	\$ 904	\$ -			\$ -	\$ -
5207	Medical Expense & Drug Testing				\$ 3,040	\$ 3,040	\$ 1,800	\$ 1,800
5210	Maintenance & Repair of Bldg.	\$ 2,888	\$ 3,036	\$ 5,816	\$ 6,627	\$ 3,000	\$ 5,000	\$ 5,000
5211	Maintenance & Repair of Equip	\$ 29,763	\$ 25,119	\$ 8,136			\$ 25,000	\$ 25,000
	Internal contractual services			\$ 12,847				
5214	Other Contractual Services	\$ 15,974	\$ 19,795	\$ 20,591	\$ 21,020	\$ 21,020	\$ 10,000	\$ 10,000
5250	Insurance & Surety Bonds						\$ -	\$ -
5266	Computer Software	\$ 299	\$ 662				\$ 2,000	\$ 2,000
5287	Water	\$ 15,725	\$ 13,452	\$ 11,604	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
5288	Waste Water/Trash	\$ 19,629	\$ 20,470	\$ 14,965	\$ 15,100	\$ 15,100	\$ 15,000	\$ 15,000
5289	Natural Gas	\$ 38,745	\$ 35,187	\$ 5,201	\$ 30,100	\$ 30,100	\$ 30,100	\$ 30,100
	State fees, permits/Sales tax	\$ 611	\$ 640	\$ 1,030	\$ -	\$ -	\$ 1,000	\$ 1,000
B	Contracted Services Total	\$ 197,281	\$ 192,824	\$ 120,613	\$ 232,131	\$ 228,504	\$ 151,000	\$ 151,000

City of Roeland Park
Line Item Activity Budget - Aquatic Center Fund

Roeland Park Aquatics Center ***For Illustrative Purposes Only - 2016-18 will be zeroed out***

		2016	2017	2018	2019 Projected	2020 Budget	2021 Budget	2022 Budget
C	Commodities							
5301	Office Supplies	\$ 1,331	\$ 1,264	\$ 545	\$ 1,400	\$ 1,400	\$ 1,500	\$ 1,500
5304	Janitorial Supplies	\$ 1,622	\$ 2,064	\$ 1,245	\$ 2,000	\$ 2,000	\$ 1,500	\$ 1,500
3505	Dues, Subscriptions & Books	\$ 245	\$ -	\$ 299	\$ 435	\$ 435	\$ 200	\$ 200
5306	Materials			\$ 982				
	Building Supplies and Materials	\$ 11,067	\$ 2,467	\$ 12,604	\$ 5,190	\$ 5,190	\$ 13,000	\$ 13,000
	Tools	\$ -	\$ 10	\$ 364	\$ 200	\$ 200	\$ 200	\$ 200
	Recreation Supplies/Equip	\$ 735	\$ 1,613	\$ 5,016	\$ 3,325	\$ 3,325	\$ 2,000	\$ 2,000
	Grounds supplies and equipme	\$ 451	\$ 213	\$ 221	\$ 2,050	\$ 2,050	\$ 500	\$ 500
	Computer Hardware/Equip	\$ 2,996	\$ 8,297	\$ 990	\$ 1,492	\$ 1,492	\$ 3,000	\$ 3,000
	Appliances			\$ 123	\$ 150	\$ 150	\$ 500	\$ 500
	Safety Supplies/Equip	\$ 1,670	\$ 650	\$ 1,743	\$ 2,300	\$ 2,300	\$ 1,500	\$ 1,500
	Furnishings & Office Equip	\$ 2,054	\$ 370	\$ -	\$ 200	\$ 200	\$ 1,000	\$ 1,000
	Operating Supplies/Personal Ca	\$ 264	\$ 79	\$ 658	\$ 400	\$ 400	\$ 500	\$ 500
5302	Motor Fuels and Lubricants	\$ 181	\$ 61	\$ 106	\$ 200	\$ 200	\$ 200	\$ 200
	Concessions food and supplies	\$ 9,667	\$ 8,402	\$ 4,661	\$ 8,650	\$ 8,650	\$ 5,000	\$ 5,000
	Chemicals	\$ 28,843	\$ 23,341	\$ 18,114	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000
5307	Other Commodities			\$ 92	\$ -	\$ -	\$ 2,500	\$ 2,500
5308	Clothing/Uniforms	\$ 5,864	\$ 2,672	\$ 2,309	\$ 6,420	\$ 6,420	\$ 2,500	\$ 2,500
C	Commodities	\$ 66,990	\$ 51,503	\$ 50,072	\$ 54,412	\$ 54,412	\$ 50,600	\$ 50,600
	Total Operating Expenses							
	(Salaries+Contractual							
	Services+Commodities)	\$ 571,880	\$ 569,733	\$ 419,287	\$ 472,742	\$ 470,015	\$ 387,553	\$ 393,109
D	Capital Outlay							
5403	Office Equipment						\$ 10,000	
	Undesignated Maintenance					\$ 31,907	\$ 33,502	\$ 35,000
	Heater/Blower		\$ 55,000					
	Light Pole Replacement			\$ 15,470				
	Pool Sandblasting/Deck painting			\$ -				
	Bulkhead Repair			\$ 5,892	\$ 28,479			
	Pool Deck Caulking	\$ 16,306						
	Shade Structures							
	Diving Board Replacement			\$ 2,000	\$ 5,000			
	Painting lobby and restrooms				10,000			
	Repaint main pool, vortex or sli	\$ 41,168		\$ 17,204				
	Paint repairs to diving well and slide pool				\$ 5,525			
	Replace Furnace in the pool house			\$ 2,795				
	Repair water damage to concessions wall			\$ 3,919				
	Main Drain Valve Replacement			\$ 52,890				
	Replace Bad Concrete Deck Areas			\$ 10,410	\$ 27,432			
	Paint exterior, repair soffits, replace gutters of pump and pool house				\$ 9,000			
	Replace Electrical conduit supports in pump house				\$ 2,863			
	Climbing Wall				\$ 10,825			
	New Roofs for Buildings			\$ 33,686				
	Pool Acid Ventilation							
	Remove ballasts and electrical boxes for old dome lighting				\$ 1,000			
	ADA Issues Addressed				\$ 20,000			
	Men's Shower Modification					\$ 99,000	\$ -	\$ -
	Convert pump house to LED lighting				\$ 2,335			
	West Pool Wall Repair				\$ 7,825			
	Lobby/Locker Room Floor Epoxy				\$ -			
D	Capital Outlay Total	\$ 57,474	\$ 55,000	\$ 144,266	\$ 130,283	\$ 130,907	\$ 43,502	\$ 35,000
E	Debt Service							
5600	Lease/Purchase Pool	\$ 189,000	\$ 198,000	\$ 148,500			\$ -	\$ -
5601	Interest Pool	\$ 19,530	\$ 13,860	\$ 5,940	\$ -	\$ -	\$ -	\$ -
E	Debt Service Total	\$ 208,530	\$ 211,860	\$ 154,440	\$ -	\$ -	\$ -	\$ -
	Total Expenditures	\$ 837,884	\$ 836,593	\$ 717,993	\$ 603,025	\$ 600,922	\$ 431,055	\$ 428,109
	Total Annual Surplus or (Loss)	\$ -	\$ (0)	\$ 0	\$ 101,781	\$ 74,275	\$ 66,221	\$ 64,411
	Ending Fund Balance				\$ 101,781	\$ 74,275	\$ 66,221	\$ 64,411

City of Roeland Park
Line Item Activity Budget - Special Highway Fund

1250

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	76,721	127,445	186,611	229,950	-	227,231	321,731	0	\$ -
	Intergovernmental									
4140	Spec City/county Highway Fund	182,426	181,464	184,520	183,980	90,360	183,980	-	-	-
	Total Intergovernmental	182,426	181,464	184,520	183,980	90,360	183,980	-	-	-
	Interest									
4510..4512	Interest on Investment	-	-	1,988	-	462	-	-	-	-
	Total Interest	-	-	1,988	-	462	-	-	-	-
	Total Revenues	182,426	181,464	186,508	183,980	90,822	183,980	-	-	-
	A Salaries & Benefits									
5101	Salaries - Regular	56,323	58,194	62,000	64,480	-	64,480	-	-	-
	A Salaries & Benefits Total	56,323	58,194	62,000	64,480	-	64,480	-	-	-
	B Contracted Services									
5221	Maintenance & Repair of Streets	-	-	-	-	-	-	-	-	-
5260	Vehicle Maintenance	-	-	-	-	-	-	-	-	-
	B Contracted Services Total	-	-	-	-	-	-	-	-	-
	C Commodities									
5303	Sand and Salt	17,409	6,134	25,918	25,000	18,573	25,000	-	-	-
5315	Machinery & Auto Equipment	-	-	-	-	-	-	-	-	-
	C Commodities Total	17,409	6,134	25,918	25,000	18,573	25,000	-	-	-
	E Capital Outlay									
5454	Sidewalk Improvements	-	-	-	25,000	5,798	-	-	-	-
5456	CARS Projects	-	-	-	-	-	-	-	-	-
	E Capital Outlay Total	-	-	-	25,000	-	-	-	-	-
	T Transfers									
5809..5825	Transfer to Equipment Reserve Fund	57,970	57,970	57,970	-	-	-	-	-	-
	Transfer to Special Street Fund	-	-	-	-	-	-	321,731	-	-
	T Transfers Total	57,970	57,970	57,970	-	-	-	321,731	-	-
	Total Expenditures	131,702	122,298	145,888	114,480	18,573	89,480	321,731	-	-
	Ending Fund Balance	127,445	186,611	227,231	299,450	72,249	321,731	0	0	\$ -



City of Roeland Park
Line Item Activity Budget - Combined Special Highway and Street Fund 27A

1270

			2015	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget	2023 Budget
270	4010	Beginning Fund Balance	\$ 394,568	\$ 397,506	\$ 409,743	\$ 786,844	\$ 229,598	\$ -	\$ 451,393	\$ 300,581	\$ 1,139,456	\$ 862,769	\$ 1,002,114
		Intergovernmental											
270	4110	City Sales & Use Tax	741,268	776,544	809,940	790,117	796,095	316,961.94	750,611	750,611.01	805,919	813,978	822,118
270	4135	County Courthouse Sales Tax	-	-	121,133	160,051	162,610	65,106.69	159,358	160,951	165,878	167,537	169,213
250	4140	Spec City/county Highway Fund	180,266							187,678	191,432	195,260	199,165
270	4150	CARS Funding	-	196,213	-	510,676	103,620	117,594.21	173,315	1,658,075		468,900	689,660
270	4154	STP Grant	-	-	-	-	-	-	-	-	-	-	-
		Total Intergovernmental	<u>921,534</u>	<u>972,757</u>	<u>931,073</u>	<u>1,460,843</u>	<u>1,062,325</u>	<u>499,663</u>	<u>1,083,284</u>	<u>2,757,315</u>	<u>1,163,229</u>	<u>1,645,676</u>	<u>1,880,156</u>
		Interest											
270	4510.4512	Interest on Investment	-	1,404	1,172	6,176	1,500	1,435	7,000	7,000	7,000	7,000	7,000
		Total Interest	<u>-</u>	<u>1,404</u>	<u>1,172</u>	<u>6,176</u>	<u>1,500</u>	<u>1,435</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>
		Other											
270	4520	Other Sources	-	51,220	-	-	-	-	-	-	-	-	-
4530		Reimbursed Expense		353	-	-	-	-	64,380	-	-	-	-
		Total Other	<u>-</u>	<u>51,573</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>64,380</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Transfers In											
		Transfer from Sp. Hwy Fund		-	-	-	-	-	-	321,731	-	-	-
		Total Transfers		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>321,731</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Total Revenues	<u>921,534</u>	<u>1,025,734</u>	<u>932,245</u>	<u>1,467,019</u>	<u>1,063,825</u>	<u>501,098</u>	<u>1,154,664</u>	<u>3,086,046</u>	<u>1,170,229</u>	<u>1,652,676</u>	<u>1,887,156</u>
		A Salaries & Benefits											
250	5101	Salaries - Regular	55,917	-	-	-	-	-	-	67,059	69,742	72,531	55,432
		A Salaries & Benefits Total	<u>55,917</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>67,059</u>	<u>69,742</u>	<u>72,531</u>	<u>55,432</u>
		B Contracted Services											
270	5209	Professional Services	156,170	115,752	74,757	84,816	100,000	35,409.00	100,000	100,000	100,000	100,000	-
270	5214	Other Contracted Services	52,928	-	-	-	-	-	-	-	-	-	-
		B Contracted Services Total	<u>209,098</u>	<u>115,752</u>	<u>74,757</u>	<u>84,816</u>	<u>100,000</u>	<u>35,409</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>-</u>
		C Commodities											
250	5303	Sand and Salt	23,917	-	-	-	-	-	-	25,000	20,000	25,000	25,000
250	5315	Machinery & Auto Equipment	-	-	-	-	-	-	-	-	-	-	-
		C Commodities Total	<u>23,917</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>	<u>20,000</u>	<u>25,000</u>	<u>25,000</u>
		E Capital Outlay											
250	5421	Maintenance & Repair of Streets	-	-	-	-	-	-	-	-	-	-	-
270	5245	In-house Street Maintenance	46,172	56,579	-	-	-	-	-	-	-	-	-
270	5426	Other Improvements	1,098	-	-	-	-	-	-	-	-	-	-
270	5430	Residential Street Reconstruction				40,073	\$ 534,000	6,010	\$ 534,927	112,038	1,017,674	100,000	895,186
270	5454	Sidewalk Improvements				-			25,000	75,000	75,000	75,000	75,000
		Street Light Replacement									45,000	45,000	45,000
270	5456	CARS Projects	26,962	412,324	9,446	-		-					9,500
		CARS Roe 2020				226,211.11			-	1,658,075			
		2018 CARS			54,941	970,653.02		8,801.82	202,052				
		2019 CARS				5,716.54	191,000	11,751.58	158,496				
		2022 CARS - Johnson Drive									4,500	43,800	
5460		2022 CARS - 53rd St									9,000	54,000	
5461		2022 CARS - Nall	-	-	-	-	-	-	-	-	106,000	840,000	-
		2023 CARS- 55th b/t SMP & Roe										18,000	135,500
		2023 CARS - Elledge b.t Roe Ln and 47th										140,000	1,243,820
		E Capital Outlay Total	<u>28,059</u>	<u>468,904</u>	<u>64,387</u>	<u>1,242,654</u>	<u>725,000</u>	<u>26,563</u>	<u>920,475</u>	<u>1,845,113</u>	<u>1,257,174</u>	<u>1,315,800</u>	<u>2,404,006</u>
		T Transfers											
270	5818	Transfer To Bond & Intfund	455,000	428,841	416,000	475,000	300,000	100,000	285,000	210,000	-	-	-
		T Transfers Total	<u>455,000</u>	<u>428,841</u>	<u>416,000</u>	<u>475,000</u>	<u>300,000</u>	<u>100,000</u>	<u>285,000</u>	<u>210,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Total Expenditures	<u>692,157</u>	<u>1,013,497</u>	<u>555,144</u>	<u>1,802,470</u>	<u>1,125,000</u>	<u>161,972</u>	<u>1,305,475</u>	<u>2,247,172</u>	<u>1,446,916</u>	<u>1,513,331</u>	<u>2,484,438</u>
270		Ending Fund Balance	\$ 623,945	\$ 409,743	\$ 786,844	\$ 451,393	\$ 168,423		\$ 300,581	\$ 1,139,456	\$ 862,769	\$ 1,002,114	404,831



City of Roeland Park
Line Item Activity Budget - Community Center Fund 27C

I290

			2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
290	4010	Beginning Fund Balance	\$ 257,388	\$ 351,253	\$ 462,823	\$ 545,370	\$ -	\$ 566,969	\$ 532,871	\$ 188,081	\$ 193,248
		Intergovernmental									
290	4110	City Sales & Use Tax	194,136	202,485	197,530	199,024	79,241	187,654	187,653.50	201,481	203,495
		Total Intergovernmental	194,136	202,485	197,530	199,024	79,241	187,654	187,654	201,481	203,495
		Interest									
290	4511	Interest on Invested Assets	-	-	4,708	-	1,045	4,500	4,500	4,500	4,500
		Total Interest	-	-	4,708	-	1,045	4,500	4,500	4,500	4,500
		Total Revenues	194,136	202,485	202,238	199,024	80,286	192,154	192,154	205,981	207,995
	A	Salaries & Benefits									
290	5101	Salaries - Regular	-	-	-	-	-	15,500	35,291	36,703	38,171
290	5104	Salaries - Part-time	-	-	-	-	-	18,000	36,520	37,981	39,500
	A	Salaries & Benefits Total	-	-	-	-	-	33,500	71,811	74,684	77,671
	B	Contracted Services									
290	5209	Professional Services	-	-	-	30,000	-	28,500	-	-	-
290	5210	Maintenance And Repair Building	14,635	4,079	16,989.01	15,000	7,387.20	15,000	15,000	15,000	15,000
290	5211	Maintenance & Repair Equipment	5,956	-	115.00	7,000	-	7,000	7,000	7,000	7,000
290	5214	Other Contracted Services	-	-	-	-	-	-	-	-	-
290	5250	Insurance & Surety Bonds	3,915	3,246	4,150.00	4,608	-	4,608	5,114	5,677	6,302
	5253	Public Relations	-	-	-	400	-	400	-	-	-
290	5255	JoCo Management Fee	75,000	70,197	68,194.00	83,640	41,778.00	41,500	42,330	43,177	44,040
290	5257	Property Tax Payments	156	-	-	-	-	-	-	-	-
290	5262	Grounds Maintenance	-	1,833	1,513.00	2,500	-	2,500	2,500	2,500	2,500
290	5264	Grounds Improvements	608	-	2,706.00	1,500	-	1,500	1,500	1,500	1,500
	B	Contracted Services Total	100,271	79,355	93,667	144,648	49,165	101,008	73,444	74,854	76,342
	C	Commodities									
290	5307	Other Commodities	-	4,179	5,065	5,500	670	5,000	5,000	5,000	5,000
	C	Commodities Total	-	4,179	5,065	5,500	670	5,000	5,000	5,000	5,000
	E	Capital Outlay									
290	5425	Other Capital Outlay	-	7,380	(640)	28,400	8,671	75,400	364,000	22,000	2,000
	E	Capital Outlay Total	-	7,380	(640)	28,400	8,671	75,400	364,000	22,000	2,000
	T	Transfers									
270	5818	Transfer to General Fund	-	-	-	-	-	11,344	22,688	24,276	25,975
	T	Transfers Total	-	-	-	-	-	11,344	22,688	24,276	25,975
		Total Expenditures	100,271	90,915	98,092	178,548	58,506	226,252	536,943	200,814	186,988
290		Ending Fund Balance	\$ 351,253	\$ 462,823	\$ 566,969	\$ 565,846	\$ 21,780	\$ 532,871	\$ 188,081	\$ 193,248	\$ 214,255
	Notes:			32%	23%	0%		-6%	-65%	3%	11%

*The Community Center Fund is supported by a 1/4 cent sales tax for the operation and maintenance of the facility.

*In 2019, the Governing Body budgeted \$30,000 to hire a consultant to produce interior and exterior redesign plans for the community center.

The \$400 in Public Relations is another Council objective to support an open house at the facility. Both are Budget Objectives for 2019.

increase in

* In 2019 City assumed employment of Facility Maintenance Supervisor and Attendants 50% of the way through the year.



City of Roeland Park

1300

Line Item Activity Budget - Special Infrastructure 27D

	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
4010 Beginning Fund Balance	195,274	194,022	861,541	521,336	-	1,075,705	1,150,317	1,388,225	904,523	860,061	951,118	1,105,286
Intergovernmental												
4110 City Sales & Use Tax	388,272	404,970	395,057.00	398,048	158,481	375,304	375,304	402,958	406,988	411,058	415,168	419,320
4135 County Courthouse Sales Tax	-											
4150 CARS Funding			-	-	-	-						
4155 CDBG Grant			100,000.00	166,600	-	144,000						
4156 FEMA Grant	-	-	106,718.76	-	-	-	-	-	-	-	-	-
Total Intergovernmental	<u>388,272</u>	<u>404,970</u>	<u>601,776</u>	<u>564,648</u>	<u>158,481</u>	<u>519,304</u>	<u>375,304</u>	<u>402,958</u>	<u>\$ 406,988</u>	<u>\$ 411,058</u>	<u>\$ 415,168</u>	<u>\$ 419,320</u>
Other												
4161 Grants/Donations - Private	-	-	32,000	-		-	50,000	-			-	
4790 Reimbursed Expenses	4,242	-	2,765	-	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	2,058,032	-	-	-	-	-
Total Other	<u>4,242</u>	<u>-</u>	<u>34,765</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,108,032</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Interest												
4511 Investment Income	-	-	4,652	-	848	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Total Interest	<u>-</u>	<u>-</u>	<u>4,652</u>	<u>-</u>	<u>848</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
Transfers In												
4840 Transfer From General Fund	-	551,250	275,000	200,000	83,334	300,000	-	630,000	50,000	-	-	-
Total Transfers In	<u>-</u>	<u>551,250</u>	<u>275,000</u>	<u>200,000</u>	<u>83,334</u>	<u>300,000</u>	<u>-</u>	<u>630,000</u>	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>392,514</u>	<u>956,220</u>	<u>916,193</u>	<u>764,648</u>	<u>242,663</u>	<u>823,304</u>	<u>2,487,336</u>	<u>1,036,958</u>	<u>460,988</u>	<u>415,058</u>	<u>419,168</u>	<u>423,320</u>
B Contracted Services												
5209 Professional Services	27,383	22,614	17,697	40,000	30,805	40,000	39,800	40,000	40,000	140,000	140,000.00	140,000.00
Cost of issuance							58,032					
5211 Maintenance & Repair Equipment	-	225	-	-		-		-	-	-	-	-
B Contracted Services Total	<u>27,383</u>	<u>22,839</u>	<u>17,697</u>	<u>40,000</u>	<u>30,805</u>	<u>40,000</u>	<u>97,832</u>	<u>40,000</u>	<u>40,000</u>	<u>140,000</u>	<u>140,000</u>	<u>140,000</u>
D Capital Outlay												
5421 Maintenance & Repair of Streets	138,050	539	121,602	115,000	26,371	160,000	160,000	170,000	160,000	160,000	10,000.00	
5246 In-House Street Maintenance	-	56,423	83,941	-	-	-	-	-	-	-	-	-
5468 2020 Stormwater-57th and Roeland	-	-	-	-	-	30,000	220,000					
5469 Stormwater Maintenance	188	181,142	22,935	170,000	20,009	20,000	20,000	20,000				
5470 Park Maint/Infrastructure	103,146	27,758	37,235	64,000	49,696	106,189	21,000	35,500	23,000	24,000	115,000	165,000
5471 Tennis Court Replacement			143,858		-							
5472 R Park Development Plan						118,504	935,596	510,160	282,450			
5473 RPAC Improvements						100,000	795,000	745,000				
5498 2019 CDBG	-	-	-	196,000	8,956	174,000	-	-				
5499 2018 CDBG	-	-	274,761	-	-	-	-	-	-	-	-	-
D Capital Outlay Total	<u>241,383</u>	<u>265,862</u>	<u>684,331</u>	<u>545,000</u>	<u>105,032</u>	<u>708,693</u>	<u>2,151,596</u>	<u>1,480,660</u>	<u>465,450</u>	<u>184,000</u>	<u>125,000</u>	<u>165,000</u>
N Non-Appropriation Expenditures												
5750 Contingency	-	-	-	-	-	-	-	-	-	-	-	-
N Non-Appropriation Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
T Transfers												
5802 Transfer to General Fund	125,000	-	-	-	-	-	-	-	-	-	-	-
5826 Transfer to Capital Projects Fund	-	-	-	-	-	-	-	-	-	-	-	-
T Transfers Total	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>393,766</u>	<u>288,701</u>	<u>702,028</u>	<u>585,000</u>	<u>135,837</u>	<u>748,693</u>	<u>2,249,428</u>	<u>1,520,660</u>	<u>505,450</u>	<u>324,000</u>	<u>265,000</u>	<u>305,000</u>
Ending Fund Balance	<u>194,022</u>	<u>861,541</u>	<u>1,075,705</u>	<u>700,984</u>	<u>106,826</u>	<u>1,150,317</u>	<u>1,388,225</u>	<u>904,523</u>	<u>860,061</u>	<u>951,118</u>	<u>1,105,286</u>	<u>1,223,606</u>



City of Roeland Park
Line Item Activity Budget - Equipment & Bldg Reserve Fund

		2019 YTD								
		2016	2017	2018	2019 Budget	Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 372,371	\$ 310,307	\$ 375,139	\$ 53,637	\$ -	\$ 290,720	\$ 1,346,383	\$ 46,383	\$ 46,383
Other										
4780	Sale of Assets	-	-	22,000	-	-	1,201,054	-	-	-
Total Other		-	-	22,000	-	-	1,201,054	-	-	-
Interest										
4511	Investment Income	-	-	4,406	-	1,028	2,000	-	-	-
Total Interest		-	-	4,406	-	1,028	2,000	-	-	-
Transfers										
4840	Transfer from General Fund	269,351	12,500	112,051	119,888	49,955.00	44,700	3,650	800	28,400
4841	Transfer from PD/GF	-	142,960	24,000	70,320	29,300.00	70,320	28,242	107,367	101,495
4842	Transfer from PW / GF	-	3,500	166,500	49,200	20,500.00	24,200	12,500	64,000	-
4860	Transfer from Special Highway	57,970	57,970	57,971	-	-	-	-	-	-
Total Transfers		327,321	216,930	360,522	239,408	99,755	139,220	44,392	172,167	129,895
Total Revenues		327,321	216,930	386,928	239,408	100,783	1,342,274	44,392	172,167	129,895
C Commodities										
5315	Machinery & Auto Equipment	231,779	24,466	346,080	119,520	37,123	139,220	44,392	172,167	129,895
C Commodities Total		231,779	24,466	346,080	119,520	37,123	139,220	44,392	172,167	129,895
D Capital Outlay										
5442	Building Expense	99,636	69,663	67,305	89,500	10,825	16,000	-	-	-
D Capital Outlay Total		99,636	69,663	67,305	89,500	10,825	16,000	-	-	-
E Debt Service										
5619	Lease/Purchase - Principal	52,744	54,532	56,369	-	-	-	-	-	-
5620	Lease/Purchase - Interest	5,226	3,437	1,593	-	-	-	-	-	-
E Debt Service Total		57,970	57,969	57,962	-	-	-	-	-	-
N Non-Expenditures Appropriation										
5705	Future CIP - PW	-	-	-	-	-	-	1,300,000	-	-
5707	Future CIP - Building Reserve	-	-	-	30,388	-	-	-	-	-
N Non-Appropriation Expenditures Total		-	-	-	30,388	-	-	1,300,000	-	-
T Transfers										
5801	Transfer of Funds	-	-	-	-	-	131,391	-	-	-
T Transfers Total		-	-	-	-	-	131,391	-	-	-
Total Expenditures		389,385	152,098	471,347	239,408	47,948	286,611	1,344,392	172,167	129,895
Ending Fund Balance		310,307	375,139	290,720	53,637	52,835	1,346,383	46,383	46,383	46,383

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 833,278	\$ 1,038,280	\$ 907,195	\$ 931,917	\$ -	\$ 893,273	\$ 753,332	\$ 18,042	\$ 213,064
	Taxes									
4730	Tax Increment Income	274,747	448,614	420,732	412,733	91,873.50	379,642	379,642	383,438	\$ 391,107
4735	Tax Increment Income IB	291,081	588,597	497,688	599,199	198,118.27	13,434	380,000	383,800	\$ 391,476
	Total Taxes	<u>565,828</u>	<u>1,037,211</u>	<u>918,420</u>	<u>1,011,932</u>	<u>289,992</u>	<u>393,076</u>	<u>759,642</u>	<u>767,238</u>	<u>\$ 782,583</u>
	Interest									
4511	Interest on Invested Assets	16,794	18,515	9,679	17,500	-	8,000	8,000	8,000	\$ 8,000
	Total Interest	<u>16,794</u>	<u>18,515</u>	<u>9,679</u>	<u>17,500</u>	<u>-</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>	<u>\$ 8,000</u>
	Transfers In									
4789	Loan from General Fund	-	-	-	-	-	-	350,000	-	-
	Transfers In Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>350,000</u>	<u>-</u>	<u>-</u>
	Total Revenues	<u>582,622</u>	<u>1,055,726</u>	<u>928,099</u>	<u>1,029,432</u>	<u>289,992</u>	<u>401,076</u>	<u>1,117,642</u>	<u>775,238</u>	<u>\$ 790,583</u>
	Expenditures									
	B Contracted Services									
5209	Professional Services	2,070	3,715	2,887	1,100		1,100	1,100	1,100	\$ 1,100
5214	Other Contracted Services	1,656	2,640	-	2,640	-	2,640	2,640	2,640	\$ 2,640
	B Contracted Services Total	<u>3,726</u>	<u>6,355</u>	<u>2,887</u>	<u>3,740</u>	<u>-</u>	<u>3,740</u>	<u>3,740</u>	<u>3,740</u>	<u>\$ 3,740</u>
	D Capital Outlay									
5459	2019 CARS						18,043			
5457	CARS Roe 2020	-	-	-	-	-	519,234	1,849,192	100,000	\$ -
	D Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>537,277</u>	<u>1,849,192</u>	<u>100,000</u>	<u>\$ -</u>
	E Debt Service									
5601	Bond Principal	250,000	1,070,000	914,162	-		-	-	-	\$ -
5602	Bond Interest	123,894	110,456	24,972	-	-	-	-	-	-
	E Debt Service Total	<u>373,894</u>	<u>1,180,456</u>	<u>939,134</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>
	T Transfers									
5801	Transfer of Funds	-	-	-	-	-	-	-	350,000	-
	T Transfers Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>350,000</u>	<u>-</u>
	N Non-Expenditures Appropriation									
5755	Property Tax Reduction - Appeals	-	-	-	140,250	-	-	-	126,476	\$ 222,528
	N Non-Appropriation Expenditures Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>140,250</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>126,476</u>	<u>\$ 222,528</u>
	Total Expenditures	<u>377,620</u>	<u>1,186,811</u>	<u>942,021</u>	<u>143,990</u>	<u>-</u>	<u>541,017</u>	<u>1,852,932</u>	<u>580,216</u>	<u>\$ 226,268</u>
	Ending Fund Balance	<u>\$ 1,038,280</u>	<u>\$ 907,195</u>	<u>\$ 893,273</u>	<u>\$ 1,817,359</u>	<u>\$ 289,992</u>	<u>\$ 753,332</u>	<u>\$ 18,042</u>	<u>\$ 213,064</u>	<u>\$ 777,380</u>

Notes:

City of Roeland Park

1400

Line Item Activity Budget - TDD#1 - Price Chopper

		2019 YTD								
		2016	2017	2018	2019 Budget	Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ (20,769)	\$ (107,318)	\$ (2,756,849)	\$ (2,720,995)	\$ -	\$ (2,507,302)	\$ (2,272,274)	\$ (2,034,706)	\$ (1,794,570)
Intergovernmental										
4110	City/county Sales & Use Tax	267,227	264,456	261,987	280,908	117,628.00	254,127	256,669	259,235	\$ 261,828
Intergovernmental Total		<u>267,227</u>	<u>264,456</u>	<u>261,987</u>	<u>280,908</u>	<u>117,628</u>	<u>254,127</u>	<u>256,669</u>	<u>259,235</u>	<u>\$ 261,828</u>
Interest										
4510	Interest on Investment	10	132	918	-	352.00	900	900	900	\$ 900
Total Interest		<u>10</u>	<u>132</u>	<u>918</u>	<u>-</u>	<u>352</u>	<u>900</u>	<u>900</u>	<u>900</u>	<u>\$ 900</u>
Total Revenues		<u>267,237</u>	<u>264,588</u>	<u>262,905</u>	<u>280,908</u>	<u>117,980</u>	<u>255,027</u>	<u>257,569</u>	<u>260,135</u>	<u>\$ 262,728</u>
B Contracted Services										
5209	Professional Services	-	2,467	610	-	-	-	-	-	\$ -
5214	Other Contracted Services	6,427	5,030	4,630	6,500	2,570.00	5,000	5,000	5,000	\$ 5,000
5281	Project Expense	-	-	-	-	-	-	-	-	\$ -
B Contracted Services Total		<u>6,427</u>	<u>7,497</u>	<u>5,240</u>	<u>6,500</u>	<u>2,570</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>\$ 5,000</u>
E Debt Service										
5601	Bond Principal	215,000	2,900,000	-	-	-	-	-	-	-
5602	Bond Interest	132,359	6,622	8,118	274,408	-	15,000	15,000	15,000	\$ 15,000
E Debt Service Total		<u>347,359</u>	<u>2,906,622</u>	<u>8,118</u>	<u>274,408</u>	<u>-</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>\$ 15,000</u>
Total Expenditures		<u>353,786</u>	<u>2,914,119</u>	<u>13,358</u>	<u>280,908</u>	<u>2,570</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>\$ 20,000</u>
Ending Fund Balance		<u>\$ (107,319)</u>	<u>\$ (2,756,849)</u>	<u>\$ (2,507,302)</u>	<u>\$ (2,720,995)</u>	<u>\$ 115,410</u>	<u>\$ (2,272,274)</u>	<u>\$ (2,034,706)</u>	<u>\$ (1,794,570)</u>	<u>\$ (1,551,843)</u>

City of Roeland Park
Line Item Activity Budget - TDD#2 - Lowes

1410

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ (1,071,688)	\$ (941,727)	\$ (809,752)	\$ (811,530)	\$ -	\$ (689,301)	\$ (577,302)	\$ (464,099)	\$ (349,678)
	Intergovernmental									
4110	City/county Sales & Use Tax	137,239	140,435	126,841	141,494	42,692.00	120,499	121,704	122,921	124,150
	Total Intergovernmental	137,239	140,435	126,841	141,494	42,692	120,499	121,704	122,921	124,150
	Interest									
4510	Interest on Investment	5	66	407	-	92.00	500	500	500	500
	Total Interest	5	66	407	-	92	500	500	500	500
	Total Revenues	137,244	140,501	127,248	141,494	42,784	120,999	122,204	123,421	124,650
B	Contracted Services									
5209	Professional Services	-	1,067	-	-	-	-	-	-	-
5214	Other Contracted Services	3,380	4,085	2,685	5,000	1,508.00	5,000	5,000	5,000	5,000
5254	Miscellaneous Charges	-	-	-	-	-	-	-	-	-
B	Contracted Services Total	3,380	5,151	2,685	5,000	1,508	5,000	5,000	5,000	5,000
E	Debt Service									
5601	Bond Principal	-			136,494	-				
5602	Bond Interest	3,903	3,375	4,112	-	-	4,000	4,000	4,000	4,000
E	Debt Service Total	3,903	3,375	4,112	136,494	-	4,000	4,000	4,000	4,000
	Total Expenditures	7,283	8,526	6,797	141,494	1,508	9,000	9,000	9,000	9,000
	Ending Fund Balance	\$ (941,727)	\$ (809,752)	\$ (689,301)	\$ (811,530)	\$ 41,276	\$ (577,302)	\$ (464,099)	\$ (349,678)	\$ (234,027)

City of Roeland Park
Line Item Activity Budget - CID #1 - RP Shopping Center

1420

		2019 YTD								
		2016	2017	2018	2019 Budget	Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 1,306,294	\$ 1,764,485	\$ 2,225,413	\$ 2,697,076	\$ -	\$ 2,716,943	\$ 3,044,404	\$ 3,053,404	3,062,404
Intergovernmental										
4110	City/county Sales & Use Tax	457,379	454,122	459,069	308,771	108,752.00	295,000	-	-	-
Total Intergovernmental		457,379	454,122	459,069	308,771	108,752	295,000	-	-	-
Interest										
4510..4512	Interest on Investment	813	6,892	32,461	8,460	7,224.00	32,461	9,000	9,000	9,000
Total Interest		813	6,892	32,461	8,460	7,224	32,461	9,000	9,000	9,000
Total Revenues		458,192	461,014	491,530	317,231	115,976	327,461	9,000	9,000	9,000
B Contracted Services										
5209	Professional Services	-	-	-	-	-	-	-	-	-
5215	City Attorney	-	86	-	-	-	-	-	-	-
B Contracted Services Total		-	86	-	-	-	-	-	-	-
N Non-Appropriation Expenditures										
5721	CID #1 Expenses	-	-	-	3,008,000	-	-	-	-	-
N Non-Appropriation Expenditures Total		-	-	-	3,008,000	-	-	-	-	-
Total Expenditures		-	86	-	3,008,000	-	-	-	-	-
Ending Fund Balance		\$ 1,764,485	\$ 2,225,413	\$ 2,716,943	\$ 6,308	\$ 115,976	\$ 3,044,404	\$ 3,053,404	\$ 3,062,404	\$ 3,071,404

City of Roeland Park
Line Item Activity Budget - TIF 2D - City Hall

I450

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 328,490	\$ 284,447	\$ 160,094	\$ 50,692	\$ -	\$ 199,223	\$ 4,990	\$ 908	\$ 49,003
	Taxes									
4730	Tax Increment Income	310,233	315,659	282,400	303,534	112,575	241,344	243,757	246,195	
	Total Taxes	310,233	315,659	282,400	303,534	112,575	241,344	243,757	246,195	-
	Transfers In									
4789	Loan from General Fund	-	53,000	283,500	122,000	50,834	-	-	-	-
	Transfers In Total	-	53,000	283,500	122,000	50,834	-	-	-	-
	Interest									
4510..4512	Interest on Investment	505	1,465	7,902	1,000	1,765.00	8,000	8,000	8,000	
	Total Interest	505	1,465	7,902	1,000	1,765	8,000	8,000	8,000	-
	Total Revenues	310,738	370,124	573,802	426,534	165,174	249,344	251,757	254,195	-
B	Contracted Services									
5209	Professional Services	20,556	(27,750)	-	5,000	-	5,000	5,000	5,000	
5214	Other Contracted Services	3,395	-	-	3,000	-	3,000	3,000	3,000	
5257	Property Tax Payments	-	-	-	-	-	-	-	-	-
B	Contracted Services	23,950	(27,750)	-	8,000	-	8,000	8,000	8,000	-
D	Capital Outlay									
5442	City Hall Building Improvements		-	-	-		-	62,840	122,100	
5443	Skateboard Park Maintenance	-	-	-	-	-	-	-	-	-
5444	ADA Improvements	-	12,024	-	-	-	-	-	-	-
5456	CARS Projects	-	-	-	-	-	-	-	-	-
5457	CARS Roe 2020	-	337,693	131,120	245,000	131,720.00	76,187	-	-	-
5458	2018 CARS	-	-	233,188	-	-	-	-	-	-
D	Capital Outlay Total	161,561	349,717	364,308	245,000	131,720	76,187	62,840	122,100	-
E	Debt Service									
5644	Principal Bonds - 2012-1	160,000	165,000	165,000	170,000		170,000			
5645	Interest Bonds - 2012-1	9,270	7,510	5,365	2,890	1,445.00	2,890	-	-	-
E	Debt Service Total	169,270	172,510	170,365	172,890	1,445	172,890	-	-	-
N	Non-Expenditures Appropriation									
5755	Property Tax Reduction - Appeals	-	-	-	14,000	-	-	35,000	76,000	-
N	Non-Appropriation Expenditures Total	-	-	-	14,000	-	-	35,000	76,000	-
T	Transfers									
5802	Transfer to General Fund	-	-	-	-	-	186,500	150,000	-	-
T	Transfers Total	-	-	-	-	-	186,500	150,000	-	-
	Total Expenditures	354,782	494,477	534,673	439,890	133,165	443,577	255,840	206,100	-
	Ending Fund Balance	\$ 284,447	\$ 160,094	\$ 199,223	\$ 37,336	\$ 32,009	\$ 4,990	\$ 908	\$ 49,003	\$ 49,003

City of Roeland Park
Line Item Activity Budget - TIF 2C - Security Bank

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget
4010	Beginning Fund Balance	\$ 605	\$ 1,169	\$ 14,862	450	\$ -	\$ 2,066	450	8,663
	Taxes								
4730	Tax Increment Income	57,597	69,375	69,876	35,425	73,884	38,350	29,000	-
	Total Taxes	57,597	69,375	69,876	35,425	73,884	38,350	29,000	-
	Interest								
4510..4512	Interest on Investment	-	-	93	-	20	100	-	-
	Total Interest	-	-	93	1,000	20	100	-	-
	Transfers								
4840	Transfer from the General Fund	-	-	8,000	-	-	10,787	-	-
	Total Transfers			8,000			10,787		
	Total Revenues	57,597	69,375	77,969	36,425	73,904	49,237	29,000	-
B	Contracted Services								
5209	Professional Services	-	-	-	-	-	-	-	-
5214	Other Contracted Services	1,683	1,650	1,649	2,500	825	1,650	2,000	-
B	Contracted Services Total	1,683	1,650	1,649	2,500	825	1,650	2,000	-
E	Debt Service								
5601	Bond Principal	-	38,827	58,677	32,925	49,204	40,114	-	-
5602	Bond Interest	26,896	13,329	30,439	-	-	9,089	-	-
5612	Debt Service - Bond Issue	28,454	1,875	-	-	-	-	-	-
E	Debt Service Total	55,350	54,031	89,116	32,925	49,204	49,203	-	-
T	Transfers								
5802	Transfer to General Fund	-	-	-	-	-	-	18,787	-
T	Transfers Total	-	-	-	-	-	-	18,787	-
	Total Expenditures	57,033	55,681	90,765	35,425	50,029	50,853	20,787	-
	Ending Fund Balance	\$ 1,169	\$ 14,862	\$ 2,066	\$ 1,450	\$ 23,875	\$ 450	\$ 8,663	\$ 8,663

City of Roeland Park
Line Item Activity Budget - TIF 3 - Boulevard Apartments/The Rocks

		2015	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 376,964	\$ 758,162	\$ 280,293	\$ 265,232	\$ 16,247	\$ -	\$ 8,725	\$ 169,125	\$ 454,044	\$ 742,039
	Taxes										
4730	Tax Increment Income	43,926	29,683	31,005	35,341	35,000	16,776.52	36,000	36,360	36,724	37,091
4731	Tax Increment Income 3A	186,787	198,644	211,481	216,122	-	113,484.27	243,900	247,559	251,272	255,041
	Total Taxes	<u>230,712</u>	<u>228,327</u>	<u>242,486</u>	<u>251,463</u>	<u>35,000</u>	<u>130,261</u>	<u>279,900</u>	<u>283,919</u>	<u>287,995</u>	<u>292,132</u>
	Interest										
4510..4512	Interest on Investment	-	985	432	1,994	-	443.00	500	1,000	-	-
	Total Interest	<u>-</u>	<u>985</u>	<u>432</u>	<u>1,994</u>	<u>-</u>	<u>443</u>	<u>500</u>	<u>1,000</u>	<u>-</u>	<u>-</u>
	Total Revenues	<u>230,712</u>	<u>229,313</u>	<u>242,918</u>	<u>253,457</u>	<u>35,000</u>	<u>130,704</u>	<u>280,400</u>	<u>284,919</u>	<u>287,995</u>	<u>292,132</u>
B	Contracted Services										
5204	Legal Printing	-	-	218	-	-	-	-	-	-	-
5205	Postage & Mailing Permits	-	-	-	-	-	-	-	-	-	-
5209	Professional Services	66,424	106,581	98,161	5,963	-	1,035.00	-	-	-	-
5214	Other Contracted Services	733	-	-	-	-	-	-	-	-	-
5243	Contractual Reimbursement	-	-	-	40,000	-	-	-	-	-	-
B	Contracted Services Total	<u>67,157</u>	<u>106,581</u>	<u>98,379</u>	<u>45,963</u>	<u>-</u>	<u>1,035</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
D	Capital Outlay										
5244	General Contractor	-	600,600	159,600	464,001	-	-	120,000	-	-	-
	Capital Outlay Total	<u>-</u>	<u>600,600</u>	<u>159,600</u>	<u>464,001</u>	<u>-</u>	<u>-</u>	<u>120,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
T	Transfers										
5802	Transfer to General Fund	-	-	-	-	-	-	-	-	-	-
T	Transfers Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Expenditures	<u>67,157</u>	<u>707,181</u>	<u>257,979</u>	<u>509,964</u>	<u>-</u>	<u>1,035</u>	<u>120,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Ending Fund Balance	<u>\$ 540,520</u>	<u>\$ 280,294</u>	<u>\$ 265,232</u>	<u>\$ 8,725</u>	<u>\$ 51,247</u>	<u>\$ 129,669</u>	<u>\$ 169,125</u>	<u>\$ 454,044</u>	<u>\$ 742,039</u>	<u>\$ 1,034,171</u>

City of Roeland Park
Line Item Activity Budget - Property Owners Association

1520

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 12,651	\$ 14,580	\$ 16,504	\$ 18,476	\$ -	\$ 18,416	\$ 20,388	\$ 22,360	\$ 24,332
	Other									
4795	Miscellaneous	33,847	33,847	33,847	33,847	-	33,847	33,847	33,847	33,847
	Total Other	<u>33,847</u>	<u>33,847</u>	<u>33,847</u>	<u>33,847</u>	<u>-</u>	<u>33,847</u>	<u>33,847</u>	<u>33,847</u>	<u>33,847</u>
	Total Revenues	<u>33,847</u>	<u>33,847</u>	<u>33,847</u>	<u>33,847</u>	<u>-</u>	<u>33,847</u>	<u>33,847</u>	<u>33,847</u>	<u>33,847</u>
B	Contracted Services									
5254	Miscellaneous Charges	43	49	60	-		-	-	-	-
5258	RPPOA Common Area Expenses	31,875	31,875	31,875	31,875	-	31,875	31,875	31,875	31,875
B	Contracted Services Total	<u>31,918</u>	<u>31,924</u>	<u>31,935</u>	<u>31,875</u>	<u>-</u>	<u>31,875</u>	<u>31,875</u>	<u>31,875</u>	<u>31,875</u>
	Total Expenditures	<u>31,918</u>	<u>31,924</u>	<u>31,935</u>	<u>31,875</u>	<u>-</u>	<u>31,875</u>	<u>31,875</u>	<u>31,875</u>	<u>31,875</u>
	Ending Fund Balance	<u>\$ 14,580</u>	<u>\$ 16,504</u>	<u>\$ 18,416</u>	<u>\$ 20,448</u>	<u>\$ -</u>	<u>\$ 20,388</u>	<u>\$ 22,360</u>	<u>\$ 24,332</u>	<u>\$ 26,304</u>



DRAFT-Fiscal Year 2020

Organizational Goals & Current Objectives

A. Enhance Communication and Engagement with the Community

–by expanding opportunities to inform and engage citizens in an open and participatory manner.

Objectives:

1. Update Roeland Park history from 1996 to Present

Justification: The “Roe’ling Thru the Years” publication recounting Roeland Park’s history currently concludes in October of 1996. Our City has seen many changes since 1996. Mr. J.R. Scott who authored the original publication along with other local historians could lend to an effort of continuing the historical record to modern day. This objective compliments the 2019 Objective to erect historical/interactive signs throughout the community.

Cost Estimate: \$1,000 **Account 5253.101 Public Relations**

Completion Date: October 31, 2020

Responsible Party: Tom Madigan and Volunteer Historians

Submitted By: Tom Madigan

B. Improve Community Assets – through timely maintenance and replacement as well as improving assets to modern standards.

Objectives:

1. Support and fund Roeland Park Community Garden

Justification: Since 2009, the Roeland Park Community Garden located behind the community center has provided fresh produce to hundreds of families in the Northeast Johnson County area. Yearly estimates range from 400 – 1100 pounds of produce. Volunteers supply labor, supplies and equipment for this endeavor. The city could demonstrate recognition of this program while helping meet a need for those experiencing food insecurity. Funds would cover seeds, plants, a new wheelbarrow, fencing updates as needed, garden tools and supplies. Currently the city provides compost, mulch and water for the garden.

Cost Estimate: \$1,000 **Account 5262.106 Grounds Maintenance**

Completion Date: October 1, 2020

Responsible Party: Judy Parker, Don Faidley, Jan Faidley

Submitted By: Jan Faidley

C. Keep Our Community Safe & Secure – for all citizens, businesses, and visitors.

Objectives:

1. Implement a Bicycle Patrol Unit in the Police Department

Justification: A police bicycle patrol unit would enhance community policing and crime prevention measures while providing additional tools to deter criminal activity specific to the business district and neighborhoods. They are cost effective and provide alternative career assignments to officers.

Cost Estimate: \$5,000 **Account 5315.360 Machinery & Equipment; 5308.102 Clothing and Uniforms**

Completion Date: April 30, 2020

Responsible Party: Sergeants

Submitted By: Chief Morris

D. Provide Great Customer Service – with professional, timely and friendly staff.

Objectives:

1. Extend City Hall office hours to 7:00 pm 1 day per week

Justification: If a patron needs to conduct business with the City after 5 pm currently they must do it remotely or take time away from their work to come to City Hall before 5 pm. Developing a flexible work schedule for the administrative staff to allow City Hall to remain open until 7:00 pm one day each week would make it easier for patrons to conduct business at City Hall during the week day. The flexible work schedule approach would avoid any additional personnel costs.

Cost Estimate: \$0 **Account**

Completion Date: January 1, 2020

Responsible Party: City Clerk and City Administrator

Submitted By: Jim Kelly

E. Cultivate a Rewarding Work Environment – where creativity, efficiency and productivity are continuous pursuits.

Objectives:

- 1. Establish policy that provides 12 weeks of paid family leave for city employees. City employees would qualify for up to 12 weeks of paid time off when they, their spouse or partner give birth, adopt or foster a child. Eligible city employees would be those who have been employed with the city for at least 12 months.**

Justification: This policy would help the city attract and keep good employees, thus, it would reduce the costs associated with replacing workers who might otherwise quit, while also allowing parents to bond with children without any pressure of losing income. The budget already accounts for employees' full salaries so the only additional costs would be if a department had to pay overtime to cover the employee on leave.

Cost Estimate: \$11,000 **Account- Cost would be reflected in part time or overtime**

Completion Date: January 1, 2020

Responsible Party: Administrative Committee Members

Submitted By: Erin Thompson

F. Encourage Investment in Our Community – whether it be redevelopment, new development or maintenance.

Objectives:

- 1. Establish the Roeland Park Economic Development Enterprise Association**

Justification: Roeland Park and its residents desire the opportunity to develop the limited commercial space within its community. Residents of Roeland Park want community amenities such as restaurants, entertainment, or local retail that otherwise are not present within the community. However, when land is privately held, the city has a

limited ability to encourage redevelopment of underutilized parcels. Creating the Roeland Park Economic Development Enterprise Association would establish a municipal enterprise that has the ability to purchase property, generate revenue, and sell property located within the city. Run by city officials and the Governing Body, the Enterprise Association would provide Roeland Park the tool through which the character of the city could be better reflected in its commercial activity.

Cost Estimate: \$0 **Account**

Completion Date: March 31, 2020

Responsible Party: Jennifer Jones-Lacy and Governing Body

Submitted By: Mayor Kelly

2. Partner to help income eligible residents who qualify for energy efficiencies and upgrade through public utility companies.

Justification: For example, KCP&L offers Income-Eligible Weatherization – This program is for customers who are at or below 200% of the Federal Poverty Level. If approved, energy auditors will go to the home to determine what improvements need to be made. Typically, these include insulation, air sealing, and repairing HVAC systems. If repairs and improvement costs rise above the contribution limit offered by KCP&L, the city would match the home owners contribution on the amount in excess of KCP&L's contribution to a maximum of \$500 per eligible household. An application process would be employed to assess eligibility and award funding.

**Withdrawn by
Submitter on 5-14-19**

Cost Estimate: \$10,000 **New Account: 5231.101 Energy Efficiency Improvements**

Completion Date: November 30, 2020

Responsible Party: Neighborhood Services Staff, Youth Advisory Committee and Neighbors Helping Neighbors Committee

Submitted By: Michael Poppa

G. Work to Implement Strategic Plan Goals – developed by the Strategic Planning Committee.

Objectives:

1. Consider a Green Traffic Garden in Concert With Phase 1 or Phase 2 of the R Park Development Plan

Justification:

A Green Traffic Garden at R Park would provide year-round youth development cycling programs focused on introducing youth from our diverse community to bicycling, healthy living, bicycle maintenance, road safety awareness and the importance of working toward individual goals. It adds to the Community for All Ages plan by teaching residents bike safety so that they can utilize the new bike/pedestrian paths that Roe 2020 will bring to our community as well as contributing to achieving Community for All Ages Gold Status.

Inspired by Copenhagen's Trafiklegepladsen (traffic playground), a green traffic garden offers parents and cycling instructors' a safe place to teach children and adults the basics of riding a bicycle in a safe environment for learning the rules of the road while immersed in a garden of shrubs, flowers, trees, grasses, berms and decorative ground cover.

A green traffic garden at R Park would create green space out of the northern portion of the old asphalt playground in keeping with the Phase 1 R Park Improvement Plan. The miniature streets including traffic signals and other road signs would provide a riding circuit that demonstrates a variety of roadway scenarios. Instructors can build basic learn-to-ride skills such as bike handling, braking, familiarity with roadway markings and signage, and skills related to operating a bicycle in and adjacent to traffic.

A green traffic garden at R Park would provide for an expansion of green space and planting varieties within the park while also offering an amenity which is interactive with nature and educational. The amenity provides a safe, thoughtfully designed teaching environment, and provides a drop-in place for people to use on their own, while promoting healthy lifestyles.





Some possible grant opportunities and assistance from the following organization to assist in the cost of the project:

- The Kansas City Native Plant Initiative—assistance with design/cost/community install (possibly youth organizations).
- The Sunderland Foundation –for assistance with and concrete work.
- Bike/Walk KC—planning and implementation.

Cost Estimate: **\$75,000 Account- To be contemplated in developing the Capital Improvement Plan, programming beyond year 2020.**

Completion Date: Possibly in Concert with Phase 1 or Phase 2 of the R Park Development Plan

Responsible Party: Public Works Director, Parks & Trees Committee and Sustainability Committee

Submitted By: Jen Hill

\$2 Million Financing: 10-yr Amortization



Year	Existing GO Debt Service (Incl. Specials)*			Hypothetical 2020 GO Bonds			Combined Debt Service		
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2019	\$ 847,000	\$ 86,915	\$ 933,915	\$ -	\$ -	\$ -	\$ 847,000	\$ 86,915	\$ 933,915
2020	694,000	68,098	762,098	-	-	-	694,000	68,098	762,098
2021	395,000	50,915	445,915	175,000	58,338	233,338	570,000	109,253	679,253
2022	410,000	40,810	450,810	180,000	53,088	233,088	590,000	93,898	683,898
2023	420,000	29,923	449,923	185,000	47,688	232,688	605,000	77,610	682,610
2024	210,000	18,143	228,143	190,000	42,138	232,138	400,000	60,280	460,280
2025	215,000	11,108	226,108	200,000	36,438	236,438	415,000	47,545	462,545
2026	110,000	3,740	113,740	205,000	30,438	235,438	315,000	34,178	349,178
2027	-	-	-	210,000	24,288	234,288	210,000	24,288	234,288
2028	-	-	-	215,000	17,988	232,988	215,000	17,988	232,988
2029	-	-	-	220,000	11,538	231,538	220,000	11,538	231,538
2030	-	-	-	230,000	6,038	236,038	230,000	6,038	236,038
Total	\$ 3,301,000	\$ 309,650	\$ 3,610,650	\$ 2,010,000	\$ 327,975	\$ 2,337,975	\$ 5,311,000	\$ 637,625	\$ 5,948,625

*Approximately 50% of the City's outstanding debt service is payable from special assessments on the real property benefiting the improvements financed with the proceeds of the bonds.

Sources

Principal	\$ 2,010,000
Net Bond Premium	48,032
Total	\$ 2,058,032

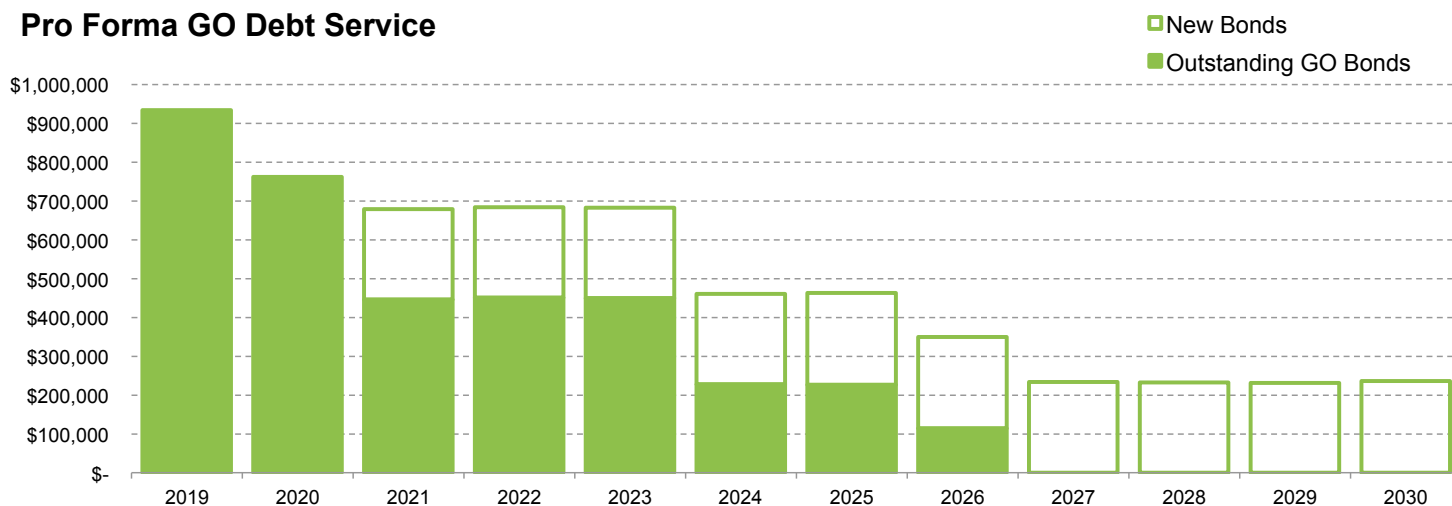
Uses

Project	\$ 2,000,000
Costs (Incl. U/W Disc.)	58,032
Total	\$ 2,058,032

Interest Cost

Coupon Payments	\$ 327,975
Net Bond Premium	(48,032)
Net Interest Paid	\$ 279,944

Pro Forma GO Debt Service



Analysis is preliminary and subject to change; estimates based on prevailing market conditions; assumptions include a July 2020 general obligation bond issue with an optional eight-year redemption provision, fixed costs of issuance of \$30,000, and underwriter's discount of 1.2%. The interest rates reflected here are indicative of other recent and similar non-rated general obligation financings in Kansas.

10-year Amortization

Year	\$1 Million Net Proceeds			\$2 Million Net Proceeds		
	Principal	Interest	Total D/S	Principal	Interest	Total D/S
1	\$ 90,000	\$ 29,594	\$ 119,594	\$ 175,000	\$ 58,338	\$ 233,338
2	90,000	26,894	116,894	180,000	53,088	233,088
3	95,000	24,194	119,194	185,000	47,688	232,688
4	95,000	21,344	116,344	190,000	42,138	232,138
5	100,000	18,494	118,494	200,000	36,438	236,438
6	105,000	15,494	120,494	205,000	30,438	235,438
7	105,000	12,344	117,344	210,000	24,288	234,288
8	110,000	9,194	119,194	215,000	17,988	232,988
9	115,000	5,894	120,894	220,000	11,538	231,538
10	115,000	3,019	118,019	230,000	6,038	236,038
	\$ 1,020,000	\$ 166,463	\$ 1,186,463	\$ 2,010,000	\$ 327,975	\$ 2,337,975

Year	\$2.5 Million Net Proceeds			\$3 Million Net Proceeds		
	Principal	Interest	Total D/S	Principal	Interest	Total D/S
1	\$ 220,000	\$ 72,706	\$ 292,706	\$ 260,000	\$ 86,925	\$ 346,925
2	225,000	66,106	291,106	270,000	79,125	349,125
3	230,000	59,356	289,356	280,000	71,025	351,025
4	240,000	52,456	292,456	285,000	62,625	347,625
5	245,000	45,256	290,256	295,000	54,075	349,075
6	255,000	37,906	292,906	305,000	45,225	350,225
7	260,000	30,256	290,256	310,000	36,075	346,075
8	270,000	22,456	292,456	320,000	26,775	346,775
9	275,000	14,356	289,356	330,000	17,175	347,175
10	285,000	7,481	292,481	340,000	8,925	348,925
	\$ 2,505,000	\$ 408,338	\$ 2,913,338	\$ 2,995,000	\$ 487,950	\$ 3,482,950

15-year Amortization

Year	\$1 Million Net Proceeds			\$2 Million Net Proceeds		
	Principal	Interest	Total D/S	Principal	Interest	Total D/S
1	\$ 55,000	\$ 30,288	\$ 85,288	\$ 110,000	\$ 59,675	\$ 169,675
2	55,000	28,638	83,638	115,000	56,375	171,375
3	60,000	26,988	86,988	115,000	52,925	167,925
4	60,000	25,188	85,188	120,000	49,475	169,475
5	65,000	23,388	88,388	125,000	45,875	170,875
6	65,000	21,438	86,438	125,000	42,125	167,125
7	65,000	19,488	84,488	130,000	38,375	168,375
8	70,000	17,538	87,538	135,000	34,475	169,475
9	70,000	15,438	85,438	140,000	30,425	170,425
10	70,000	13,688	83,688	140,000	26,925	166,925
11	75,000	11,850	86,850	145,000	23,250	168,250
12	75,000	9,600	84,600	150,000	18,900	168,900
13	80,000	7,350	87,350	155,000	14,400	169,400
14	80,000	4,950	84,950	160,000	9,750	169,750
15	85,000	2,550	87,550	165,000	4,950	169,950
	\$ 1,030,000	\$ 258,375	\$ 1,288,375	\$ 2,030,000	\$ 507,900	\$ 2,537,900

Year	\$2.5 Million Net Proceeds			\$3 Million Net Proceeds		
	Principal	Interest	Total D/S	Principal	Interest	Total D/S
1	\$ 135,000	\$ 74,369	\$ 209,369	\$ 165,000	\$ 89,088	\$ 254,088
2	140,000	70,319	210,319	170,000	84,138	254,138
3	145,000	66,119	211,119	175,000	79,038	254,038
4	150,000	61,769	211,769	180,000	73,788	253,788
5	155,000	57,269	212,269	185,000	68,388	253,388
6	160,000	52,619	212,619	190,000	62,838	252,838
7	165,000	47,819	212,819	195,000	57,138	252,138
8	165,000	42,869	207,869	200,000	51,288	251,288
9	175,000	37,919	212,919	205,000	45,288	250,288
10	175,000	33,544	208,544	210,000	40,163	250,163
11	180,000	28,950	208,950	215,000	34,650	249,650
12	185,000	23,550	208,550	225,000	28,200	253,200
13	195,000	18,000	213,000	230,000	21,450	251,450
14	200,000	12,150	212,150	240,000	14,550	254,550
15	205,000	6,150	211,150	245,000	7,350	252,350
	\$ 2,530,000	\$ 633,413	\$ 3,163,413	\$ 3,030,000	\$ 757,350	\$ 3,787,350

20-year Amortization

Year	\$1 Million Net Proceeds			\$2 Million Net Proceeds		
	Principal	Interest	Total D/S	Principal	Interest	Total D/S
1	\$ 40,000	\$ 31,413	\$ 71,413	\$ 75,000	\$ 61,913	\$ 136,913
2	40,000	30,213	70,213	80,000	59,663	139,663
3	40,000	29,013	69,013	80,000	57,263	137,263
4	40,000	27,813	67,813	85,000	54,863	139,863
5	45,000	26,613	71,613	85,000	52,313	137,313
6	45,000	25,263	70,263	90,000	49,763	139,763
7	45,000	23,913	68,913	90,000	47,063	137,063
8	45,000	22,563	67,563	95,000	44,363	139,363
9	50,000	21,213	71,213	95,000	41,513	136,513
10	50,000	19,963	69,963	100,000	39,138	139,138
11	50,000	18,650	68,650	100,000	36,513	136,513
12	55,000	17,150	72,150	105,000	33,513	138,513
13	55,000	15,500	70,500	110,000	30,363	140,363
14	55,000	13,850	68,850	110,000	27,063	137,063
15	60,000	12,200	72,200	115,000	23,763	138,763
16	60,000	10,400	70,400	115,000	20,313	135,313
17	60,000	8,450	68,450	120,000	16,575	136,575
18	65,000	6,500	71,500	125,000	12,675	137,675
19	65,000	4,388	69,388	130,000	8,613	138,613
20	70,000	2,275	72,275	135,000	4,388	139,388
	\$ 1,035,000	\$ 367,338	\$ 1,402,338	\$ 2,040,000	\$ 721,625	\$ 2,761,625

Year	\$2.5 Million Net Proceeds			\$3 Million Net Proceeds		
	Principal	Interest	Total D/S	Principal	Interest	Total D/S
1	\$ 95,000	\$ 77,219	\$ 172,219	\$ 115,000	\$ 92,413	\$ 207,413
2	100,000	74,369	174,369	115,000	88,963	203,963
3	100,000	71,369	171,369	120,000	85,513	205,513
4	105,000	68,369	173,369	125,000	81,913	206,913
5	110,000	65,219	175,219	130,000	78,163	208,163
6	110,000	61,919	171,919	130,000	74,263	204,263
7	115,000	58,619	173,619	135,000	70,363	205,363
8	115,000	55,169	170,169	140,000	66,313	206,313
9	120,000	51,719	171,719	145,000	62,113	207,113
10	125,000	48,719	173,719	150,000	58,488	208,488
11	125,000	45,438	170,438	150,000	54,550	204,550
12	130,000	41,688	171,688	155,000	50,050	205,050
13	135,000	37,788	172,788	160,000	45,400	205,400
14	140,000	33,738	173,738	165,000	40,600	205,600
15	145,000	29,538	174,538	170,000	35,650	205,650
16	145,000	25,188	170,188	175,000	30,550	205,550
17	150,000	20,475	170,475	180,000	24,863	204,863
18	155,000	15,600	170,600	190,000	19,013	209,013
19	160,000	10,563	170,563	195,000	12,838	207,838
20	165,000	5,363	170,363	200,000	6,500	206,500
	\$ 2,545,000	\$ 898,063	\$ 3,443,063	\$ 3,045,000	\$ 1,078,513	\$ 4,123,513

City of Roeland Park, Kansas

Capital Improvement Plan

2019 thru 2023

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
101 General Overhead								
Comprehensive Plan Update	19-CH-002	7	65,000					65,000
101 General Overhead Total			65,000					65,000
106 Public Works								
Contracted Street Maintenance	16-PW-014	7	210,000	210,000	210,000	210,000	210,000	1,050,000
106 Public Works Total			210,000	210,000	210,000	210,000	210,000	1,050,000
220 Aquatic Center Fund								
Aquatics Center - Undesignated Annual Maintenance	16-Aqua-002	n/a		31,907	33,502	35,000	35,000	135,409
Repaint Main Pool	17-Aqua-003	4					80,800	80,800
Bulkhead Repair	17-Aqua-004	7	28,479					28,479
Diving Board Replacement	18-Aqua-003	7	5,000					5,000
Paint and concrete repairs-diving, slide,vortex	19-Aqua-001	8	5,525					5,525
Covert pump house to LED lighting	19-Aqua-002	6	2,335					2,335
Climbing Wall	19-Aqua-003	7	10,825					10,825
Pool deck concrete improvements	19-Aqua-004	7	27,432					27,432
Replace Electrical Conduit Supports in Pump House	19-Aqua-005	9	2,863					2,863
Painting Lobby and Restrooms	19-Aqua-006	5	10,000					10,000
Pump and Pool House Maintenance	19-Aqua-007	9	9,000					9,000
ADA Accessibility Improvements - Parking & Walkway	19-Aqua-008	7	20,000					20,000
Remove Dome Lighting Ballasts and Equipment	19-Aqua-009	9	1,000					1,000
West Pool Wall Repair	19-Aqua-010	8	7,825					7,825
Recreation Management Software	21-Aqua-001	8			10,000			10,000
Men's Locker Room Privacy Improvements	22-Aqua-003	6		99,000				99,000
220 Aquatic Center Fund Total			130,284	130,907	43,502	35,000	115,800	455,493
270 Sp. Streets								
2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	7	73,292					73,292
2019 Residential Street Recon - Rosewood	19-PW-005	7	534,927					534,927
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	7	79,333					79,333
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7	0					0
Annual Sidewalk Repair & Replacement Ph. 1-3	21-PW-001	8	25,000	25,000	25,000	25,000	25,000	125,000
Annual Sidewalk Extension Project Ph 1-4	21-PW-002	6		50,000	50,000	50,000	50,000	200,000
2021 Residential Street Reconstruction-Reinhardt	21-PW-006	7		112,038	1,017,674			1,129,712
Street Light Replacement	21-PW-007	n/a			45,000	45,000	45,000	135,000
2022 CARS Johnson Drive Roe west to City Limits	22-PW-001	8			4,500	21,900		26,400
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003	6			9,000	27,000		36,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009	6			106,000	420,000		526,000
2023 CARS - 55th St, between SMPKWY & Roe Blvd	23-PW-003	8				18,000	67,750	85,750
2023 CARS: Elledge between Roe Ln & 47th Street	23-PW-008	5				140,000	621,910	761,910

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
2023 Residential Street Recon - Canterbury Street	23-PW-015	6				100,000	895,186	995,186
2024 CARS - Mission Rd. (47th St. to 53rd St.)	24-PW-004	6					9,500	9,500
270 Sp. Streets Total			712,552	187,038	1,257,174	846,900	1,714,346	4,718,010

290 Community Center

Replace all T-12 Light Fixtures with LEDs	17-CCtr-003	6	20,000	10,000	10,000			40,000
Room 3 Air Handler/Furnace - 3 ton	18-CCtr-002	7	3,000					3,000
Room 3 Condenser Unit	18-CCtr-003	7	3,200					3,200
West Hallway Air Handler	18-CCtr-004	7	5,000					5,000
Strength Training Condenser Unit - 3 Ton	18-CCtr-005	6	3,200					3,200
Repair Floor in Neighbors Place Room	19-CCtr-001	6	4,000					4,000
Repair Floor - Main Hallway	19-CCtr-002	6	4,000					4,000
Room 6 Condenser Unit - 4 Ton	19-CCtr-003	6		4,500				4,500
Room 6 - Flooring replacement	19-CCtr-004	7	10,000					10,000
Round Table Replacement	19-CCtr-006	n/a	3,000					3,000
Gazebo Roof	20-CCtr-001	5		3,000				3,000
East Hallway Air Handler	20-CCtr-003	5	5,000					5,000
CC - Parking Lot Resurfacing, Restriping	20-CCtr-004	8		182,000				182,000
Community Center Drainage Improvements	20-CCtr-005	7		158,000				158,000
Chair and Chair Rack Replacement	20-CCtr-006	n/a		6,500				6,500
Drinking Fountain Waste Vent Line Repair	21-CCtr-001	5			2,000			2,000
Replace 8-foot rectangle tables	21-CCtr-003	n/a			10,000			10,000
Roof Vent Fan	22-CCtr-002	5				2,000		2,000
West Hallway Condenser Unit - 7.5 Ton	24-CCtr-001	5	8,000					8,000
East Hallway Condenser Unit - 5 Ton	33-CCtr-001	5	7,000					7,000
290 Community Center Total			75,400	364,000	22,000	2,000		463,400

300 Special Infrastructure

Park Maintenance/Improvements	16-Park-001	7	20,000	21,000	22,000	23,000	24,000	110,000
In-House and Contract Street Maintenance	16-PW-013	7	160,000	160,000	160,000	160,000	160,000	800,000
Stormwater: Network Inspection/Condition Rating	17-PW-002	7	20,000	20,000	20,000			60,000
Shade Structures for City Parks	18-Park-001	7	42,189					42,189
Roe House Play Structure	19-Park-002	3	10,000					10,000
Nall Park Benches, tables and receptacles	19-Park-003	7	34,000					34,000
2019 CDBG El Monte Mill and Overlay	19-PW-004	6	30,000					30,000
Bike Lane Striping - 47th St. Mission to Fontana	19-PW-007	4	0					0
RPAC Improvements	20-Aqua-001	7	100,000		377,496			477,496
R Park Development Plan Phase 1	20-Park-003	6	118,504					118,504
2020 Stormwater Maintenance - 57th & Roeland Dr	20-PW-007	6	30,000	220,000				250,000
Pavement Evaluation of Street Network	20-PW-020	5			10,000			10,000
Disc Golf Course (short 9 basket course)	21-Park-001	4			13,500			13,500
R Park Traffic Garden - Alternate	21-Park-002	3			77,250			77,250
R Park Development Plan Phase 2	23-Park-002	5		48,100	432,910			481,010
R Park Development Plan Phase 3	25-Park-004	6				282,450		282,450
300 Special Infrastructure Total			564,693	469,100	1,113,156	465,450	184,000	2,796,399

360 Equipment Reserve

Aquatics Center - Undesignated Annual Maintenance	16-Aqua-002	n/a	0					0
Body Cameras	16-Pol-004	n/a	1,000	1,000	1,000	1,000	1,000	5,000
Guns	16-Pol-006	n/a					5,000	5,000
Radar	16-Pol-007	n/a		5,000		5,000		10,000

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Wayfinding Signs for RP (3 yr program)	17-PW-001	n/a	12,500	12,500				25,000
AED Replacement	18-Pol-001	n/a					8,500	8,500
Police IT Equipment/Computers	18-Pol-003	n/a	6,120	6,242	6,367	6,495	6,624	31,848
Radio Replacement	18-Pol-004	n/a	5,000		100,000			105,000
City Hall Hot Water Heater	19-CH-001	5					1,000	1,000
City Hall Computer Networking (routers)	19-CH-003	7	8,000					8,000
City Hall Computer Replacement	19-CH-004	6	3,200	800	800	2,400	3,200	10,400
Chair Rail - Large Meeting Room	19-CH-005	6	1,000					1,000
City Hall Office Furniture Replacement	19-CH-006	6	2,500	2,850				5,350
Upgrade Building Automation System	19-CH-007	7	16,000					16,000
Historical Markers/Interpretive Signage	19-Park-001	5	30,000					30,000
Police In-Car Computers	19-Pol-001	n/a	12,000	12,000		4,000		28,000
Tasers	19-Pol-002	n/a	7,200					7,200
Vehicle Emergency Equipment	19-Pol-003	n/a	4,000			8,000		12,000
Harley Davidson Patrol Motorcycle	19-Pol-004	n/a	30,000					30,000
Police Bicycles	19-Pol-006	5		4,000				4,000
Paint Striping Machine	19-PW-006	n/a	5,200					5,200
#106 - 2007 F350 OneTon Flatbed Truck Replacement	21-PW-003	n/a			45,000			45,000
#413 - 2007 Western Snow Plow	21-PW-004	n/a			8,000			8,000
#409 - Vbox Spreader Replacement	21-PW-005	n/a			8,000			8,000
Building Inspection Vehicle	22-NS-001	n/a				26,000		26,000
Police: Ford Fusion - Travel -Special use.	22-Pol-001	n/a				26,000		26,000
Police Detective Vehicle - Ford Taurus	22-Pol-002	n/a				26,000		26,000
Police In-Car Video	22-Pol-003	n/a	5,000			25,000		30,000
Police Vehicle: Ford Explorer with Equipment	23-Pol-004	n/a					25,000	25,000
#203 - 2003 Skidsteer Case 85XT	23-PW-005	n/a					55,000	55,000
#301 - 2013 Grasshopper Mower	23-PW-006	5					15,000	15,000
#417 - 2002 Coleman Tiller Attachment	23-PW-009	n/a					5,000	5,000
#418 - 2003 Grapple Bucket Attachment	23-PW-010	n/a			3,000			3,000
#419 - 2007 Water Buffalo On Trailer	23-PW-011	n/a	6,500					6,500
360 Equipment Reserve Total			155,220	44,392	172,167	129,895	125,324	626,998

370 TIF 1

2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	7	18,043					18,043
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7	519,234	1,849,192	100,000			2,468,426
370 TIF 1 Total			537,277	1,849,192	100,000			2,486,469

450 TIF 2

City Hall - ADA Restroom Improvements	20-CH-002	7			65,100			65,100
City Hall - ADA 3rd floor Improvements	20-CH-003	6		14,040				14,040
City Hall - ADA First Floor Police Improvements	20-CH-004	7		8,800				8,800
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7	76,187					76,187
City Hall - Roof Replacement	21-CH-001	6			50,000			50,000
City Hall Exterior Lighting	21-CH-002	5			7,000			7,000
City Hall Parking Lot Resurfacing	22-CH-001	6		40,000				40,000
450 TIF 2 Total			76,187	62,840	122,100			261,127

Bonds

RPAC Improvements	20-Aqua-001	7		795,000	367,504			1,162,504
R Park Development Plan Phase 1	20-Park-003	6		837,496				837,496

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Bonds Total				1,632,496	367,504			2,000,000
CARS								
2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	7	94,152					94,152
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	7	79,163					79,163
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7		1,658,075				1,658,075
2022 CARS Johnson Drive Roe west to City Limits	22-PW-001	8				21,900		21,900
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003	6				27,000		27,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009	6				420,000		420,000
2023 CARS - 55th St, between SMPKWY & Roe Blvd	23-PW-003	8					67,750	67,750
2023 CARS: Elledge between Roe Ln & 47th Street	23-PW-008	5					621,910	621,910
CARS Total			173,315	1,658,075		468,900	689,660	2,989,950
CDBG								
2019 CDBG El Monte Mill and Overlay	19-PW-004	6	144,000					144,000
CDBG Total			144,000					144,000
Other Sources								
2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	7	64,380					64,380
R Park Development Plan Phase 1	20-Park-003	6		50,000				50,000
Other Sources Total			64,380	50,000				114,380
STP								
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7		4,662,500				4,662,500
STP Total				4,662,500				4,662,500
GRAND TOTAL			2,908,308	11,320,540	3,407,603	2,158,145	3,039,130	22,833,726

City of Roeland Park, Kansas

Capital Improvement Plan

2019 thru 2028

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Aquatic Center												
Aquatics Center - Undesignated Annual Maintenance	16-Aqua-002	0	31,907	33,502	35,000	35,000	35,000	35,000	35,000	35,000		275,409
Repaint Main Pool	17-Aqua-003					80,800						80,800
Bulkhead Repair	17-Aqua-004	28,479										28,479
Diving Board Replacement	18-Aqua-003	5,000										5,000
Paint and concrete repairs-diving, slide,vortex	19-Aqua-001	5,525										5,525
Covert pump house to LED lighting	19-Aqua-002	2,335										2,335
Climbing Wall	19-Aqua-003	10,825										10,825
Pool deck concrete improvements	19-Aqua-004	27,432										27,432
Replace Electrical Conduit Supports in Pump House	19-Aqua-005	2,863										2,863
Painting Lobby and Restrooms	19-Aqua-006	10,000										10,000
Pump and Pool House Maintenance	19-Aqua-007	9,000										9,000
ADA Accessibility Improvements - Parking & Walkway	19-Aqua-008	20,000										20,000
Remove Dome Lighting Ballasts and Equipment	19-Aqua-009	1,000										1,000
West Pool Wall Repair	19-Aqua-010	7,825										7,825
RPAC Improvements	20-Aqua-001	100,000	795,000	745,000								1,640,000
Recreation Management Software	21-Aqua-001			10,000								10,000
Men's Locker Room Privacy Improvements	22-Aqua-003		99,000									99,000
Aquatic Center Total		230,284	925,907	788,502	35,000	115,800	35,000	35,000	35,000	35,000		2,235,493
220 Aquatic Center Fund		130,284	130,907	43,502	35,000	115,800	35,000	35,000	35,000	35,000		595,493
300 Special Infrastructure		100,000		377,496								477,496
360 Equipment Reserve		0										0

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Bonds			795,000	367,504								1,162,504
	Aquatic Center Total	230,284	925,907	788,502	35,000	115,800	35,000	35,000	35,000	35,000		2,235,493

City Hall

City Hall Hot Water Heater	19-CH-001					1,000						1,000
Comprehensive Plan Update	19-CH-002	65,000										65,000
City Hall Computer Networking (routers)	19-CH-003	8,000										8,000
City Hall Computer Replacement	19-CH-004	3,200	800	800	2,400	3,200	800	800	2,400	3,200	800	18,400
Chair Rail - Large Meeting Room	19-CH-005	1,000										1,000
City Hall Office Furniture Replacement	19-CH-006	2,500	2,850									5,350
Upgrade Building Automation System	19-CH-007	16,000										16,000
City Hall - ADA Restroom Improvements	20-CH-002			65,100								65,100
City Hall - ADA 3rd floor Improvements	20-CH-003		14,040									14,040
City Hall - ADA First Floor Police Improvements	20-CH-004		8,800									8,800
City Hall - Roof Replacement	21-CH-001			50,000								50,000
City Hall Exterior Lighting	21-CH-002			7,000								7,000
City Hall Parking Lot Resurfacing	22-CH-001		40,000									40,000
City Hall - Phone System	28-CH-001										10,000	10,000
City Hall Total		95,700	66,490	122,900	2,400	4,200	800	800	2,400	3,200	10,800	309,690

101 General Overhead		65,000										65,000
360 Equipment Reserve		30,700	3,650	800	2,400	4,200	800	800	2,400	3,200	10,800	59,750
450 TIF 2			62,840	122,100								184,940
City Hall Total		95,700	66,490	122,900	2,400	4,200	800	800	2,400	3,200	10,800	309,690

Community Center

Replace all T-12 Light Fixtures with LEDs	17-CCtr-003	20,000	10,000	10,000								40,000
Room 3 Air Handler/Furnace - 3 ton	18-CCtr-002	3,000										3,000
Room 3 Condenser Unit	18-CCtr-003	3,200										3,200
West Hallway Air Handler	18-CCtr-004	5,000										5,000
Strength Training Condenser Unit - 3 Ton	18-CCtr-005	3,200										3,200
Repair Floor in Neighbors Place Room	19-CCtr-001	4,000										4,000

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Repair Floor - Main Hallway	19-CCtr-002	4,000										4,000
Room 6 Condenser Unit - 4 Ton	19-CCtr-003		4,500									4,500
Room 6 - Flooring replacement	19-CCtr-004	10,000										10,000
Round Table Replacement	19-CCtr-006	3,000										3,000
Gazebo Roof	20-CCtr-001		3,000									3,000
East Hallway Air Handler	20-CCtr-003	5,000										5,000
CC - Parking Lot Resurfacing, Restriping	20-CCtr-004		182,000									182,000
Community Center Drainage Improvements	20-CCtr-005		158,000									158,000
Chair and Chair Rack Replacement	20-CCtr-006		6,500									6,500
Drinking Fountain Waste Vent Line Repair	21-CCtr-001			2,000								2,000
Replace 8-foot rectangle tables	21-CCtr-003			10,000								10,000
Roof Vent Fan	22-CCtr-002				2,000							2,000
West Hallway Condenser Unit - 7.5 Ton	24-CCtr-001	8,000										8,000
Trail Connection - Community Center to Nall Park	26-CCtr-001								150,000			150,000
Room 6 Air Handler/Furnace	28-CCtr-001										3,000	3,000
East Hallway Condenser Unit - 5 Ton	33-CCtr-001	7,000										7,000
Community Center Total		75,400	364,000	22,000	2,000				150,000		3,000	616,400
290 Community Center		75,400	364,000	22,000	2,000				120,000		3,000	586,400
Other Grants									30,000			30,000
Community Center Total		75,400	364,000	22,000	2,000				150,000		3,000	616,400
Neighborhood Services												
Building Inspection Vehicle	22-NS-001				26,000							26,000
Code Enforcement Vehicle	25-NS-002							26,000				26,000
Neighborhood Services Total					26,000			26,000				52,000
360 Equipment Reserve					26,000			26,000				52,000
Neighborhood Services Total					26,000			26,000				52,000
Parks and Recreation												

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Maintenance/Improvements	16-Park-001	20,000	21,000	22,000	23,000	24,000	25,000	25,000	25,000	25,000		210,000
Shade Structures for City Parks	18-Park-001	42,189										42,189
Historical Markers/Interpretive Signage	19-Park-001	30,000										30,000
Roe House Play Structure	19-Park-002	10,000										10,000
Nall Park Benches, tables and receptacles	19-Park-003	34,000										34,000
R Park Development Plan Phase 1	20-Park-003	118,504	887,496									1,006,000
Disc Golf Course (short 9 basket course)	21-Park-001			13,500								13,500
R Park Traffic Garden - Alternate	21-Park-002			77,250								77,250
Nall Park Playground Equipment Replacement	23-Park-001						80,000					80,000
R Park Development Plan Phase 2	23-Park-002		48,100	432,910								481,010
Nall Park Shelter Roof Replacement	24-Park-003						10,000					10,000
Nall Park Paved Trail Reconstruction	25-Park-002							125,000				125,000
Nall Park Retaining Wall Maintenance	25-Park-003							15,000				15,000
R Park Development Plan Phase 3	25-Park-004				282,450							282,450
Granada Park Playground Equipment Replacement	27-Park-001									80,000		80,000
Parks and Recreation Total		254,693	956,596	545,660	305,450	24,000	115,000	165,000	25,000	105,000		2,496,399

300 Special Infrastructure		224,693	69,100	545,660	305,450	24,000	115,000	165,000	25,000	25,000		1,498,903
360 Equipment Reserve		30,000								80,000		110,000
Bonds			837,496									837,496
Other Sources			50,000									50,000
Parks and Recreation Total		254,693	956,596	545,660	305,450	24,000	115,000	165,000	25,000	105,000		2,496,399

Police Department

Body Cameras	16-Pol-004	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000
Guns	16-Pol-006					5,000					5,000	10,000
Radar	16-Pol-007		5,000		5,000		5,000		5,000		5,000	25,000
AED Replacement	18-Pol-001					8,500					9,000	17,500
Police IT Equipment/Computers	18-Pol-003	6,120	6,242	6,367	6,495	6,624	6,757	6,900	7,100	7,300	7,500	67,405
Radio Replacement	18-Pol-004	5,000		100,000								105,000
Police In-Car Computers	19-Pol-001	12,000	12,000		4,000		8,000	8,000	8,000	8,000		60,000
Tasers	19-Pol-002	7,200					7,200					14,400
Vehicle Emergency Equipment	19-Pol-003	4,000			8,000		8,000	8,000	8,000			36,000

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Harley Davidson Patrol Motorcycle	19-Pol-004	30,000										30,000
Police Bicycles	19-Pol-006		4,000									4,000
Police: Ford Fusion - Travel -Special use.	22-Pol-001				26,000							26,000
Police Detective Vehicle - Ford Taurus	22-Pol-002				26,000							26,000
Police In-Car Video	22-Pol-003	5,000			25,000					26,000		56,000
Police Vehicle: Ford Explorer with Equipment	23-Pol-004					25,000	25,000	54,000	26,000			130,000
Police Vehicle: Dodge Pickup with Equipment	24-Pol-001						35,500					35,500
Ford Escape - Chief Vehicle	26-Pol-001								25,000			25,000
Police Department Total		70,320	28,242	107,367	101,495	46,124	96,457	77,900	80,100	42,300	27,500	677,805
360 Equipment Reserve		70,320	28,242	107,367	101,495	46,124	96,457	77,900	80,100	42,300	27,500	677,805
Police Department Total		70,320	28,242	107,367	101,495	46,124	96,457	77,900	80,100	42,300	27,500	677,805

Public Works

In-House and Contract Street Maintenance	16-PW-013	160,000	160,000	160,000	160,000	160,000	165,000	165,000	165,000	165,000		1,460,000
Contracted Street Maintenance	16-PW-014	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000		1,890,000
#201 - 2010 Elgin Street Sweeper	16-PW-022								230,000			230,000
#103 - 2012 F350 Pickup Replacement	16-PW-025						35,000					35,000
#102 - F750 Dump Trucks W/ Equip	16-PW-027								135,000			135,000
Wayfinding Signs for RP (3 yr program)	17-PW-001	12,500	12,500									25,000
Stormwater: Network Inspection/Condition Rating	17-PW-002	20,000	20,000	20,000								60,000
#101 - F750 Dump Truck w/ Equip	17-PW-003								135,000			135,000
2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	231,824										231,824
Asphalt Float Attachment - #420	18-PW-002										15,000	15,000
#104 - 2014 F250 Pickup Truck - Replacement	18-PW-010								35,000			35,000
Residential Streets Reconstruction	19-PW-001						100,000	700,000	100,000	700,000		1,600,000
2019 CDBG El Monte Mill and Overlay	19-PW-004	174,000										174,000
2019 Residential Street Recon - Rosewood	19-PW-005	534,927										534,927
Paint Striping Machine	19-PW-006	5,200										5,200
Bike Lane Striping - 47th St. Mission to Fontana	19-PW-007	0										0

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	176,539										176,539
2020 Stormwater Maintenance - 57th & Roeland Dr	20-PW-007	30,000	220,000									250,000
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	595,421	8,169,767	100,000								8,865,188
Pavement Evaluation of Street Network	20-PW-020			10,000			10,000			15,000		35,000
Annual Sidewalk Repair & Replacement Ph. 1-3	21-PW-001	25,000	25,000	25,000	25,000	25,000						125,000
Annual Sidewalk Extension Project Ph 1-4	21-PW-002		50,000	50,000	50,000	50,000						200,000
#106 - 2007 F350 OneTon Flatbed Truck Replacement	21-PW-003			45,000								45,000
#413 - 2007 Western Snow Plow	21-PW-004			8,000								8,000
#409 - Vbox Spreader Replacement	21-PW-005			8,000								8,000
2021 Residential Street Reconstruction- Reinhardt	21-PW-006		112,038	1,017,674								1,129,712
Street Light Replacement	21-PW-007			45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	360,000
2022 CARS Johnson Drive Roe west to City Limits	22-PW-001			4,500	43,800							48,300
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003			9,000	54,000							63,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009			106,000	840,000							946,000
2023 CARS - 55th St, between SMPKWY & Roe Blvd	23-PW-003				18,000	135,500						153,500
#203 - 2003 Skidsteer Case 85XT	23-PW-005					55,000						55,000
#301 - 2013 Grasshopper Mower	23-PW-006					15,000						15,000
2023 CARS: Elledge between Roe Ln & 47th Street	23-PW-008				140,000	1,243,820						1,383,820
#417 - 2002 Coleman Tiller Attachment	23-PW-009					5,000						5,000
#418 - 2003 Grapple Bucket Attachment	23-PW-010			3,000								3,000
#419 - 2007 Water Buffalo On Trailer	23-PW-011	6,500										6,500
#420 - 2017 Fertilizer Spray Trailer 7'	23-PW-013									1,000		1,000
2023 Residential Street Recon - Canterbury Street	23-PW-015				100,000	895,186						995,186
#401 - 2016 Coneqtec Cold Planer Replacement	23-PW-017								11,000			11,000
#410 - 2012 Boss Plow - Replacement	24-PW-001						8,000					8,000
Annual Sidewalk Extension Project- Ph 5 - 10	24-PW-002						50,000	50,000	50,000	50,000	50,000	250,000
2024 CARS - Mission Rd. (47th St. to 53rd St.)	24-PW-004					9,500	104,763					114,263
Annual Sidewalk Repair & Replacement Ph. 4-9	24-PW-005						25,000	25,000	25,000	25,000	25,000	125,000
#415 - Kauffman Trailer	25-PW-001							6,500				6,500

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
#209 - 1998 Freightliner Hotbox - Replacement	26-PW-001								20,000			20,000
#107 - 2016 F350 One-ton Replacement	26-PW-002										45,000	45,000
Public Works Total		2,181,911	8,979,305	1,821,174	1,685,800	2,849,006	752,763	1,201,500	1,161,000	1,211,000	180,000	22,023,459
106 Public Works		210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000		1,890,000
270 Sp. Streets		712,552	187,038	1,257,174	846,900	1,714,346	298,500	845,000	245,000	845,000	145,000	7,096,510
300 Special Infrastructure		240,000	400,000	190,000	160,000	160,000	175,000	165,000	165,000	180,000		1,835,000
360 Equipment Reserve		24,200	12,500	64,000		75,000	43,000	6,500	566,000	1,000	60,000	852,200
370 TIF 1		537,277	1,849,192	100,000								2,486,469
450 TIF 2		76,187										76,187
CARS		173,315	1,658,075		468,900	689,660	51,263					3,041,213
CDBG		144,000										144,000
Other Sources		64,380										64,380
STP			4,662,500									4,662,500
Public Works Total		2,181,911	8,979,305	1,821,174	1,685,800	2,849,006	777,763	1,226,500	1,186,000	1,236,000	205,000	22,148,459
Grand Total		2,908,308	11,320,540	3,407,603	2,158,145	3,039,130	1,000,020	1,506,200	1,453,500	1,396,500	221,300	28,411,246

Item Number: Unfinished Business- VII.-B.
Committee 7/22/2019
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 7/19/2019
Submitted By: Keith Moody
Committee/Department: Public Works
Title: **Approval of Roe 2020 Plans**
Item Type: Other

Recommendation:

Approval of plans for Roe Boulevard.

Details:

Council has been reviewing engineering plans and providing direction on specific elements of the design since design began in 2018. Attached is a sheet summarizing the steps completed on the project since its inception in 2016.

The current set of plans (referred to as Office Check Plans) have seen standard detail sheets added, along with cross section sheets, street lighting design and traffic signal designs and details since KDOT approved "Field Check Plans" in the fall of 2018. The streets/sidewalks/storm sewers/medians/driveways (referred to as streetscape) have remained the same since the "Field Check Plans" were approved by KDOT. The link below takes you to the current plans, the file is too large for Novus to upload:

<https://www.roelandpark.net/DocumentCenter/View/2657/Roe-Boulevard-Design-Plans---Office-Check-Stage-4-25-19-PDF?bidId=>

Attached is a memo from GBA (project engineer) that reports on the status of the design and the steps yet to be completed.

The plans are submitted to and reviewed by KDOT at stages in the design process to ensure progress/design is in step with KDOT standards thus avoiding costly time consuming re-design. GBA will next submit these Office Check plans to KDOT. Subsequent steps are reflected in the GBA memo attached.

Although Council approval of the plans is not necessary staff and the consultants would like to

have Council approval of the plans at this stage to establish a clear direction as we move forward.

Financial Impact

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

Additional Information

Also attached is the most recent all in cost estimate for the project. The different funding sources is listed at the bottom of the page.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
☐ GBA Memo Concerning Steps to Completion	Cover Memo
☐ Roe 2020 Steps Completed through 7-19-19	Cover Memo



9801 Renner Boulevard,
Suite 300
Lenexa, KS 66219

MEMORANDUM

To: Mr. Keith Moody
From: Bryan Blizzard
Date: 7/18/2019
Subject: Roe Blvd. 2020 – Design Plan Status

As requested, the following is a status of the design plans for the Roe Boulevard 2020 project. This status is given for the purpose of informing the City Council in their decision to approve resolutions and ordinances related to condemnation.

The plans that GBA submitted to the City on April 25, 2019 (Office Check Plans) have seen no material changes in streetscape design since that submittal. Additional details such as cross sections, standard design sheets, street lighting and traffic signal design elements were added to the plans after the field check plans in the fall of 2018.

We still anticipate three KDOT submittals after the City review is complete and before the plans will be ready to advertise. However, we don't anticipate any significant changes to the overall design. These reviews will likely be adding more detail, making minor tweaks, finalizing quantities, and getting the plans ready to bid. See below for the plan submittals still to come before they can be advertised for construction:

1. Office Check/Final Check to KDOT
2. Final PS&E to KDOT
3. Final Plans to KDOT Construction & Maintenance

cc: Mr. Dan Miller, Mr. Donnie Scharff, Mr. Steve Mauer

Roe 2020 Timeline – Steps Completed thru July 18, 2019

2016:

Presentation on 2016 STP Submittal for Roe Blvd. 2019-2020 – February 16, 2016 Workshop
SKW Task Order #34 – Roe Blvd. Traffic Study – July 18, 2016 Workshop
Review Roe Blvd. STP and CARS Funding – August 15, 2016 Workshop
Roe Blvd. Funding Commitment 1302 Form KDOT Funds – December 19, 2016 Council

2017:

Roe Blvd. Phase One Engineer Contract – January 17, 2017 Workshop
Roe Blvd. Advisory Committee Appointments – February 20, 2017 Council
2020 Roe Blvd. Advisory Committee Meeting – March 22, 2017 **and Public Meeting**
Resolution 651 – 2018-2022 CARS Including Rode 2020 Project – April 17, 2017 Council
2020 Roe Blvd. Advisory Committee Meeting – June 28, 2017
2020 Roe Blvd. Advisory Committee Meeting – September 26, 2017
2020 Roe Blvd. Advisory Committee Meeting – October 19, 2017 **and Public Meeting**
Roe 2020 Visioning Process Results and Conceptual Design Presentation – November 6, 2017 Workshop

2018:

2020 Roe Blvd. Design Task Order – January 22, 2018 Workshop 1/8 and Council 1/22
Community Forum – January 29, 2018
Business Breakfast Presentation – February 21, 2018
CARS Program 5 Year Projection – May 21, 2018 Council
Preliminary Review of Roe Blvd. Design – October 1, 2018 Workshop
Public Meeting – 52nd Street Signal Removal Meeting December 19, 2018 **Public Meeting**

2019:

Selection of Easement Acquisition Consultant for Roe 2020 Project – January 22, 2019 Council
Update on the Roe 2020 Project – March 4, 2019 Workshop
Roe Blvd. Improvements – Open House Information Meeting – March 7, 2019 **Public Meeting**
Update and Discussion of Roe 2020 Design – April 1, 2019 Workshop
Discussion on Stamped Concrete and Streetlight Color Options for Roe 2020 – July 1, 2019

Item Number: **Ordinances and Resolutions:- VIII.-**
 A.
Committee **7/22/2019**
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 7/19/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Resolution 670 - A Resolution Declaring It Necessary To Acquire Private Property In The City Of Roeland Park, Kansas For The Purpose Of Widening, Constructing, Reconstructing And Maintaining Roe Boulevard Improvement Project 46 N 0661-01 And Further Directing The City Engineer Or Designee To Cause A Survey To Be Made Of The Land Needed For Such Improvement.**
Item Type: Resolution

Recommendation:

To approve Resolution 670 A Resolution Declaring It Necessary To Acquire Private Property In The City Of Roeland Park, Kansas For The Purpose Of Widening, Constructing, Reconstructing And Maintaining Roe Boulevard Improvement Project 46 N 0661-01 And Further Directing The City Engineer Or Designee To Cause A Survey To Be Made Of The Land Needed For Such Improvement.

Details:

In order to complete the Roe 2020 project it is necessary to acquire temporary construction easements and permanent sidewalk/utility easements from adjacent properties. Donoho (appraisal and easement acquisition consultant) has been working through the process of acquiring easements per federal law. As of 7/19/19 Donoho has retained 63 of the 91 easements through the standard process where by property owners receive formal notification of the requested easement as well as an offer based upon the appraised value of the easement with those property owners signing the easement and the supporting agreement. Donoho will continue to meet with property owners who have not yet signed (13 commercial properties and 15 residential properties) as the city proceeds with steps to secure the easements through the eminent domain process. Before KDOT will allow for the project to be put out for bid they will require that the City have taken the necessary steps to secure the outstanding easements according to the eminent domain process.

Per the attached resolution the City Engineer will prepare a survey of the land necessary for such purpose and to prepare a certificate showing the results of such survey and to cause the same to be filed in the Office of the City Clerk of the City of Roeland Park, Kansas. Said report shall also contain a description of the land which is necessary for such purposes. This formal step is required, the surveys were prepared as part of the appraisals and notifications distributed by Donoho.

The second formal step will be an ordinance prepared and submitted to the Governing Body for consideration, providing for the acquisition of private property (in this case these are temporary construction easements and permanent sidewalk/utility easements) by appropriate proceedings in Eminent Domain. Subsequent to this step, Donoho will continue to meet with property owners to retain approvals without going through the eminent domain process, it is likely that the number of properties proceeding to eminent domain will be less than 28.

Also attached is an overview of the projects progress as well as steps to construction provided by the engineers. A summary of this overview is also attached to serve as a reference/resource.

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
☐ Resolution 670	Cover Memo
☐ Steps to Construction- Detailed Overview	Cover Memo
☐ Steps to Construction- Summary	Cover Memo

**CITY OF ROELAND PARK, KANSAS
RESOLUTION NO. 670**

A RESOLUTION DECLARING IT NECESSARY TO ACQUIRE PRIVATE PROPERTY IN THE CITY OF ROELAND PARK, KANSAS FOR THE PURPOSE OF WIDENING, CONSTRUCTING, RECONSTRUCTING AND MAINTAINING ROE BOULEVARD IMPROVEMENT PROJECT 46 N-0661-01 AND FURTHER DIRECTING THE CITY ENGINEER OR DESIGNEE TO CAUSE A SURVEY TO BE MADE OF THE LAND NEEDED FOR SUCH IMPROVEMENT.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS:

SECTION 1. It is necessary to acquire by appropriation and proceedings in Eminent Domain, permanent sidewalk and utility easements, and temporary construction easements in the City of Roeland Park, Kansas for widening, constructing, reconstructing, and maintaining Roe Boulevard, Johnson Drive to Johnson County Line, Kansas Department of Transportation, Improvement Projects 46 N-0661-01. The City Engineer or designee is hereby directed and instructed to cause to be prepared and made a survey of the land necessary for such purpose and to prepare a certificate showing the results of such survey over her signature and to cause the same to be filed in the Office of the City Clerk of the City of Roeland Park, Kansas. Said report shall also contain a description of the land which is necessary for such purposes.

SECTION 2. After filing of said survey and report by the City Engineer or designee, the City Attorney of the City of Roeland Park, Kansas shall cause a proper ordinance to be prepared and submitted to the Governing Body for consideration, providing for the acquisition of private property in the City of Roeland Park, Kansas by appropriate proceedings in Eminent Domain.

SECTION 3. The City Clerk shall cause this Resolution to be published once in the official City newspaper.

ADOPTED by the Governing Body this 22nd day of July 2019.

SIGNED by the Mayor this 22nd day of July 2019.

Mike Kelly, Mayor

ATTEST:

Kelley Nielsen, City Clerk

APPROVED AS TO FORM:

Steven E. Mauer, City Attorney

Roe 2020 Steps to Construction

July 18, 2019



PREPARED BY



Current Schedule

Date	Task
September 1, 2019	Utility Certification - Relocations substantially underway, or preferably complete. KDOT will hold the City responsible for any delay claims by the contractor during construction related to utility conflicts. KDOT may delay bidding if they feel utilities are not addressed adequately.
September 30, 2019	Final Engineering Plans – necessary for KDOT to generate contracts and specifications for bid
October 1, 2019	Easement Acquisition Complete (or ability to conditionally certify) – Normally easements must be acquired or bid date is delayed. KDOT may allow bidding if eminent domain action is a) a small number of tracts, b) is past the initial hearing. This is entirely KDOT's decision.

Current Schedule

Date	Task
October 9, 2019	Advertise for bids
November 13, 2019	Bid Letting
February 2020	Open House Public Informational meeting with contractor
March 1, 2020	Construction Begins

Construction Phasing Overview

- The plans include general traffic control/phasing plan (50 pages). However, we cannot dictate the means and methods to which the contractor constructs the project. Once a contractor is on board, they may change our phasing plan to increase their efficiency.
- In general, GBA's phasing plan is as follows:
 - Remove Existing Center Medians (Inside Lanes Closed, Outside Lanes Open)
 - Construct Proposed Center Medians & Full Depth Pavement where medians were removed but not replaced. (Inside Lanes Closed, Outside Lanes Open)
 - Remove & Reconstruct Curbs/Curb Inlets/Sidewalks/Driveways/Entrances/Sideroads (Outside Lanes Closed/Inside Lanes Open)
 - Mill and Overlay Pavement, construct street lighting and traffic signals, restoration. (Various lane closures)

Construction Phasing Overview

- Construction Phasing Considerations
 - Sideroad and Commercial Entrance construction phasing has been detailed to maximize accessibility while keeping in mind public safety.
 - Residential Driveway Closure: There will be two instances in which homeowners will not have access to their driveways. This will be during the construction and cure-time of the driveway curb as well as the reconstruction and cure-time of their driveway. We anticipate the closure of each driveway to be limited to about 2 weeks total (depending on weather). Special accommodations will be made for the elderly and handicapped as noted in the plans.

Typical Acquisition Issues

- Loss of property value – Concern that the loss of property, or project construction, will negatively affect property value.
- Access to the property – Property owners, rightfully, desire vehicular access during construction.
- Construction duration in their area – Construction takes time, and the serial nature of it means that there will be some disturbance along all the roadway until final restoration.
- Changes in the grades/perceived damages to yards – There will be some grade changes, but all properties will be restored to acceptable slopes.

Typical Acquisition Issues

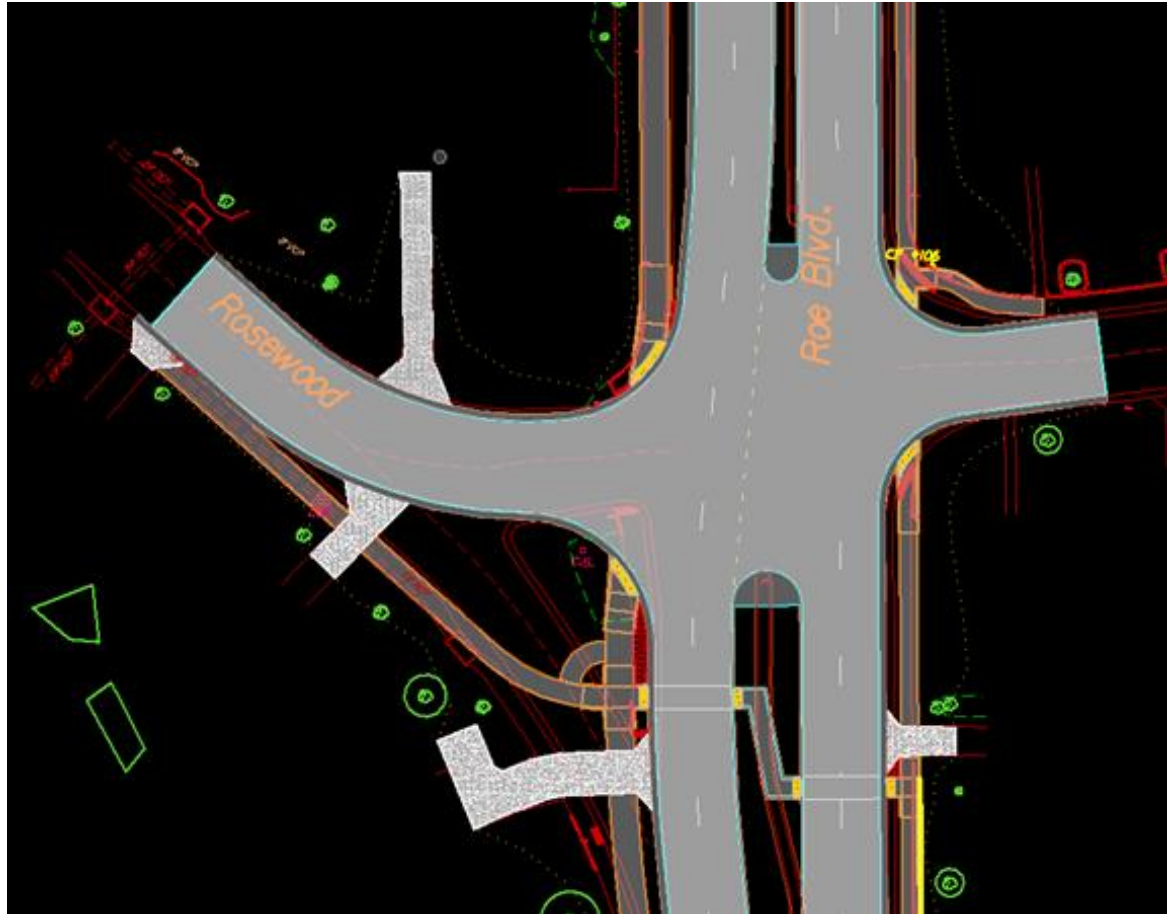
- Restoration – Concern about lawns, flowers, edging, etc...
- Loss of trees – Tree loss can be a significant hurdle to gaining property owner support.
- Driveway replacement – Concerns about the type of concrete, jointing, how much we will replace, and slopes.
- Easement document indemnification/technical objections - Some owners want to make changes to the documents.

Specific Barriers

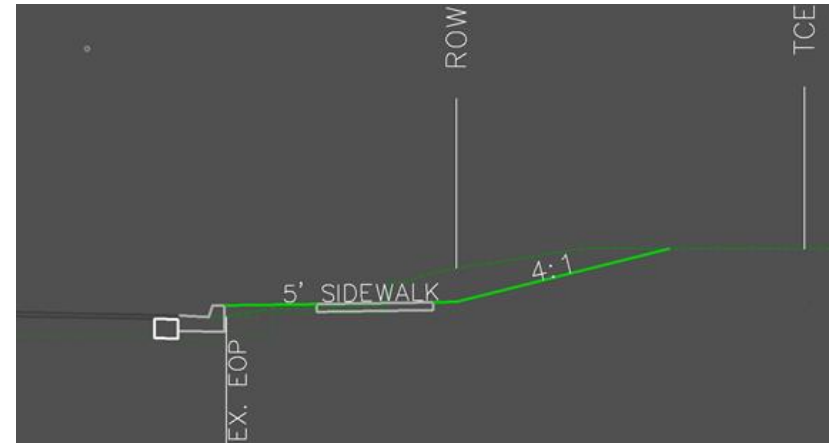
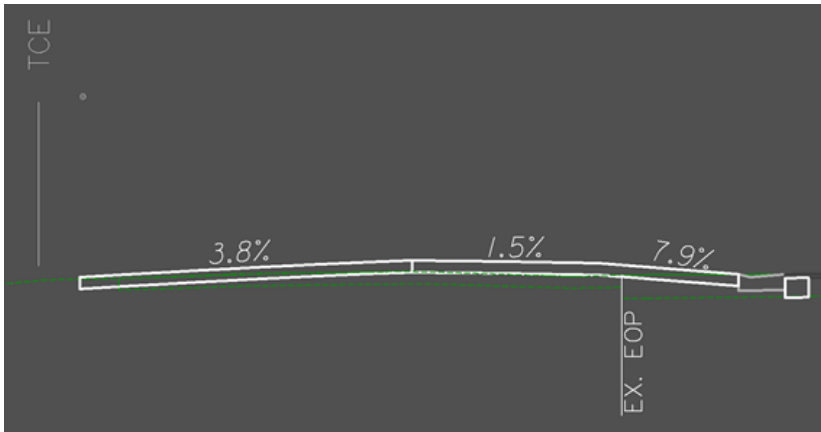
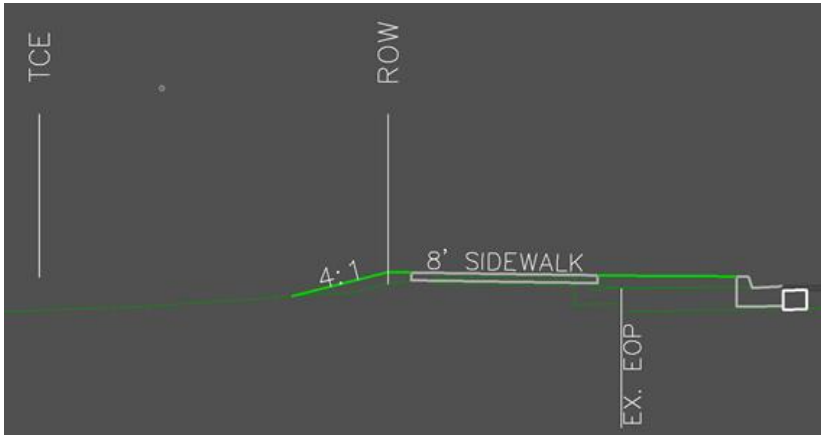
- There are some owners from which we may not be able to negotiate easements, and thus Eminent Domain is required. These may include:
 - Owner opposes project
 - Owner cannot be found/absentee
 - Multiple owner with issues (divorce etc...)
 - Property in ownership change (foreclosure)

The changes at Rosewood is an area of interest.

Simplified Rosewood Layout



Shifting Edge of Pavement



Acquisition Steps

- Prior to Eminent Domain:
 - City hires certified appraiser to appraise property before and after acquisition (complete)
 - Complicated/over \$10k acquisitions are reviewed by an independent appraiser (complete)
 - Acquisition agent provides offer to property owner (complete)
 - City exhibits good faith effort to acquire property, usually at least 30 days allowance for negotiation

Acquisition Steps

- Eminent Domain:
 - Governed by:
 - Kansas Statutes 26-501
 - Uniform Relocation Assistance and Real Property Acquisition Act of 1970 – Purpose is to ensure fair compensation and assistance and assistance for those whose property was compulsorily acquired for public use under " eminent domain " law.
 - City authorizes need for Eminent Domain thru resolutions/ordinances
 - City files petition with District Court and notifies property owners, parties in possession, and parties with an interest in the property (mortgage holder, easement holders, etc...)

Acquisition Steps

- Post Eminent Domain:
 - Court assigns judge, holds hearing on validity of petition (i.e. does the City have the right to condemn for the stated purpose).
 - Court appoints appraisal panel, 2 MAI appraisers, 1 attorney (Johnson County residents)
 - Appraisal panel performs another before and after appraisal, establishes awards, files report with District Court.
 - City pays cost of awards and cost of panel's work to District Court and immediately has possession of the easements.
 - Owners can appeal the appraisal to a trial, but the only issue at this point is money.

Thank You

Questions?



Roe 2020 Steps to Construction



Current Schedule

Date	Task
September 1, 2019	Utility Certification - Relocations substantially underway, or preferably complete. KDOT will hold the City responsible for any delay claims by the contractor during construction related to utility conflicts. KDOT may delay bidding if they feel utilities are not addressed adequately.
September 30, 2019	Final Engineering Plans – necessary for KDOT to generate contracts and specifications for bid
October 1, 2019	Easement Acquisition Complete (or ability to conditionally certify) – Normally easements must be acquired or bid date is delayed. KDOT may allow bidding if eminent domain action is a) a small number of tracts, b) is past the initial hearing. This is entirely KDOT's decision.
October 9, 2019	Advertise for bids
November 13, 2019	Bid Letting
February 2020	Open House Public Informational meeting with contractor
March 1, 2020	Construction Begins

Construction Phasing

GBA developed a general traffic control/phasing plan (50 pages). However, we cannot dictate the means and methods to which the contractor constructs the project. Once a contractor is on board, they may change our phasing plan to increase their efficiency.

-In general, GBA's phasing plan is as follows

1. Remove Existing Center Medians (Inside Lanes Closed, Outside Lanes Open)
2. Construct Proposed Center Medians & Full Depth Pavement where medians were removed but not replaced. (Inside Lanes Closed, Outside Lanes Open)
3. Remove & Reconstruct Curbs/Curb Inlets/Sidewalks/Driveways/Entrances/Sideroads (Outside Lanes Closed/Inside Lanes Open)
4. Mill and Overlay Pavement, construct street lighting and traffic signals, restoration. (Various lane closures)

Phasing Considerations:

- Sideroad and Commercial Entrance construction phasing has been detailed to maximize accessibility while keeping in mind public safety.
- Residential Driveway Closure: There will be two instances in which homeowners will not have access to their driveways. This will be during the construction and cure-time of the driveway curb as well as the reconstruction and cure-time of their driveway. We anticipate the closure of each driveway to be limited to about 2 weeks total (depending on weather). Special accommodations will be made for the elderly and handicapped as noted in the plans.

Typical Issues raised by property owners during the acquisition process:

- Loss of property value – Concern that the loss of property, or project construction, will negatively affect property value. This project doesn't add driving lanes, widen the street, or permanently take any properties except a few small permanent easements at some corners.

Roe 2020 Steps to Construction

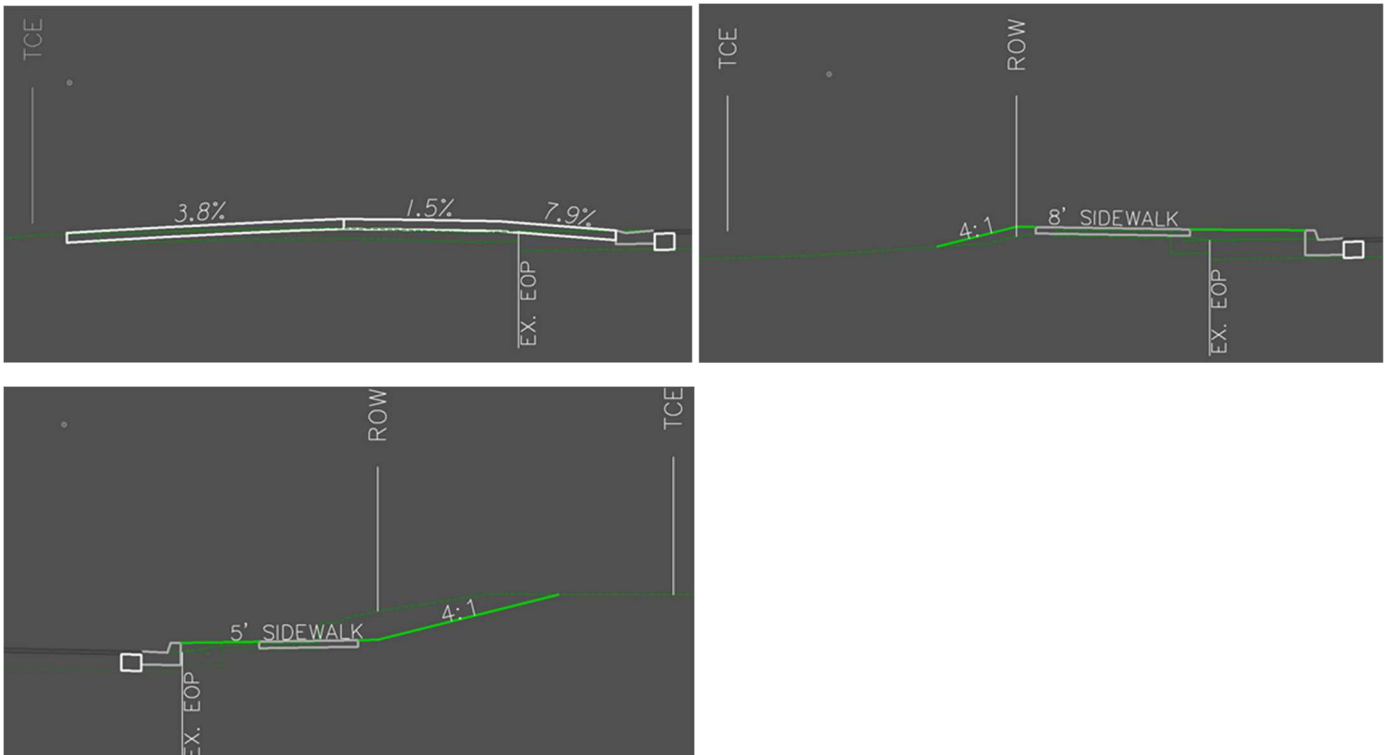
- Access to the property – Property owners, rightfully, desire vehicular access during construction. On the other hand, the construction has some time periods when that is not possible. The acquisition agents are familiar with the issue and communicate it well.
- Construction duration in their area – Construction takes time, and the serial nature of it means that there will be some disturbance along all the roadway until final restoration. We reserve (and pay for) the right to use the TCE during any period of construction.
- Changes in the grades/perceived damages to yards – There will be some grade changes, but all properties will be restored to acceptable slopes. Generally, there are not dramatic changes due to the nature of the project.
- Restoration – Concern about lawns, flowers, edging, etc... We will be using a tall turf Fescue for restoration of lawns. Most other items are being paid for through the acquisition process.
- Loss of trees – Tree loss can be a significant hurdle to gaining property owner support. However, we are only taking 4 residential trees, and 7 commercial trees, on the project. This should not be a major issue.
- Driveway replacement – Concerns about the type of concrete, jointing, how much we will replace, and slopes. The acquisition agent/engineer can address these items.
- Easement document indemnification/technical objections - Some owners want to make changes to the documents. We accommodate them in two ways 1) Use of an acquisition agreement to make changes that both the City and owner agree upon, and 2) Occasionally there is language in the easement document that can be altered to each party's satisfaction. We do not make wholesale changes to the standard documents.

Properties with specific issues

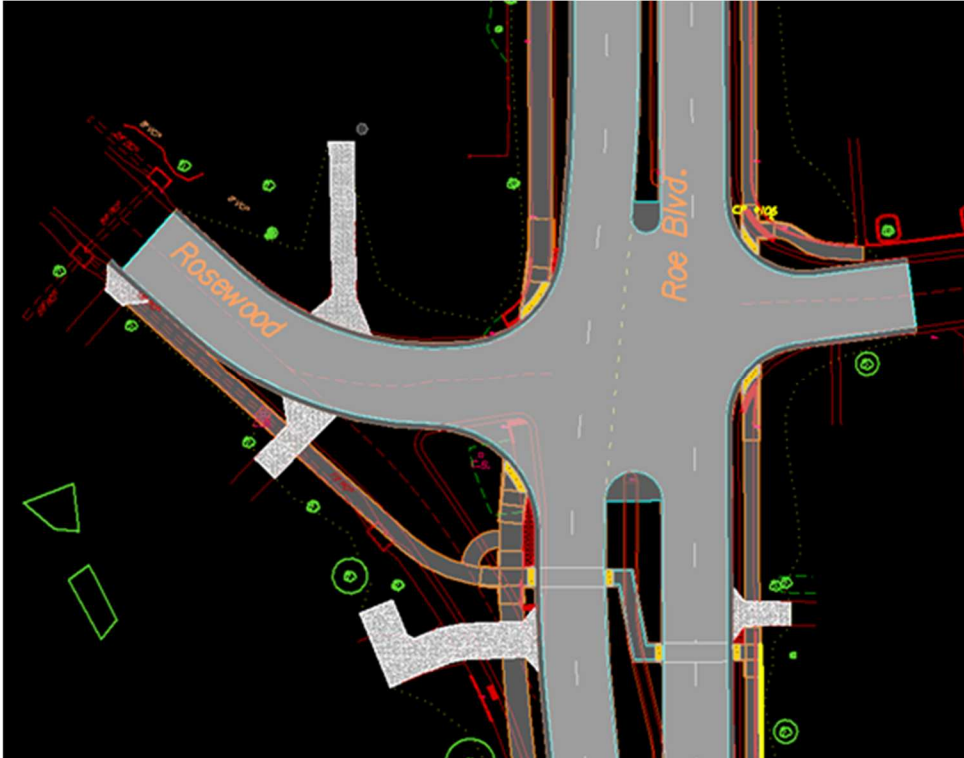
There are some owners from which we may not be able to negotiate easements. These may include:

- Owner opposes project
- Owner cannot be found/absentee
- Multiple owner with issues (divorce etc...)
- Property in ownership change (foreclosure)

Shifting Edge of Pavement



Simplified Rosewood Layout



Acquisition Steps

Prior to Eminent Domain:

- City hires certified appraiser to appraise property before and after acquisition (complete)
- Complicated/over \$10k acquisitions are reviewed by an independent appraiser (complete)
- Acquisition agent provides offer to property owner (complete)
- City exhibits good faith effort to acquire property, usually at least 30 days allowance for negotiation

Eminent Domain:

- Governed by:
 - Kansas Statutes 26-501
 - Uniform Relocation Assistance and Real Property Acquisition Act of 1970 – Purpose is to ensure fair compensation and assistance and assistance for those whose property was compulsorily acquired for public use under " eminent domain " law.
- City authorizes need for Eminent Domain thru resolutions/ordinances
- City files petition with District Court and notifies property owners, parties in possession, and parties with an interest in the property (mortgage holder, easement holders, etc...)
- Court assigns judge, holds hearing on validity of petition (i.e. does the City have the right to condemn for the stated purpose).
- Court appoints appraisal panel, 2 MAI appraisers, 1 attorney (Johnson County residents)
- Appraisal panel performs another before and after appraisal, establishes awards, files report with District Court.
- City pays cost of awards and cost of panel's work to District Court and immediately has possession of the easements.
- Owners can appeal the appraisal to a trial, but the only issue at this point is money.

Item Number: New Business- IX.-A.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/19/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Appointment of Aquatics Advisory Committee Members**
Item Type: Other

Recommendation:

Staff recommends appointing members to the newly formed Aquatics Advisory Committee.

Details:

Appointing residents to the committee who are knowledgeable in the area of aquatics, interested in contributing to improving the facility in the direction established by Council and diverse in their utilization of the facility would be optimal. A maximum of 8 non-elected appointees is provided for in the city code, where 6 of those must be city residents. Attached are applications from six residents who have submitted interest in serving on the Aquatics Advisory Committee.

The elected officials that most recently served on the Pool Advisory Committee are McCormack, J. Kelly, and Madigan. The city code provides for two elected officials to serve on the committee.

Financial Impact

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

Additional Information

Attached is the new code section establishing the Aquatics Advisory Committee.

How does item relate to Strategic Plan?

Provides for more opportunity for citizens to be involved in local government.

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description		Type
☐	Aquatic Advisory Committee Code Section	Cover Memo
☐	Aquatic Advisory Committee Applications	Cover Memo

CHAPTER 1. – ADMINISTRATION.

ARTICLE 17. – AQUATIC CENTER ADVISORY COMMITTEE.

Sec. 1-1701. – Purpose

The purpose of the Aquatic Center Advisory Committee is to review and provide feedback on pool operations, programs, facility conditions and events at the City pool.

Sec. 1-1702. - Creation and Establishment.

There is hereby created and established an Aquatic Center Advisory Committee for the City which shall consist of two members of the City Council and up to eight additional individuals, of which at least six shall be residents of the City. If the aquatic center is managed through contract an ex-officio non-voting seat on the Committee shall be extended to a representative of the management company/organization. All of the individuals shall be nominated by the Mayor and approved by the City Council. The terms of all members shall be for one year beginning January 1st of each year. In the event a vacancy should occur during the term of any member, his or her successor shall be appointed in the same manner for the unexpired portion of the term. There shall be no limitation on the number of times an individual may be re-appointed. Any member of the Committee may be removed at any time by a majority vote of the City Council. Neither the Committee nor any individual member shall have any authority to financially obligate, commit or contract on behalf of the City.

Sec. 1-1703. - Compensation.

Members of the Aquatic Center Advisory Committee shall serve without compensation.

Sec. 1-1704. - Duties and Responsibilities.

It shall be the responsibility of the Aquatic Center Advisory Committee to provide recommendations to the governing body concerning rules, programs, operations, marketing, and maintenance of City pools and to serve as the sounding board for City staff concerning issues of pool policy and service quality.

Sec. 1-1705. - Advisors.

The City Council may designate or employ, with or without compensation, such advisors to the Aquatic Center Advisory Committee as the City Council shall hereafter determine to be necessary and advisable to accomplish the purposes of this article.

Sec. 1-1706. - Meetings, Rules and Regulations.

The Aquatics Center Advisory Committee shall meet at such times and places as it shall agree upon or upon call by the City Council. The Committee shall elect a chair and vice chair at its first meeting of each calendar year. Any bylaws or other rules and regulations relating to its meetings and proceedings must be approved by the City Council. The Committee shall keep minutes of its meetings and provide a copy thereof to the City Clerk. A majority of the members appointed to the Aquatic Center Advisory Committee shall constitute a quorum for the transaction of the business of the Committee.

Sec. 1-1707. - Code of Ethics.

The Code of Ethics for Elective and Appointive Offices, as adopted pursuant to Charter Ordinance No. 12, and any amendments thereto, shall apply to the appointed members of the Aquatic Center Advisory Committee.

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.

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

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	Trisha
Last Name	Brauer
Address	5318 Rosewood Drive
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	Self employed
How long have you been a resident of Roeland Park?	11 years
How much time do you have to devote per month?	4 hours
Board & Committee Interest	To get to know more residents of Roeland Park, work to improve our community, and have some fun along the way!
Select a Board or Committee	Pool Advisory Board
Additional Comments	<i>Field not completed.</i>
Resume	<u>Trisha Brauer Auction Resume_19.docx</u>

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

Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Thu 5/30/2019 11:18 PM

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

Committee Volunteer Form

Date	5/30/2019
First Name	Hope
Last Name	Meador
Address	4012 Elledge Drive
City	Roeland Park
State	KS
Zip	66205
Email	
Phone	
Place of Employment	SMG
How long have you been a resident of Roeland Park?	15 years
How much time do you have to devote per month?	2 hours
Board & Committee Interest	My kids love the RP pool and it is such a great place in our city. I want to do a little something to help out.
Select a Board or Committee	Pool Advisory Board
Additional Comments	<i>Field not completed.</i>
Resume	<i>Field not completed.</i>

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>Resume of Darin Hansen RP Pool Committee.pdf</u>

Online Form Submittal: Committee Volunteer Form

noreply@civicplus.com

Wed 5/29/2019 8:35 PM

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

Committee Volunteer Form

Date	5/29/2019
First Name	Leonard
Last Name	Tocco
Address	4906 Reinhardt Dr
City	Roeland Park
State	Kansas
Zip	66205
Email	
Phone	
Place of Employment	Evergy Inc.
How long have you been a resident of Roeland Park?	31 years
How much time do you have to devote per month?	Field not completed.
Board & Committee Interest	I was born and raised in Roeland Park. I take pride in what Roeland Park has to offer both its residents and its visitors. I worked at the Roeland Park Aquatics Center as a young adult and have other aquatics experience. I have been a lifeguard, was a certified lifeguard instructor, certified Red Cross lifeguard Management, learn to swim instructor, and coordinator for all learn to swim programs. I also helped manage and maintain pools with back washing and maintaining and balancing chemicals. In total I have 8 years in aquatic experience. I believe I could bring a fresh prospective in helping bring the RPAC to the next step in future planning. It is important to understand what our residents want to see, and ensure we are being fiscally responsible with tax dollars.

Item Number: New Business- IX.-B.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 5/17/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Approve Task Order for Community Center Conceptual Design Project**
Item Type: Other

Recommendation:

To approve task order with the SFS Architecture to move forward on the 2019 Concept Design objective for the Community Center.

Details:

Below is a copy of the 2019 Objective related to design efforts for the Community Center:

1. Community Center – Exterior and Interior Concept Design Renderings Improvement Plan

Justification: The City of Roeland Park during the past 8 years has invested in updating structural components at the Community Center including plumbing, roofing, HVAC, electrical, painting. Many of the ongoing maintenance items are contained in the

CIP plan.

The City has not invested in a design concept to guide visioning to get ideas about possibilities for the space and further renovation of the community center. The schematic plan would give vision to update the dated Community Center interior design (walls, flooring, lighting) and update the exterior design which reflects an out of date 50's era elementary school. The uses planned for the facility should also be taken into consideration so that the design/form follows function.

The design concept would provide direction for the CIP and how to maximize use of the community center. The goal of this concept design would be to assess the practical assets of the community center and to guide interior and exterior design improvements that build a sense of community, increase usage of space and income from rentals and bring forth a health and wellness campus that promotes connection for the City of Roeland Park. An Ad Hoc Committee consisting of the Finance Committee members and residents with architectural expertise would administer the project in concert with a selected architectural firm.

Cost Estimate: \$30,000 **Account 5209.290**

Completion Date: December 1, 2019

Responsible Party: Finance Committee, City Administrator

Submitted By: Becky Fast and Tom Madigan

Attached is the task order from SFS reflecting the scope of services and fee they propose for the project. It does reflect SFS staff attending 3 meetings and facilitating the process, it does not reflect a community engagement process with serrates and such. Nor does it provide for producing construction plans. The Objective does not contemplate building new structures and therefore the scope does not reflect that broad of a process.

Financial Impact

Amount of Request: \$19,500	
Budgeted Item?	Budgeted Amount: \$30,000
Line Item Code/Description: 5209.290	

Additional Information

The task order has had audio visual assessment added to the scope per the request at the prior

workshop. This had not impact on the fee.

How does item relate to Strategic Plan?

Effort helps to ensure the City is getting the most out of our recreation facilities.

How does item benefit Community for all Ages?

A community for all ages lens will be applied during the discussions/planning effort.

ATTACHMENTS:

Description	Type
 SFS Task Order- Community Center Interior & Exterior Design Project Cover Memo	



May 20, 2019

Keith Moody
City Administrator
City of Roeland Park
4600 W 51st Street
Roeland Park KS 66205

Re: **City of Roeland Park Kansas On-Call Architectural Services**
Roeland Park Community Center Aesthetic Upgrades: Conceptual Design
Task Order No. 04
SFS Project No. 191022-04

Mr. Moody,

We appreciate the opportunity to work with the City of Roeland Park on this project. On behalf of the SFS Architecture team please find below the proposed scope of work and fees for the above referenced task order. If you have questions or comments regarding this information, please do not hesitate to call.

PROJECT UNDERSTANDING

Task Order Description

The Roeland Park Community Center is located in an existing building originally constructed as an elementary school in the 1950's. The City seeks to develop a design concept to refresh the interior and exterior building aesthetics to a more contemporary reflection of the amenities and activities offered in the facility. This concept design will guide the vision for future improvements and renovations that may occur at the facility by maximizing use of a community center. SFS Architecture will work with an Ad Hoc Committee of City Staff, JCPRD (facility manager) and residents to steer the design concept and discuss programming opportunities.

SCOPE OF WORK

Basic Services

Basic Services for this task order will include the discipline of Architecture for the following tasks:

- Facility Assessment
 - Visual Observations of Physical Conditions
 - Analysis of Existing Audio-Visual Systems and Expansion Opportunities
 - Accessibility Compliance Review
- Conceptual Design
 - SFS will create a 'base model' in Autodesk Revit v2020 for use in developing the conceptual design options and renderings as well as for future use for improvements planning, design documentation, and bid documents.
 - Interior and exterior improvements that:
 - Assess the practical assets of the community center,
 - support a sense of community,
 - increase usage of the space to enhance income potential from rental opportunities,
 - promote health and wellness by developing more of a campus feel that promotes connection for the City of Roeland Park,
 - consider existing Audio-Visual systems and potential expansion into other spaces
 - Produce plans, diagrams, and renderings to illustrate the design concept.



Basic Services Assumptions

The schedule and fees are based on the following assumptions:

- (3) meetings will require attendance by SFS Architecture.
- Access to the project site and building(s) for purposes of observing existing conditions and assessing solutions.

Basic Services Exclusions

The following items are specifically excluded from the Basic Services noted above:

- Structural, Mechanical, Electrical, Plumbing, and Fire Protection Engineering;
- Geotechnical investigations and recommendations;
- Traffic studies, roadway design and public improvements;
- Hazardous materials abatement assessment and design.

Supplemental Services

Supplemental Services for the following disciplines and tasks are as indicated below:

<i>Discipline</i>	<i>Included? (X = Yes/No if left blank)</i>
Civil Engineering	
Landscape Architecture	
Aquatics Design	
Audio-Visual Design	
Telecommunications and Data Systems	
Acoustic Consultant	
Furniture, Fixtures, and Equipment (FFE) Design and Procurement	
Security Systems	
Third-Party Cost Estimating	
<i>Other:</i>	

A description of each Supplemental Service included above:

Deliverables

Deliverables anticipated for the above scope of work include:

- Assessment Report:
 - Physical Conditions and Accessibility Compliance
- Conceptual Design:
 - Floor Plans: Layout, Finish Plan
 - Building Elevations with finishes
 - Renderings: (3) Interior views and (2) Exterior views
 - Materials Board: Interior and Exterior

Schedule

Wk June 10, 2019	Kick Off Meeting: Goals and Vision
Wk August 19, 2019	Preliminary Concept Alternatives Review
Wk Sept. 16, 2019	Confirm Concept Design Direction
October 15, 2019	Deliverables Complete



COMPENSATION

Professional Fees

SFS architecture proposes to provide the above services for a not-to-exceed (NTE) fee of Nineteen Thousand Five Hundred Dollars (\$19,500.00).

Reimbursable Project Expenses

Expenses incurred by SFS or the consultants for reproduction, postage, local travel, and deliveries will be billed as the architect's actual cost plus 10%.

Invoicing

Invoicing will occur monthly for services rendered and are due upon receipt.

Respectfully submitted,

Brian Garvey AIA LEED AP
Principal

AUTHORIZATION TO PROCEED

By signing below, it authorizes SFS Architecture to proceed with the work outlined above.

Signature

Printed Name / Title

Date

Item Number: New Business- IX.-C.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/19/2019
Submitted By: Keith Moody
Committee/Department:
Title: **Identify a Standing Committee or Create an Ad Hoc Committee to Lead Community Center Design Project**
Item Type: Other

Recommendation:

Staff recommends that either a standing committee or an Ad Hoc Committee be identified/established to lead the Community Center design project.

Details:

With Council approving a task order with the City Architect to complete the Community Center design analysis project a group should be identified to lead this process. The Public Works Committee and Parks/Trees Committee are focused on other projects currently and the City does not have a committee specific to the Community Center. The Administrative Committee does not currently have a project they are working on and would be a prospect to lead this project. Having representatives from the Community who are active users and have an interest in the Community Center serve on a committee could also be beneficial (this would entail creating an Ad Hoc Committee, applicable section of the City Code is attached).

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

Planning for ways to enhance the appearance and utilization of our recreation facilities and engage residents in the planning process supports strategic objective 4.C and 5.A.

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description	Type
 City Code Concerning Committee	Cover Memo

ORDINANCE NO. 930

AN ORDINANCE RELATING TO THE ESTABLISHMENT OF AD HOC COMMITTEES AND TASK GROUPS OF THE GOVERNING BODY; ADDING ARTICLES 14 AND 15 TO CHAPTER I OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS; ADDING SECTIONS 1-1401, 1-1402, 1-1403, 1-1404, 1-1405, 1-1406, 1-1407, 1-1501, 1-1502, 1-1503, 1-1504, 1-1505, 1-1506 AND 1-1507 TO THE CODE OF THE CITY OF ROELAND PARK, KANSAS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS:

SECTION 1. Article 14 is hereby added to Chapter I of the Code of the City of Roeland Park, Kansas, and shall be titled "Ad Hoc Committees." Article 15 is hereby added to Chapter I of the Code of the City of Roeland Park, Kansas, and shall be titled "Task Groups."

SECTION 2. Section 1-1401 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1401. Purpose. Ad hoc committees shall be project- or subject-based. The duration of the committee shall be twelve months or until completion of the project or study of the subject.

SECTION 3. Section 1-1402 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1402. Creation and Establishment. Ad hoc committees shall be established by the Governing Body, with the approval of a majority vote at a City Council meeting. Ad hoc committees shall consist of up to four members of the Governing Body. If five or more of the Governing Body want to be on an ad hoc Committee, then the subject will be returned to a Governing Body workshop. In addition, City residents, Roeland Park business owners and members of the City Staff may be included on the committee; provided that non-Governing Body members shall not exceed 2/3 of the total committee membership. City residents and Roeland Park business owners desiring to become a member of an ad hoc committee must submit a volunteer application and shall be appointed by the Mayor and approved by a majority vote at a City Council meeting.

SECTION 4. Section 1-1403 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1403. Compensation. Members of ad hoc committees shall serve without compensation.

SECTION 5. Section 1-1404 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1404. Duties and Responsibilities. It shall be the duty of an ad hoc committee to review current uses and practices as they relate to the project or subject for which the committee was established. The committee shall report to the Governing Body from time to time. The committee may make recommendations to the Governing Body concerning policies in connection with the project or subject for which the committee was established, which may include actionable items for approval by the Governing Body at a City Council meeting. As deemed appropriate by the Governing Body, City Staff will support committee activities, either directly (as members of the committee) or indirectly.

SECTION 6. Section 1-1405 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1405. Advisors. The City Council may designate or employ, with or without compensation, such advisors to an ad hoc committee as the City Council shall hereafter determine to be necessary and advisable to accomplish the purposes for which the committee was established.

SECTION 7. Section 1-1406 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1406. Meetings, Rules and Regulations. The committee shall elect a Chair at its first meeting who shall preside over meetings and report to the City Council. The committee may elect a Vice Chair who shall assume the duties of Chair when the Chair is not available. The committee shall elect a Secretary to take minutes. The committee may adopt such rules and regulations as deemed necessary. Meetings of the committee shall be subject to the requirements of the Kansas Open Meetings Act.

SECTION 8. Section 1-1407 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1407. Code of Ethics. The Code of Ethics for Elective and Appointed Offices, as adopted pursuant to Charter Ordinance No. 29, and any amendments thereto, shall apply to the members of any ad hoc committee.

SECTION 9. Section 1-1501 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1501. Purpose. Task Groups shall be task- or topic-based. The duration of the task group shall be as long as needed to complete the work.

SECTION 10. Section 1-1502 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1502. Creation and Establishment. Task groups shall be established by the Governing Body, with the approval of the consensus of a majority of the Governing Body

members present at a Workshop meeting. Task groups shall consist of up to four members of the Governing Body.

SECTION 11. Section 1-1503 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1503. Compensation. Members of task groups shall serve without compensation.

SECTION 12. Section 1-1504 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1504. Duties and Responsibilities. It shall be the duty of a task group to review current uses and practices as they relate to the task or topic for which the task group was established. The task group shall report its findings to the Governing Body at a City Council or Workshop meeting upon the conclusion of its research. As deemed appropriate by the Governing Body, a task group may rely upon City Staff for information or resources.

SECTION 13. Section 1-1505 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1505. Advisors. The City Council may designate or employ, with or without compensation, such advisors to a task group as the City Council shall hereafter determine to be necessary and advisable to accomplish the purposes for which the task group was established.

SECTION 14. Section 1-1506 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1506. Meetings. Meetings of task groups shall be informal and no officers shall be established for task groups. No minutes of task group meetings shall be required. Meetings of the task group shall be subject to the requirements of the Kansas Open Meetings Act.

SECTION 15. Section 1-1507 is hereby added to the Code of the City of Roeland Park, Kansas and shall read as follows:

1-1507. Code of Ethics. The Code of Ethics for Elective and Appointed Offices, as adopted pursuant to Charter Ordinance No. 29, and any amendments thereto, shall apply to the members of any task group.

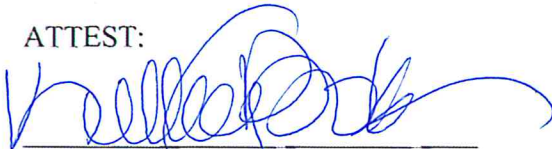
SECTION 16. This ordinance shall take effect upon its publication in the official City newspaper.

PASSED by the City Council this 20th day of June, 2016. APPROVED by the Mayor.



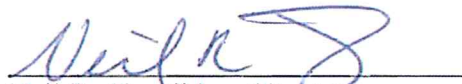
Joel Marquardt, Mayor

ATTEST:



Kelley Bohon, City Clerk

APPROVED AS TO FORM



Neil R. Shortlidge, City Attorney

Item Number: New Business- IX.-D.
Committee 7/22/2019
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 5/31/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Approve Service Agreement with GBA to Develop Bid Specs for Heating and Cooling Options for Community Center**
Item Type: Agreement

Recommendation:

Staff recommends approving a scope of services with GBA to develop bid specifications for HVAC options at the Community Center. The intent is to decommission the boiler and convert two A/C only air handling units to combined heat and A/C air handling units to provide heat to the spaces currently served by the boiler.

Details:

The Community Center currently employs a boiler system to heat the rooms along the interior of the U shape (or south side) of the building. This is office and some restroom space. Over the past two years we have experienced the boiler shutting down as a result of the burner cycling on and off frequently. Generally a boiler's burner should run for 10 to 15 minutes before turning off, ours runs for about 2-3 minutes. This is due to the fact that the burner is too large for the circulation volume now served by the boiler. The boiler was replaced in 2007 and we suspect the new boiler was sized based upon the original boiler size. The original boiler was sized to serve the entire facility, however over the years as combined (heating and A/C) air handling units were added the load (area heated) by the boiler decreased resulting in the boiler being larger than it should be, this results in the boiler being less efficient. The boiler is modern and has sophisticated monitoring systems that can sense out of parameter measures caused by short cycle runs, the boiler shuts down as a precaution. The boiler system can be taken out of service, either being left in place or physically being removed.

The two A/C only air handling units which serve the areas heated by the boiler were manufactured in 1996 with 12 SEER and 8 SEER efficiencies. These units use R-22 refrigerant with is becoming more difficult to find and thus more expensive. Replacing these units with combined heat and A/C units can be accomplished within the utility closet footprint. The replacement is estimated to improve energy efficiency for both heating and A/C by 10-20%. We are not able to

calculate a dollar savings since we do not have gas or electric consumptions per heating/cooling piece of equipment.

Staff has reflected replacing the forced air units at the center in a systematic manner within our CIP. Instead of replacing the two A/C only forced air units with A/C only, this approach would replace them with combined units and decommission the boiler system. Gas line would need to be extended to both units, but the existing duct work can be reused.

Council discussed the concept on their 1/24/19 workshop and directed staff to expand the scope to reflect conventional high efficiency forced air units, heat pump units or earth contact thermal units. Staff asked the City Architect for a scope and fee to develop bid documents as well as GBA. GBA was asked due to their familiarity with the building as they completed an energy audit for the facility in 2012 (attached). GBA's fees is considerably less than the fee proposed by SFS (\$72,500) because they have completed all of the investigatory MEP work.

Fall will be a good time to complete the work (when A/C and heat are used minimally), and replacing these items is good timing as the boiler and A/C units being decommissioned/replaced are older and the project improves energy efficiency at the facility.

Financial Impact

Amount of Request: \$9,800	
Budgeted Item?	Budgeted Amount: N/A
Line Item Code/Description:	

Additional Information

Attached is an energy efficiency audit completed for the facility in 2012. It recommends increasing the efficiency of the heating/cooling systems as these systems are replaced.

Staff is also looking at what opportunities may exist to consolidate the number of air handling units serving the rooms on the outside of the U, currently each room has its own combined air handling unit.

Replacing lighting at the facility with LED's is a phased project included in the CIP.

How does item relate to Strategic Plan?

The project will extend the life of one of our primary public facilities and enhance the energy efficiency of the facility.

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description	Type
📁 GBA Community Center HVAC Replacement Proposal	Cover Memo
📁 Community Center Energy Audit	Cover Memo



9801 Renner Boulevard,
Suite 300
Lenexa, KS 66219

May 29, 2019

Mr. Keith Moody
City of Roeland Park
4600 W 51st Street
Roeland Park, KS 66205

SUBJECT: Proposal – HVAC Improvements

GENERAL DESCRIPTION

The Roeland Park Community Center uses a hot water condensing boiler providing heat for rooms on the south side of the building. The boiler is oversized and has a system volume that is too small, causing excessive cycling. The excessive cycling contributes to significantly reduced efficiency, faults and reduced service life. The city would like to replace the boiler system and existing cooling only split systems with new split systems that contain integral heat.

PROJECT DESCRIPTION:

GBA will provide an assessment of the areas currently served by the condensing boiler system and recommendations to replace that system. The final deliverable will be a summary of findings with equipment selections and specifications for 3 options.

SCOPE OF SERVICES

Site Visits:

GBA will make an initial site visit at the project start. GBA's site visit will include a kickoff meeting and time for field work to gather the necessary data for the assessment. The field work will include gathering data from the existing HVAC system. Duct routings and dimensions will be based on existing drawings.

Assessment:

1. GBA will complete a load calculation to determine the appropriate capacity for any new equipment to be installed.
2. GBA will consider the existing spaces, calculated loads, and make equipment recommendations to re-serve the spaces without a boiler. GBA will consider the following options:
 - a. Split system with condensing furnace and high efficiency condensing unit
 - b. Split system heat pump system
 - c. Ground source heat pump system
3. Each option presented will have an estimated annual operating cost, energy consumption and life cycle cost associated with that option.
4. GBA will evaluate the feasibility of combining the 8 separate existing air handlers into fewer split systems to reduce the number of pieces of equipment.

Deliverables:

The final deliverable will be a summary containing the findings of the assessment. The summary will include the following:

- Recommendations for replacement
- Equipment Schedules
- Equipment Specifications

Schedule

The estimated schedule is as follows:

Project Award and PO Issued July 1, 2019
Kickoff Meeting and Field work..... July 3, 2019
Final Summary of Findings and Specifications/Schedules July 17, 2019

Assumptions and Exclusions:

1. Detailed design, construction drawings and construction period services including shop drawings review are not included.
2. Owner will provide GBA complete access to the area of the study and current management personnel during normal working hours for the purpose of inspecting existing site for the assessment.
3. System equipment and installation costs to be provided by Jeff Lippert with Lippert Mechanical Service Corp.
4. Soil analysis, and boring are not included. Design of a ground source water loop is excluded. Cost data to be based on typical boring depths and sizes for ground loops.

Fee and Basis of Payment

GBA proposes to provide the services outlined above for the lump sum fee amount of **\$9,800.00**.

Invoicing will occur at the end of the project. Services provided per the attached terms and conditions which shall be signed and returned.

Sincerely,

GEORGE BUTLER ASSOCIATES, INC.

_____ Date: _____

Michael Glasker, P.E.
Vice President
GBA

Contract terms and fees accepted by:

_____ Date: _____

Keith Moody
City of Roeland Park



CITY OF
ROELAND PARK

March 12, 2012



March 12, 2012

City of Roeland Park
Attn: Aaron Otto
4600 West 51st Street
Roeland Park, KS 66205

SUBJECT: Roeland Park Energy Assessment

Dear Mr. Otto:

creating remarkable solutions
for a higher quality of life

Our integrated team is eager to present the City of Roeland Park with an energy assessment tailored to meet your future energy goals. We are confident that our projections and analysis will help in determining cost effective and efficient energy conservation, energy efficiency and renewable energy generation retrofits in a seamless capacity. As included in the findings:

- The Community Center exhibits a lower efficiency and a lower energy operation cost than the average public assembly building in the United States.
- Recommended quick-fix energy conservation measures with a payback of less than five years have the potential to reduce energy consumption by an estimated 12% of the current yearly consumption, resulting in potential energy savings of \$3,650 per year.

9801 Renner Boulevard
Lenexa, Kansas
66219-9745

913.492.0400
913.577.8200 fax

Please don't hesitate to contact me at 913.492.0400 or jgunby@gbateam.com, should you have additional questions. We have enjoyed working with your organization and we hope our assessment will allow the City of Roeland Park to integrate a fundamental shift toward an energy-efficient Kansas economy.

Best Regards,

GEORGE BUTLER ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "J. Gunby".

Jennifer Gunby, PE, LEED AP
Project Engineer

GBA Companies
Lenexa, KS
Kansas City, MO
O'Fallon, MO
St. Louis, MO
St. Joseph, MO
Omaha, NE
Rock Island, IL
Chicago, IL
Cary, NC

ONE	Program Overview
TWO	Building Energy Assessment
THREE	Renewable Energy Evaluation
FOUR	Transportation Energy Impacts
FIVE	Resource Information
SIX	Appendix

ONE | PROGRAM OVERVIEW

Resourceful Kansas

Resourceful Kansas is dedicated to engaging communities throughout the state in making a fundamental shift toward a less energy-intensive, more efficient economy. With assistance provided by the Department of Energy (DOE), the Resourceful Kansas team which is comprised of Riley County, Kansas, Kansas State University and GBA is committed to increasing energy conservation, energy efficiency, and renewable energy deployment in Kansas through this innovative program. Please continue to visit the Resourceful Kansas website at www.ResourcefulKansas.org as additional information and resources will be provided.



GBA

The Resourceful Kansas Energy Assessment was completed by GBA and is provided at no charge to your organization as it is included in the Resourceful Kansas program and funded by the DOE grant. The GBA Energy Assessment team is highlighted in the following:

- **Building Energy Assessment**
 - Kent Dyck, PE, LEED AP, CEM
 - Kevin Juhl, PE
 - Brian Huff
- **Renewable Energy Evaluation**
 - Jennifer Gunby, PE, LEED AP
 - Megan Walter, PE, LEED AP
- **Transportation Energy Impacts**
 - Dave Mennenga, PE, PTOE
 - Paul Bertrand, PE, PTOE

Since 1969, GBA has offered a wide-range of architectural and engineering services to public and private sector clients. For more information please visit www.gbateam.com. A complete summary of firm qualifications is provided following this overview.

Overview

This report contains the findings of a walk-through energy audit and a subsequent energy assessment. Observations from the walk-through and the assessment findings are summarized in the following Building Energy Assessment, Renewable Energy Evaluation and Transportation Energy Impacts.



Technical Assistance

GBA is available throughout the program to provide Technical Assistance to your organization. Our multi-discipline team of architects, engineers and construction managers are available to support all Resourceful Kansas participants and help constituents move through the various stages of energy conservation, energy efficiency and renewable energy projects. The scope of Technical Assistance we are able to provide varies, but is provided at no charge as it is also included in the Resourceful Kansas program and funded by the DOE grant.

Case Studies and Public Outreach

In an effort to increase outreach to entities unable to participate in the Resourceful Kansas program, GBA will publicize participant case studies, innovative projects and success stories. Case Studies highlighting projected reduction in energy consumption, comparisons to actual savings achieved and actual project cost will be featured, in addition to project highlights. As such, Case Studies will be published on the Resourceful Kansas website, showcasing vital energy efficiency results produced throughout the State of Kansas.

Additionally, press releases will help publicize Resourceful Kansas beyond program participants. GBA will write and distribute press releases on your behalf that will highlight your involvement with Resourceful Kansas, and promote the energy conservation, energy efficiency and renewable energy projects your organization implements. Case Studies and Public Outreach are incorporated in the Resourceful Kansas program and funded by the DOE grant.

Contact Us

Please contact Jennifer Gunby at 913.577.8375 or jgunby@gbateam.com with questions regarding the Energy Assessment, Technical Assistance, Case Studies and Public Outreach, or requests for assistance needed to move ahead with your sustainable energy projects.

Should you have questions regarding the Resourceful Kansas program or any suggestions to improve the program and website, please contact David Carter at 785.532.6026 or dcarter@k-state.edu.

Please continue to visit the Resourceful Kansas website at www.ResourcefulKansas.org as additional information and resources will be provided.

Disclaimer

The information in the Resourceful Kansas Energy Assessment is presented in response to the Agreement between George Butler Associates, Inc. (GBA) and the Department of Energy, through the Resourceful Kansas program. The information presented herein is based on best practices, commercially available information and virtual data. GBA makes no guarantees, expressed or implied, as to the actual outcome of the opportunities described in this report.

Firm Profile

GBA is a full-service professional design firm providing a wide range of engineering and architectural services to clients in the public and private sectors. These clients include cities, counties, state and federal agencies, school districts, commercial and residential developers, major corporations, hospitals, educational institutions, utility companies, professional service firms, and contractors.

Since GBA's establishment in 1969, the firm has grown dramatically in both size and capability. Some of this growth can be attributed to the expanded use of services by many of GBA's earliest clients. GBA's growth is also the result of the firm's ability to attract a highly qualified staff of professionals representing a broad spectrum of design and planning disciplines. This enables GBA to organize "in-house" project teams with the specialized experience uniquely suited for each project. With an experienced multi-disciplined staff, GBA provides clients with a wide range of project types and design capabilities including

- Water treatment and distribution
- Sewage collection and treatment
- Roadways and bridges
- Traffic analysis and engineering
- Storm water management
- Lake and dam design & restoration
- Building design and space planning
- Business and industrial parks
- HVAC systems
- Energy studies and retrofit
- Utility studies and systems
- Fire protection and life safety
- Park and recreation facilities
- Residential development
- Urban planning
- Environmental studies and permitting
- Commissioning

GBA has worked hard to establish and maintain a reputation for uncompromising quality, on-time project completion, and fair and reasonable fees.

Each project is considered in its entirety, within the boundaries specified by the client and with the comprehensive experience and expertise of the GBA staff. The result is an innovative, functional, and cost-effective design.



TWO | BUILDING ENERGY ASSESSMENT

Table of Contents

1.0	Executive Summary	4
1.1.	Impact of Buildings	4
1.2.	Summary of Building Energy Consumption Benchmarks	4
1.3.	Implemented Energy Conservation Measures	5
1.4.	Overview of Report Findings	5
2.0	Report Objectives and Scope	6
3.0	Definitions	7
4.0	Facility Description	11
4.1.	Facility Summary	11
4.2.	Geographic Weather Information	12
4.3.	Utility Usage	13
4.4.	Greenhouse Gas Equivalencies	16
4.5.	Commercial Buildings Energy Consumption Survey Data	16
4.6.	Envelope	19
4.7.	Heating Hot Water System	21
4.8.	Piping Systems	21
4.9.	HVAC Units	22
4.10.	Domestic Hot Water	27
4.11.	HVAC Controls	27
4.12.	Plumbing Fixtures	30
4.13.	Building Lighting	31
4.14.	Schedules	33
4.15.	Additional Key Observations	33
5.0	Energy Usage Analysis	33
5.1.	Utility Rate Analysis	33
5.2.	Overall Building Benchmarks	35
5.3.	DOE Energy Star Target Finder	38
5.4.	Summary of Building Energy Consumption Benchmarks and Rankings	39
6.0	Energy Conservation Measures	40
6.1.	ECM #1: Lamp Replacement	40
6.2.	ECM #2: Light Fixture Replacement	41

6.3.	ECM #3: Light Fixture Replacement with LED Light Fixtures	43
6.4.	ECM #4: Incandescent Lamp Replacement	44
6.5.	ECM #5: Split System Replacement with an Energy Star Rated Unit	45
6.6.	ECM #6: HVAC Setbacks	46
6.7.	Recommended ECMs to Implement.....	47
6.8.	Non-Quantified ECM Suggestions	48
7.0	Conclusion.....	49
7.1.	Energy Action Plan	49
7.2.	Additional ECM Investigation Suggestions.....	51
7.3.	Technical Assistance	52

List of Figures

Figure 4.1.A:	Recent Satellite Photograph of the Community Center	11
Figure 4.5.A:	Climate Zone Map for CBECS	17
Figure 4.5.B:	Typical Public Assembly Building Energy End Usage	18
Figure 4.6.A:	South Wall Elevation	19
Figure 4.6.B:	Typical Double Pane Window.....	20
Figure 4.6.C:	Typical Main Entrance.....	20
Figure 4.7.A:	Community Center Condensing Boiler	21
Figure 4.9.A:	Typical Fan Coil Unit.....	22
Figure 4.9.B:	Typical Carrier Condensing Unit.....	24
Figure 4.9.C:	Typical Carrier Vertical Air Handler	25
Figure 4.9.D:	Typical Damaged Refrigerant Pipe Insulation.....	26
Figure 4.10.A:	Water Heater.....	27
Figure 4.11.A:	Typical Non-Programmable Split System Thermostat	28
Figure 4.11.B:	Typical Programmable Split System Thermostat	28
Figure 4.11.C:	Typical Non-Programmable Thermostat.....	29
Figure 4.12.A:	Typical Water Closet	30
Figure 4.12.B:	Typical Lavatory Faucets	30
Figure 5.2.A:	Energy Cost Index	36
Figure 5.2.B:	Energy Use Index	38

List of Tables

Table 1.0.A: Community Center Building Energy Benchmark Summary	4
Table 1.0.B: Energy Conservation Measures Summary	5
Table 4.2.A: Heating and Cooling Degree Days for Kansas City, MO (65° Base)	13
Table 4.3.A: Facility Utility Usage and Cost Summary.....	13
Table 4.3.B: Electrical Utility Usage and Cost Summary.....	14
Table 4.3.C: Natural Gas Utility Usage and Cost Summary	15
Table 4.4.A: Greenhouse Gas Equivalencies	16
Table 4.9.A: Split System Condensing Unit Summary Table.....	23
Table 4.9.B: Split System AHU Summary Table	24
Table 4.13.A: Community Center Lighting Levels	31
Table 4.14.A: Building Operation Time	33
Table 5.2.A: Tabular ECI Analysis Summary	36
Table 5.2.B: Tabular EUI Analysis Summary	37
Table 5.4.A: Building Energy Consumption Benchmarks and Rankings Summary	39
Table 6.0.A: Energy Conservation Measures Summary	40
Table 6.1.A: ECM Option 1 Lamp Replacement ECM Analysis.....	41
Table 6.1.B: ECM Option 1 Payback Analysis	41
Table 6.2.A: ECM Option 2 Light Fixture Replacement ECM Analysis.....	42
Table 6.2.B: ECM Option 2 Payback Analysis	42
Table 6.3.A: ECM Option 3 LED Fixture Analysis	43
Table 6.3.B: ECM Option 3 Payback Analysis	43
Table 6.4.A: ECM Option 4 Incandescent Lamp Replacement ECM Analysis	44
Table 6.4.B: ECM Option 4 Payback Analysis	45
Table 6.5.A: New Split System Performance Ratings	45
Table 6.5.B: ECM Option 5 Energy Star Rated Split System ECM Analysis	46
Table 6.5.C: ECM Option 5 Payback Analysis	46
Table 6.6.A: ECM Option 6 Automatic Controls ECM Analysis	47
Table 6.6.B: ECM Option 6 Payback Analysis	47
Table 6.7.A: Recommended ECM List	48
Table 6.8.A: Plumbing Fixture Flow Rates.....	49

1.0 Executive Summary

The City of Roeland Park was one of the Resourceful Kansas participants in Round 4 of the program selected to receive a customized energy assessment of a single building, multi-building, renewable energy, or a transportation study analysis. Roeland Park chose a single-building analysis of the Community Center. GBA Architects + Engineers conducted the single-building assessment and prepared this report.

1.1. Impact of Buildings

According to the US Green Building Council (USGBC), residential and commercial buildings consume more than 30% of the total energy and 60% of the electricity used in the United States. Small reductions in the energy usage of each building can result in large reductions in negative environmental impacts and total greenhouse gas emissions. For many facilities, reduced energy usage will result in significant cost savings and reduced building operating costs.

1.2. Summary of Building Energy Consumption Benchmarks

Energy usage and energy costs of the Community Center were analyzed and compared to available benchmark data to determine the approximate energy efficiency of the facility. The following table is a summary of those findings. Reference *Section 5.0 Energy Usage Analysis* for more details of this analysis.

Building	Energy Cost Index		Energy Use Index		Energy Star Target Finder Score	
	Index	Percent Comparison to Weighted Average Energy Cost	Index	Percent Comparison to Weighted Average Energy Consumption	Score	Percent Comparison to Weighted Average Energy Consumption
Community Center	\$1.60/ft ² /yr		99.5 Mbtu/ft ² /yr		Not Applicable ¹	
National Average	\$1.89/ft ² /yr (entire country)	15% less expensive	93.9 Mbtu/ft ² /yr (entire country)	6% less efficient		

¹ Energy Star does not contain comparable building use categories.

Table 1.0.A: Community Center Building Energy Benchmark Summary

The following energy conservation measures were developed based on the walkthrough and subsequent analysis. Reference *Section 6.0 Energy Conservation Measures* for more details.

Option Number	Description of ECM	Estimated Potential Yearly Energy Savings			Estimated Cost To Implement ECM	Payback Period (years)	Degree of Implementation Difficulty
		% Of Total Bldg Energy Usage	(MBtu/yr)	(\$)			
Roeland Park Community Center							
1	Replace T12 lamps with T8 lamps in all light fixtures.	0.52%	9,800	\$310	\$0	0.0	★
2	Replace T12 light fixtures with T8 light fixtures.	2.60%	49,100	\$1,570	\$37,300	23.8	★ ★
3	Replace 2-lamp fluorescent light fixtures with LED light fixtures.	4.69%	88,600	\$2,840	\$78,700	27.7	★ ★
4	Replace incandescent lamps with compact fluorescent lamps.	2.16%	40,900	\$1,310	\$280	0.2	★
5	Replace split systems with new Energy Star rated split systems.	1.53%	28,900	\$530	\$6,730	12.7	★ ★ ★
6	Install programmable thermostats and implement night and weekend setbacks on HVAC system units.	9.88%	186,700	\$2,030	\$3,800	1.9	★ ★

Table 1.0.B: Energy Conservation Measures Summary

1.3. Implemented Energy Conservation Measures

A list of energy efficiency steps already implemented by the Community Center contributing to improved energy efficiency is as follows:

- The hot water boiler is a condensing boiler.
- Lighting levels meet IESNA recommended levels.
- The building windows are double pane and most contain shading.
- New doors have recently been installed.

1.4. Overview of Report Findings

The overall report findings can be summarized as follows:

- The Community Center exhibits a lower efficiency and a lower energy operation cost than the average Public Assembly building in the United States.
- For the Community Center, the recommended quick-fix ECMs with a payback of less than five years have the potential to reduce the energy consumption by an estimated 12% of the current total yearly consumption with a resulting potential energy savings of \$3,650 per year. See *Section 6.7 Recommended ECMs to Implement* for the selection process of recommended ECMs.

Since the analysis indicates the analyzed building is less efficient but less costly to operate, there appears to be a discrepancy between the cost of energy versus the energy usage efficiency at the Community Center. A potential reason for this discrepancy is the current utility rate structure of the Community Center is lower than the national average for Public Assembly buildings and skews the energy cost baseline in that direction.

Since the only ECMs quantified in this Resourceful Kansas assessment were quick-fix items, additional opportunities to reduce energy usage and cost are likely, but require additional in-depth analysis outside the scope of this assessment to determine approximate energy usage and cost savings. Additional ECMs which the Roeland Park could consider are as follows:

- Adjust HVAC building occupied cooling/heating setpoint temperatures.
- Refrigerant piping insulation replacement.
- Install low flow fixtures.

See *Section 6.8 Non-Quantified ECM Suggestions* for more detailed information about these additional Non-Quantified ECMs.

2.0 Report Objectives and Scope

The overall objectives of this report are to provide a benchmark of current energy usage and to offer practical suggestions for areas of further investigation into energy conservation measures, or ECMs, that will reduce energy consumption and corresponding energy costs with acceptable paybacks without impacting the comfort of the occupants and the function of the building. These energy conservation measures are also sometimes called energy conservation opportunities, or ECOs.

There are varying levels of degree to the complexity and accuracy of building energy assessments. Assessments can range from brief, high-level overviews to in-depth technical analyses. The assessments provided by Resourceful Kansas are of the prior type and are patterned on what is defined by the American Society of Heating, Refrigeration, and Air-Conditioning Engineers (ASHRAE) as a Level 1 Audit. It is the simplest audit out of the three types defined by the Society and has the purpose of providing a low-cost, general overview of a building's energy usage profile and potential ECM opportunities.

To accomplish the above listed objectives, a walkthrough audit was conducted at the facility during which GBA gathered information on the current utility usage, the mechanical HVAC systems, the mechanical HVAC controls, the building envelope, the electrical lighting, and other building systems. The walkthrough audit was followed by an assessment of the gathered information and then GBA developed this report outlining the findings and ECMs.

Some of the suggestions will be "quick-fix" items that can be implemented with little-to-no further analysis, a minimal amount of capital expenditure, and little-to-no inconvenience in their implementation. Quick-fix items are sometimes referred to as "low hanging fruit". Other suggestions will be more of the "engineered solutions" type requiring additional technical analysis and perhaps engineering design with higher capital expenditure requirements and more complexity in their implementation.

The simpler ECM suggestions in this report will include energy savings, implementation costs, and payback details which are based on various assumptions and other estimation calculation techniques. The listed savings, costs, and payback periods in this report are meant as a guide for decision making but should not be taken as values with a high degree of accuracy. Prior to implementation of any of the ECM suggestions, Roeland Park should conduct analysis or design of sufficient detail to develop more accurate energy and cost savings numbers to support

implementation. An ASHRAE Level 2 Audit is one of the methods by which to develop more accurate saving analysis.

The higher complexity ECM suggestions in this report that require more time than what is available in the Resourceful Kansas energy assessment will include a description of the ECM but will not contain savings, costs, and payback information. Further analysis which would likely include engineering design should be conducted to develop energy and cost saving numbers. An ASHRAE Level 2 or 3 Audit are some of the methods by which to accomplish this.

After review of this report, it is hoped the building owner or operator will be able to determine whether to invest additional real time and money into further investigating the details of the suggested ECMs and to develop a prioritized list of ECMs to implement on the road towards energy savings.

Note: This report was intended for color printing. Printing this report in black and white will make color coded figures difficult to distinguish.

3.0 Definitions

The following are definitions for a variety of concepts, terms, and units utilized in this report.

- 2-pipe system: A pipe system for delivering either heating hot water or chilled water to HVAC component located throughout the building. One pipe is used to supply water to each component and one pipe is used to return the water to the heating or cooling source. This type of system does not allow simultaneous heating and cooling operations in a facility. All units are in heating mode or all units are in cooling mode at any one time.
- 4-pipe system: A pipe system for delivering both heating hot water and chilled water to HVAC components located throughout the building. This type of system allows simultaneous heating and cooling operations to occur in a facility. HVAC units have the capability of engaging heating mode or cooling mode at any time.
- air conditioner: An appliance, system, or mechanism designed to dehumidify and extract heat from an area. Usually this term is reserved for smaller self contained units such as a residential system.
- air handling unit, air handler, or AHU: A central unit consisting of a blower, heating and cooling elements, filter racks or chamber, dampers, humidifier, and other central equipment in direct contact with the airflow. This does not include the ductwork through the building.
- Btu or BTU: This energy unit stands for British Thermal Unit and is commonly utilized in the United States (the majority of the rest of the world uses kWh or kJ). A Btu is defined as the amount of energy required to increase the temperature of 1 pound of water by 1 degree Fahrenheit, at normal atmospheric pressure. Some other designations related to this unit are MBtu (1000 Btu) and MMBtu (1,000,000 Btu).

Note that some organizations denote kBtus as 1,000 Btus and MBtus as 1,000,000 Btus. However, this report will utilize the convention that 1 MBtu = 1000 Btu and 1 MMBtu = 1,000,000 Btu.

- Btuh or Btu/hr or Btu hour: This power unit is associated with the Btu. A Btuh describes the power of heating and cooling systems, such as furnaces, stoves, barbecue grills, and air conditioners. In many instances, the unit's power rating is abbreviated to just "BTU" or "Btu" but Btuh is the technically correct unit. Another designation related to this unit is ton of refrigeration (12,000 Btuh)
- cf: cubic feet or ft³ is a measure of volume.
- condenser: A component in the basic refrigeration cycle that ejects or removes heat from the system. The condenser is the hot side of an air conditioner or heat pump. Condensers are heat exchangers, and can transfer heat to air or to an intermediate fluid (such as water or an aqueous solution of ethylene glycol) to carry heat to a distant sink, such as ground (earth sink), a body of water, or air (as with cooling towers).
- constant air volume or CAV: A system designed to provide a constant airflow. This term is applied to HVAC systems that have variable supply-air temperature but constant airflow rates. Most residential forced-air systems are small CAV systems with on/off control.
- DX: A type of HVAC equipment, "DX" stands for direct expansion refrigeration which refers to the process step in which the refrigerant is cooled. DX units are typically utilized for smaller capacity systems and therefore are almost exclusively utilized in residential and are very common in commercial buildings. A DX unit consists of four components: compressor, condenser, expansion valve loop, and evaporator. The portion of the DX unit that absorbs the heat from the space is the evaporator. The portion of the unit where heat is expelled to the atmosphere is the condenser. The compressor operates off of electricity and compresses the refrigerant. The expansion valve loop is where the direct expansion occurs and the refrigerant is converted from a liquid to a vapor, i.e. cooled.

The typical method by which the hot refrigerant gas is cooled at the condenser section is through cool airflow. Therefore, most DX units can be installed in a building without any supporting utilities except for electricity. When all four components of a DX unit are self-contained, the unit is called a packaged air handling unit or air conditioner. If the unit is located on the roof, the unit is called a rooftop unit, or RTU. If the condenser and compressor are located separately from the remaining components of the DX unit, the system is called a split system. The split system concept allows part of the unit to be located indoors while the heat rejection portion, the condenser and compressor, are located outdoors. Refrigerant piping and control wiring typically are routed between the different components of the split system.

- ECM: *Energy Conservation Measure* is a suggested improvement to a facility that will reduce the usage of energy.
- ECO: *Energy Conservation Opportunity* is an alternate name for an ECM.
- economizer: An air-side economizer for an HVAC system is the set of components and the controls in an HVAC unit that introduce cooler outside air as a means of cooling the indoor space during the appropriate times of the year. Also known as “free cooling,” an economizer will reduce the energy consumption of the cooling equipment. Economizers can be implemented in cold and temperate climates, but are most often not appropriate in hot and humid climates.
- energy: The capacity to do work and for most buildings, energy is provided through common energy sources such as electricity, natural gas, fuel oil, and propane.
- evaporator: A component in the basic refrigeration cycle that absorbs or adds heat to the system. Evaporators can be used to absorb heat from air or from a liquid. The evaporator is the cold side of an air conditioner or heat pump.
- fan coil unit or FCU: A small terminal unit that is often composed of only a blower and a heating and/or cooling coil, as is often used in hotels, condominiums, or apartments. Typically a fan coil unit is not connected to ductwork, and is used to control the temperature in the space where it is installed, or serve multiple spaces. It is controlled either by a thermostat or manual on/off switch.
- HVAC: Stands for heating, ventilating, and air conditioning and refers to the technology of indoor or automotive environmental comfort. An HVAC unit is a piece of equipment providing environmental comfort to an enclosed space. An HVAC system typically refers to the HVAC unit, the ductwork routing air to and from the unit, the dampers, and the end supply and return devices at all the spaces being served by the unit.
- kW: This power unit is equal to 1000 watts and 3,412 Btu/hr. Appliances, some equipment, and light bulbs all contain a kW or watt rating.
- kWh: The kilowatt hour is most commonly utilized as a billing unit for energy delivered to consumers by electric utilities. Energy is the capacity to do work and for most buildings, energy is provided through common energy sources such as electricity, natural gas, fuel oil, and propane. A kWh is equivalent to 1000 watt hours and 3,412 Btu.
- MBtu: This energy unit is equal to 1,000 Btu.
- Mbtu/h: This power unit is equal to 1,000 Btu/hr.
- MMBtu: This energy unit is equal to 1,000,000 Btu.
- MMBtu/h: This power unit is equal to 1,000,000 Btu/hr.

- Mcf: This billing unit stands for a volume in thousands of cubic feet and is typically utilized for natural gas.
- packaged unit: An air-handling unit that includes internal heating and cooling devices.
- power: Power is the rate at which energy is generated or consumed.
- rooftop unit or RTU: an air handling unit, typically a packaged unit meant for outdoor installation.
- simple payback: Simple payback is a common economic analysis method. In the context of energy efficiency, it calculates the amount of time it will take to recover installation costs based on annual energy cost savings. It does not take into account the concept of present/future values, inflation, discount rates, tax rates, or a project's profitability. The advantage of this method is it provides a very simple definition and calculation formula. For quick payback periods of five years or less, this method works as a go/no-go indicator. For longer payback periods, additional study or analysis is probably required to gain a more accurate picture of the profitability of the investment.
- terminal unit: A small component that contains a heating coil, cooling coil, automatic damper, or some combination of the three. Used to control the temperature of a single room.
- therm: This energy unit is equal to 100,000 Btu or 10^5 Btu and is typically utilized as a billing unit for natural gas. To convert between therms and Mcf, the energy content of the natural gas needs to be known. For approximation purposes, a natural gas energy content of 1000 to 1050 Btu/ft³ is typically utilized.
- ton of refrigeration: This power unit stands for the rate of heat removal required to freeze a short ton (2000 pounds) of water at 32 °F in 24 hours. It is only utilized in refrigeration and is equal to 12,000 Btu/h; 12,660 kJ/h; and 3.517 kW.
- variable air volume: An HVAC system that has a stable supply-air temperature, and varies the airflow rate to meet the temperature requirements. Compared to constant air volume systems, these systems conserve energy through lower fan speeds during times of lower temperature control demand. Most new commercial buildings have VAV systems.
- variable frequency drive: A method of motor control which varies the motor output to meet demand. VFDs are frequently used on fans or chilled water and heating hot water pumps to reduce energy consumption at light loads.

4.0 Facility Description

4.1 Facility Summary

4.1.1 Description

The Community Center is a single story building with a basement. The basement contains mechanical HVAC equipment, hot water heaters and space for storage. The first floor provides space for offices, rental rooms, day care and a kitchen. The following figure is a recent satellite photograph of the Community Center.



Figure 4.1.A: Recent Satellite Photograph of the Community Center

4.1.2 Square Footage

The total square footage, 19,000 square feet, will be used in the calculations that follow in this report. An accurate square footage number is important as energy usage and energy cost data is normalized by building square footage to benchmark a facility. When determining the square footage of a facility for the purpose of an energy assessment, only those spaces that are heated, cooled, and lit should be included.

4.1.3 Facility History

The Community Center was originally built in 1953 as a school. The City of Roeland Park has owned the building for more than 30 years.

4.1.4 Building Type Classification

National energy benchmarking data utilized by Resourceful Kansas is collected and sorted by building type. Due to the nature of the schedule and usage of the building, the Community Center is classified as having Public Assembly space.

4.2. Geographic Weather Information

ASHRAE Weather and Design Data is contained in each ASHRAE Fundamentals Handbook and is individually tabulated for over 1,000 locations in the United States. The following is weather data from the ASHRAE handbook for the nearest weather station, Kansas City, MO (from weather station #724463 located at the Kansas City Downtown Airport).

4.2.1 Physical Location

- 4.2.1.a. Latitude: 39.12 N
- 4.2.1.b. Longitude: 94.59 W
- 4.2.1.c. Elevation: 751 ft

4.2.2 Design

The following temperatures are ASHRAE 1% design numbers for heating and cooling seasons rounded to the nearest whole number. These temperatures were derived statistically and represent the maximum and minimum values that will not be exceeded for 99% of the year on average. The use of annual percentiles to define design conditions ensures that they represent the same probability of occurrence in any climate, regardless of the seasonal distribution of extreme temperature and humidity. ASHRAE data is typically utilized in HVAC design to size equipment.

- 4.2.2.a. Winter Dry Bulb: 9°F
- 4.2.2.b. Summer Dry Bulb/Wet Bulb: 94°F/76°F

4.2.3 Extreme Annual

The following temperatures represent the mean daily maximum and minimum for the entire year over all the years of collecting weather data.

- 4.2.3.a. Summer: 101°F dry bulb
- 4.2.3.b. Winter: -2°F dry bulb

4.2.4 Heating and Cooling Degree Days

A heating degree day is calculated to project the demand for energy required to heat a structure. It is measured by taking the outdoor temperature every half hour. If the temperature is below a certain reference base temperature deemed the point at which a building requires heating, heating degree days begin to accrue. The larger the temperature difference between the base temperature and the outside air, the larger the resulting calculated degree days and the resulting heating energy required.

The sum of heating degree days over a larger period of time, such as a month or year, is useful as a comparison to other locations in order to judge the climate difference of the locales. A heating degree day total four times the value of another building signifies the location with the larger value will require approximately four times the energy to heat a building with similar build

of construction. Cooling degree days follow the same concept but begin to accrue when an outside air temperature reading is above the point at which cooling is needed.

Based on historical information obtained from the National Oceanic and Atmospheric Administration collected between 1971 and 2000, the following heating and cooling degree day information was compiled for Kansas City, MO. The heating and cooling degree day base temperature for this data was set at 65°F.

	Heating Degree Days	Cooling Degree Days
January	1035	0
February	795	0
March	582	5
April	292	30
May	71	123
June	5	324
July	0	492
August	1	432
September	47	209
October	234	40
November	583	2
December	948	0
Yearly Total:	4593	1657

Table 4.2.A: Heating and Cooling Degree Days for Kansas City, MO (65° Base)

4.3. Utility Usage

Historical monthly utility billing data including usage and rates was provided by the City of Roeland Park, and is summarized below.

Utility	Provider	Yearly Totals					
		2009/10			2010/11		
		Energy Usage	MMBtu	Costs	Energy Usage	MMBtu	Costs
Electric	KCP&L	193,680 kWh	661	\$18,822	189,360 kWh	646	\$20,713
Natural Gas	Kansas Gas Service	1,093 Mcf	1,147	\$10,207	1,185 Mcf	1,244	\$9,627
Totals:			1,808	\$29,029		1,890	\$30,340

Table 4.3.A: Facility Utility Usage and Cost Summary

4.3.1 Electric

KCP&L is the electric provider for this building. A detailed utility usage and cost summary is as follows:

Facility Historical Utility Records						
Utility Type:	Electrical					
Provider:	KCP&L					
	2009/10			2010/11		
	Rate * (\$/kWh)	Usage (kWh)	Monthly Cost (\$)	Rate * (\$/kWh)	Usage (kWh)	Monthly Cost (\$)
December	\$0.0963	11,440	\$1,102	\$0.0970	11,760	\$1,141
January	\$0.0962	10,720	\$1,031	\$0.1006	10,640	\$1,070
February	\$0.0952	11,680	\$1,112	\$0.1016	11,680	\$1,187
March	\$0.1047	10,000	\$1,047	\$0.1095	10,960	\$1,200
April	\$0.0974	13,200	\$1,286	\$0.1105	12,800	\$1,415
May	\$0.1003	13,120	\$1,317	\$0.1176	14,320	\$1,684
June	\$0.0913	26,560	\$2,425	\$0.1084	21,600	\$2,342
July	\$0.0969	26,880	\$2,604	\$0.1003	30,640	\$3,073
August	\$0.0996	26,080	\$2,597	\$0.1137	23,600	\$2,683
September	\$0.1027	19,360	\$1,989	\$0.1215	16,240	\$1,973
October	\$0.0914	13,760	\$1,258	\$0.1134	13,280	\$1,506
November	\$0.0971	10,880	\$1,056	\$0.1215	11,840	\$1,439
Yearly Averages	\$0.0972	16,140	\$1,569	\$0.1094	15,780	\$1,726
Yearly Totals		193,680	\$18,822		189,360	\$20,713

* Rates are an average value for each full month and include all monthly charges, surcharges, taxes, and fees.

Table 4.3.B: Electrical Utility Usage and Cost Summary

4.3.2 Natural Gas

Kansas Gas Service is the natural gas provider for this facility. A detailed utility usage and cost summary is as follows:

Facility Historical Utility Records								
Utility Type:	Natural Gas							
Provider:	Kansas Gas Service							
	2009/10				2010/11			
	Rate* (\$/MMBtu)	Usage (Mcf)	Usage (MMBtu)	Monthly Cost (\$)	Rate* (\$/MMBtu)	Usage (Mcf)	Usage (MMBtu)	Monthly Cost (\$)
December	\$8.3537	150	157	\$1,311	\$6.7813	165	173	\$1,174
January	\$8.2937	289	303	\$2,515	\$7.6517	268	282	\$2,156
February	\$9.4536	187	196	\$1,852	\$7.4546	257	270	\$2,012
March	\$9.2724	188	197	\$1,827	\$7.9291	148	155	\$1,229
April	\$9.6996	75	79	\$762	\$8.0600	96	101	\$815
May	\$9.2331	40	42	\$385	\$8.5303	50	53	\$451
June	\$9.7482	24	26	\$250	\$9.0117	29	30	\$270
July	\$9.8676	22	23	\$223	\$9.3661	21	22	\$206
August	\$9.8930	21	22	\$219	\$9.6441	18	19	\$181
September	\$9.8338	20	21	\$211	\$9.6685	19	19	\$188
October	\$9.0390	20	21	\$188	\$9.3370	18	19	\$180
November	\$7.5510	59	61	\$464	\$7.6077	96	101	\$766
Yearly Averages	\$8.8953	91	96	\$851	\$7.7400	99	104	\$802
Yearly Totals		1,093	1,147	\$10,207		1,185	1,244	\$9,627

* Rates are an average value for full month and include all monthly charges, surcharges, taxes, and fees.

Table 4.3.C: Natural Gas Utility Usage and Cost Summary

4.4. Greenhouse Gas Equivalencies

The US Environmental Protection Agency provides a greenhouse gas equivalency calculator on its website that converts annual energy use into the corresponding tons of carbon dioxide emissions from power plants as well as a variety of other equivalent quantities to place energy usage and energy conservation in more familiar terms. The following table lists greenhouse gas equivalencies calculated for the Community Center's 2010/11 energy usage.

Greenhouse Gas Equivalencies
2010/11 Electricity Usage: 189,360 kWh 2010/11 Natural Gas Usage: 1,244 MMBtu
2010/11 Emission Equivalencies
213 tons of carbon dioxide equivalent
Annual greenhouse gas emissions from 38 passenger vehicles
CO2 emissions from 21,640 gallons of gasoline consumed
CO2 emissions from 449 barrels of oil consumed
CO2 emissions from 2.5 tanker trucks worth of gasoline
CO2 emissions from the electricity use of 23 homes for one year
CO2 emissions from the energy use of 16 homes for one year
CO2 emissions from 4,950 barrels of oil consumed
Carbon sequestered annually by 41 acres of pine or fir forests
Carbon sequestered annually by 1.9 acres of forest preserved from deforestation
CO2 emissions from 8,043 propane cylinders used for home barbeques
CO2 emissions from burning 1.1 railcars worth of coal
Greenhouse gas emissions avoided by recycling 67 tons of waste instead of sending it to the landfill
Annual CO2 emissions from 0.00005 coal fired power plants

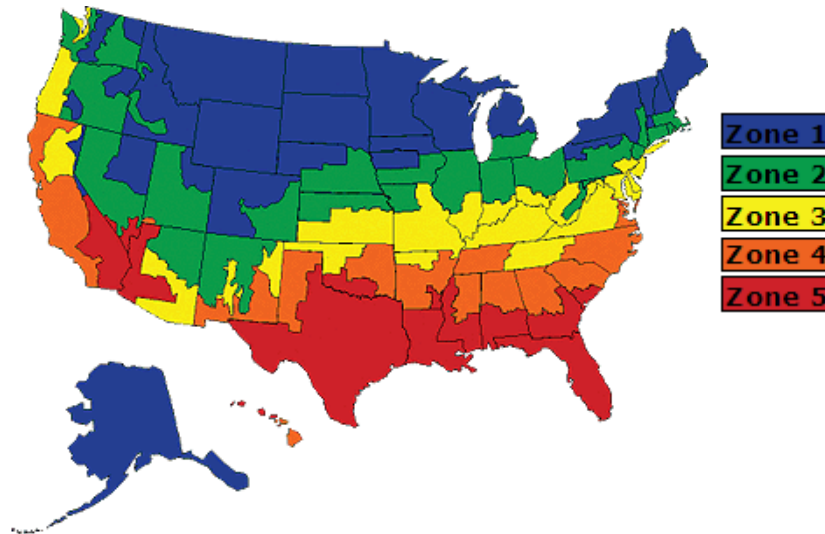
Table 4.4.A: Greenhouse Gas Equivalencies

4.5. Commercial Buildings Energy Consumption Survey Data

The Commercial Buildings Energy Consumption Survey (CBECS) is nationwide in scope and is conducted by the Energy Information Administration. The CBECS collects information on the stock of U.S. commercial buildings, their energy-related building characteristics, and their energy consumption and expenditures. Commercial buildings include all buildings in which at least half of the floor space is used for a purpose that is not residential, industrial, or agricultural, so they include building types that might not traditionally be considered "commercial," such as schools, correctional institutions, and buildings used for religious worship. The CBECS was first conducted in 1979; the eighth, and most recently released survey, was conducted in 2003. Data

is compiled by the Commercial Buildings Energy Consumption Survey every four years on a national scale to help determine the benchmark for each usage type of building.

Additionally, the CBECS data is broken into climate zones and geographic areas to provide more accurate comparisons. Regions with similar climates are grouped together in zones based on the cooling degree day and heating degree day criteria listed in the keynotes of the following figure.



Climate Zone	Cooling Degree Days	Heating Degree Days
1	Fewer than 2,000	More than 7,000
2	Fewer than 2,000	5,500 to 7,000
3	Fewer than 2,000	4,000 to 5,499
4	Fewer than 2,000	Fewer than 4,000
5	2,000 or More	Fewer than 4,000

Figure 4.5.A: Climate Zone Map for CBECS

The State of Kansas is split into two climate zones: The northern half is Climate Zone 2 (green) while the southern half is Climate Zone 3 (yellow). Based on heating and cooling degree days, Roeland Park is in Climate Zone 3 (yellow).

The CBECS data is additionally compiled for different contiguous regions of the country. Kansas is part of the West North Central Region (WNC) along with Iowa, Minnesota, North Dakota, South Dakota, Missouri and Nebraska.

Based on 2003 CBECS data, the figure below illustrates the breakout of energy usage for different end uses within the average Public Assembly building. This information is very useful in prioritizing energy conservation measures since an ECM for an end usage with a higher percentage of the overall facility energy usage would likely result in a larger energy reduction and

resulting cost savings. Heating and ventilation in these types of facilities are the largest categories to focus on.

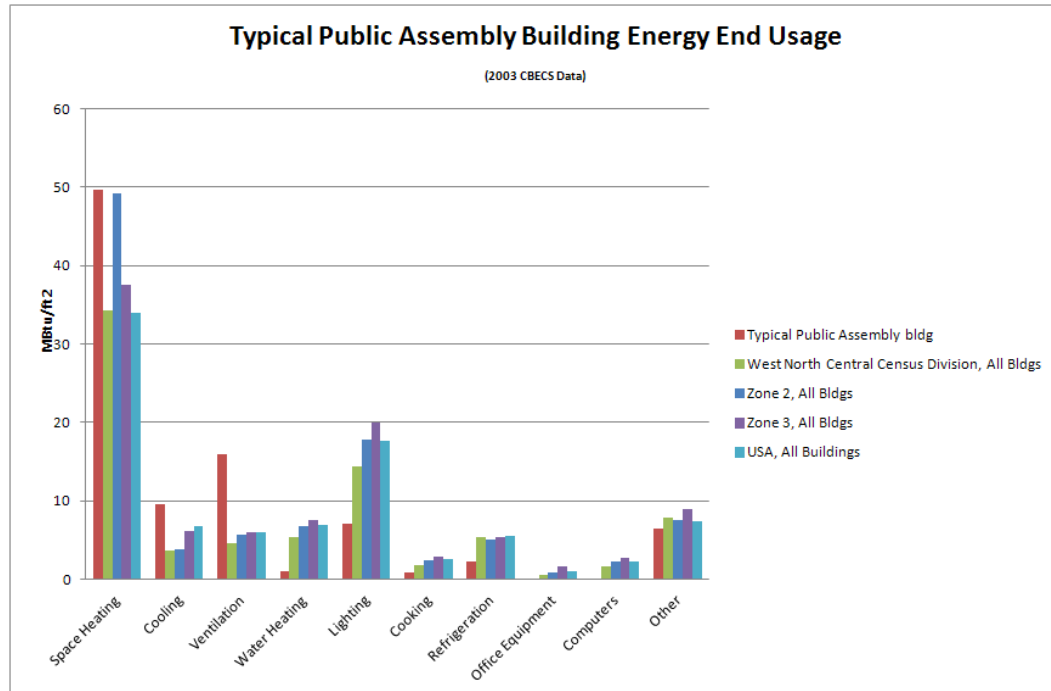


Figure 4.5.B: Typical Public Assembly Building Energy End Usage

Specific individual end use energy consumption was not measured or calculated for the Community Center since such an effort is beyond the scope of a Level I energy audit.

4.6. Envelope

4.6.1 Walls

The walls for the building consist of concrete masonry unit (CMU) walls with an exterior brick façade as shown in the figure below. The amount of wall insulation was not observed during the walk-through.



Figure 4.6.A: South Wall Elevation

4.6.2 Roof

The building contains a built up roof. Community Center staff indicated that the roof leaks. The roof was not accessible to GBA during the walkthrough audit.

4.6.3 Glazing

Typical windows in this facility consist of double pane windows with a metal frame. Staff indicated the windows were replaced in approximately 2000. Most windows have some type of shading.

A picture of a typical double pane window can be seen in the image below.



Figure 4.6.B: Typical Double Pane Window

4.6.4 Building Entrances

The main building entrances consist of doors with hollow-metal frames with a large percentage covered in glazing. None of these entrances contain vestibules. Staff indicated the doors were replaced in approximately 2000. See the figure below for a photo of a typical main exterior entrance.



Figure 4.6.C: Typical Main Entrance

4.7. Heating Hot Water System

The Community Center utilizes a condensing natural gas hot water boiler for heating. The boiler supplies hot water for air handlers and fan coil units serving the offices, main hallway and multi-purpose room. The boiler manufacturer is Fulton, model number PHW-1000. The boiler has an input of 1,000 Mbtu/h, an output of 900 Mbtu/h and a minimum efficiency of 90%. A picture of the condensing boiler can be seen in the image below.



Figure 4.7.A: Community Center Condensing Boiler

The 2011 ASHRAE Handbook – HVAC Applications (Chapter 36, Tables 3 and 4) indicates the median service life for a steel tube boiler is approximately 30 years. At 5 years old, the Community Center boiler should still have plenty service life left if maintained properly.

4.8. Piping Systems

Piping systems circulate heating hot water to terminal equipment locations. The insulation on all the hot water piping appeared to be in good shape.

4.9. HVAC Units

An assortment of air handling units, split systems and fan coil units serve the Community Center.

4.9.1 Fan Coil Units

Fan coils in offices, hallways and the multi-purpose room operate on the heating hot water system for heating purposes. A typical example of a fan coil can be seen below.



Figure 4.9.A: Typical Fan Coil Unit

The 2011 ASHRAE Handbook – HVAC Applications (Chapter 36, Tables 3 and 4) indicates the median service life for a fan coil unit is approximately 20 years. If fan coils are found to be older than this they should be replaced when funds become available.

4.9.2 Split Systems

Eleven split systems serve the Community Center. A split system consists of an indoor air handling unit and an outdoor condensing unit which are interconnected by refrigerant piping. The following tables describe each split system in more detail.

Condenser Unit Manufacturer	Model	Nominal Cooling Capacity	Refrigerant	Installation Date	SEER / EER	Area Served
Carrier	38AE012 500	10.5-ton	R-22	1986	EER 9.3	Multi-Purpose Room
Carrier	38EH036330DL	3-ton	R-22	1986	SEER 9.0	Room 1
Carrier	38EH036330DL	3-ton	R22	1986	SEER 9.0	Room 2
Carrier	38EH036330DL	3-ton	R22	1986	SEER 9.0	Room 3
Carrier	38EH036330DL	3-ton	R22	1986	SEER 9.0	Fitness Room
Carrier	*	*	R-22	*	*	Room 4
Carrier	38EN060530	5-ton	R-22	1987	SEER 8.0	Daycare
Carrier	38EN048520	4-ton	R-22	1987	SEER 8.0	Outreach Office
Lennox	HS29-090-3Y	7.5-ton	R-22	2004	EER 10.3	West Hall
Trane	TTA072C300A0	6-ton	R-22	1996	Unknown	Neighbors Place
Lennox	HS29-060-9Y	5-ton	R-22	2001	SEER 11.5	East Hall and Offices

*Name plate information missing or illegible

Table 4.9.A: Split System Condensing Unit Summary Table

AHU Manufacturer	Model	Input Heating Capacity	Installation Date	Area Served
Carrier	40RR014	41.8 kW	1986	Multi-Purpose Room
Carrier	58GS100-3	100 Mbtuh	1986	Room 1
Carrier	58GS100-3	100 Mbtuh	1986	Room 2
Carrier	58GS100-3	100 Mbtuh	1986	Room 3
Carrier	58GS100-3	100 Mbtuh	1986	Fitness Room
Carrier	58GS125-4	125 Mbtuh	1986	Room 4
Carrier	58GS125-4	125 Mbtuh	1986	Daycare
Carrier	TWE090A100BB	Electric / Unknown	2008	Outreach Office
Lennox	Unknown	Unknown	Unknown	West Hall
Trane	TWE090A100BB	Electric / Unknown	1996	Neighbors Place
Lennox	Unknown	Unknown	Unknown	East Hall and Offices

Table 4.9.B: Split System AHU Summary Table

A typical carrier condensing unit can be seen in the figure below.



Figure 4.9.B: Typical Carrier Condensing Unit

A picture of a typical carrier air handling unit can be seen in the figure below.



Figure 4.9.C: Typical Carrier Vertical Air Handler

The 2011 ASHRAE Handbook – HVAC Applications (Chapter 36, Table 4) indicates the median service life for a split system air conditioner is approximately 15 years. All of the split systems components except for those serving the west hall, outreach office and the east hall are past their useful life and should be replaced when funds become available.

All of the split systems utilize the refrigerant HCFC-22, also known as R-22. R-22 has been the refrigerant of choice for commercial heat pump and air-conditioning systems for more than four decades. However, releases of R-22, such as those from leaks, contribute to ozone depletion. In addition, the manufacture of R-22 results in a by-product (HFC-23) that contributes significantly to global warming. US regulations are phasing out the manufacture of R-22 over the coming years in compliance with international treaties. By 2020, all production and importation of R-22 in the US will be eliminated. A limited amount of R-22 stockpiles and reclaimed refrigerant will still be available after 2020, but pricing for this refrigerant will be subject to supply and demand and all indications are future price increases will be substantial as increases in R-22 prices are already evident. Some air handling equipment can be converted to alternate refrigerants after modifications to the equipment. However, the conversion can be costly depending on the system and efficiencies of the equipment are reduced which increases operation costs. As each split system approaches the end of its useful life, Roeland Park should closely monitor the price of R-22 refrigerant as at some point a new DX unit utilizing alternate refrigerants will be more cost effective than the addition of R-22.

Insulation on some refrigerant pipes serving condensers at the Community Center was damaged or missing, allowing energy loss to the atmosphere. The figure below shows a picture of typical damaged insulation.



Figure 4.9.D: Typical Damaged Refrigerant Pipe Insulation

4.9.3 Ductwork

Only a limited amount of exposed ductwork was observed during the audit walkthrough and all of the observed supply ductwork was internally lined with insulation. It is assumed all remaining supply ductwork in the Community Center is internally lined as well.

Internal duct insulation can pose health and comfort hazards for building occupants as the insulation ages. If the air stream in the ductwork ever contains moisture, the internal insulation can collect mold and bacteria which can in turn migrate through the rest of the ductwork system and be discharged into occupied spaces. If internal insulation is present and deteriorating, it should be evaluated and at some time replaced. Several studies have been conducted that quantify health and comfort issues from a building that contains internal insulation that is beyond its service life (Reference *Guidance for Insulating New HVAC/Ductwork* at <http://www.ehs.ucsb.edu/units/ih/ihrsc/ihtml/ihtmlductliner.pdf> and *Air Duct Cleaning* at <http://epa.gov/iaq/pubs/airduct.html>).

4.10. Domestic Hot Water

Two hot water heaters provide the domestic hot water to the Community Center. One heater is manufactured by State Industries with a model number of GS650YBRT while the other is manufactured by AO Smith with a model number of FCG50238.



Figure 4.10.A: Water Heater

4.11. HVAC Controls

The Community Center contains a combination of pneumatic and digital controls. The split systems are controlled by digital thermostats. Two of the digital thermostats appeared to be programmable while the remainder of the thermostats are of the non-programmable type. All programmable thermostats appeared to be set to “hold” with no setbacks being implemented. Manual setback is not currently implemented on the split system non-programmable thermostats.

Reference the following figures for photos of the typical split system thermostats.



Figure 4.11.A: Typical Non-Programmable Split System Thermostat

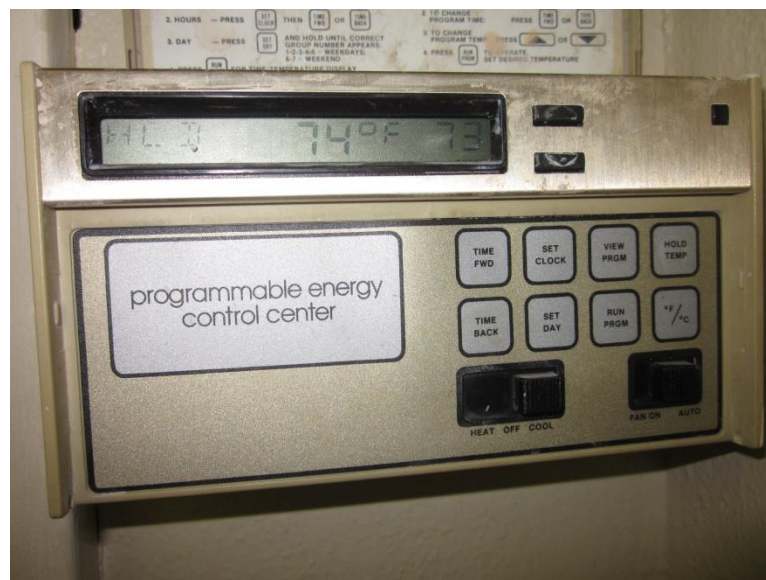


Figure 4.11.B: Typical Programmable Split System Thermostat

The Community Center staff indicated the HVAC systems served by the heating hot water system are controlled by a pneumatic control system. Thermostats controlling the fan coil units on the hot water system are the non-programmable type without locking covers. Reference the following figure for a photo of the typical non-programmable thermostat. Manual setback is not currently implemented on this equipment.



Figure 4.11.C: Typical Non-Programmable Thermostat

4.12. Plumbing Fixtures

Plumbing fixtures installed at the Community Center are not low flow fixtures. Reference the following figures for photos of a typical water closet and lavatory faucet.



Figure 4.12.A: Typical Water Closet



Figure 4.12.B: Typical Lavatory Faucets

4.13. Building Lighting

The Community Center contains a variety of light fixtures and lamp types. GBA observed the type, quantity, and intensity of lighting in multiple locations. The following table summarizes the lighting observed at each location.

Roeland Park Community Center								
Room or Area	Quantity	Fixture Type	Quantity	Fixture Type	Average Measured Foot-Candle Level	IESNA Recommended Levels		
						Foot-Candle Level	Room Type	+33% Variance Level (Foot-Candles)
Room 2 - Dance	18	2-lamp T12 Fluorescent			64	50	Standard Classroom	67
Room 3	18	2-lamp T12 Fluorescent			58	50	Standard Classroom	67
Room 4 - Fitness	36	2-lamp T12 Fluorescent			54	50	Standard Classroom	67
Day Care	27	2-lamp T12 Fluorescent			52	50	Standard Classroom	67
Room 6 - Outreach	15	2-lamp T12 Fluorescent			38	50	Standard Classroom	67
IFC Private Office 1	3 (1 burnt out)	2-lamp T12 Fluorescent			35	50	Private Office	67
IFC Private Office 2	2	2-lamp T12 Fluorescent	1	75-watt Incandescent	25	50	Private Office	67
Main Office	2	4-lamp T12 Fluorescent			38	35	Open Office Area	47
Multi Service Center Office	2	4-lamp T12 Fluorescent			48	35	Open Office Area	47
50 Plus Office	6	2-lamp T12 Fluorescent			40	35	Open Office Area	47
Multi Purpose Room	29	1-lamp 8' T12 Fluorescent	12	300-watt Incandescent	21	30	Gymnasium	40
Hallways	24	2-lamp T12 Fluorescent			15	20	Hallway	27

Table 4.13.A: Community Center Lighting Levels

Pictures of typical lighting installations are included below.



Figure 4.10.A: Typical Rental Room Lighting



Figure 4.10.B: Multi-Purpose Room Lighting

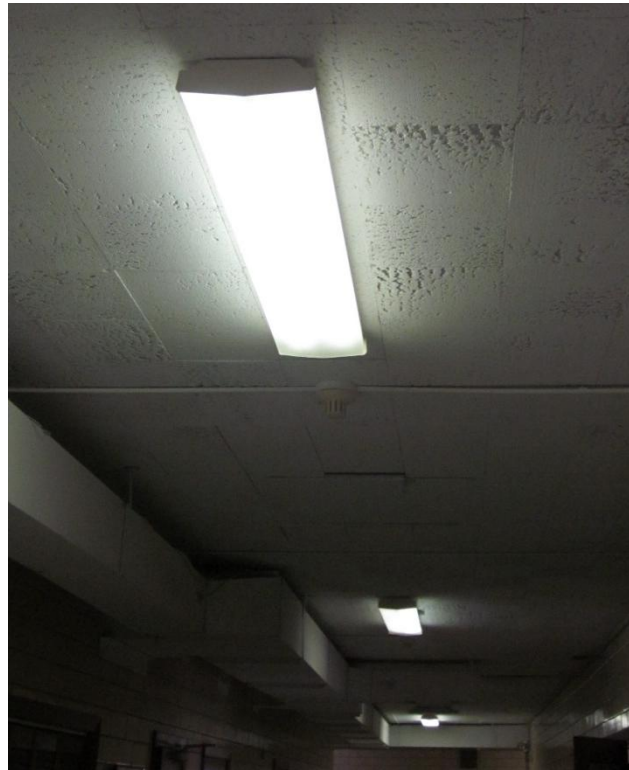


Figure 4.13.C: Typical Hallway Lighting

4.14. Schedules

4.14.1 Building Operating Hours

The Community Center is utilized during normal operation hours by staff and the surrounding community. Currently, HVAC setbacks are not implemented during typically unoccupied periods.

GBA calculated the total yearly operation time for lighting for specific areas of the building as follows:

Building Operation Time			
Building Area	Avg. Hours/Day	Days/Year	Hours/Year
Office Areas	9.0	251	2,259
Rental Rooms	12.7	302	3,844
Daycare	12.0	251	3,012

Table 4.14.A: Building Operation Time

The 251 days a year is adjusted for weekends and the 2011 Federal Holidays released by the US Office of Personnel Management.

4.15. Additional Key Observations

The following are additional observations and recommendations resulting from the walkthrough audit of the Community Center.

4.15.1 Outside Ventilation Air

GBA did not observe outside ventilation air supply to the interior of the Community Center during the walkthrough audit. Ventilation air supply may have been overlooked since GBA did not perform a thorough review of the building. However if outside ventilation air supply is not being provided, the Roeland Park should consider implementation of such a system in order to comply with local building codes and improve the internal air quality of the facility. Several studies have been conducted that quantify health and productivity gains from a building that contains healthy indoor air quality (Reference U.S. EPA Indoor Air Quality guides at <http://www.epa.gov/iaq/pubs> and Lawrence Berkeley National Laboratory Indoor Air Quality Scientific Findings Resource Bank at <http://www.iaqscience.lbl.gov/sfrb.html>).

5.0 Energy Usage Analysis

5.1. Utility Rate Analysis

Reference the prior published historical monthly utility billing data in *Table 4.3.B: Electrical Utility Usage and Cost Summary* and *Table 4.3.C: Natural Gas Utility Usage and Cost Summary* for facility utility costs.

5.1.1 Electricity Bill Description

Electric rates for most commercial and industrial clients are comprised of multiple types of charges and fees, depending on the provider and the facility's rate schedule. The following

provides a brief explanation of the more common types of charges and fees. Consult your electricity utility provider for specific values and more detailed explanations of the actual charges and fees on the monthly utility bills.

- A customer charge is a flat rate per month that is independent of energy usage.
- An energy charge is typically a per kilowatt-hour charge set by the provider for a specific amount of energy usage. Many times the energy charge operates on a stepped schedule. The amount of steps varies by provider and rate schedule.
- A demand charge is a cost that is based on the greatest rate of electricity used during any fifteen minute time period. The demand charge rate is typically calculated per kilowatt and is typically higher in cooling season than during heating season.
- A fuel charge allows the electric provider to recoup the cost of the fuel utilized to generate its electricity. It varies from month to month.
- A transmission charge is sometimes applied to cover the cost of transmission line upkeep.
- An environmental charge is a cost to offset the expense for the provider to upgrade its equipment to meet new environmental standards also changes from month to month.
- A franchise fee is a variable fee passed on to the city or municipality in which the facility is located.
- State and county taxes are also components to the electric bill.
- Some electric utilities charge a fee for low power factor. Low power factor describes a condition in which the electrical system of a building experiences large inductive loads due to the quantity of transformers and motors. The inductive loads create more electrical energy losses than what is typical for a building. These losses are experienced after the meter meaning that more power is paid for than is actually usable.

5.1.2 Natural Gas

Depending on the natural gas provider and the building's rate schedule, a natural gas bill will contain a variety charges and fees. The following provides a brief explanation of the more common types of charges and fees. Consult your natural gas utility provider for specific values and more detailed explanations of the actual charges and fees on the monthly utility bills.

- A service charge is a constant amount charged every month and is independent of how much gas is delivered.
- The delivery charge typically varies from month to month and is based on the amount of gas delivered.
- The gas system reliability surcharge is a fixed monthly amount based on the total amount of annual gas usage.
- The cost of gas is a charge per amount of gas delivered that varies from month to month based on the market rate of natural gas.
- The Ad Valorem tax surcharge rider is intended to recover changes in the real estate and personal property taxes.

- The Electronic Flow Measurement charge is usually a monthly fee assessed per meter. This applies to those buildings that have elected to install a meter with greater reporting capabilities than a standard meter.
- A franchise fee is a variable fee passed on to the city or municipality in which the facility is located.
- State and county taxes are also components to the natural gas bill.

5.2. Overall Building Benchmarks

5.2.1 Energy Cost Index, ECI

5.2.1.a. Definition

The Energy Cost Index (ECI) is an index that tracks the energy costs of buildings normalized to square footage and is used to provide a benchmark for comparison of buildings of the same usage type. The ECI is calculated by dividing the total annual energy costs with the square footage of the facility being heated, cooled, and lit. A calculated ECI can then be compared to a national database of other ECI values compiled on the basis of building usage type.

The national database of ECI values is developed by the Commercial Buildings Energy Consumption Survey (CBECS). Reference *Figure 4.5.B: Typical Public Assembly Building Energy End Usage* for more information concerning this survey data.

The premise of the ECI is that the building usage type will be the primary driver of energy cost. Therefore when comparing Energy Cost Index numbers, a person should keep in mind that ECI numbers do not account for the location specific energy costs. The price of energy, including gas and electricity, varies greatly across the United States. The Small Business and Entrepreneurship Council develop an Energy Cost Index every year quantifying the differences in electric costs for each state. According to their research, in 2010 Kansas electricity costs were approximately 17% less than the US average. The relatively inexpensive cost of electricity in certain parts of the country, including Kansas, can drive the ECI value down and potentially skew the conclusions drawn from a comparison to other buildings where electricity costs are higher.

The ECI data presented in the 2003 survey data was tallied for the energy costs being reported at that time. As with most commodities, energy prices have increased substantially in the intervening time period. To account for this increase, GBA adjusted the ECI data based on the average increase to energy costs reported by the U.S. Energy Information Administration during the same time period. GBA's analysis resulted in a 16% increase in natural gas prices and a 33% increase in average electric prices since 2003. Since the energy usage breakout for the typical building audited by the Resourceful Kansas program is 75% from electric utilities and 25% from natural gas, the weighted average increase in energy costs for most buildings is 29% from 2003 to 2010.

Additionally, the ECI calculation does not account for different climate zones. An ECI developed for a building in a temperate zone will compare very well to an ECI calculated for buildings of the same usage type in a far-north zone requiring a lot of heating or in a far-south zone requiring a lot of cooling. A favorable comparison could therefore be due more to differences in climate as opposed to differences in energy efficiency.

ECI comparisons are one of the main benchmark tools available to energy auditors. However, the evaluator and the building owner should be aware of the above stated considerations before drawing final conclusions. A better benchmark index to utilize is the Energy Use Index, discussed later in this report.

5.2.1.b. Community Center ECI Analysis

The following table summarizes the calculation for the ECI based on the total energy costs from *Table 4.3.A: Facility Utility Usage and Cost Summary* as well as the overall building area square footage from *Section 4.1.2 Square Footage*.

Building (Column 1)	2010/11 Total Yearly Energy Costs (Column 2)	2010/11 Total Building Square Footage (Column 3)	2010/11 ECI (Column 2 / Column 3)
Community Center	\$30,340	19,000 ft ²	\$1.60 /ft ² /yr

Table 5.2.A: Tabular ECI Analysis Summary

The following figure graphically compares the ECI values to the adjusted 2003 CBECS ECI national averages for various building usage types.

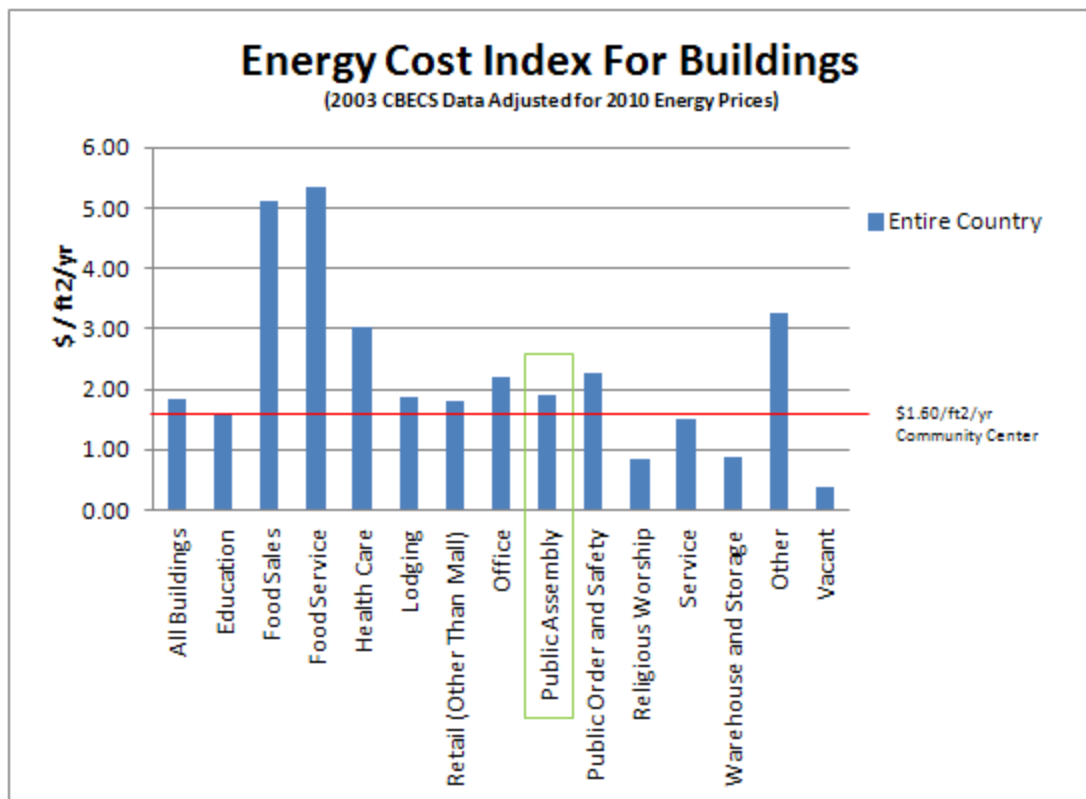


Figure 5.2.A: Energy Cost Index

The average value of the ECI for a Public Assembly building is \$1.89/ft²/yr. Comparing the national ECI values, the Community Center is approximately 15% less expensive to operate than the weighted national average.

5.2.2 Energy Use Index, EUI

5.2.2.a. Definition

The Energy Use Index (EUI) is an index that tracks the energy usage of buildings normalized to square footage and is used to provide a benchmark for comparison of buildings of the same usage type. The EUI is calculated by dividing the total annual energy consumed with the square footage of the facility being heated, cooled, and lit. A calculated EUI can then be compared to a national database of other EUI values compiled on the basis of building usage type, climate type, and geographic area.

Just like the ECI national database, the EUI national database of values is developed by the CBECS. Because the EUI calculation considers just the total energy consumed, the variability of energy costs do not factor in. Unlike the ECI data, the EUI data is broken down by climate type.

Due to the removal of cost and climate variability, the EUI is a better index to consider over the ECI when evaluating a building's energy usage benchmark. Users of EUI data, however, should be aware that indices developed with this method do not differentiate between the quality of the building energy going into the calculation. Energy varies in its quality or ability to do useful work and a straight conversion between energy units does not convey the effectiveness of each unit type. Electricity is a higher quality energy source than fuel based energy. The efficiency of an electrical piece of equipment is typically higher than that of a natural gas or heating oil unit. If a building utilizes a combination of energy sources, the different energy types have to be converted to a common unit to calculate an EUI. A comparison of the EUIs for two different buildings of the same usage type and in the same climate zone but with very different energy usage mixes could result in flawed conclusions.

5.2.2.b. Community Center EUI Analysis

The following table summarizes the calculation for the EUI based on the total energy usage from *Table 4.3.A: Facility Utility Usage and Cost Summary* as well as the overall building area square footage from *Section 4.1.2 Square Footage*.

Building (Column 1)	2010/11 Total Yearly Energy Consumption (Column 2)	2010/11 Total Building Square Footage (Column 3)	2010/11 EUI (Column 2 / Column 3)
Community Center	1,889,926 Mbtu	19,000 ft ²	99.5 Mbtu/ft ² /yr

Table 5.2.B: Tabular EUI Analysis Summary

The following figure graphically compares the EUI values to the 2003 CBECS EUI national averages for various building usage types. Within a building usage type, the data is further broken into categories for the entire country, for Climate Zone 2, Climate Zone 3 in which Roeland Park is located, and for the West North Central (WNC) region of the country.

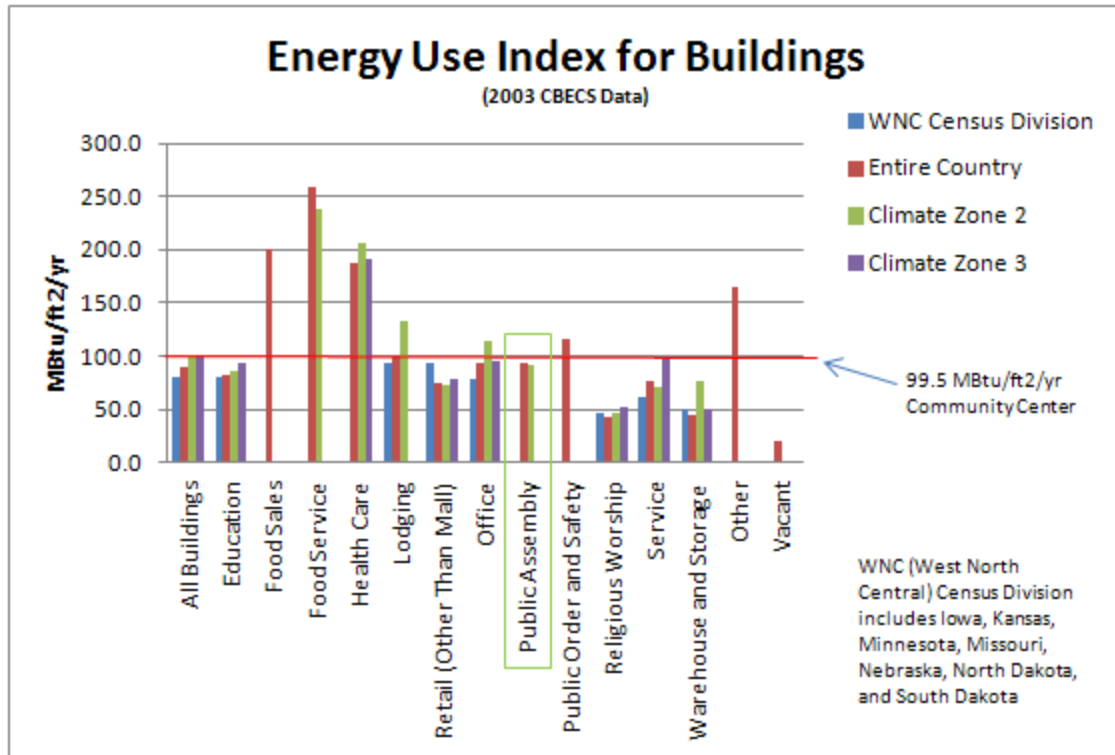


Figure 5.2.B: Energy Use Index

The average values of the EUI for Public Assembly buildings broken out for the different categories are as follows:

- For the entire country: 93.9 Mbtu/ft²/yr
- For Climate Zone 2: 90.8 Mbtu/ft²/yr
- For Climate Zone 3: No Data Available
- For the West North Central (WNC) region: No Data Available

Since data is not available for climate zone 3, the most appropriate average index category with which to compare Roeland Park, KS is the entire country. Comparing the EUI values, Community Center is approximately 6% less efficient than the national average.

5.3. DOE Energy Star Target Finder

The US Environmental Protection Agency has developed a tool to classify existing and new buildings energy efficiency and to help set targets in achieving greater efficiencies. The US Department of Energy has made this tool available on its website as a part of their Energy Star initiative. This rating system includes a very accurate comparison with other US buildings that has incorporated many factors that the ECI and EUI did not account for. Target Finder uses information such as building size, climate, operating hours, number of occupants, number of computers, and energy usage to provide the best possible benchmark for any particular building.

In Target Finder, the performance of an average building is assigned a rating of 50. To receive recognition from the EPA as having a building worthy of the Energy Star label, a building has to receive a rating of 75 or greater. Target Finder additionally provides goals in Energy Reduction percentage, Energy Usage Intensity, and Total Energy Usage for the target building to reach the Energy Star rating.

Due to the nature of usage for the Community Center, there is no category within the DOE Energy Star Target Finder which to compare the facility.

5.4. Summary of Building Energy Consumption Benchmarks and Rankings

The following table summarizes the findings of this section and provides percentage comparisons to average buildings.

Building	Energy Cost Index		Energy Use Index		Energy Star Target Finder Score	
	Index	Percent Comparison to Weighted Average Energy Cost	Index	Percent Comparison to Weighted Average Energy Consumption	Score	Percent Comparison to Weighted Average Energy Consumption
Community Center	\$1.60/ft ² /yr		99.5 Mbtu/ft ² /yr		Not Applicable ¹	
Average	\$1.89 /ft ² /yr (Entire Country)	15% less expensive	93.5 Mbtu/ft ² /yr (Entire Country)	6% less efficient		

¹ Energy Star does not contain comparable building use categories.

Table 5.4.A: Building Energy Consumption Benchmarks and Rankings Summary

The following conclusions can be drawn from the preceding table:

- The Community Center costs less to operate as compared to typical Public Assembly buildings.
- The Community Center is less energy efficient than the average Public Assembly building.

Since the analysis indicates the analyzed building is less efficient but less costly to operate, there appears to be a discrepancy between the cost of energy versus the energy usage efficiency at the Community Center. A potential reason for this discrepancy is the current utility rate structure of the Community Center is lower than the national average for Public Assembly buildings and skews the energy cost baseline in that direction.

6.0 Energy Conservation Measures

Following the walkthrough audit and developing the analysis on the energy consumption of the building, GBA examined what changes could be implemented to the facility in order to reduce energy consumption. The following list outlines the ECMs GBA developed:

Option Number	Description of ECM	Estimated Potential Yearly Energy Savings			Estimated Cost To Implement ECM	Payback Period (years)	Degree of Implementation Difficulty
		% Of Total Bldg Energy Usage	(MBtu/yr)	(\$)			
Roeland Park Community Center							
1	Replace T12 lamps with T8 lamps in all light fixtures.	0.52%	9,800	\$310	\$0	0.0	★
2	Replace T12 light fixtures with T8 light fixtures.	2.60%	49,100	\$1,570	\$37,300	23.8	★ ★
3	Replace 2-lamp fluorescent light fixtures with LED light fixtures.	4.69%	88,600	\$2,840	\$78,700	27.7	★ ★
4	Replace incandescent lamps with compact fluorescent lamps.	2.16%	40,900	\$1,310	\$280	0.2	★
5	Replace split systems with new Energy Star rated split systems.	1.53%	28,900	\$530	\$6,730	12.7	★ ★ ★
6	Install programmable thermostats and implement night and weekend setbacks on HVAC system units.	9.88%	186,700	\$2,030	\$3,800	1.9	★ ★

Table 6.0.A: Energy Conservation Measures Summary

In the sections that follow, these suggested energy conservation measures are described in more detail. As mentioned previously, the listed energy savings, cost savings, implementation costs, and payback periods are based off of preliminary information and assumptions commensurate with the preliminary nature of a Level 1 type of energy audit.

6.1. ECM #1: Lamp Replacement

The Community Center currently utilizes 34-watt, T12 lamps in the majority of its existing light fixtures.

The energy savings gained by replacing 34-watt, T12 lamps with 32-watt, T8 lamps can be as high as 6%. While T8 lamps are interchangeable with T12 lamps, resulting in an easy installation, switching the lamp types will only work when the ballasts are rated for T8 lamps. Most older types of ballasts were not designed to work with T8 lamps and in those cases other ECM options should be considered other than a direct lamp replacement.

The following table summarizes the energy and cost savings for this relamping option:

ECM Action	Watts Saved per Lamp	Estimated Quantity of Lamps to be Replaced	Total Power/Energy Saved	Total Cost Savings
Lamp Replacement	2	426	2,881 W	
Total per Year:			9,144 kW/yr (9,800 Mbtu/yr)	\$310

Table 6.1.A: ECM Option 1 Lamp Replacement ECM Analysis

The above analysis assumes the following:

- All T12 lamps utilized in the facility are 34-watt lamps.
- The number of hours / year that lighting is operational is per *Section 4.14.1 Building Operating Hours*.
- The average electrical rate per *Table 4.3.B: Electrical Utility Usage and Cost Summary*.
- Any reduction in service life of T8 lamps operating in magnetic ballasts is negligible.
- Existing fixture ballasts are rated for T8 lamps.

Since T8 and T12 lamps cost the same, a like-for-like replacement of the lamps does not incur additional material costs. If the re-lamping occurs as part of the normally scheduled maintenance to replace burned out lamps, no additional labor is required to implement this ECM. Therefore, the implementation cost is \$0. The following table outlines the payback for this ECM option:

Total Estimated Cost Saving / Year	Total Estimated Cost To Implement	Simple Payback Period Years
\$310	\$0	0.0

Table 6.1.B: ECM Option 1 Payback Analysis

If a check of the existing ballasts indicates a rating not compatible with T8 lamps, another option to consider is the replacement of the fixture with a new fixture with T8 lamps and electronic ballasts.

6.2. ECM #2: Light Fixture Replacement

An alternative option to replacing lamps with higher efficiency lamps is the replacement of the whole fixture with higher efficiency fixture units. Higher efficiency fixtures will contain electronic ballasts and T8 lamps. This option will result in approximately 400% more energy savings than just lamp replacement in the previous section. This option may also be necessary due to new federal regulations issued by the US Department of Energy. These new regulations stipulate minimum energy efficiency levels of all fluorescent lamps/ballast systems which will require manufacturers to phase out T12 fluorescent systems from the marketplace. To meet these regulations, lighting manufacturers will phase out production of 70% of all T12 lamps sold in the

United States by July 2012. The types of lamps affected are all 40 watt and 34 watt, 4 foot lamps with an efficacy of 89 lumens per watt or greater and all U-bend lamps with an efficacy of 84 lumens per watt or greater. A limited amount of T12 stockpiles will still be available after 2012, but pricing for these lamps will be subject to supply and demand and all indications are future price increases will be substantial. If the lighting in the Community Center includes light fixtures only rated for T12 lamps, these fixtures will therefore need to be replaced in order to utilize T8 lamps.

The following table summarizes the energy and costs savings for this relamping option:

ECM Action	Watts Saved per Fixture	Estimated Quantity of Fixtures Replaced	Total Power/Energy Saved	Total Cost Savings
Fixture Replacement	20	213	4,260 W	
Total per Year:			14,400 kWh (49,100 Mbtu)	\$1,570

Table 6.2.A: ECM Option 2 Light Fixture Replacement ECM Analysis

The above analysis assumes the following:

- The number of hours / year that lighting is operational is per *Section 4.14.1 Building Operating Hours*.
- The average electrical rate per *Table 4.3.B: Electrical Utility Usage and Cost Summary*.
- 205, 2-lamp strip light fixtures and 4, 4-lamp lay-in fixtures are upgraded in the Community Center.
- Existing light fixtures contain magnetic ballasts.
- Existing lamp type is 34-watt, T12.

Cost data from 2011 RS Means estimates a labor and material cost of \$177 per 2-lamp fixture and \$253 per 4-lamp fixture (including lamps and ballasts) to remove, disconnect, and reinstall another in its place.

The following table contains the simple payback analysis for this ECM:

Total Estimated Cost Saving / Year	Total Estimated Cost To Implement	Simple Payback Period Years
\$1,570	\$37,300	23.8

Table 6.2.B: ECM Option 2 Payback Analysis

The payback period for this ECM could be reduced if building maintenance personnel provide the labor to replace the light fixture.

CAUTION: Depending on the age and type, ballasts may contain PCB compounds, a hazardous material. Additionally, fluorescent lamps may contain mercury, another hazardous material. The EPA has strict disposal guidelines for both types of materials. The City of Roeland Park will need

to confirm if such materials are present and if so, ensure the EPA hazardous waste disposal guidelines are followed.

6.3. ECM #3: Light Fixture Replacement with LED Light Fixtures

An alternative option to replacing the light fixtures with T8 fluorescent fixtures is replacing the fixtures with LED fixtures. LED lamps have made significant advancements in recent years to produce natural colors and sufficient lumens for lighting applications. Each 4000 lumen LED fixture consumes 44 watts and has a similar light output to a 2-lamp T8 fluorescent light fixture.

The following table summarizes the energy and costs savings for this lighting option:

ECM Action	Watts Saved per Fixture	Estimated Quantity of Fixtures Replaced	Total Power/Energy Saved	Total Cost Savings
Install LED lighting	37	205	7,585 W	
Total per Year:			26,000 kWh (88,600 Mbtu)	\$2,840

Table 6.3.A: ECM Option 3 LED Fixture Analysis

The above analysis assumes the following:

- The number of hours / year that lighting is operational is per *Section 4.14.1 Building Operating Hours*.
- The average electrical rate per *Table 4.3.B: Electrical Utility Usage and Cost Summary*
- 205, 2-lamp strip light fixtures are upgraded in Community Center.
- Existing light fixtures are 2-lamp fixtures with magnetic ballasts.
- Existing lamp type is 34-watt, T12.

Cost data from vendor quotes indicates a labor and material cost of \$384 per fixture (including lamps and ballasts) to remove, disconnect, and reinstall another it its place.

The following table contains the simple payback analysis for this ECM:

Total Estimated Cost Saving / Year	Total Estimated Cost To Implement	Simple Payback Period Years
\$2,840	\$78,700	27.7

Table 6.3.B: ECM Option 3 Payback Analysis

The payback period for this ECM could be reduced if building maintenance personnel provide the labor to replace the light fixture.

6.4. ECM #4: Incandescent Lamp Replacement

The Community Center currently utilizes 75-watt, 100-watt and 300-watt incandescent lamps in some of its existing light fixtures.

The energy savings gained by replacing incandescent lamps with compact fluorescent lamps can be high as 78% while retaining a similar light output. A 75-watt, incandescent lamp can be replaced with an 18-watt, compact fluorescent lamp, while 100-watt and 300-watt incandescent lamps can be replaced with 23-watt and 65-watt compact fluorescents, respectively. Compact fluorescent lamps are typically interchangeable with incandescent lamps.

This option may also be necessary due to new federal regulations issued by the US Department of Energy. These new regulations stipulate minimum energy efficiency levels of incandescent lamps which will require manufacturers to phase out incandescent lamp systems from the marketplace. The types of lamps affected are all 100 watt to 40 watt lamps. The phase out will begin with 100 watt lamps on January 1, 2012, will continue with 75 watt lamps on January 1, 2013 and be completed with the phase out of 60 and 40 watt lamps on January 1, 2014. A limited amount of 75 watt incandescent lamp stockpiles will still be available after 2013, but pricing for these lamps will be subject to supply and demand and all indications are future price increases will be substantial.

The following table summarizes the energy and cost savings for this relamping option:

ECM Action	Watts Saved per Lamp	Estimated Quantity of Lamps to be Replaced	Total Power/Energy Saved	Total Cost Savings
75-watt Incandescent Lamp Replacement	57	1	57 W	
100-watt Incandescent Lamp Replacement	77	6	462 W	
300-watt Incandescent Lamp Replacement	235	12	2,820 W	
Total per Year:			12,000 kW/yr (40,900 Mbtu/yr)	\$1,310

Table 6.4.A: ECM Option 4 Incandescent Lamp Replacement ECM Analysis

The above analysis assumes the following:

- The number of hours / year that lighting is operational is per *Section 4.14.1 Building Operating Hours*.
- The average electrical rate per *Table 4.3.B: Electrical Utility Usage and Cost Summary*.

The estimated cost for an 18-watt or 23-watt compact fluorescent is \$5 each as indicated by retailers while the estimated cost for a 65-watt compact fluorescent is \$20 each.

The following table contains the simple payback analysis for this option.

Total Estimated Cost Saving / Year	Total Estimated Cost To Implement	Simple Payback Period Years
\$1,310	\$280	0.2

Table 6.4.B: ECM Option 4 Payback Analysis

The simple payback calculation above does not account for the increased service life of compact fluorescent lamps. This effect could further improve the payback period.

6.5. ECM #5: Split System Replacement with an Energy Star Rated Unit

Recent improvements in technology have increased the efficiency of new split systems above and beyond what was available when the existing split systems at the Community Center were installed. There are several standard metrics for comparing the energy efficiency of split systems. The Energy Efficiency Ratio (EER) measures the efficiency of a system in cooling mode. It can be calculated by dividing the cooling capacity of the unit by the electrical input in watts. The Seasonal Energy Efficiency Ratio (SEER) is similar to the EER, but it is calculated by dividing the total amount of cooling done in a season by the total electrical usage for the season in watt-hours. The larger the value of the EER or SEER rating, the more efficient the unit is.

The minimum requirements for a split system to qualify for an Energy Star rating can be seen in the table below.

Type	Cooling Capacity	SEER	EER
Split System, All Heating Types	< 65,000 Btuh	14.0	12.0
Split System, Electric Heat	> 65,000 Btuh, < 240,000 Btuh	N/A	11.7
Split System, Gas Heat		N/A	11.5

Table 6.5.A: New Split System Performance Ratings

The Annual Fuel Utilization Efficiency (AFUE) measures the amount of fuel a gas-fired heater converts to heat to the amount of fuel that enters the unit. The AFUE is normally shown as a percentage. The higher the AFUE percentage, the more efficient the gas-fired heater is. A recent survey of Energy Star rated split systems found the average unit to have an AFUE of 95%.

The 5-ton Carrier split system serving the daycare room has a SEER rating of 8.0. GBA performed an analysis to help determine the energy savings of replacing the existing units with higher efficiency split systems:

ECM Action	Heating Energy Saved	Cooling Energy Saved	Total Energy Saved	Total Cost Savings Per Year
Install Energy Star Rated Split System	16,300 Mbtu	12,600 Mbtuh	28,900 Mbtuh	\$530

Table 6.5.B: ECM Option 5 Energy Star Rated Split System ECM Analysis

The above energy savings is derived with the following assumptions:

- The average electrical and natural gas rate per *Table 4.3.B: Electrical Utility Usage and Cost Summary* and *Table 4.3.C: Natural Gas Utility Usage and Cost Summary* respectively.
- The energy used by the split system can be approximated from *Figure 4.5.B: Typical Public Assembly Building Energy End Usage*.
- The space served by the split system is 1,750 square feet.
- The energy consumption of each split system is proportional to the SEER or EER rating.
- The AFUE value of the existing split systems is 80%.
- The 5-ton Carrier split system has a SEER rating of 8.0.
- A new Energy Star rated split system has a SEER of 14.0 and an AFUE of 95%.

Cost data from 2011 RS Means estimates the cost to replace the existing split systems with Energy Star rated units to be \$6,730. The following table summarizes the simple payback analysis:

Total Estimated Cost Saving / Year	Total Estimated Cost To Implement	Simple Payback Period Years
\$530	6,730	12.7

Table 6.5.C: ECM Option 5 Payback Analysis

The cost savings calculated above is for a single split system. It is likely other split systems at the Community Center are beyond their expected service life and may need to be replaced as well, and would lead to greater energy savings.

6.6. ECM #6: HVAC Setbacks

A night or weekend setback is a schedule programmed into an HVAC system to allow the system to heat or cool a space less on nights and weekends when the building is unoccupied and less comfortable temperatures do not impact personnel. When an HVAC system is upgraded from having no capability for setback to being equipped with the capability to have night and weekend setbacks, the Energy Efficiency and Renewable Energy Office of the US Department of Energy (DOE) estimates an energy savings of up to 1% per degree of setback for setbacks lasting at least 8-hrs per day.

Currently, all split systems and fan coils in the Community Center are controlled by outdated thermostats with no setback capability. No manual setback is currently implemented on the thermostats by Community Center staff or maintenance personnel. This causes the HVAC system to continue to heat/cool more than needed during unoccupied times.

GBA assumed programmable thermostats could be installed to replace the existing outdated thermostats to provide automatic setback at nights, weekends, and holidays. The following table contains the ECM analysis for this option:

ECM Action	Estimated Heating/Cooling Energy Usage Per Year	Calculated System Savings	Total Energy Saved per Year	Total Cost Savings
Install Automatic Controls	1,357,800 Mbtu	14%	186,700 Mbtu	\$2,030

Table 6.6.A: ECM Option 6 Automatic Controls ECM Analysis

The above analysis assumes the following:

- A 10 degree Fahrenheit setback is implemented.
- The setback lasts 11 hours.
- The existing boiler consumes 95% of the natural gas consumed by Community Center (5% of the natural gas usage is by the hot water heaters).
- The estimated energy usage by these HVAC units is calculated from the average cooling season electricity usage minus the average heating season electricity usage.
- The utility rate utilized to calculate cost savings is found in *Section 4.3. Utility Usage*.
- All of the building can be setback.

RS Means estimates the cost to implement simple automatic or programmable controls for the split systems and fan coil units to be \$3,800. The following table summarizes the simple payback analysis:

Total Estimated Cost Saving / Year	Total Estimated Cost To Implement	Simple Payback Period Years
\$2,030	\$3,800	1.9

Table 6.6.B: ECM Option 6 Payback Analysis

6.7. Recommended ECMs to Implement

To develop a recommended ECM list from all listed ECMs in *Section 6.0*, GBA utilized the following criteria:

- All ECMs with payback greater than five years were not included.
- When multiple ECMs were suggested that were mutually exclusive (meaning only one of the group could realistically be implemented), only one ECM from the group was chosen based on a combination of total energy savings and ease of implementation.

Based on the above criteria, the following table contains the final recommended list of ECMs that merit additional investigation.

Option Number	Description of ECM	Estimated Potential Yearly Energy Savings			Estimated Cost To Implement ECM	Payback Period (years)	Degree of Implementation Difficulty
		% Of Total Bldg Energy Usage	(MBtu/yr)	(\$)			
Type Name Here							
1	Replace T12 lamps with T8 lamps in all light fixtures.	0.52%	9,800	\$310	\$0	0.0	★
4	Replace incandescent lamps with compact fluorescent lamps.	2.16%	40,900	\$1,310	\$430	0.3	★
6	Install programmable thermostats and implement night and weekend setbacks on HVAC system units.	9.88%	186,700	\$2,030	\$3,800	1.9	★ ★
Sub Totals for Type Name Here		12.56%	237,400	\$3,650	\$4,230		

Table 6.7.A: Recommended ECM List

The last column of the preceding table is a relative ranking on degree of difficulty to implement with respect to complexity of installation and interruption of normal operations. The provided ranking is based on the limited information GBA gathered during the audit walkthrough and from GBA's past experience on similar projects. This ranking can be utilized as a guide to prioritize ECMs. However, it is also important for these ECMs to be evaluated by Roeland Park's decision makers to develop a customized priority ranking based on considerations or existing conditions better known to Community Center personnel as well as to determine which projects fit internal investment or funding criteria.

6.8. Non-Quantified ECM Suggestions

The following suggestions are not included in *Table 6.0.A: Energy Conservation Measures Summary* since the analysis to quantify the energy savings is outside the scope of a Level 1 Audit.

6.8.1 Adjust HVAC Building Occupied Cooling/Heating Setpoint Temperatures

Changing the occupied temperature setpoint at which a heating, ventilating, and air conditioning unit is required to keep a space can produce considerable energy savings. A change of 1°F will produce a drop in heating and cooling energy use by about 3 percent. GBA recommends an occupied heating setpoint temperature of 68°F, an unoccupied heating setpoint of 60°F, an occupied cooling setpoint temperature of 78°F, and an unoccupied cooling setpoint of 85°F. If cold spots, drafts, and humidity can all be controlled effectively, these temperature setpoints can provide a comfortable environment.

It is recommended that when resetting the thermostats, the temperature set point should be gradually changed over the course of a few weeks to help occupants adjust.

6.8.2 Refrigerant Piping Insulation Replacement

The insulation on refrigerant piping serving the condensers on the north side of the building is either damaged or completely missing in some places. Reference *Figure 4.9.D: Typical*

Damaged Refrigerant Pipe Insulation for a description of the existing system. Damaged or missing pipe insulation and jacketing allows for a significant amount of heat transfer to the outside air to occur. Insulation can be installed quickly and inexpensively.

6.8.3 Install Low Flow Fixtures

Replacing old plumbing fixtures with new low-flow fixtures can conserve water and reduce water and wastewater bills. In 1994, the US Energy Policy Act (EPACT) limited the flow of new water closets to 1.6 gallons per flush. Pre-1994 water closets flow 3.4 gallons or more per flush. Lavatory faucets were limited to a flow rate of 2.2 gallons per minute, however new low flow fixtures can have flow rates as low as 0.5 gallons per minute. A typical pre-1994 lavatory faucet can have flows of 3 gallons or more per minute. While replacing a lavatory faucet or water closet is relatively easy, care should be taken when analyzing the cost benefit of this type of measure as payback periods can be large. The following table compares low-flow fixture flow rates with the standard flow rates on common older fixtures.

Plumbing Fixture Type	Low-Flow Fixture Flow Rate	Old Fixture Flow Rate
Water Closets	1.6 gallons per flush	3.5 gallons per flush
Urinals	1.0 gallons per flush	2.5 gallons per flush
Showerheads	2.5 gallons per minute	5.0 gallons per minute
Sinks	2.5 gallons per minute	4.0 gallons per minute
Lavatories	0.5 gallons per minute	3.0 gallons per minute

Table 6.8.A: Plumbing Fixture Flow Rates

7.0 Conclusion

Congratulations. This basic energy assessment provided by GBA on behalf of Resourceful Kansas is hopefully your organization's first step in one of many in focusing more on energy efficiency as a strategy and in implementing real world solutions that make a difference. The next step is the implementation of the options that make the most sense for the specific needs of your organization.

7.1 Energy Action Plan

7.1.1 General

After an energy audit of any detail level has been completed, it's a good idea to create an energy action plan. The purpose of such a plan is to provide a roadmap to the participating organization for continuous improvement and to provide concrete steps for moving forward to achieve specific energy goals and objectives. The plan can be as simple as a single goal, such as lowering the total energy consumption of your facility by a percentage. The plan can also be much more complex involving the creation of a team of people who will champion the effort. Whatever form it ends up taking, a plan is necessary to maximize the results for your organization.

7.1.2 Recommended Approach to Energy Management

For a lot of organizations involved in receiving an energy assessment, knowing how to proceed with the recommendations listed in an energy assessment or audit can be a difficult or confusing task. The following section aims at assisting the implementation process by providing suggested prioritization as well as practical descriptions of the benefits and potential pitfalls for each ECM.

- 7.1.2.a. Creation of an Energy Sustainability Team: Identify an energy sustainability management team with responsibility for implementing the improvement program from start to finish. Create a core team with representatives from all aspects of operations, maintenance and management. Consider appointing an Energy Manager whose only responsibility is energy conservation (and possibly recovery) for your facility.
- 7.1.2.b. Implement a continuous gathering and benchmarking data program: Start with the utility usage and cost information gathered as part of this Resourceful Kansas energy assessment and continue to track the energy use of your facility (e.g., from gas, fuel oil and electricity bills). Make this data readily available to the team (on the computer network or on-line). Using the Resourceful Kansas calculated benchmarks as a baseline energy performance, continue to benchmark the gathered utility usage data.
- 7.1.2.c. Develop Goals: Based on the information contained in this energy assessment report, identify quantifiable energy improvement goals that complement your facility's mission, goals, and strategic direction.
- 7.1.2.d. Devise a Plan: Develop a plan for implementing the Energy Conservation Measures outlined in this assessment. Start with "low hanging fruit" and focus on energy intensive operations (reference *Section 4.5 Commercial Buildings Energy Consumption Survey Data*) for a good starting place). Consider renewable energy options and opportunities for energy generation using alternative methods. Determine costs and payback periods for various options.
- 7.1.2.e. Implement improvements: Based on the plan devised in the prior step, assign responsibilities and establish deadlines. Consider alternative financing approaches. Fully engage and train your operations staff. Be aware that Resourceful Kansas has additional resources available to assist with the technical side of implementing improvements such as assistance with writing study and construction project proposals.
- 7.1.2.f. Monitor and measure results: Track performance, review progress towards energy goals, and develop a plan for maintaining energy efficient equipment. Re-evaluate your goals in light of new information and priorities, and make changes to your program as necessary. Consider conducting more in-depth energy audits for issues not covered by the Resourceful Kansas assessment or new areas uncovered by subsequent conversation and investigation.
- 7.1.2.g. Communicate success: Communicate the successes of your energy management program to employees, management, and your community.

7.2. Additional ECM Investigation Suggestions

The following suggestions are a partial list of additional ECMs outside the scope of a Level I Energy Audit for investigation by Roeland Park.

7.2.1 Reset Hot Water Temperature Controls

The heating hot water temperature controls for thermal comfort systems in buildings are set to maintain a constant indoor air temperature. The setpoint temperatures can many times be lowered in winter without compromising occupant comfort. Additionally, the setpoints can be adjusted for unoccupied time frames. Both forms of adjustment will reduce energy consumption and result in energy savings. Technical assistance should be obtained to evaluate whether this strategy is feasible.

Energy can also be saved by turning down the temperature of domestic hot water heaters. An approximate energy savings of 8.33 Btu per gallon per degree Fahrenheit can be realistically attained. Caution should be taken not to drop the outlet temperature of the domestic hot water heater too low. The Federal Housing Administration's Minimum Property Standards require a minimum hot water supply temperature of 140°F to reduce waterborne pathogens such as Legionella.

7.2.2 Clean and Maintain Equipment

HVAC equipment maintenance is very important in sustaining the energy efficiency of a system. The following recommendations fall under this category:

- Clean or replace filters
- Clean electrical contacts and working parts of relays.
- Clean heat transfer surfaces on radiators, convectors, baseboard, and finned-tube units.
- Clean room air inlets and outlets.
- Clean heating, cooling and dehumidification coils.
- Clean reflectors on infrared heaters. Clean inlet and discharge screens on fans.
- Clean air intake louvers, filters and controls, evaporator and condenser coils on units and make sure that air flow is unrestricted.

These appropriate operational methods are key to maintaining the manufacturer's stated efficiencies.

7.2.3 Adjust Fan, Motor, and Belt Drive Systems

The advertised efficiency of any type of HVAC unit is based on a properly lubricated and adjusted fan, motor, and belt drive system. A maintenance program should already exist to check these items on a regular basis. If this is not already part of the operational routine, it is recommended that it be included.

7.2.4 Replace Inefficient HVAC Systems

Older equipment design and implementation strategies can sometimes operate inefficiently. Years of operation can impact a unit's efficiency. Older HVAC design philosophies did not

always place high importance on energy efficiency. As a result, large decreases in energy consumption can be realized with new and properly designed HVAC equipment and systems.

7.2.5 Reduce Evening Cleaning of Facilities

Cleaning staff scheduled to work at night will typically prolong HVAC equipment and lighting operation to include the time required to conduct their cleaning activities. If possible, schedule cleaning activities during normal business hours in order to minimize or eliminate prolonged use of the HVAC and lighting systems.

7.2.6 Caulk and Weather-strip

It is estimated that an energy savings of 10% to 15% can be achieved by caulking and weather-stripping windows and doors on exterior exposures.

7.2.7 Add Insulation to Walls and Roof

Heat transfer through the roof and walls of a facility accounts for 10% to 20% of the energy lost in most buildings. Adding insulation can reduce energy bills but, technical expertise is required the appropriate manner in which to upgrade a building.

7.2.8 Install LED Lamps

LED lamps have made significant advancements in recent years to produce natural colors and sufficient lumens for lighting applications. Energy savings of 80-92% are possible compared to standard incandescent lamps. Additionally LED lamps run cooler which can reduce HVAC costs.

7.3. Technical Assistance

An additional benefit available at no cost to participating organizations in Resourceful Kansas is limited technical assistance support provided by GBA. If in the next 1 to 6 months your organization has a technical question or needs support in getting one of the recommended ECM options off the ground, you can contact GBA for assistance. Reference **Section One - Program Overview** for more information on the Resourceful Kansas Technical Assistance.

THREE | RENEWABLE ENERGY EVALUATION

Table of Contents

1.0 Introduction	3
2.0 Renewable Energy	3
2.1 Types of Renewable Energy	3
2.2 Wind Energy Technologies	4
2.2.1 Horizontal Axis Wind Turbines	5
2.2.2 Vertical Axis Wind Turbines	5
2.3 Solar Energy Technologies	6
2.4 Geothermal Technologies	7
2.4.1 Geothermal Power	8
2.4.2 Ground-Source Heat Pump	8
2.5 Biomass Technologies	9
2.6 Biofuel Technology	9
2.7 Hydroelectricity Technology	9
2.8 Fuel Cell Technology	9
2.9 Renewable Energy Benefits	10
2.9.1 Cleaner Electricity	10
2.9.2 Carbon Footprint Reduction	10
2.9.3 Energy Independence and Security	10
2.9.4 Educational and Marketing Opportunities	11
2.10 Renewable Energy Mandates	11
3.0 Resources and Requisites	13
3.1 Project Property and Surrounding Area	13
3.2 Wind Resource	14
3.3 Solar Resource	15
3.4 Technology Siting	15
3.5 Cost for No Action	16
4.0 Permitting and Zoning requirements	17
4.1 Land Use regulations	17
4.2 Federal Aviation Administration (FAA)	17
4.3 Department of Defense (DoD)	18
4.4 National Telecommunications and Information Administration (NTIA)	18
4.5 National Pollutant Discharge Elimination System (NPDES)	18

4.6 Threatened and Endangered Species 18

4.7 Migratory Bird Act 18

4.8 Bats 19

4.9 Cultural Resources 19

4.10 Floodplain..... 19

4.11 Wetlands and Other Waters of the United States 19

4.12 National Environmental Policy Act (NEPA) 20

4.13 Wind and Solar Easements 20

5.0 Disposition of Energy.....20

5.1 Interconnection 20

5.2 Separate Meter 21

5.3 Behind the Meter 21

5.4 Net Metering 21

6.0 Project Plan22

6.1 Successful Projects 22

6.1 Prefeasibility Discussion 23

6.2 Feasibility Study and Discussion..... 23

6.3 Engineering Design 23

6.4 Construction..... 24

6.5 Installation and Commissioning..... 24

6.6 Operations and Maintenance..... 24

6.7 Decommissioning 24

1.0 Introduction

Renewable energy is a growing industry that has the potential to end the emission of greenhouse gases, stop dependence on foreign resources and improve national security. With traditional energy costs on the rise, communities across the nation have seen the firsthand benefits of implementing on-site renewable energy. The cost of energy produced from a renewable source is stable and numerous case studies have highlighted significant energy savings over the lifetime of a project.

The following pages provide an overview of how the City of Roeland Park can use renewable energy technology to create a successful project that reaps the benefits from clean energy generation, lowers their utility bill, and secures a stable source of power.

2.0 Renewable Energy

2.1 Types of Renewable Energy

Renewable energy is traditionally defined as energy derived from resources which are naturally replenished. Renewable energy sources include sunlight, wind, rain, tides, geothermal heat and biological materials. Renewable energy technologies include:

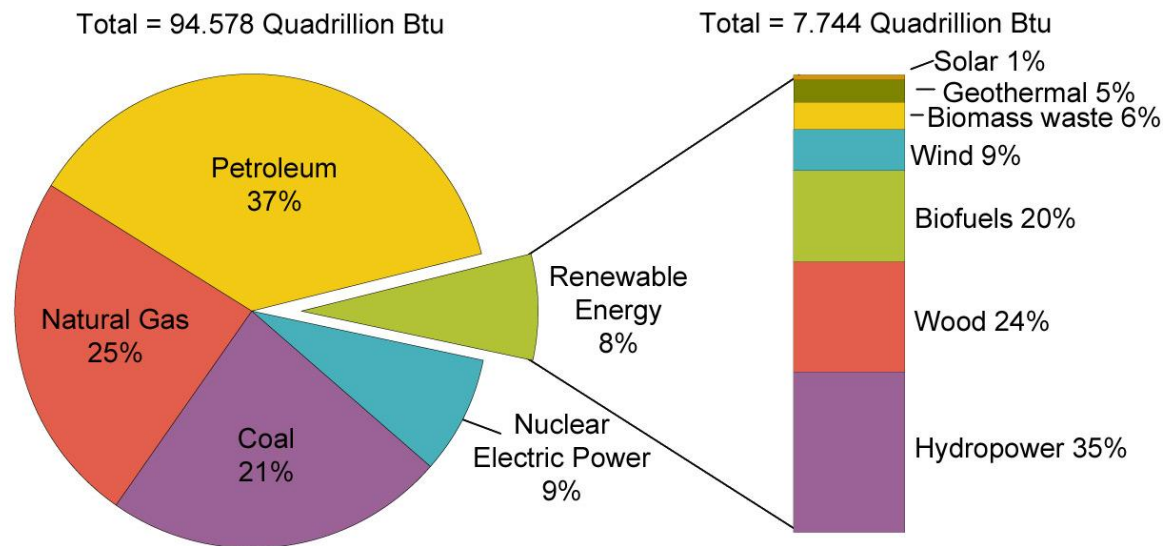
- Wind - Wind Turbines
- Solar - Photovoltaic Systems
- Geothermal
- Biomass
- Hydropower
- Hydrogen and Fuel Cells

Certain technologies have a better application based on availability. For instance, renewable energy technologies such as wind, solar, geothermal, biomass and hydrogen fuel cells are best suited for the state of Kansas; whereas hydropower is not.

The U.S. Department of Energy: Energy Efficiency & Renewable Energy (EERE) website is an excellent resource for renewable energy technology information, programs and research (see Section Five—Resource Information). The U.S. Department of Energy funds research, development and deployment projects to advance the use and adoption of clean, renewable energy technologies.

While renewable energy sources have been used for energy generation for hundreds of years, they only account for a small percentage of the total energy consumed in the U.S as shown below.

U.S. Energy Consumption by Energy Source, 2009



Note: Sum of components may not equal 100% due to independent rounding.

Source: U.S. Energy Information Administration, *Annual Energy Review 2009*, Table 1.3, Primary Energy Consumption by Energy Source, 1949-2009 (August 2010).

Figure 2.1: US Energy Administration US Energy Consumption by Energy Source graph

2.2 Wind Energy Technologies

Through the years wind has been used to pump water, mill grains and to generate electricity. Wind generated electricity does not create pollutants and does not depend on finite natural resources and unstable foreign governments. If properly located wind turbines have little to no impact on the natural environment adjacent to where they are installed. The wind industry is growing rapidly. At the end of 2010 the US had an installed wind power capacity of 40,180 MW, which is an 849% increase since 2001 (DOE-EERE). The US has a goal of generating 20% of the nation's energy, or 305 GW, with wind by the year 2030. This will require the installation of an additional 260 GW of capacity in the next 19 years. An important contribution to this goal is the distributed (small) wind technology sector.

Cities, campuses and building owners can benefit greatly from generating power on-site with small to medium sized wind turbines. Wind turbines are one of the more economically feasible options for on-site electricity generation. There are many factors that must be carefully considered to have a successful wind turbine installation. The efficiency with which a turbine can generate electricity depends on factors such as wind speed, wind frequency and height of the turbine as well as less obvious factors like wind turbulence and local geography.

Wind speed and frequency has the most direct impact on the amount of power that can be generated on a particular site and varies with the height above the ground. The National Renewable Energy Laboratory (NREL) has created a map of the United States which depicts the wind power classification at various heights. Wind power classification is a combination of the average wind speed and the frequency of the wind. This map is an excellent resource for preliminary evaluations, but surrounding geography can create areas that are "shaded" from the wind or areas with wind

speeds that exceed the average, so local wind conditions should be evaluated on a case-by-case basis.

Turbines perform more efficiently in laminar (smooth) wind flows rather than turbulent flows. Turbulent air flows are typically caused by obstructions that interrupt the air flow such as trees and buildings. Therefore, turbines should be located far enough away from any such obstruction. Another option is to mount the turbine on a monopole or tower allowing it to be above the trees and adjacent buildings. However, a taller tower requires a larger foundation to resist the structural and wind loads. Consideration of local zoning requirements also need to be made. Taller structures will sometimes require special permitting. If zoning regulations will not permit the installation of a tower, it is possible to mount smaller turbines to a building or an auxiliary structure such as a light pole.

Wind turbines typically fall into two categories based on the axis about which they rotate. Horizontal axis wind turbines look like airplane propellers and are the most common configuration. Vertical axis wind turbines consist of blades or sails rotating about a main shaft which is vertical.



Image courtesy of the DOE

2.2.1 Horizontal Axis Wind Turbines

Horizontal axis wind turbines (HAWTs) consist of blades, typically 2 or 3, that rotate about a shaft that is connected to the generator. They are further categorized into upwind and downwind configurations. The most common configuration is upwind where the wind hits the blades before going by the tower. The upwind configuration is the most efficient because there is no wind shading or turbulent air flow caused by the tower. This configuration does require the blades to be stiff enough to avoid deflecting and striking the tower. These stiffer blades increase the stress and fatigue on the hub and nacelle. A yaw controller is needed with the upwind configuration, either mechanical or wind controlled, to ensure the blades are pointed into the wind. These obstacles are not insurmountable but do require consideration.

The downwind configuration is less efficient than the upwind configuration because of the forces associated with the turbulent air flow created by the tower. The downwind configuration has the advantage of being able to use flexible blades which tend to be less expensive to manufacture and save the stress and fatigue on the hub. However, this does create an opportunity for fatigue failures in the blades. Downwind turbines do not require yaw controllers since the wind itself assures the blades are properly oriented for optimal generation.

2.2.2 Vertical Axis Wind Turbines

Vertical axis wind turbines (VAWTs) have a configuration that can operate with wind from any direction and do not require a yaw controller to optimize operation. The axis of rotation on a VAWT allows the generator to be mounted on the ground, simplifying maintenance and reducing the stresses that must be resisted by the foundation. One advantage when compared to HAWTs is that the loss in efficiency associated with turbulent air flows is much less pronounced in VAWTs, allowing

them to be installed on roofs and other lower structures. But, all roof mounted turbines must be carefully evaluated before they are installed. The structure must be assessed by an engineer to ensure that the extra weight and vibrations caused by the turbine do not disturb the building.

VAWTs may stall during a gusty wind and are prone to dynamic instability, both of which reduce the amount of power that can be generated and can cause maintenance problems. Like HAWTs, the blades of a VAWT are subject to the effects of fatigue which must be accounted for or a catastrophic failure could occur. Additionally, VAWTs have a smaller swept area resulting in less energy generation.



2.3 Solar Energy Technologies

Harvesting energy from the sun requires a photovoltaic (PV) system (also called a solar electric system). The photovoltaic process is the direct conversion of light into electricity at the atomic level. Solar modules or cells, often called an array, absorb the sun's rays and convert them to electricity. When sunlight falls on the solar modules a DC (Direct Current) electrical current naturally occurs creating an instantaneous power output. The DC current from a module is relative to irradiance. Irradiance is the intensity of light that reaches the solar cells as well as the cell temperature. To provide electrical power to a building, the DC electricity is fed into an inverter which converts the energy to standard AC (Alternating Current).

The advantage to using a PV system for on-site renewable energy is the frequent ability to locate near or on the buildings they service, which inherently provides efficiency and less costs associated with infrastructure. Solar electricity has been in use for more than 50 years and is proven to be highly dependable.

There are several ways to incorporate a PV system into an existing building or integrate into a new construction project. Installation can be relatively simple and inexpensive as systems are compatible with standard construction practices. A few additional pieces of equipment are needed to administer a complete PV system such as an electric meter with the ability to circulate unused energy back to the grid. A PV system can be installed in multiple methods such as roof mounted, ground mounted, or as a parking shade structure.

Roof mounting is the most popular application for PV systems. Products are available that work with any pitch of roof, whether a steep residential or low slope commercial. PV panels can be mounted to a roof without puncturing the roof membrane. Most installations involve a frame system that holds the panels off the roof at the appropriate angle. Other installations are applied directly to the roof.

Ground mounted PV systems can be cheaper to install because a review of the roof support structure is not necessary. Access for educational presentations and annual maintenance is easier than a roof mounted installation. Preparation of the site for PV system installation is necessary to reduce maintenance issues. For instance, natural grasses surrounding the PV system will create difficulty for

mowers and could potentially block the sunlight. Mounting height and security will also need to be considered in order to prevent tampering with the PV panels.

A PV system integrated into a parking shade structure is an innovative solution to reduce the heat island effect of an asphalt covered parking lot. Whether it is the top story of a parking structure or VIP parking in a surface lot, PV panels can offer an aesthetically pleasing way to provide covered parking. Furthermore, the power generated from the PV systems can supply the amount of electricity to operate the exterior lighting and other safety features present in typical parking lots.

Depending on the method of installation and project budget, the selected mounting system can allow for adjustments to the tilt angle to increase output. General guidelines for tilt angle recommend using the location's latitude as the tilt angle during fall and spring. The tilt angle should be adjusted to the latitude plus 15 degrees in the winter and the latitude minus 15 degrees in the summer. Manual and automated adjustable PV mounting systems are available. Manual operations require easy access to the system by a maintenance worker to meet Occupational Safety and Health Administration (OSHA) standards. Automated PV systems provide optimum output by 'chasing the sun' during the day and throughout the year. However automatic tracking systems can be cost prohibitive and manually adjusting (passive tracking) can be time consuming.

There are two types of PV systems:

- Flat Panel - most common, lightweight
- Concentrator Systems – use less solar material with reflectors and lenses

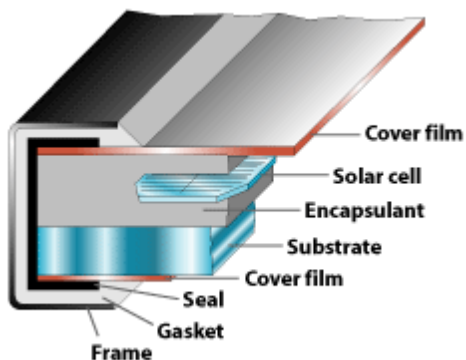


Figure 2.3.1b Flat Panel System (DOE)

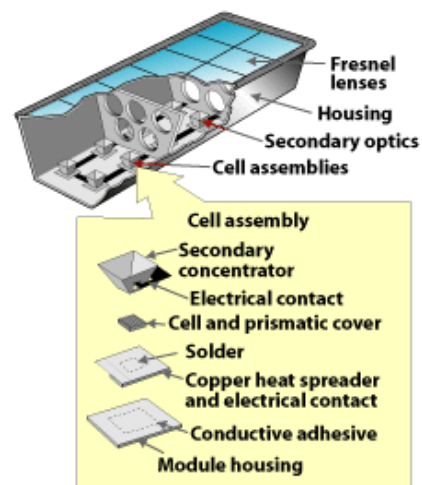


Figure 2.3.1c Concentrator System (DOE)

An engineer or supplier can assist a building or property owner in the design, installation and operation of the chosen PV system. Several PV technologies are available for public purchase.

2.4 Geothermal Technologies

The ancient Romans used water found in naturally occurring hot springs to feed public baths and under-floor heating and without realizing it implemented the first commercial application of a geothermal system. Modern geothermal systems are typically classified as geothermal power plants

or ground-source heat pumps which use the naturally occurring temperatures found below the earth's surface to either generate electricity or regulate the temperature of a finished space.

2.4.1 Geothermal Power

Geothermal power plants are typically built near edges of the tectonic plates that make up the earth's crust, but advancing technologies are increasing the viable area and improving the drilling and extraction processes, where extremely high temperatures from the magma of earth's outer cores heats groundwater to 300 – 500°F. Many of the newer geothermal power plants use a binary cycle to create electricity.

In a binary system, ground water is pumped out of the ground and into a heat exchanger which heats a secondary fluid in a closed loop to the point at which it flashes to vapor, that vapor is used to drive a turbine that is connected to a generator. According to the Geothermal Energy Association, the U.S. currently has 3,086 MW installed capacity and it is expected to increase to 5,400 MW installed capacity by the year 2015. Geothermal power has the potential to become a widely used power source that could reduce dependency on greenhouse gas producing electricity.

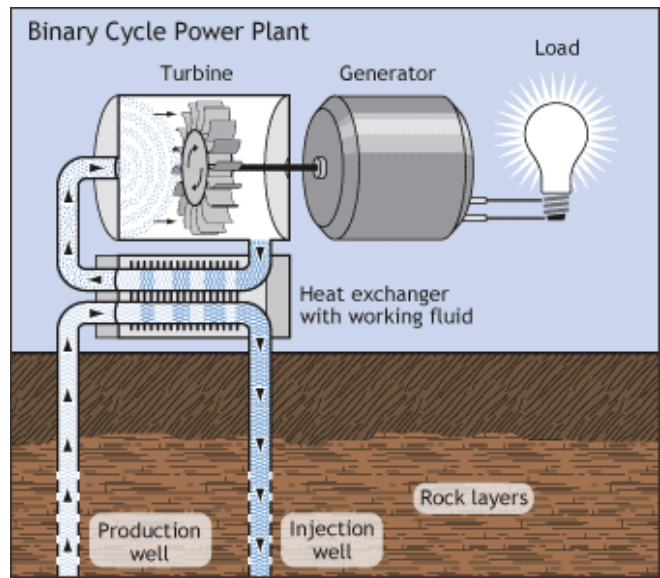


Figure 2.4.1 Binary Cycle Plant (DOE)

2.4.2 Ground-Source Heat Pump

Geothermal heat pumps function by pumping water, or a refrigerant, through a loop of pipes that are either buried in the ground or at the bottom of a pond or lake. The relatively constant temperature found at the bottom of a pond or under the ground is used to transfer heat into or out of the water/refrigerant which is then pumped through a heat exchange. This heats or cools the air within a space as needed. There are two types of geothermal heat pump systems, open loop systems and closed loop systems.

As the name suggests, open loop systems draw groundwater or pond water into the building and use it to heat/cool the space and then inject this water back into the source when finished. Open loop systems have some drawbacks that must be overcome in design:

- The inlet and outlet must be spaced far enough apart to ensure thermal recharge of the source.
- Groundwater typically contains minerals and other substances that can be corrosive to equipment.
- Pond water typically has silt, sediment and other contaminants that must be considered in the design.
- A pond must be deep enough to ensure that the water temperature always exceeds 40°F at the inlet to minimize the risk of freezing water damaging the equipment.

Closed loop systems are configured in horizontal, vertical or surface water loops. Horizontal loops consist of pipes buried a few feet below the surface. These systems are simpler to install but require a large area dedicated to the piping which is approximately 2500 square feet for each ton of cooling. In a vertical loop system the pipes are buried in vertically drilled wells that are several hundred feet deep. These deeper systems require consideration to the site's geology. Vertical loop systems have a smaller footprint of approximately 300 square feet for each ton of cooling, when compared to horizontal loop systems. The final closed loop configuration is a surface water loop. This configuration consists of horizontal loops placed at the bottom of a pond or lake. This system's efficiency is dependent on the seasonal temperature variations of the water and the size of the body of water.

2.5 Biomass Technologies

Biomass is an energy source from living, or recently living organisms. The most common source of biomass energy is from yard waste such as dead trees, limbs, woodchips, grass clippings, etc. that are incinerated. The heat produced is used to power a boiler, produce steam and generate electricity. In general it takes about 1-ton of wood to produce 1-MW of electricity, so the cost of transporting wood waste is a limiting factor that makes this technology difficult for most regions.

2.6 Biofuel Technology

Biofuels are generally defined as fuels that are derived in some shape or form from biomass waste. Biodiesel and bioalcohol are the more common forms of biofuels that are produced currently. The most common bioalcohol is ethanol which is used as an additive to conventional gasoline as a way to offset some of the negative impacts associated with oil extraction and refinement. Biodiesel is typically formed through a chemical reaction between lipids (vegetable oil, animal fat, etc.) with an alcohol. This produces a fuel that can be used to completely replace petroleum based diesel or mixed with it without the need for any modifications to the engine.

2.7 Hydroelectricity Technology

Hydroelectricity is the generation of electrical power through the use of flowing or falling water to drive turbines connected to generators. The most common application of hydropower is found in dams. Potential energy is stored in the reservoir behind a dam and can be harnessed to generate electricity. One example of hydroelectricity is the Hoover Dam, built on the Colorado River which has a capacity of generating 2,080-MW and on average produces 4.2-TW*h/year. Other less common types of hydroelectricity generation include tidal power which uses the rise and fall of the oceans waves to generate power. Underground power stations utilize the natural height differences between two waterways, such as a waterfall, and construct an underground tunnel that routes the water from the higher elevation waterway through a turbine and then discharges it back into the lower elevation waterway.

2.8 Fuel Cell Technology

Fuel cells generate electricity as a result of a chemical reaction between a reactant and an oxidizing agent. This process can continue indefinitely as long as the necessary reactant and oxidizing agent flows are maintained. The most common fuel cell today is a hydrogen fuel cell which uses hydrogen

as the reactant and oxygen as the oxidizing agent. The only byproduct of this chemical reaction is water. Fuel cells can generate electricity with very little impact on the climate. Fuel cells are currently more expensive than other renewable energy sources but advancements in this technology should make it a more viable solution.

2.9 Renewable Energy Benefits

2.9.1 Cleaner Electricity

Renewable energy generation avoids or greatly reduces air and water pollutants, water consumption, and land-use impacts associated with traditional energy generation sources. However, the manufacturing of the technology required to convert the renewable resource to energy is not without impact. Overall, renewable energy technologies have a significantly lower environmental impact when compared to traditional energy technologies.

In Kansas, every megawatt (MW) of renewable energy installed will prevent approximately 1,750 metric tons of carbon dioxide from being released into the atmosphere each year. This is equivalent to the emissions from 334 passenger vehicles.

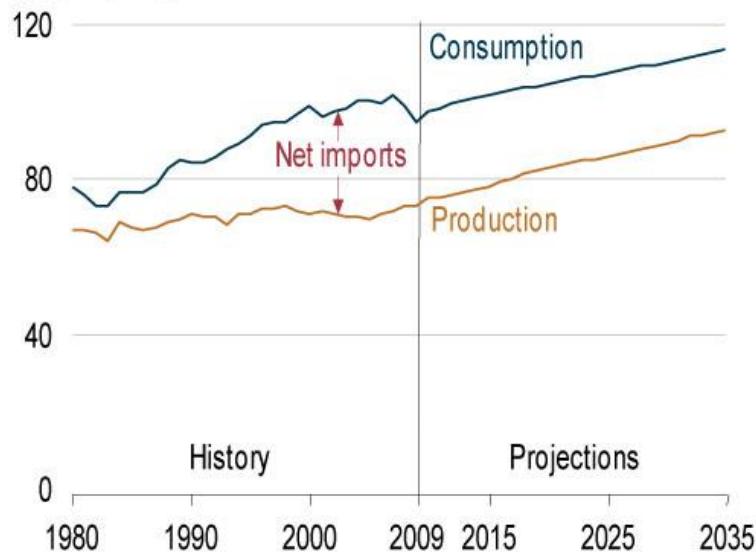
2.9.2 Carbon Footprint Reduction

An alternative method to reduce a facility's carbon footprint is the purchase of Renewable Energy Certificates (RECs) or Carbon Offsets. A REC is an agreement to purchase electricity from a facility that is certified by "Green-e" or another nationally recognized entity. These organizations verify that the electricity being generated is using methods that are cleaner than the average retail electricity produced in the facility's region. Carbon Offsets are similar to RECs, but the capital is used in a project with the goal of reducing carbon dioxide emissions. Since both of these options are investments in non-tangible services, care should be taken to ensure any purchase is from a nationally recognized and independently audited entity.

2.9.3 Energy Independence and Security

A diversified energy portfolio reduces the dependence on imported fossil fuels and the associated volatile prices. Generating local energy helps keep the economic benefits in the community. The decentralized energy generation also helps to reduce the burden on the national grid, improving its reliability. Renewable energy paired with energy storage can provide for uninterrupted continuation of essential operations, typically governmental and emergency operations, and can help maintain the safety and integrity of infrastructure in times of crisis.

Figure 10. Total energy production and consumption, 1980-2035
Quadrillion Btu



See Annual Energy Outlook 2011 (AEO2011), early release overview release date December 16 2010, full report release date April 2011, report number: DOE/EIA-0383ER (2011), www.eia.gov.

Figure 2.9.3: DOE Total Energy Production and Consumption graph

Renewable energy, by definition, will never cease. Renewable energy sources will be naturally replenished, unlike traditional energy sources that will someday be depleted. Many options for domestic renewable energy technologies exist, creating domestic economic benefits.

2.9.4 Educational and Marketing Opportunities

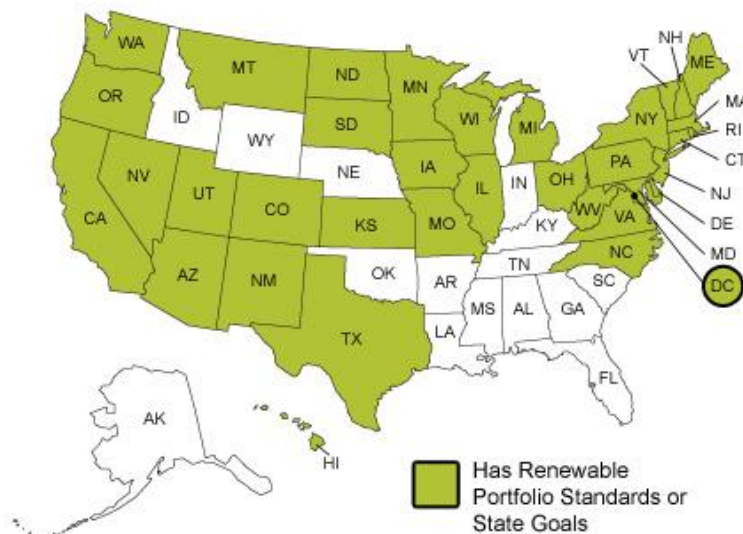
Renewable energy generated onsite can provide clean, locally generated power, as well as lower utility bills. However, there are additional benefits that cannot be summarized in environmental or economic terms. Most consumers prefer sustainable business practices, and many renewable energy technologies provide a very conspicuous statement of commitment to sustainability. Publicity generated from taking steps towards independent and clean energy generation will spread throughout the community and across the state.

2.10 Renewable Energy Mandates

A Renewable Portfolio Standard (RPS) is a mandate requiring electric utilities to generate or purchase a certain percentage of their total energy generation from renewable sources, by a certain date. Purchased funds subsidize the cost of renewable energy generation from off-site sources. Electric utilities can use Renewable Energy Credits (RECs) or Green Tags to comply with the RPS mandate. The REC purchaser receives a certificate representing the units of energy generated as the renewable energy is remotely placed on the grid. RECs are a tradable commodity in an emerging market and not available in all states or counties.

The first State RPS was set in 1983 by Iowa. Discussions for a National RPS have been ongoing since 1997. The National RPS currently being debated is for 25% by 2025. As of February 11th, 2011, 36 states established RPS mandates, also known as, Alternative Energy Portfolio Standard (AEPS) or a Renewable or Alternative Energy Goal.

Most States Have Renewable Portfolio Standards, Mandates, or Goals, 2010



Source: Database of State Incentives for Renewables & Efficiency (accessed January 2010).

Figure 2.10: DSIRE Renewable Portfolio Standards, Mandates or Goals map

In May 2009, the Kansas Legislature adopted a Renewable Energy Standards Act (RES Act), which requires utilities in the state to generate electricity from renewable resources equal to 20 percent by 2020. To meet the requirements of the RES Act, Westar for example, which currently has 301 megawatts of renewable energy generation, estimates it will need another 700 MW between 2011 and 2020.

3.0 Resources and Requisites

3.1 Project Property and Surrounding Area

The City of Roeland Park Community Center, 4850 Rosewood Dr, is located in a residential area. North of the Community Center is the Roeland Park Dome and to the east is the Roeland Park Swimming Pool. There are apartments to the north and single family homes to the south of the recreational complex.

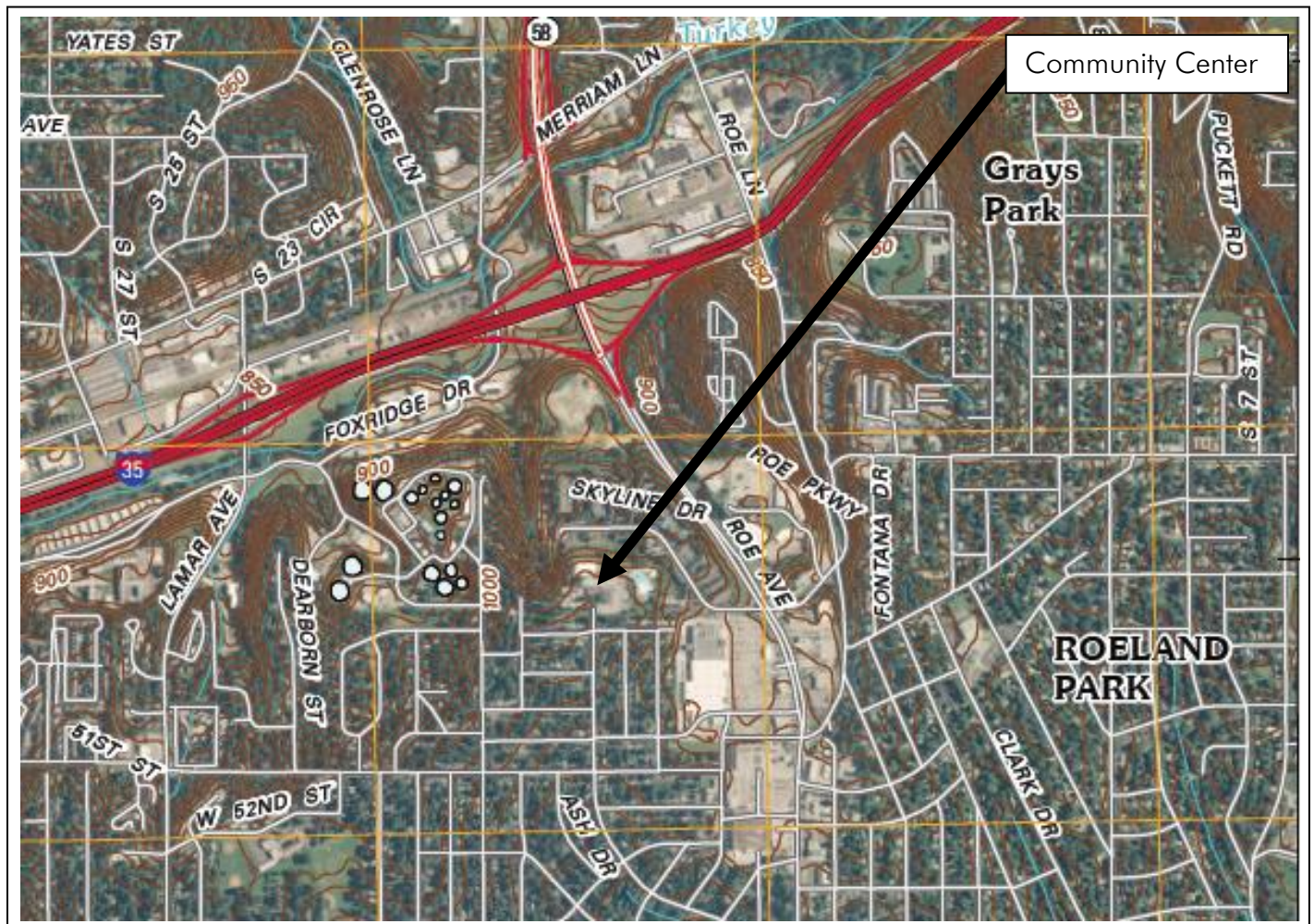


Figure 3.1a: USGS Topo Map

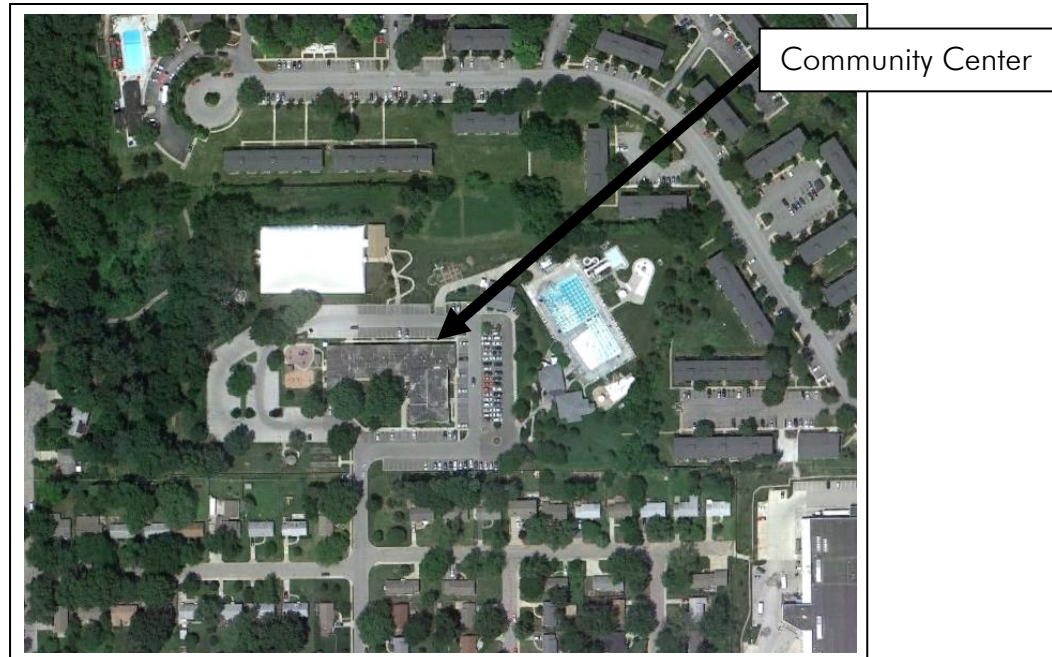


Figure 3.1b: Aerial Photo of the Roeland Park Community Center and Surrounding Area

3.2 Wind Resource

The average annual long-term Wind Resource at the Roeland Park Community Center is 6.34 m/s at a 60m hub height and 5.23 m/s at a 30m hub height (based on 200m resolution, wind Navigator).

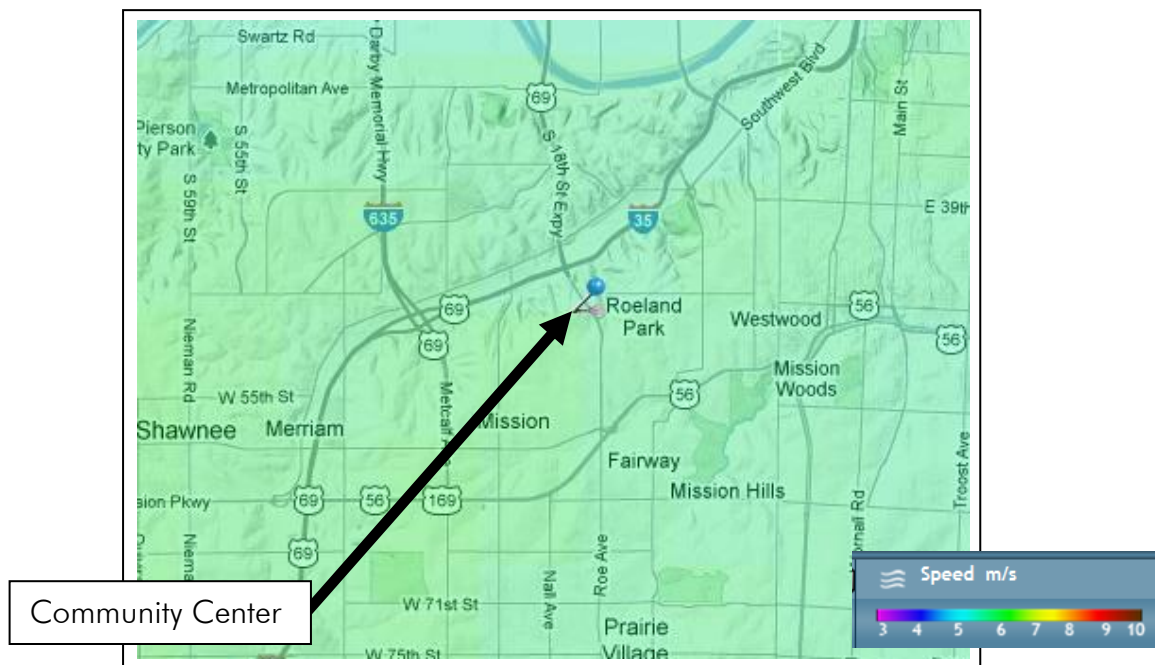


Figure 3.2a: Wind Resource map of Roeland Park at 60m

With an annual energy consumption from December 2010 to November 2011 of 189,360 kWh for the Community Center, a recommended scale of wind energy generation would be 50-100kW. Final sizing for any wind energy project would be contingent on the availability of a net metering agreement, permitting restrictions and siting restrictions. At the average annual wind speed and an assumed electric rate of 10.94¢/kWh, the table below illustrates estimated energy production and associated energy value of selected mid-range wind turbines. The table values are for estimating purposes only.

Nameplate Capacity	Example Manufacture and Model	Wind Speed (m/s) at Hub Height (m)	Annual Energy Production (AEP) ¹	First Year Energy Value	Estimated turn-key project cost
20 kW	Jacobs Wind Systems, Jacobs 31-20	5.23 at 30	22,562 kWh	\$2,468	\$225,000
50 kW	Endurance Wind Power, E-3120	5.23 at 30	127,458 kWh	\$13,944	\$450,000
100 kW	Northern Power Systems, Northern Power 100	5.54 at 37	186,120 kWh	\$20,362	\$580,000
225 kW	Aeronautica Windpower, AW 29-225	5.67 at 40	395,890 kWh	\$43,310	\$815,000
500 kW	Polaris America, P50-500	6.34 at 60	1,364,400 kWh	\$149,265	\$1,485,000

¹ Based on the wind speed above and the manufactures' published power curve.

Table 3.2a: Annual Energy Production and Value table for Wind

3.3 Solar Resource

The average annual Solar Resource at the Roeland Park Community Center is 4.97 kWh/m² (based on NREL's PVWatts Viewer, 40km grid cell). At an assumed electric rate of 10.94¢/kWh, a fixed array tilt of 39.3° and an array azimuth of 180.0°, each 10kW of crystalline photovoltaic installed would generate 13,123 kWh/year.

Solar Radiation	Annual Energy Production (AEP)	First Year Energy Value	Estimated turn-key project cost
4.97 kWh/m ²	13,123 kWh	\$1,436	\$83,000

Table 3.3a: Annual Energy Production and Value table for Solar

3.4 Technology Siting

Proper siting of renewable technology is a key and crucial component to creating a successful renewable energy project. When siting a wind turbine, industry and permitting authorities suggest, and may require, setbacks. If the local municipality does not have any siting regulations, then the wind turbine should be located one lay down height (the height to the tip of the wind turbine blade) away from property lines and above ground utilities. It is recommended that wind turbines also be sited one lay down height away from occupied buildings. The setback from occupied buildings is often an owner driven directive and not a permitting requirement.

To minimize the impact of turbulence on the turbine's performance, a wind turbine is generally sited away from obstacles such as buildings and trees. The rule of thumb is to place the turbine so that the lowest point of the rotor is 30' above any obstruction within 300'-500', depending on the prevailing wind direction. The setback in areas where topography includes steep hills and cliffs is greater due to additional turbulence. If multiple wind turbines are to be installed, siting guideline for their spacing is based on each turbine's rotor diameter.

Photovoltaic panels should be sited in a location that is isolated from shade and generally faces south. The location should receive full sun exposure from at least 9am to 3pm every day of the year. In regards to the tilt angle, or horizontal slope, a photovoltaic system shall be mounted at an angle equivalent to the site latitude. In Kansas, that is 37 to 40 degrees. Adjusting the angle each season will increase output. If the photovoltaic system is ground mounted, or other system that can be adjusted, latitude plus 15 degrees during winter, latitude minus 15 degrees in summer and at latitude in the spring and fall would increase energy production. Photovoltaic systems that 'chase the sun' during the day and throughout the year will provide optimum energy production. However, automatic tracking systems are generally cost prohibitive.

A preliminary siting analysis was performed for renewable energy technology at the Roeland Park Community Center. The grass open space north of the Community Center between the dome and the swimming pool is a potential location for a wind turbine. Current and future planned use of this area would need to be taken into consideration. Further analysis of this location or other locations throughout the city can be provided through the Resourceful Kansas Program's Technical Assistance. As for solar energy generation, both roof mounted and ground mounted solar photovoltaic cells are options for renewable energy generation at the Community Center. The installation of a solar energy system requires an area with limited shade.

3.5 Cost for No Action

The future costs of energy are uncertain; predictions on the rate of escalation vary greatly. If carbon emission legislation is enacted, energy prices in regions heavily dependent on coal for electricity generation could see a dramatic price increase. Since 2006, retail electric energy costs in Kansas have increased at about 6% per year on average.

The cost of installing a renewable energy system should be compared against the cost of no action, basically paying for electricity from your current utility provider without the installation of a renewable energy system. Assuming an annual electric utility expense of \$20,713, the table below shows the accrued expense of continuing to purchase 100% of the consumed energy. Accrued expense with an annual increase in the rate is also shown.

Length of Time	Possible Rate Increases			
	0.0%	2.5%	5.0%	7.5%
5yrs	\$103,565	\$111,078	\$119,139	\$127,779
10yrs	\$207,130	\$237,339	\$272,517	\$313,452
15yrs	\$310,695	\$380,192	\$468,269	\$580,010
20yrs	\$414,260	\$541,816	\$718,104	\$962,689
25yrs	\$517,825	\$724,680	\$1,036,964	\$1,512,074
30yrs	\$621,390	\$931,573	\$1,443,920	\$2,300,787

Table 3.5: Cumulative Energy Bills

Therefore, an electric utility bill would experience a \$994,249 increase over 25 years at an average cost of energy rate increase of 7.5%.

4.0 Permitting and Zoning requirements

4.1 Land Use regulations

For most municipalities, a building permit or a special use permit is required for the installation of renewable energy technologies. Many municipalities now have a wind turbine ordinance for wind turbine installations, and a special use permit would be required for any exemptions.

4.2 Federal Aviation Administration (FAA)

The Federal Aviation Administration (FAA) considers three impacts to airports and airspace: Imaginary Surface, Operational Impact, and Electromagnetic Interference. The FAA must be notified if a proposed structure's construction or alteration is

- taller than 200' above ground level
- within 20,000 feet of a public-use airport with at least one runway over 3,200' long and the structure exceeds a 100:1 surface from any point on the runway
- within 10,000 feet of a public-use airport with the longest runway less than 3,200' long and the structure exceeds a 50:1 surface from any point on the runway
- within 5,000 feet of heliport and the structure exceeds a 25:1 surface

The FAA must be notified through form 7460-1 (Notice of Proposed Construction or Alteration). After filing form 7460-1, it takes approximately 45 days for affected divisions to respond and the FAA to contact you. The FAA will at that point make a Determination of No Hazard to Air Navigation (DNH) or a Notice of Presumed Hazard (NPH). If the structure is issued a NPH, you will be issued a no effect height and an explanation of what you are affecting at the airport or in the airspace. Obstruction marking and or lighting may also be required.

The Charles B. Wheeler Kansas City Downtown Airport is located approximately 30,000 feet from the Roeland Park Community Center. This proximity does not require FAA notification on a proposed structure construction unless it is taller than 200 feet. However, we would recommend filing form 7460-1 (Notice of Proposed Construction or Alteration) or any proposed structure taller than existing buildings on site as a 'good-neighbor' action.

4.3 Department of Defense (DoD)

The Department of Defense is currently designing procedures for notification of wind turbine construction. Until standards are set, they've requested notification of all wind turbine installations, no matter the height or nameplate capacity. A standard form for submitting project information is not yet available. The DoD requests that the latitude, longitude, height and blade radius be emailed to the DoD Energy Siting Clearinghouse. If there are multiple wind turbines, the information should be within a simple spreadsheet.

4.4 National Telecommunications and Information Administration (NTIA)

The Next-Generation Radar (NEXRAD) is a network of high-resolution Doppler weather radars operated by the national weather service. Several federal agencies (National Oceanic and Atmospheric Administration NOAA, Department of Justice DoJ, Department of the Interior DoI, National Aeronautics and Space Administration NASA, Coast Guard and Navy) are interested in any wind turbine that penetrates the NEXRAD Radar Line of Sight (RLOS). There is a potential impact to Long-Range Radar, Weather Radar, Military Training Routes and Special Airspaces. Notification forms can be obtained from and should be submitted to the Department of Commerce and the National Telecommunications and Information Administration.

There are NEXRAD radar stations near Kansas City MO, Wabaunsee County, Wichita, Enid OK, Dodge City, Goodland, and Hastings NE that affect Kansas.

4.5 National Pollutant Discharge Elimination System (NPDES)

A NPDES Construction General Permit from the U.S. Environmental Protection Agency (EPA) and Kansas Department of Health and Environment (KDHE) will be required for any project with a site disturbance greater than one acre. If a NPDES permit is required, a Stormwater Pollution Prevention Plan (SWPPP) will need to be prepared. The project will be required to utilize erosion and sediment control measures to minimize the impact on water quality to meet State and City requirements. The review period for the State on a NPDES permit is approximately 60 days.

It is not anticipated that a NPDES permit will be required for 'behind-the-meter' renewable energy projects, including the installation of photovoltaic systems, a small to mid-sized wind turbine or a vertical well geothermal system. Larger systems, or projects with public access areas (such as shelters, kiosks and parking) may involve a site disturbance greater than one acre.

4.6 Threatened and Endangered Species

The Endangered Species Act of 1973, et seq. (ESA, 16 UDC 35, Public Law 93-205) assigned the Department of Interior, U.S. Fish and Wildlife Service (USFWS) to establish a list of federally protected species. Projects which receive federal funding or federal approval, including permits, must comply with ESA. The Kansas Department of Wildlife and Parks (KDWP) is responsible for the determination of state level status of species.

4.7 Migratory Bird Act

Migratory birds are protected by the Department of Interior and USFWS according to the Migratory Bird Act. The Act states, "Unless permitted by regulations, the Act provides that it is unlawful to

pursue, hunt, take, capture or kill; attempt to take, capture or kill; possess, offer to or sell, barter, purchase, deliver or cause to be shipped, exported, imported, transported, carried or received any migratory bird, part, nest, egg or product, manufactured or not. Subject to limitations in the Act, the Secretary of the Interior (Secretary) may adopt regulations determining the extent to which, if at all, hunting, taking, capturing, killing, possessing, selling, purchasing, shipping, transporting or exporting of any migratory bird, part, nest or egg will be allowed, having regard for temperature zones, distribution, abundance, economic value, breeding habits and migratory flight patterns.”

Coordination with USFWS should be conducted. The USFWS may require an avian assessment for a mid-to large- scale wind turbine project.

4.8 Bats

Coordination should be done with U.S. Fish and Wildlife Service regarding the need for any surveys including bat assessments. U.S. Fish and Wildlife will determine what surveys if any will be needed for the project.

4.9 Cultural Resources

As directed by Section 106 of the National Historic Preservation Act (P.L. 89-665, as amended), the head of any Federal agency having jurisdiction or license control over a proposed undertaking shall take into account the effect of the undertaking on cultural resources included in or eligible for inclusion in the National Register of Historic Places (National Register).

In compliance with these regulations, consultation with the Kansas State Historic Office (SHPO) is required. The initial consultation shall be in the form of a letter sent to SHPO. They have 30 days to respond with clearance for the project or a request for a cultural resource survey.

4.10 Floodplain

If the Property is located in the Special Flood Hazard Area Subject to the 1% Annual Chance Flood, more commonly known as the 100-yr floodplain, a floodplain development permit will be required. If the project site is also within floodway boundaries, any proposed fill or construction will require a detailed engineering analysis and a No-Rise Certificate. During a project’s Schematic Design Phase, Flood Insurance Rate Map (FIRM) should be consulted to make the determination.

4.11 Wetlands and Other Waters of the United States

The U.S. Army Corps of Engineers (Corps) has been delegated authority to regulate waters of the U.S. (wetlands, streams, rivers, ponds, etc.) under the Clean Water Act. Section 404 of the Clean Water Act describe the dredge and fill responsibilities of the Corps. USGS topographic map and an aerial photograph should be consulted. If available, a USFWS National Wetlands Inventory should be reviewed. An onsite delineation of the site should be conducted prior to construction activities. If impacts greater than 1/10 of an acre to waters of the U.S. are proposed then contact with the Corps is required and a Section 404 permit needs to be obtained. If less than ½ acre of impacts is anticipated then a Nationwide Permit may be used. The review time for a Nationwide Permit is 45 days. If the impacts for a project exceed ½ acre, then an Individual Permit will be required. The review time for an Individual Permit is 120+ days.

4.12 National Environmental Policy Act (NEPA)

The National Environmental Policy Act (NEPA) (42 USC 4321-4347) requires that Federal agencies consider environmental consequences of major Federal actions and include these considerations in their decision making process. A NEPA document is to provide sufficient evidence and analysis to determine whether implementation of project work would result in significant effects on the environment. A NEPA document may be required for the project if federal funding or federal land is used.

4.13 Wind and Solar Easements

Renewable energy resources can be greatly affected by the environment and by actions of neighboring properties. No laws or ordinances prevent an abutting or neighboring property from constructing a building or structure, installing landscaping or any other actions that would disturb or eliminate access to renewable energy resources.

The State of Kansas does have a Solar Access Policy that allows parties to voluntarily enter into an easement agreement to ensure your access to solar energy resources. The easement must be recorded with the register of deeds for that county.

5.0 Disposition of Energy

The energy from an interconnected generator flows into the utility's grid. It is not possible to know where the specific electrons created from the generator are used. A similar situation is an oil or water pipeline where the specific liquid cannot be tracked through the pipe network. Renewable sourced energy from your generator may supply your plant, your neighbor or another customer across the state. A meter can show the amount of energy created by a generator and/or the amount of energy used by a building. Therefore, some type of an interconnection or net metering agreement needs to be arranged with the utility so that renewable on site energy generation can be used with the utility's energy.

5.1 Interconnection

Renewable energy technologies are typically connected to supplemental energy purchased from a utility and that technology would operate parallel to the utility source. In the utility industry, operation of a privately owned generator parallel to the grid is called an "interconnection".

Keeping your system connected to the grid also allows you to continue to purchase power from the utility when your system generation does not meet your facility's consumption needs. Special rules apply to interconnected customer generators. These rules are intended to protect the utility company's workers, ensure the reliable operation of their system and protect the customer's generator. Utilities require an Interconnection Agreement to be negotiated before you are able to connect to the grid.

There is a statewide Interconnection Agreement standard for Kansas. Due to the language of the legislation and the Kansas Corporation Commission rules, the interconnection standards are on a

utility-by-utility basis. Each utility has a number of technical requirements for interconnection and any interconnection will be required to comply with these rules.

Kansas City Power & Light (KCPL) has a standard procedure that would permit an applicant to interconnect any on-site generators to the utility grid. One must complete an Interconnection Application, which is available on their website and return it with an application fee as well as plans and specifications detailing the generator, inverter, lockable disconnect and other necessary equipment for a complete, safe installation. After the application has been filed, KCPL will review the application to ensure all applicable safety standards have been met and issue an approval/denial within 90 days. After the generator installation is complete, KCPL requires a field inspection to ensure conformance with the approved design at which point the meter will be replaced with a bi-directional meter and the applicant will begin to be credited for the power generated on-site based on the terms of either a net-metering or parallel generation agreement. A planning stage meeting with KCPL is recommended to discuss the project before the preliminary design required to complete the Interconnection Application is begun.

5.2 Separate Meter

The traditional approach is for the utility to provide a meter dedicated to the energy generator, which measures the energy produced and exported to the grid.

Since the federal Public Utility Regulatory Policies Act (PURPA) was passed in 1978, most utilities have been required to purchase energy from private renewable energy providers who can connect to the utility system, at the utility's "avoided cost of energy." The avoided cost is defined by the Federal Energy Regulatory Commission (FERC). Avoided cost is normally much less than the retail rate utilities charge customers. The Kansas Corporation Commission now requires investor-owned utilities to pay 150% of the utility's avoided cost for customer-generated energy.

Other options include selling the energy to the wholesale market or to remote users. Generally these options are not available for small generators.

5.3 Behind the Meter

If the owner of the generator also is an energy consumer, it is usually advantageous to offset retail purchase of energy rather than sell the energy. This is usually accomplished by connecting the generator on the customer's side of the meter servicing the load.

Most utilities are willing to allow such an arrangement and will pay the customer for any excess generation at applicable purchase rates. The disadvantage of this arrangement is that output is not always available when you need it to offset use, and it must be sold to the utility at avoided cost rather than retail purchase rates.

5.4 Net Metering

Recently many utilities, recognizing the value of renewable source energy, have taken the behind-the-meter concept one step further and agreed to offset excess generation against future retail

purchases. This, in effect, allows the customer to use all of the renewable source generation to offset purchase at the retail rates.

Net metering allows a utility customer who produces more electricity than they consume to carry any net excess generation (NEG) forward at the full retail rate to periods where consumption exceeds generation. Any NEG remaining in the customer's account at the end of the accounting period (commonly calendar year) will be granted to the utility. In effect, the utility acts as a battery for the customer's excess generation. A net metered generator must be appropriately sized so as not to exceed expected consumption.

The Kansas City Board of Public Utilities (BPU) voluntarily established a net metering policy in 2009.

In May 2009 the Kansas legislature established a requirement for net metering for customers of Investor-Owned Utilities (IOU) in Kansas (HB 2369). Kansas IOU's are Westar, KCP&L and Empire District. A system capacity limit was set that allows residential systems up to 25 kW and non-residential systems up to 200 kW to offset onsite electricity consumption. There is not customer-generator ownership of the RECs (see section 2.3 Renewable Energy Mandates).

Additionally KCP&L limits the number of customers eligible for a net metering agreement on a first-come, first-serve basis until the total generating capacity of all customers with net metering agreements is equal to 1% of the previous year's peak demand. KCP&L's standard net metering agreement also stipulates that neither the owner-generator nor KCP&L can register or sell RECs for the power generated under this agreement.

6.0 Project Plan

6.1 Successful Projects

Successful small to mid-sized, behind the meter, renewable energy projects generally have several components in common:

- Internal Acceptance
 - Consensus on Project Drivers
 - Facility Acceptance of Project
- Resources & Requisites
 - Renewable Energy Resource
 - Funding
 - Site Selection
 - Adequate Facility Load
- Suitable Technology
 - Appropriate Technology Selection and Specifications
 - Prudent Technology Placement
- External Acceptance
 - Permitting and Zoning Requirements
 - Disposition of Energy

- Project Plan

The project plan outlines how the organization will move forward with the project. The common steps or phases in a renewable energy project are

- Prefeasibility Discussion
- Feasibility Study and Discussion
- Engineering Design
- Construction
- Installation and Commissioning
- Operations and Maintenance
- Decommissioning

6.1 Prefeasibility Discussion

The Prefeasibility Discussion may take a brief amount of time or consist of an extensive evaluation. During this phase, an organization is talking about renewable energy from a 'big picture' standpoint. The objective of this conversation is to determine if an organization is ready to consider a renewable energy installation.

6.2 Feasibility Study and Discussion

The Feasibility Study and Discussion may also take a brief amount of time or consist of an extensive evaluation. During this phase, an organization gathers specific information regarding renewable energy technology installations. Specifics may include recommended technology (type, scale and manufacture), project siting and permitting restrictions, project financing, and desired project timeline. This may be research internal to the organization or a formal study completed by a consulting firm. The objective is to collect enough information that internal acceptance by the organization is achieved.

6.3 Engineering Design

The next three phases, Engineering Design, Construction and Installation and Commissioning, can each be completed as individual phases, or completed together for a turn-key project.

Depending on the type and size of technology, engineering design can take between 2 weeks and 4 months. As an example, a typical engineering design phase for a wind turbine project includes:

- Geotechnical study
- Foundation design
- Electric infrastructure design
- Environmental studies required for permitting
- Site improvement design
- Utility coordination
- Permitting

6.4 Construction

Depending on the type and size of technology, construction can take between a few days to three months, not including the lead time on the selected renewable energy technology. As an example, a typical construction phase for a wind turbine project includes:

- Ordering wind turbine and electrical components
- Filing and/or collecting required permits
- Preparation of the site, including any required construction access improvements and erosion control measures
- Excavation and installation of the foundation
- Excavation and installation of the electrical infrastructure
- Staging of the wind turbine, including blades, nacelle and monopole

6.5 Installation and Commissioning

Following construction of needed infrastructure, the renewable energy technology can be assembled and installed. Depending on the type and size of technology, installation can take between a couple of hours and up to two weeks. Once installed, the system will need to be commissioned to verify it is working as expected. Typically, utility metering data produced from the renewable energy technology is collected over a year for comparison and evaluation. Like the construction phase, weather can greatly affect the schedule of the installation and commissioning.

6.6 Operations and Maintenance

Proper maintenance is important to protect the investment of a renewable energy technology. Once the technology is installed, responsibility for the operations and maintenance. Operation and maintenance packages, as well as extended warranties, can be purchased from the manufacture or a third party provider. Additional insurance coverage may be needed to protect renewable energy technology.

6.7 Decommissioning

Wind turbines have a typical design life of 20-30 years, photovoltaic systems have a typical design life of 15-40 years, and a geothermal system can last over 50 years. Organizations should plan for the decommissioning of their renewable energy technology at the end of the useful life of the system, including any applicable expenses. In the case of wind turbines, the salvage value of the turbine will not cover the full cost of decommissioning.

FOUR | TRANSPORTATION ENERGY IMPACTS

Table of Contents

1.0	The Need for Sustainable Infrastructure	3
2.0	U.S. Department of Energy Initiatives.....	3
2.1.	Vehicle Technologies Program.....	4
2.2.	“Clean Cities” Coalitions	5
3.0	Vehicle Alternatives.....	5
3.1.	New Vehicle Technologies	5
3.2.	Advanced Combustion Engines	6
3.3.	Diesel Vehicles.....	6
3.4.	Fuel Conversions.....	6
3.5.	Hybrid Electric Vehicles	7
3.6.	All-Electric Vehicles.....	7
3.7.	Flexible Fuel Vehicles.....	8
3.8.	Fuel Cell Vehicles.....	8
4.0	Alternative Vehicle Fuels.....	8
4.1.	Biodiesel	9
4.2.	Electricity	9
4.3.	Ethanol Products	9
4.4.	Hydrogen	10
4.5.	Natural Gas Fuels	10
4.6.	Propane	11
4.7.	Compressed Air	11
4.8.	Other Potential Fuels	12
4.9.	Supporting Infrastructure	12
5.0	Light-Source Conversions	12
5.1.	Current Technologies	13
5.2.	Light Source Comparisons.....	14
5.3.	Light-Emitting Diodes (LED)	14

6.0	Alternative Power Sources.....	16
6.1.	Back-up Battery Systems.....	17
6.2.	Solar Power Applications.....	17
6.3.	Combined Solar Power / Wind Generation.....	18
7.0	Fleet Management	18
7.1.	Fuel Economy Strategies	18
7.2.	Idle Reduction	19
7.3.	Best Practices in Fleet Management	20
8.0	Modal Choice and Driver Behaviors	20
8.1.	Improved Modal Choices.....	21
8.2.	Behavior Modifications	22
9.0	Congestion Management	23
9.1.	Congestion Effects on Mobility.....	23
9.2.	Direct Costs of Congestion.....	23
9.3.	Mitigating Congestion	24
9.4.	Urban Mitigation Methods	24
9.5.	Rural Mitigation Methods	26
10.0	Disclaimer.....	26

1.0 The Need for Sustainable Infrastructure

In many ways, the United States' economy and the American way of life rely heavily upon the everyday transportation of people, goods, and services. As a result, reducing the energy consumption required to sustain the U.S. transportation system and its supporting infrastructure has recently become a major point of emphasis for government policymakers, vehicle manufacturers, and researchers. This portion of the Resourceful Kansas program and participant report focuses on the innovative transportation technologies that are all currently being utilized in an effort to reduce the country's transportation energy use. These methods include: vehicle improvement options; development and use of alternative fuels and power sources; innovative technological uses for infrastructure; fleet management techniques; and other driver education / behavior modification programs.

In general, Americans' continued desire for mobility has created a transportation system that has resulted in a high percentage of our lands being devoted to highways, streets, parking facilities, and other auto-centric uses. The growing congestion associated with automobile dependency has caused expensive delays in both passenger and freight transport, especially in the nation's largest urban areas, that has increased both fuel usage levels and air pollution issues. Today, the U.S. transportation system depends almost entirely on oil, especially for the nation's vast fleet of cars, trucks, and buses. Historically, the transportation sector has accounted for approximately two-thirds of the nation's oil consumption. In 2009, the transportation system in the U.S. consumed about 13 million barrels of oil per day, which represents about 70% of the country's total oil consumption.

Unless actions are taken to reduce the national oil consumption levels, America will continue to be dependent on this non-renewable resource and its ever fluctuating price and availability. Such dependency directly affects the country's national security and balance of trade, because so much of the oil is imported from countries abroad. Dependency on imported oil makes the U.S. consumers vulnerable to supply disruptions and harmful price shocks, especially with so much of the worldwide petroleum reserves located within politically volatile foreign countries. Petroleum-powered transportation also creates air pollution issues, and is currently responsible for generating about one-third of the country's green-house gas emissions. Because large quantities of carbon dioxide are emitted with oil combustion, about 100 urban areas across the country currently experience air quality issues.

Reducing transportation's use of petroleum products has the potential to drastically improve the nation's energy security. Studies have shown that even a one percent improvement in vehicle fuel efficiency could save American consumers over \$2 billion annually. Therefore, in order for the U.S. to achieve its future economic and environmental goals, it is vital that the transportation system's dependence on oil is reduced and aided by the creation of a more sustainable infrastructure.

2.0 U.S. Department of Energy Initiatives

In the United States, the federal-level Department of Energy (DOE) is primarily tasked with promoting energy efficiency within America and aiding the research and development of

renewable energy sources to supplant the current reliance on petroleum-based products. The following paragraphs provide brief examples of several specific programs that are especially geared toward the provision of more sustainable technologies and programs for the U.S. transportation system and infrastructure.

2.1. Vehicle Technologies Program

The goal of the DOE's Vehicle Technologies Program (VTP) is to promote the widespread commercialization of advanced vehicle and fuel technologies. Ultimately, the provision of these new strategies will help the U.S. meet all of its sustainable transportation goals by reducing oil consumption, strengthening the economy, and reducing air pollution and green house gas emissions.

The VTP focuses on making collaborative efforts with industry leaders, government and university researchers, all levels of government, and other stakeholders to meet the sustainable transportation challenge through research, development, demonstration, and deployment. The key goals of the VTP are related to the following aspects of vehicle, fuel, and materials technologies:

- **Hybrid Electric Systems:** In order to enable a more cost-competitive market for hybrid and electric vehicles versus the conventional automobiles already available in the U.S., it will first be necessary to reduce the production cost of the high-energy, high-power battery systems which power these vehicles. In addition to being more affordable, batteries must be recyclable and have improved range, performance, and longevity. The widespread use of advanced electric-drive vehicles offers an opportunity to revolutionize transportation in the U.S. and reduce the nation's oil consumption levels.
- **Advanced Combustion Engines:** Improving the fuel efficiency of current vehicles with conventional combustion engines is one cost-effective measure that will help serve the overall VTP purpose of reducing petroleum dependency. This particular goal would develop advanced engine technologies that will increase the fuel economy of passenger vehicles between 25% and 40%, as well as for commercial vehicles by 20%, by the year 2015.
- **Fuels and Lubricants:** The program hopes to identify which components of vehicle fuels and lubricants have the most significant effects on emissions by 2014, and develop cleaner, greener fuels and lubricants for future vehicles.
- **Materials Technologies:** Fuel efficiency for vehicles can be improved by making them lighter through the development and use of high-performance, cost-effective materials. These improved materials could represent weight reductions for body and chassis components, engine and power train efficiency improvements, and lower-cost components for electric motors and hybrid vehicles. Reducing vehicle weight can potentially reduce vehicle operating costs, but must be done in a manner that does not compromise vehicle safety.

- Outreach, Deployment, and Analysis: In order to accelerate the adoption and use of these many alternative fuels and advanced vehicles technologies, other educational and promotional programs will need to support the ongoing research and development efforts.

2.2. “Clean Cities” Coalitions

One particular program that the DOE is employing to leverage its VTP advancements is called “Clean Cities.” This program encourages government-industry partnerships between state and local organizations, within both the public and private business sectors, to support local decisions that encourage reduced petroleum consumption. Currently, the program includes nearly 100 volunteer coalitions across the nation. The overall goal of the “Clean Cities” program is to reduce U.S. petroleum consumption by 2.5 billion gallons per year by the year 2020. The only “Clean Cities” coalition in Kansas is located in the Kansas City metropolitan area and is managed by the Metropolitan Energy Center.

These partnerships help all parties involved to identify their common interests to reduce oil dependency, develop regional economic opportunities, and address urban air quality issues. The “Clean Cities” program hopes to accomplish its goals primarily through three particular strategies:

- Replace petroleum use by vehicles with other alternative and renewable fuels (as further discussed in Section 3.0 of this document).
- Reduce petroleum consumption by promoting smarter driving practices, idle reduction techniques, and the use of more fuel-efficient vehicles and advanced technologies.
- Eliminate petroleum use by encouraging the use of mass transit, trip elimination measures, and congestion mitigation. Also, the program provides public education regarding vehicle choice and fuel-efficient driving practices.

3.0 Vehicle Alternatives

This section will highlight the many advances in vehicle technologies that are either already available or are currently undergoing research and development. Again, through the DOE’s Vehicle Technologies Program (VTP) and other programs like it, the ultimate goal is to develop more energy efficient and environmentally friendly technologies that will enable Americans to use less petroleum for transportation-related uses.

3.1. New Vehicle Technologies

Another long-term goal of many of these vehicle improvement programs is to create advanced technologies that will lower vehicle operating costs and reduce negative impacts on the environment. Further, it is hoped that these technologies will provide Americans with greater mobility and freedom, while also improving energy security.

The Alternative Fuels and Advanced Vehicles Data Center (AFDC) is a program resource that is sponsored by the U.S. DOE’s “Clean Cities” initiative. The Center serves as a repository for a

wide range of resources and information regarding the use of alternative fuels, fuel blends, and other energy reduction options such as advanced vehicles, fuel economy improvements, and fuel saving techniques like idle reduction and fleet management best practices. National laboratories and other sources contribute the research data that is available through the Center. The data is available for use by any parties that are interested in reducing petroleum consumption, including government policymakers, private entrepreneurs, other fuel users, and consumers.

The following paragraphs will further describe several of the other advanced vehicle technologies that are either under development or are currently available in the United States.

3.2. Advanced Combustion Engines

As mentioned previously, one of the DOE's VTP goals is to make advancements with the internal combustion engines that are currently available for use by the automobile industry. Petroleum consumption and emissions / pollution can be reduced in the most cost-effective manner by simply increasing engine efficiency. By increasing the efficiency of both gasoline- and diesel-powered passenger vehicles, as well as for commercial trucks, these technologies can provide a significant step toward the DOE's fuel economy goals. Other means of improvement, such as recovering wasted heat energy from engine exhaust, are also being investigated. Finally, research is underway to possibly develop new combustion approaches that are more efficient than even diesel combustion, while producing low, near-zero emissions.

3.3. Diesel Vehicles

Diesel vehicles are still among the most fuel-efficient vehicles that are available today. Most advanced diesel vehicles utilize the ultra-low sulfur diesel (ULSD) fuel that is mandated by the U.S. Environmental Protection Agency (EPA). The improved engine efficiency and very low emissions that are provided by today's diesel vehicles are the result of collaborative research and development by industry and governmental agencies.

3.4. Fuel Conversions

One technique that can be used to improve the fuel efficiency of any "conventional" vehicle (i.e., originally operated on gasoline or diesel) is to perform a conversion that allows the vehicle to operate on an alternative fuel type. Although Compressed Natural Gas (CNG) and Liquefied Petroleum Gas (LPG) are currently the most common types of alternative fuel vehicle (AFV) conversions, this alternate fuel type can also include methane gas, ethanol, electricity, or any of the other alternative fuels that will be discussed further in Section 3.0 of this report. AFV's can be "dedicated" to run exclusively on the alternative fuel that they have been converted to use. Converted vehicles can also be configured as "bi-fuel" vehicles that can utilize separate tanks for the vehicle's original gasoline / diesel fuel and for the alternate fuel, so that the desired fuel can be obtained by flipping a switch to change tanks. Such fuel conversions can add up to \$10,000 to the original cost of the conventionally-powered vehicle.

It is important to note that converted vehicles in the United States must continue to meet any current, applicable EPA standards for emissions. In addition, commercially-produced (i.e., after-market) vehicle conversions that may require the addition of heavy-weight battery systems or

additional fuel storage tanks that might alter the vehicle's handling by shifting the center of gravity or reducing / changing the payload capacity need to be recertified and/or tested to ensure that they continue to satisfy national vehicle safety standards.

3.5. Hybrid Electric Vehicles

Today, most of the hybrid electric vehicles (HEV's) on the road in the U.S. combine the power of a gasoline-fueled engine with an on-board generator / battery system that is utilized in certain circumstances, especially during coasting or idling conditions, to improve the overall fuel efficiency of the vehicle. These vehicles combine the high fuel economy and low emissions provided by an electric motor with the power, range, and convenience of conventional vehicles fueled by gasoline or diesel. Since electricity converts into high torque mechanical power with almost no loss of energy, hybrid engines alone can improve energy efficiency by about 30% on average. Combined with other factors, such as weight reductions and the reduced need for features like power-assisted steering and braking, HEV's have the potential to be at least two to three times more fuel efficient than similar conventional vehicles.

Most hybrid electric vehicles currently utilize state-of-the-art nickel-metal-hydride batteries, which are also typically recharged through a regenerative process during vehicle braking to recover lost mechanical energy. Battery systems for HEV's are under a state of continuous improvement in an effort to improve their efficiency and allow them to also be recyclable. Currently, significant efforts are also underway by domestic automakers to introduce / refine a new class of Plug-In Hybrid Electric Vehicles (PHEV's) to further advance the hybrid technology field. For instance, General Motors utilizes an advanced lithium-ion battery technology in its recently introduced Chevy Volt PHEV to further improve the efficiency of the vehicle. This new class of vehicles could offer a combination of technologies that allows increased driving range over all-electric vehicles, with potentially large fuel savings and emissions reductions as compared to conventional vehicles. However, the development of improved battery systems is critical to producing affordable electric and/or hybrid vehicles, because the battery is typically the most expensive component in these vehicles' electric drive systems.

3.6. All-Electric Vehicles

All-electric vehicles (EV's) exclusively use electricity as a transportation fuel, usually with an energy storage device, such as a battery system, in order to store the electrical energy needed to power the vehicle's electric motor that drives the wheels. The batteries of an EV are typically charged by plugging the vehicle into a readily-available power source. Some EV's do carry on-board battery charging systems; others must plug into a charger located outside the vehicle. Although there are likely air pollution contributions associated with the production of the electricity actually utilized by an EV, the vehicle itself is considered to be zero-emission because the electric motor itself produces no exhaust or emissions. Also, EV's directly reduce petroleum consumption because they use no other fuel type.

The commercial availability of both heavy-duty and light-duty EV's continues to increase in the United States. Currently, these EV's are still typically a more expensive option than similar conventional and hybrid vehicles. Additional costs of an electric vehicle can be between

\$10,000 and \$20,000 over similar conventional vehicles. In order to make EV's a competitive option for commercial use, some state and federal tax incentives are offered. Also, some of the additional cost of the EV will obviously be recovered through the future fuel savings realized by using such a vehicle. One current limitation of EV's that should be acknowledged is the shorter travel range that can be provided per charge, as compared to the typical range of a conventional vehicle utilizing gasoline or diesel fuel.

3.7. Flexible Fuel Vehicles

Flexible fuel vehicles (FFV's) include "dual-fuel" systems that can supply both fuels into the engine's combustion chamber at the same time in various calibrated proportions. FFV's are typically capable of operating on gasoline, "E85" which consists of 85% ethanol with 15% gasoline, or a mixture of both fuel types. Although there are currently more than eight million FFV's on the road in the U.S. today, many FFV owners are unaware of their vehicle's full capability.

Unlike other fuel conversion vehicles, FFV's typically contain only one fueling system that includes components that are compatible with ethanol and its higher oxygen content. Otherwise, these vehicles are very similar to conventional vehicles and offer the same engine power, acceleration / speed capability, and payload capacity. This is true whether the vehicle is being powered by either gasoline or ethanol, although fuel economy is noticeably lower when FFV's are operated exclusively on ethanol blends.

3.8. Fuel Cell Vehicles

Fuel cell vehicles, powered by hydrogen, are in an early stage of development. Currently, the U.S. DOE is leading the collaborative efforts of government and industry to develop this technology and the infrastructure that would be needed to support this vehicle type. Fuel cells are more efficient than conventional internal combustion engines, and produce no tailpipe exhaust since the only emission is water vapor. Continued efforts will be required in order to allow hydrogen-powered vehicles to become an affordable, safe, and environmentally-friendly transportation alternative.

4.0 Alternative Vehicle Fuels

Currently, there are more than a dozen alternative vehicle fuels being produced and/or utilized within the United States today. With the recent volatility in gasoline / diesel prices and availability, American consumers are becoming increasingly more interested in utilizing these available fuel alternatives. However, the most common users of these alternative fuel sources at this time continue to be government-regulated agencies and private, commercial fleets. In any case, the future increased use of available alternative vehicle fuels that both improve vehicle efficiency and reduce emissions provides significant potential for reducing national dependency on foreign oil and improving air quality across the country.

The following paragraphs will further describe several of the alternative vehicle fuels that are currently available in the United States. These fuels range from being already commercially available across the country to being the subject of continued research and development.

Currently, alternatively fueled vehicles tend to have lower emissions levels than other similar conventional engines. It is hoped that by the year 2020 this difference will be somewhat reduced, as most conventional vehicles in the nation's fleet are also equipped with advanced emissions control technologies that reduce levels near to those achieved with alternatively fueled vehicles.

4.1. Biodiesel

Biodiesel is a renewable fuel alternative that is produced from a wide variety of animal fats and vegetable oils. Biodiesel is typically blended with petroleum-based diesel fuel, and can be utilized by conventional diesel-operated vehicles. This alternative fuel has an excellent energy balance, as research has shown that it contains 3.2 times the amount of energy that it takes to produce the product. Because it can be produced domestically, biodiesel also represents a clean-burning, renewable substitute for petroleum diesel, and offers several other potential environmental and safety benefits. Compared with petroleum diesel, using biodiesel in a conventional engine substantially reduces the emissions of unburned hydrocarbons, carbon monoxide, and other particulate matter. These emissions reductions increase as the amount of biodiesel that is blended into diesel fuel increases. Biodiesel is safer than petroleum-based diesel because it is less combustible, which makes it easier to handle, store, and transport. Finally, biodiesel is nontoxic, so there are fewer concerns if it is spilled or otherwise released into the environment.

4.2. Electricity

Electricity obtained directly from the power grid can be utilized by any electric-powered vehicles (i.e., all-electric, hybrid, plug-in hybrid). Electricity is easily accessible for short-range driving conditions, and the vehicles that utilize only electricity as a fuel alternative produce no tailpipe emissions. Again, the only emissions that can be attributed to electricity as a fuel source are those generated during the power production process. In general, electricity as a fuel alternative offers several benefits as compared to conventional vehicles: better fuel economy, lower fuel costs, lower emissions, more fueling flexibility, and increased energy security.

4.3. Ethanol Products

Ethanol is a renewable alternative fuel that is also being domestically produced. It is made from "biomass," which collectively refers to the various plant materials used as the fuel source. Varying degrees of energy efficiency are related to the actual production of ethanol from the different biomass fuel sources. Currently, 97 percent of the ethanol produced in the United States is made from corn, which is one of the lowest-cost feedstocks available. However, converting corn into ethanol does require advanced processing and the application of enzymes in order to obtain the desired sugars for ethanol production. Also, the production of one gallon of ethanol from corn requires approximately four gallons of water, another valuable environmental resource in states like Kansas.

Sugar cane and sugar byproducts have long been utilized for ethanol production, particularly in Brazil and other South American countries. The energy requirement to convert sugar into ethanol is about half that for corn conversion. However, sugar resources are currently limited within the

United States. Today, sugar cane as a perennial tropical crop is only produced in four states (i.e., Florida, Louisiana, Texas, and Hawaii), and sugar beet production in the U.S. is limited mostly to several north-central states, including: Michigan, Minnesota, North Dakota, Montana, Idaho, Wyoming, Colorado, and Nebraska. The primary reason that ethanol production from sugar has not become more popular in the United States is that conversion of sugar cane and sugar beets into raw sugar is currently more profitable.

Another ethanol fuel source alternative currently being evaluated involves the use of cellulosic fiber, available from plants and other fibrous sources. Instead of using corn as a fuel source to make ethanol, this process could utilize planted crops like sorghum and switch grass. Alternatively, cellulosic ethanol could be produced from sources like wood chips, corn cobs and stalks, and other non-edible parts of plants. The production of cellulosic ethanol also requires only half as much water (i.e., two gallons of water required for one gallon of ethanol). Although there are currently no commercial scale production plants for cellulosic ethanol, the federal government of the United States has mandated an annual production level of 16 billion gallons by the year 2022.

Chemically, ethanol contains an alcoholic compound similar to that found in consumer beverages. Currently, almost half of the gasoline sold in the U.S. contains some amount of ethanol in a low-level blend (i.e., about 10% in most cases) that helps to both oxygenate the fuel and slightly reduce air pollution emissions. High-level blends of ethanol, such as "E85," are becoming increasingly available for use in flexible fuel vehicles. In terms of reduced petroleum use, it is estimated that ethanol and similar other bio-fuels could replace at least 30% of the gasoline demand in the United States by the year 2030.

4.4. Hydrogen

As an alternative fuel source, hydrogen gas has the potential to allow virtually pollution-free transportation and create independence from imported petroleum-based fuels. Hydrogen is the simplest and most abundant element in the universe, and can be produced from a variety of sources, including fossil fuels, biomass, and the electrolysis of water. Hydrogen could be produced utilizing other renewable energy sources and then subsequently utilized in fuel cell vehicles, potentially changing the entire transportation energy system.

4.5. Natural Gas Fuels

Natural gas is a domestically produced alternative fuel that is usually extracted from gas and oil wells. Natural gas fuels can produce significantly fewer harmful emissions than either gasoline or diesel fuels when used in properly-equipped vehicles. These vehicles typically utilize either compressed natural gas (CNG) or liquefied natural gas (LNG) as an exclusive fuel type, or in combination with gasoline / diesel in certain bi-fuel conversion vehicles. A primary advantage of natural gas as a fuel source is its ready availability through the existing pipeline infrastructures across the nation. Natural gas is a mixture of a variety of hydrocarbons, predominantly methane, but also ethane, propane, other gases, and water vapor.

Currently, natural gas already accounts for approximately one-quarter of the energy that is used within the U.S. Of this amount, equal thirds of the natural gas used supplies residential and commercial uses, industrial uses, and electric power production. Very little natural gas is currently used as a transportation fuel. However, natural gas has a high octane rating and is excellent for use in internal combustion engines utilizing spark ignition. Natural gas is nontoxic, noncorrosive, and presents no threat to soil, surface water, or groundwater.

As a local example of the growing acceptance of natural gas as a cleaner, greener domestic fuel source, in March 2011 the Kansas City, Kansas school district added to its bus fleet 47 vehicles fueled exclusively by CNG. These vehicles are expected to reduce fuel costs by more than one-third, displace 1 to 2 million gallons of diesel fuel use over the service life of the vehicles, and annually eliminate about 150,000 pounds of green house gas production. It should be noted that this school bus fleet purchase was assisted by a large DOE stimulus grant, had the support of the Kansas City region's "Clean Cities" coalition, and will be further aided by a federal tax credit on each gallon of natural gas used that will ultimately allow the school district to realize a \$1 per gallon cost savings with CNG versus diesel fuel.

4.6. Propane

Liquefied petroleum gas (LPG), or propane, is already used by many fleet vehicles, including trucks, buses, taxis, police cars, and rental vehicles, both in the U.S. and worldwide. In fact, propane is the third most common engine fuel in the world. The existing propane fueling infrastructure is substantial, allowing propane vehicles to have an adequate driving range that should allow their increased use.

Propane is a gas at normal temperatures and pressures, but is pressurized and stored in an on-board tank on vehicles. Under a pressure of about 300 pounds per square inch (psi), propane becomes a liquid with significantly increased energy density over the gaseous form. For comparison, a gallon of propane has about 25% less energy than a gallon of gasoline. Ignited in its gaseous state within internal combustion engines, propane is a clean-burning alternative fuel that offers significantly lower amounts of carbon dioxide and some other harmful emissions. Propane's ready availability also offers convenience to consumers, as well as safety, since it has the lowest flammability range of all alternative fuels.

4.7. Compressed Air

Compressed air can be utilized as a sole power source, or in a hybrid combination with other gasoline, diesel, or electric sources. Compressed air can be utilized within vehicles to provide propulsion via expanded air, similar to the technology previously utilized in steam engines. Compressed air is stored on-board these vehicles in a tank at higher pressures, which would require filling at a high-pressure pump. Obviously, air as a source involves no flammability issues. The most significant concern appears to be the limited storage capacity of the tanks that can be accommodated on-board the vehicles that would utilize this type of power source. To reduce this concern, some air-powered vehicles are also equipped with small diesel-powered, single-cylinder engines to run on-board compressors that refill the air storage tanks.

4.8. Other Potential Fuels

Several other emerging fuel types are also currently under development. Time will tell whether some of these alternative fuels will offer significant benefits that reduce emissions and increase U.S. energy security. Some of these potential fuels are: Biobutanol; Biogas; Biomass to Liquids (BTL); Coal to Liquids (CTL); Gas-to-Liquids (GTL); Fischer-Tropsch Diesel; Hydrogenation-Derived Renewable Diesel (HDRD); and Ultra-Low Sulfur Diesel.

4.9. Supporting Infrastructure

In most cases, a supporting infrastructure will need to be provided in order to facilitate the use of an alternative fuel source to power advanced vehicle types. The availability of this infrastructure can drastically influence the acceptance of a particular fuel. The supporting infrastructure needs may vary by fuel type, but generally are required to accommodate production, storage, distribution, and dispensing of the fuel.

With this required infrastructure comes an upfront expense and improved planning for fleet operators or consumers that may be caused by the short-term limited availability of filling stations. In most situations, fleet vehicles can be filled in an overnight condition using slow-fill fueling systems. Then, the service range of the fleet will depend on the availability of the particular fuel source within a reasonable distance and at a competitive price. Until such time that filling stations become readily available for each of the various types of alternative fuels, a primary consideration affecting the increased use of advanced vehicle types may be the limited travel range that can be accommodated with only home-based refueling.

For drivers of electric-powered vehicles, there is already an ability to install infrastructure to allow primary charging of the vehicle at the driver's home. Developments are also underway to provide the infrastructure to allow public charging stations throughout primarily urban areas. Administration by municipalities and/or private utility companies will likely be needed to ultimately provide the charging infrastructure needed to support increased adoption of electric vehicles by consumers. The estimated cost of one fast-charging public station for electric vehicles is about \$1.5 million, and multiple stations would likely be needed within any given urban area to serve all users. It will also be necessary to improve recycling and reuse options for the batteries associated with electric vehicles. It is also possible that "battery swapping" businesses could be created, so that properly-equipped vehicles could have increased travel range without the need to stop for an extended period of time to perform recharging.

5.0 Light-Source Conversions

The search for more energy-efficient and high-performing electrical light sources was nearly constant throughout the 20th century, and continues still today. Beginning with open arc lamps that were placed on very high towers (e.g., 60 to 150 feet tall) in order to illuminate large areas of towns, communities during the early 20th century began to improve ways to light their streets. The introduction of the incandescent light bulb provided the first low-power electric lighting option that was eventually utilized in cities worldwide, and is still very commonly utilized for traffic signal indications. In the late 1930's, there was some initial experimentation with the first available fluorescent lamps for street lighting applications. However, these fluorescent bulbs

produce a more diffused, non-directional light and use large, fragile lamp housings that made them difficult to utilize for street lighting purposes. Fluorescent bulbs are still occasionally used for some small parking lot and outside building illumination purposes.

The first mercury vapor street light assembly was introduced in about 1948, and was found to provide a major improvement over the previously utilized incandescent bulb technology. Mercury vapor lights produce a much brighter light than incandescent bulbs, which appears to be bluish or blue-green in color. Mercury vapor light bulbs do suffer from depreciation over their service life, becoming dimmer with age while using the same amount of electrical energy. With the passage of the Energy Policy Act of 2005, the sale of new mercury vapor lights was essentially prohibited, beginning in 2008. Therefore, most of the remaining mercury vapor installations utilized by municipalities have either been modified, or will need to be replaced within the near future, in order to utilize the newer illumination technologies that are discussed in the following sections.

5.1. Current Technologies

Beginning in the 1970's, several High Intensity Discharge (HID) lamp technologies were developed that are the most commonly used for street and parking lot lighting applications today.

5.1.1 High Pressure Sodium (HPS)

These types of light bulbs were the first of the HID technologies to be introduced. Initially disliked for their yellowish-orange glow, sodium vapor lights still likely represent the dominant type of street lighting fixture on American roadways. HPS street lighting fixtures require a transformer or ballast to both change the voltage and regulate the current. These HPS fixtures also require an electrical "starter" circuit, and tend to dim slowly over time.

5.1.2 Metal Halide (MH)

These lamps have been utilized to illuminate roadways and parking lots in more recent years. While MH bulbs do cast a truer white light, they tend to be less efficient than sodium fixtures and have not gained as much acceptance. Overall, the higher cost and shorter life expectancy of MH light sources have prevented them from becoming as popular for municipal lighting uses.

5.1.3 Other Light Sources

The development and refinement of other light source types has continued in an effort to provide even more options for municipal street lighting and private parking lot uses. Compact fluorescent lamps (CFL) have been improved with time and have more recently been used for some pedestrian-scale and roadway lighting installations, although such instances are still rare. Another technology that is currently being tested in demonstration projects across the U.S. for street lighting purposes utilizes induction lamps. The induction lamps are fluorescent-type bulbs that use electro-magnetic fields to energize light-emitting gases within the bulb. These sources do not need metal contacts to conduct the electricity and can experience longer life as a result. Currently, induction lighting options available in the U.S. tend to be more expensive than other options for roadway lighting. The larger size of induction bulbs also makes it somewhat more

difficult to effectively control the light that is emitted, making them better suited for pedestrian-scale lighting or other applications with lower mounting heights.

5.2. Light Source Comparisons

The following table offers a comparison of some of the important measures provided by the various types of street lighting technologies, including the light-emitting diode (LED) technology that is discussed in the next section of this report. It should be noted that this comparison table depicts the values for a typical 100-watt rated bulb for each of the respective lighting technologies, although higher powered bulbs are typically utilized for street lighting with current technologies like mercury vapor, MH, and HPS.

	Rated Bulb Wattage	Rated Initial Lumens	Rated Service Life (Hours)
Incandescent	100w	800	4,000
Mercury Vapor	100w	4,200	24,000
High Pressure Sodium	100w	9,500	24,000
Metal Halide	100w	9,000	15,000
Fluorescent	100w	6,000	20,000
Induction	100w	8,000	100,000
Light-Emitting Diode	100w	7,000	100,000

5.3. Light-Emitting Diodes (LED)

Perhaps the most commonly accepted “green” alternative for municipal street and parking lot lighting uses has resulted from the recent development of more effective Light-Emitting Diode (LED) lamps and fixtures. LED’s typically consist of clustered arrays of tiny, high-intensity bulbs that produce a brighter, whiter light. This development has come at a critical time when many municipalities are searching for new ways to move toward sustainable infrastructure and improved energy efficiency.

5.3.1 LED Benefits

LED bulbs are purported to offer many potential benefits over the more conventional HPS and MH street and parking lot fixtures that have previously been available. The primary benefits listed for LED bulbs often include: improved energy efficiency; provision of more directional light that eliminates wasted light; rugged construction that provides extended service life; instant starting capability; improved controls, including dimming capability to offer additional power savings; and environmental benefits, since neither mercury nor any heavy metals are utilized during production of LED’s. In addition, LED bulbs have been shown to gradually decrease in light output over time, rather than “failing” at once like other available technologies.

5.3.2 LED Uses in Transportation

The primary reasons that LED applications have taken hold within the transportation community are the promises of energy efficiency and increased service life, which would consequently reduce associated maintenance costs. At this time, many communities have begun to evaluate and/or

utilize the available LED fixtures that can be applied along their roadway systems. Numerous demonstration projects have been completed where HPS or MH lighting systems have been replaced with LED fixtures. These types of projects and ongoing evaluations are underway in major cities across the country, such as Los Angeles, San Francisco, Seattle, Pittsburgh, and others, as well as on a smaller scale by several suburban communities within the Kansas City metropolitan area. Ultimately, there will need to be more accurate life-cycle cost assessments of this new LED technology so that municipalities can be comfortable moving forward with this option. LED technology will need to be proven to strike the best balance between brightness, affordability, energy consumption, and other environmental considerations before it will likely gain widespread acceptance.

5.3.3 Street Lighting Applications

Again, the application of LED technology for use in municipal street lighting is currently being assessed to determine whether the marketed benefits of LED's can be realized during actual implementation. Even if the potential energy efficiency benefits of LED lighting fixtures can be proven, these fixtures do typically carry a higher up-front cost of implementation (i.e., fixture costs range from three to five times more than comparable HPS or MH fixtures) that may make installation cost-prohibitive for some municipalities and/or projects. To that end, options like LED / driver "retrofit" kits costing about \$500 each have been recently utilized by some local municipalities, such as the City of Shawnee, Kansas, so that the existing light fixture housing can be kept. Also, some of the well-known lighting manufacturers are even providing lending and/or financing opportunities to municipalities and large, private consumers in order to make their LED options more viable for selection.

It is also important to note that the potential energy savings may also be more difficult to recoup when LED's are utilized in some portions of the country where provided electricity is cheaper (i.e., in Kansas and nearby Midwestern states, the typical cost of electrical power is around 5 or 6 cents per kilowatt-hour of usage). The value that can be potentially earned by using LED technologies in states like Kansas is more related to the increased service life of the LED bulbs and fixture hardware, as compared to HPS or MH fixtures. Whereas these previous technologies offer service lives in the range of 10,000 to 20,000 hours (typically three to five years), LED bulbs have been shown to operate effectively for 50,000 to 70,000 hours (between 12 and 16 years). As the LED bulbs and fixture components offer this extended life, the need for periodic maintenance is drastically reduced as well. Eliminating the need for multiple HPS or MH bulb replacements over the time period equivalent to the LED service life, as well as the man-hour labor costs to perform this required maintenance, is likely where local municipalities will realize the most cost savings from installing LED street lighting.

There are still some other concerns that will need to be addressed and evaluated as more demonstration projects are completed, and the life-cycle analysis results become more widely known. Certainly, these results might be expected to vary somewhat, as a variety of different LED products are currently being offered by a wide spectrum of manufacturers. As part of the overall cost comparisons of the alternate street lighting applications, the question of whether LED bulbs offer as much light as other current technologies will need to be answered. Some previous studies have concluded that LED lights consume between 20% and 40% less energy than

conventional light sources, while also producing more light. However, according to a recent study performed by the National Lighting Product Information Program (NLPIP), nearly twice as many LED street lights as HPS lights could be required along a given roadway segment in order to meet the same nationally-accepted roadway lighting criteria. Alternately, more expensive LED fixtures producing nearly twice as many lumens might be needed to provide similar roadway lighting levels. If this more recent finding is further verified, the life-cycle costs of LED projects could then be drastically influenced by the increased installation costs associated with more poles being required at a closer spacing. This increased cost could possibly override, or would at least drastically reduce, the potential long-term energy and maintenance savings associated with LED street lighting fixtures.

5.3.4 Traffic Signal Indications

In this particular transportation-related application, LED's have already virtually replaced both incandescent lamps and the occasional fluorescent bulb. LED indications have been an increasingly popular choice for more than a decade for traffic signal indications, as well as at pedestrian / school crossings or for isolated warning / regulatory sign flashers. Using LED arrays for traffic signal and warning flasher indications has been widely accepted as a most appropriate use of the technology. Whereas the incandescent bulbs previously utilized required re-lamping every two or three years, some LED indications originally installed 10 to 12 years ago are still functional today.

Again, it should be noted that LED indications tend to dim over time rather than failing outright, which is an important benefit and safety consideration where traffic signals and other warning devices are concerned. LED bulbs, while being more energy efficient, also produce less heat than incandescent bulbs; some northern locales have noted that in certain instances, LED indications have demonstrated less ability to melt ice and snow from the face of the traffic signal indications. That issue aside, most municipalities are typically finding that the energy savings and maintenance cost reductions associated with utilizing LED indications in this manner can offset the initial installation costs within a period of three to five years.

6.0 Alternative Power Sources

Other alternative power sources that have been previously developed and available for decades for other applications are now also beginning to find support within the transportation realm, as more energy-efficient and sustainable technologies are investigated. As these innovative technologies are further developed, they will likely find more widespread acceptance and use for powering the municipal street lights, illuminated signs, traffic signals, and other basic transportation infrastructure components that also consume considerable amounts of energy. Most large cities annually spend millions of dollars to operate street lights, signs, traffic signals, and other infrastructure components. Historically, it has been shown that the power required to operate the traffic signal equipment at a single intersection can cost a municipality about \$1,000 annually.

The following paragraphs describe several of the more recent, innovative uses of these alternative power sources for transportation-related applications.

6.1. Back-up Battery Systems

Recently, the installation of back-up battery systems has become more commonplace in the transportation industry, especially in association with traffic signals. However, it should be noted that there is currently no federal mandate requiring the provision of back-up power for traffic signals, street lights, or other transportation lighting systems. The “Manual on Uniform Traffic Control Devices (MUTCD)” does require auxiliary power sources to be in place for portable changeable message signs (PCMS) that are typically utilized in a temporary traffic control scenario or other hazardous condition requiring advance warning.

Most municipalities and/or state transportation agencies have adopted a prioritization system to gradually increase the provision of back-up battery systems across their traffic signal networks. In these cases, priority can be given to locations that serve significant traffic volumes, are located along critical state highway or arterial corridors, or involve preemption, as for a signal located near a railroad crossing or a fire station. Although back-up battery systems can easily be installed at any existing traffic signal location, most municipalities seem to prefer making this improvement either when new traffic signals are installed or when old traffic signals reach the end of their useful life and are replaced.

Depending on the features included with the back-up battery system, costs can range from about \$3,000 to \$5,000 per location. Some high-end systems are also programmable to allow the full operation of the traffic signal, including detection and other ancillary systems, for a certain time period following a power outage, before reverting to only flashing operation. Total operation time on back-up battery power alone can range from 6 hours up to 12 hours in certain cases. It should be noted that the batteries required for such systems typically account for between \$800 and \$1,200 of the total system cost. Typically, these batteries can be utilized for a period of five to seven years before they need to be replaced, depending upon the frequency of use.

6.2. Solar Power Applications

The use of standalone solar-powered technologies has been prevalent within the transportation industry for at least ten to fifteen years. Initially, these technologies have been utilized at mostly isolated locations where it may be difficult and/or cost-prohibitive to obtain electrical power from the grid. Examples of these existing installations are at pedestrian / school crossings or isolated warning / regulatory signage locations where the desire for additional warning capability is being provided by a flashing beacon. Many solar-powered applications are currently available that combine these flashing indications with a solar array and battery pack that can be mounted on top of the associated sign post. Depending upon manufacturer, type, and options, the typical cost of these solar-powered flasher units is between \$1,500 and \$2,000 per sign.

Standalone solar power alternatives are also currently available for street and parking lot lighting applications, as demonstrated at the Riley County, Kansas public works facility during the Resourceful Kansas workshop attended by all participating organizations. Several varieties of solar power array configurations are currently available: horizontal mounting on top of the actual lighting fixture housing; offset, angular mounting brackets attached to the pole; and even thin-film solar panels provided in vertical strips on the light pole itself. Depending on the particular

fixture / solar array style, LED power, and manufacturer, the multiple varieties of solar-powered street lights that have been evaluated by Riley County all have typical costs between \$5,500 and \$7,500 per pole. By comparison, a \$3,000 to \$4,000 cost is usually associated with each pole for a standard HPS lighting system.

6.3. Combined Solar Power / Wind Generation

Another innovative power alternative that is currently being investigated involves a hybrid system utilizing both solar power and wind turbine generation capabilities to run elements of the transportation infrastructure. Funded by a grant from the U.S. Department of Transportation, the City of Lincoln, Nebraska is partnering with energy and transportation researchers from the University of Nebraska to further evaluate this innovative approach to powering several traffic signal installations within the city.

At each respective location, a small wind turbine and solar panels will be installed and connected to the existing traffic signal and the electrical grid via a smart control system that not only draws power from the grid when needed, but also compensates and switches between the available power sources depending on the local weather conditions. The goal of the research project is to develop and eventually refine this hybrid electrical system to create an “energy-plus” condition, where enough power is generated at each specific location to both operate the traffic signal and also return any excess power to the electrical grid to help offset other transportation costs.

This hybrid solar panel / wind turbine system will be used not only to reduce the operating costs of the adjacent traffic signal, but will also be able to provide some additional charging and operational capacity to the traffic signal’s back-up battery systems in the event of an electrical power outage. City public works staff estimates that the cost to install this hybrid power and control system at a given location will add between \$15,000 and \$20,000 to the cost of a typical traffic signal, or about a 10% cost increase, that will be recouped with future energy savings.

7.0 Fleet Management

A large portion of the total vehicle fleet in the United States is represented by heavy-duty and light-duty trucks used for the transportation of goods, including nearly 500,000 long-haul trucks that cross the nation’s interstates and highways each day. In addition, many more transit / school buses, heavy construction-related equipment, and other vehicles that cannot be classified as passenger cars, are operated and managed on a daily basis by governmental agencies, school districts, private companies, and other organizations.

There are a wide variety of methods available to reduce the fuel consumption and emission levels related to these fleet vehicles, as described in the following paragraphs.

7.1. Fuel Economy Strategies

One way that managed vehicle fleets can improve their overall fuel economy, and by extension the “bottom line” expenditures of the company or agency, is through the combined efforts of improvements to the fleet vehicles themselves. These fuel economy improvements can be

achieved by either performing certain vehicle maintenance activities or otherwise improving the vehicles' performance through equipment updates. Also, fleets can likely realize substantial amounts of fuel savings through improved training and education of their drivers to encourage more effective driving techniques.

7.1.1 Vehicle Maintenance

Basic vehicle maintenance can play a large part in fuel efficiency results. Properly inflated tires improve fuel economy and also last longer. A decrease of only 1 psi in tire pressure in four tires has been shown to decrease a vehicle's fuel economy by 0.3%. To combat air pressure loss, some fleets utilize nitrogen inflation, tire pressure monitoring systems, and other technologies to maintain optimum tire pressures. Vehicle fuel economy is also improved by keeping engines properly tuned and utilizing recommended grades of motor oil. Using improper grades of motor oil other than those recommended by the vehicle's manufacturer can decrease fuel economy by 1% to 2%. In some cases, today's synthetic or blended oils can also provide additional fuel economy benefits.

7.1.2 Vehicle Equipment

Another way to save fuel is to install additional specialized equipment on a vehicle, especially for heavy-duty trucks. Tires that offer low rolling-resistance can be used to improve the fuel economy of these vehicles. "Super-single" tires that are not quite as wide as a pair of tires can be installed to replace dual tires on the rear axle of heavy-duty trucks. Aerodynamic improvements on a truck are another means of improving the vehicle's fuel efficiency. Air foils can be attached to the roof of a truck to reduce drag by directing air over the cab and trailer. Similarly, side skirts can be utilized on trailers to improve the aerodynamic performance of the vehicle.

7.1.3 Driver Behaviors

Fleets can also achieve fuel economy improvements through modifications of driving behaviors. Speeding greatly increases fuel consumption for heavy-duty vehicles, especially when vehicles are travelling in excess of 60 miles per hour (mph). Encouraging more conservative acceleration and braking can improve fuel economy, as can reducing vehicle loads and off-loading unnecessary cargo. Finally, better planning of trip routes, or combining trips, can reduce fuel consumption by up to 10% by reducing the miles driven, the time spent in traffic, the number of unnecessary stops, and in some cases, the number of trucks needed for routes.

7.2. Idle Reduction

Idle reduction equipment is primarily targeted toward trucks, buses, construction machinery, and other vehicles that use up to 3 billion gallons of fuel every year in the U.S. while idling. The nation's long-haul truckers use more than 800 million gallons of fuel annually while simply idling during mandated rest periods. During idling, these vehicles also emit large quantities of air pollution and greenhouse gases. Thus, idle reduction technologies and practices can be an important means of reducing both fuel consumption and emissions.

7.2.1 Idle Reduction Benefits

Reducing the idle time for light-duty and heavy-duty trucks, as well as for transit and school buses, saves fuel, engine wear, and ultimately money. In addition, idle reduction also decreases the associated emissions and noise levels.

7.2.2 Idle Reduction Strategies

A variety of technologies are employed to reduce fuel use during idling. On-board equipment, such as automatic engine stop-start controls and auxiliary power units (APU's), can be installed and utilized wherever a vehicle might be stopped. At truck stops and other facilities, electrification systems can be provided to enable trucks to hook up to stations that provide the power needed to maintain heating / cooling systems, and to keep engines warm and batteries charged.

The EPA has also developed and continues to promote other national campaigns, such as the "Clean School Bus USA" program, that are specifically related to reducing school bus idling issues. Obviously, additional health concerns for school-age children are one issue resulting from the emissions and air pollution from school buses. In general, it is recommended that school buses only have their engines running when the vehicle needs to be in motion. Engines should not be allowed to idle when buses are waiting during loading / unloading operations, and idling times should be kept to a minimum whenever the engine is initially being warmed up.

7.3. Best Practices in Fleet Management

A fleet's best management practices program can include a wide variety of different components. The program can include driver training, fleet-wide speed reductions, tire improvements, reduced idling times, vehicle improvements to improve fuel efficiency or aerodynamics, and routing / scheduling modifications. Even when comprehensive program improvements are made throughout a fleet, most experience has shown that effective fuel management ultimately depends on the vehicle drivers.

Therefore, improved training of fleet drivers is typically recommended, especially to encourage various fuel conservation techniques like reduced speeding, less aggressive driving, and stop-and-start driving reductions that can all be classified as "eco-driving." Some agencies and programs have even gone so far as to offer incentives to the employees, sharing the realized fuel savings with the responsible vehicle drivers. Such fleet training and incentive programs have been shown to achieve more than a 10% reduction in annual fuel consumption.

8.0 Modal Choice and Driver Behaviors

Today, the movement of people on the ground is the single greatest use of our transportation energy. In the U.S., most passenger trips are currently made in private automobiles. For a variety of reasons, Americans simply prefer cars to other forms of passenger transport in most cases. Some of the advantages typically related to preference for personal automobile use include on-demand mobility, speed of travel, convenience / reliability, comfort, and status. However, in order to ultimately achieve the nation's fuel energy goals, other options must be considered and utilized at increased levels in the future. This section of the report details these

other modes of transportation and discusses other means of reducing the number of vehicle-miles travelled via personal automobile in this country. In addition, other driver behaviors and choices that directly affect fuel conservation are described, which are ultimately applicable to any passenger car or its driver.

8.1. Improved Modal Choices

Recently, there has been an increased awareness in reducing fuel consumption and harmful emissions from passenger vehicles through the promotion of alternative commuting options, such as transit, biking, walking, and vehicle-sharing practices. Promotional and educational programs are receiving more attention, and more importantly increased funding, from local planning organizations and policymakers in an effort to get more Americans to consider other transportation options.

8.1.1 Transit Options

In 2009, there were about 55 billion passenger-miles of travel accommodated by public transportation systems within the country's largest urban areas. If these public transit options did not exist, congestion and energy consumption costs would be 15% to 20% higher than current levels. However, most transit buses in the U.S. get fewer passenger-miles per gallon of fuel than most automobiles. In order to combat this condition, steps must be taken to better accommodate transit options and increase overall ridership. People typically offer a variety of reasons for avoiding public transportation options: longer trip times, schedule restrictions, comfort issues, and possible harassment or criminal victimization. System improvements can obviously be made by improving transit routes and service times to allow more riders to reach their destinations in a timely manner, and perhaps choose transit over travelling via personal automobile or other similar means. A local example of such improved transit service is Kansas City's MAX bus-rapid-transit (BRT) program, which offers riders express service between the city's most transit-oriented destinations, utilizing shorter vehicle headways and bus priority preemption through congested urban intersections.

8.1.2 Bicycle / Pedestrian Options

The promotion of alternative commuting options must include and accommodate bicycle and pedestrian options. These options obviously combine environmentally-friendly benefits, such as fuel consumption and air pollution reductions, with a valuable exercise component that is a key part of a healthy lifestyle. Therefore, it is important that the transportation infrastructure be improved to include the sidewalks, trails, and accessible crossings that facilitate the end users who choose these alternative transportation options.

8.1.3 Car/Van-Pooling

Encouraging the combination of trips is another way to reduce the number of vehicle-miles travelled on the country's roadways. Car- and van-pooling programs are one relatively easy way that employers can influence their employees to reduce fuel consumption, especially during times when fuel prices are high. Car-sharing is another future possibility that can be utilized to reduce the number of vehicle-miles travelled in this country. Operated similarly to a rental car agency,

users pay one-time registration fees to join such programs that offer vehicles for use on an as-needed basis.

8.1.4 Park-and-Ride Activities

Another option that can be accommodated and promoted by municipal agencies is increased park-and-ride activities. When provided, these parking lots can provide a convenient way for multiple drivers to make shorter trips to the park-and-ride facility before continuing on to their final destination via another transit or car-pooling option.

8.2. Behavior Modifications

Again, there are certain behaviors and choices that can be made by the driver of any given passenger vehicle that could be improved in order to save energy and reduce fuel consumption. As with managed fleet vehicles, some of these recommended methods involve vehicle maintenance and performance measures, while others are dependent upon the actions, choices, and behaviors of the driver.

8.2.1 Vehicle Maintenance / Operations

Proper maintenance of a vehicle goes a long way toward improved fuel economy. These items include making sure that the vehicle has properly inflated tires, the engine is tuned correctly, and replacement of the oil, oil filter, and air filter are occurring at regularly schedule intervals. Old, dirty oil and filters compromise energy efficiency and increase air pollution.

8.2.2 Aggressive Driving

Rapid acceleration and making quick stops can significantly reduce fuel efficiency, as can aggressive highway driving. Anticipating stops, and letting the vehicle coast to a stop also can improve fuel economy. Using the cruise control feature on a vehicle also helps to save fuel by keeping travelling speeds constant. Speeding is also an expensive and wasteful habit that ultimately wastes excess fuel. In general, for each mile an hour in travelling speed above 55 mph, vehicles can lose about 1% of their fuel economy.

8.2.3 Time-of-Day Choices

If possible, employees should take advantage of whatever flexibility their work schedules allow in order to avoid congested peak traffic periods. Staggering working hours so that commuting is performed at less busy times of the day will allow employees to avoid the frustration of stop-and-go traffic during “rush hours.” Utilizing phone and internet technologies to “tele-commute” from home, or even working a compressed work week to eliminate the need to commute one day a week, may also be options for some employees. Combining trips and planning routes to accomplish more tasks on a single trip also promotes energy efficiency. Vehicle refueling should never require a special trip, and in larger cities where air quality / ozone conditions are of a concern, refueling of vehicles should be completed either early in the morning or later in the evening.

8.2.4 Other Driver Behaviors

Proper use of the air conditioning unit in a vehicle versus utilizing flow-through or window ventilation can affect fuel economy up to 20%, except at highway speeds when air conditioning is

more efficient. Drivers should also avoid carrying extra weight or unnecessary items when travelling, as every 100 pounds of extra vehicle weight can cause a one-half mile per gallon loss of fuel economy.

9.0 Congestion Management

Especially within more urbanized areas of the country, traffic congestion is one of the most prevalent issues facing communities. However, it is simplistic to classify traffic congestion as a “big city” problem, as congestion has been determined to be on the rise in communities of every size. In general, congestion occurs when the traffic demands at a given point in time exceed the availability of the transportation system, and ultimately affects the mobility of each particular end user, whether they are in a passenger car, freight truck, transit vehicle, or are walking or biking. It is important to note that congestion can be a recurrent problem, such as during commuter peak periods, within certain areas of the city like a central business district or near a shopping mall or other destination, and in certain cases during weekends. Other nonrecurring congestion is related to unforeseen, random events which are unplanned, such as traffic crashes or detrimental weather conditions.

Previous studies have shown the obvious interdependency between urban density, traffic congestion, and transportation-related energy consumption. Many congestion problems result from the inability of the transportation infrastructure to provide for all of the increased demands created by America’s dependency on the personal automobile. The resulting congestion that occurs during peak commuting periods can have detrimental effects on the major thoroughfares, on adjacent businesses, and throughout entire metropolitan areas. The increase in urban congestion has consequential impacts upon the environment and wastes valuable energy. Air pollution, noise pollution, parking shortages, and increased fuel usage all result from these congested traffic conditions.

9.1. Congestion Effects on Mobility

Again, the mobility of users of the transportation system can be greatly impeded by the increased congestion that occurs during peak traffic periods. That is not to say that traffic congestion and its related impacts are limited to these times of the day, as more than half of the total delay experienced by transportation system users occurs during the mid-day and overnight hours. Some industries, such as freight and delivery shipping, have attempted to shift the majority of their operations away from these peak “rush hour” times to increase their efficiency. It is also important to realize that increased traffic congestion affects all of the transportation system’s users. For instance, transit vehicles can encounter issues as they attempt to maintain their scheduled routes and service times, and pedestrians may find it difficult to cross increasingly busy thoroughfares.

9.2. Direct Costs of Congestion

The issue of traffic congestion is a significant problem that is also very costly to all users. According to the “Urban Mobility Report (2010)” published by the Texas Transportation Institute, congestion caused Americans to use an extra 3.9 billion gallons of fuel in 2009, at a total cost of \$115 billion. About \$33 billion of this delay cost was generated by the effects of congestion

on truck operations. In addition, travel times for urban users were increased by about 4.8 billion hours. On average, every American that commuted by automobile paid an additional \$808 over their normal operating costs due to congested roadway conditions. The average user also experienced 34 hours of additional delay due to congestion in 2009, and wasted 28 gallons of fuel traveling during the peak traffic periods.

Locally, the Kansas City metropolitan area was identified within this study as being one of the 50 largest cities in the U.S. Commuters within the Kansas City (KS-MO) area experienced an average annual cost of about \$498 per user, consumed an extra 20 gallons of fuel, and spent 21 extra hours in their vehicles because of congestion. Wichita, Kansas was one of the medium-sizes cities also considered in this mobility study, and had similar congestion results as the Kansas City area. Wichita commuters spent about \$451 annually for additional congested-related delays and fuel needs. Commuters in the Wichita area were determined to have spent 20 extra hours in their vehicles due to congestion, and consumed about 21 extra gallons of fuel annually.

9.3. Mitigating Congestion

In the past, a common approach to addressing the congestion experienced on a particular roadway or through a busy area of a city was to build new roads, widen existing roads with more lanes, and make other improvements to further increase the capacity provided. In some established areas, this approach has become increasingly difficult to the point that these types of improvements are no longer possible. Instead, attention must shift toward operating the transportation system that is already in place in a more efficient manner to get the most service possible.

Some of the approaches that were previously discussed in Section 7.0 of this report (i.e., changing commuter usage patterns, time-of-day decisions, and travel mode choices) will need to become better accepted by employers and employees alike if congestion is to be significantly mitigated. A balanced and diversified approach to identifying congestion solutions will ultimately be needed. However, at some point, realistic expectations will also be needed, along with recognition that congestion is an urban interaction that can never be completely eliminated.

9.4. Urban Mitigation Methods

As traffic congestion tends to occur more severely within the larger, more urbanized areas of the country, several more advanced methods of mitigating congestion have been previously utilized in these urban areas to reduce the negative impacts to drivers. Some of the mitigation methods that are more commonly implemented in only urbanized areas are described below.

9.4.1 Traffic Signal Synchronization

Traffic signal control systems are a key part of moving traffic through the urban network of highways and streets. The operation of these traffic signals can be a major factor in the overall quality of traffic flow within these urban areas, and significantly influences the travel times, delays, and energy consumption associated with surface transportation. Traffic signal synchronization can be one of the most cost-effective efforts undertaken to reduce transportation energy use. The optimization of a traffic signal system can be performed on a corridor-specific basis, throughout an

entire municipal jurisdiction, or even on a regional basis, like the “Operation Green Light” program utilized within the Kansas City metropolitan area. Depending upon the level of sophistication being utilized for a traffic signal system’s technology, various equipment, communications, and operational improvements can reduce travel times, fuel consumption, and vehicle emissions by between 10% and 30%.

9.4.2 Ramp Metering

This technology involves providing traffic signal indications on the entrance ramps to certain congested highway segments, in order to better control the downstream arrival of entering vehicles. Generally, ramp metering more evenly distributes the entering vehicles so that they do not arrive downstream as a group, which makes merging more difficult and can disrupt the traffic flows on the mainline highway. Although this approach has been utilized across the country for several decades, the Kansas City Scout program has recently installed the first ramp meters within the Kansas City metropolitan area along the southern portion of the Interstate-435 loop.

9.4.3 Incident Management

The congestion associated with vehicle crashes or mechanical failures is another major factor. On average, these types of incidents are the root cause of between 20% and 30% of the congestion that is experienced on the nation’s roadways. Therefore, it is important to quickly remove these obstructions from the roadway that can impede the travel of other vehicles. A variety of methods are typically utilized for incident management. As an example, the Kansas City Scout program utilizes constantly circulating “motorist assist” vehicles on major highways in the area, along with an extensive system of closed-circuit cameras, in order to identify congestion-inducing incidents as soon as possible. Cooperative efforts between the state transportation departments, law enforcement agencies, and tow service operators are coordinated within the program’s traffic management center, and ensure that the incident is properly managed in a timely manner. Finally, in order to further minimize the incident’s disruption, a series of changeable message signs upstream of the incident are utilized to communicate information and recommended courses of action to drivers headed toward the location of the incident.

9.4.4 Advanced Management Alternatives

Other options are also available to encourage drivers to consider other travel modes that offer energy conservation benefits. High Occupancy Vehicle (HOV) lanes are a method that can be utilized to provide priority travel to vehicles with multiple occupants to encourage transit use, car / van-pooling, and other ride-sharing opportunities. Toll-roads can be provided to help fund transportation infrastructure improvements; in turn, the price structure to utilize these toll roads can even be mode-based and congestion-based so that drivers have incentive to consider other travel modes or make other time-of-day choices.

9.4.5 Land Use Policies

It is important to note that a direct interaction exists between land use planning and the resulting transportation demand. Because private development tends to follow nearby infrastructure improvements, improved land use planning policies can be utilized to both encourage denser

development patterns and promote in-fill redevelopment in order to reduce urban sprawl and the need for vehicle travel. These policies can also be utilized to create Transit Oriented Developments (TOD's) or employ a "Complete Streets" approach that accommodates other non-motorized travel modes, like walking and biking, to reduce vehicle-miles travelled, fuel consumption, and air pollution emissions.

9.5. Rural Mitigation Methods

Within more rural-based areas and small towns or cities, such as those found across the state of Kansas, several of the travel modes and choices discussed previously in Section 7.0 can still be utilized to mitigate congestion wherever it exists. All of these methods offer societal and personal benefits related to energy conservation and reduced environmental impacts.

9.5.1 Non-motorized Transportation

Again, it is important that alternative commuting options like walking and biking be considered and accommodated within the transportation infrastructure. Obviously, in some situations the rural nature of an area may create time or distance restrictions that make these alternative travel modes less feasible.

9.5.2 Ride-Sharing Alternatives

Combined or shared trips can still provide significant benefits to transportation users in rural areas. Car and van-pooling can be beneficial, particularly when users share a common destination a considerable travel distance away (e.g., such as when necessary services are only available in a nearby, larger city). Park-and-ride options can also be accommodated and promoted by municipal agencies to provide a convenient way for drivers to share transportation and reduce the number of vehicles and/or trips required.

10.0 Disclaimer

This portion of the Resourceful Kansas participant report has focused on a wide range of innovative technologies and mitigation techniques that can be used to reduce transportation-related energy consumption. However, additional site-specific studies would also need to be completed in order to determine the best strategies that can be used locally by a given organization to incur transportation energy savings.

FIVE | RESOURCE INFORMATION

- **ASHRAE Standard 62.1-2010 Ventilation for Acceptable Indoor Air Quality**
 This is the ASHRAE standard for indoor air quality for commercial buildings, and it can be purchased at the following link.
http://www.techstreet.com/standards/ashrae/62_1_2010?product_id=1720986
- **ASHRAE Standard 90.1-2010 Energy Standard for Buildings Except Low-Rise Residential Buildings**
 This ASHRAE energy standard sets the bar for energy efficient commercial HVAC design. It is available for purchase at the following link.
http://www.techstreet.com/standards/ashrae/90_1_2010_i_p_?product_id=1739526
- **ASHRAE—Top Ten Things Consumers Should Know About Air Conditioning**
 This article is a very basic introduction to a few heating, ventilating, and air conditioning concepts. <http://www.ashrae.org/education/page/1455>
- **Association of Energy Engineers—Certification**
 This resource is a wealth of information on a variety of specialized certifications that can be achieved in the Energy Engineering field.
<https://www.aeecenter.org/i4a/pages/index.cfm?pageID=3330>
- **American Wind Energy Association (AWEA)**
 AWEA is a national trade association representing wind power project developers, equipment suppliers, services providers, parts manufacturers, utilities, researchers, and others involved in the wind industry. Their website includes educational resources, policy information, current wind industry news and events. www.awea.org
- **Berkeley Lab—High-Performance Buildings**
 This is an excellent resource that provides tools to help provide individualized benchmarks for cleanrooms, laboratories, data centers, and healthcare facilities.
<http://hightech.lbl.gov/labs.html>
- **Climate + Energy Project (CEP)**
 CEP's goal is to help halt the Midwest's contributions to global warming and climate change. They support the reduction of greenhouse gas emissions by increasing energy efficiency and developing renewable energies in a sustainable manner. Their website includes resources, tips, events and the CEP Blog. www.climateandenergy.org
- **Database of State Incentives for Renewable and Efficiency (DSIRE)**
 This site provides links to tax credits, loan programs, utility rebate programs, and other useful renewable energy and energy efficiency incentives and policy information at the local, state and federal level. www.dsireusa.org

- **Energy Star—Buildings and Plants**

This resource offers many energy saving tools that are specifically tailored to different building types. The Target Finder tool used in section 4 of this report can be found here.

http://www.energystar.gov/index.cfm?c=business.bus_index

- **Kansas City Regional “Clean Cities” Coalition (KCRCCC)**

This organization is one local example of a U.S. Department of Energy (DOE) sponsored partnership between private businesses and local governments with a goal to reduce transportation energy consumption. Hosted by the Metropolitan Energy Center (MEC), the website provides resources about local initiatives regarding hybrid vehicles and alternative fuels. <http://www.kcenergy.org/kccleancities.aspx>

- **Kansas State Energy Office (KS SEO)—Kansas Corporation Commission (KCC)**

The SEO is a division of the KCC and administers programs and connects Kansans to objective information about energy conservation, energy efficiency, and alternative energy. Their website provides information on Kansas programs and incentives, additional links, and upcoming events in Kansas. www.kcc.state.ks.us/energy

- **National Renewable Energy Laboratory (NREL)**

NREL is the only federal laboratory dedicated to the research, development, commercialization and deployment of renewable energy and energy efficiency technologies. Their Energy Analysis models and tools are available for no cost. www.nrel.gov

- **Renewable Energy Law Blog (The Law, Science, and Policy of Renewable Energy Development)**

This blog is written by the law firm of Dunkiel Saunders Elliot Raubvogel & Hand PLLC and provides news and commentary on current events in the area of renewable energy development. The blog also provides a collection of links to General Renewable Energy Resources, Biodiesel Resources, Wind Energy Resources, Geothermal Resources, Solar Resource, Fuel Cell Resources, Ocean/Wave Energy Resources and Biomass Resources. www.renewableenergylaw.blogspot.com

- **Resourceful Kansas—Website**

Future updates will include building and renewable energy retrofit case studies that will serve as an example to similar buildings throughout the state, and a discussion board that will allow energy managers across the state to share information. The Resourceful Kansas page will also soon contain a resource page that will link in helpful articles related to energy efficiency. <http://www.resourcefulkansas.org>

- **Sierra Club Kansas Chapter**

Their missions includes practice and promote the responsible use of the earth’s ecosystems and resources, and educate and enlist humanity to protect and restore the quality of the natural and human environment. Their website includes events, facts sheets and reports specific to Kansas. www.kansas.sierraclub.org

- **Urban Mobility Report (2010)**

The Urban Mobility Report is an annually updated study that is prepared by the University Transportation Center for Mobility at Texas A&M University and the Texas Transportation Institute, with the support of other agencies. The report summarizes the congestion and mobility issues within America's 439 urban areas, as well as some of the potential improvement strategies. http://tti.tamu.edu/documents/mobility_report_2010.pdf

- **US Department of Energy**

Government department devoted to advancing energy technology and promoting related innovation in the United States. www.energy.gov

- **US Department of Energy—Building Technologies Program**

This resource features software tools such as EnergyPlus, Open Studio, and others that help model the energy usage in a building. It also contains links to other important programs, partnerships, and resources important to commercial buildings owners.

http://www.eere.energy.gov/buildings/commercial_landing.html

- **US Department of Energy—Energy Policy Act of 2005**

This is a link to the legislation passed in 2005 that established energy management goals aimed at Federal facilities and fleets.

<http://www.eere.energy.gov/femp/regulations/epact2005.html>

- **US Department of Energy—Energy and Carbon Footprints**

This resource lists the energy and carbon footprints of most manufacturing industries in graphical form. <http://www.eere.energy.gov/industry/rd/footprints.html>

- **US Department of Energy—Energy Efficiency & Renewable Energy (DOE EERE)**

This office invests in clean energy technologies that strengthen the economy, protect the environment, and reduce dependence on foreign oil. This website includes information on Energy Efficiency, Renewable Energy and Funding. www.eere.energy.gov

- **US Department of Energy--Industrial Technologies Program**

The following website is an excellent resource in helping to manage energy saving projects in industrial facilities. It offers project examples from other industrial facilities, help in identifying opportunities, and energy monitoring tips.

http://www.eere.energy.gov/industry/bestpractices/identifying_opportunities.html

- **US Department of Energy—Industrial Technologies Program Software Tools**

This site includes many helpful software tools that can help energy managers perform self-assessments of their systems. Tools are available for mechanical insulation, steam systems, chilled water systems, pumps, motors, fans, and many others.

<http://www.eere.energy.gov/industry/bestpractices/software.html>

- **US Energy Information Administration (eia)**

Collects, analyzes, and disseminates independent and impartial energy information to promote sound policymaking, efficient markets, and public understanding of energy and its interaction with the economy and the environment. Their 'Learn About Energy' is the primary recommendation for a one-stop website for an explanation of all things energy. www.eia.gov

- **US Green Building Council—Intro to LEED**

The US Green Building Council has a very good description of the LEED program. LEED is a program that provides recognition for buildings at different levels of energy efficient design. <http://www.usgbc.org/DisplayPage.aspx?CMSPageID=1988>

- **Wind-Works**

An archive of Paul Gipe's textbooks and articles as well as articles and commentary on wind and solar energy, community power, feed-in tariffs, and advanced renewable tariffs. www.Wind-Works.org

- **Windustry**

Promotes progressive renewable energy solutions and empowers communities to develop and own wind energy as an environmentally sustainable asset. Their website features information on events, outreach, education and advocacy. www.windustry.org

SIX | APPENDIX

KANSAS CITY DOWNTOWN AP, MO, USA

WMO#: 724463

Lat: 39.12N Long: 94.59W Elev: 751 StdP: 14.3 Time Zone: -6.00 (NAC) Period: 82-06 WBAN: 13988

Annual Heating and Humidification Design Conditions

Coldest Month	Heating DB		Humidification DP/MCDB and HR						Coldest month WS/MCDB				MCWS/PCWD to 99.6% DB	
			99.6%			99%			0.4%		1%			
	99.6%	99%	DP	HR	MCDB	DP	HR	MCDB	WS	MCDB	WS	MCDB	MCWS	PCWD
1	2.6	8.6	-8.3	3.6	4.7	-2.3	5.0	11.0	24.7	39.4	22.9	37.4	9.8	0

Annual Cooling, Dehumidification, and Enthalpy Design Conditions

Hottest Month	Hottest Month DB Range	Cooling DB/MCWB						Evaporation WB/MCDB						MCWS/PCWD to 0.4% DB	
		0.4%		1%		2%		0.4%		1%		2%			
		DB	MCWB	DB	MCWB	DB	MCWB	WB	MCDB	WB	MCDB	WB	MCDB	MCWS	PCWD
7	17.2	97.2	76.0	94.0	75.8	91.3	75.2	79.7	91.4	78.3	89.6	77.1	88.1	12.0	210

Dehumidification DP/MCDB and HR									Enthalpy/MCDB						Hours 8 to 4 & 55/69
0.4%			1%			2%			0.4%		1%		2%		
DP	HR	MCDB	DP	HR	MCDB	DP	HR	MCDB	Enth	MCDB	Enth	MCDB	Enth	MCDB	
76.5	141.9	86.7	75.0	134.8	85.4	73.4	127.5	83.8	43.8	91.5	42.3	89.3	40.9	88.3	654

Extreme Annual Design Conditions

Extreme Annual WS			Extreme Max WB	Extreme Annual DB				n-Year Return Period Values of Extreme DB							
				Mean		Standard deviation		n=5 years		n=10 years		n=20 years		n=50 years	
1%	2.5%	5%		Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
22.6	19.7	18.4	84.4	-2.3	101.2	7.6	3.6	-7.7	103.8	-12.2	105.9	-16.4	107.9	-21.9	110.6

Monthly Climatic Design Conditions

		Annual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Temperatures, Degree-Days and Degree-Hours	Tavg	57.0	31.6	36.6	46.4	56.3	66.7	75.7	80.9	78.9	70.4	58.8	45.7	34.4
	Sd		11.60	12.09	10.96	9.43	7.42	6.15	5.59	6.41	8.75	8.90	10.27	11.82
	HDD50	1923	575	388	200	41	1	0	0	1	24	200	493	
	HDD65	4593	1035	795	582	292	71	5	0	1	47	234	583	948
	CDD50	4466	4	14	88	230	519	770	957	896	613	295	69	11
	CDD65	1657	0	0	5	30	123	324	492	432	209	40	2	0
	CDH74	17289	0	2	48	262	966	3235	5800	4731	1917	318	10	0
	CDH80	7431	0	0	6	59	244	1298	2804	2233	714	73	0	0
Monthly Design Dry Bulb and Mean Coincident Wet Bulb Temperatures	0.4%	DB	64.1	70.1	79.4	86.4	89.6	96.3	100.4	101.2	95.8	86.5	74.9	66.1
		MCWB	54.4	54.8	61.2	68.4	73.5	73.8	77.4	75.8	74.1	69.9	61.9	57.7
	2%	DB	58.2	63.6	73.4	81.0	85.6	92.2	97.6	97.0	90.9	81.5	70.3	60.3
		MCWB	49.0	50.5	59.0	64.7	70.8	75.5	76.8	75.9	73.7	66.9	59.9	52.5
	5%	DB	53.1	58.9	69.4	76.5	82.4	90.1	94.6	93.6	87.5	77.3	65.9	54.7
		MCWB	44.9	48.1	57.6	62.0	69.3	74.7	76.5	75.6	72.6	64.6	57.8	46.5
	10%	DB	47.6	54.2	64.3	72.5	79.5	87.6	91.4	90.8	84.0	73.1	62.1	50.2
		MCWB	40.9	45.5	53.8	59.9	66.9	73.9	75.8	75.0	71.0	62.8	54.1	43.0
Monthly Design Wet Bulb and Mean Coincident Dry Bulb Temperatures	0.4%	WB	57.8	58.6	65.2	70.2	76.2	79.8	81.7	81.1	78.3	72.5	65.4	60.2
		MCDB	62.9	65.5	74.0	83.2	85.8	90.0	93.6	92.6	88.9	81.0	71.0	64.1
	2%	WB	50.2	52.1	62.0	67.1	73.7	77.9	80.0	79.3	76.2	69.4	61.9	54.5
		MCDB	56.4	60.9	70.7	77.7	82.7	88.6	92.4	90.4	86.5	78.9	68.2	58.2
	5%	WB	44.9	49.1	58.7	64.4	71.3	76.3	78.6	77.8	74.3	66.9	58.6	46.8
		MCDB	52.0	58.4	67.4	73.8	80.6	86.9	90.5	89.1	84.4	75.0	64.3	52.9
	10%	WB	41.4	45.7	54.6	61.4	69.0	74.9	77.4	76.4	72.6	64.2	54.7	43.2
		MCDB	47.5	53.5	63.7	70.7	77.2	85.0	88.6	87.5	82.1	71.9	60.8	49.5
Mean Daily Temperature Range	5% DB	MCDBR	16.1	17.4	19.4	18.9	17.8	17.3	17.2	17.5	18.5	18.7	16.6	15.6
		MCWBR	23.4	25.8	26.6	23.9	20.2	19.2	19.4	20.6	20.1	23.1	22.5	21.8
	5% WB	MCDBR	15.9	16.1	16.1	13.8	10.5	8.3	7.4	7.7	9.2	12.1	15.0	15.1
		MCWBR	22.1	23.0	23.0	21.0	18.0	17.7	17.3	17.9	17.7	18.9	18.8	19.9
Clear Sky Solar Irradiance	taub		0.309	0.357	0.400	0.401	0.412	0.435	0.445	0.458	0.394	0.349	0.323	0.302
		taud	2.404	2.122	2.023	2.094	2.145	2.125	2.122	2.059	2.282	2.387	2.442	2.457
	Edh,noon		274	270	270	278	276	269	265	258	270	272	267	268
			30	43	51	50	48	49	49	51	39	33	28	27

CDDn Cooling degree-days base n°F, °F-day
 CDHn Cooling degree-hours base n°F, °F-hour
 DB Dry bulb temperature, °F
 DP Dew point temperature, °F
 Ebn,noon } Clear sky beam normal and diffuse horizontal irradiances at solar noon, Btu/h/ft²
 Edh,noon } zonal irradiances at solar noon, Btu/h/ft²
 Elev Elevation, ft
 Enth Enthalpy, Btu/lb
 HDDn Heating degree-days base n°F, °F-day
 Hours 8/4 & 55/69 Number of hours between 8 a.m. and 4 p.m. with DB between 55 and 69 °F
 HR Humidity ratio, grains of moisture per lb of dry air

Lat Latitude, °
 Long Longitude, °
 MCDB Mean coincident dry bulb temperature, °F
 MCDBR Mean coincident dry bulb temp. range, °F
 MCDP Mean coincident dew point temperature, °F
 MCWB Mean coincident wet bulb temperature, °F
 MCWBR Mean coincident wet bulb temp. range, °F
 MCWS Mean coincident wind speed, mph
 MDBR Mean dry bulb temp. range, °F
 PCWD Prevailing coincident wind direction, °,
 0 = North, 90 = East

Period Years used to calculate the design conditions
 Sd Standard deviation of daily average temperature, °F
 StdP Standard pressure at station elevation, psi
 taub Clear sky optical depth for beam irradiance
 taud Clear sky optical depth for diffuse irradiance
 Tavg Average temperature, °F
 Time Zone Hours ahead or behind UTC, and time zone code
 WB Wet bulb temperature, °F
 WBAN Weather Bureau Army Navy number
 WMO# World Meteorological Organization number
 WS Wind speed, mph

Table 4 Comparison of Service Life Estimates

Median Service Life, Years			Median Service Life, Years			Median Service Life, Years		
Abramson Akalin et al. (2005) (1978)			Abramson Akalin et al. (2005) (1978)			Abramson Akalin et al. (2005) (1978)		
Equipment Item			Equipment Item			Equipment Item		
Air Conditioners			Air Terminals			Condensers		
Window unit	N/A*	10	Diffusers, grilles, and registers	N/A*	27	Air-cooled	N/A	20
Residential single or split package	N/A*	15	Induction and fan-coil units	N/A*	20	Evaporative	N/A*	20
Commercial through-the-wall	N/A*	15	VAV and double-duct boxes	N/A*	20	Insulation		
Water-cooled package	>24	15	Air washers			Molded	N/A*	20
Heat pumps			Ductwork			Blanket	N/A*	24
Residential air-to-air	N/A*	15 ^b	Dampers			Pumps		
Commercial air-to-air	N/A*	15	Fans			Base-mounted	N/A*	20
Commercial water-to-air	>24	19	Centrifugal			Pipe-mounted	N/A*	10
Roof-top air conditioners			Axial			Sump and well	N/A*	10
Single-zone	N/A*	15	Propeller			Condensate	N/A*	15
Multizone	N/A*	15	Ventilating roof-mounted			Reciprocating engines		
Boilers, Hot-Water (Steam)			Coils			Steam turbines	N/A*	20
Steel water-tube	>22	24 (30)	DX, water, or steam			Electric motors	N/A*	30
Steel fire-tube		25 (25)	Electric			Motor starters	N/A*	18
Cast iron	N/A*	35 (30)	Heat Exchangers			Electric transformers	N/A*	17
Electric	N/A*	15	Shell-and-tube			Controls		
Burners			Reciprocating compressors			Pneumatic	N/A*	20
Furnaces			Packaged Chillers			Electric	N/A*	16
Gas- or oil-fired	N/A*	18	Reciprocating			Electronic	N/A*	15
Unit heaters			Centrifugal			Valve actuators		
Gas or electric	N/A*	13	Absorption			Hydraulic	N/A*	15
Hot-water or steam	N/A*	20	Cooling Towers			Pneumatic	N/A*	20
Radiant heaters			Galvanized metal			Self-contained		10
Electric	N/A*	10	Wood					
Hot-water or steam	N/A*	25	Ceramic					

*N/A: Not enough data yet in Abramson et al. (2005). Note that data from Akalin (1978) for these categories may be outdated and not statistically relevant. Use these data with caution until enough updated data are accumulated in Abramson et al.

variety of criteria used in compiling the data, and the diverse objectives in disseminating them, extreme care is necessary in comparing service life from different sources. Designs, materials, and components of equipment listed in Table 3 have changed over time and may have altered the estimated service lives of those equipment categories. Therefore, establishing equivalent comparisons of service life is important.

As noted, service life is a function of the time when equipment is replaced. Replacement may be for any reason, including, but not limited to, failure, general obsolescence, reduced reliability, excessive maintenance cost, and changed system requirements (e.g., building characteristics, energy prices, environmental considerations). Service lives shown in the tables are based on the age of the equipment when it was replaced, regardless of the reason it was replaced.

Locations in potentially corrosive environments and unique maintenance variables affect service life. Examples include the following:

- **Coastal and marine environments**, especially in tropical locations, are characterized by abundant sodium chloride (salt) that is carried by sea spray, mist, or fog.

Many owners require equipment specifications stating that HVAC equipment located along coastal waters will have corrosion-resistant materials or coatings. Design criteria for systems installed under these conditions should be carefully considered.

- **Industrial applications** provide many challenges to the HVAC designer. It is very important to know if emissions from the industrial plant contain products of combustion from coal, fuel oils, or releases of sulfur oxides (SO₂, SO₃) and nitrogen oxides (NO_x) into the atmosphere. These gases typically accumulate and return to the ground in the form of acid rain or dew.

Not only is it important to know the products being emitted from the industrial plant being designed, but also the adjacent upwind or downwind facilities. HVAC system design for a plant located downwind from a paper mill requires extraordinary corrosion protection or recognition of a reduced service life of the HVAC equipment.

- **Urban areas** generally have high levels of automotive emissions as well as abundant combustion by-products. Both of these contain elevated sulfur oxide and nitrogen oxide concentrations.
- **Maintenance factors** also affect life expectancy. The HVAC designer should temper the service life expectancy of equipment with a **maintenance factor**. To achieve the estimated service life values in Table 3, HVAC equipment must be maintained properly, including good filter-changing practices and good maintenance procedures. For example, chilled-water coils with more than four rows and close fin spacing are virtually impossible to clean even using extraordinary methods; they are often replaced with multiple coils in series, with a maximum of four rows and lighter fin spacing.

Depreciation

Depreciation periods are usually set by federal, state, or local tax laws, which change periodically. Applicable tax laws should be consulted for more information on depreciation.

Interest or Discount Rate

Most major economic analyses consider the opportunity cost of borrowing money, inflation, and the time value of money. **Opportunity cost** of money reflects the earnings that investing (or lending) the money can produce. **Inflation** (price escalation) decreases the purchasing or investing power (value) of future money because it can buy less in the future. **Time value** of money reflects the fact that

Item Number: New Business- IX.-E.
Committee 7/22/2019
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 7/1/2019
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin
Title: **Agreement with Confluence for Comp Plan Update Services**
Item Type: Agreement

Recommendation:

Review the proposal from Confluence for the Comprehensive Plan Update and consider entering into the agreement for services, without going through a qualifications based selection process specific to the Comp Plan Update as Confluence was selected as the Planning Sustainable Places project consultant through a qualifications based selectin process.

Details:

Confluence is the consultant the City is using for the Planning Sustainable Places project funded in part by a grant from MARC. While the RFQ process for the PSP grant was led by MARC, the panel selecting the firm was comprised of City officials and included the City Administrator, the Planning Commission Chair (Darren Nielsen), Planning Commissioner Mark Kohles, Councilmember McCormack and Mayor Kelly. Confluence was selected from six firms who submitted responses to the RFQ.

The City's purchasing policy states that retaining professional services pursuant to a qualifications-based selection is an exception to the City's purchasing policy. It is the City's practice to issue a Request for Qualifications for professional services when there are significant city resources at stake (such as for City attorney, engineer, etc). In this case, the City has completed a qualifications based selection process for the PSP project which requires professional planning services, the same as needed for the Comprehensive Plan update. As such, staff feels it is reasonable to use Confluence for the Comprehensive Plan. Benefits to pursuing this route include:

- Confluence already has experience with public meetings and creating planning documents for the City.
- We would not have to go through a lengthy RFQ process that could take a month or so just to select a firm so we could get started on the comp plan sooner.

- We know the work product that Confluence has provided thus far and staff has been satisfied with their work.

The proposal from Confluence is attached. They anticipate the project will take 8 months to complete, which means if we began in August 2019, we would be complete in April 2020. The total fee proposed is \$65,000 and includes a review of residential design standards and universal design. The proposal includes three public meetings and several additional meetings with the advisory committee/planning commission and council.

Financial Impact

Amount of Request: \$65,000	
Budgeted Item?	Budgeted Amount: \$65,000
Line Item Code/Description:	

Additional Information

Per direction from Council at the 7/1/19 meeting attached are the RFQ's from the 3 firms interviewed for the Planning Sustainable Places RFQ process as well as the scores for the submittals and the interviews.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
☐ Confluence Comprehensive Plan Proposal	Exhibit
☐ Purchasing Policy	Cover Memo
☐ PSP RFQ Interview Scoring	Cover Memo
☐ PSP RFQ Submittals Scoring	Cover Memo
☐ Confluence RFQ	Cover Memo
☐ El Dorado RFQ	Cover Memo
☐ Vireo RFQ	Cover Memo

CITY OF ROELAND PARK, KANSAS
**COMPREHENSIVE PLAN UPDATE
PROFESSIONAL SERVICES AGREEMENT**

PROJECT DESCRIPTION

Professional planning services will be provided by Confluence, Inc., (Consultant) to the City of Roeland Park, Kansas, (Client). Confluence anticipates working collaboratively with City staff, elected officials, the Planning Commission, and community stakeholder to conduct the items contained within the Scope of Services.

The Consultant will facilitate an update to the City's Comprehensive Plan including the review of Roeland Park's existing design standards and potential for adopting certain "universal design" standards.

PROJECT TITLE: Roeland Park Comprehensive Plan Update + Design Standards

CONSULTANT TEAM: Wm. Christopher Cline, PLA, Senior Principal and Principal-In-Charge
Christopher Shires, AICP, Principal and Project Manager
Jane Reasoner, Planner I

The following Scope of Services are based on our mutual understanding of the City's desires. Services to be provided by our team are as follows:

A. SCOPE OF SERVICES

PHASE 1: PROJECT KICK-OFF MEETING + RESEARCH AND ANALYSIS (1 MONTH)

1.1 Kick-Off Meeting (AC Meeting #1)

The Consultant Team will facilitate a project kick-off meeting with City staff and the Planning Commission or a separate Advisory Committee in lieu of the Planning Commission.

The purpose of this meeting is to:

- Establish roles, responsibilities, and project contacts;
- Determine any initial data needs;
- Review the project scope, schedule, and key meeting dates and finalize the Communication Plan; and,
- Identify key stakeholders and desired public input process and outcomes.

At the Kick-Off meeting, we will also take the opportunity to review the current Comprehensive Plan to identify key issues and areas of focus of the update as well as desired updates and modifications to the City's current design standards.

1.2 Research and Analysis

The Consultant will conduct further research and analysis of the current Comprehensive Plan, changes in the community's demographics, housing and economic characteristics, changes in land use, and recent development and redevelopment projects. The Consultant will further evaluate the City's current development regulations.

PHASE 2: VISION, INPUT + DIRECTION (2 MONTHS)

1.3 Project Website

The Consultant Team will create a project specific website to centralize public information on the planning effort, regular project updates, project schedule, host an electronic survey and other public content to keep the general public and interested stakeholders engaged and informed and solicit feedback on plan drafts. This website can further be maintained at the conclusion of the planning process to house the final Comprehensive Plan document in a user-friendly format.

2.1 Project Survey

An electronic survey will be developed by the Consultant Team to be distributed via the Project Website and via the City's website and social media accounts to receive specific feedback from a wider audience. This survey can also be provided in paper format for distribution at City Hall for those who do not have access to or wish to utilize an electronic version.

2.2 Public Workshop (Public Meeting #1)

The Consultant Team will facilitate a structured public workshop in order to identify key issues, priorities, and design preferences that will guide the direction of the Comprehensive Plan Update and help inform the update to the City's design regulations. At this meeting, the Consultant Team will provide an overview of the Comprehensive Plan process and seek general input on this plan update. The workshop will include a project overview, brief Planning 101 session to explain the purpose and importance of a land use plan, review the current plan, and outline the desired public input. Input will be obtained through a visual preference survey exercise, comment cards, dot-voting, and small group easel discussions. (1 meeting)

2.3 Key Stakeholder Interviews

Members of the Consultant Team will schedule one day to be available to meet individually with community stakeholders, community groups, and local property owners as identified by the City Staff and the Planning Commission or Advisory Committee. (1-day)

2.4 Youth Workshop or Box City Event

The Consultant Team proposes to either conduct a Youth Workshop or a Box City Event. (1 workshop or event)

Option A: Youth Workshop - The Consultant Team will partner with the Shawnee Mission School District to identify a group of students in which to hold a workshop to obtain their input for the future of their community. The workshop would be similar to the Public Workshop but geared towards the students so that we can learn from them as to what they like about their community and what they envision for its future.

-- or --

Option B: Box City Event - The Box City Youth Workshop is a special event for elementary aged children in Roeland Park to participate in a hands-on exercise to help plan for their community and shape its future vision. The event can be a casual come and go event where children fill out a permit and create their building, or it can be more structured to include a short lesson about planning and a small group activity where students brainstorm with a planner before filling out their permits. The last step is always placing their new building, park, or piece of infrastructure on a tarp with a streetscape, so they can see their city put together. Youth participation in the planning process is a means to educate future community leaders about the importance of planning and how a community operates. It provides young community residents with meaningful input on shaping the future of their community.

2.5 Input, Visioning, and Goals Review Meeting (AC Meeting #2)

The Consultant Team will present to City staff and the Planning Commission (or Advisory Committee) an overview of the public input received and identify key issues and themes. The purpose of this meeting will be to set the preferred direction of the Comprehensive Plan Update. (1 meeting)

PHASE 3: DRAFT PLAN (3 MONTHS)

3.1 Draft Plan

The Consultant Team will prepare a draft Comprehensive Plan Update that includes the following general elements or chapters.

1. Community Vision
2. Community Profile, Demographics, Population Projections, and Economic Development
3. Public Participation
4. Land Use and Development Plan
5. Implementation (Goals, Policies, and Action Items)
6. Development Standards and Guidelines Review and Recommendations (including Universal Design Standards)

Each chapter will be prepared and then submitted to the City staff for review and comment. The Consultant Team will address City staff comments and submit a revised draft of that section to City staff.

3.2 Draft Plan Presentation (AC Meeting #3)

The Consultant Team will review the draft with the Planning Commission (or Advisory Committee) and make modifications and updates as requested.

3.3 Joint City Council and Planning Commission Draft Review Workshop (Joint Workshop #1)

The Consultant Team will facilitate a joint workshop of the City Council and Planning Commission to review the draft and summarize public input. The Consultant Team will seek feedback from the Council and Commission for final direction and preferred alternatives.

PHASE 4: FINAL DRAFT PLAN + ADOPTION (APPROXIMATELY 2 MONTHS)

4.1 Final Draft Plan

The Consultant Team will prepare a final draft of the Comprehensive Plan and submit it to the City staff for review and comment. The Consultant Team will address City staff comments and submit a revised final draft to City staff.

4.2 Final Draft Plan Review with Advisory Committee (AC Meeting #4)

The Consultant Team will review with the Advisory Committee the final draft Plan and comments received at the Joint Workshop #1, record feedback and comments, update and modify the Plan as requested.

4.3 Planning Commission Public Hearing (Public Meeting #2)

The Consultant Team will attend the Planning Commission Public Hearing for the review and recommendation on the adoption of the Comprehensive Plan. The Consultant Team will assist the City staff with the presentation of the Plan. The Consultant Team will make changes to the Plan as may be requested by the Commission and submit updated copies to the City staff. (1 meeting)

4.4 City Council Public Hearing (Public Meeting #3)

The Consultant Team will attend the City Council Public Hearing for the review and approval of the Comprehensive City Plan. The Consultant Team will assist the City staff with the presentation of the Plan. The Consultant Team will make changes to the Plan as may be requested by the Council and submit updated final copies to the City staff. (1 meeting)

B. DELIVERABLES

In addition to working copies of the various draft versions of the Comprehensive Plan Update, meeting materials and presentations, the final draft version, including all maps and tables, will be provided electronically in InDesign, Word, PDF, and ArcGIS formats. Printed copies of the final plan document and maps will be provided subject to availability of funds from the Reimbursable Expenses as detailed herein below.

C. SCHEDULE

This project is anticipated to require approximately 8 months to complete. The Consultant is prepared to provide the professional services described herein immediately upon notice to proceed and will work with the Client to determine an acceptable timeline.

D. FEES BY TASK

For Phases 1, 2, 3, and 4, the Client will compensate Confluence for a fee not to exceed \$65,000. Our fee estimates by project phase are listed below and can be adjusted based on the refinement of the project scope. Reimbursable expenses are not included in these fee estimates as outlined below. Reimbursable expenses will be included on each monthly invoice as incurred in accordance with "Exhibit A".

FEES

Phase 1: Project Kick-Off Meeting + Research and Analysis	\$9,500
Phase 2: Vision, Input + Direction	\$18,000
Phase 3: Draft Plan	\$26,000
Phase 4: Final Draft Plan + Adoptions	\$11,500
Total Fee (Phases 1, 2, 3, and 4): \$65,000	

E. COMPENSATION

Service fees and reimbursable expenses will be billed to the Client monthly by Confluence. Payment is due upon receipt of invoice. The Client agrees to provide payment to Confluence within thirty (30) days of the invoice date and that payment is not dependent on the success or failure of the project, project approvals or non-approvals, or project feasibility. Payment not received by Confluence within thirty (30) days of the invoice date is considered past due. Past due balances will be charged simple interest rate at 1% per month based upon the original invoice amount. In the event the account becomes past due, Confluence may suspend performance of services on the project until the account is paid.

In the event an invoice is disputed by the Client, the Client shall inform Confluence within a reasonable timeframe (within 10 days of Client's receipt of invoice), and both parties agree to meet with each other in a timely manner (within 10 days of Confluence's receipt of dispute notice) to further clarify the nature of the dispute in an effort to resolve it while minimizing impacts to the performance of the services outlined herein. In the event the dispute remains unresolved, Confluence, at its discretion, may suspend performance of services on the project until the account is paid.

F. TERMINATION

Confluence or the Client may terminate this Agreement at any time by written notice. If the Agreement is terminated by either Confluence or the Client, the Client will pay Confluence for service provided and expenses incurred by Confluence up to the time notice is either sent by Confluence or received by

Confluence.

G. MISCELLANEOUS

The Client shall furnish data, documents, and other information necessary to complete the outlined services. The Client shall furnish all meeting space and provide public notice as may be required.

H. LIMITATION OF LIABILITY

The total cumulative liability of Confluence, its agents, servants, employees, and sub-consultants to the Client with respect to services performed or to be performed pursuant to this Agreement, whether in contract, indemnity, contribution, tort (including, but not limited to, negligence) or otherwise shall be limited to Confluence's professional liability insurance coverage limits in place at the time of performance of the services outlined herein. Confluence shall not be liable to the Client for special or consequential losses or damages including, but not limited to, loss of use.

Confluence shall not be liable to the Client for losses, damages, or claims for which the Client fails to give notice to Confluence within reasonable time, not to exceed ninety (90) days from discovery.

I. APPROVAL AND ACCEPTANCE

Upon review of the foregoing terms, this proposal for services is approved and accepted by the City of Roeland Park, Kansas, (Client) and Confluence as confirmed by the signatures below.

Offered by:

Confluence
417 Delaware Street
Kansas City, MO 64105

Accepted by:

City of Roeland Park, Kansas
4600 W 51st Street
Roeland Park, KS 66205

(signature)

Name: Wm. Christopher Cline, PLA
Title: Senior Principal

Date: May 28, 2019

(signature)

Name: _____
Title: _____

Date: _____

EXHIBIT 'A'

CONFLUENCE

STANDARD HOURLY RATES

Senior Principal.....	\$160.00 - \$210.00 per hour
Principal	\$140.00 - \$195.00 per hour
Associate Principal	\$130.00 - \$170.00 per hour
Associate	\$110.00 - \$160.00 per hour
Senior Project Manager	\$100.00 - \$150.00 per hour
Project Manager	\$90.00 - \$120.00 per hour
Senior Landscape Architect	\$90.00 - \$120.00 per hour
Landscape Architect	\$80.00 - \$110.00 per hour
Senior Project Planner	\$90.00 - \$120.00 per hour
Planner II	\$80.00 - \$110.00 per hour
Planner I	\$70.00 - \$100.00 per hour
Landscape Architect-In-Training.....	\$70.00 - \$100.00 per hour
Landscape Architect Intern / Landscape Designer	\$60.00 - \$85.00 per hour
Draftsperson.....	\$50.00 - \$85.00 per hour
Graphic Designer	\$70.00 - \$100.00 per hour
Clerical / System Staff.....	\$42.00 - \$80.00 per hour

REIMBURSABLE EXPENSES

Filing Fees	cost
Materials and Supplies	cost
Meals and Lodging	cost
Mileage	\$.58 per mile
Postage	cost
Printing by Vendor	cost
B/W Photocopies/Prints 8½ x 11	\$.05 each
B/W Photocopies/Prints 11x17	\$.09 each
Color Photocopies/Prints 8½ x 11	\$.65 each
Color Photocopies/Prints 11x17	\$1.50 each
Large Format Plotting – Bond	\$2.50/SF
Large Format Plotting - Mylar	\$4.50/SF
Large Format Plotting - Photo	\$5.00/SF
Flash Drives	\$10.00 each
Booklet Binding (cover, coil, back).....	\$4.50 each
Foam Core	\$8.00 each
Easel Pads	\$32.75 each
Electronic Files	\$50.00 Each
Online Meeting Service	\$35.00 Each

Effective 1/1/2019



City of Roeland Park

Purchasing Policy

Approved 3/16/2015

Effective 3/17/2015

Revised 3/2015

I. **SCOPE**

This purchasing policy shall apply to all Officers and employees of all departments without exception. The policy shall include: (1) a statement of procedures to be followed in making purchases of goods and services, which statement shall be consistent with the policies contained herein; (2) limitations on the authority of employees and Officers to make purchases of goods and services and (3) a statement governing all budgeted expenditures for departments. Generally, however, it is the responsibility of the Department Head, with their Council appointed Committee Chair, to manage their budgets and to keep the Chair, the City Administrator/City Clerk and, when required, the City Council informed of significant and material expenditures. The City Administrator or his/her designee shall submit a monthly listing of expenditures in aggregate to the City Council for approval. So long as the Cash Basis Law and Budget Law are complied with, the failure to comply with the policy shall not be deemed to be an illegal expenditure of public funds.

II. **PURPOSE**

To establish a uniform policy for bid solicitation, purchase order system. This policy is intended to provide a method for the most prudent and effective expenditure of City funds and for maximum protection of the taxpayer.

III. **RESPONSIBILITY**

City Administrator

IV. **POLICY**

A. Purchasing

1. A commodity or service should be obtained at the lowest cost possible consistent with the quality required to maintain efficient operations of city departments.
2. Even though the Governing Body approves a level of expenditures for any given program, that in itself is not a permit nor a directive to expend funds unless the need exists at the time of purchase and the item to be purchased is within the budget limits. Purchases will not be made only because funds are available.
3. No employee of any department shall make any purchase of an unbudgeted item without prior notice and approval from the Department Head who will in turn work with the City Administrator. The City Administrator will work with the Governing Body if the spending limit exceeds limits set per this policy. The Department Head will inform and receive consent in advance from the Governing Body for unbudgeted expenses when funds cannot be used from other approved sources within the department's approved annual budget. In general, even if an expense is considered unbudgeted, but necessary for the

fulfillment of a City program or project need, the unbudgeted item must be consistent with the established programs and projects approved by the City Council and established either by ordinance, policy or the annual budget and Capital Improvement Plan.

B. Sustainable/Green Purchasing – Purchases will be made in accordance with the City's Green Purchasing Policy (as adopted).

C. Local Preference Purchasing

Whenever possible the City of Roeland Park will make purchases of goods and services within the city limits. If the product can be found cheaper outside of city limits, the Roeland Park based business will be given the opportunity to match or beat those expenses. Exceptions to this policy can be considered if the product or service does not meet one of the following conditions:

a.) The product is not available within the city limits

b.) Buying locally increases the costs by more than a 2.5 percent cost variation.

D. Bids or informal price quotes from a minimum of three (3) vendors will be taken for any single item purchased for the following amounts and by the following method:

1. No bids will be required for any single item costing less than \$1,000. All departments are encouraged to solicit three (3) informal written price quotes.
2. Informal written price quotes will be required for any single item costing \$1,000 or more, but less than \$10,000.
3. For any single item costing \$10,000 or more, bids must be solicited by a notice in the paper and sealed bids will be received and opened by the City Clerk.

E. Exceptions:

1. The goods or services are available from only one vendor; or
2. It is advantageous to purchase through the purchasing contracts of other governmental agencies.
3. Professional services are being obtained pursuant to qualification-based selection.

F. Expenditure limitations will be set as follows:

1. Directors/Department Heads shall have the authority to spend up to \$2,500 on a single item. \$2,501 - \$7,500 will require approval by the City Administrator.
2. City Administrator shall have the authority to spend up to \$7,500 on a single item.
3. Council approval shall be required for purchases beyond \$7,500 for a single item unless the item is preapproved during the Budget process and the amount of the item falls within the parameters of the established budget.

G. Expenditures Not Requiring special approval by the City Administrator or Council are:

1. Expenditures of less than \$2,500 not outlined in item F of this policy.
2. Monthly or regular expenditures for contractual agreements such as, but not limited to, the following:
 - a.) Lease agreement payments
 - b.) Utility payments
 - c.) Debt service payments
 - d.) Motor Fuel
 - e.) Payroll liability payments
3. Blanket purchase authority may be used for those merchants from whom

many repetitive purchases are made, as supplies are required. Blanket purchase authority may be used for items such as, but not limited to, the following: Office Supplies, Salt, Asphalt, Auto Parts, Tires, Tree Service, and Printing. If there is more than one accessible supplier, the bids will be taken and awarded to the best bidder. Bids may be taken on a yearly basis.

4. Emergency Purchases – An emergency shall be defined as situations when the department's operations would be severely hampered if the purchase were not made immediately. In these instances, the purchase authority policy may be bypassed and the purchasing department will furnish a requisition as soon as possible. In these instances the City Administrator shall have the authority to approve purchases in excess of \$7,500. "EMERGENCY" should be boldly written across the purchase requisition. The purchase authority process should only be bypassed in extreme emergencies with department head approval.

H. Tax Exempt Status

The City is tax exempt as a political subdivision under Section 4221(b) of the IRS Code and K.S.A. 79-3606. Under Missouri Statute, the City's exempt status is valid only when items purchased from Missouri vendors are delivered within the State of Kansas.

I. Declaration of Surplus Property

1. Department Heads shall notify the City Clerk in writing when there is equipment or supplies that are no longer of value to the department.
2. Surplus property may be disposed through online or live auction or online sales sites. Sale of property will go to the highest legitimate offer.
3. Department heads shall notify the Administrative office of the disposition of all items in order that fixed asset records may be maintained.
4. The disposal of real-property must be authorized by the Governing Body.

V. PROCEDURES

- A.** Department heads shall maintain a list of qualified vendors for the purchase of routine or on-call services. A vendor may be deleted for late delivery, failure to meet specifications and failure to provide the necessary maintenance or service. The above will be noted and placed in the vendor file.
- B.** In no case shall vendors or bidders for goods and services purchased by the City have any direct familial, business or other monetary relationship to anyone serving as a Department Head or as a member of the City Council unless proper notification is made to the City Council in advance of the purchase and approval is given by the City Council to make an exception to this guideline.
- C.** The City Governing Body and/or the City Administrator has the right to refuse all or any part of the bid when it is felt it is in the best interest of the City.
- D.** The City Administrator may approve a single change order on Capital Improvements projects up to 10 percent of the contract value up to a maximum of \$20,000 to account for elements that were unknown at the time a work package was assembled.
- E.** An original invoice showing place, amount and date of purchase must accompany each purchase. All individual expenditures from the Department will be

marked with the Department budget line item and initialed by the Department Head and/or City Administrator prior to submission for payment with the requisite documentation of the purchase.

- F.** Quotes will be furnished when repairs involve an insurance loss or claim
- G.** Petty cash fund may be used for the reimbursable purchase of miscellaneous small items of supplies or equipment, meals, and mileage, under control and supervision of the appropriate Department Head. Anyone being reimbursed for expenses with petty cash must furnish a receipt in order to be reimbursed. All reimbursements must be signed off by the designated petty cash custodian.
- H.** Certain goods or services are required on an "as needed" basis to enable departments to maintain their level of service. The invoice of service products purchased will be turned in to the Administrative Office within 24 hours. Examples are: sand and salt, asphalt, gravel, emergency needs, automobile parts and repairs.
- I.** The purchase of real property must be authorized by the Governing Body.
- J.** Any deviation of this purchasing policy shall be first approved by the City Administrator for items less than \$7,500.
- K.** The City Council at their discretion and for good cause shown can waive the purchasing policy.

Interview Evaluation Worksheet: PSP RFQ for Roeland Park

Ratings System: Rate each firm on a scale of 1 to 10 for each rating factor
(10 = Fully meets qualifications/requirements; 0 = Fails to meet qualifications/requirements)

Rating Factor	Weight	Evaluator	Confluence	Vireo	el dorado
			Proposal review ____	Proposal review ____	Proposal review ____
Experience and availability of key personnel including factors such as: 1. Project team members breadth of knowledge 2. Composition of team 3. Role of key personnel	25%	Keith Moody Mike Kelly D Nielsen Claudia McCormick			
			10.0	8.0	9.0
			9.0	7.0	10.0
			9.0	7.0	9.0
				5.0	7.0
		Total	9.3	6.8	8.8
Weighted Score	2.3	1.7	2.2		
Experience on similar projects including factors such as: 1. Extensive experience with similar projects 2. Experience determining trail/sidewalk gaps 3. Experience developing bicycle, pedestrian, trail, and green spaceplans, including route prioritization 4. Experience with integrating diverse constituencies 5. Experience with preliminary engineering	20%	Person 1 Person 2 Person 3 Person 4 Person 5 Person 6 Person 7			
			10.0	8.0	8.0
			10.0	8.0	9.0
			8.0	5.0	9.0
				5.0	8.0
		Total	9.3	6.5	8.5
Weighted Score	1.9	1.3	1.7		
Approach to community engagement including factors such as: 1. Innovative community engagement tactics 2. Clearly detailed plan 3. Well thought out strategies and plan 4. Balanced approach to desired constituencies	20%	Person 1 Person 2 Person 3 Person 4 Person 5 Person 6			
			9.0	9.0	10.0
			8.0	8.0	7.0
			9.0	7.0	9.0
				8.0	7.0
			Total	8.7	8.0
		Weighted Score	1.7	1.6	1.7
Project understanding including factors such as: 1. Proposal addresses scope clearly 2. Deliverable description meets expectation	10%	Person 1 Person 2 Person 3 Person 4 Person 5			
			10.0	8.0	8.0
			7.0	10.0	9.0
			9.0	7.0	8.0
				6.0	9.0
		Total	8.7	7.8	8.5
		Weighted Score	0.9	0.8	0.9
Project approach and solutions to critical issues including factors such as: 1. Approach is logical and clearly explained 2. Approach addresses requested deliverables 3. Proposed solutions will satisfy project requirements	15%	Person 1 Person 2 Person 3 Person 4 Person 5			
			9.0	8.0	9.0
			8.0	8.0	8.0
			8.0	5.0	8.0
				7.0	8.0
		Total	8.3	7.0	8.3
Weighted Score	1.3	1.1	1.2		
Ability to accomplish project within desired timeframe 1. Proposed project timeline is clearly outlined 2. Project timeline addresses published milestones 3 Project timeline will meet published deadline	10%	Person 1 Person 2 Person 3 Person 4 Person 5			
			10.0	10.0	8.0
			7.0	7.0	7.0
			8.0	6.0	8.0
				6.0	6.0
		Total	8.3	7.3	7.3
Weighted Score	0.8	0.7	0.7		
Total	100%	Total			
		Weighted Score	8.9	7.1	8.4

* Perfect Total Score = 60/60
* Perfect Total Weighted Score - 10/10

Composite Scores: Planning Sustainable Places RFQ Submittals

Ratings System: Rate each firm on a scale of 1 to 10 for each rating factor

(10 = Fully meets qualifications/requirements; 0 = Fails to meet qualifications/requirements)

Evaluator	RDG Planning Design	Vireo	Confluence	el dorado inc	Harrison-Lee Development Consulting	RAV4
	Proposal review ____	Proposal review ____	Proposal review ____	Proposal review ____	Proposal review ____	Proposal review ____
Moody	6.0	6.5	7.8	6.9	6.3	5.8
Nielsen	6.7	6.1	7.0	6.2	5.9	6.1
Kelly	5.1	5.8	5.9	5.5	6.2	1.5
McCormack	4.7	6.7	6.3	5.9	5.6	2.5
Person 5						
Person 6						
Person 7						
Person 8						
Person 9						
Person 10						
Total	22.5	25.1	27.0	24.5	24.0	15.9

Keith prefers interviewing Vireo, Confluence and El Dorado these three garnered the highest score for him and reflected extensive related experience, knowledge of the project area, professional work product and a vigorous public engagement approach.

Darren prefers interviewing RDG, Confluence and El Dorado as he feels it is obvious the Confluence, RDG, and El Dorado submittals are the strongest and most direct to what was requested, and would think they should be invited to interview.

Mike's comments:

I liked Confluence, El Dorado, Harrison-Lee, and Vireo.

El Dorado and Vireo both would have direct connections to the corridor through the gateway and Roe 2020.

Harrison-Lee did the most ground work in getting pictures and presenting ideas within its proposal, which I really appreciate. The scoring metric that seemed to weigh them down was experience on similar projects.

There was a blank within the El Dorado proposal's introduction, which is frustrating. Rav4's entire presentation was meant for 75th street.

Claudia's comments:

My clear top 3 are Vireo, el dorado and Confluence.

Vireo because of their well thought out and concise plan as well as knowledge of our area and professional history with our city

El dorado had similar experience in these areas, professional and researched in our project area

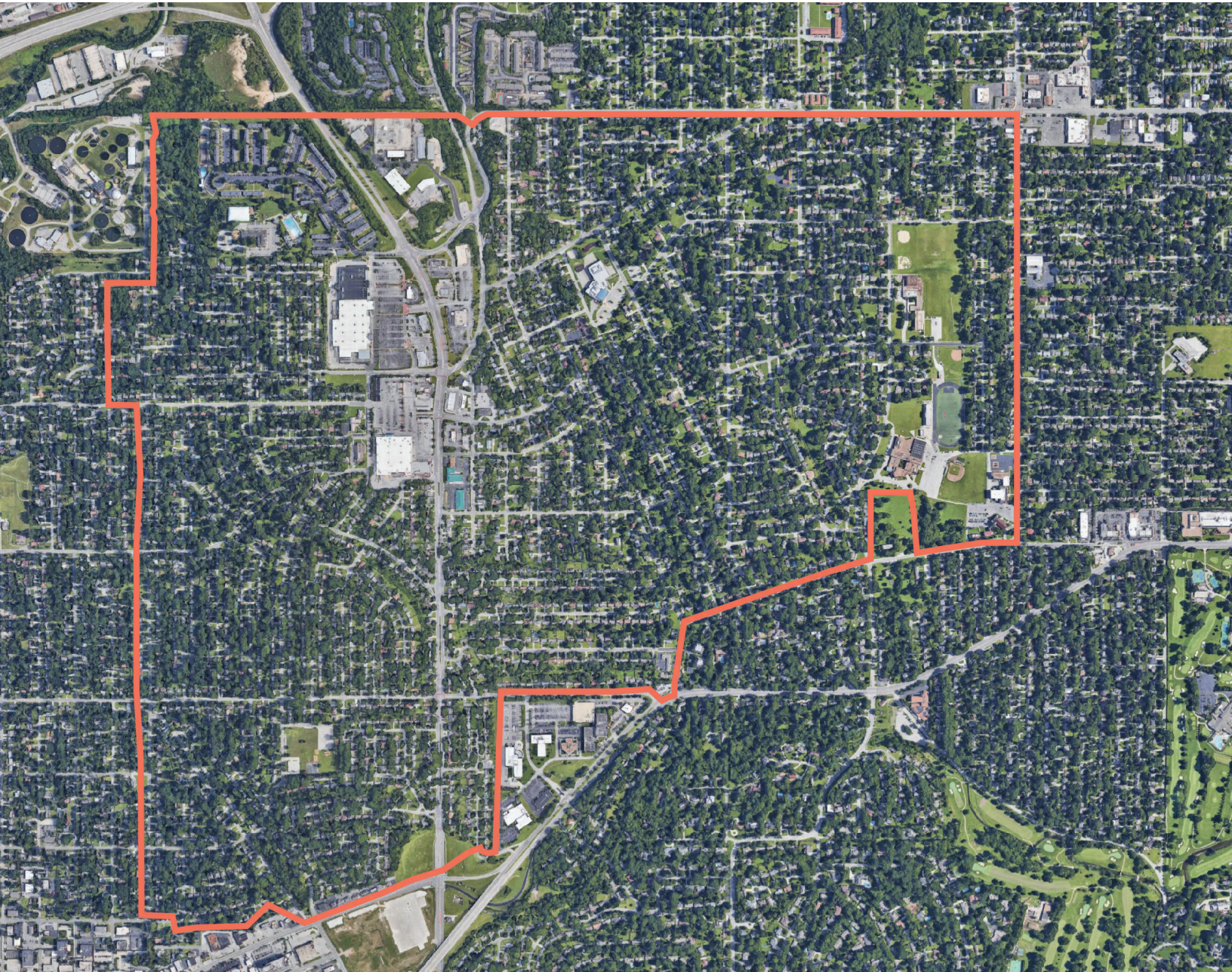
Confluence was professional and already had extensive thoughts and insights on the solutions available

RESPONSE TO REQUEST FOR PROPOSALS

ROE BOULEVARD AND 48TH STREET SKYLINE DRIVE INTERSECTION AND JOHNSON DRIVE CORRIDOR PLANS

ROELAND PARK, KANSAS

NOVEMBER 30, 2018



CONFLUENCE

In association with:



Collins Noteis &
Associates, LC

+



Urban planning, community development and government affairs

417 Delaware Street
Kansas City, Missouri 64105
816.531.7227
www.thinkconfluence.com

November 30, 2018

Ms. Beth Dawson
Mid-America Regional Council
600 Broadway, Suite 200
Kansas City, MO 64105

Re: Request for Proposals – Roe Boulevard and 48th Street / Skyline Drive Intersection and Johnson Drive Corridor Plans

Dear Ms. Dawson and Members of the Selection Committee,

On behalf of the Confluence team, we would like to thank you for the opportunity to submit our response to your Request for Proposals (RFP) to lead the creation of corridor plans in collaboration with the City of Roeland Park, Kansas. All members of our team are familiar with these project areas and have been previously involved in successfully completing plans through MARC's Planning Sustainable Places Program. As such, we are very familiar with the needs outlined for this project, and the anticipated approach necessary to engage stakeholders and the community in the planning process we have outlined in our proposal. We are prepared to lead the community in crafting a unifying vision that guides their future efforts towards implementation.

Our **proven and experienced team** brings together a unique set of land use, community planning, and multi-modal/transit planning capabilities - offering the benefits of local design, public involvement and outreach, and infrastructure design expertise. Our team includes:

- **Confluence:** Project Lead, Project Management, Land Use + Redevelopment Planning, Public Engagement
- **Collins Noteis Associates:** Community Planning + Public Engagement
- **WSP:** Transit Planning + Civil Engineering Support

We recognize the importance of engaging the community and identified stakeholders, and our approach integrates the need for both traditional meetings and digital opportunities to engage and obtain input from a broad cross-section of the community. Our planning approach anticipates a **coordinated, collaborative, and unified team approach to public outreach** that will inform and involve interested parties in the planning process.

Our team has the expertise necessary to effectively work with residents, business and property owners to build consensus during the planning process. We believe that community involvement and understanding is a critical step in successful implementation of a plan such as this, and we are proud of our team's capabilities and experience working together on several successful planning projects. We also understand the importance of implementing a plan that considers the needs of all users including transit, pedestrians and bicyclists and balances those with development patterns and sustainable solutions. We promise you the highest level of professional expertise, creativity and enthusiasm, and we are committed to creating a visionary and workable plan for this study area - so its potential can be fully realized.

We look forward to the opportunity to discuss our unique qualifications and approach in more detail. Thank you in advance for your consideration.

Sincerely Yours,



Wm. Christopher Cline, ASLA
Senior Principal / Senior Vice-President

TABLE OF CONTENTS

COVER LETTER

SECTION ONE | PROPOSED PROJECT APPROACH + PUBLIC ENGAGEMENT STRATEGIES

SECTION TWO | QUALIFICATIONS

SECTION THREE | ATTACHMENTS



PROJECT UNDERSTANDING

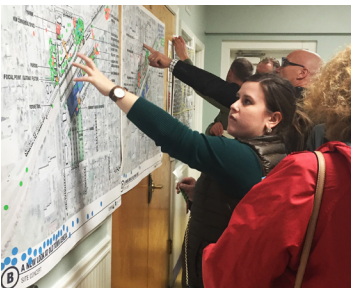
This project represents a unique opportunity to improve connectivity, transit access, accessibility, land use, and revitalization in two areas of high visibility within the City of Roeland Park. As such, this project demands a team with proven experience in successfully engaging stakeholders in a planning process, in developing creative planning and design alternatives, and in crafting unique and innovative ideas for revitalization and connectivity that balance the desires of existing property owners with the overall benefits of the surrounding community. This project also will benefit from the engagement of a team with proven experience working successfully nearby and in Northeast Johnson County.

The Confluence team is uniquely suited to collaborate with the City of Roeland Park, stakeholders, and the community to develop and explore opportunities for improving the two outlined areas within the identified study area, and to crafting a unifying vision that guides future implementation activities. Our team will contemplate and compliment other plans for the area, including the City's Comprehensive Plan, the City's Strategic Plan, the Roe 2020 Visioning Document, the Rocks Land Use Assessment, the Northeast RJ Land Use Assessment, and the Johnson Drive Design Guidelines.

We understand this planning effort should explore at least three concept solutions for these two different site areas – one located near the intersection of 48th/Skyline and Roe Avenue intersection, and the other located along the north side of Johnson Drive across from the proposed Mission Gateway project. Our team anticipates these conceptual solutions to range from smaller pragmatic site-specific design ideas that limit impacts to the surrounding context, to larger visionary land planning concepts that may create additional impacts to surrounding areas – yet may yield better overall results for the community. These scenarios will address the provision of bicycle/pedestrian improvements and connectivity to new transit facilities; the right mix of land uses for these areas; the improvement of traffic flow, improved access and circulation to the Roeland Park Community Center; the potential for new redevelopment concepts and opportunities for some existing developed parcels; and for exploring and enhancing opportunities for transit to better serve these areas while stimulating adjacent development.

DESIGN AND PLANNING VISUALIZATION TOOLS

This project will need to utilize a variety of illustrations, diagrams, and descriptions to convey the anticipated future planning and redevelopment possibilities to stakeholders and the community. Our team is well-versed in the creation and use of illustrative graphics to convey proposed design and planning alternatives to stakeholders and the public, and we regularly integrate these tools into our community outreach efforts to give attendees a better idea of the anticipated completed condition of any given planning proposal. These three-dimensional drawings and illustrations will range from color-rendered site plans, section drawings illustrating existing and proposed street widths and lane utilization configurations, photos of precedent projects and finish treatments used for comparison purposes, and the creation of perspective renderings with descriptive notes.



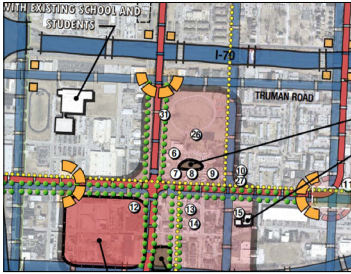
PROPOSED PROJECT APPROACH + PUBLIC ENGAGEMENT STRATEGIES



These tools will be utilized at key stages of the design and planning process, and our team will work closely with the City of Roeland Park and the identified stakeholder group(s) to review and refine initial concepts in preparation for community presentations and final plan documents.

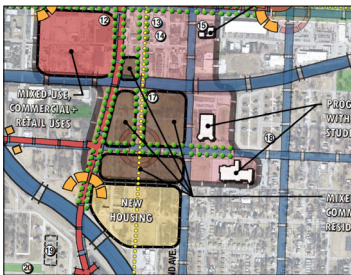
PROJECT APPROACH

While the general framework for our approach is outlined in this proposal, we remain flexible to tailor our approach and/or anticipated scope of work in order to best meet the specific needs of this project. We understand the desire to complete this project by July 31, 2019, and our team is experienced, prepared, and committed to facilitating a solid planning process while keeping the project on schedule. Upon selection, our team will craft a final schedule of all planning activities at the outset of the project – and we will adhere to this schedule such that participants in the planning process understand what types of input our team will be asking for at each step along the way.



Our creative and engaging planning process is perfectly suited to help you develop recommendations for:

- Improving vehicular, pedestrian and bicycle access to the existing Community Center from Roe Avenue (and potentially Nall Avenue) – which could include options for realigning a portion of Skyline Drive and redeveloping portions of The Boulevard apartment development;
- Exploring a range of alternative land uses and development concepts as part of the redevelopment opportunities in the area surrounding the 48th/Skyline/Roe Avenue intersection;
- Developing options for integrating a transit station and enhanced park and ride facility near the Price Chopper site located on the SW corner of 48th/Skyline and Roe Avenue – and coordinating these options with the existing landowner and the KCATA;
- Developing options for integrating a transit station and adjacent transit-supportive development along the north side of Johnson Drive (adjacent to the Roe Manor Heights neighborhood), including possibilities for enhanced multi-modal amenities and connections that could include on-street bicycle lanes along Johnson Drive – and coordinating these options with existing landowners, the KCATA, the City of Mission, and the Mission West Gateway developer as needed;
- Preparing refined recommendations for each area based on results of the community engagement process;
- Developing an implementation strategy with an emphasis on reasonable action steps that can be taken by both public and private property owners to further promote improved multi-modal transportation options while encouraging the continued redevelopment of this important corridor.

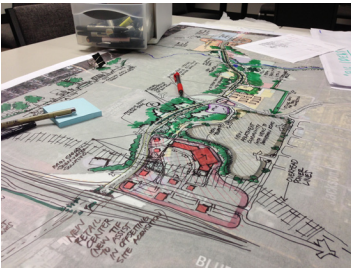


Our planning process is our strength, and our ability to truly engage a variety of stakeholders in a meaningful dialogue about the needs for multi-modal connectivity and opportunities for redevelopment and revitalization will ultimately lead to establishing a strong and unifying vision. Our team will facilitate a robust public engagement process allowing ample opportunities for all participants to provide input and eliciting buy-in from businesses and property owners that will ultimately carry the torch for success. These collaborative efforts will result in the creation of a plan that can be used both as a guide for future growth and development implementation and as a marketing tool to attract quality investment and creative business owners.

PROPOSED PROJECT APPROACH + PUBLIC ENGAGEMENT STRATEGIES



Our intent is to create a community-based vision for revitalization that is both forward-thinking and achievable. Ultimately, the true measure of success for this community building effort will be implementation of compatible redevelopment that is sustainable in the short and long-term.



It is important for all participants in the planning process to understand the unique qualities, issues and opportunities that can influence the future use and redevelopment of this important area. Our team is prepared to coordinate efforts with the City's real estate marketing consultant (CBC) while bringing a fresh perspective to this planning effort – utilizing a balanced approach that assists the community and landowners in holistically shaping the area's future economic growth and revitalization in a practical way that can be implemented within market reality.

Based on our understanding of the project objectives and deliverables outlined in the RFQ, we have prepared a proposed scope of services that ensures relevant issues will be identified and addressed during the planning process. Our approach will utilize industry “best practices” to assist the City of Lenexa in crafting a downtown plan that will help sustain the Old Town area as a great place to live, work, and shop.



Our planning process and scope of services are organized into four phases:

Phase 1: Visioning

Phase 2: Discovery

Phase 3: Ideas

Phase 4: Recommendations

SCOPE OF SERVICES

PHASE 1 | VISIONING - COMMUNITY OUTREACH AND ENGAGEMENT

Our team is experienced in engaging the community in a coordinated series of interactive workshops and meetings to ask questions, identify challenges and opportunities, resolve conflicts, evaluate alternatives, and work towards preparation of a collective vision that captures their imagination while addressing their needs and desires.



PUBLIC ENGAGEMENT

No one understands a community better than those who live and work there. Upon selection, our team will collaborate with the City to develop a comprehensive public outreach plan and schedule of meetings and activities that utilizes a full range of outreach and input opportunities. The plan document will define the goals, objectives, key messages, target audiences, issues under consideration, outreach tools/methods, and the anticipated schedule.



This plan will provide the framework to guide the project team's efforts in achieving community consensus and priorities that will shape the design and future implementation of this project. Different age and demographic groups receive information in different ways, and the tools used to reach them sometimes need to be more diverse in order to be successful. These can include creating promotional materials to announce project meetings and input opportunities, preparing printed materials such as fact sheets and newsletters at key milestones, conducting stakeholder and focus group interviews, sharing relevant examples of similar improvements and development projects, hosting community coffees or public meetings, attending identified community group meetings to share project information in addition to using social media and

PROPOSED PROJECT APPROACH + PUBLIC ENGAGEMENT STRATEGIES



online engagement tools. Our team anticipates using an online survey(s) to gather input for use in this study effort, and to sharing project information presented at community meetings in an online format (with opportunities for input) for those not able to attend in-person.

Our team has proven experience utilizing each of these techniques to truly engage the community in understanding how a project like this can become a catalyst for revitalization. We understand how best to plan, implement, and integrate each aspect of communications to effectively engage a representative cross-section of a community resulting in a truly participatory process. This means proactively engaging interested and affected stakeholder groups through a mix of traditional and dynamic methods, as well as coordinating and managing the flawless execution of scheduled communication activities throughout the duration of a project. The more informed the participants are, the better the result.

STAKEHOLDER COORDINATION

Affected and interested stakeholder groups and individuals will need to have a clear understanding of their ability to participate on behalf of themselves and for those they represent. Proactive, targeted, and personalized outreach will likely be necessary to ensure key stakeholders are engaged appropriately and throughout the project. A first step will be the identification of audiences and organizations representative of the diverse perspectives and desires for the corridor, with individuals from those respective groups invited to participate on the Advisory Committee. While the Advisory Committee will be utilized to provide meaningful input to the design team through facilitated small group conversations, they will also be utilized to complement the public engagement process and assist with message distribution through their own personal and professional networks as appropriate.

In order to maintain transparency and accessibility to the decision-making process, meeting summary notes will be maintained and made available during the planning process. This practice allows the team to provide periodic updates of “What We’ve Heard,” which can help to solicit additional input when a community member does not see his/her own thoughts or opinions reflected in project communications.

PUBLIC INVOLVEMENT COORDINATION

Effective public involvement leads to improvements that meet community needs and desires and provides increased understanding and acceptance of project outcomes. The most effective public engagement programs include equal elements of education, awareness, and engagement. A range of activities will need to be designed and implemented that invite and solicit participation from audiences with varied communication preferences. Additionally, a successful program for this project will require uninterrupted transitions in communications to/from the stakeholder universe by effective coordination between the client and project team. In some cases, this may require a “go to them” approach, with community input and feedback solicited in convenient and regularly frequented locations. This approach also provides an understanding that while some may be too busy to attend an evening public meeting, or visit a specific web link, their thoughts are of equal importance. These interactions could be conducted as an “add-on” activity to planned organizational or neighborhood meetings (with presentations and facilitated conversation) and/or impromptu drop-in’s at community centers, libraries, apartment complexes, grocery stores, etc. This approach ensures that hard-to-reach



PROPOSED PROJECT APPROACH + PUBLIC ENGAGEMENT STRATEGIES



populations have opportunities to participate in the process whether they be conducted as one-on-one conversations, focus groups, or larger group discussions.

Another key component of coordination for this project is being mindful of other public participation opportunities that may be happening concurrently to avoid scheduling conflicts, etc. It will be necessary to avoid confusion by distinguishing this community engagement effort from other projects that may seem identical or duplicative to some. Documenting, summarizing, and synthesizing input received throughout the process will occur on a monthly basis and/or at identified project milestones.



PHASE 2 | DISCOVERY - DATA COLLECTION + ANALYSIS

Task 2.1: Project Organization and Administration

Upon selection, members of our team will meet with the City of Roeland Park staff (and others as directed) for organizational and strategic meetings to discuss issues such as: visioning workshop/ planning charrette logistics; public outreach; list and schedule of identified Committee members and potential meeting dates; and lists of public officials, community leaders, stakeholders and other key groups that need to be incorporated into the planning process. It is anticipated that the City will convene the Committee of community representatives for our planning team to work with throughout the project.

We will further our familiarity with the study area by touring the area and surrounding community in order to identify and document current conditions and the availability of existing resources. An inventory of existing information obtained from the City and/or other stakeholders and sources will be prepared.



PHASE 3 | IDEAS - VISION/DRAFT PLAN

Task 3.1: Visioning Workshop/Planning Charrette

To continue strengthening our working relationship with the City of Roeland Park staff and community stakeholders, our design team will organize and facilitate a Visioning Workshop/ Planning Charrette to initiate project planning and design activities, continue research and data gathering, documentation of existing conditions, and continue exploring opportunities for future development of the area. This series of meetings will afford the City and Committee participants the opportunity to understand the overall scope and schedule of the planning process, to discuss and identify the goals of the study, and to share their thoughts on the future of these areas. We will come to these meetings prepared to share our perspective and observations in order to facilitate an interactive dialogue with attendees.



PROPOSED PROJECT APPROACH + PUBLIC ENGAGEMENT STRATEGIES



Task 3.2: Develop Refined Concept Alternatives

Utilizing the drawings and the input received at our previous meetings, our team will work off-site to translate and prepare alternative concepts for the project area. An independent concept review meeting will be scheduled with City staff and the Committee to share these initial concepts and to discuss the opportunities as well as area specific issues and alternatives. After this meeting, we will further refine these concepts into an organized set of conceptual plan scenarios and planning recommendations. Illustrations of prototype scenarios will be prepared to demonstrate the possibilities for future development/redevelopment land use scenarios, multi-modal and transit opportunities, potential development character/form, transportation, urban design, and place making features.

Task 3.3: Concept Alternatives Workshop

We team will facilitate and attend a meeting with the Committee to present the initial concepts. Minor refinements and additional information will be developed for a subsequent public presentation and open house to share information and obtain additional input. Utilizing input from the public meeting, our team will prepare additional revisions and clarify the design team direction with the Committee prior to concluding the workshop. A summary of activities will be prepared.

Task 3.4: Public Workshop

We will facilitate a public meeting at the end of the concept alternatives workshop. An informational session to describe the planning process and the scenarios that have been explored to date will be shared, and some interactive exercise/activity will be utilized to gain additional insight and understanding of the community's desires for the future development of downtown. This input will be documented for use by the design team in guiding our work to refine design ideas and development concepts.

Task 3.5: Draft Plan Review Meetings

A review meeting will be held both with the Committee and the public to present the draft Old Town plan recommendations and to obtain input regarding any potential revisions that may be necessary. Our team will ask "Did we get it right?" regarding various aspects of the plan recommendations. The meeting with the Committee will serve as a pre-cursor to the public meeting to be held later that evening.

PHASE 4 | PLAN RECOMMENDATIONS + IMPLEMENTATION STRATEGY

Task 4.1: Plan Review and Adoption

Our team will prepare the final plan recommendations and implementation action steps for review by the City and the Committee. Upon review of these plans, we will incorporate any final changes and present the final plan to the Committee for a formal recommendation. Members of our planning team will also attend public hearings and review meetings as the plan proceeds through the City of Roeland Park's review and approval process.

417 Delaware Street
Kansas City, Missouri 64105
816.531.7227

www.thinkconfluence.com

CONFLUENCE

CONFLUENCE

Confluence is a professional consulting firm comprised of landscape architects and planners. Our firm's work includes a wide range of public, educational, institutional, and private sector projects. Our process is focused on collaboration and interaction with our clients, consultants and the community in which we work. Confluence's staff of 49 includes 24 licensed landscape architects and AICP certified planners. We bring the skills of landscape architecture, land planning and urban design to each project, giving us the tools to merge our client's needs with the environment. Our work is characterized by a philosophy of place-making; creating unique, human connections with every project, its location, and its surrounding environment. While program elements or locations may differ, our ability to listen, create, and uniquely respond to our client's needs remains consistent.

1600 Genessee St.
Suite 354
Kansas City, Missouri 64102
816.283.8322

www.cna-kc.com



Collins Noteis & Associates

Collins Noteis & Associates specializes in urban and community planning, strategic planning, economic development and government affairs. Founding principals Robert Collins and Vicki Noteis have over 60 years of collective experience in both the public and private sectors. Both have extensive experience in the management of complex projects and a unique combination of the creative problem-solving, planning and implementation skills required to solve the many challenges facing urban communities today.

CNA's experience includes both private and public sector clients. Work includes zoning and city approval process assistance for development projects, comprehensive and strategic planning, and organizational development support for not-for-profit organizations, models for integrated public decision-making and public policy, and urban planning and design.

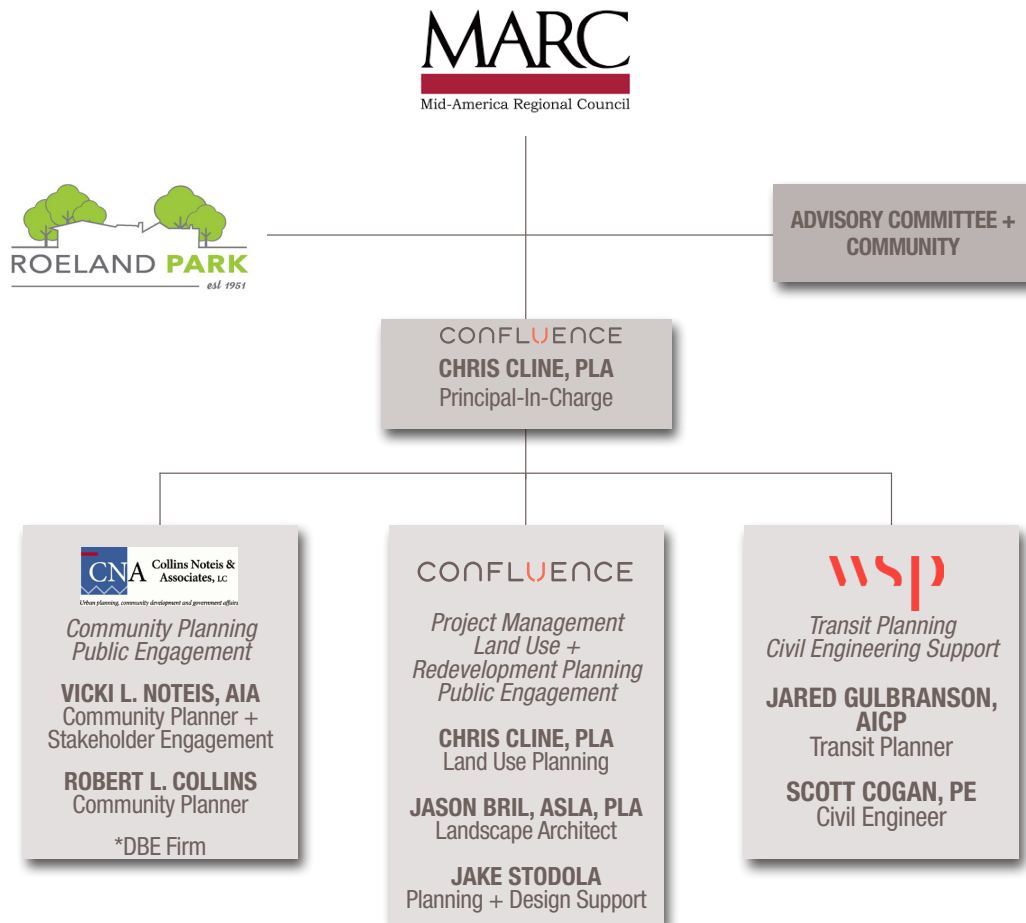
16201 West 95th Street
Suite 200
Lenexa, KS 66219
913.754.5572

www.wsp.com



WSP

Founded in 1885, WSP is one of the oldest continually operating consulting engineering firms and is consistently ranked one of the top transportation consulting firms in the world. Our commitment to quality and technical excellence has made WSP a recognized leader, providing the knowledge and skill base that is borne of experience. WSP has ISO 9001:2008 Quality Management certification and extensive, long-standing experience in transportation, transit, and urban planning, in data analytics, and in active transportation design. Developing sustainable communities in the 21st century requires meticulous and creative planning, backed by a compelling vision of what is possible. Whether the setting is urban, suburban or rural, the fundamental goals are the same: fostering social cohesion and economic growth, creating connectivity, enhancing the quality of life and protecting the natural environment.



STAFF AVAILABILITY

All of the staff indicated have the capacity to prioritize your project. We are available to begin work immediately.

DBE REQUIREMENTS

Our team understands the DBE goals for this project and we are committed to meeting and/or exceeding this goal with the inclusion of Collins Noteis & Associates.

PROJECT EXPERIENCE

Our team has developed and completed comparable projects, and has the experience to successfully complete this one. We've seen numerous challenges and opportunities on several projects throughout the region. Challenges can be overcome when you collaborate with the public and stakeholders to realize the full potential of a place.

The projects listed herein provide examples of our team's recent work and experience related to the needs of this project.

QUALIFICATIONS / CONFLUENCE



EDUCATION

Kansas State
University
Bachelor of Landscape
Architecture / 1992

CHRIS CLINE, ASLA, PLA | PRINCIPAL-IN-CHARGE + LAND USE PLANNING

Chris brings over 26 years of solid planning experience, and enjoys collaborating with multi-disciplinary teams. He continually seeks creative solutions, and is adept at building consensus through community involvement. His work has included corridor planning and aesthetics, land planning, urban design, community revitalization, and parks and recreation improvements.

CURRENT + NOTABLE PROJECT EXPERIENCE

Shawnee Mission Parkway Corridor Study / Merriam, Kansas
A New Look at Old Town Lenexa / Lenexa, Kansas
Southside Junction Redevelopment Plan / St. Joseph, Missouri
West Gateway Form-Based Code + Implementation / Mission, Kansas
Downtown Overland Park Form Based Code / Overland Park, Kansas
The Promontory Mixed-Use Development / Overland Park, Kansas



EDUCATION

Iowa State University
Bachelor of Landscape
Architecture / 2012
Bachelor of Arts and
Sciences in Spanish
2012

JASON BRIL, ASLA, PLA | LANDSCAPE ARCHITECT

Jason graduated from Iowa State University with a double major in Landscape Architecture and Spanish. During his time at Iowa State, Jason studied in Spain and Portland, Oregon, and enjoyed travel as a means to discover new spaces. Jason has a background in landscape construction and maintenance. His exposure to this type of work has helped him develop creative problem solving skills and a hands-on approach to design. In his free time Jason enjoys getting lost in the woods around Kansas City.

CURRENT + NOTABLE PROJECT EXPERIENCE

Shawnee Mission Parkway Corridor Study / Merriam, Kansas
The Promontory Mixed-Use Development / Overland Park, Kansas
BluHawk Mixed-Use Development / Overland Park, Kansas
Johnson County Arts and Heritage Center / Overland Park, Kansas
Burlington Corridor Complete Street Design / North Kansas City, Missouri



EDUCATION

Iowa State University
Bachelor of Landscape
Architecture / 2017

JAKE STODOLA | PLANNING + DESIGN SUPPORT

Jake has a strong environmental, arts and design background with a Bachelors of Landscape Architecture from Iowa State University. He finds most of his passion in urban design, ecological design and design software. Place making and creating spaces that improve people's everyday health and well-being are some of his favorite parts of the job.

CURRENT + NOTABLE PROJECT EXPERIENCE

A New Look at Old Town Lenexa / Lenexa, Kansas
Old Town Community Center Revitalization / Lenexa, Kansas
Burlington Corridor Complete Street Design / North Kansas City, Missouri
Broadway North Loop PEL / Kansas City, Missouri
Riverfront Streetcar Extension / Kansas City, Missouri



VICKI L. NOTEIS, AIA | COMMUNITY PLANNER + STAKEHOLDER ENGAGEMENT

Vicki L. Noteis is an architect and urban planner with over 35 years of experience in both the public and private sectors. She specializes in finding solutions to complex urban problems by incorporating creative, meaningful, and data-driven public participation. As a result, communities develop successful individualized solutions to the overlapping complications of planning, urban design, community expectations, public policy, regulations and market and development realities.

CURRENT + NOTABLE PROJECT EXPERIENCE

Cultural Arts District Plan for Nelson-Atkins Museum of Art / Kansas City, Missouri

Mission East Gateway Plan / Mission, Fairway & Roeland Park, Kansas

Gardner, Kansas Downtown Plan / City of Gardner, Kansas

135th St. Corridor Development Plan / Leawood, Kansas

State Ave. Redevelopment Plan / Unified Gov. of WYCO

Riverfront Industrial Area Plan / Kansas City, Missouri

Southside St. Joseph Redevelopment Plan / Saint Joseph, Missouri

Comprehensive Plan Update / Lansing, Kansas

Troost Corridor Redevelopment Plan / MARC and Kansas City, Missouri

EDUCATION

Kansas State
University
Bachelor of
Architecture (cum
laude) 1976



ROBERT L. COLLINS | COMMUNITY PLANNER

Robert L. Collins is Vice-President of the consulting firm Collins Noteis & Associates in Kansas City, Missouri. CNA specializes in urban and community planning, strategic planning, economic development and government affairs. With over 35 years of experience in both the public and private sectors, Mr. Collins has provided strong leadership on development issues in Kansas City and the region. He has a unique perspective that acknowledges the different responsibilities and roles demanded by elected officials, non-profit organizations and the public in solving complex problems and a track record of effective implementation.

CURRENT + NOTABLE PROJECT EXPERIENCE

Redevelopment Plan for Heartland Health / St. Joseph, Missouri

Feasibility Study and Development Plan for Truman Medical Center Lakewood Campus /
Kansas City, Missouri

Feasibility Study and Redevelopment Plan for the Southside Development Corporation / St.
Joseph, Missouri

Economic Development Analysis for Red Bridge Area Plan / Kansas City, Missouri

Strategic Plan for Johnson Co., KS Library System

Feasibility Plan for Urban Grocery Store for Truman Medical Center / Kansas City, Missouri

EDUCATION

UMKC
Bachelor and Masters
of Economics
University of Michigan
Masters of Urban
Planning



EDUCATION

University of Missouri-Kansas City
Masters of Public Administration

JARED GULBRANSON, AICP | TRANSIT PLANNER

CURRENT + NOTABLE PROJECT EXPERIENCE

Armour Road Complete Streets Plan / North Kansas City, Missouri

Midtown Complete Streets Plan, Kansas City, Missouri: deputy project manager

Independence Avenue BRT Planning and Feasibility Study / Kansas City, Missouri

Rock Island Corridor Transit Analysis / Jackson County, Missouri

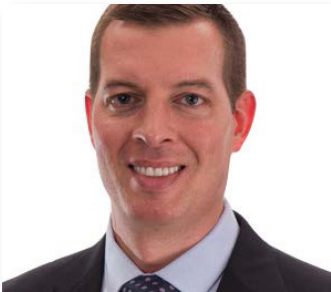
Jackson County Commuter Corridors Alternatives Analysis / Jackson County, Missouri

Kansas City Streetcar River Front Extension Feasibility Study / Kansas City, Missouri

KCATA Title VI Update

Cedar Rapids Metro-Wide Transit Study / Cedar Rapids, Iowa

Cedar Rapids Regional Transit Authority Feasibility Study / Cedar Rapids, Iowa



EDUCATION

University of Missouri-Columbia
B.S., Civil Engineering
2000

SCOTT COGAN, PE | CIVIL ENGINEER

CURRENT + NOTABLE PROJECT EXPERIENCE

Roe Avenue & I-435 Diverging Diamond Interchange / Overland Park, Kansas

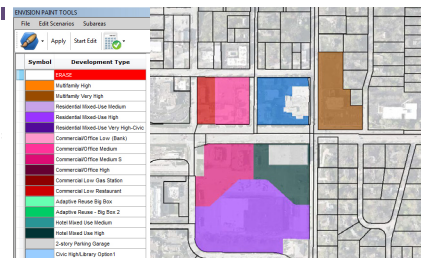
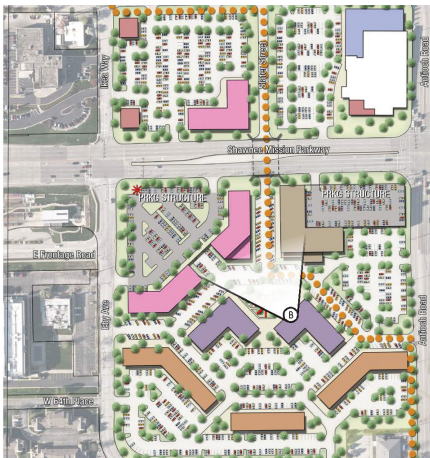
Dennis Avenue over Little Cedar Creek, Olathe, Kansas

Switzer Road (143rd Street to 151st Street) / Overland Park, Kansas

Nall Avenue (143rd Street to 159th Street) / Overland Park, Kansas

Lee's Summit Downtown Street Reconstruction and Streetscape / Lee's Summit, Missouri

Robinson Street and BNSF Railway Underpass Improvement / Norman, Oklahoma



Features

- Community Involvement
- Multi-Disciplinary Team
- Market Analysis + Fiscal Impact Study
- Long Range Growth Redevelopment Scenarios
- Transportation Infrastructure Planning

Recognition/Awards

- 2014 Merit Award for Planning and Analysis, Central States ASLA
- 2015 Merit Award for Planning and Analysis, Prairie Gateway Chapter ASLA



SHAWNEE MISSION PARKWAY CORRIDOR STUDY | MERRIAM, KANSAS

Client: City of Merriam, Kansas

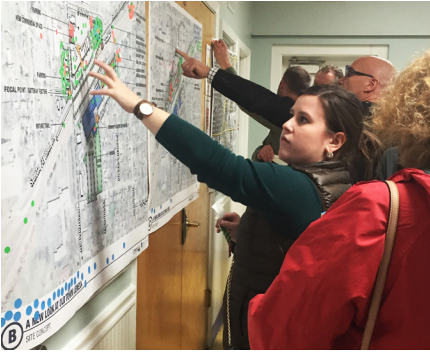
Contact: Bryan Dyer, Community Development Director / 913.322.5527

bdyer@merriam.org / Contract Amount: \$157,000

The City of Merriam has significantly redeveloped a large portion of their Interstate 35 frontage over the last decade, yet the area adjacent to the Shawnee Mission Parkway corridor has not changed significantly. The existing K-Mart building has been vacant and surrounding parcels within a 25-acre area are currently under utilized. IKEA recently constructed a new facility just north of the study area, which is anticipated to generate additional interest in redevelopment within the study area. This project included engaging the community to establish a vision, and creating/evaluating several redevelopment scenarios to assist the City in evaluating future development proposals.

Confluence led a multi-disciplinary team to analyze existing conditions, create redevelopment scenarios, and to utilize new planning and financial analysis tools to evaluate each scenario. Our team led the creation of five redevelopment scenarios, ranging from adaptive reuse of the existing buildings, to redeveloping the entire site to incorporate high density mixed-use development. These concepts explored the relationship of expanded transit in the corridor and improving the bicycle and pedestrian connectivity across the highly travelled Shawnee Mission Parkway Corridor. The results allowed the City to be proactive in anticipating the type of project a new developer may propose. It also provided an opportunity to explore the land use and design aspects of each scenario and integrated a robust exercise in formulating redevelopment costs.

Prior to completing the plan, the results of this multi-scenario analysis were shared with the Planning Commission and City Council. They chose to use the results of these efforts to encourage developers to “think big”, and to be ready to entertain appropriate financial incentives to support significant redevelopment within the study area.



Features

- Stakeholder Engagement
- District Master Planning
- Historic Preservation
- Multi-Modal Connectivity
- Urban Design Recommendations
- Multi-Disciplinary Collaboration

A NEW LOOK AT OLD TOWN LENEXA | LENEXA, KANSAS

Client: Mid-America Regional Council

Contact: Beccy Yocham, Lenexa Community Development Director

913.477.7725 / askcomdevel@lenexa.com / Contract Amount: \$26,215

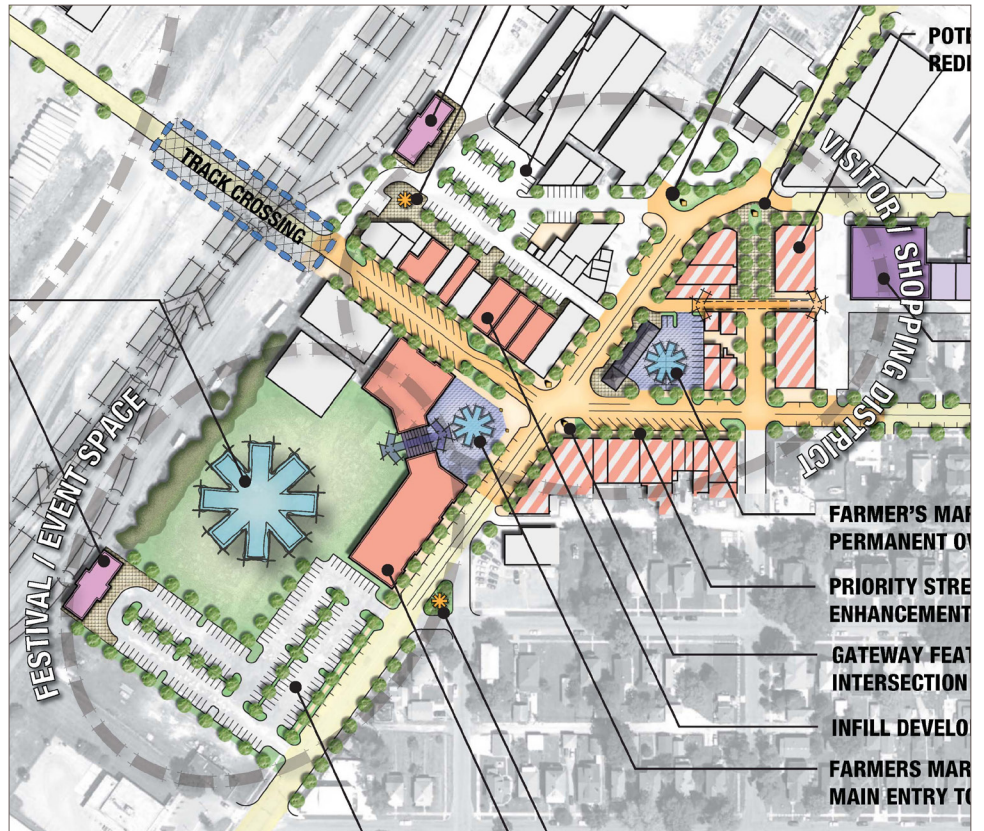
Collins Noteis & Associates and Confluence were retained by the Mid-America Regional Council to assist the City of Lenexa, Kansas, with the development of a community-driven strategic development plan for its historic Old Town area. Located at the intersection of Santa Fe Trail Drive and Pflumm Road, the remaining parts of the original town development exist today as a row of mostly historic buildings with retail shops and a train depot facing the railroad tracks. The area is surrounded by single-family neighborhoods on the north, east and west with several civic uses located immediately south of the BNSF railroad.

The purpose of this plan was to develop a high level vision for historic Old Town that the City, the civic and business community and the neighborhoods could use as a guide toward improving the area's pedestrian-oriented environment, improving its sense of place and image and reviving its economic vitality. The resulting plan, based heavily on public input conducted throughout the project, provides strategies and guidance for accomplishing the community's vision for Old Town. It is a high-level study to address key issues in a connected way, but does not provide detailed design or construction specifics. The recommendations outlined in the plan contain both short-term and long-term action steps that have been developed with the help of the community. The planning process identified key issues and developed strategies to reestablish the identity of Old town; re-energize economic development; improve parking, update design guidelines, revitalize Old Town's image, protect its historic character; improve walkability and reinforce Old Town as a destination for the surrounding neighborhoods and community as a whole.



Features

- Stakeholder + Community Involvement
- Economic Development Strategies
- Community Planning
- Visioning Process



SOUTHSIDE JUNCTION REDEVELOPMENT PLAN | ST. JOSEPH, MISSOURI

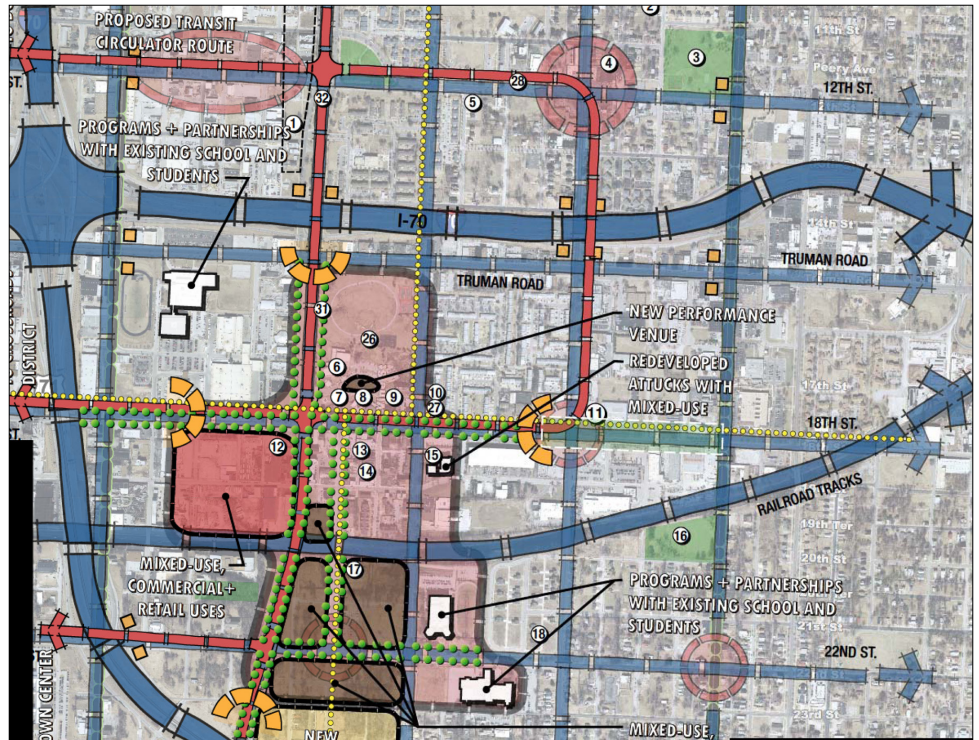
Client: Southside St. Joseph Redevelopment Corporation

Contact: Larry Stobbs, Sergeant / lstobbs@stjoemo.org / 816.233.9652

Contract Amount: \$24,000

The South St. Joseph community, commonly known as Southside, is an historic and eclectic mix of businesses, residential and industrial land uses related to the original stockyards, railroad and meat packing industries dating from 1887. The area has declined since the stockyards diminished and surrounding industries changed. It still remains a tight-knit community and home to over 5,000 residents, numerous small neighborhood businesses and large industrial users.

Confluence and Collins Noteis & Associates collaborated as a team who, along with local civic leaders, completed a redevelopment plan for the area. The planning process included active community involvement from residents as well as business owners and local elected officials. The plan outlines a redevelopment strategy for converting the 120 year old "junction" area into a unique, lively cultural arts and entertainment district that emphasizes the community's historic buildings and character. The plan includes 14 implementation steps for the community to pursue to bring the redevelopment vision to fruition. It is envisioned to rebuild the local business strength and create new public gathering space for events, a farmer's market, space for galleries, boutique shops and district signage, streetscape and identity markers. It also includes plans for new infill development as well as renovation of existing buildings and new parking.



Features

- Urban Design + Revitalization Planning
- Infrastructure Improvement Recommendations
- Economic Development Strategies
- Community Involvement
- Implementation Recommendations
- Multi-Disciplinary Collaboration
- Housing + Commercial Development Strategies

Recognition/Awards

- 2011 Award of Excellence – Planning & Analysis: Central States ASLA
- 2011 Merit Award – Planning & Analysis: Prairie Gateway ASLA
- 2011 Outstanding Special Community Initiative Award: Missouri Chapter - American Planning Association (APA)

VINE STREET DISTRICT ECONOMIC DEVELOPMENT PLAN

KANSAS CITY, MISSOURI

Client: City of Kansas City, Missouri

Contact: John DeBauche, Lead Planner / john.debauche@kcmo.org / 816.513.2869

Contract Amount: \$43,800

The City of Kansas City, Missouri retained a comprehensive planning and design team which included Collins Noteis + Associates and Confluence to create an economic development plan for a specific area of downtown, to serve as a catalyst for revitalization of the Vine Street District. This area historically served as the cultural and socio-economic hub of Kansas City's African-American community.

The project area includes a diverse mixture of neighborhoods, institutional uses, commercial and industrial development, and encompasses the area between 9th and 29th Streets, from Troost to Prospect Avenue. The historic 18th + Vine area is located in the heart of this District, and is home to the American Jazz Museum, the Negro Leagues Baseball Museum, and the Black Archives.

A series of community meetings were held to gather input from residents and business owners regarding future redevelopment and revitalization opportunities throughout the District, and a comprehensive series of strategies intended to support these efforts were developed. The plan includes urban revitalization, housing, commercial, infrastructure, and governance strategies, and was adopted by the City Council in 2011.



WEST GATEWAY DISTRICT REDEVELOPMENT PLANNING + FORM-BASED CODE IMPLEMENTATION | MISSION, KANSAS

Client: City of Mission, Kansas

Contact: Laura Smith, City Administrator / 913.676.8350

lsmith@missionks.org

Prior to becoming a principal with Confluence, Chris Cline, led a diverse team of design and engineering professionals to create planning and development recommendations for a new pattern of development for Mission's West Gateway District. The scope included engaging the community to better define the type of development and community improvements that should be considered for the future of the district, reviewing existing and anticipated real estate market trends, and making recommendations for public infrastructure improvements.

The result of these efforts is the Kansas City area's first Form Based Code, which places greater importance on the physical form of new development to create an interesting and inviting public realm. This code is intended to encourage creation of pedestrian-friendly places that provide a high quality of life for residents and the surrounding community. The City of Mission formally adopted the Form Based Code to guide new development within the 130-acre West Gateway District, and Mr. Cline continues to assist the City of Mission and prospective developers in implementing the community's vision for revitalizing this district.

**Project images depicted on this sheet represent Mr. Cline's professional experience, and were produced prior to joining Confluence.*

Features

- Community Involvement
+ Facilitation
- Urban Infill / Redevelopment
- Master Development
+ Coordination
- Form Based Code
- On-Going Implementation
- Planning + Design Support



THE PROMONTORY MIXED-USE DEVELOPMENT | OVERLAND PARK, KANSAS
 Client: Launch Development, Inc.
 Contact: Craig Laderoute, Partner / 816.436.3111 / Contract Amount: \$174,735

Confluence was retained to provide master planning; site and parking lot layout; and schematic design services for this 27-acre site in Overland Park, which is anticipated to provide 154,000 square feet of retail space and 420 residential apartments. The project site is currently occupied by single-story retail buildings and pad sites, and involves phased construction and revitalization to include new multi-story mixed-use buildings with commercial uses on the ground floor.

The project also included creation of numerous development illustrations and the use of video animation to portray before and after conditions. the project phasing, and the architectural character of the proposed development.

Features

- Mixed-Use Development
- Shopping Center Revitalization
- Site Planning + Grading
- Amenity Design + Placemaking
- Pedestrian Connectivity



OLATHE COMMUNITY CENTER | OLATHE, KANSAS

Client: City of Olathe, Kansas

Contact: Jeff Blakeman, Senior Building Design Project Manager
913.971.8767 / Contract Amount: \$200,480

Features

- Site Planning + Building Orientation
- Park Design + Master Planning
- Parking + Site Circulation
- Historic Context
- Sustainable Design Features
- Trail Connections
- Landscape Planting + Garden Design
- Multi-Disciplinary Collaboration
- Stakeholder Involvement

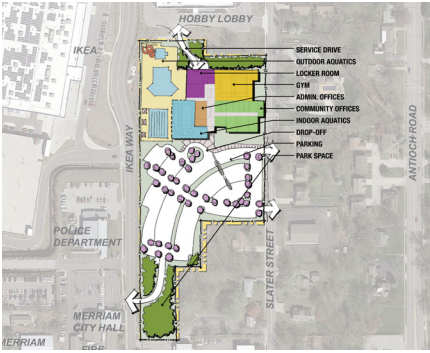
Selected by the City of Olathe, Kansas as part of a multi-disciplinary team, Confluence led the site planning and design of landscape architectural components for an iconic new community center. This facility is located within the City's historic Stagecoach Park, a signature destination park in the heart of the community.

The community center includes indoor aquatics, a gymnasium, fitness area, wellness center, several community rooms, catering kitchen and child play areas. Site features include ample parking, pedestrian trail connections, adventure playground, spray ground with adjacent patio spaces and interpretive park areas that extend the use of this facility into the surrounding park environs.

Recognition/Awards

- 2015 Kansas City Business Journal Capstone Award for Community Impact
- 2015 Urban Land Institute Kansas City Development of Distinction Award

Extensive design and planning efforts were undertaken to properly nestle the facility and related site improvements into the existing passive park's rolling terrain, mature trees, and water features. Confluence was also charged with creating a new master plan for the entire park, providing an opportunity to consider additional creative enhancements and park improvements that can be implemented over time to address the community's short and long-term needs. Throughout the design and planning process, Confluence assisted with City Council and stakeholder involvement.



Features

- Site Planning + Building Orientation
- Park Design + Master Planning
- Parking + Site Circulation
- Multi-Disciplinary Collaboration
- Stakeholder Involvement

MERRIAM PARKS AND RECREATION FACILITIES MASTER PLAN

MERRIAM, KANSAS

Client: City of Merriam Kansas

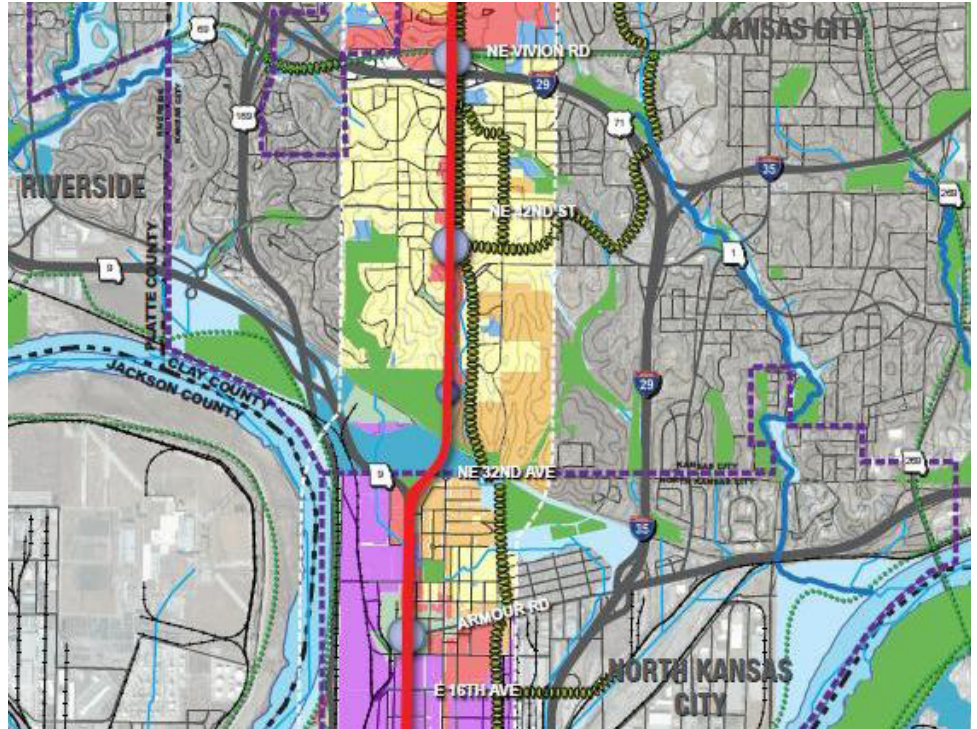
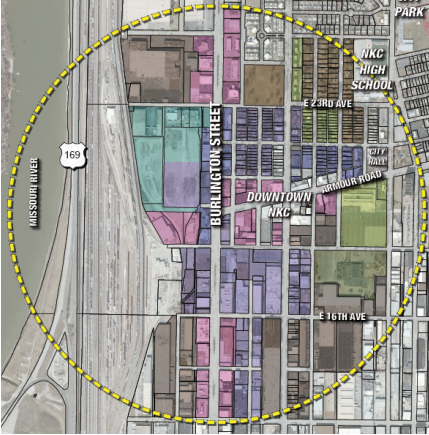
Contact: Anna Slocum, Parks and Recreation Director / aslocum@merriam.org

913.322.5556 / Contract Amount: \$47,000

The City had previously explored assessment of the existing Merriam Aquatic Center and the Irene B. French Community Center facilities, which included initial ideas and costs for updating each facility. The purpose of our team's work was to explore a third option for the City to consider – one that evaluated the potential for a new facility that integrated a community center with indoor and outdoor aquatics. Our team engaged City staff, identified stakeholders, and the public in a structured planning process to share information, obtain valuable input, and to build consensus for shaping the future concept for what this new facility could become.

This process included the creation of a statistically valid survey to gauge the community's needs and the exploration of various site and building development concepts. Confluence led and facilitated a series of stakeholder and community workshops and focus group activities, and collaborated with our multi-disciplinary team to create a variety of concept design alternatives for City consideration. This included evaluating pro-forma projections and funding options to support this community investment.

Through combined efforts to refine and present the master plan recommendations, the City eventually elected to move forward with the creation of a new combined facility to meet the community's long-term recreational needs. A referendum to fund the project through the extension of an existing sales tax was eventually approved by public vote – allowing the project to proceed into implementation.



NORTH OAK CORRIDOR TRANSIT STUDY – MARC CREATING SUSTAINABLE PLACES

KANSAS CITY, NORTH KANSAS CITY, AND GLADSTONE, MISSOURI

Client: Mid America Regional Council (MARC) / Contract Amount \$36,000

The purpose of the study was to evaluate the potential for enhancing transit service, along this 11-mile corridor, while exploring the relationship between transit modes and economic development activity. Confluence facilitated a series of meetings with community stakeholders, the Kansas City Area Transportation Authority, the Mid-American Regional Council, and City representatives to share information and obtain input.

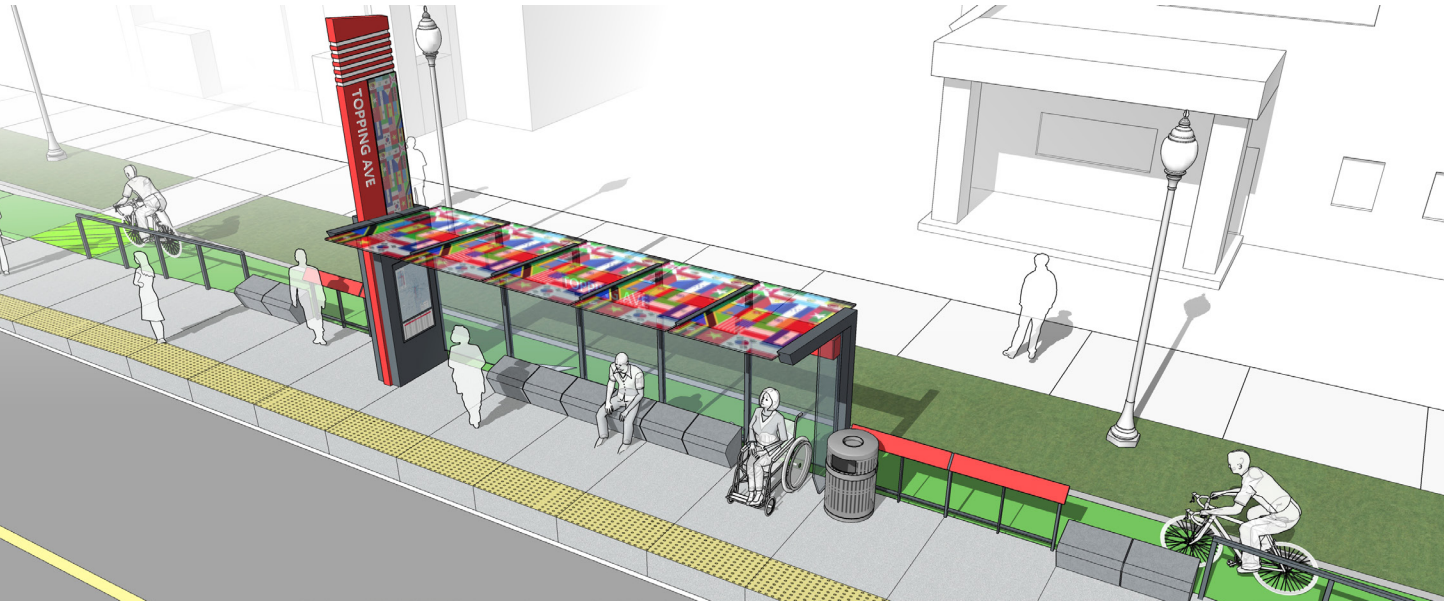
Confluence explored alternatives for future transit service, each with a corresponding series of development scenarios that illustrate the level of residential densities and economic development activity anticipated to make the transit system sustainable over the long-term. Confluence analyzed existing conditions in key nodes to determine the existing network of sidewalks and bicycle facilities needed to support access to transit facilities and provided recommended improvements to support increased ridership.

Features

- Redevelopment Planning
- Infrastructure Analysis + Recommendations
- Multi-Disciplinary Team Collaboration
- Multi-Jurisdictional Client Collaboration
- Community Involvement
- Long-Term Transit-Oriented Development Planning

Recognition / Awards

- 2015 Merit Award for Planning & Analysis, Prairie Gateway Chapter ASLA



INDEPENDENCE AVENUE CORRIDOR BRT STUDY

KANSAS CITY, MISSOURI AND INDEPENDENCE, MISSOURI

Client: KCATA

Contact: Shawn Strate, KCATA Project Manager, Kansas City Area
Transportation Authority / Sstrate@kcata.org / 816.346.0349

Contract Amount: \$240,000

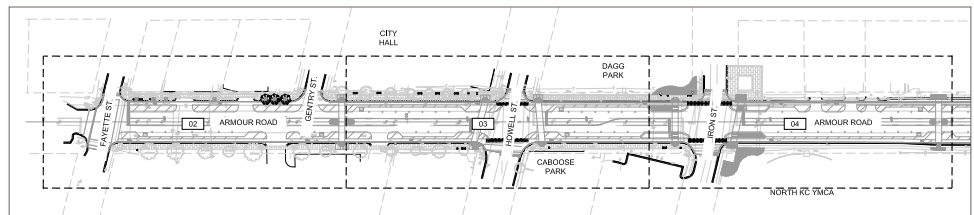
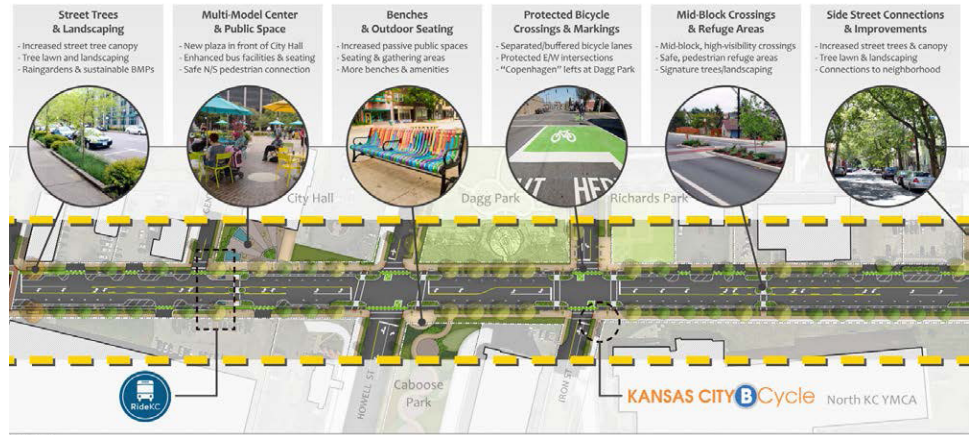
The purpose of the study is to assess and evaluate the feasibility of enhancing transit service along Independence Avenue, a 10-mile corridor connecting Downtown Kansas City and Downtown Independence, Missouri. This corridor is one of the oldest and most diverse public transit routes in the Kansas City region, and will become the first east-west BRT in the system.

WSP and Confluence collaborated in the development of recommendations to introduce Bus Rapid Transit to this corridor. Analytical tools used in this process included a series of innovative analysis and mapping tools to aid stakeholders in making informed route alignment decisions. Tools included including existing sidewalk and slope analysis, neighborhood connectivity, redevelopment opportunity, crime statistics, and overall demographic data analysis to support increased access and ridership.

Building on the overall regional transit plan's (Smart Moves 3.0) recommended mobility hub locations, Confluence analyzed the corridor to recommend BRT station locations and developed station design prototypes and WSP led the overall transit implementation and operational analyses that led to final route alignment selection and anticipated travel efficiencies associated with these improvement recommendations.

Features

- Urban Redevelopment + Revitalization Planning
- Multi-Jurisdictional Client Collaboration
- Infrastructure Analysis + Recommendations
- Prototype Transit Platform/ Station Design
- Streetscape Integration



Features

- Complete Street
- Streetscape Design
- Irrigation Design
- Stakeholder + Community Engagement

ARMOUR ROAD CORRIDOR - COMPLETE STREET CONSTRUCTION

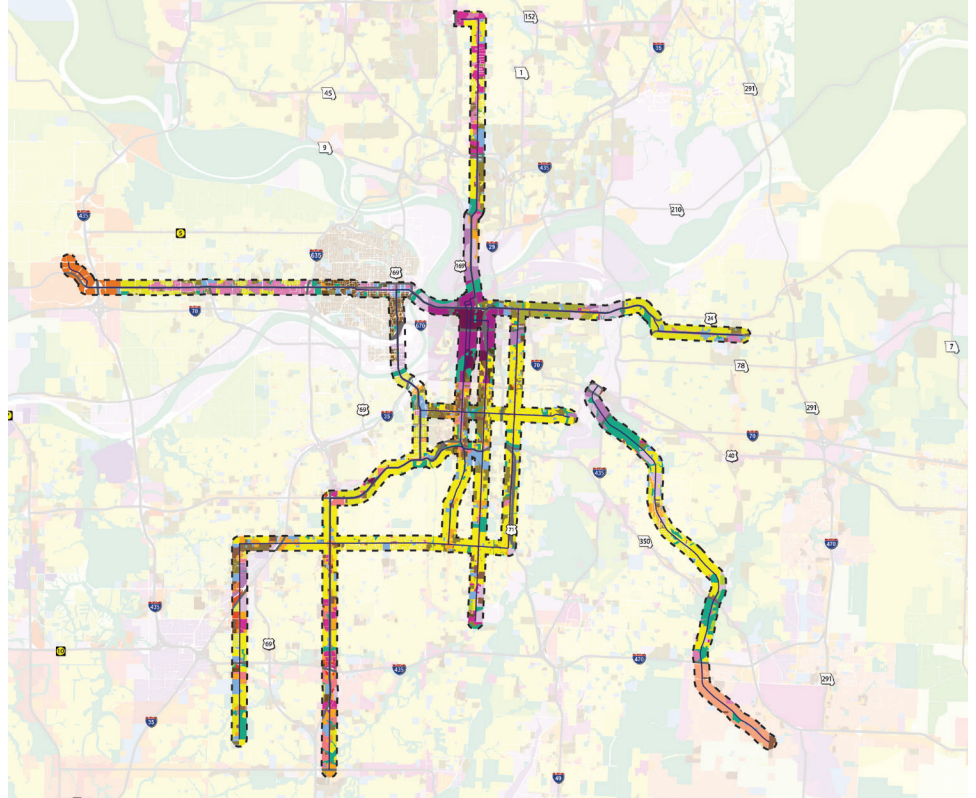
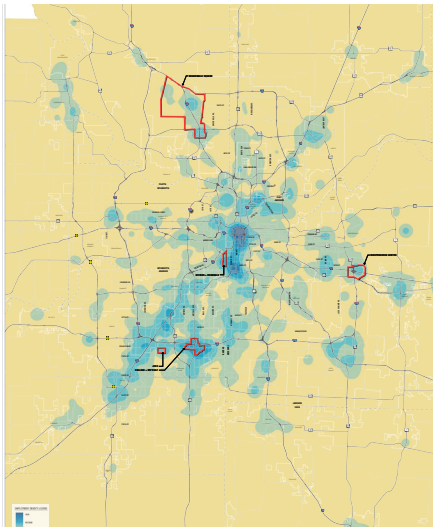
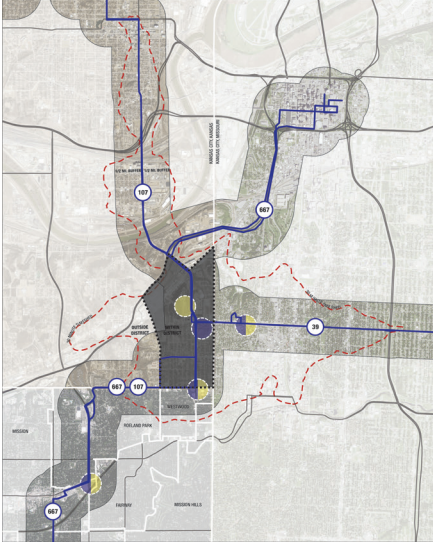
NORTH KANSAS CITY, MISSOURI

Client: North Kansas City / MARC

Contact: Sara Copeland, Community Development Director, North Kansas City
scopeland@nkc.org / 816.274.6006 / Contract Amount: \$230,000

WSP and Confluence collaborated on the Complete Streets Plan for Armour Road in North Kansas City, MO. Armour Road is an east/west vehicular workhorse for the Northland. Still with this heavily traveled road, the wide corridor provided the capacity and opportunity to safely incorporate a bike facility - turning Armour Road into a multi-modal asset for North Kansas City.

WSP led the multi-modal transportation planning efforts while Confluence engaged the community in preferencing exercises to develop the corridors kit of parts which included site furnishings and lighting family. Landscape beautification is another layer of design as Armour Road is a gateway corridor to downtown NKC from Interstate 35. We tested several landscape typologies with the community to develop their preferred approach to soften and accentuate the commercial and retail businesses in this corridor. Construction documents were completed in Fall of 2018 with construction slated for Spring 2019.



RIDEKC REGIONAL TRANSIT PLAN - SMART MOVES 3.0 | KANSAS CITY METROPOLITAN AREA

Client: Mid-America Regional Council (MARC) and Kansas City Area Transportation Authority (KCATA)

Contact: Karen Clawson, Senior Transportation Planner, MARC / 816.701.8255 / kclawson@marc.org / Contract Amount: \$136,922

Confluence served as part of a collaborative multi-disciplinary team to assist in a multi-agency effort to create a new regional long-range transit plan – with the goal of doubling job accessibility by transit throughout the Kansas City metro area within 10 years. According to a 2011 Brookings Institution report, only 18% of jobs in the region are accessible by transit in under 90 minutes.

Confluence led the community planning, transit mobility hub analysis, and land use planning aspects of this study effort. Our work included integrating land use and housing policy strategies and recommendations as a component of the long range transit plan. This represents a significant opportunity for communities within the metropolitan area to coordinate future strategic growth and incentives along higher frequency transit corridors. Our team provided extensive research and data analysis throughout the region to explore existing transit propensity, recent and projected land development activity, and analyzing macro-scale patterns of worker residences and their respective places of employment throughout the region.

This new regional transit plan will include a family of services that improve connectivity at the local and regional level, which will include the use of mobility hubs.

Features

- Multi-Disciplinary Collaboration
- Transit + Land Use Planning
- Multi-Agency + Multi-Jurisdictional Coordination
- Housing Policy Recommendations
- Mobility Hub Analysis

Recognition/Awards

- 2018 Merit Award for Planning and Analysis - ASLA Central States

MIDTOWN COMPLETE STREETS PLAN Kansas City, Missouri



The Midtown Complete Streets Plan for Kansas City, Missouri is the next step in rethinking the transportation network in Kansas City. Five major arterial streets in Midtown/Plaza/Westport were studied to provide a safe and high-quality experience for all users. Robust public outreach was conducted, with over 1700 individuals engaged throughout the planning process, and coverage by multiple media outlets.

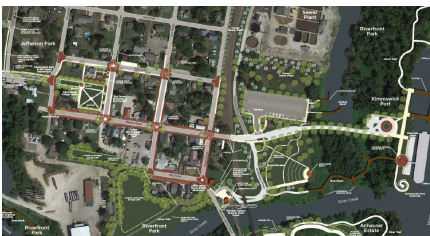
The final plan represents a new era for the Midtown area. Cyclists, pedestrians, and transit users will be better accommodated, and the area will be more inviting, fun, and aesthetically pleasing for residents and visitors—all with minimal impact to motor vehicle operations or parking. Using the data-driven planning approach, a benefit-to-cost ratio was calculated at 5:1 with over \$140M in savings to society over a 20-year period.

Client: City of Kansas City, Missouri

Contact: Joe Blankenship, Planner
816.513.2878
joseph.blankenship@kcmo.org

Contract Amount: \$70,000

KIMMSWICK GREAT COMMUNITY / GREAT STREETS PLAN Kimmswick, Missouri



WSP assisted in this transformative vision for the city of Kimmswick that started as a corridor plan and ended with a citywide vision towards the future. Kimmswick operates as a small, rural town that has an influx of visitors during special events. WSP assisted during with the robust outreach which included numerous meetings with residents, stakeholders, and the business community. WSP specifically helped work with the railroads to forge a way forward towards consensus on connecting the riverfront. WSP also helped layout the groundwork for creating a CID and taxing entity downtown to own and maintain the vision and future transportation. The final plan includes strategies to address appropriate business growth, city governance, permanent flood protection, public space improvements, and connecting the community to a new Mississippi riverfront park to welcome the Delta Queen Steamboat.

Client: East-West Gateway

Contact: Paul Hubbman, Senior
Manager of Corridor & Long Range
Planning / 816.274.6006
paul.hubbman@ewgateway.org

Contract Amount: \$46,000

FOREST PARK CONNECTIVITY & MOBILITY STUDY

St. Louis, Missouri



Client: Forest Park Forever

Contact: David Lenczycki, Project Engineer / 314.435.4112
DLenczycki@forestparkforever.org

Contract Amount: \$315,000

Forest Park Forever has hired WSP to provide professional transportation planning, public involvement and engineering services in order to conduct a connectivity study for Forest Park. As a world-class park with over 12 million visitors each year, Forest Park functions as a regional destination as well as a local park for the numerous city neighborhoods that surround it. The challenge of the study is to create a connectivity plan that addresses connectivity for the regional traveler as well as park neighbor, and improves the experience for visitors for years to come. The WSP team is working to ensure that the process and recommendations balance nature, culture, and people and align with the Park Master Plan.

The project is on-going, but already WSP has systematically engaged a multi-dimensional stakeholder group that includes the Forest Park Advisory Board, numerous City of St. Louis departments, institutions located within the park, as well as institutions and neighborhood groups surrounding the park.

QUIVIRA ROAD CORRIDOR STUDY

Lenexa, Kansas



Client: MARC

Contact: Magi Tilton, Planner
mtilton@lenexa.com
17101 W. 87th St. Pkwy.
Lenexa, KS 66219
913.477.7500

Contract Amount: \$154,000

The City of Lenexa received a grant from the PSP Grant Program through MARC to study the Quivira Road Corridor. WSP led the study of this three-mile corridor to explore expanded access opportunities for pedestrians, transit users, and cyclists. The project involved a study of existing conditions, corridor traffic, crashes, economic development, demographic trends, and other data and combined this analysis with a robust public engagement strategy. The Steering Committee, City staff, and public helped to set the goals and vision for this project, which include: developing the corridor to be a major reinvestment opportunity that is positioned for long-term financial prosperity; creating a corridor that is accessible for multiple modes of transportation and walkable, workable, and livable for all; and designing a corridor that supports the distinct character of its place.

The WSP team refined this vision to create robust set of recommendations and an implementation plan to create a more sustainable, vibrant, and unique corridor that is safer and more convenient for all modes of transportation. Because of the robust public engagement and the data driven approach by the WSP team, the plan has gained wide buy-in from local residents and businesses, cycling advocacy groups, the City Council, and City staff.

ATTACHMENT B

AFFIRMATIVE ACTION CHECKLIST

Federal regulations require that any firm of 50 or more employees soliciting an assisted federally funded contract must have an affirmative action program. If applicable, please provide a brief response to the following items that would typically be covered in any such program. You may provide a copy of your program and reference appropriate pages.

1. Date plan was adopted
2. Name of Affirmative Action Officer
3. Statement of commitment to affirmative action by the chief executive officer
4. Designation of an affirmative action officer, of assignment of specific responsibilities and to whom the officer reports.
5. Outreach recruitment
6. Job analysis and restructuring to meet affirmative action goals
7. Validation and revision of examinations, educational requirements, and any other screening requirements.
8. Upgrading and training programs
9. Internal complaint procedure
10. Initiating and insuring supervisory compliance with affirmative action program
11. Survey and analysis of entire staff by department and job classification and progress report system
12. Recruitment and promotion plans (including goals and time tables)

CONFLUENCE CURRENTLY EMPLOYS 49 FULL TIME EMPLOYEES. AS SUCH, WE ARE NOT REQUIRED TO HAVE AN AFFIRMATIVE ACTION PLAN.

ATTACHMENT C**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION**

This Certification is required by the regulation implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The Regulations are published as Part II of the June 1985, Federal Register (pages 33, 036-33, 043)

Read instructions for Certification below prior to completing this certification.

1. The prospective proposer certifies, by submission of this proposal that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this transaction by any Federal department or agency.
2. Where the prospective proposer is unable to certify to any of the statements in this certification, such prospective proposer shall attach an explanation to this proposal.



11/30/2018

Date Signed – Authorized Representative

Chris Cline, ASLA, PLA / Senior Principal

Title of Authorized Representative

Instructions for Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion:

1. By signing and submitting this agreement, the proposer is providing the certification as set below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

ATTACHMENT D

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person influencing or attempting to influence an officer or employee of a federal agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for attempting to influence an officer or employee of any federal agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal or Federally assisted contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents of all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 32, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Confluence

(Name of Entity)

Chris Cline, ASLA, PLA / Senior Principal

(Name and Title of Authorized Official)



11/30/2018

(Signature of above Official)

(Date)

KANSAS STATEWIDE CERTIFICATION PROGRAM

CERTIFIES

Collins Noteis & Associates, LLC

Disadvantaged Business Enterprise (DBE)/Woman Business Enterprise (WBE)

NAICS Code/Work Type(s): 541310 - Architectural (except landscape) Svcs.; 541320 - Landscape Architectural Svcs. (Urban Planning Svcs.); 541611 - Administrative Mgmt. & General Mgmt. Consulting Svcs. (Strategic Planning Consulting Svcs.); 541690 - Other Scientific & Technical Consulting Svcs. (Economic Consulting Svcs.); 541820 - Public Relations Agencies (Public Relations Consulting Svcs.)

1/19/2018
Effective Date



Rhonda Harris
Rhonda Harris, Director
Office of Minority & Women Business
Kansas Department of Commerce

Doria Watson
Doria Watson, Administrator
Office of Civil Rights Compliance
Kansas Department of Transportation

ATTACHMENT B**AFFIRMATIVE ACTION CHECKLIST**

Federal regulations require that any firm of 50 or more employees soliciting an assisted federally funded contract must have an affirmative action program. If applicable, please provide a brief response to the following items that would typically be covered in any such program. You may provide a copy of your program and reference appropriate pages.

1. Date plan was adopted
August 1, 2017
2. Name of Affirmative Action Officer
Martha Alongi
3. Statement of commitment to affirmative action by the chief executive officer
See page 4 of Affirmative Action Program
4. Designation of an affirmative action officer, of assignment of specific responsibilities and to whom the officer reports.
See page 1 of Affirmative Action Program
5. Outreach recruitment
See page 7 of Affirmative Action Program for Individuals with Disabilities
6. Job analysis and restructuring to meet affirmative action goals
See page 18 of Affirmative Action Program for Individuals with Disabilities
7. Validation and revision of examinations, educational requirements, and any other screening requirements.
See page 4 of Affirmative Action Program for Individuals with Disabilities
8. Upgrading and training programs
See page 13 of Affirmative Action Program for Individuals with Disabilities
9. Internal complaint procedure
See page 10 of Affirmative Action Program
10. Initiating and insuring supervisory compliance with affirmative action program
See page 11 of Affirmative Action Program
11. Survey and analysis of entire staff by department and job classification and progress report system
See job group analysis summary
12. Recruitment and promotion plans (including goals and time tables)
Not applicable - WSP had no areas of underutilization

**WSP USA, Inc
EXECUTIVE ORDER 11246
AFFIRMATIVE ACTION PROGRAM**

Plan Effective Date: 08/01/2017

Plan Expiration Date: 07/31/2018

AAP Administrator: Martha M. Alongi
US EO Officer / Sr Diversity Manager

Approved by: Martha M. Alongi
US EO Officer / Sr Diversity Manager

Establishment's Name: WSP USA, Inc
PB,STL - WSP USA, Inc. ST. LOUIS

Establishment's Address: 211 NORTH BROADWAY
ST. LOUIS, MO 63103-2225

WSP USA, Inc
AFFIRMATIVE ACTION PROGRAM
for
EXECUTIVE ORDER 11246

CONFIDENTIAL TRADE SECRET MATERIALS

The material set forth in the AAP is deemed to constitute trade secrets, operations information, confidential statistical data, and other confidential commercial and financial data, within the meaning of the Freedom of Information Act, U.S.C. 552, Title VII of the Civil Rights Act of 1964 (as amended), 42 U.S.C. 2000e et seq., the Trade Secrets Act, 18 U.S.C. 1905, and 44 U.S.C. 3508, the disclosure of which is prohibited by law and would subject the individual making the disclosure to criminal and/or civil sanctions.

WSP USA, Inc
EXECUTIVE ORDER 11246
AFFIRMATIVE ACTION PROGRAM

TABLE OF CONTENTS

I. Establishment of Responsibilities for Implementation of the Written Affirmative Action Program (41 CFR 60-2.17(a))	1
A. Designation of Responsibilities of AAP Administrator (41 CFR 60-2.17(a))	1
B. The Responsibilities of the Company's Management to Ensure Implementation of the AAP (41 CFR 60-2.17(a))	2
II. Identification of Problem Areas (41 CFR 60-2.17(b))	3
III. Accomplishment of Prior Year Placement Goals	6
IV. The Development and Execution of Action-Oriented Programs (41 CFR 60-2.17(c))	8
V. Internal Audit and Reporting Systems (41 CFR 60-2.17(d))	10

I. Establishment of Responsibilities for Implementation of the Written Affirmative Action Program (41 CFR 60-2.17(a))

A. Designation of Responsibilities of AAP Administrator (41 CFR 60-2.17(a))

Martha M. Alongi, the US EO Officer / Sr Diversity Manager, has the primary management responsibility, authority, and resources for ensuring full compliance with the provisions of E.O. 11246, as amended, and with implementing all applicable regulations. The US EO Officer / Sr Diversity Manager's appointment and a description of the position's basic responsibilities have been communicated to all levels of personnel in the company. The responsibilities of the US EO Officer / Sr Diversity Manager include, but are not necessarily limited to, the following:

1. Developing EEO policy statements, Affirmative Action Programs, and internal and external communication procedures;
2. Assisting in the identification of AAP/EEO problems;
3. Assisting management in arriving at effective solutions to AAP/EEO problems;
4. Designing and implementing an internal audit and reporting system that:
 - a. Measures the effectiveness of the Affirmative Action Program;
 - b. Determines the degree to which AAP goals and objectives are met; and
 - c. Identifies the need for remedial action
5. Keeping company's management informed of equal opportunity progress and reporting potential problem areas within the company through reports;
6. Reviewing the company's AAP for qualified minorities and women with all levels of management to ensure that the policy is understood and is followed in all personnel activities;
7. Auditing the contents of the company's bulletin board to ensure compliance information is posted and up-to-date; and
8. Serving as liaison between WSP USA, Inc and enforcement agencies.

B. The Responsibilities of the Company's Management to Ensure Implementation of the AAP (41 CFR 60-2.17(a))

In implementing this written Affirmative Action Program, the responsibilities of the company's supervisors and managers working with the US EO Officer / Sr Diversity Manager include, but are not necessarily limited to, the following:

1. Assisting in the identification of problem areas, formulating solutions, and establishing departmental goals and objectives when appropriate;
2. Reviewing the qualifications of all applicants and employees to ensure qualified individuals are treated in a nondiscriminatory manner when hiring, promotion, transfer, and termination actions occur; and
3. Reviewing the job performance of each employee to assess whether personnel actions are justified based on the employee's performance of his or her duties and responsibilities.

II. Identification of Problem Areas (41 CFR 60-2.17(b))

WSP USA, Inc performs in-depth analysis of its total employment process to determine if there are areas where minority and/or female groups may face impediments to equal opportunity. The following analyses are conducted in order to reveal any potential problem areas:

1. **Placement Goals:** An analysis of incumbency versus availability is performed to determine whether there are problems of minority and/or female utilization. Whenever a problem exists, as defined by a statistical methodology, Placement Goals are set (see the Placement Goals report which follows this section).

Whether there are Placement Goals or not, steps will be taken to encourage and increase the percentage of qualified minorities and/or females applying for positions both externally and internally. These steps may include, but are not limited to the following:

- Working with hiring managers and recruiters to determine appropriate outreach to attract qualified applicant pools;
- Recruiting at colleges and universities with a significant percentage of minority and/or female students;
- Publishing job advertisements in newspapers and/or magazines that target minorities and/or females;
- Offering mentorship programs for minority and/or female employees;
- Offering job training to minorities and/or females currently employed by the company in order to increase their chances of advancement;
- Offering tuition reimbursement to employees to obtain training that will increase their chances of advancement;
- Using recruitment companies that specifically target minorities and/or females; and
- Continuing to use the services of the respective Employment Service Delivery System.

2. **Review of Employment Decisions:** A review of employment decisions is made in order to determine whether or not minorities and/or females are selected at a less favorable rate than non-minorities and/or males. A review of non-minorities and/or males is also conducted to determine if either group is being selected at a statistically significant lessor rate than minorities and/or females.
3. **Review of Hires/Promotions:** Whenever minorities and/or females are selected at a lower rate than non-minorities and/or males, a review of the applicant flow is conducted to determine possible reasons why minorities and/or females were not selected at a more favorable rate. If the company is attracting fewer than expected minorities and/or females that fit the qualifications for the job groups, good faith efforts will be put into place to attempt to improve the applicant flow of qualified minorities and/or females. If non-minorities and/or males are selected at a statistically significantly lessor rate than minorities and/or females, a review of the applicant flow and selection decisions is also made to ensure that there is no evidence of discrimination.
4. **Review of Terminations:** For terminations, if minorities and/or females are being involuntarily terminated or are voluntarily leaving at a higher rate than non-minorities and/or males, a review of the employee files will be made to ensure the company is applying its policies and procedures for termination equally for protected as well as non-protected classes. If non-minorities and/or males have a statistically significant higher rate of termination than minorities and/or females, an investigation will also be conducted to determine the cause.
5. **Compensation:** Compensation is reviewed at least annually in order to determine if there are significant discrepancies in pay when comparing female to male rates of pay and minority versus non-minority rates of pay. If discrepancies do exist, a thorough review is conducted to determine if the difference in pay is justified due to appropriate factors. If the difference in pay cannot be justified, WSP USA, Inc will put a plan in place to bring pay into greater alignment.

Placement Goals Report

Plan: PB,STL - WSP USA, Inc. ST. LOUIS

*There were no areas of underutilization in the Affirmative Action Program.
Therefore, no placement goals were set.*

III. Accomplishment of Prior Year Placement Goals

Where goals were established for the prior year, the company developed action-oriented programs designed to accomplish the established goals and objectives, thereby enhancing employment and advancement opportunities in the company for minorities and/or females. The results of the prior year's Affirmative Action Program are identified on the Goal Attainment report.

Goal Attainment Report

Plan: PB,STL - WSP USA, Inc. ST. LOUIS

There were no areas of underutilization in the prior year's Affirmative Action Program. Therefore, no placement goals were set.

IV. The Development and Execution of Action-Oriented Programs (41 CFR 60-2.17(c))

Programs have been instituted to ensure no barriers to employment exist. These programs may include, but are not limited to, the following:

1. Conducting annual analyses of job descriptions to ensure they accurately reflect job functions;
2. Making job descriptions available to recruiting sources and available to all members of management involved in the recruiting, screening, selection and promotion processes;
3. Evaluating the total selection process to ensure freedom from bias through:
 - a. Reviewing job applications and other pre-employment forms to ensure information requested is job-related;
 - b. Evaluating selection methods that may have a disparate impact to ensure that they are job-related and consistent with business necessity;
 - c. Training personnel and management staff on proper interview and selection procedures; and
 - d. Training on EEO and other related policies for management and supervisory staff.
4. Using techniques to improve recruitment and retention and to increase the flow of qualified applicants, including minority and/or female applicants, WSP USA, Inc undertakes the following actions:
 - a. Including the phrase "As an EEO/Affirmative Action Employer all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status" or other acceptable tagline in all printed employment advertisements;
 - b. Placing employment advertisements in local minority news media and women's interest media;
 - c. Disseminating information on job opportunities to organizations representing minorities and women and to employment development agencies when job opportunities become available;
 - d. Encouraging all employees to refer qualified applicants;
 - e. Actively recruiting at secondary schools, junior colleges, colleges and universities with predominantly minority and/or female enrollments; and
 - f. Requesting employment agencies to refer qualified minorities and women.

5. Reviewing company's compensation practices;
6. Ensuring that all employees are given equal opportunity for promotions and/or transfers. This is achieved by:
 - a. Posting opportunities internally;
 - b. Offering guidance to employees in identifying opportunities, training and educational programs to enhance promotions and opportunities for job rotation or transfer; and
 - c. Evaluating job requirements to ensure that they are appropriate.

V. Internal Audit and Reporting Systems (41 CFR 60-2.17(d))

The company believes that one of the most important elements in effectively implementing a written Affirmative Action Program is an adequate internal audit and reporting system. Through this system, the total program can be monitored for effectiveness, and management can be kept informed. WSP USA, Inc's audit and reporting system is designed to:

1. Measure the effectiveness of the AAP/EEO program;
2. Document and analyze personnel activities;
3. Identify problem areas and develop action plans where remedial action is needed; and
4. Determine the degree to which AAP goals and objectives have been attained.

The following personnel activities are reviewed, as necessary and desirable, to ensure nondiscrimination and EEO for all individuals without regard to their race, color, gender, religion, national origin, age, sex, sexual orientation, gender identity, pregnancy, genetic information, disability, veteran status, or any other legally protected status covered by applicable state or local law:

1. Recruitment, advertising, and job application procedures;
2. Hiring, promotion, upgrading, layoff, recall from layoff;
3. Rates of pay and any other forms of compensation including fringe benefits;
4. Job assignments, job classifications, job descriptions, and seniority lists;
5. Sick leave, leaves of absence, or any other leave;
6. Training, attendance at professional meetings and conferences; and
7. Any other term, condition, or privilege of employment.

The following documents may be maintained as a component of WSP USA, Inc's internal audit process:

1. An applicant flow log;
2. Summary data of external job offers and hires, promotions, terminations;
3. Summary data of applicant flow;
4. Employment applications; and
5. Records pertaining to company's compensation system and decisions.

WSP USA, Inc's audit system includes periodic review of employment decisions. Managers and supervisors are asked to report any current or foreseeable EEO problem areas and are asked to outline their suggestions/recommendations for solutions. If problem areas arise, the manager or supervisor is to report problem areas immediately to the AAP Administrator. During the reporting cycle, the following occurs:

1. The AAP Administrator will discuss any problems relating to substantial disparate impact, EEO charges, etc., with management; and
2. The AAP Administrator will report the status of the company's AAP goals and objectives to management. The AAP Administrator will recommend remedial actions for the effective implementation of the AAP.

WSP USA, Inc
AFFIRMATIVE ACTION PROGRAM
for
INDIVIDUALS WITH DISABILITIES

CONFIDENTIAL TRADE SECRET MATERIALS

The material set forth in the AAP is deemed to constitute trade secrets, operations information, confidential statistical data, and other confidential commercial and financial data, within the meaning of the Freedom of Information Act, U.S.C. 552, Title VII of the Civil Rights Act of 1964 (as amended), 42 U.S.C. 2000e et seq., the Trade Secrets Act, 18 U.S.C. 1905, and 44 U.S.C. 3508, the disclosure of which is prohibited by law and would subject the individual making the disclosure to criminal and/or civil sanctions.

WSP USA, Inc**AFFIRMATIVE ACTION PROGRAM FOR
INDIVIDUALS WITH DISABILITIES****TABLE OF CONTENTS**

	<u>Page</u>
I. Equal Employment Opportunity (EEO) Policy Statement (41 CFR 60-741.44(a))	1
II. Review of Personnel Processes (41 CFR 60-741.44(b))	3
III. Review of Physical and Mental Job Qualification Standards (41 CFR 60-741.44(c))	4
IV. Reasonable Accommodation to Physical and Mental Limitations (41 CFR 60-741.44(d))	5
V. Anti-Harassment Procedures (41 CFR 60-741.44(e))	6
VI. External Dissemination of Policy, Outreach, and Positive Recruitment (41 CFR 60-741.44(f))	7
VII. Internal Dissemination of Policy (41 CFR 60-741.44(g))	8
VIII. Audit and Reporting Systems (41 CFR 60-741.44(h))	9
IX. Responsibility for Implementation (41 CFR 60-741.44(i))	11
A. Responsibilities of EEO Coordinator:	11
B. Responsibilities of Managers and Supervisors:	12
X. Training (41 CFR 60-741.44(j))	13
XI. Applicant and Hiring Data (41 CFR 60-741.44(k))	14
XII. Utilization Analysis (41 CFR 60-741.45(d))	16
XIII. Identification of Problem Areas and Action-oriented Programs (41 CFR 60-741.45(e) and (f))	18

I. Equal Employment Opportunity (EEO) Policy Statement (41 CFR 60-741.44(a))

The *EEO Policy Statement* on the following page is posted on our company's bulletin board along with our required employment posters and is viewable by both employees and applicants. The *EEO is the Law* poster is also posted on our company's bulletin board as well as made available electronically through our company website for viewing by online applicants.

WSP USA, Inc
EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

It is the policy of WSP USA, Inc not to discriminate against any employee or applicant for employment because of his or her race, color, religion, sex, sexual orientation, gender identity, national origin, or because he or she is an individual with a disability or disabled veteran, Armed Forces service medal veteran, recently separated veteran, or active duty wartime or campaign badge veteran, or thereafter referred collectively as "protected veterans." It is also the policy of WSP USA, Inc to take affirmative action to employ and to advance in employment, all persons regardless of their status as individuals with disabilities or protected veterans, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, at all levels of employment. Furthermore, the company will provide qualified applicants and employees who request an accommodation due to a disability with reasonable accommodations, as required by law.

WSP USA, Inc prohibits harassment of employees and applicants because they are individuals with disabilities or protected veterans. WSP USA, Inc also prohibits retaliation against employees and applicants for filing a complaint, opposing any discriminatory act or practice, assisting or participating in any manner in a review, investigation, or hearing or otherwise seeking to obtain their legal rights under any Federal, State, or local EEO law requiring equal employment opportunity for individuals with disabilities and protected veterans. Prohibited retaliation includes, but is not limited to, harassment, intimidation, threats, coercion or other adverse actions that might dissuade someone from asserting their rights.

As President and CEO, US of WSP USA, Inc, I am committed to the principles of affirmative action and equal employment opportunity. In order to ensure dissemination and implementation of equal employment opportunity and affirmative action throughout all levels of the company, I have selected Martha M. Alongi as the US EO Officer / Sr Diversity Manager for WSP USA, Inc. One of the US EO Officer / Sr Diversity Manager's duties will be to establish and maintain an internal audit and reporting system to allow for effective measurement of WSP USA, Inc's programs.

In furtherance of WSP USA, Inc's policy regarding affirmative action and equal employment opportunity, WSP USA, Inc has developed a written Affirmative Action Program (AAP) which sets forth the policies, practices and procedures that WSP USA, Inc is committed to in order to ensure that its policy of nondiscrimination and affirmative action for qualified individuals with disabilities and qualified protected veterans is accomplished. This AAP is available for inspection by any employee or applicant for employment upon request between 8:00 am to 5:00 pm at the Human Resources department. Any questions should be directed to me, your supervisor, or Martha M. Alongi, US EO Officer / Sr Diversity Manager.

Gregory A. Kelly
 President and CEO, US
 WSP USA, Inc
 08/01/2017

II. Review of Personnel Processes (41 CFR 60-741.44(b))

WSP USA, Inc complies with the requirement to "periodically review" its personnel processes by reviewing these processes annually to determine whether its present procedures assure careful, thorough, and systematic consideration of the qualifications of known individuals with disabilities. As part of this review, WSP USA, Inc also ensures that its personnel processes do not stereotype individuals with disabilities in a manner which limits their access to all jobs for which they are qualified. This review covers all procedures related to the filling of job vacancies either by hire or by promotion, as well as to all training opportunities offered or made available to employees.

The following is a set of procedures which may be used to meet the requirements of §60-741.44(b):

1. Applicant records are maintained which indicate whether or not an applicant self-identified as an individual with a disability. This information can be retrieved for review by the Department of Labor and the contractor's personnel officials for use in investigations and internal compliance activities.
2. Records are maintained which indicate employees considered for competitive promotions within the organization. Employees are given the opportunity to voluntarily self-identify disability status.
3. Records are maintained regarding training opportunities granted to employees which include whether or not the employee has self-identified as an individual with a disability.
4. Any time a known applicant or employee with a disability is rejected for employment, promotion, or training, the company prepares a statement outlining the reason.
5. Requests for accommodation due to a disability are maintained along with the nature of the request and whether or not the accommodation was granted. If the accommodation was denied, the company prepares a statement describing the reason for denying the accommodation request. All accommodation records are treated as a confidential medical record in accordance with §60-741(d).

III. Review of Physical and Mental Job Qualification Standards (41 CFR 60-741.44(c))

WSP USA, Inc reviews the physical and mental job qualification standards of each job opening before it is publicly or internally posted to ensure that, to the extent that such qualification requirements tend to screen out qualified individuals with disabilities, they are related to the job(s) in question and consistent with business necessity and the safe performance of the job. The physical and mental qualifications are also reviewed as new jobs are established or job requirements are modified.

All job qualification requirements were found to be job related and consistent with business necessity and safety. WSP USA, Inc will continue to review physical and mental job qualification requirements whenever a job vacancy will be filled through either hiring or promotion and will conduct a qualifications review whenever job duties change.

If WSP USA, Inc at any time should inquire into an applicant's physical or mental condition or should conduct a medical examination, such inquiries or exams will be conducted in accordance with the Section 503 regulations and the information obtained as a result of the inquiry or exam will be kept confidential, except as otherwise provided for in the Section 503 regulations. The results of the examination or inquiry will only be used in accordance with the Section 503 regulations.

**IV. Reasonable Accommodation to Physical and Mental Limitations
(41 CFR 60-741.44(d))**

WSP USA, Inc will continue its longstanding commitment to making reasonable accommodation to the known physical or mental limitations of qualified individuals with disabilities unless doing so would impose an undue hardship on the operation of its business. The company also commits to engaging in an interactive process with the person requesting the accommodation (or the person's representative), as needed, to determine an appropriate accommodation.

If an employee with a known disability has significant difficulty performing his or her job and it is reasonable to conclude that the performance problem may be related to the known disability, the manager or appropriate HR personnel will confidentially notify the employee of the performance problem and inquire whether the problem is related to the employee's disability. If the employee indicates that the performance problems are related to his or her disability, the employee is asked if reasonable accommodation is needed.

In determining the extent of the company's accommodation obligations, the following factors are considered:

1. Business necessity; and
2. Financial cost and expense.

WSP USA, Inc will also ensure that all requests for reasonable accommodation and any medical or disability-related information provided to WSP USA, Inc will be treated as confidential medical records and maintained in a separate medical file.

V. Anti-Harassment Procedures (41 CFR 60-741.44(e))

Employees and applicants of WSP USA, Inc will not be subject to harassment because of disability. Retaliation, including intimidation, threat, coercion, or discrimination, against an employee or applicant because they have objected to discrimination, engaged or may engage in filing a complaint, assisted in a review, investigation, or hearing or have otherwise sought to obtain their legal rights under any Federal, State, or local EEO law regarding individuals with disabilities is prohibited. Any employee or applicant who believes that he or she has been subject to retaliation should promptly contact a manager in their chain of command, or promptly contact the EEO Coordinator for assistance.

This policy is made available for employees and applicants to view. Furthermore, WSP USA, Inc monitors its environment for the presence of any forms of harassment, intimidation, or coercion and, where warranted, takes corrective action.

**VI. External Dissemination of Policy, Outreach, and Positive Recruitment
(41 CFR 60-741.44(f))**

WSP USA, Inc undertakes appropriate outreach and positive recruitment efforts in order to effectively attract individuals with disabilities. In order to comply with the external dissemination of the EEO and Affirmative Action policy, the company provides written or electronic notification to all current subcontractors, vendors, and suppliers and will continue to do so on an annual basis. The company will also provide such notification to new subcontractors, vendors, and suppliers upon entering into a relationship with them. WSP USA, Inc has informed its recruiting sources, including State employment agencies and local employment service delivery systems, of the company's policy concerning the employment of qualified individuals with disabilities and will notify them of employment opportunities as they become available. WSP USA, Inc requested all recruiting sources to actively recruit and refer qualified persons for job opportunities. WSP USA, Inc will include the equal opportunity clause concerning the employment of qualified individuals with disabilities in all non-exempt subcontracts and purchase orders. See Appendix A for detailed information regarding our outreach and positive recruitment activities during the AAP year.

VII. Internal Dissemination of Policy (41 CFR 60-741.44(g))

WSP USA, Inc has developed internal procedures to communicate its obligation to engage in affirmative action efforts to employ and advance in employment qualified individuals with disabilities. Procedures are designed to foster understanding, acceptance, and support among all employees and to encourage them to help WSP USA, Inc meet this obligation.

The company realizes that an outreach program is ineffective without the adequate internal support from management personnel and other employees. In order to ensure greater employee cooperation and participation in the company's affirmative action efforts, WSP USA, Inc has adopted policies and engaged in activities which are not limited to the following:

1. Copy of our AAP for Individuals with Disabilities is available for inspection to any employee or applicant upon request;
2. *EEO Policy Statement* and the *EEO is the Law* poster are placed on bulletin boards located throughout our facilities and work areas;
3. Electronic versions of the *EEO Policy Statement* and the *EEO is the Law* poster are clearly labeled and posted on the company's intranet;
4. Meetings with executive, management, and supervisory personnel are held to explain the intent of the policy and individual responsibility for effective implementation;
5. Managers and supervisors are provided with affirmative action and EEO training upon commencement of their management roles;
6. Policy is discussed during employee orientation;
7. Union officials and/or employee representatives are informed of these policies;
8. When employees are featured in publications, individuals with disabilities are included when available.

VIII. Audit and Reporting Systems (41 CFR 60-741.44(h))

The US EO Officer / Sr Diversity Manager has the responsibility for the preparation and implementation of the AAP. Responsibility for the effective implementation of the AAP is also vested with each department manager and supervisor.

The following activities are reviewed at least annually to ensure freedom from discrimination against, or stereotyping of, individuals with disabilities in any manner. The results of the most recent self-audit are included in Appendix B. During the self-audit, the following activities are reviewed:

1. Recruitment, advertising, and job application procedures;
2. Implementation of hiring, promotion, upgrading, award of tenure, layoff, and recall from layoff;
3. Rates of pay and any other forms of compensation including fringe benefits;
4. Job assignments, job classifications, job descriptions, and seniority lists;
5. Awarding of sick leave, leaves of absence, or implementation of any other leave policies;
6. Participation in training, mentoring, or apprenticeship programs, and attendance at professional meetings and conferences; and
7. Application of any other term, condition, or privilege of employment, including participation in company-sponsored educational, training, recreational, and social activities.

WSP USA, Inc's audit system includes periodic reports provided by US EO Officer / Sr Diversity Manager documenting WSP USA, Inc's efforts to achieve its EEO/AAP responsibilities. Managers and supervisors are asked to report any current or foreseeable EEO problem areas and are asked to outline their suggestions/recommendations for solutions.

The following documents are maintained as a component of WSP USA, Inc's internal audit process: documentation of self-audit; summary data of personnel activity including external job offers and hires, promotions, resignations, terminations, and layoffs by job group relating to individuals with disabilities; and an applicant flow log showing the name, race, ethnicity, sex,

disability status, veteran status, date of application, job title, and action taken for all individuals applying for job opportunities.

IX. Responsibility for Implementation (41 CFR 60-741.44(i))

A. Responsibilities of EEO Coordinator:

Martha M. Alongi, the US EO Officer / Sr Diversity Manager, has been designated to direct the activities of the affirmative action program. This person has the responsibility for ensuring the effective implementation of the company's AAP. These responsibilities include, but are not limited to:

1. Implementing the AAP for individuals with disabilities, policy statements, personnel policies and procedures, internal and external communication of the policy, and monitoring the effectiveness of these actions;
2. Reviewing all personnel actions, policies, and procedures to ensure compliance with WSP USA, Inc's affirmative action obligations;
3. Assisting Human Resources department with reviewing the qualifications of all applicants and employees considered/eligible for hiring, promotion, transfer, or layoff/reduction in force to ensure qualified individuals with disabilities are treated in a nondiscriminatory manner when hiring, promotion, transfer, or layoff/reduction in force occur;
4. Assisting in the development of solutions for any identified problem areas;
5. Monitoring the effectiveness of the program on a continuing basis through the development and implementation of an internal audit and reporting system that measures the effectiveness of the program;
6. Keeping management informed of equal opportunity progress and problems within the company through, at a minimum, periodic reports;
7. Providing department managers with a copy of the AAP for individuals with disabilities and reviewing the program with them on an annual basis to ensure knowledge of their responsibilities for implementation of the program;
8. Reviewing the company's AAP for individuals with disabilities with all managers and supervisors at all levels to ensure that the policy is understood and is followed in all personnel activities;
9. Assisting in ensuring that career development of employees who are individuals with disabilities is equal to that of other employees;

10. Auditing the contents of company bulletin boards to ensure that required information is posted and up-to-date;
11. Serving as a liaison between WSP USA, Inc and enforcement agencies; and
12. Serving as a liaison between WSP USA, Inc and outreach and recruitment sources for individuals with disabilities.

B. Responsibilities of Managers and Supervisors:

Managers and supervisors are advised annually of their responsibilities under the company's AAP for individuals with disabilities. These responsibilities include, but are not limited to:

1. Reviewing the company's affirmative action policy for individuals with disabilities with subordinate managers and supervisors to ensure that they are aware of the policy and understand their obligation to comply with it in all personnel actions;
2. Reviewing the qualifications of all applicants and employees to ensure individuals with disabilities are treated in a nondiscriminatory manner when hiring, promotion, transfer, or layoff/reduction in force occur; and
3. Reviewing all employees' performance to ensure that non-discrimination is adhered to in all personnel activities.

X. Training (41 CFR 60-741.44(j))

All personnel involved in the recruitment, screening, selection, promotion, disciplinary, and related processes receive annual training regarding WSP USA, Inc's AAP and their role in its implementation. Employees hired or promoted into these roles also receive training on regulatory requirements under Section 503 of the Rehabilitation Act soon after being hired or placed into these roles.

During the annual training, personnel are advised of their responsibilities under the AAP for individuals with disabilities and of their obligations to:

- Assist in the identification of problem areas, formulate solutions, and establish departmental goals and objectives when necessary;
- Ensure qualified applicants and employees who are individuals with disabilities are treated in a nondiscriminatory manner in all employment practices, including when making selection decisions, such as for hire, promotion, training, or to receive awards or bonuses;
- Provide reasonable accommodation to the known physical or mental limitations of qualified individuals with disabilities unless such accommodation would impose an undue hardship on the conduct of its business;
- Maintain confidentiality of any information regarding self-identification of individuals with disabilities; and
- Ensure that nondiscrimination is adhered to in all personnel activities.

XI. Applicant and Hiring Data (41 CFR 60-741.44(k))

WSP USA, Inc collects employee data pertaining to individuals with disabilities in order to assess the effectiveness of the company's outreach and recruitment efforts. We invite applicants to voluntarily inform the company whether they believe they are individuals with disabilities in compliance with the Section 503 requirements. This data will be maintained for three years.

XII. Utilization Analysis (41 CFR 60-741.45(d))

The utilization analysis is designed to evaluate the representation of individuals with disabilities in each job group within the contractor's workforce with the 7 percent utilization goal established by the OFCCP. The utilization goal is not a rigid and inflexible quota which must be met, nor is it to be considered either a ceiling or a floor for the employment of particular groups. Quotas are expressly forbidden.

**XIII. Identification of Problem Areas and Action-oriented Programs
(41 CFR 60-741.45(e) and (f))**

When the percentage of individuals with disabilities in one or more job groups is less than the utilization goal, the company takes steps to determine whether and where impediments to equal employment opportunity exist. When making this determination, we assess personnel processes, the effectiveness of the outreach and recruitment efforts, the results of our affirmative action program audit, and any other areas that might affect the success of the affirmative action program.

The company develops and executes action-oriented programs designed to correct any identified problems areas. These action-oriented programs may include the modification of personnel processes to ensure equal employment opportunity for individuals with disabilities, alternative or additional outreach and recruitment efforts, and/or other actions designed to correct the identified problem areas and attain the established goal. Appendix C documents action-oriented programs WSP USA, Inc will implement to address any problem areas.

APPENDIX A – Outreach and Positive Recruitment

Outreach & Positive Recruitment Efforts (Disabled & Veterans)

WSP USA currently employs the services of Direct Employers. They assist us with job posting and outreach efforts by establishing partnerships with diversity, disability and veteran organizations at the local and national level. They specifically help us amplify current outreach initiatives.

WSP USA partners up with organizations such as Equal Opportunity Publications, Inc. (EOP), who has led the way from affirmative action to diversity recruitment by publishing career-guidance and recruitment magazines for women, members of minority groups, and people with disabilities. For example, placing an ad in EOP's *Careers & the disABLED publication*.

Participating in learning modules such as “Leveraging Disability – Inclusive Outreach and Recruitment Strategies through Viscardi Center, Virtual Conference Honoring Disability Month through Direct Employers, and Disability Awareness & Reasonable Accommodation through the National Offices of Vocational Rehabilitation.

We’ve also participated as an exhibitor in the STEM National Career Expo targeting individuals with disability, veterans and minority STEM candidates sponsored by EOP Publications.

We connect with CEC Assignment and Placement Branch who regularly provide us with a list of military personnel with engineering, construction, or related backgrounds who will be leaving the military in good standing and are ready for civilian employment.

Virtual Military career fairs such as: “The National Labor exchange Military Online Career Fair,” have also become part of our good faith efforts to reach out to qualified veterans.

WSP USA, Inc
AFFIRMATIVE ACTION PROGRAM
for
PROTECTED VETERANS

CONFIDENTIAL TRADE SECRET MATERIALS

The material set forth in the AAP is deemed to constitute trade secrets, operations information, confidential statistical data, and other confidential commercial and financial data, within the meaning of the Freedom of Information Act, U.S.C. 552, Title VII of the Civil Rights Act of 1964 (as amended), 42 U.S.C. 2000e et seq., the Trade Secrets Act, 18 U.S.C. 1905, and 44 U.S.C. 3508, the disclosure of which is prohibited by law and would subject the individual making the disclosure to criminal and/or civil sanctions.

WSP USA, Inc

AFFIRMATIVE ACTION PROGRAM FOR PROTECTED VETERANS

TABLE OF CONTENTS

I. Equal Employment Opportunity (EEO) Policy Statement (41 CFR 60-300.44(a))	1
II. Review of Personnel Processes (41 CFR 60-300.44(b))	3
III. Review of Physical and Mental Job Qualification Standards (41 CFR 60-300.44(c))	4
IV. Reasonable Accommodation to Physical and Mental Limitations (41 CFR 60-300.44(d))	5
V. Anti-Harassment Procedures (41 CFR 60-300.44(e))	6
VI. External Dissemination of Policy, Outreach, and Positive Recruitment (41 CFR 60-300.44(f))	7
VII. Internal Dissemination of Policy (41 CFR 60-300.44(g))	8
VIII. Audit and Reporting Systems (41 CFR 60-300.44(h))	9
IX. Responsibility for Implementation (41 CFR 60-300.44(i))	11
A. Responsibilities of EEO Coordinator:	11
B. Responsibilities of Managers and Supervisors:	12
X. Training (41 CFR 60-300.44(j))	13
XI. Applicant and Hiring Data (41 CFR 60-300.44(k))	14
XII. Hiring Benchmarks (41 CFR 60-300.45)	16

I. Equal Employment Opportunity (EEO) Policy Statement (41 CFR 60-300.44(a))

The *EEO Policy Statement* on the following page is posted on our company's bulletin board along with our required employment posters and is viewable by both employees and applicants. The *EEO is the Law* poster is also posted on our company's bulletin board as well as made available electronically through our company website for viewing by online applicants.

WSP USA, Inc
EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

It is the policy of WSP USA, Inc not to discriminate against any employee or applicant for employment because of his or her race, color, religion, sex, sexual orientation, gender identity, national origin, or because he or she is an individual with a disability or disabled veteran, Armed Forces service medal veteran, recently separated veteran, or active duty wartime or campaign badge veteran, or thereafter referred collectively as "protected veterans." It is also the policy of WSP USA, Inc to take affirmative action to employ and to advance in employment, all persons regardless of their status as individuals with disabilities or protected veterans, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, at all levels of employment. Furthermore, the company will provide qualified applicants and employees who request an accommodation due to a disability with reasonable accommodations, as required by law.

WSP USA, Inc prohibits harassment of employees and applicants because they are individuals with disabilities or protected veterans. WSP USA, Inc also prohibits retaliation against employees and applicants for filing a complaint, opposing any discriminatory act or practice, assisting or participating in any manner in a review, investigation, or hearing or otherwise seeking to obtain their legal rights under any Federal, State, or local EEO law requiring equal employment opportunity for individuals with disabilities and protected veterans. Prohibited retaliation includes, but is not limited to, harassment, intimidation, threats, coercion or other adverse actions that might dissuade someone from asserting their rights.

As President and CEO, US of WSP USA, Inc, I am committed to the principles of affirmative action and equal employment opportunity. In order to ensure dissemination and implementation of equal employment opportunity and affirmative action throughout all levels of the company, I have selected Martha M. Alongi as the US EO Officer / Sr Diversity Manager for WSP USA, Inc. One of the US EO Officer / Sr Diversity Manager's duties will be to establish and maintain an internal audit and reporting system to allow for effective measurement of WSP USA, Inc's programs.

In furtherance of WSP USA, Inc's policy regarding affirmative action and equal employment opportunity, WSP USA, Inc has developed a written Affirmative Action Program (AAP) which sets forth the policies, practices and procedures that WSP USA, Inc is committed to in order to ensure that its policy of nondiscrimination and affirmative action for qualified individuals with disabilities and qualified protected veterans is accomplished. This AAP is available for inspection by any employee or applicant for employment upon request between 8:00 am to 5:00 pm at the Human Resources department. Any questions should be directed to me, your supervisor, or Martha M. Alongi, US EO Officer / Sr Diversity Manager.

Gregory A. Kelly
 President and CEO, US
 WSP USA, Inc
 08/01/2017

II. Review of Personnel Processes (41 CFR 60-300.44(b))

WSP USA, Inc complies with the requirement to "periodically review" its personnel processes by reviewing these processes annually to determine whether its present procedures assure careful, thorough, and systematic consideration of the qualifications of known protected veterans. As part of this review, WSP USA, Inc also ensures that its personnel processes do not stereotype protected veterans in a manner which limits their access to all jobs for which they are qualified. This review covers all procedures related to the filling of job vacancies either by hire or by promotion, as well as to all training opportunities offered or made available to employees.

The following is a set of procedures which may be used to meet the requirements of §60-300.44(b):

1. Applicant records are maintained which indicate whether or not an applicant self-identified as a protected veteran. This information can be retrieved for review by the Department of Labor and the contractor's personnel officials for use in investigations and internal compliance activities.
2. Records are maintained which indicate employees considered for competitive promotions within the organization. Employees are given the opportunity to voluntarily self-identify protected veteran status.
3. Records are maintained regarding training opportunities granted to employees which include whether or not the employee has self-identified as a protected veteran.
4. Any time a known protected veteran applicant or employee is rejected for employment, promotion, or training, the company prepares a statement outlining the reason.
5. Requests for accommodation due to a disability are maintained along with the nature of the request and whether or not the accommodation was granted. If the accommodation was denied, the company prepares a statement describing the reason for denying the accommodation request. All accommodation records are treated as a confidential medical record in accordance with §60-300.23(d).

III. Review of Physical and Mental Job Qualification Standards (41 CFR 60-300.44(c))

WSP USA, Inc reviews the physical and mental job qualification standards of each job opening before it is publicly or internally posted to ensure that, to the extent that such qualification requirements tend to screen out qualified disabled veterans, they are related to the job(s) in question and consistent with business necessity and the safe performance of the job. The physical and mental qualifications are also reviewed as new jobs are established or job requirements are modified.

All job qualification requirements were found to be job related and consistent with business necessity and safety. WSP USA, Inc will continue to review physical and mental job qualification requirements whenever a job vacancy will be filled through either hiring or promotion and will conduct a qualifications review whenever job duties change.

If WSP USA, Inc at any time should inquire into an applicant's physical or mental condition or should conduct a medical examination, such inquiries or exams will be conducted in accordance with the VEVRAA regulations and the information obtained as a result of the inquiry or exam will be kept confidential, except as otherwise provided for in the VEVRAA regulations. The results of the examination or inquiry will only be used in accordance with the VEVRAA regulations.

IV. Reasonable Accommodation to Physical and Mental Limitations (41 CFR 60-300.44(d))

WSP USA, Inc will continue its longstanding commitment to making reasonable accommodation to the known physical or mental limitations of qualified disabled veterans unless doing so would impose an undue hardship on the operation of its business. The company also commits to engaging in an interactive process with the person requesting the accommodation (or the person's representative), as needed, to determine an appropriate accommodation.

If an employee who is known to be a qualified disabled veteran is having significant difficulty performing his or her job and it is reasonable to conclude that the performance problem may be related to the known disability, the manager or appropriate HR personnel will confidentially notify the employee of the performance problem and inquire whether the problem is related to the employee's disability. If the employee indicates that the performance problems are related to his or her disability, the employee is asked if reasonable accommodation is needed.

In determining the extent of the company's accommodation obligations, the following factors are considered:

1. Business necessity; and
2. Financial cost and expense.

WSP USA, Inc will also ensure that all requests for reasonable accommodation and any medical or disability-related information provided to WSP USA, Inc will be treated as confidential medical records and maintained in a separate medical file.

V. Anti-Harassment Procedures (41 CFR 60-300.44(e))

Employees and applicants of WSP USA, Inc will not be subject to harassment because of protected veteran status. Retaliation, including intimidation, threat, coercion, or discrimination, against an employee or applicant because they have objected to discrimination, engaged or may engage in filing a complaint, assisted in a review, investigation, or hearing or have otherwise sought to obtain their legal rights under any Federal, State, or local EEO law regarding protected veterans is prohibited. Any employee or applicant who believes that he or she has been subject to retaliation should promptly contact a manager in their chain of command, or promptly contact the EEO Coordinator for assistance.

This policy is made available for employees and applicants to view. Furthermore, WSP USA, Inc monitors its environment for the presence of any forms of harassment, intimidation, or coercion and, where warranted, takes corrective action.

**VI. External Dissemination of Policy, Outreach, and Positive Recruitment
(41 CFR 60-300.44(f))**

WSP USA, Inc undertakes appropriate outreach and positive recruitment efforts in order to effectively attract protected veterans. In order to comply with the external dissemination of the EEO and Affirmative Action policy, the company provides written or electronic notification to all current subcontractors, vendors, and suppliers and will continue to do so on an annual basis. The company will also provide such notification to new subcontractors, vendors, and suppliers upon entering into a relationship with them. WSP USA, Inc has informed its recruiting sources, including State employment agencies and local employment service delivery systems, of the company's policy concerning the employment of qualified protected veterans and will notify them of employment opportunities as they become available. WSP USA, Inc requested all recruiting sources to actively recruit and refer qualified persons for job opportunities. WSP USA, Inc will include the equal opportunity clause concerning the employment of qualified protected veterans in all non-exempt subcontracts and purchase orders. See Appendix A for detailed information regarding our outreach and positive recruitment activities during the AAP year.

VII. Internal Dissemination of Policy (41 CFR 60-300.44(g))

WSP USA, Inc has developed internal procedures to communicate its obligation to engage in affirmative action efforts to employ and advance in employment qualified protected veterans. Procedures are designed to foster understanding, acceptance, and support among all employees and to encourage them to help WSP USA, Inc meet this obligation.

The company realizes that an outreach program is ineffective without the adequate internal support from management personnel and other employees. In order to ensure greater employee cooperation and participation in the company's affirmative action efforts, WSP USA, Inc has adopted policies and engaged in activities which are not limited to the following:

1. Copy of our AAP for Protected Veterans is available for inspection to any employee or applicant upon request;
2. *EEO Policy Statement* and the *EEO is the Law* poster are placed on bulletin boards located throughout our facilities and work areas;
3. Electronic versions of the *EEO Policy Statement* and the *EEO is the Law* poster are clearly labeled and posted on the company's intranet;
4. Meetings with executive, management, and supervisory personnel are held to explain the intent of the policy and individual responsibility for effective implementation;
5. Managers and supervisors are provided with affirmative action and EEO training upon commencement of their management roles;
6. Policy is discussed during employee orientation;
7. Union officials and/or employee representatives are informed of these policies;
8. When employees are featured in publications, protected veterans are included when available.

VIII. Audit and Reporting Systems (41 CFR 60-300.44(h))

The US EO Officer / Sr Diversity Manager has the responsibility for the preparation and implementation of the AAP. Responsibility for the effective implementation of the AAP is also vested with each department manager and supervisor.

The following activities are reviewed at least annually to ensure freedom from discrimination against, or stereotyping of, protected veterans in any manner. The results of the most recent self-audit are included in Appendix B. During the self-audit, the following activities are reviewed:

1. Recruitment, advertising, and job application procedures;
2. Implementation of hiring, promotion, upgrading, award of tenure, layoff, and recall from layoff;
3. Rates of pay and any other forms of compensation including fringe benefits;
4. Job assignments, job classifications, job descriptions, and seniority lists;
5. Awarding of sick leave, leaves of absence, or implementation of any other leave policies;
6. Participation in training, mentoring, or apprenticeship programs, and attendance at professional meetings and conferences; and
7. Application of any other term, condition, or privilege of employment, including participation in company-sponsored educational, training, recreational, and social activities.

WSP USA, Inc's audit system includes periodic reports provided by US EO Officer / Sr Diversity Manager documenting any efforts to achieve its EEO/AAP responsibilities. Managers and supervisors are asked to report any current or foreseeable EEO problem areas and are asked to outline their suggestions/recommendations for solutions.

The following documents are maintained as a component of WSP USA, Inc's internal audit process: documentation of self-audit; summary data of personnel activity including external job offers and hires, promotions, resignations, terminations, and layoffs by job group relating to protected veterans; and an applicant flow log showing the name, race, ethnicity, sex, disability status, veteran status, date of application, job title, and action taken for all individuals applying

for job opportunities.

IX. Responsibility for Implementation (41 CFR 60-300.44(i))

A. Responsibilities of EEO Coordinator:

Martha M. Alongi, the US EO Officer / Sr Diversity Manager, has been designated to direct the activities of the affirmative action program. This person has the responsibility for ensuring the effective implementation of the company's AAP. These responsibilities include, but are not limited to:

1. Implementing the AAP for protected veterans, policy statements, personnel policies and procedures, internal and external communication of the policy, and monitoring the effectiveness of these actions;
2. Reviewing all personnel actions, policies, and procedures to ensure compliance with WSP USA, Inc's affirmative action obligations;
3. Assisting Human Resources department with reviewing the qualifications of all applicants and employees considered/eligible for hiring, promotion, transfer, or layoff/reduction in force to ensure qualified protected veterans are treated in a nondiscriminatory manner when hiring, promotion, transfer, or layoff/reduction in force occur;
4. Assisting in the development of solutions for any identified problem areas;
5. Monitoring the effectiveness of the program on a continuing basis through the development and implementation of an internal audit and reporting system that measures the effectiveness of the program;
6. Keeping management informed of equal opportunity progress and problems within the company through, at a minimum, periodic reports;
7. Providing department managers with a copy of the AAP for protected veterans and reviewing the program with them on an annual basis to ensure knowledge of their responsibilities for implementation of the program;
8. Reviewing the company's AAP for protected veterans with all managers and supervisors at all levels to ensure that the policy is understood and is followed in all personnel activities;
9. Assisting in ensuring that career development of employees who are protected veterans is equal to that of other employees;
10. Auditing the contents of company bulletin boards to ensure that required

information is posted and up-to-date;

11. Serving as a liaison between WSP USA, Inc and enforcement agencies; and
12. Serving as a liaison between WSP USA, Inc and outreach and recruitment sources for protected veterans.

B. Responsibilities of Managers and Supervisors:

Managers and supervisors are advised annually of their responsibilities under the company's AAP for protected veterans. These responsibilities include, but are not limited to:

1. Reviewing the company's affirmative action policy for protected veterans with subordinate managers and supervisors to ensure that they are aware of the policy and understand their obligation to comply with it in all personnel actions;
2. Reviewing the qualifications of all applicants and employees to ensure qualified individuals are treated in a nondiscriminatory manner when hiring, promotion, transfer, or layoff/reduction in force occur; and
3. Reviewing all employees' performance to ensure that non-discrimination is adhered to in all personnel activities.

X. Training (41 CFR 60-300.44(j))

All personnel involved in the recruitment, screening, selection, promotion, disciplinary, and related processes receive annual training regarding WSP USA, Inc's AAP and their role in its implementation. Employees hired or promoted into these roles also receive training on regulatory requirements under Vietnam Era Veterans' Readjustment Assistance Act soon after being hired or placed into these roles.

During the annual training, personnel are advised of their responsibilities under the AAP for protected veterans and of their obligations to:

- Assist in the identification of problem areas, formulate solutions, and establish departmental goals and objectives when necessary;
- Ensure qualified applicants and employees who are protected veterans are treated in a nondiscriminatory manner in all employment practices, including when making selection decisions, such as for hire, promotion, training, or to receive awards or bonuses:
- Provide reasonable accommodation to the known physical or mental limitations of qualified disabled veterans unless such accommodation would impose an undue hardship on the conduct of its business;
- Maintain confidentiality of any information regarding self-identification of protected veteran status; and
- Ensure that nondiscrimination is adhered to in all personnel activities.

XI. Applicant and Hiring Data (41 CFR 60-300.44(k))

WSP USA, Inc collects employee data pertaining to protected veterans in order to assess the effectiveness of the company's outreach and recruitment efforts. We invite applicants to voluntarily inform the company whether they believe they are protected veterans in compliance with the VEVRAA requirements. This data will be maintained for three years.

XII.Hiring Benchmarks (41 CFR 60-300.45)

WSP USA, Inc has adopted the national percentage of veterans in the civilian labor force provided by OFCCP as its hiring benchmark for the AAP year. This benchmark is used as one of the criteria in its assessment of the effectiveness of its outreach and recruitment efforts.

APPENDIX A – Outreach and Positive Recruitment

Outreach & Positive Recruitment Efforts (Disabled & Veterans)

WSP USA currently employees the services of Direct Employers. They assists us with job posting and outreach efforts by establishing partnerships with diversity, disability and veteran organizations at the local and national level. They specifically help us amplify current outreach initiatives.

WSP USA partners up with organizations such as Equal Opportunity Publications, Inc. (EOP), who has led the way from affirmative action to diversity recruitment by publishing career-guidance and recruitment magazines for women, members of minority groups, and people with disabilities. For example, placing an ad in EOP's *Careers & the disABLED publication*.

Participating in learning modules such as “Leveraging Disability – Inclusive Outreach and Recruitment Strategies through Viscardi Center, Virtual Conference Honoring Disability Month through Direct Employers, and Disability Awareness & Reasonable Accommodation through the National Offices of Vocational Rehabilitation.

We’ve also participated as an exhibitor in the STEM National Career Expo targeting individuals with disability, veterans and minority STEM candidates sponsored by EOP Publications.

We connect with CEC Assignment and Placement Branch who regularly provide us with a list of military personnel with engineering, construction, or related backgrounds who will be leaving the military in good standing and are ready for civilian employment.

Virtual Military career fairs such as: “The National Labor exchange Military Online Career Fair,” have also become part of our good faith efforts to reach out to qualified veterans.

WSP
Job Group Analysis Summary
Analysis Data as of 08/01/2017

Plan: PB,STL - WSP, Inc. ST. LOUIS

<i>Job Group</i>	<i>Total Employees</i>	<i>Female</i>		<i>Minority</i>		<i>Black</i>		<i>Asian</i>		<i>Native American</i>		<i>Hispanic</i>		<i>Pacific Islander</i>		<i>Two or more races</i>	
		<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>
1-2 - MANAGERS	14	3	21.42	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2-3 - SENIOR ENGINEERS	9	4	44.44	1	11.11	0	0.00	1	11.11	0	0.00	0	0.00	0	0.00	0	0.00
2-4 - ENGINEERS	6	3	50.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2-5 - SR. SCIENCE & ENGINEERING RELATED PROFESSIONALS	7	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2-6 - SCIENCE & ENGINEERING PROFESSIONALS	2	2	100.00	2	100.00	1	50.00	1	50.00	0	0.00	0	0.00	0	0.00	0	0.00
2-7 - PLANNERS	2	1	50.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2-8 - SENIOR NON-ENGINEERING PROFESSIONALS	2	2	100.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
2-9 - NON-ENGINEERING PROFESSIONALS	1	1	100.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
3-10 - TECHNICIANS	9	1	11.11	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
5-11 - SENIOR OFFICE & CLERICAL	12	12	100.00	1	8.33	1	8.33	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
Totals	64	29	45.31	4	6.25	2	3.13	2	3.13	0	0.00	0	0.00	0	0.00	0	0.00

Attachment E-b

Project No. _____
Contract No. _____

07-19-80-R12 (MPO)
Sheet 1 of 1

REQUIRED CONTRACT PROVISION
DBE CONTRACT GOAL

The DBE Goal to be subcontracted to KDOT-Certified DBE firms on this contract is 10 %.

List all KDOT-Certified DBE subcontractors to be utilized. For each DBE subcontractor, identify the line item(s) of work from the Unit Prices List and the percentage of the work proposed to be subcontracted to the DBE. The DBE subcontractor must be currently certified in Kansas in order to perform work as a DBE on the contract.

IDENTIFICATION OF DBE PARTICIPATION

Name of KDOT-Certified DBE Subcontractor	Type of Work	Percentage of work
COLLINS MOREIS ASSOCIATES	PLANNING	% 15-20
		%
		%
		%
		%
		%

Total KDOT-Certified DBE % 15-20

CONFLUENCE
417 DELAWARE
KC MO 64105

(Prime Bidding Consultant Name and Address)

If the Percentage of Work is zero, please attach the Prime Bidding Consultant’s Good Faith Effort documentation.

A list of KDOT-Certified DBEs can be found in the Directory of Disadvantaged Business Enterprises at KDOT’s website: <http://kdotapp.ksdot.org/dbcontractorlist/>

Rev. 03/16

MARC PLANNING SUSTAINABLE PLACES PROGRAM

ROELAND PARK



DESERT CYCLING CORRIDOR CHARETTE
H3 | el dorado inc | Coen Partners

Mid-America Regional Council
Attn: Beth Dawson
600 Broadway, Suite 200
Kansas City, MO 64105

November 30, 2018

On behalf of our team I am pleased to submit our qualifications for the Roeland Park project. Our five companies—el dorado inc, H3 Studio, Coen+Partners, McCurdy Engineers and Shockey Consulting, as well as the individuals involved from each company—have extensive experience with exactly this type of project, with this study area and site, as well as with the immediately impacted stakeholders in Roeland Park.

The Roeland Park Project is a comprehensive undertaking to facilitate development and connect local communities to the Roe Avenue regional corridor. Our approach will build on previous planning efforts and result in an implementable plan reflective of the character and design desired by the Roeland Park community. This project will serve to enhance multi-modal transportation in Roeland Park and improve the quality of life for residents, the workforce, business owners, and visitors. The necessity of facilitating access for both local and regional users is one of the driving factors of the city-wide, \$8 million preliminary Roe Avenue vision. Our approach will build upon this past planning effort and provide detailed solutions for Roe Avenue to ensure multi-modal access and support adjacent development.

As the approach and relevant experience section of our qualifications package outlines in detail, our team has worked on a number of groundbreaking bicycle/pedestrian and trail enhancement projects throughout Metropolitan Kansas City and the greater Midwest. We understand best practices from a national perspective and have worked extensively with local regulatory bodies and community stakeholders to implement them wherever and whenever possible on bridges, roadways, and trails.

Finally, we already know most of the relevant stakeholders for this project and have successfully completed two Planning Sustainable Places processes—Kaw River Bridge and Invest NE. These processes helped to focus priorities and build consensus, and they triggered a number of actionable development efforts currently underway. We are also currently involved in the Mission Gateway project, immediately adjacent to the Roeland Park study area south of Johnson Drive. Through these projects and others, we are well known and respected for our collective ability to steward an insightful and inclusive engagement process that results in consensus and a clear, inspired plan of action.

We look forward to the opportunity to discuss the project in more detail. Should you have questions about our qualifications or require additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read 'D. Dowell', with a stylized flourish at the end.

David R. Dowell, AIA
Principal
el dorado inc



EAST NINTH TEAM CHARETTE
el dorado inc

CONTENT

4	PROPOSED PROJECT APPROACH
	<i>project approach</i>
	<i>deliverables</i>
	<i>description of tasks</i>
	<i>public engagement process</i>
	<i>staff capacity & key members</i>
	<i>proposed schedule</i>
8	PUBLIC ENGAGEMENT STRATEGIES
10	QUALIFICATIONS
	<i>team capabilities</i>
	<i>team structure</i>
	<i>key member resumes</i>
	<i>project experience</i>
49	REFERENCES
46	ATTACHMENTS
	<i>ATTACHMENT E-b: DBE Goal</i>

PROJECT APPROACH

The City of Roeland Park has experienced essentially flat population growth over the past decade, after a period of decline in the 1970s through 1990's. Despite this decline, the residential communities along Roe Avenue have remained fairly stable, with decent quality, affordable housing stock and a gracious, traditional neighborhood development pattern. Roe Avenue bisects Roeland Park's lowest-income Census tract, with a median household income of approximately \$52,000. These neighborhoods are characterized by a diverse mix of young families and first-time homebuyers as long-term householders aging in place. In addition, the Roe Avenue corridor is a Hispanic population center—Roeland Park's largest minority demographic. The social and demographic profile of this community suggests that residents place a high priority on a variety of mobility, transportation, and accessibility options. Convenient and efficient multi-modal options and improving the mobility systems along and across Roe Avenue will help connect residents and workforce to commercial centers, job centers, and community services and promote equitable mobility for all residents.

In addition, past population decline has left major redevelopment opportunities along W. 48th Street and Johnson

Drive. Several of these opportunities are already underway, include (Eldo to insert content here). In light of these existing conditions and ongoing opportunities, the Roe Avenue corridor is well-positioned to transform into a premier walkable, bikeable, and transit-supportive urban boulevard with high-quality development to serve as the future heart of Roeland Park.

The objectives of the Planning for Sustainable Places program match the philosophy that underlies all of our Team's urban design and planning projects, because we recognize that streets are the fundamental public framework of the community. The true potential of complete streets and equitable multi-modal transportation networks is their ability to act not only as catalysts for economic investment, but to leverage that investment for community-building, creation of social and ecological capital, and improving the quality of life for residents, business owners, and visitors. Complete Streets are fundamental to achieving holistic, sustainable placemaking! They are also the primary social spaces of all neighborhoods—the places where residents and visitors live, shop, work, plan, and engage with one another and the community as a whole.

PUBLIC ENGAGEMENT PROCESS

As a team, our objective is to have significant and ongoing public engagement opportunities for the public to provide input on the challenges and opportunities as they relate to a sustainable, thriving, and multi-modal community. By engaging residents, businesses, and key stakeholders in a meaningful and equitable way, we will employ an inclusive and interactive engagement process that employs a variety of formats and tools – some tried and true and some innovative. The engagement process will:

- Effectively engage property owners and businesses in the plan area
- Be inclusive of all members of the community
- Use public input to help shape the final design concept

Anticipated engagement methods to be tailored to fit the needs of the planning process include:

- Public Engagement Plan
- Stakeholder Identification
- Advisory Committee
- Community Meetings
- Online Survey

TASKS

TASK 1: CREATING THE VISION

Existing Plan Review & Desktop Analysis:

The Project Team employs a detailed and comprehensive analysis methodology. The Team will begin the project by gathering data to create project area base maps using GIS and AutoCAD mapping. A “desktop analysis” will be conducted, which will form the basis for future analysis diagrams and plan illustrations and help to identify areas requiring additional evaluation and on-site surveying. A review of previous plans and policies (including the Roeland Park Comprehensive Plan, Roeland Park Strategic Plan, the Age Friendly Communities Blueprint for Success, Roe Avenue Vision, and others to be determined) will be conducted in coordination with the desktop analysis and provide a baseline of information for the project to build upon.

On-Site Data Collection & Observation:

Once complete, our Team will take the base maps on-site for an extended observational survey. During this time we will walk, bike, and drive the project area conducting photo documentation and recording existing conditions data for analysis. The information collected will be developed into illustrative analysis maps and compiled into a comprehensive data book.

Our Team also proposes organizing a

citizen-led bikeability and walkability audit, utilizing volunteers and citizen leaders to assist with data collection and observation of pedestrian and non-motorized activity. The volunteers and citizen leaders will walk and/or bike designated areas with base maps and evaluation criteria supplied by the Team. Their task will be to exploring a target area to identify walkability and bikeability use patterns’ presence and conditions of existing facilities; and accessibility and mobility challenges to be addressed through the planning process.

Conceptual Design Options: Project Visioning with the community and identifying goals and objectives is the culmination of the project analysis. The Goals and objectives will form the framework for the development of at least three (3) illustrative Conceptual Design Plan Options for each project location (48th Street/Skyline Drive and Johnson Drive). The development and assessment of the preliminary conceptual design options—and identification of the preferred option—are the main focus of the planning effort’s community engagement. The Team will produce beautifully-illustrated design solutions to address the physical, operational, and regulatory issues, opportunities, and constraints identified to date. The plan

assessment option will address street and streetscape design, civic space design, land use, development character, public realm activation, mobility improvements including transit facilities, and comprehensive infrastructure strategies. Utilizing feedback from the community and Advisory Committee, a hybrid Preferred Alternative will be developed combining elements of the plan options as necessary.

DELIVERABLES

- Base Maps (GIS & PDF)
- Analysis Data Book (PDF)
- Issues and Opportunities Memo (PDF)
- Plan Review Memo & Priority Objectives (PDF)
- Draft Vision & Goals Memorandum (PDF)
- Illustrative Concept Design Plan Options (PDF)
- Preferred Option Illustrative Concept Design Plan (PDF)
- Draft Streetscape Master Plan & Conceptual Civic Space Design (PDF)

TASKS (con't)

Design Element Visualization: With the development of the preferred Conceptual Design Option established, the Team will engage the community to determine the desired character and streetscape theme elements for the study area. This process will utilize Visual Preference Surveys and visualization tools (cross-sections, renderings, and 3D models) to establish the desired streetscape and design character for each project area. This will include specific multi-modal facility types, treatments of surfaces, plantings and landscaping, wayfinding and signage, pedestrian lighting, benches, planters, trash receptacles, banners, gateways and more.

Skyline Drive & Johnson Drive Recommendations: The Team will develop a series of detailed, focus area recommendations for Skyline Drive and Johnson Drive, as outlined in the RFP: These are anticipated to include, but not be limited to:

Skyline Drive: Conceptual plan alternatives and preferred options for extending Skyline Drive west to Nall Park and the Roeland Park Aquatic Center. The Team will explore options for roadway and pedestrian-only connections, utilizing existing rights-of-way in the Boulevard apartment development and other options.

Proposed roadway and pedestrian-way extensions will include recommendations for the development of adjacent properties and their land use to support the public realm.

Johnson Drive: Traffic studies and detailed right-of-way design to test the feasibility of road diet and the provision of sidewalks, bike lanes, streetscaping, and multi-modal facilities. Proposed street improvements will be integrated with the ongoing development south of Johnson Drive and preferred land uses for the future redevelopment of parcels fronting the north edge of Johnson Drive.

STAFF CAPACITY & KEY MEMBERS

DAVID DOWELL, AIA, principal-in-charge
el dorado inc

RELEVANT EXPERIENCE
Kaw River Bike/Pedestrian Bridge Study: *Kansas City, MO*
Invest NE: *Kansas City, MO*
West Pennway Streetscape: *Kansas City, MO*
Greater Downtown Area Plan: *Kansas City, MO*
Unlooping the Loop: *Kansas City, MO*
20th Street Streetscape: *Kansas City, MO*
9th Street Streetscape: *Lawrence, KS*

Crossroads Land Use Study: *Kansas City, MO*
Mission Gateway: *Kansas City, MO*

BRIAN MICHENER, project manager
el dorado inc

RELEVANT EXPERIENCE
Upper Harbor Terminal Masterplan: *Minneapolis, MN*
Mission Gateway: *Kansas City, MO*
Paseo Verde Transit-Oriented Development*: *Philadelphia, PA*
A New Home for KCUR, Feasibility Study: *Kansas City, MO*
University of Tennessee Lone Oaks Farm Master Plan: *Knoxville, TN*
Virginia State Capitol Master Plan Update*: *Richmond, VA*

JOHN HOAL, principal-in-charge
H3 Studio

RELEVANT EXPERIENCE
Bentonville Market & Arts District Master Plan / 8th Street Corridor Study: *Bentonville, AR*
Historic Southside I Old Munichburg District & Neighborhood Plan: *Jefferson City, MO*
Wellston First Choice Neighborhoods Transformation Plan: *St. Louis, MO*
Page Avenue Great Streets: *Pagedale, MO*

* indicates work done with a prior firm

Skinker DeBaliviere Urban Design & Development Plan: *St. Louis, MO*

TIMOTHY BREIHAN, project manager
H3 Studio

RELEVANT EXPERIENCE

Bentonville Market & Arts District Master Plan / 8th Street Corridor Study: *Bentonville, AR*
Historic Southside / Old Munichburg District & Neighborhood Plan: *Jefferson City, MO*
Wellston First Choice Neighborhoods Transformation Plan: *St. Louis, MO*
Page Avenue Great Streets: *Pagedale, MO*
Skinker DeBaliviere Urban Design & Development Plan: *St. Louis, MO*

SHANE COEN, principal-in-charge
Coen Partners

RELEVANT EXPERIENCE

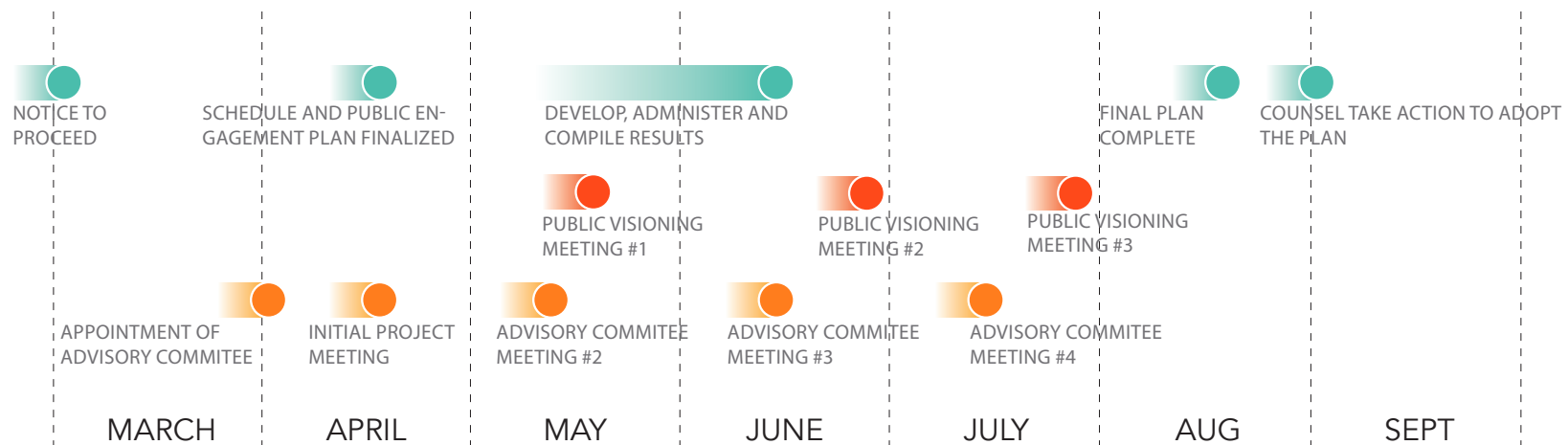
Heart of the City: *Rochester, MN*
9th Street Streetscape: *Lawrence, KS*
Movement on Main: *Syracuse, NY*
Washington Square Park: *Kansas City, MO*
Discovery Walk: *Rochester, MN*

ROBIN GANSER principal-in-charge
Coen Partners

RELEVANT EXPERIENCE

Heart of the City: *Rochester, MN*
9th Street Streetscape: *Lawrence, KS*
Movement on Main: *Syracuse, NY*
Washington Square Park: *Kansas City, MO*
Discovery Walk: *Rochester, MN*

PROPOSED SCHEDULE



PUBLIC ENGAGEMENT STRATEGIES

We understand that the most critical step to engaging communities starts with developing strong relationships with stakeholders and ultimately instilling trust in and support for the process. Shockey Consulting Services will lead this critically important component of the project.

Public Engagement Plan: The Public Engagement Plan provides the framework for the project team, and City staff to work together to effectively communicate with the project's stakeholders. The first step will be to meet with City staff to develop the Public Engagement Plan. The plan document will define the engagement goals, objectives, key messages, target audiences, methods and schedule.

Stakeholder Identification: Stakeholders for this project include residents, property owners, businesses, and roadway users in the study area.

We will work with City staff to determine the appropriate stakeholders to involve in the process. Some preliminary stakeholder categories include, but are not limited to:

- Businesses and business districts
- Cyclists and bicycle advocacy groups
- Johnson County Sports Dome
- KCATA transit users
- Local technical experts
- Nearby park and trail users (Nall Park)
- Pedestrians and roadway users
- Residents and community organizations
- Roeland Park Aquatic Center
- Roeland Park Community Center
- Schools, churches and community organizations
- Targeted property owners

Working with the City, we will tap into existing resources to develop a comprehensive list of specific individuals, organizations, and businesses to involve. Our team finds value in continued communication with the public and stakeholders about the planning process. Each time we engage with the public, we will obtain contact information so we can continue to send them plan updates through personalized emails or to be included as part of neighborhood

or business associations' newsletters to encourage continued participation.

Online Engagement: An online engagement forum will be used to provide regular updates and to allow the public to provide continuous and ongoing input into the planning process. By creating an online forum, we can pose questions and allow people to comment, vote, and share ideas, which will directly influence the development of the proposed design concepts.

The online platform will also host a survey for residents and business owners to provide input on community goals, issues, opportunities, and preferred design concepts. Survey responses will be solicited at engagement events and will be emailed to the stakeholder contact list and shared by the City across their existing digital platforms. It is expected that advisory committee members will help solicit survey responses from their respective networks.





QUALIFICATIONS

El Dorado Inc, H3 Studio, COEN + PARTNERS, McCurdy Engineers and Shockey Consulting have formed a unique partnership to develop a feasible, actionable strategy for innovative streetscape, transit and placemaking in Roeland Park.

Our team's technical knowledge and established relationships with key stakeholders, including private landowners and public agencies, will enable us to quickly engage the study process. Our team has an intimate knowledge of the site and the adjacent communities as well as the transformative character of the area in recent history and near future projects. Our shared capabilities will deliver a **bold vision** for the transformation of the intersection at Johnson Drive and Roe Boulevard and the area at 48th and Skyline, framing a powerful connective tissue between the two nodes. H3 Studio and Shockey Consulting have extensive experience with rigorous collaboration between local communities and key stakeholders, while Coen+Partners and EL DORADO have partnered several times to elevate projects of this nature to new heights. McCurdy Engineers brings significant technical traffic engineering experience to ensure a plan that is achievable within a reasonable timeframe.

El Dorado Inc has been working on community and context sensitive multi-modal infrastructure improvements since our founding in 1996. In our twenty years of practice we have led specifically crafted teams of experts to envision and implement innovative projects on bridges, on roadways and on trails throughout the metropolitan area. Our unique ability to fabricate our own work has led to a level of trust with city, state and federal officials whose jobs focus on protecting public safety at all costs. Innovation combined with the deep experience with the pragmatics of implementation has also led to exceptional relationships with the contractors and sub-contractors who are charged with making these important civic project happens.

Launched in 1999, **H3 STUDIO** is a national award-winning interdisciplinary design, planning, and research firm offering a highly interactive and creative place-based approach to cities, communities, infrastructure, landscapes, and environments. We strive to provide holistic, healthy and humane environments for people and their communities. We provide a comprehensive set of services ranging from strategic planning, community and real estate development,

master planning, urban design, sustainability, coding, and landscape and architectural professional services. H3 Studio has a diverse practice providing services to private companies, institutions, governments, public agencies, not-for-profit organizations, corporations, and private citizens' groups in efforts to create people-driven places and sustainable environments.

H3 Studio has gained a strong reputation for our participatory design process and conducting client workshops and community design charrettes. The objective is to broaden the base of those involved and moderate the discussion in a setting that is acceptable to all stakeholders. We bring a distinctive collaborative design and planning, evidence-based methodology that combines design excellence with research and extensive practical experience derived from implementing many of our projects. On every project we complete parallel best practices, empirical field studies, and apply design research to foster innovation, and provide pragmatic and implementable project-specific solutions. Our working style is collaborative and interactive reflecting the importance of design and planning as a civic endeavor, whether working at the scale of the master plan, building, or landscape.

H3 Studio believes in being stewards of our environment and communities, and act not only through our projects but in our own daily life, office environment, and within our community. We are committed to a sustainable future through the creation of healthy, holistic, and humane communities, environments, and buildings.

COEN + PARTNERS is a multi-disciplinary landscape architecture and urban design practice based in Minneapolis. Through a process of collaboration, experimentation and questioning, our work embraces the complexities of each site with clarity and ecological integrity. We seek not to recreate nature in our work, but rather to redefine natural frameworks and transform them into innovative solutions for comprehensively designed environments that reverberate from a specific urban, architectural, and ecological context.

Throughout our firm's history, Coen+Partners has pushed the boundaries of the Landscape Architectural profession. Coen+Partners has garnered praise for work ranging in scale from master planned communities to church courtyards, built, planned, and conceptual. The team's built work has been recognized nationally by the AIA, ASLA, and the Architecture League

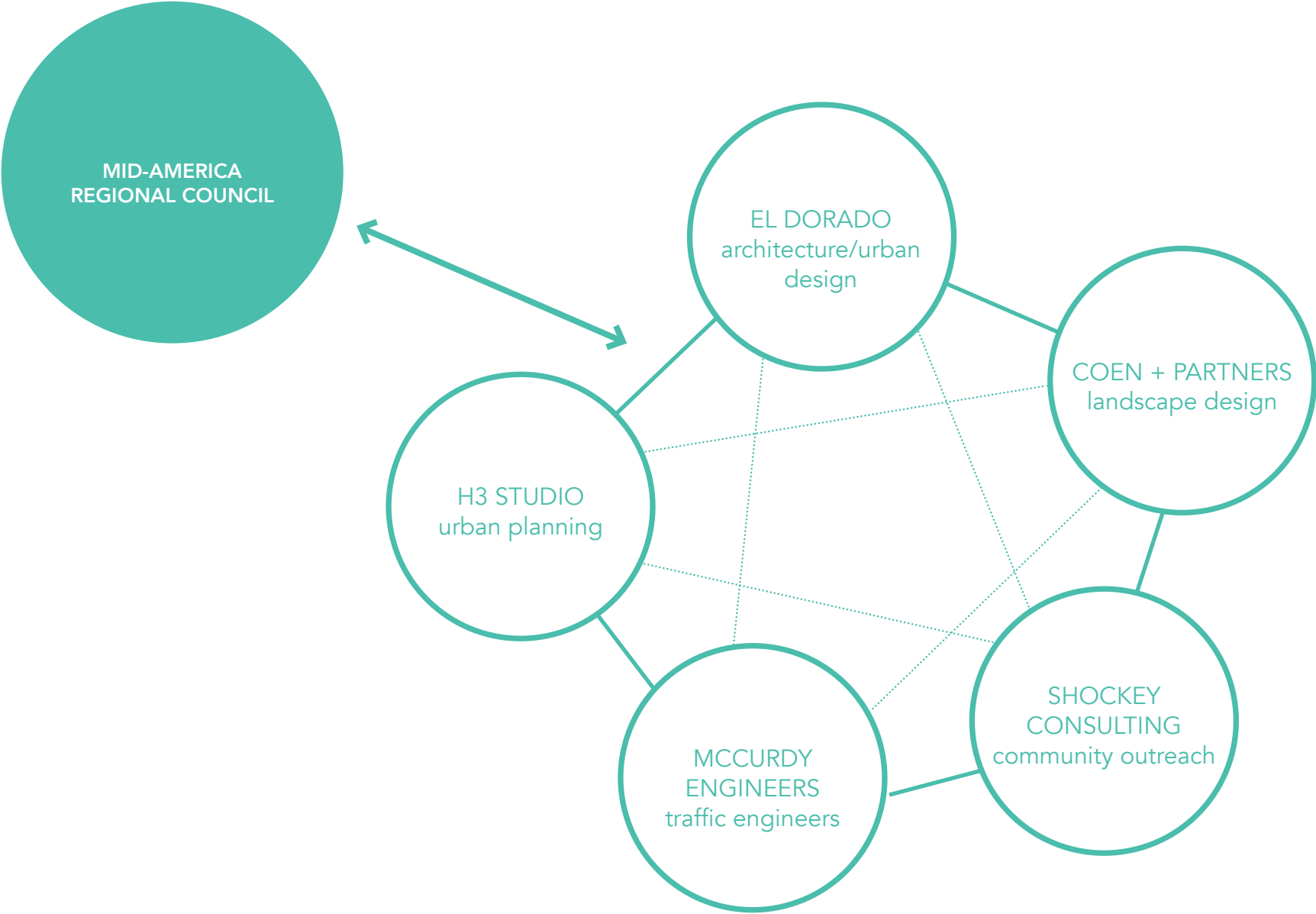
of New York and has been exhibited at Walker Art Center and the Carnegie Museum of Art.

MCCURDY ENGINEERS McCurdy Engineers is a woman-owned engineering company located in Overland Park, Kansas, founded in 2010. McCurdy Engineers provides traffic engineering, water/wastewater engineering design and construction services. The firm is dedicated to the exceptional quality offered by larger firms and the personal attention of a small firm. McCurdy Engineers is WBE and SLBE certified with the City of Kansas City, Missouri and has completed a variety of projects within the Kansas City area for several clients and cities including Kansas City, MO; Kansas City, KS; Overland Park, KS; Prairie Village, KS; Lenexa, KS; Eudora, KS; Grandview, MO, MoDOT; and Raytown, MO. McCurdy Engineers has a full-time staff of two engineers licensed as professional engineers in Missouri and Kansas and as a Professional Traffic Operations Engineer.

SHOCKEY CONSULTING Shockey Consulting Services, LLC, provides award-winning management, planning

and community engagement consulting services to federal, regional, state, and local governments and other public agencies. The firm was founded in 1998 and is headquartered in Lenexa, Kansas with an office in the St. Louis, Missouri region. A group of dedicated and talented professionals with diverse backgrounds make up the Shockey team, including former government managers, strategic planners and urban planners, and communications & public engagement specialists. Shockey has extensive experience working on multi-modal transportation projects including placemaking, mobility, complete streets, bikeway, streetscaping and street design concepts in communities similar to Gardner. We have demonstrated success in designing and implementing complex, robust public engagement processes to develop community visions and generate broad-based community input in support of achieving that vision. We use innovative and interactive strategies mixed with good old-fashioned, face-to-face engagement to reach a wide variety of audiences resulting in better, well thought-out decision-making.

TEAM STRUCTURE



EL DORADO

architecture/urban design



DAVID DOWELL, AIA, *principal-in-charge*

BA in Architecture
Washington University in St. Louis
Masters of Architecture
University of California, Berkeley

David is a partner at el dorado inc. He is interested in work that engages contemporary issues around affordable housing, social justice and neighborhood revitalization. His work includes urban master planning, work in public space (infrastructure and streetscapes) and large scale adaptive re-use projects.

David is a co-founder of the graduate level design-build studio, Design+Make, at Kansas State University and has taught graduate level studios at University of Kansas, Washington University in St. Louis and the Technical University in Dresden, Germany.

H3 STUDIO

planning



JOHN HOAL, PH.D, *founding principle*

Master of Arts
Master of Architecture & Urban Design
Doctor of Philosophy in Philosophy
Washington University in St. Louis

John is the founding principal of H3 Studio Inc., a national and international planning, design, and research firm based in St. Louis, Missouri with additional offices in Durban, South Africa. He practices architecture, urban design, and community-based planning in the United States, Asia, and Southern Africa, and lectures nationally on the design and development of sustainable, livable cities.

John is a highly-experienced and effective facilitator of participatory planning processes. He has managed, and facilitated over two hundred charrettes.

COEN + PARTNERS

landscape design



SHANE COEN, FASLA, *founder & principle*

BA in Architecture
Masters of Architecture
University of Massachusetts, Amherst

Shane Coen is the Founder and Principal of Coen+Partners. For over twenty five years, Shane has led Coen+Partners' innovative practice, directing the design vision for each project in the studio. As a result of his creativity and disciplined design approach, his work has received numerous awards and is recognized by influential design publications throughout the world.

In addition to his practice, Shane lectures extensively, speaking not only about his work, but about the importance of landscape architecture in shaping our urban, suburban, and rural environments, and of truly collaborative design processes.

EL DORADO

architecture/urban design



BRIAN MICHENER, AIA, *project manager*

*Masters of Architecture
Masters of Urban Design
Washington University in St. Louis*

Brian is an architect and urban designer whose experience is with projects of a wide range of scales. His work focuses on the interrelation of architecture and urban design, shaping the built environment through the creation of vibrant and engaging places that are both environmentally sustainable and intensely site-specific.

Brian has completed regional master plans, large-scale watershed plans, governmental and collegiate campus plans, non-profit community center feasibility studies and multi-family housing site plans.

H3 STUDIO

planning



TIMOTHY BREIHAN, *principle*

*Masters of Architecture
Masters of Urban Design
Washington University in St. Louis*

Tim is a principal of H3 Studio Inc., a national and international planning, design, and research firm based in St. Louis, Missouri. Tim has 15 years of architecture and urban design experience.

Tim has conducted in-depth research into sustainable systems, including urban agriculture, bioremediation strategies, and high-performance, ecology-based green infrastructure, and the impact that these systems can make on the design of public space. Tim has managed dozens of projects and personally authored four adopted form-based code documents.

COEN + PARTNERS

landscape design



ROBIN GANSER, *partner*

*BA in Architecture
University of Minnesota-Twin Cities*

Robin Ganser has 15 years of wide-ranging experience in managing Landscape Architecture, Planning, Architecture, and Real Estate Development projects. His expertise lies in the integration of disparate concepts, ideas and constraints into a clear goal and direction. His experience managing projects from concept through construction informs his design decisions, planning focus, and implementation of innovative detailing.

Robin has managed and led many of the firm's largest and most complex projects, community engagement processes, and public private partnerships.



SHEILA SHOCKEY, *founder and president*

Master of Public Administration
University of Missouri – Kansas City

Sheila has worked with local governments as a staff member and consultant since 1989. With a unique perspective on government agencies and strategic communications, Sheila brings a deep understanding of infrastructure issues and challenges with the ability to translate these effectively to all stakeholders.

Sheila has demonstrated experience managing public engagement processes on all scales. With over 20 years of experience working on transportation projects and complex policy issues, Sheila is an expert at planning and executing large-scale public involvement projects.



SHELBY FERGUSON, *public engagement support*

BA in Urban Planning & Design
University of Missouri - Kansas City
BA in Housing & Design
Missouri State University

Shelby has extensive experience working with communities in the Kansas City region. She has worked with various stakeholders to understand the appreciation of design, while also having the ability to evaluate and implement community-based solutions.

Shelby has a strong understanding of neighborhood place-making and develops innovative community engagement techniques that effectively engage the community. Shelby's experience is unique in that she specializes in designing engagement processes for underserved communities and has both planning and engagement experience with multi-modal street design and transit projects.



AMY L. MCCURDY, PE, PTOE, *owner*

BS in Civil Engineering
Texas A&M University

Amy has a specialty in the area of traffic and transportation engineering. Her experience in traffic and transportation engineering involves projects such as traffic impact studies, safety studies, traffic signal design, temporary and permanent traffic control plans, corridor studies, intersection improvements, school safety studies and designs, and permanent roadway pavement markings and signing.

Amy has 15 years of traffic and transportation design experience including: traffic engineering design, traffic impact studies, roadway geometric improvements, pavement marking and traffic signal design, traffic control and detour design.



DESERT CYCLING CORRIDOR CHARETTE

H3 | el dorado inc | Coen Partners

PROJECT EXPERIENCE

Kaw River Bridge Study

Mission Gateway

Invest Northeast

Page Avenue

20th Street Streetscape

Discovery Walk

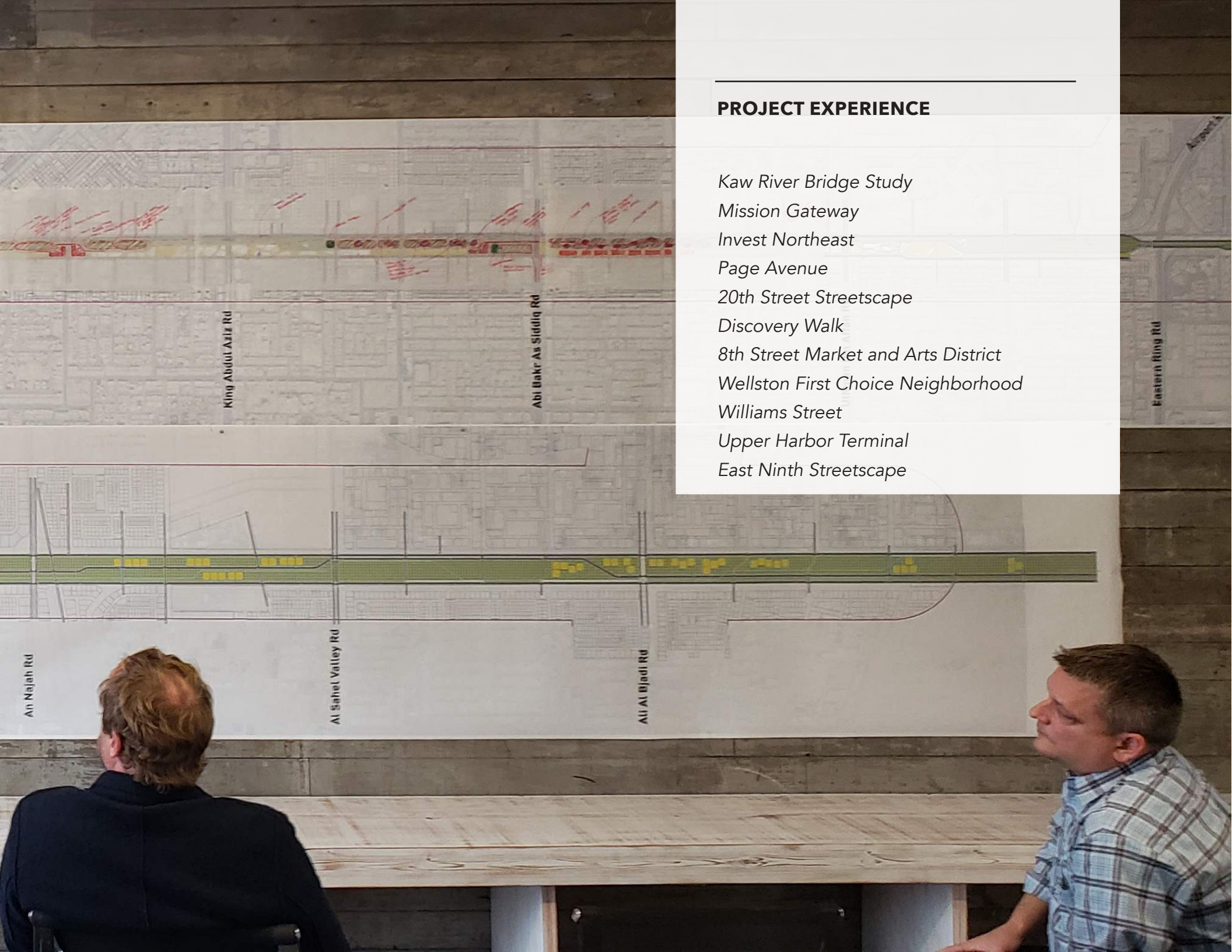
8th Street Market and Arts District

Wellston First Choice Neighborhood

Williams Street

Upper Harbor Terminal

East Ninth Streetscape



KAW RIVER BRIDGE

FIRM el dorado inc

LOCATION Kansas City, MO

COMPLETION DATE March 2018

SIZE 15,000 square feet (730' long)

SERVICES PROVIDED

Community Engagement, public meetings, context assessment, case study research, conceptual design solutions, phased implementation strategy, lighting strategies, economic impact assessment, preliminary cost estimation, economic benefits, potential funding opportunity strategies, additional concepts.

OWNER INFORMATION

KCMO Public Works
Mario Vasquez

Since its initial construction in the 1880s, the Kaw River Bridge served as essential infrastructure in the growth and expansion of Kansas City's bi-state economy. In 1987, over 100 years since its construction, the City of Kansas City, Missouri acquired the title to the bridge, easements and related property near the former Kansas City Stockyards as part of land assembly to provide additional parking for Kemper Arena. As part of

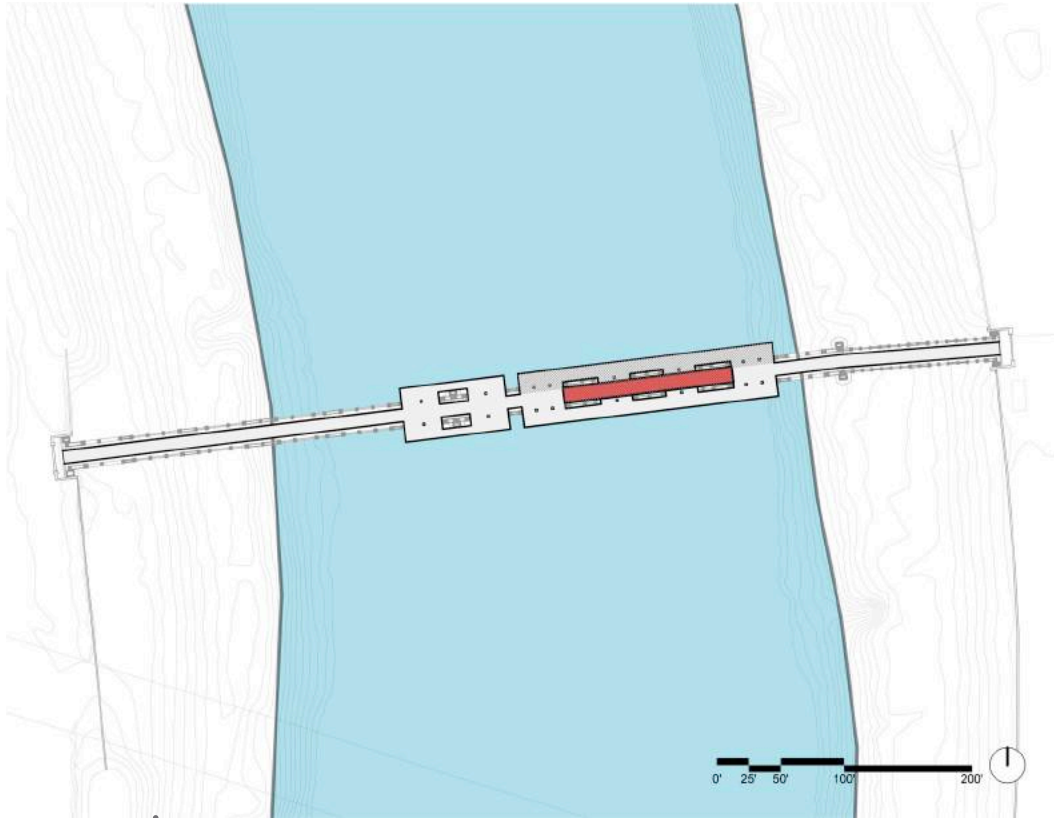


Transforming an industrial relic to function simultaneously as a transportation link, recreational trail, and educational / amenity center.

the negotiation of title, the Kaw Valley Drainage District permanently lifted the entire bridge into a locked, open configuration. Fast forward another 30 years to April, 2017 when Wyandotte County hired el dorado to complete an engineering assessment and high level conceptual design of alternative uses for the bridge.

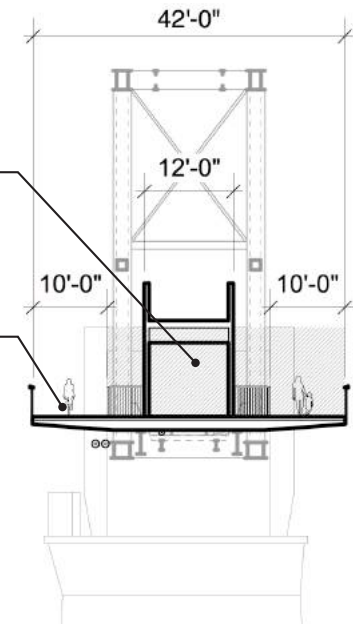
For six months, our team focused on engineering feasibility, community engagement and improvement, trail development and connectivity, and conceptual design explorations and an implementation plan. With events and meetings taking place on both sides of the State Line, there was and continues to be, shared purpose and benefit.



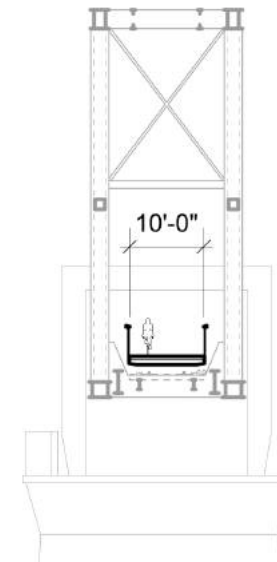
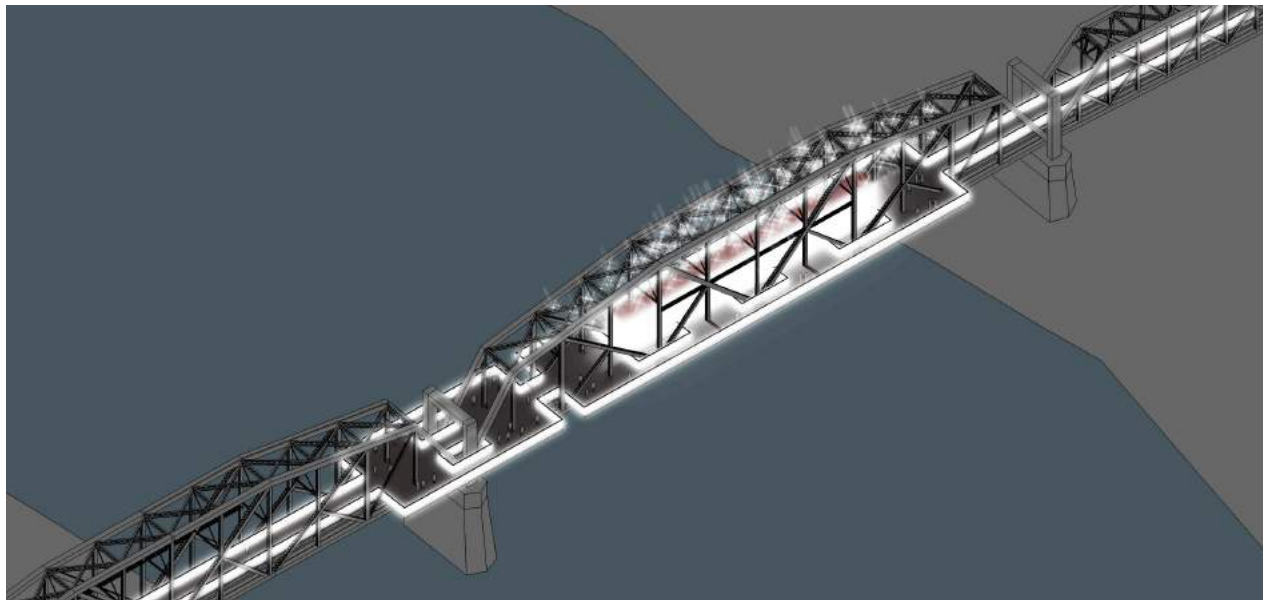


PROGRAMMABLE SPACE
area closed to pedestrians
and

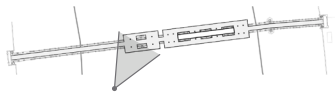
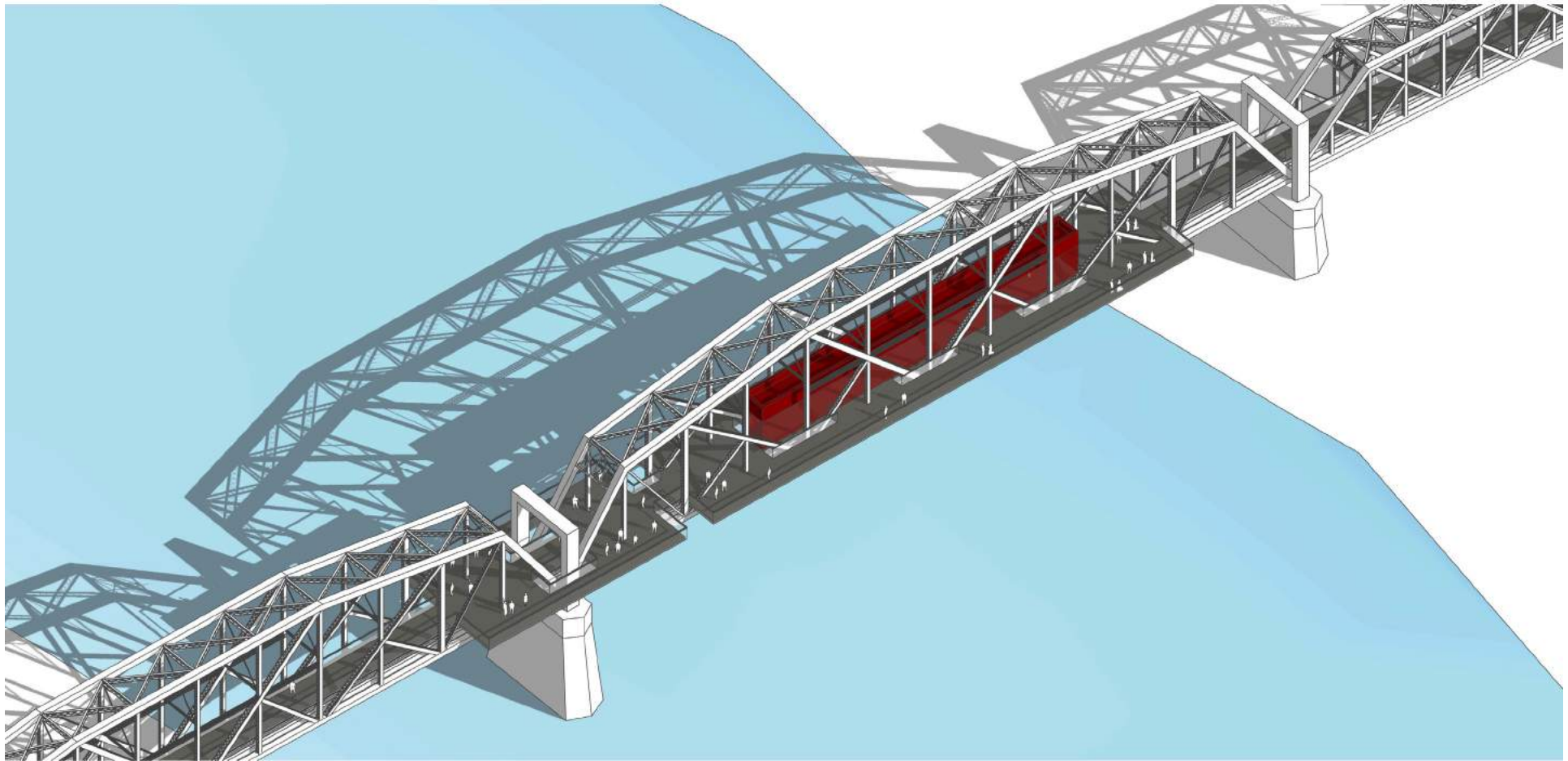
BIKE/PEDESTRIAN TRAIL
exclusive of programmable
space

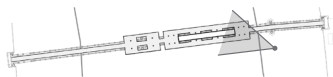
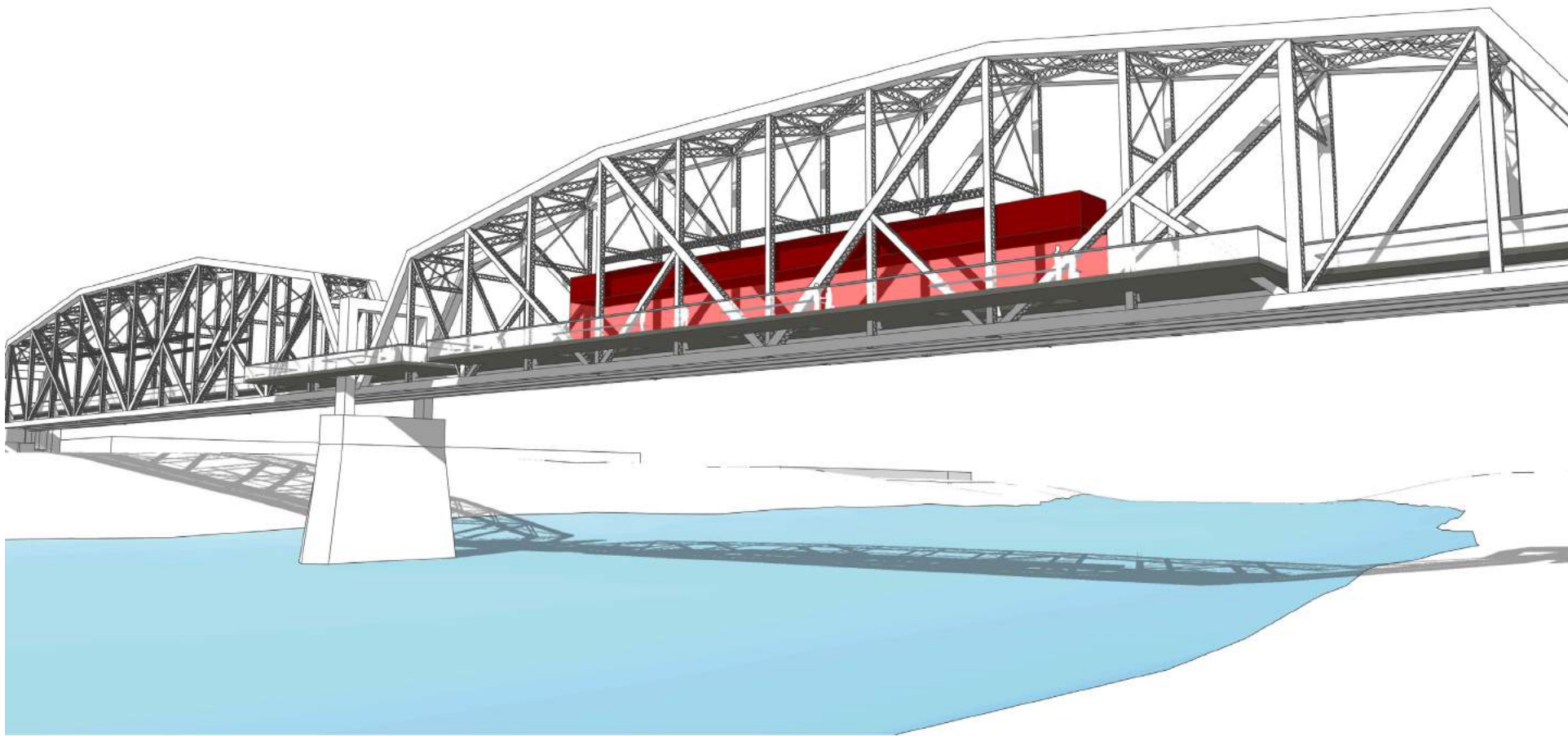


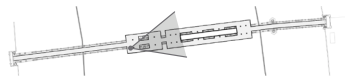
SECTION THROUGH AMENITY STRUCTURE



SECTION THROUGH TRAIL







INVEST NORTHEAST

FIRM el dorado inc

LOCATION Kansas City, MO

completion DATE 2011 (concept design phase)

CONSTRUCTION COST n/a

SIZE 3 blocks

SERVICES PROVIDED The study covered real estate market analysis, transportation system priority improvements, neighborhood conservation overlay, Hardesty Renaissance urban planning and feasibility study, previous plans assessment ; our role - PSP program, urban design, team management, fundraising/advocacy, community engagement

OWNER INFORMATION

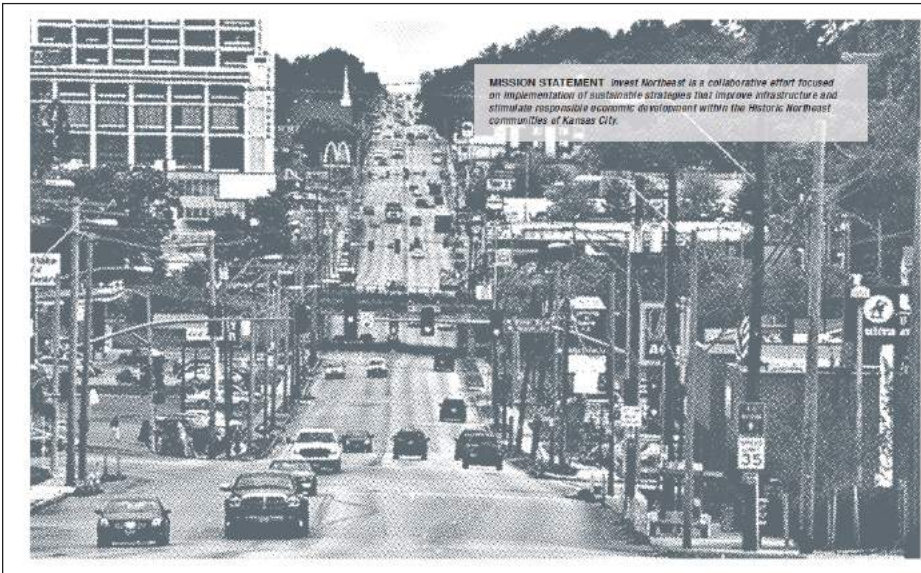
David Stadler, LPC, LCPC, NCC
Vice President of Administration and Community Development
816-581-5684
dstadler@mattierhodes.org



The Invest NE concept design included exploration of incremental infill with continuous community engagement as an urban design strategy for Kansas City, Missouri, facilitated by el dorado.

el dorado assembled and led a multi-disciplinary team charged with assembling a strategic Urban Design report for Northeast Kansas City, MO. The initiative, titled Invest Northeast, provides the Historic Northeast Community of Kansas City and its stakeholders a multi-faceted tool for the redevelopment of the Independence Avenue Corridor and its surrounding neighborhoods. As this culturally diverse and historically significant district of Kansas City regains momentum, development opportunities should be carefully considered alongside sustainable transportation initiatives

and the Neighborhood Conservation Overlay District outlined by this report. Invest Northeast should anchor the work of each committee as a tool to identify continued grant support, funding mechanisms, and tax abatement opportunities. Invest Northeast will also serve as a tool to incentivize responsible new development that is fully integrated into the values and vision of the Historic Northeast Community.



1.3 BACKGROUND



Historic Northeast And Independence Avenue
The Historic Northeast District of Kansas City established itself as a prominent urban community in the late 1880's largely as a result of Kansas City's ambitious Parks and Boulevard System stimulating development throughout the district. Independence Avenue emerged as the primary commercial and cultural corridor for the district, acquiring a historic public rail transportation system by 1900. A strong presence of industry and manufacturing, supported by the Kansas City Southern Rail Line extending east from downtown, allowed the Independence Avenue Corridor and its surrounding neighborhoods to grow in commercial and residential density through the first half of the 20th Century.

A Shift In Transportation Trends
By the 1950's, automobile-oriented transportation eroded the Independence Avenue Streetcar Line and the 1960's construction of the Interstate System through downtown Kansas City had lasting impacts on industry built around the Kansas City Southern Rail Line. A decentralized trucking industry soon replaced rail systems as a preferred method of shipping and job opportunities declined in the Historic Northeast District. By the 1970's and 1980's, the density of commercial uses along Independence Avenue had been greatly reduced and many residential properties in surrounding communities had fallen into disrepair.



Renewed Optimism
Today, the Historic Northeast and Independence Avenue are poised to once again play an increasingly vital role in Kansas City's downtown community. Affordable housing and business properties have attracted a lively multicultural community, contributing an ethnic vibrancy to the corridor and its surrounding communities. While density remains a challenge for the district, viable residential and commercial properties are now 80% occupied, indicating a market opportunity for new development on both fronts. Public transportation remains a critical component for Independence Avenue—it has been identified as a possible north plan for Kansas City's new Streetcar System. The Historic Northeast possesses historically significant architecture and its Parks and Boulevards are still largely intact. The active stakeholder groups and several Neighborhood Associations have partnered with recent municipal planning studies to capitalize on a renewed sense of excitement for the Independence Avenue corridor.

Northeast Alliance, Together And Planning Sustainable Places Grant
In 2011, agencies serving the interests of Historic Northeast residents began meeting on a regular basis to explore collaborations and opportunities to bring additional resources to the area. Over the course of 2012, this group was formalized into the Northeast Alliance (NEA). This group has been

meeting for more than two years and is working with business owners, property owners, city staff, elected officials and private developers to improve the sustainability of the Historic Northeast and implement the recommendations of prior planning efforts.

When the MARC Planning Sustainable Places grant opportunity arose, NEA selected Mattie Rhodes Center, a community-oriented nonprofit, as a collaborative partner to act as the fiscal agent for the grant. Local Initiatives Support Corporation (LISC), Marking Renaissance LLC, and the City of Kansas City, Missouri contracted Mattie Rhodes Center for the grant application, and in October of 2012, Mattie Rhodes Center, on behalf of NEA, received the grant. Led by NEAT, this collaborative stakeholder group identified the MARC Planning Sustainable Places grant as an opportunity to catalyze responsible economic development activities in support of their shared mission. NEAT's grant application included a multi-faceted strategy for this purpose.

- 1) Complete an updated Real Estate Market Analysis for the Historic Northeast District, focusing primarily on the Independence Avenue Corridor;
- 2) Complete a Transportation System Feasibility Improvement analysis that anticipates future trends in public and private transportation along Independence Avenue and prioritizes sustainable infrastructure upgrades that might facilitate new development opportunities;



3) Create a Neighborhood Connection Overlay District study that, when implemented, would serve as a tool to preserve historically significant structures and create careful qualitative standards for new renovation and development projects; and

4) Identify the potential Feasibility Renaissance LLC adaptive re-use development as a major catalyst project now under study, exploring detailed feasibility scenarios for an 18-acre brownfield site located near the intersection of Marking Renaissance LLC and Independence Avenue.

Invest Northeast
In March of 2013, a multi-disciplinary team, led by a director (and co-director) of KEM Studio, Pat Jenkins & Associates, Vico, Brandy Stone, Development Industries, Alencio, and Jack & John was selected to assist NEAT and its partners with achieving the goals outlined by the grant application. In collaboration with NEAT and Mattie Rhodes Center, the team immediately filed the project Invest Northeast and established the following mission for the team and stakeholders alike:

Invest Northeast is a collaborative effort focused on implementation of sustainable strategies that improve infrastructure and stimulate responsible economic development within the Historic Northeast communities of Kansas City.

INVERTING ABANDONED SITES MISSION GATEWAY

FIRM el dorado inc

LOCATION Mission, KS

COMPLETION DATE anticipated 2018
(currently in DD phase)

CONSTRUCTION COST withheld

SIZE 576,000 square feet

OWNER INFORMATION

Cameron Group, LLC
Tom Valenti



In 2005, Syracuse-based Cameron Group and New York-based GFI Development acquired the old Mission Center Mall site at the intersections of Johnson Drive, Roe Avenue, Roeland Drive and Shawnee Mission Parkway in Mission, Kansas, and immediately began working on a new mixed-use development, "Mission Gateway." During the challenging recession years that followed, the development group proposed, without success, multiple urban design schemes. Cameron Group approached el dorado in 2015 to re-invigorate the site and project with a fresh set of eyes and ideas.

The new Gateway development will include 168 residential units, 80,000 square feet of small retail & restaurant space, a 200 room

hotel, 50,000 square feet of office space and site parking for over 1,500 cars, along with an anchor tenant, into a cohesive master plan that firmly adheres to the established project budget. Stated otherwise, el dorado has been challenged to reconcile dense, boutique urban design strategies with big-box development models on a single site that bookends a major commercial corridor in the City of Mission, Kansas.

WEST FACADE VIEW ALONG ROELAND DRIVE



NORTH FACADE VIEW ALONG JOHNSON DRIVE







1



2



3



4



5



6

1. ROELAND DRIVE

The Rock Creek Trail system is extended along Roeland Drive with wide paving supporting a variety of uses such as biking, jogging, and walking. Carefully considered landscaping provides pedestrian circulation along Roeland Drive and an upgraded sense of trail and streetscaping, providing an evolving palette of texture, color and shading throughout all seasons.

2. ROELAND DRIVE & MARTWAY STREET

The intersection of Martway and Roeland Drive is a celebrated entry to the site, both for vehicles and pedestrians. The building literally opens up to the entry, allowing pedestrians to pass through an activated outdoor dining patio into a mixed use pocket park beyond. Though intimately scaled and approachable, The Gateway offers a wide range of amenities and opportunities.

3. JOHNSON DRIVE & ROELAND DRIVE

The project creates multiple moments of converging paths that draw pedestrians in and through the site. At the intersection of Johnson Drive and Roeland Drive, meandering boardwalks intersect sidewalks, creating a warm welcome into a contemporary array of boutique shops, cafes, and restaurants.

4. JOHNSON DRIVE

The project adds over 2,700 linear feet of sidewalk along the perimeter of the site where none currently exists or has existed in the past. At Johnson Drive, the sidewalk system converges with a pedestrian boardwalk system, inviting walkers, bikers and joggers into a mixed use pocket park that features outdoor dining, green and performance spaces, intimate lighting, and lush landscaping. Extending the boutique shopping experience to the outdoors and promoting civic engagement through a broad range of urban activities is a major focus of the project.

5. JOHNSON DRIVE AT MIDBLOCK ENTRY

A midblock drive aisle along Johnson Drive separates the residential bar from the retail anchor tenant and leads vehicular traffic to an interior structured parking garage.

6. SHAWNEE MISSION PARKWAY

The tiered terrace fronting Shawnee Mission Parkway features restaurants, landscaping, a swimming pool and a spa for hotel visitors and The Gateway apartment dwellers alike. The terrace system continues the mixed use theme for the project, bringing locals and travelers together within a dynamic outdoor environment.





WEST FACADE VIEW ALONG ROELAND DRIVE

PAGE AVENUE

ST. LOUIS GREAT STREETS INITIATIVE

LOCATION Pagedale, MO

COMPLETION DATE 2013

SIZE Approximately 9 sq. mi.

SERVICES PROVIDED

Sustainability, urbanism, landscapes, codes

COST \$299,999

REFERENCE

Paul Hubbman | Project Coordinator
Organization: East-West Gateway Council of Governments
One Memorial Drive Suite 1600,
St. Louis, MO 63102
paul.hubbman@ewgateway.org
(314) 421-4220



Rethinking a critical corridor in Pagedale to include pedestrian-friendly streetscape improvements, multi-modal transit pathways to trigger economic and social benefits.

The St. Louis Great Streets Initiative was launched in 2006 to expand the way communities think of their streets. Rather than viewing a roadway project as solely a way to move more cars and trucks faster, the goal of the initiative is to trigger economic and social benefits by focusing communities around interesting, lively and attractive streets that serve all modes of transportation.

Completed in 2013, the Page Avenue Great Streets Project was funded through the EWGs Fiscal Year 2013 Unified Work Program by the Missouri Department

of Transportation, with matching funds provided by the City of Pagedale and Beyond Housing.

H3 Studio was contracted by the East-West Gateway Council to lead a team of five (5) sub-consultants to complete the planning project, which was focused on developing a vision which would achieve the maximum amount of Community consensus. The intent of the plan is to establish a mixed-use town center for the City of Pagedale, and transition other areas of the corridor into more intense residential and transit-

20TH STREET STREETSCAPE

FIRM el dorado inc

LOCATION Kansas City, MO

COMPLETION DATE fall 2016

CONSTRUCTION COST \$5.1 million

SIZE 6 blocks

SERVICES PROVIDED bicycle and pedestrian analysis, community engagement, fundraising/advocacy, stormwater system analysis and design

AWARDS MARC 2016 Sustainable Success Stories Award

OWNER INFORMATION

Mario Vasquez, AICP
Project Manager
Public Works Department
816-513-6984
mario.vasquez@kcmo.org



The design addresses multiple modes of transportation in the hopes of creating a street that is equally accessible to pedestrians, cars, cyclists, and buses.

el dorado was selected by the City of Kansas City, Missouri to lead a design team responsible for planning six blocks of 20th Street, an important residential, commercial, and artistic corridor in the Crossroads Neighborhood. The design addresses multiple modes of transportation in the hopes of creating a street that is equally accessible to pedestrians, cars, cyclists, and buses. Public green space, street trees and

plantings, and safe and efficient parking improve the street for residents, visitors, and businesses in the neighborhood. The streetscape design focuses on the five primary goals of the Greater Downtown Area Plan: create a walkable downtown; double the population downtown; increase employment downtown; retain and promote safe, authentic neighborhoods; and promote sustainability.



DISCOVERY WALK

FIRM Coen+Partners

LOCATION Rochester, MN

COMPLETION DATE march 2018

CONSTRUCTION COST withheld

SIZE 3.1 acres

SERVICES PROVIDED bicycle and pedestrian analysis, community engagement, fundraising/advocacy, stormwater system analysis and design



Discovery Walk will reinforce Rochester's growing identity as a city for health, wellness, and innovation.

The future four-block segment of Second Ave SW in Rochester, has been named Discovery Walk. The redesign of this corridor, which extends south from the center of downtown Rochester, through Discovery Square and down to Soldier's Field has been an initiative of the DMC. The street also connects to Rochester's City Loop, a dedicated bike and pedestrian only path system. Discovery Walk is a reimagined public street transformed into a green parkway in the middle of downtown that prioritizes the pedestrian experience while also maintaining flexibility for vehicular access,

civic events, and future development. This area will become the place for downtown denizens to bring their lunches or laptops outside or to meet for a coffee, a place where families bring children to summer fountains and winter swing sets, or a place where residents walk their dogs and run into neighbors. The street can also be transformed for events or used daily as a slow-paced travel lane shared with bikes.



8TH STREET MARKET AND ARTS DISTRICT

MASTER PLAN

FIRM H3 Studio

LOCATION Bentonville, AR

COMPLETION DATE 2018

COST \$190,000

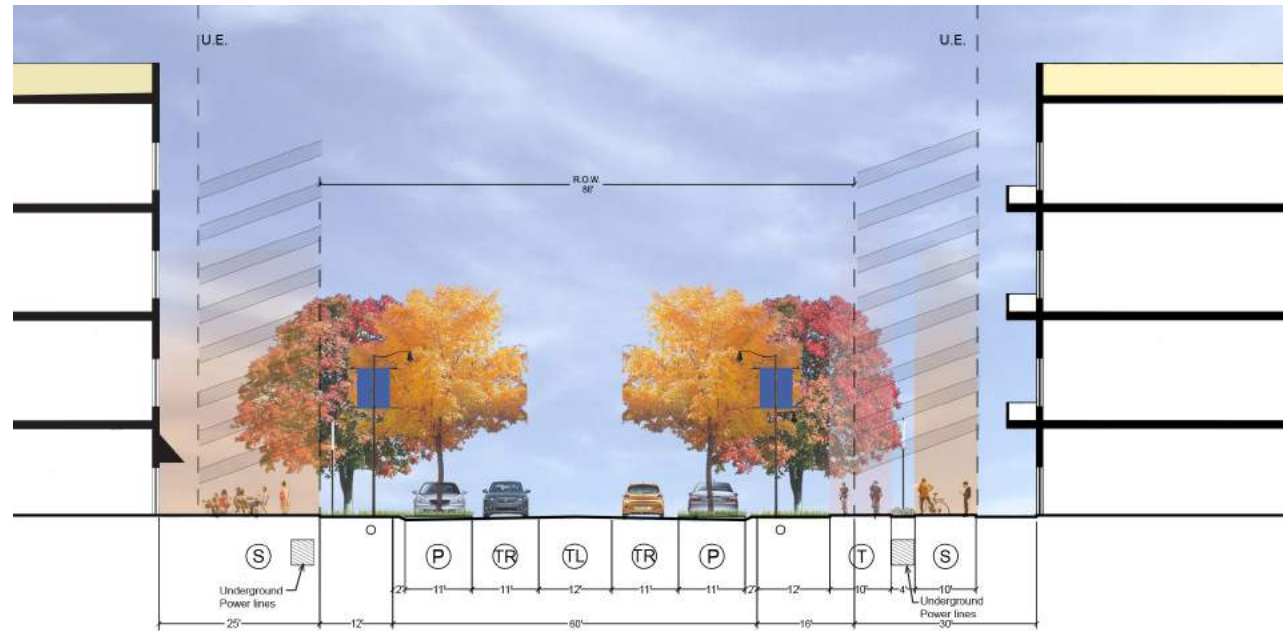
REFERENCE

Chad George | Director of Business Operations

Organization: Downtown Bentonville Inc.

Address: 410 SW A Street Suite 2;
Bentonville, AR 72712

chad@downtownbentonville.org



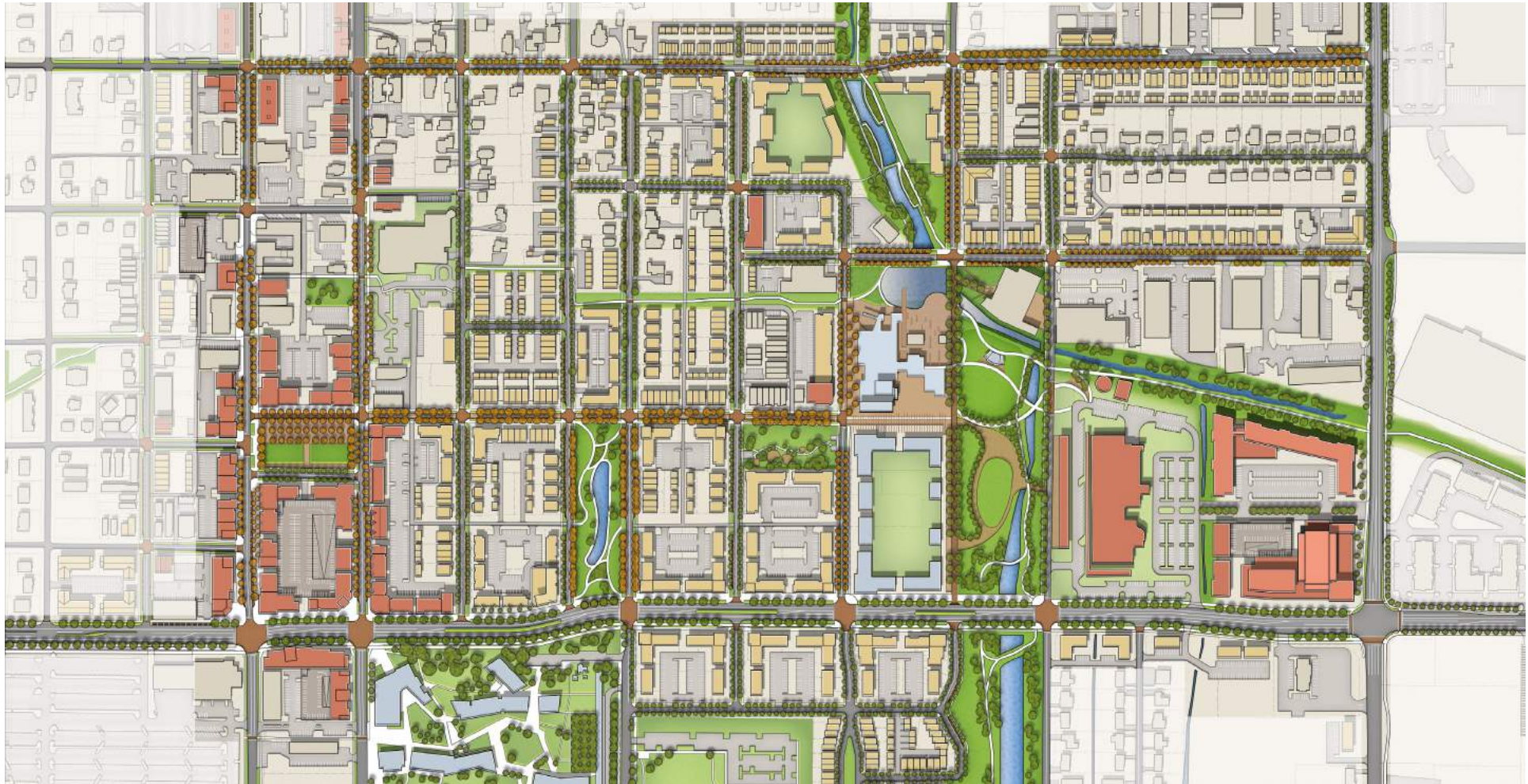
An actionable plan to support a thriving regional arts and culture scene emerging in Northwest Arkansas.

H3 Studio recently completed a District Plan for Downtown Bentonville's emerging arts and market district, in an area that has recently been experiencing significant investment. Northwest Arkansas as a region, has a significant cultural scene that has been growing. Bentonville is playing a major role in this regional arts and culture scene through its Museum offerings, the Bentonville Film Festival, and its world-class culinary scene.

The Market & Arts District Master Plan works to synergize a number of projects recently completed, or currently in development, including the 8th Street

Market, Brightwater Culinary School, Thaden School, The Momentary and the 8th Street Improvement Project. The plan included a significant cultural arts programming and economic development component—with a focus on urban housing and retail opportunities in the downtown.

The plan's development strategy was composed of three key experience nodes (focus areas) and a framework of great streets and parks. Street design recommendations were established for the district with detailed options proposed for SE 8th Street as a longterm



recommendation for retrofitting this major Boulevard and entrance to Downtown. The project site is directly adjacent to the Wal-Mart Home Office and contains three major new cultural institutions. The Plan sets out land use and future development recommendations and infrastructure improvements for the district. Of particular relevance is the 8th Street Corridor, which is being widened from two lanes to five lanes with a Federal transportation

grant. The Plan sets our detailed recommendations to retrofit the road as a Complete Street utilizing ITE Context.

Sensitive Solutions. Furthermore, the Plan makes detailed development program recommendations to transform 8th Street into a vibrant urban multi-modal corridor with enhanced pedestrian scale street scape improvements. The District plan is centered around three

activity nodes interconnected through a network of complete streets, and an expanded parks and trail network. The Plan was completed on April 4, 2018.

**WELLSTON FIRST CHOICE
NEIGHBORHOOD
TRANSFORMATION PLAN**

FRIM H3 Studio

LOCATION Wellston, MO

COMPLETION DATE 2016

SERVICES Sustainability | Urbanism |
Architecture | Landscapes

AWARDS 2016 APA St. Louis,
Outstanding Plan Making Award
2016 APA Missouri, Outstanding Plan
Making Award

REFERENCE

Jim Holtzman | Director
Organization: St. Louis County Office of
Community Development
Address: 41 South Central 5th Floor;
Clayton, MO 63105
JHoltzman2@stlouisco.com
(314) 615-4414



An actionable plan to support a thriving regional arts and culture scene emerging in Northwest Arkansas.

In December of 2013, St. Louis County, Rise, and H3 Studio were awarded a Choice Neighborhoods Planning Grant for the inner-ring suburb of Wellston, Missouri. Wellston was one of nine communities from across the nation to receive funding from the \$4M FY2013 HUD grants, and the first grant awarded to the St. Louis region. The Choice Neighborhoods program supports locally driven strategies to address struggling neighborhoods with distressed public or HUD-assisted housing through a comprehensive approach to neighborhood transformation. Local leaders, residents, and stakeholders, such as public housing authorities, cities, schools, police, business owners, non-

profits, and private developers, come together to create and implement a plan that transforms distressed HUD housing and addresses the challenges in the surrounding neighborhood.

Developed through an intensive, 24-month community engagement process, the Wellston First Plan encompasses a detailed urban design and housing development plan, supported by 10 Community Objectives to improve outcomes for Wellston residents. The goal of this Plan was to effectively access the knowledge and expertise of community residents, both those in public housing and those not, to develop a community-



supported vision for the future of Wellston and identify relevant and implementable actions to positively transform the Wellston community into a Neighborhood of Choice. Input and feedback from all citizens was used as the primary decision-making tool throughout this process. As work issues and solutions were identified and work products developed, they were presented to the community-at-large for feedback and approval. This methodology ensured that all residents were able to

actively see their input affecting the outcomes of the plan and was critical in establishing broad-based consensus and community ownership of this vision—something that the Wellston community has not experienced in this past. The final plan included focus area plans for key development nodes as well as detailed streetscape and roadway improvements to spur commercial corridor investment and create a coherent identity for the community.-

WILLIAMS STREET DOWNTOWN CORRIDOR PLAN

FIRM H3 Studio

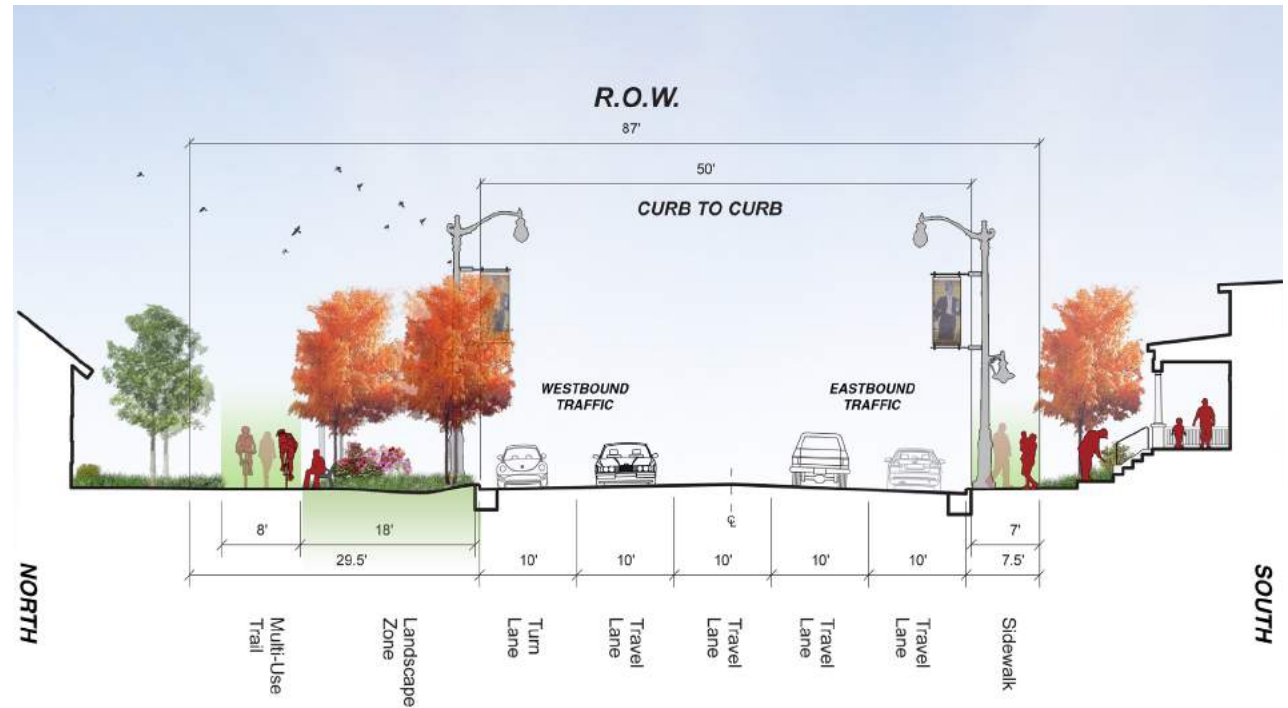
LOCATION Cape Girardeau, MO

COMPLETION DATE 2014

SERVICES Urbanism

REFERENCE

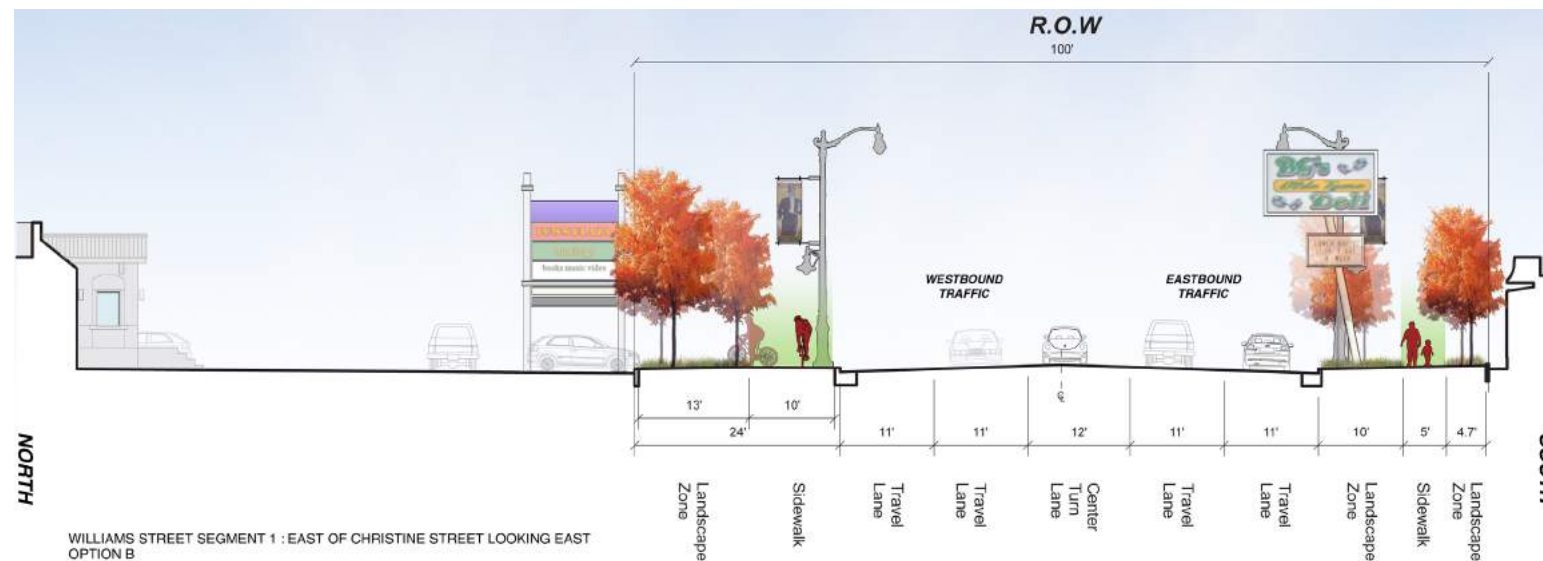
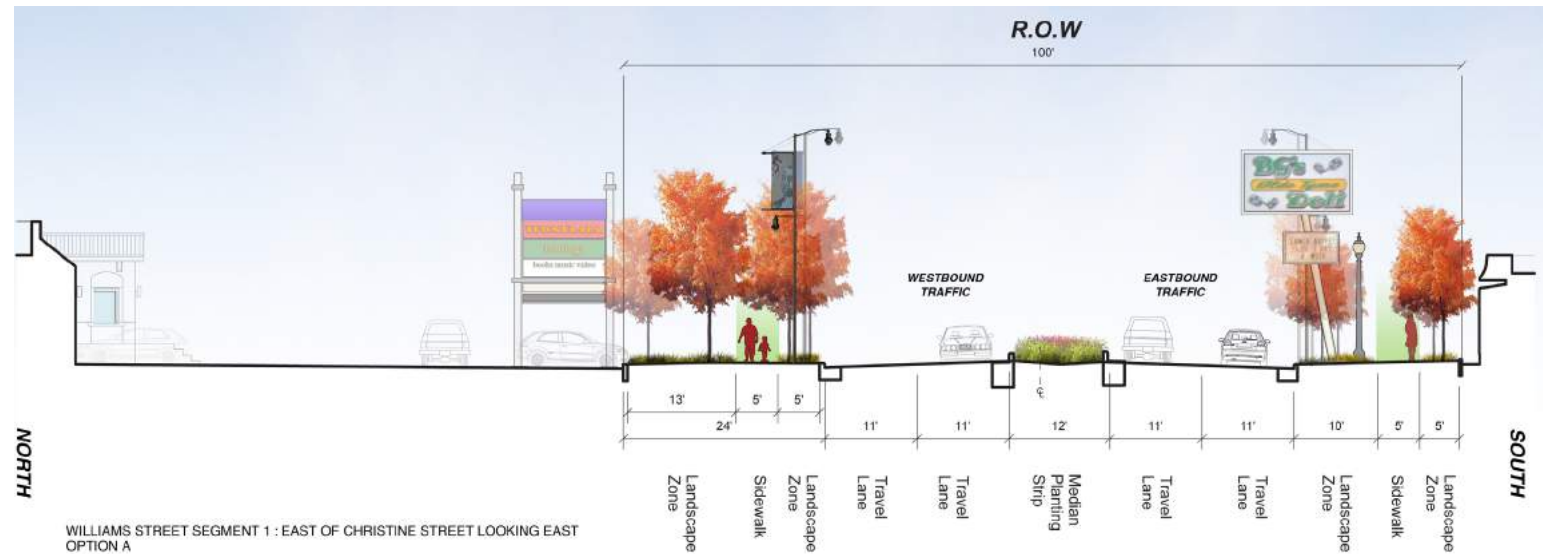
Casey Brunke | City Engineer
Organization: The City of Cape Girardeau
Address: City Hall 2nd Floor 401
Independence; Cape Girardeau, MO
63103
Email: engineering@cityofcape.org
Phone: (314) 339-6327



A complete street that links a historic river city town center with its rapidly developing urban fabric.

H3 Studio worked on a complete streets plan which establishes a vision for public space, transportation, and green space for a two (2) mile length of Williams Street in Cape Girardeau. Cape Girardeau is a historic river city located 100 miles south of St. Louis on the bank of the Mississippi River. The eastern side of the city, towards the river, is Cape Girardeau's historic core, with a walkable street grid, well tended, historic homes and civic buildings, and several well utilized commercial areas. To the west, towards Interstate 55, the pattern of development is marked by large scale commercial buildings and automobile-oriented land use.

The Williams Street corridor links these two very different areas of the city in addition to the River Campus of Southeastern Missouri State University. Transforming Williams Street into a complete street will make it more walkable with improvements to sidewalks, lighting, and street furniture; which will result in a more safe and vibrant pedestrian experience. New bicycle infrastructure will connect the communities to the varied-scale commercial areas, parks, and civic attractions of the city while reducing the need for automobile ownership in the surrounding communities.



The project seeks to develop a plan to enhance the aesthetic and physical environment of the corridor so as to strengthen its economic viability, as well as create a safer and more hospitable environment for pedestrians

and motorists. The project consists of creating and submitting a conceptual design proposal that once funded can be used to create construction drawings and documents. The unified vision and transformation plan was approximately

a nine month process, and engaged community residents and business owners at a one-to-one level to ensure development of a consensus plan.

UPPER HARBOR TERMINAL

FIRM el dorado inc

LOCATION Minneapolis, Minnesota

COMPLETION DATE 2017 (feasibility study)

SIZE 153 acres

SERVICES PROVIDED Master planning, architecture, urban design

CONTACT INFORMATION

Brandon Champeau
United Properties
3600 American Blvd W - #750
Minneapolis, MN 55431



An ambitious redevelopment plan designed to reconnect an impoverished community with its waterfront

This project is the redevelopment of a 100+ acre former industrial plant along the Mississippi River approximately four miles north of downtown Minneapolis. The site, once a thriving source of job creation and economic vitality, now sits wholly abandoned, and poses an environmental threat to the river and the surrounding neighborhood.

el dorado and Coen+Partners have developed a plan that infuses forward-thinking transit strategies into a mixed use development to sustain and modernize the former industrial site.

Innovative approaches to corridor design strengthen connections to an existing local workforce while offering sustainable and performative environmental strategies to assist in remediating the brownfield conditions found throughout the site.

The project will ultimately evolve as a public-private partnership with the City of Minneapolis, introducing an extensive riverfront park, multi-modal transportation systems and new models for dense, mixed income housing.



EAST NINTH STREETSCAPE

FIRM el dorado inc

LOCATION Lawrence, KS

COMPLETION DATE ongoing

COST \$3.5 million

SIZE 7 square blocks

SERVICES PROVIDED previous plans assessment, urban design, team management, bike/pedestrian analysis, community engagement, artist consultation and coordination

AWARDS 2016 AIA Kansas Design Awards, Merit

OWNER INFORMATION

Porter Arneil, Director of Arts and Culture
City of Lawrence
parneill@lawrenceks.org

The Lawrence Arts Center received a prestigious ArtPlace grant award for the infusion of art into a streetscape project along east 9th Street, from Delaware to Massachusetts, which will make the corridor more walkable and bicycle-friendly. el dorado was chosen to lead an urban design team for the project. Located in the city's Cultural District, the seven block area is an important connection between historic Downtown



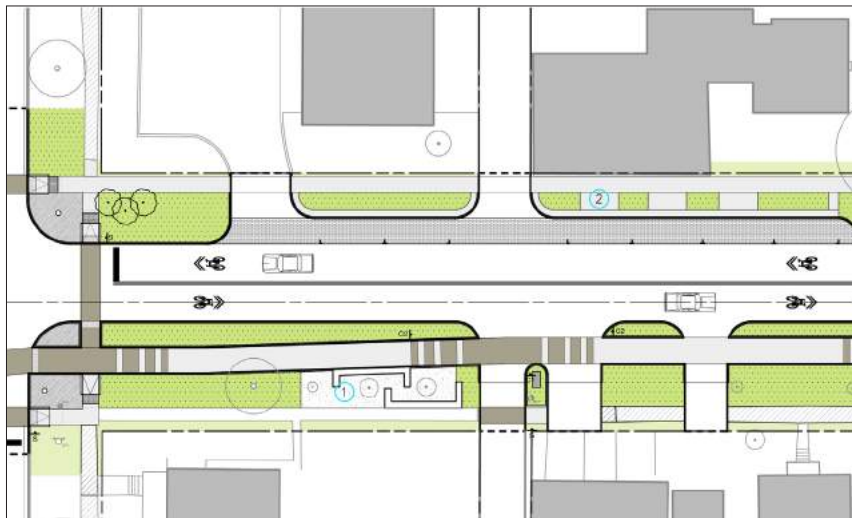
"This project is a great example of our discipline's growing awareness that it is our duty to engage and listen to the community. Efforts such as this gain public trust and earn a willingness to let designers do what we're good at – envisioning vibrant, forward looking solutions to difficult problems."

—2016 AIA Kansas Design Awards jury

Lawrence, the historic east Lawrence neighborhood, and the Warehouse Arts District. With a high concentration of artistic, cultural, historic and natural amenities, the design team is focusing on celebrating these aspects of Lawrence and bringing them to the forefront of the community.

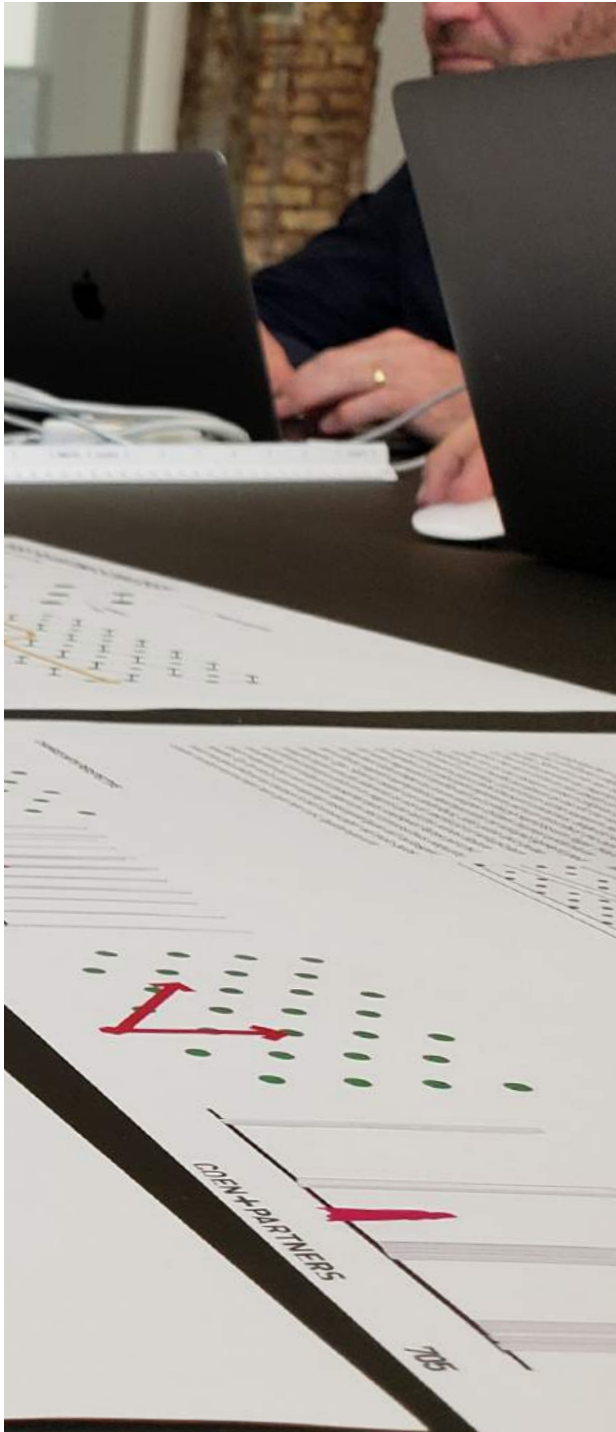
At the core of the East Ninth project approach is an innovative urban

planning model that, through thoughtful public engagement, embeds artists into the planning process of the street itself, allowing art practices to proactively shape the way our cities and neighborhoods look, feel and function.



DESERT CYCLING CORRIDOR CHARETTE
H3 | el dorado inc | Coen Partners





REFERENCES

Jeff Martin

City Engineer - Capital Projects
Public Works
City of Kansas City, MO
816.513.2585
jeff.martin@kcmo.org

John Hornbeck

Project Manager
20|20|20 Movement
913.669.1174
JohnH@202020Movement.com

Eric Rogers

Executive Director
BikeWalk KC
816-205-7056 x4
eric.rogers@bikewalkkc.org

David Johnson

Board Member and Infrastructure Committee Chair
Crossroads Community Association
816.305.5817
davekcmo@gmail.com

Wesley McKain

Program Supervisor
Healthy Communities Wyandotte
913.573.8833
wmckain@wycokck.org

ATTACHMENT E-B

EL DORADO INC

Attachment E-b

Project No. _____
Contract No. _____

07-19-80-R12 (MPO)
Sheet 1 of 1

REQUIRED CONTRACT PROVISION
DBE CONTRACT GOAL

The DBE Goal to be subcontracted to KDOT-Certified DBE firms on this contract is 15 %.

el dorado inc is **exempt** from the
List all KDOT-Certified DBE subcontractors to be utilized for each line item(s) of work from the Unit Prices List and the percentage of the work proposed to be subcontracted to the DBE. The DBE subcontractor must be currently certified in Kansas in order to perform work as a DBE on the contract.

IDENTIFICATION OF DBE PARTICIPATION

Name of KDOT-Certified DBE Subcontractor	Type of Work	Percentage of work
SHOCKEY CONSULTING	COMMUNITY OUTREACH	% 10
McQuerry ENGINEERS	TRAFFIC ENGINEERING	% 5
		%
		%
		%
		%

Total KDOT-Certified DBE % 15 %

EL DORADO
510 AVENIDA CESAR E. CANIZAS
KANSAS CITY, MO 64108

(Prime Bidding Consultant Name and Address)

If the Percentage of Work is zero, please attach the Prime Bidding Consultant's Good Faith Effort documentation.

A list of KDOT-Certified DBEs can be found in the Directory of Disadvantaged Business Enterprises at KDOT's website: <http://kdotapp.ksdot.org/dbcontractorlist/>



MATTIE RHODES GROUND BREAKING CEREMONY
Kansas City, MO
el dorado inc



48th Street / Skyline Drive & Roe Boulevard Intersection & Johnson Drive Corridor Plans

City of Roeland Park, Kansas

Planning Sustainable Places Program

Mid-America Regional Council | November 30, 2018

vireo

landscape architecture | planning | design

Inspiration *through*
Collaboration

November 30, 2018

Beth Dawson
Mid-America Regional Council
600 Broadway, Suite 200
Kansas City, MO 64105

RE: 48th St/Skyline Dr & Roe Blvd Intersection & Johnson Dr Corridor Plans

Dear Ms. Dawson,

I am pleased to submit our proposal for the **48th Street / Skyline Drive & Roe Boulevard Intersection & Johnson Drive Corridor Plans**. Over the past year, we have established a strong working relationship with the Roeland Park City staff through ongoing work with them. Our staff is excited and ready to help you and the City take the next step with not only envisioning this growth potential but developing the drawings that lend themselves to the next step for implementation.

Vireo is a certified Women's Business Enterprise (WBE) and our work focuses on planning, landscape architecture, and design. We are partnering with **R^3C Design Group** for traffic engineering services and **McClure** for civil engineering services, as we envision an improved corridor with the community for pedestrians, bicyclists, and drivers. Our Team is ready to think outside the box with our community engagement strategies and work closely with your staff and the community. We will provide a series of creative solutions and tools that allow your organization and community to take ownership and push forward with over time.

Our team has a great deal of expertise in the creation of safe urban environments that blend vehicular and non-motorized travel, and we are excited by this opportunity to work with the City and the Mid-America Regional Council. Our combined portfolio working in Kansas City on similar projects allows us to provide design and engineering services that reflect local character, needs, and desires of the places we know and the communities with whom we hope to collaborate.

Our team is composed of not only site designers, planners, and engineers, but we are activists, leaders, and multi-modal transit users in our local Kansas City neighborhoods. We hope to infuse our skills and firsthand knowledge of transportation design and local character into any project assigned to us.

We look forward to leveraging our landscape architecture, engineering, planning, and public involvement expertise to assist you with your work. If you have any questions, please don't hesitate to contact me. I look forward to hearing from you.

Sincerely,



Craig Rhodes, PLA
Principal | Landscape Architect
816.777.3007 craig@bevireo.com

vireo

www.bevireo.com

Kansas City
929 Walnut St.
Suite 700
Kansas City, MO 64106
816.756.5690

Omaha
1111 N. 13th St.
Suite 116
Omaha, NE 68102
402.553.5485





CONTENTS

Understanding & Approach	1
Project Understanding	1
Project Approach	2
Public Engagement Strategy	2
Qualifications & Experience	7
Firm Narratives	8
Resumes	11
Relevant Work	15
Attachments	21
Vireo & R^3C Affirmative Action Checklist (B)	22
McClure Affirmative Action Checklist	23
Vireo Certification Regarding Debarment (C)	28
Vireo Certification Regarding Lobbying (D)	29
Vireo DBE Goal (E)	30
Vireo DBE Certificate	31





Understanding & APPROACH

PROJECT UNDERSTANDING

Through this Planning Sustainable Places project, the City of Roeland Park plans to re-envision a more sustainable corridor and development plan for two key areas along Roe Boulevard: to the north, where it crosses 48th Street / Skyline Drive and to the south, where it crosses Johnson Drive (including Johnson Drive between Roeland Drive and Roe Boulevard). Improvement concepts will include opportunities for sustainable redevelopment adjacent to these intersections and along the north side of Johnson Drive. They will also complement other ongoing or recent community planning efforts. The 48th Street/Skyline Drive and Roe Boulevard Intersection and Johnson Drive Corridor Plans will be developed in coordination with City staff and the Mid-America Regional Council (MARC). The planning process will engage residents, property owners, business owners, and other local stakeholders.

Vireo can offer a streamlined approach to this project, as we are well underway in designing gateway features around these nodes and have recently developed several corridor improvements along Roe Boulevard. Our Team hopes to continue this success with a streamlined approach to the project.

We Recommend a Planning Process That Provides:

- **Multi-pronged and creative approaches** to engage the planning area's diverse population of Spanish and English speakers, business owners, homeowners, renters, advocacy groups, schools, neighborhood associations, and many others in a meaningful way.
- **Realistic future land use recommendations** for the planning area, including but not limited to, residential development of varying densities, complementary commercial uses, parks/open spaces, a mix of uses in targeted locations, and more.
- **Transportation improvement concepts** that support existing land use, plans for future development, and options for bicyclists, pedestrians, and transit riders as well as motorists.
- **Schematic design and location for a future mobility hub** within the planning area at 48th Street and Roe Boulevard.
- **Integration of stormwater best management practices** (BMPs) into improvement locations where appropriate.
- **Planning level opinions of probable costs and suggested funding sources** for recommended improvement projects.
- **Critical paths for plan implementation.**



PROJECT APPROACH

Building from the information our Team learned while developing the Roe Boulevard Visioning and Design Project, Roeland Park Logo and Motto Design, Independence Avenue Pedestrian Safety Improvement Study, 75th/Wornall Streetscape Project, Roeland Park On-Call Engineering Services, and other land use and multimodal transportation planning documents, our approach centers on listening carefully to the many voices in and around the project area before we begin to identify issues and solutions.

We are experts at multi-cultural outreach, engaging as many people as possible—from long-term residents to students; from civic and faith leaders to business leaders/development interests; from agency staff to elected/appointed officials; and English to non-English speakers. All have the opportunity to participate and be heard during our active civic/community engagement processes. Vireo listens first, then brings these many voices together in a consensus-based vision and engagement strategy for the community.

As a result, we can provide the City, and MARC with a scope of services that will:

- Capitalize on unique assets
- Respect community realities
- Provide a clear implementation roadmap
- Leverage the latest technologies
- Incorporate local values
- Apply state-of-the-art analytics
- Link engagement to catalytic projects
- Develop visualizations and graphic communication
- Ensure inclusive civic/community engagement

Our approach to the project is described in the following four steps: **Listen, Explore, Define, and Approve.**

Public Engagement Strategy

Vireo's public engagement has evolved to a 360-degree approach. This means we use a fully-integrated process that invites and utilizes community involvement from the very beginning to implementation phases. We use a wide range of tools to solicit feedback on recommendations and conduct interactive discussions with community members through the following group meetings:

- Project Advisory Committee Meetings
- Technical Advisory Committee Meetings
- Public Visioning Meetings

This is further described on the following pages.





I STEP I - LISTEN

(February – July 2019)

Our first step will focus on community engagement, which will continue throughout the project. In coordination with the Project's Advisory Committee as described below, The Vireo's team will develop a community engagement plan that identifies:

- Engagement goals
- Targeted stakeholder groups (elected officials, neighborhood groups, advocates, economic development contacts, and others)
- Key stakeholder issues
- Engagement strategies and methods
- Metrics for measuring success
- A project schedule

Project Advisory Committee (PAC)

The **PAC** will consist of a diverse group and should include local representatives from:

- City of Roeland Park Staff
- City Council and Planning Commission
- Business owners, property owners
- Representatives from surrounding neighborhoods (Roe Manor Heights, Roseland Court, Roe Village, Roe Highlands, Neighborville, Mission Grove, Elledge, and Clarkhurst)

The PAC will meet four times during the project:

- **1st Meeting:** Kick off the project and focus on the plan for community engagement.
- **2nd Meeting:** Brainstorming session that helps set the framework for vision concepts.
- **3rd Meeting:** Focus on initial visioning concepts.
- **4th Meeting:** Focus on the refined vision and implementation.

The purpose of each meeting will be to understand the group's desired direction for the project in light of existing conditions, current opportunities, best practices, community feedback, and other factors. The agenda for each meeting will include: project overview, status, findings, potential improvements, and other items. Interactive public visioning meetings (described in Steps 2-4) will be scheduled to follow each PAC meeting.

Technical Advisory Committee (TAC)

The **TAC** will support the PAC throughout the project and consist of representatives from:

- City Planning Department
- Police Department
- Fire Department
- Public Works Department
- MARC
- Kansas City Area Transportation Authority (KCATA)

Our Team will coordinate with the TAC throughout the project via email, in-person meetings, in-house brainstorming sessions, and teleconferences.





2 STEP 2 - EXPLORE (February – March 2019)

Building from previous planning efforts and recent work developing the new City logo and motto plus the Roe Boulevard Visioning and Design Project, our second step will focus on a reviewing and confirming existing conditions and listening to the community.

Community Snapshot

The Vireo Team will create a community snapshot based on information from local policy documents, demographic trends, ESRI marketplace data, and other readily available information. The snapshot will outline data findings and their implications. As we develop it, our Team will apply new planning and design thinking to the identified improvement sites. We will present the draft snapshot to community members and combine it with our professional experience to begin framing a vision for initial concepts. We will document the findings in a memorandum (Findings Memo) and include photos from a strategic field inventory of the planning area.

Public Visioning Meeting No. 1

Next, the Vireo Team will facilitate Public Visioning Meeting No. 1. The meeting will occur in coordination with the PAC meetings. It will provide an opportunity for small and large group conversations, along with interactive visioning and concept development. Our Team will reference information from the Findings Memo as a discussion tool to kick off each meeting.

The Vireo Team will develop discussion questions and activities related to:

- Issues, concerns, and impacts
- Future land development opportunities, challenges, and indicators
- Multimodal transportation options
- Streetscape concepts that apply the newly developed City brand
- Partnerships and coordination

Our Team will develop presentation materials, provide staffing, and summarize the meeting. We will use SketchUp models, MARC's Envision Tomorrow software, infographics, and other illustrative approaches to communicate improvement ideas related to multimodal transportation, land development, urban design, and stormwater BMPs to stakeholders and the public. We will coordinate with the PAC to identify meeting venues. Additionally, our Team will seek PAC advice on giveaways to stimulate participation.

To spread the word about the public visioning meeting and reach the City's multilingual community, we will provide a series of English/Spanish meeting notices. We will work with the PAC and TAC to distribute them to media contacts, neighborhoods, and stakeholders. We also provide an interpreter at the meeting.

The following communication strategies may be used:

- Postcards
- Press releases
- Social media
- Email marketing
- Community Survey

The Vireo Team will develop and deploy a community survey for the project in coordination with Public Visioning Meeting No. 1. The survey will focus on initial visioning concepts, gathering feedback on multimodal transportation, land development, and urban design/stormwater management elements. We will use Vireo's multilingual survey application, Digicate®, or Survey Monkey as the community survey platform.

We will provide the PAC and TAC with a digital link to the survey and PDFs for printing and encourage them to distribute the materials to their contacts. Our Team will also use a combination of social media, door-to-door canvassing, and/or direct mail approaches to gather survey responses. We recommend the City and MARC post the survey on their websites and/or newly created project pages, along with other project materials the Team provides them.

Below: Our team created a 3D SketchUp model for the 20th Street Streetscape project in Kansas City, MO. This was created during the design phase to facilitate decision-making.





3 STEP 3 - DEFINE (April – May 2019)

Leveraging outcomes of the previous step, our Team will develop the preferred conceptual vision for the planning area as part of Step 3 in the planning process.

Refined Vision Using Virtual or Augmented Reality

We will use a combination of video, interactive print/augmented reality, and/or virtual reality to illustrate the refined vision for the project. We will develop it by working closely with the TAC and referencing the Community Snapshot, feedback from PAC meetings and public visioning meetings, and other information. It will address issues of land development, multimodal transportation, sustainability, and more.

Public Visioning Meeting No. 2

Vireo Team will coordinate, staff, and summarize Public Visioning Meeting No. 2 to gather feedback on the refined vision. Depending on the outcomes of the planning and engagement process, our Team and the TAC will explore opportunities to not only communicate the preferred conceptual vision digitally, but also express it via a tactical urbanism demonstration project made available at the second public visioning meeting. If so, our Team will record data during the demonstration and include it with the meeting summary.

Recognizing that meeting attendance often declines after the initial round of engagement, we may offer giveaways and refreshments to boost attendance. As with other meetings, our Team will provide bilingual meeting notice and continue coordinating with the project's PAC and TAC to distribute notices about the refined vision to neighborhood members and other stakeholders using the proven communication strategies described in Step 2.



Above: Vireo has established a successful approach to getting the word out to communities about local projects. We can develop a project brand with graphic post cards, posters, flyers, and email/social media marketing materials to get stakeholders interested and excited about upcoming project events. Our goal is to boost attendance to public and stakeholder meetings, create a variety of opportunities to gather feedback, and stimulate neighborhood discussions that lead to decisions and positive outcomes.

Left: Our team is excited to explore virtual reality or augmented reality to communicate design concepts if desired.



4 STEP 4 - APPROVE

(June – July 2019)

Building on the results of Step 3, we will develop an initial and final draft of the 48th Street/Skyline Drive and Roe Boulevard Intersection and Johnson Drive Corridor Plans.

The plan will recommend a refined vision that includes:

- Data findings, analysis, design expertise, and community input
- A description of the interrelationship and impact of land use, transportation, and environmental sustainability at 48th Street and Roe Boulevard and the Johnson Drive corridor
- Specific multimodal transportation enhancements
- Land use alternative plans that support multimodal transportation described in the vision
- Additional enhancement ideas for integrating nodal improvements with the vision, established through the Roe Boulevard Visioning and Design Project
- Reasonable action steps that the City and property owners (public and private) can take to implement the vision, further promote multimodal transportation options, and encourage continued redevelopment
- Opinion of probable costs
- Recommendations for potential funding sources

Vireo will provide the draft and final planning document to the City and MARC as two PDF files: one sized for web viewing; another for high-quality printing.

Public Visioning Meeting No. 3

In order to present and gather feedback on the draft plan recommendations, the Vireo Team will coordinate, staff, and summarize Public Visioning Meeting No. 3. As with other meetings, our Team will provide bilingual meeting notice and continue coordinating with the project's PAC and TAC to distribute notices about the refined vision to neighborhood members and other stakeholders using the proven communication strategies described in Step 2. Giveaways and refreshments may be used to boost attendance.

Planning Commission Presentation

The Vireo Team will present the draft plans to the Roeland Park Planning Commission one time.

City Council Presentation

The Vireo Team will present the final 48th Street/Skyline Drive and Roe Boulevard Intersection and Johnson Drive Corridor Plans to Roeland Park City Council one time.





Qualifications & EXPERIENCE

Vireo employs a variety of planning and design professionals in Landscape Architecture, Community Planning, and Natural Resource Planning. We specialize in identifying and utilizing the overlap in our service lines throughout all of our projects. Additionally, we select the most appropriate subconsulting partners in the fields of planning, traffic analysis, and engineering as appropriate for each individual project.

R^3C has extensive experience in projects of a similar nature to this one to ensure prompt delivery of this project.

McClure has extensive experience in engineering and development projects in Roeland Park and metro-wide. We know them to be a qualified and reliable partner in this project.

APPROXIMATE DATE OF PROJECT AVAILABILITY

Our team is willing and ready to start as soon as you are.

OUR TEAM'S PERCENTAGE OF TIME COMMITMENT

Below each team's overall percentage commitment is a percentage of availability for each individual based on their current and expected workload.

Vireo - 60% (overall project)

20% Craig Rhoades, PLA
Owner, Principal, Landscape Architect

40% Triveece Penelton, AICP
Project Manager, Planner, Public Involvement Innovator

20% Lindsay French
Graphic Design, Branding, Communications

20% Sean Wylie
Designer, Urban Design

R^3C - 20% (overall project)

30% Shashi Gannavaram, PE, AICP, PTOE, PTP
Traffic Engineer, President

McClure - 20% (overall project)

30% Paul Parks, PE
Civil Engineer

REFERENCES

Wes Minder, P.E.

Innovation Engineer, Office of the City Manager
City of Kansas City, Missouri
816.513.6977, Wes.Minder@kcmo.org

Darryl Fields

Senior Transportation Planner
Mid-America Regional Council
816.701.8253, dfields@marc.org

Mario Vasquez, AICP

Senior Project Manager, Public Works Department
City of Kansas City, Missouri
816-513-6984, Mario.Vasquez@kcmo.org

Keith Moody

City Administrator
City of Roeland Park, Kansas
913.722.2600, kmoody@roelandpark.org



Vireo

Planning | Landscape Architecture | Public Engagement

Vireo is a 20-person landscape architecture, community planning and environmental planning firm that has focused on ecologically-based planning and design for over 20 years. Vireo is located in downtown Kansas City, Missouri as well as Omaha, Nebraska.

We are able to make a real impact, bringing life to public spaces and contributing to both the livability and economic success of our cities. Whether it's large-scale planning for the future or starting with small-scale improvements, we listen to the people who care about the places in their lives. We create ways to make those places more vibrant, welcoming, inclusive and a reflection of the people who live and work there.

With firm experience that ranges from policy development and master planning, through site analysis, design, construction, and implementation, Vireo knows how to integrate policy, design, and development at all levels. Our clients include regional planning councils, counties, cities, institutions, and private developers. We are in a unique position to help each of our clients because of our previous and ongoing work and our passion for community planning. Vireo uses a participatory process to generate solutions that increase our connections to nature while allowing us to live healthier lives.

Vireo, LLC is a Women's Business Enterprise. Our staff includes landscape architects, community planners, natural resource planners, community engagement specialists, architects, ecologists and graphic designers. By combining our talents, we can provide our clients with the ability to reach out to people, to plan for the future and to create sustainable solutions that beautify, engage and grow the community in all respects.

www.beVireo.com

Kansas City

929 Walnut St.
Suite 700
Kansas City, MO 64106
816.756.5690

Omaha

1111 N. 13th St.
Suite 116
Omaha, NE 68102
402.553.5485



R^3C DESIGN GROUP

Traffic Engineering, Transportation Planning

Born from a passion to provide comprehensive customer service, R^3C (R-cubed C) continues to prove itself by being Responsive to the needs of our customers, Responsible in developing a worthwhile design and making the Right decisions regardless of personal benefit. This translates to being Client-focused, the fourth element in our name. We believe that as we provide assistance to you, we also share in the celebration of you, your efforts, and your accomplishments in bettering our communities.

With our hearts, we deliver exceptional, high-quality services in traffic engineering and transportation planning. Our approach is to 'Keep it Simple' and 'Measure Twice and Cut Once'. This ensures cost-effective and well-tested solutions that will reduce future nuisances. We believe in taking a holistic approach to problem solving that emphasizes both the importance of the whole and the interdependence of its parts.

R^3C Design Group have worked on a range of projects for a wide client base including Departments of Transportation, municipalities, and private developers. Our emphasis is to be focused on your unique needs. To deliver this, we choose to be Responsive, Responsible and Right. We have worked on projects that include:

- **Context Sensitive Design Solutions**
- **Freeway planning**
- **Transportation demand modeling**
- **Facility improvements**
- **Access management**
- **Corridor planning**
- **Network planning**
- **Traffic impact analysis**
- **Traffic calming**
- **Traffic engineering as pavement marking and signing improvements**
- **Fiber optic design**
- **Dynamic message sign design**
- **Signal design, including interconnection**
- **Street lighting**

**Shashi Gannavaram, P.E., PTOE, PTP, AICP
President**

233 SW Greenwich Drive, #127
Lee's Summit, MO 64082

Phone: 816 -739 7916

Email: shashi@r3c.us

R^3C Design Group, LLC:

Incorporated: August 21, 2007

11years

State of Missouri

Officer:

Shashi Kumar Gannavaram

Current structure since inception

Number of employees:

One (1) – sole ownership





WHO WE ARE + WHAT WE DO

McClure provides engineering, planning, design, funding, and financial analysis to communities across the county. With a vision of making lives better, McClure's mission is to build relationships to help our clients be successful. We have been making lives better since 1956 through transportation infrastructure, aviation infrastructure, structural services, land development, water environment, survey, construction observation, placemaking, and creative services. We strive to build a lifelong relationship with our clients. Currently, McClure employs 240 employees with offices throughout Iowa, Kansas, Missouri, Texas, and Oklahoma.

What differentiates McClure is our ability to provide comprehensive services while focusing on the personal, hands-on service our clients have come to expect. Each team member embraces our core values — integrity, professionalism, constant attention to detail, innovation, fun and fulfilling, hard work, and continuous self improvement — and is committed to providing outstanding delivery of quality services, personal communication, and innovative and cost-effective design.

TURN KEY SERVICES

Site Planning and Development

- Stormwater Analysis/Management
- Development Plan Review
- Landscape Architecture

Structural

- Vertical
- Horizontal (bridge/culvert)

Transportation

- Traffic Analysis
- Roadway Design
- Pavement Maintenance Evaluation and Management Plan
- Aviation

Water/Wastewater/Stormwater

- Infrastructure Design
- Funding Alternatives
- Utility Cost of Service and Rate Studies

TECHNOLOGY

- LiDAR
- SCADA
- Leica P40 Scanner
- DJI Phantom 4 Drone
- senseFly UAS products
- Geographic Information System (GIS)
- Remoting Sensing
- 3D Printing Technology
- Automation and Control Systems





vireo



Education

Bachelor of Landscape
Architecture | Kansas
State University | 1993

Registration

PLA - MO, KS

Experience

17 Years with Vireo
8 Years Prior

Craig Rhodes | PLA Landscape Architect | Principal In Charge

Craig's responsibility at Vireo is to ensure our clients are getting creative and sustainable solutions on-time, within budget, and in line with Vireo's high standards. Craig also excels at establishing and maintaining clear lines of communication with clients, multi-disciplinary teams and government agencies. His experience includes a wide variety of project types including parks, public spaces commercial development; stormwater BMPs; streetscapes; community and residential planning; sports and recreation complexes; and bicycle and pedestrian trail planning and design.

Relevant Experience

Roe Boulevard Design Services | Roeland Park, Kansas
Englewood Boulevard Complete Streets | Kansas City, Missouri
K-32 Tri-City Multimodal Redevelopment Plan | Tri-City Area, Wyandotte County
West Marlborough Streetscape BMP | Kansas City, Missouri
US-69 Sustainable Places Corridor Study | Pleasant Valley, Missouri
Highlander Development - Master Plans & Site Design | Omaha, Nebraska
87th Street & I-35 Bridge Interchange | Lenexa, Kansas
87th Street / Renner Blvd. Intersection (City Center) – Lenexa, Kansas
Johnson Drive Bridge Replacement | Merriam, Kansas
75th & Wornall Transit Plaza, Intersection, & Streetscape | Kansas City, Missouri
Searcy Creek Parkway | Kansas City, Missouri
Englewood Art District Circulation Plan & Road Diet | Independence, Missouri



Education

Master of Urban Planning
| University of Kansas |
2002

Bachelor of Architectural
Studies | University of
Kansas | 2000

Experience

13 Years with Vireo
4 Years Prior

Triveece Penelton | AICP Project Manager | Planner | Public Involvement Innovator

She has worked with community organizations and government agencies at the state, county, and local levels for years. The projects she manages blend planning with intensive public engagement, education, and information sharing. Her strengths lie in developing and executing the planning processes by which stakeholders are strategically brought together to discuss opportunities ahead of them through corridor, area, and comprehensive planning efforts.

Relevant Experience

Independence Avenue Pedestrian Safety Improvements | Kansas City, Missouri
Roe Boulevard Design Services | Roeland Park, Kansas
K-32 Tri-City Multimodal Redevelopment Plan | Tri-City Area, Wyandotte County
US-69 Sustainable Places Corridor Study | Pleasant Valley, Missouri
Parkville Livable Community Plan | Parkville, Missouri
Liberty Downtown Master Plan | Liberty, Missouri
Englewood Boulevard Complete Streets | Kansas City, Missouri
US-69 Pleasant Valley Road Sustainable Places Corridor Study | Pleasant Valley, Missouri
I-35 and Pleasant Valley Interchange Improvement Project | Pleasant Valley, Missouri
Englewood Arts District Circulation Plan | Independence, MO
Greening America's Capitals | Madison, WI
I35th Street Community Implementation Plan | Leawood, Kansas
107th Street and Blue Ridge Boulevard | Kansas City, Missouri
Wichita Transit Talks Community Outreach | Wichita, Kansas
KC Downtown Streetcar Phase I and Phase II (NextRail) | Kansas City, Missouri
Topeka Pedestrian Master Plan | Topeka, Kansas
Lawrence Multi-Modal Studies | Lawrence-Douglass County, Kansas



Lindsay French Graphic Designer | Communications



Lindsay French is a creative and talented graphic designer with extensive experience in multimedia, branding and print design, and visual communications. Lindsay's skill at translating verbal ideas into visual components that effectively communicate information and emotion, make her an integral part of the design process. She tailors products to meet clients' needs and creates memorable project brands and environmental graphics.

Education

BFA in Visual
Communication &
Graphic Design |
University of Kansas |
2006

Experience

11 Years with Vireo

Relevant Experience

Roeland Park Logo and Motto Design | Roeland Park, Kansas
Roe Boulevard Design Services | Roeland Park, Kansas
Independence Avenue Pedestrian Safety Improvements | Kansas City, Missouri
75th & Wornall Intersection & Streetscape | Kansas City, Missouri
75th & Metcalf Avenue Transit Improvements | Overland Park, Kansas
K-32 Tri-City Multimodal Redevelopment Plan | Tri-City Area, Wyandotte County
MARC Transit Oriented Development Impact Study | Kansas City, Missouri
Searcy Creek Greenway Master Plan | Kansas City, Missouri
Bike KC Plan Updates | Kansas City, Missouri
US-69 Sustainable Places Corridor Study | Pleasant Valley, Missouri



Ben Wagner | PLA Landscape Architect | Design Support



Ben is a talented landscape architect, GIS analyst, and design visualization specialist with a diverse skill set. His ability to think outside the box and push the boundaries of creative design thinking, coupled with a design sense grounded in the real-world aspects of project implementation have made him an integral player in some of Vireo's most complex and challenging projects. His ability to create effective base maps, generate relevant data and map the data in clear and usable ways has been extremely beneficial for regional urban planning, environmental studies, non-motorized transportation studies and trail alignments.

Education

Master of Landscape
Architecture | Kansas
State University | 2013

Registration

PLA-MO

Experience

5 Years with Vireo

Relevant Experience

Independence Avenue Pedestrian Safety Improvements | Kansas City, Missouri
Roe Boulevard Design Services | Roeland Park, Kansas
Highlander Development - Master Plans & Site Design | Omaha, Nebraska
K-32 Tri-City Multimodal Redevelopment Plan | Tri-City Area, Wyandotte County
US-69 Sustainable Places Corridor Study | Pleasant Valley, Missouri
Clearwater Pedestrian Transportation Plan | Clearwater, Kansas
Highway 92 Corridor Study | Platte City, Missouri
Greening America's Capitals | Madison, Wisconsin
75th & Metcalf Transit & Pedestrian Access | KC Metro Area
Liberty Trail Alignment | Liberty, Missouri



Education

Master of Civil
Engineering
University of Missouri

Affiliations

National Institute
of Transportation
Engineers (ITE)
Roundabout task force

Shashi Gannavaram | P.E., AICP, PTOE, PTP Traffic Engineer & Transportation Planner



Shashi is a traffic engineer/transportation planner with 20 years of experience in various capacities. With this very unique combination of planning and traffic engineering, Shashi is able to bring a multi-jurisdictional perspective to you. Shashi is passionate about delivering the right solutions that take a holistic approach to project, client and end-user needs.

Throughout his career, Shashi has

- Completed 70+ intersection signal designs, of which 20 were with MoDOT standards.
- Provided traffic engineering/transportation planning assistance or served as design project manager for six Traditional Neighborhood Design (TND) projects
- Completed numerous traffic impact studies around the Kansas City Metro area.
- Completed at least 40 major studies for various organizations around the country. These include safety improvements at interchanges on I-25 in Colorado Springs, Colorado; traffic sign studies in Russell, Kansas, and the Downtown Kansas City airport; Congestion Mitigation on I-70 in St. Louis, corridor studies in Salina, Kansas etc.
- Provided layout assistance to nine roundabouts and re-viewed three more.

Relevant Experience

Independence Avenue Pedestrian Safety Improvements | Kansas City, Missouri

75th & Wornall Transit Plaza | Kansas City, Missouri

75th & Wornall Intersection & Streetscape | Kansas City, Missouri

75th & Metcalf Avenue Transit Improvements | Overland Park, Kansas

Wornall Road Construction, 74th to 79th Street | Kansas City, Missouri

Englewood Art District Circulation Plan & Road Diet | Independence, Missouri

KCI Terminal A Pedestrian Flow | Kansas City, Missouri

MODOT Traffic Control Rehab of 44 Bridges | Missouri

Longview Boulevard Intersections, Signal, & Roundabouts Design | Lee's Summit, Missouri

Lucy Webb Road & Dean Ave. Roundabout | Raymore, Missouri

Wornall Road, Ward Parkway to 79th St. | Kansas City, Missouri



Paul Parks | PE Civil Engineer



As a senior project manager, Paul Parks has more than 30 years of experience in civil, transportation, infrastructure and site development projects with various consulting engineers in Oklahoma, Kansas and Missouri, as well as government and military projects throughout the United States. For the last 20 years, he has served in a supervisory capacity for planning, design, plan development and construction-phase services for projects throughout the Kansas City metropolitan area along with the Kansas and Missouri Departments of Transportation. His project work includes both public agencies and private clients, and range from highways, interchanges and streets to water, sewer and large site developments. Paul has worked extensively on low-impact, sustainable, LEED design projects, as well as, design-build, traditional design-bid-build, multi-phased and fast-track construction project types.

Relevant Experience

48th St. & Roe Boulevard Intersection | Roeland Park, Kansas

151st & Marty Traffic Signal Improvements | Overland Park, Kansas

Santa Fe St. Intersection Traffic Signal Improvements | Olathe, Kansas

Clear Creek Parkway | Shawnee, Kansas

199th St. Improvements, US 56 To Big Bull Creek | Johnson County, Kansas

Education

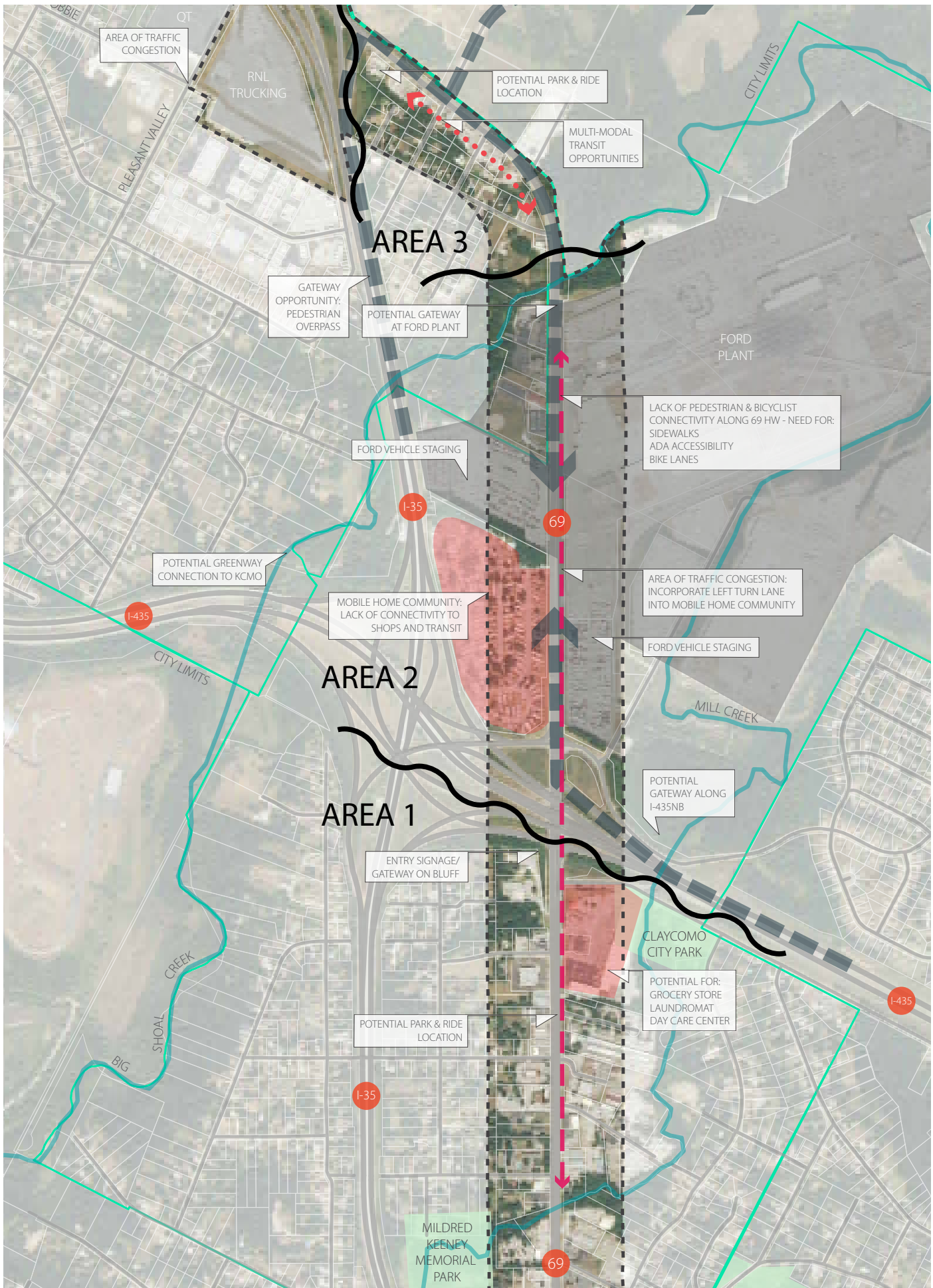
BS, Civil Engineering
University of Oklahoma

Registration

PE | KS, MO

Experience

5 Years with McClure
28 Years Prior





Relevant Work

The following pages exemplify contract references most similar in scope, magnitude, and complexity to that in the RFQ.



Figure 55 | An example of mixed-use development with residential over retail. A grocery store or service oriented commercial such as a cleaners would be an ideal tenant. Office uses such as medical/professional clinics could also work well in this setting.



Figure 56 | An example of mixed-use development with office space above retail

US-69 SUSTAINABLE PLACES CORRIDOR STUDY

Pleasant Valley, MO

Client: City of Kansas City, MO

Matt Tapp, 816.407.3380, mtapp@claycountymogov

Contract Amount: \$30,000

vireo

The US-69 / Pleasant Valley Road Corridor presents an opportunity for renewed growth in the communities of Pleasant Valley and the Village of Claycomo in Clay County, Missouri. Throughout the process, Vireo guided stakeholders through a series of interactive exercises to understand current conditions and establish a set of sustainability goals to lay the groundwork for future growth and development. The vision for the area is:

"To create a multi-modal transit corridor that is safe, walkable, attractive and a catalyst for gains in employment and sustainable development."

Key deliverables included:

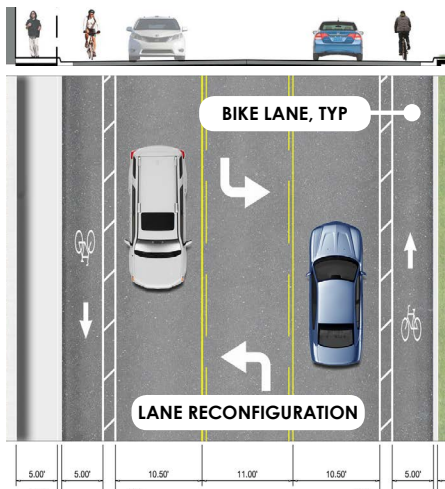
- GIS mapping and field reconnaissance for site analysis
- Land use and market analysis
- Comparison of existing conditions to national, regional, and local trends
- Review of existing pedestrian, bicycle, and transit system conditions
- Two rounds of interactive, community engagement
- Illustrations of typical roadway sections sensitive to community context
- Plan writing and facilitation of the adoption/approval process
- Implementation recommendations



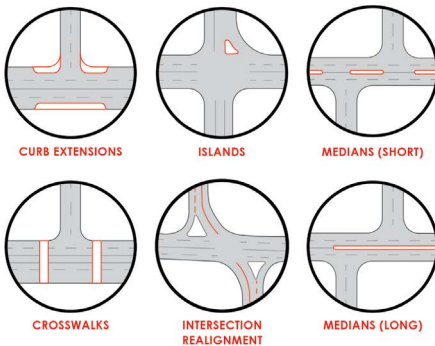
Qualifications

PSP

16



Toolkit for Safety Improvements



INDEPENDENCE AVENUE PEDESTRIAN SAFETY PLAN Kansas City, Missouri

Client: Mid-America Regional Council, Darryl Fields, 816.474.4240, dfields@marc.org **Contract Amount:** \$33,000

The City of Kansas City, in coordination with the Mid-America Regional Council (MARC) and a Steering Committee of community members, developed the study to move forward on the transportation recommendations of Invest Northeast (2013) and support the vision of the newly created Independence Avenue Special Character Overlay District (2016). The study provides details that City staff, elected officials, and community members can use as they pursue funding for construction of recommended improvements. Vireo led multi-lingual community engagement (English, Spanish, and Somali), analyzed corridor walkability, and helped frame recommendations.

 DESIGN GROUP 



75TH & WORNALL TRANSIT PLAZA, INTERSECTION, & STREETScape

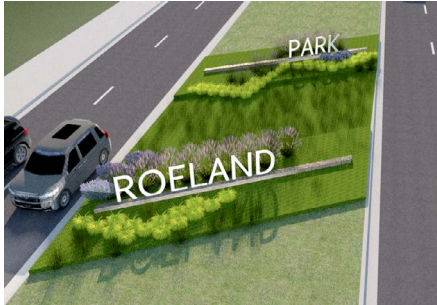
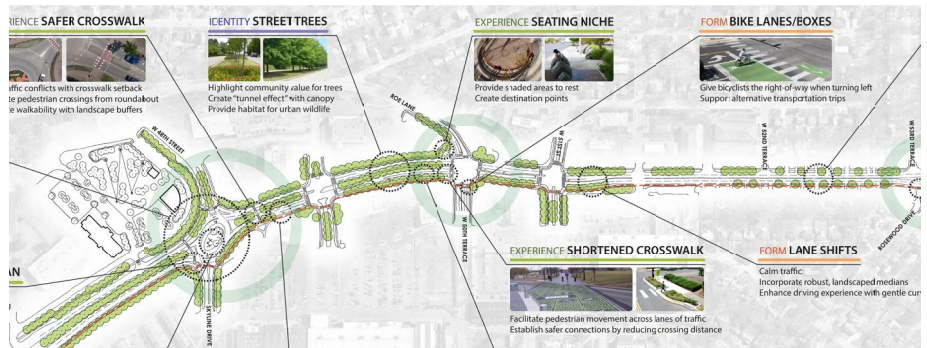
Kansas City, MO

 DESIGN GROUP 

Client: City of Kansas City, MO
Mario Vasquez, 816.513.6984 mario.vasquez@kcmo.org
Contract Amount: \$50,700

Following Vireo's initial design concepts for the intersection and streetscapes adjacent to the site, the KCATA again asked Vireo and a team of local architects and traffic engineers to configure a potential bus station, relocated across the street from its present location. Vireo's drawings, based off previous working knowledge of the site and desires by surrounding businesses and the Waldo Community Improvement District, will facilitate future decisions. The intersection is a highly traveled location for bicyclists and pedestrians accessing the Trolley Track Trail, park-and-ride facilities, and bus stop.





ROE BOULEVARD DESIGN SERVICES

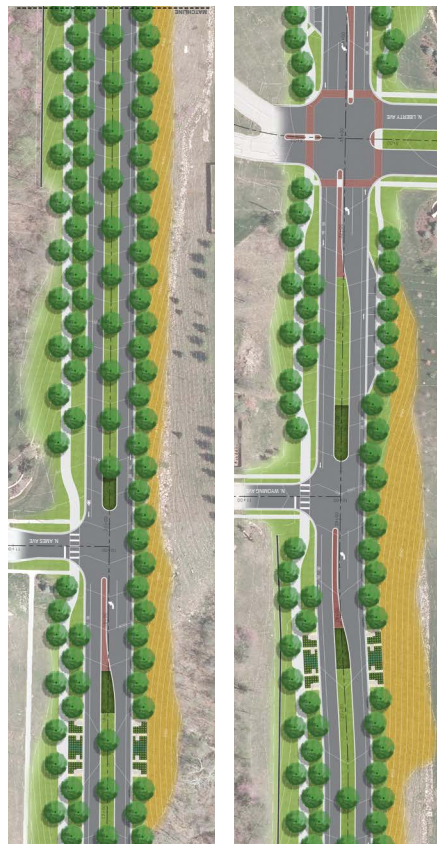
Roeland Park, Kansas

vireo

Client: City of Roeland Park, Keith Moody, City Administrator, 913.722.2600, kmoody@roelandpark.org **Contract Amount:** \$74,000

Roe Boulevard is the main north-south route through Roeland Park, connecting it to Kansas City, Kansas via I-35 on the north and Mission, Kansas. It also divides the City into east and west halves, creating a barrier or dividing line in the community. Using the Roe Boulevard Improvement Project, the City plans to rehabilitate the corridor within City limits, making it a destination that unifies the community.

Vireo conducted community engagement to envision corridor improvements, which led to later implementation. Improvements include new roadway infrastructure, pedestrian safety enhancements, and gateway features. Key tasks involve developing a phased approach to enhancing the look and feel and coordinating advisory committee and public meetings, opinion surveys, e-mail marketing, and social media outreach.

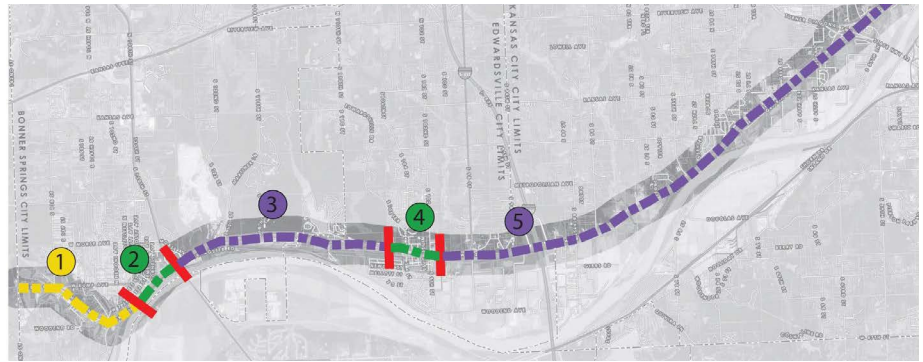
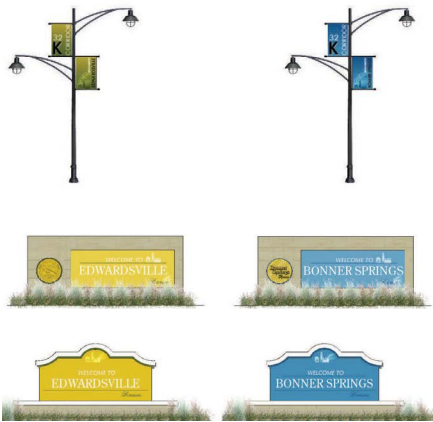


ENGLEWOOD BLVD COMPLETE STREETS Kansas City, MO

Client: City of Kansas City, MO, Wes Minder, 816.513.6977, wes.minder@kcmo.org
Contract Amount: \$29,000

Vireo assisted the City with planning upgrades to Englewood Road from an unimproved two-lane road to a Complete Street boulevard with one travel lane in each direction, bicycle lanes, trail, street lights, and storm drainage system. The design team was charged with surveying, preparing right-of-way plans and exhibits, utility coordination, and permitting. Vireo's role included developing streetscape plans and trail design for the corridor.

vireo



K-32 TRI-CITY MULTIMODAL REDEVELOPMENT PLAN

Tri-City Area, Wyandotte County

Client: Unified Government, Rob Richardson 913.573.5774, richardson@wyco.org

Contract Amount: \$154,000

Vireo developed the plan in partnership with the Unified Government of Wyandotte County – Kansas City, the cities of Bonner Springs and Edwardsville (Tri-Cities), the Kansas Department of Transportation, and Mid-America Regional Council. Meetings and a series of opinion polls led to the community-inspired vision to “create a regional destination characterized by attractive development, strong downtowns, and recreational areas set within a scenic and friendly environment that is accessible to residents and visitors by walking, biking, riding transit, and/or driving.” The plan guides future transportation and redevelopment needs through the exploration of improvement scenarios.

vireo



HIGHLANDER DEVELOPMENT (MASTER PLAN & SITE DESIGN) Omaha, NE

Client: Brinshore Development LLC, Todd Lieberman

224.927.5061, toddl@brinshore.com

Contract Amount: \$153,700

The Highlander/75 North project is a mixed-use development, which includes a range of housing from single-family detached, courtyard and multifamily apartments, duplexes, senior living and work/live units. It is being built alongside the ‘accelerator’ - which is a small business incubator or innovation hub, urban farming center; and the reinvestment of the Howard Kennedy Elementary school.

Vireo and the project team prepared a master plan and construction documents to redevelop the former 23-acre Pleasantview Homes housing project into a mixed-use, mixed-income community that would attract residents from all socio-economic and

vireo





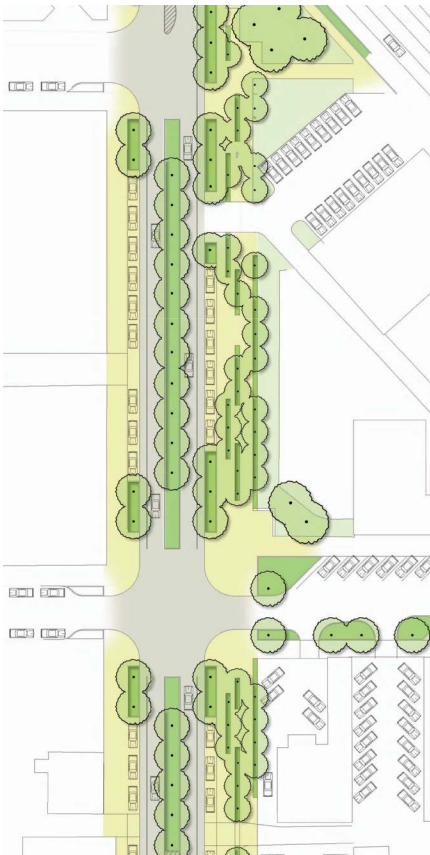
WEST MARLBOROUGH STREETSCAPE BMPs Kansas City, MO

Client: KCMO Water Services Department, Priya Iyengar
816.513.0579, padmavathi.lyengar@kcmo.org

Contract Amount: \$209,400

vireo

Vireo's team of landscape architects and environmental planners helped design and implement regional green infrastructure in Kansas City, Missouri's Marlborough neighborhood. Following the success of the Middle Blue River Basin Green Infrastructure Pilot, Vireo helped design green stormwater infrastructure (GSI) and regional detention serving over 300 acres of land. This innovative project demonstrates how the City's Smart Sewer Program can leverage green infrastructure to reduce Combined Sewer Overflows (CSO), alleviate downstream flooding, and enhance surrounding neighborhoods by creating opportunities for parks and landscape amenities. Vireo prepared conceptual designs, assisted with site layout and grading, and developed landscape and overlook plans, details, and construction specifications.



20TH STREETSCAPE, GRAND TO SOUTHWEST BLVD

Kansas City, MO

Client: City of Kansas City, MO
Mario Vasquez, 816.513.6984 mario.vasquez@kcmo.org
Contract Amount: \$26,500

vireo

As part of the design team, Vireo provided streetscape design support and landscape architecture services for the development of improvements to a portion of 20th Street in Kansas City's vibrant Crossroads District. The project is about re-thinking the public right-of-way with the aim of making 20th Street a more productive contributor to urban vitality, a Great Street. The project included stormwater BMPs to capture and improve stormwater runoff as well as creating artful gathering spaces to serve multiple purposes all while maintaining traffic flows of this important east/west corridor. Final bridging documents for the implementation of the project were completed in 2014.



ON-CALL ENGINEERING SERVICES Roeland Park, KS

Client: City of Roeland Park, Jose Leon, Public Works, 913.722.5435, jleon@roelandpark.org

Since 2013, McClure has served as the City of Roeland Park, KS, On-Call Engineer and consultant. Our objective was to support the City's vision of creating long-term economic growth and establishing a "community for all ages" with safe, walkable neighborhoods, varied transportation options, outdoor spaces and expanded bike and pedestrian walkways. McClure also works to maintain and/or replace aging infrastructure and affordable, cost-effective management of stormwater. Projects during the On-Call Engineering Service Contract from 2013-2017 include:

R Park

Contract Amount: \$13,000

McClure completed bid documents and construction observation for placement of a 6-foot wide, 2,450-foot-long walking trail consisting of crushed limestone, and a Topographic Survey including contours, utilities, surface improvements, trees and property lines.

Granada Skate Park Improvement

Contract Amount: \$23,000

McClure completed survey services, design and construction observation for this project.

Surface Transportation Program (STP) & County Assistant Road System (Cars)

Contract Amount: \$67,000

McClure completed documentation and comprehensive inventory of existing city streets, including pavement area and curb length.

Community Center

Contract Amount: \$35,700

Survey and conceptual layouts with traffic flow to improve the community center drainage and parking issues. A roof assessment, design and replacement. Disabled public swimming pool and cave space site redevelopment consultation.

Nall Park Trail

Contract Amount: \$18,000

Feasibility Study with probable costs for extension between Nall Park and Roeland Park Community Center; building improvements—bringing restrooms to code, replacing drinking fountain, and commercial development consultation with other potential municipal partners.

Citywide Capital Improvements Plan (CIP)

Contract Amount: \$1,343,000

McClure completed the replacement and reconnaissance of stormwater corrugated metal pipe, survey, design and construction observation at multiple locations. The City's multi-year street and sidewalk maintenance programs to review existing conditions, prepare construction documents and provide bidding and construction observation services was implemented by McClure.

Roe Boulevard

Contract Amount: \$21,400

McClure completed a traffic study to evaluate the impact of removing two traffic signals, including field data collection, traffic data analysis, and report with recommendations.



ATTACHMENT A

SUMMARY OF ATTACHMENTS

1. Complete the AFFIRMATIVE ACTION CHECKLIST Attachment B.
2. Complete the CERTIFICATION REGARDING LOBBYING Attachment C.
3. Complete the CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION Attachment D.
4. Government Special Provisions: Attachment E
 - a. KDOT Special Attachment
 - b. Contractual Provisions
 - c. DBE Provisions
 - d. Travel and Meal Policy



(This checklist does not apply to Vireo or R^3C because we do not employ 50 or more people.)

ATTACHMENT B

AFFIRMATIVE ACTION CHECKLIST

Federal regulations require that any firm of 50 or more employees soliciting an assisted federally funded contract must have an affirmative action program. If applicable, please provide a brief response to the following items that would typically be covered in any such program. You may provide a copy of your program and reference appropriate pages.

1. Date plan was adopted
2. Name of Affirmative Action Officer
3. Statement of commitment to affirmative action by the chief executive officer
4. Designation of an affirmative action officer, of assignment of specific responsibilities and to whom the officer reports.
5. Outreach recruitment
6. Job analysis and restructuring to meet affirmative action goals
7. Validation and revision of examinations, educational requirements, and any other screening requirements.
8. Upgrading and training programs
9. Internal complaint procedure
10. Initiating and insuring supervisory compliance with affirmative action program
11. Survey and analysis of entire staff by department and job classification and progress report system
12. Recruitment and promotion plans (including goals and time tables)

**ATTACHMENT B****AFFIRMATIVE ACTION CHECKLIST**

Federal regulations require that any firm of 50 or more employees soliciting an assisted federally funded contract must have an affirmative action program. If applicable, please provide a brief response to the following items that would typically be covered in any such program. You may provide a copy of your program and reference appropriate pages.

1. Date plan was adopted
 - January 01, 2018
2. Name of Affirmative Action Officer
 - Kristi Gaskill, EEO/AA Officer
3. Statement of commitment to affirmative action by the chief executive officer
 - Section B: It is the policy of McClure to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age, disability, or any other classification protected by federal, state, or local laws. Such action shall include: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, pre-apprenticeship, and/or on-job-training.
4. Designation of an affirmative action officer, of assignment of specific responsibilities and to whom the officer reports.
 - Section B: I, Kristi Gaskill of McClure have designated myself as the EEO/M Officer.
 - This EEO/M Officer has the responsibility for, and is capable of, effectively administering and promoting the EEO/M program and is assigned adequate authority and responsibility to do so.
5. Outreach recruitment
 - Section D:
 - We will include in all advertising and placing of job orders: "An Equal Opportunity Employer".
 - We will allow enough time, prior to making a hiring decision, to obtain a reasonable flow of female and minority applicants.
 - We will encourage all our current employees to refer females and minorities.
 - We will use the following media outlets to post job openings as needed: LinkedIn Recruiter, CareerBuilder.com, Indeed.com. Should it be necessary, we will also rely on the Iowa Workforce Development to help with our recruiting process.
6. Job analysis and restructuring to meet affirmative action goals
 - Section C: EEO is the opportunity of all applicants for equal employment without regard to race, religion, sex, color, national origin, age, disability, or any other classification protected by federal, state or local laws.
 - AA is the specific action taken to assure minorities and women will have equal opportunity for employment.
 - The distinction between the two policies is that EEO is a policy which provides consistent action in regards to employment opportunities while M is a proactive policy designated to increase minority and female employment opportunities.
7. Validation and revision of examinations, educational requirements, and any other screening requirements.
 - Under review.



8. Upgrading and training programs
 - Section F: McClure has an approved informal on-the-job training and promotion program. McClure will advise prospective and current employees of available training opportunities through office postings and supervisor referral. The qualifications are that you must be an employee in good standing and have supervisory approval.
 - McClure will assure that all training and promotions are open to all employees, without regard to race, religion, sex, color, national origin, age, disability, or any other classification protected by federal, state or local laws.
9. Internal complaint procedure
 - Under review
10. Initiating and insuring supervisory compliance with affirmative action program
 - Under review
11. Survey and analysis of entire staff by department and job classification and progress report system
 - Section F: Annual meetings with the employees will be held to obtain employee input.
 - McClure will assess and evaluate the training and promotion opportunities for any interested employees yearly through this performance review.
12. Recruitment and promotion plans (including goals and time tables)
 - Section F: We intend that we will train the following job classifications (Occupational Employment Statistics Code) which are Professional, Paraprofessional, and/or Technical Occupations which require specialized schooling and/or training:
 - Project Engineer - require 4-year college degree and 4 years of training under a Licensed Professional Engineer.
 - Professional Land Surveyor - require 4-year college degree and 4 years of training under a Professional Licensed Surveyor.
 - CAD Technician - require 2-year college degree or equivalent on-the-job experience.
 - Surveying - requires high school degree or equivalent on-the-job experience.
 - Civil Engineering Technician - requires 2-year college degree or equivalent on-the-job experience.



McClure
1360 NW 121st, Clive IA 50023
(515)964-1229

EQUAL EMPLOYMENT OPPORTUNITY
AND
AFFIRMATIVE ACTION POLICY

JANUARY 01, 2018

A. Operating Statement

It is the policy of *McClure* to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age, disability, or any other classification protected by federal, state, or local laws. Such action shall include: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, pre-apprenticeship, and/or on-job-training.

B. Designation of the EEO/AA Officer

I, *Kristi Gaskill* of *McClure* have designated myself as the EEO/AA Officer.

This EEO/AA Officer has the responsibility for, and is capable of, effectively administering and promoting the EEO/AA program and is assigned adequate authority and responsibility to do so.

C. Definition of Equal Employment Opportunity (EEO) and Affirmative Action (AA)

EEO is the opportunity of all applicants for equal employment without regard to race, religion, sex, color, national origin, age, disability, or any other classification protected by federal, state or local laws.

AA is the specific action taken to assure minorities and women will have equal opportunity for employment.

The distinction between the two policies is that EEO is a policy which provides consistent action in regards to employment opportunities while AA is a proactive policy designated to increase minority and female employment opportunities.

D. Recruitment Policy

- We will include in all advertising and placing of job orders: "An Equal Opportunity Employer".



- We will allow enough time, prior to making a hiring decision, to obtain a reasonable flow of female and minority applicants.
- We will encourage all our current employees to refer females and minorities.
- We will use the following media outlets to post job openings as needed: LinkedIn Recruiter, CareerBuilder.com, Indeed.com. Should it be necessary, we will also rely on the Iowa Workforce Development to help with our recruiting process.

E. Non-segregated Facilities Policy

McClure certifies that it is providing non-segregated facilities for our employees. No employee is denied access to adequate facilities on the basis of sex or disability.

F. Training and Promotion Policy

McClure has an approved informal on-the-job training and promotion program. *McClure* will advise prospective and current employees of available training opportunities through office postings and supervisor referral. The qualifications are that you must be an employee in good standing and have supervisory approval.

McClure will assure that all training and promotions are open to all employees, without regard to race, religion, sex, color, national origin, age, disability, or any other classification protected by federal, state or local laws.

Annual meetings with the employees will be held to obtain employee input.

McClure will assess and evaluate the training and promotion opportunities for any interested employees yearly through this performance review.

New hires/trainees are monitored monthly by management, to determine general progress, as well as to determine any special areas of direction, difficulty or interest.

We intend that we will train the following job classifications (Occupational Employment Statistics Code) which are Professional, Paraprofessional, and/or Technical Occupations which require specialized schooling and/or training:

Project Engineer - require 4 year college degree and 4 years of training under a Licensed Professional Engineer.

Professional Land Surveyor - require 4 year college degree and 4 years of training under a Professional Licensed Surveyor.



CAD Technician - require 2 year college degree or equivalent on-the-job experience.

Surveying - requires high school degree or equivalent on-the-job experience.

Civil Engineering Technician - requires 2 year college degree or equivalent on-the-job experience.

The above trainees rate of pay will be based on the National, State, and Local Wage Estimates for Professional, Paraprofessional, and Technical Occupations.

Signatures of Officer:

EEO/AA Officer
Kristi Gaskill

(Date)



ATTACHMENT C

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION**

This Certification is required by the regulation implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The Regulations are published as Part II of the June 1985, Federal Register (pages 33, 036-33, 043)

Read instructions for Certification below prior to completing this certification.

1. The prospective proposer certifies, by submission of this proposal that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this transaction by any Federal department or agency.
2. Where the prospective proposer is unable to certify to any of the statements in this certification, such prospective proposer shall attach an explanation to this proposal.

11/30/2018

Linda M. deFlon

Date Signed – Authorized Representative

Linda deFlon, Owner

Title of Authorized Representative

Instructions for Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion:

1. By signing and submitting this agreement, the proposer is providing the certification as set below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**ATTACHMENT D****CERTIFICATION REGARDING LOBBYING**

The undersigned certifies, to the best of his or her knowledge and belief, that:

. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersign, to any person influencing or attempting to influence an officer or employee of a federal agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

. If any funds other than Federal appropriated funds have been paid or will be paid to any person for attempting to influence an officer or employee of any federal agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal or Federally assisted contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

. The undersigned shall require that the language of this certification be included in the award documents of all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 32, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Patti Banks Associates, dba Vireo

(Name of Entity)

Linda deFlon, Owner

(Name and Title of Authorized Official)

Linda M. deFlon

(Signature of above Official)

(Date)

11/30/2018

**Attachment E-b**Project No. 48th St/Skyline Dr & Roe Blvd Intersection & Johnson Dr Corridor Plans

07-19-80-R12 (MPO)

Contract No. _____

Sheet 1 of 1

**REQUIRED CONTRACT PROVISION
DBE CONTRACT GOAL**

The DBE Goal to be subcontracted to KDOT-Certified DBE firms on this contract is 10% %.

List all KDOT-Certified DBE subcontractors to be utilized. For each DBE subcontractor, identify the line item(s) of work from the Unit Prices List and the percentage of the work proposed to be subcontracted to the DBE. The DBE subcontractor must be currently certified in Kansas in order to perform work as a DBE on the contract.

IDENTIFICATION OF DBE PARTICIPATION

Name of KDOT-Certified DBE Subcontractor	Type of Work	Percentage of work
Patti Banks Associates, dba Vireo	Planning, landscape architecture, public engagement, project management	% 60
		%
		%
		%
		%
		%

Total KDOT-Certified DBE % 60Patti Banks Associates, dba Vireo929 Walnut, Suite 700Kansas City, Missouri 64106

(Prime Bidding Consultant Name and Address)

If the Percentage of Work is zero, please attach the Prime Bidding Consultant's Good Faith Effort documentation.

A list of KDOT-Certified DBEs can be found in the Directory of Disadvantaged Business Enterprises at KDOT's website: <http://kdotapp.ksdot.org/dbcontractorlist/>



KANSAS STATEWIDE CERTIFICATION PROGRAM



CERTIFIES

Patti Banks Associates dba Vireo

Disadvantaged Business Enterprise (DBE)/Woman Business Enterprise (WBE)

NAICS Code/Work Type(s): 541320-Landscape Architectural Services

8/12/2016

Effective Date

Rhonda Harris

Rhonda Harris, Director
Office of Minority & Women Business
Kansas Department of Commerce

Doria Watson

Doria Watson, Administrator
Office of Contract Compliance
Kansas Department of Transportation

Planning | Landscape Architecture | Design

vireo

www.BeVireo.com

Kansas City

929 Walnut
Suite 700
Kansas City, Missouri
(816) 756-5690

Omaha

1111 N. 13th Street
Suite 116
Omaha, Nebraska
(402) 553-5485

Item Number: New Business- IX.-F.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 3/29/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Discuss Changing Regular Council Meeting Date and Time**
Item Type: Ordinance

Recommendation:

To approve Ordinance 982 An Ordinance Relating To The Meetings Of The Governing Body Of The City Of Roeland Park, Kansas; Amending Existing Sections 1-205 And 1-207 Of The Code Of The City Of Roeland Park, Kansas.

Details:

Attached is the section of the City Code that specifies the date and time of the council meetings and workshops.

Providing a council meeting on the first and third Monday of each month would allow for the council to take action quicker and possibly avoid the need for a special called meeting to act on items that are time sensitive. This format would also avoid the need to move items from the workshop agenda to the council meeting agenda, which occurs periodically on the 3rd Monday workshop.

Having the workshop "following the council meeting" would also add flexibility to the schedule. The City Attorney confirms that using this language to describe when the workshop would start is permissible. Items referred from workshop to a council meeting for action would flow to the council meeting in two weeks (generally).

Executive sessions would generally be planned for the end of the workshop to be respectful of audience member's time.

Financial Impact

Amount of Request: N/A

Budgeted Item?	Budgeted Amount: N/A
Line Item Code/Description:	

Additional Information

https://library.municode.com/ks/roeland_park/codes/code_of_ordinances?nodeId=CHIAD_ART2GOBO_S1-205ME

How does item relate to Strategic Plan?

The change in meeting dates is intended to provide for timely action by council with a logical process respectful of audience members time.

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description	Type
 Meetings City Code	Cover Memo
 Ordinance 982	Cover Memo
 Redline Version	Cover Memo

Sec. 1-205. - Meetings.

The regular meetings of the Governing Body shall be held on the third Monday of each month at 7:00 p.m. in the Council Chambers of the Roeland Park City Hall, 4600 W. 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the third Monday of any month falls on a holiday, the regular meeting shall be held on the next secular day thereafter that is not a legal holiday.

(Ord. 771, § 1; Code 2007; Ord. No. 900, § 1, 11-17-2014)

Sec. 1-206. - Special Meetings.

Special meetings of the Governing Body shall be called by the Mayor at any time upon written request of not fewer than three members of the City Council.

(Ord. 786, § 1; Code 2007)

State Law reference— K.S.A. 14-111.

Sec. 1-207. - Workshops.

The regular meetings of the Governing Body Workshop shall be held on the first and third Mondays of each month at 6:00 p.m. in or adjacent to the Council Chambers of the Roeland Park City Hall, 4600 W. 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the first or third Monday of any month falls on a holiday, the regular meeting may be held on the next secular day thereafter that is not a legal holiday or the fourth Monday of the same month. The procedure for a Councilmember to add a topic as an agenda item for a Workshop meeting shall be as follows:

- (1) A Councilmember generates an idea for an agenda topic;
- (2) The Councilmember gains the support of two (2) other Councilmembers;
- (3) The Councilmember submits a completed Action Form to the City Administrator;
- (4) The City Administrator takes the completed Action Form to the agenda-setting meeting with the Mayor and Council President;
- (5) Space is identified for discussion of the topic on an upcoming Workshop agenda (not necessarily the next Workshop meeting); and
- (6) The topic is placed on an upcoming agenda and workshopped.

(Ord. No. 931, § 2, 9-19-2016)

Editor's note— Ord. No. 931, § 2, adopted Sept. 19, 2016, repealed the former § 1-207, and enacted a new § 1-207 as set out herein. The former § 1-207 pertained to adjourned meetings and derived from Code 1986.

ORDINANCE NO. 982

AN ORDINANCE RELATING TO THE MEETINGS OF THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS; AMENDING EXISTING SECTIONS 1-205 AND 1-207 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS:

SECTION 1. Existing Section 1-205 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec.1-205. Meetings. The regular meetings of the Governing Body shall be held on the first and third Monday of each month at 6:00 p.m. in the Council Chambers of the Roeland Park City Hall, 4600 West 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the first or third Monday of any month falls on a holiday, the regular meeting shall be held on the next secular day thereafter that is not a legal holiday.

SECTION 2. Existing Section 1-207 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 1-207. Workshops. The regular meetings of the Governing Body Workshop shall be held on the first and third Mondays of each month immediately following the regular meeting of the Governing Body in or adjacent to the Council Chambers of the Roeland Park City Hall, 4600 West 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the first or third Monday of any month falls on a holiday, the regular meeting may be held on the next secular day thereafter that is not a legal holiday or the fourth Monday of the same month. The procedure for a Councilmember to add a topic as an agenda item for a Workshop meeting shall be as follows:

- (1) A Councilmember generates an idea for an agenda topic;
- (2) The Councilmember gains the support of two (2) other Councilmembers;
- (3) The Councilmember submits a completed Action Form to the City Administrator;
- (4) The City Administrator takes the completed Action Form to the agenda-setting meeting with the Mayor and Council President;
- (5) Space is identified for discussion of the topic on an upcoming Workshop agenda (not necessarily the next Workshop meeting); and
- (6) The topic is placed on an upcoming agenda and workshopped.

SECTION 3. This ordinance shall take effect and be in force from and after its publication in the official City newspaper.

PASSED by the City Council the 22nd day of July, 2019. **APPROVED** by the Mayor.

Mike Kelly, Mayor

ATTEST:

Kelley Nielsen, City Clerk

APPROVED AS TO FORM:

Steven E. Mauer

Sec. 1-205. - Meetings.

The regular meetings of the Governing Body shall be held on the first and third Monday of each month at ~~7:00:00~~ p.m. in the Council Chambers of the Roeland Park City Hall, 4600 W. 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the first or third Monday of any month falls on a holiday, the regular meeting shall be held on the next secular day thereafter that is not a legal holiday.

(Ord. 771, § 1; Code 2007; Ord. No. 900, § 1, 11-17-2014)

Sec. 1-206. - Special Meetings.

Special meetings of the Governing Body shall be called by the Mayor at any time upon written request of not fewer than three members of the City Council.

(Ord. 786, § 1; Code 2007)

State Law reference— K.S.A. 14-111.

Sec. 1-207. - Workshops.

The regular meetings of the Governing Body Workshop shall be held on the first and third Mondays of each month ~~at 6:00 p.m. immediately following the regular meeting of the Governing Body~~ in or adjacent to the Council Chambers of the Roeland Park City Hall, 4600 W. 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the first or third Monday of any month falls on a holiday, the regular meeting may be held on the next secular day thereafter that is not a legal holiday or the fourth Monday of the same month. The procedure for a Councilmember to add a topic as an agenda item for a Workshop meeting shall be as follows:

- (1) A Councilmember generates an idea for an agenda topic;
- (2) The Councilmember gains the support of two (2) other Councilmembers;
- (3) The Councilmember submits a completed Action Form to the City Administrator;
- (4) The City Administrator takes the completed Action Form to the agenda-setting meeting with the Mayor and Council President;
- (5) Space is identified for discussion of the topic on an upcoming Workshop agenda (not necessarily the next Workshop meeting); and
- (6) The topic is placed on an upcoming agenda and workshopped.

(Ord. No. 931, § 2, 9-19-2016)

Editor's note— Ord. No. 931, § 2, adopted Sept. 19, 2016, repealed the former § 1-207, and enacted a new § 1-207 as set out herein. The former § 1-207 pertained to adjourned meetings and derived from Code 1986.

Item Number: New Business- IX.-G.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/17/2019
Submitted By: Donnie Scharff
Committee/Department: Public Works
Title: **Agreement with NEU Soccer Club for Use of R Park**
Item Type: Agreement

Recommendation:

Staff recommend council approve the 2019 NEU Soccer Club Agreement for the use of R Park soccer activities.

Details:

NEU approached the city requesting the use of the soccer field in R Park. NEU has had a similar agreement with the city in the past. I-9 Sports had reached out to the city earlier this spring and requested the use of field at a R Park as well.

This agreement was approved by council, however the owner of I-9 Sports sold his business and the new owner wished not to proceed forward with the agreement.

Financial Impact

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

Additional Information

The agreement with NEU would be for 2019. They are requesting the use of the field at R Park Monday-Thursday from 4-7pm for soccer practices. Practice dates will be August 1st thru October 30th, 2019.

Staff did reach out to surrounding cities to research fees associated with rentals of soccer facilities. The previous fee was \$5 per hour in the previous agreement. After review and receiving information from other cities, staff recommended increasing the hourly fee to \$15 per hour.

Comparable fees from other cities are:

- **Prairie Village - \$20 per hour**

West Platt School District - \$25 per hour

Raytown Parks - \$25 per hour - 4 hour min

Staff feel \$15 per hour is a reasonable fee for use of the field. Other cities do have permanent restroom facilities as R Park does not. Staff will look at the fee structure in the future when Phase 2 of the R Park Development takes place in 2021.

-

-

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Allows children to remain active and promote healthy exercise.

ATTACHMENTS:

Description	Type
 Agreement with NEU Soccer Club	Cover Memo

Agreement

This Agreement is hereby entered into this ____ day of July, 2019, and represents an understanding between the **City of Roeland Park, Kansas**, hereinafter, referred to as ("City"), and the **NEU Soccer Club**, hereinafter referred to as ("User"). The purpose of this Agreement is to establish a recreational opportunity for the use and improvement of R Park facilities located at 5535 Juniper Street ("Park") during the year 2019 for soccer activities for youth ages twelve and under. Terms of the Agreement include:

A. User is allowed to use the Park, for soccer activities only, Monday through Thursday, from 5:00 p.m. through 7:00 p.m. This use includes soccer activities as determined by the User, but does not include hosting soccer games with outside parties. User will be responsible for coordinating all scheduling Monday through Thursday from 5:00 p.m. through 7:00 p.m. User agrees to coordinate use by outside groups referred by the City. All organized practices shall be allowed for children twelve and under. All soccer activities, as allowed under the terms of this Agreement, are only permitted between August 1st through October 30th for fall play. Dates of play may be adjusted by the City. The City reserves the right to cancel practices, in its sole discretion, based on weather conditions detrimental to the condition or wear and tear of the field. However, the City is not responsible for determining when weather conditions are safe for User's use of the Park.

B. Upon thirty day written notification to the City and approval by the City, User may make field improvements to the soccer areas at the Park on a project-by-project basis, including seeding, overseeding, removal of rocks, debris, etc., and addition of topsoil. Any improvements by User must be approved in writing by the City, prior to any construction or implementation of any improvement has begun. Soccer goals may remain on site at the Park; however, User acknowledges and agrees that the City is not responsible for the maintenance, care and safe use of goals or other equipment User chooses to keep on the Park. User agrees to Pay the City \$15 for every hour of use of the Park for the User's activities. Payment for the use of the park will be due in whole prior to soccer activities beginning for each season. User will be responsible for maintaining the Park during and after practices, including but not limited to cleaning up any trash or litter created by User..

C. User will provide the City a certificate of insurance evidencing general liability insurance in an amount not less than \$1,000,000 per occurrence. The certificate of insurance shall certify that the City has been named as an additional insured on such general liability insurance policy. The City shall be notified by receipt of written notice from the insurer or User at least thirty (30) days prior to any material modification, amendment or cancellation of the insurance policy.

D. To the greatest extent permitted by applicable law, User hereby agrees to indemnify, defend and hold harmless the City and its officers, officials, and employees from any and all Loss to the extent such Loss is caused or incurred by, on account of, or as a result of the negligence or other actionable fault of User, its employees, agents, guests or invitees or any other party for whom User is responsible. It is agreed as a specific element of consideration for this Agreement that this indemnity shall apply notwithstanding the joint, concurrent or contributory or comparative fault or negligence of the City or

any third party and, further, notwithstanding any theory of law including, but not limited to, a characterization of the City's or any third party's joint, concurrent or contributory or comparative fault or negligence as either passive or active in nature.

E. The terms of this Agreement shall begin on the date entered into and will be valid for two years. The City may terminate this Agreement at any time in the event of a material breach by User which is not cured within five (5) days of receipt of notice by the City. The City may terminate this Agreement in its sole discretion upon thirty (30) days written notice to User. User may terminate this Agreement upon thirty (30) days written notice to the City and upon written agreement by the City that the Park facilities that are the subject of this Agreement are in the same condition or substantially the same condition as prior to User's use of the same. The Agreement may be terminated sooner given written agreement by both parties. The City may terminate the Agreement immediately in the event that it receives notice that User's general liability insurance policy has been cancelled or materially modified. The City reserves the right to provide ninety (90) day notice to User of the withdrawal of the Park or a field within the Park from this agreement based on planned Park modifications, property improvements, or ownership change.

F. The City makes no warranty express or implied, regarding the Park Facilities which are the subject of this Agreement, specifically, whether the facilities are fit for any particular purpose.

G. This Agreement may be modified or amended only by a written agreement duly executed by the parties hereto or their representatives.

H. This Agreement contains the entire Agreement between the parties as to the matters contained herein. Any oral representations or modifications concerning this Agreement shall be of no force and effect.

I. User shall not assign, transfer or convey this Agreement or its rights, duties or obligations hereunder or any part thereof without the previous written consent of the City. In the event the User attempts to assign, transfer, convey or otherwise alter this Agreement or its rights, duties, or obligations hereunder or any party thereof without the prior written consent of the City, the City may, at its option, terminate this Agreement immediately.

J. This Agreement is entered into and is to be performed in the State of Kansas. The parties agree that the law of the State of Kansas shall govern the rights, obligations, duties and liabilities of the parties to this Agreement and shall govern the interpretation of this Agreement.

User

City of Roeland Park, Kansas

Alan Krause

Keith Moody, City Administrator

Title

Item Number: New Business- IX.-H.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/17/2019
Submitted By: Donnie Scharff
Committee/Department: Public Works
Title: **Approve Change Order #3 for 2018 CARS Roe Ln Project**
Item Type: Discussion

Recommendation:

Staff ask council to approve final change order #3 for 2018 CARS Roe Ln not to exceed \$27,856.55.

Details:

Staff has received the final pay application for the 2018 CARS Roe Ln. The original contract amount approved by council was \$1,108,212.80. the revised contract total is \$1,252,418.35

The 2nd change order was approved by council in the amount of \$116,349. This work was for the 4 JCW force main crossings. JCW did reimburse the city in the amount of \$58,175 for this work.

Financial Impact

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

Additional Information

Total CARS eligible funding that the city will receive in amount of \$604,828. Staff does have remaining budget project dollars to cover this change order so this project can be closed out. There is currently budget dollars remaining to cover the cost of this change order. **Please see attached memo explaining items for this change order.**

How does item relate to Strategic Plan?

Enhances improvements to street and stromwater infrastructure

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
 2018 CARS Roe Ln Change Order #3	Cover Memo

July 17, 2019

Mr. Donnie Scharff
Director of Public Works
City of Roeland Park, KS
4600 W 51st Street
Roeland Park, KS 66205**Re: 2018 CARS – Roe Lane
Change Order #3 (Final)**

Dear Mr. Scharff:

A final pay application and corresponding final change order #3 for this project has been submitted for City Council approval. The change order includes a quantity recapitulation sheet to reconcile the bid quantities to the final constructed quantities. The original bid amount was \$1,108,212.80. Previously approved change order #2 for the JCW forcemain encasements was \$116,349.00. Change order #3 is \$27,856.55, bringing the total completed construction cost to \$1,252,418.35. CARS would reimburse the City \$16,484.28 of change order #3.

Several line item quantities were underrun (shown as a deduct in parenthesis) and other line items ran over the bid quantities. Additional street repair, sidewalk removal and replacement, integral sidewalk retaining wall and sodding are the significant quantity additions to the completed project.

The force account line item covers project costs that were not specifically identified in other bid items and were added / encountered during construction. These costs are reviewed by Lamp Rynearson and the City prior to recommending approval of pay applications. Site work to support pedestrian signalization improvements by KCPL at the intersection of Roe Lane and 48th / 49th Street accounts for \$23,929.00 of the force account. The balance includes pavement marking striping and signage modifications, mobilization for paving in Spring of 2019, and alternate site restoration (temporary and permanent) in select areas.

If you have any questions, or need additional information, please contact me at 816-823-7239.

Sincerely,

LAMP RYNEARSON

Dan McGhee, P.E.
Senior Project ManagerCC: Project File
Email C: Keith Moody, City AdministratorL:\Engineering\0317001.02 Roeland Park KS 2018 CARS Roe Lane\CONSTRUCTION\Change Order\0317001.02 CO3 Letter
07.17.19.docx

City of Roeland Park, Kansas

PAY REQUEST # 9

Amino Job No.: 18-009

For Work Thru: Final

2018 CARS - Roe Lane

Contractor: Amino Brothers Company, Inc.

Date Prepared: 6/25/2019

ITEM NO.	ITEM DESCRIPTION	UNIT	Change Order #	Contract Quantity	UNIT COST	Previous Quantity	Current Quantity	Current Pay Estimate	Completed Quantity	TOTAL COST
1	Force Account	SET		1.00	\$40,000.00	0.73	0.29	\$ 11,534.50	1.02	\$ 40,782.87
2	Mobilization	LS		1.00	\$11,464.00	0.75	0.25	\$ 2,866.00	1.00	\$ 11,464.00
3	Clearing, Grubbing, Demolition	LS		1.00	\$25,841.00	1.00		\$ -	1.00	\$ 25,841.00
4	Erosion Control	LS		1.00	\$8,897.00	0.80	0.20	\$ 1,779.40	1.00	\$ 8,897.00
5	Modified Type I Street Repair	SY		577.00	\$72.85	577.00	90.00	\$ 6,556.50	667.00	\$ 48,590.95
6	Asphalt Base Repair	SY		293.70	\$76.10	322.60		\$ -	322.60	\$ 24,549.86
7	Asphaltic Concrete Surface (2")	TON		1,051.00	\$70.55	713.10	250.00	\$ 17,637.50	963.10	\$ 67,946.71
8	Asphalt Mill (2") (Full Width)	SY		8,896.00	\$2.05	6,734.00	2,390.00	\$ 4,899.50	9,124.00	\$ 18,704.20
9	Sidewalk Construction (4")	SF		3,620.00	\$6.65	3,620.00		\$ -	3,620.00	\$ 24,073.00
10	Remove & Replace Sidewalk (4")	SF		2,650.00	\$7.15	3,909.00		\$ -	3,909.00	\$ 27,949.35
11	Integral Sidewalk Retaining Wall (SRW)	CY		14.00	\$669.00	27.00		\$ -	27.00	\$ 23,463.00
12	Sidewalk Ramp w/Detectable Warning (6")	SF		465.00	\$13.20	348.00		\$ -	348.00	\$ 4,593.60
13	Sidewalk Ramp Repair (6")	SF		125.00	\$13.25			\$ -		\$ -
14	Detectable Warning Surface	SF		141.00	\$27.05	169.00		\$ -	169.00	\$ 4,571.45
15	Curb & Gutter (CG-1) (Remove/Replace)	LF		1,810.00	\$29.30	1,802.00		\$ -	1,802.00	\$ 52,798.60
16	Type C Curb & Gutter	LF		50.00	\$20.05	50.00		\$ -	50.00	\$ 1,002.50
17	Pipe (15" RCP)	LF		95.00	\$128.00	95.00		\$ -	95.00	\$ 12,160.00
18	Pipe (18" RCP)	LF		42.00	\$132.00	42.00		\$ -	42.00	\$ 5,544.00
19	Pipe (24" RCP)	LF		5.00	\$144.00	5.00		\$ -	5.00	\$ 720.00
20	Pipe (36" RCP)	LF		639.00	\$169.00	639.00		\$ -	639.00	\$ 107,991.00
21	Pipe (42" RCP)	LF		167.00	\$182.00	167.00		\$ -	167.00	\$ 30,394.00
22	Pipe (48" RCP)	LF		417.00	\$213.00	417.00		\$ -	417.00	\$ 88,821.00
23	Pipe (72" RCP)	LF		541.00	\$314.00	541.00		\$ -	541.00	\$ 169,874.00
24	Pipe (58" x 36" RCPA)	LF		27.00	\$306.00	27.00		\$ -	27.00	\$ 8,262.00
25	Pipe (6" DIP)	LF		168.00	\$142.00	132.00		\$ -	132.00	\$ 18,744.00
26	Inlet (Curb) (10' x 9') (Setback)	EA		1.00	\$9,984.00	1.00		\$ -	1.00	\$ 9,984.00
27	Inlet (Curb) (9' x 9') (Setback)	EA		2.00	\$9,751.00	2.00		\$ -	2.00	\$ 19,502.00
28	Inlet (Curb) (8' x 8')	EA		1.00	\$7,020.00	1.00		\$ -	1.00	\$ 7,020.00
29	Inlet (Curb) (8' x 6') (Modified)	EA		1.00	\$9,308.00	1.00		\$ -	1.00	\$ 9,308.00
30	Inlet (Curb) (7' x 6')	EA		1.00	\$7,030.00	1.00		\$ -	1.00	\$ 7,030.00
31	Inlet (Curb) (7' x 4')	EA		2.00	\$5,647.00	2.00		\$ -	2.00	\$ 11,294.00
32	Inlet Structure Modification (8A)	EA		1.00	\$8,259.00	1.00		\$ -	1.00	\$ 8,259.00
33	Pipe Connection (Concrete Channel)	EA		1.00	\$4,560.00	1.00		\$ -	1.00	\$ 4,560.00
34	Pipe Connection (RCB)	EA		1.00	\$13,350.00	1.00		\$ -	1.00	\$ 13,350.00
35	Pipe Connection (Inlet)	EA		23.00	\$2,228.00	23.00		\$ -	23.00	\$ 51,244.00
36	Driveway Repair (Concrete) (6")	SY		38.50	\$68.05	38.50		\$ -	38.50	\$ 2,619.93
37	Driveway Repair (Asphalt) (6")	SY		22.00	\$81.65	12.50	22.00	\$ 1,796.30	34.50	\$ 2,816.93
38	Driveway Repair (Concrete) (Commercial) (6")	SY		80.00	\$76.60	80.00		\$ -	80.00	\$ 6,128.00
39	Permanent Pavement Marking (4" Yellow)	LF		4,031.00	\$0.55	3,131.00	900.00	\$ 495.00	4,031.00	\$ 2,217.05
40	Permanent Pavement Marking (4" Dashed Yellow)	LF		108.00	\$0.55	54.00	54.00	\$ 29.70	108.00	\$ 59.40
41	Permanent Pavement Marking (4" White)	LF		3,928.00	\$0.55	2,068.00	1,860.00	\$ 1,023.00	3,928.00	\$ 2,160.40
42	Permanent Pavement Marking (4" White Dotted) (Bike Lane)	LF		1,028.00	\$0.20	450.00	578.00	\$ 115.60	1,028.00	\$ 205.60
43	Permanent Pavement Marking (6" White Cross Walk)	LF		305.00	\$4.35	305.00	0.00	\$ -	305.00	\$ 1,326.75
44	Permanent Pavement Marking (12" Yellow) (Striped Median)	LF		70.00	\$7.60	50.00	20.00	\$ 152.00	70.00	\$ 532.00
45	Permanent Pavement Marking (24" White) (Stop Bar, Piano Ke)	LF		264.00	\$16.30	264.00	0.00	\$ -	264.00	\$ 4,303.20
46	Permanent Pavement Marking Turn Arrow Symbol	EA		8.00	\$244.00	8.00	0.00	\$ -	8.00	\$ 1,952.00
47	Permanent Pavement Marking Bike Lane Symbol w/Arrow	EA		10.00	\$489.00	6.00	4.00	\$ 1,956.00	10.00	\$ 4,890.00
48	Street Lighting	LS		1.00	\$85,612.00	1.00		\$ -	1.00	\$ 85,612.00
49	Fence (Chain Link) (72")	LF		30.00	\$39.10	30.00		\$ -	30.00	\$ 1,173.00
50	Fence (Chain Link) (42")	LF		30.00	\$33.65	30.00		\$ -	30.00	\$ 1,009.50
51	Fence (Chain Link) (42") (Temporary)	LF		130.00	\$4.25	90.00		\$ -	90.00	\$ 382.50
52	Traffic Signal Loops	EA		4.00	\$1,373.00			\$ -		\$ -
53	CARS Sign	EA		2.00	\$434.00	2.00		\$ -	2.00	\$ 868.00
54	Traffic Control	LS		1.00	\$18,962.00	0.87	0.13	\$ 2,465.06	1.00	\$ 18,962.00
55	Sodding	SY		1,400.00	\$5.95	3,070.00	1050.00	\$ 6,247.50	4,120.00	\$ 24,514.00
56	Construction Staking	LS		1.00	\$5,048.00	1.00		\$ -	1.00	\$ 5,048.00
57	Change Order 2	LS	2	1.00	\$116,349.00	1.00		\$ -	1.00	\$ 116,349.00
Total - Base Bid										\$ 1,252,418.35
Total										\$ 59,553.56

Original Contract Amount \$1,108,212.80
 CO #1 \$ -
 CO #2 \$ 116,349.00
 CO #3 \$ 27,856.55
 CO #4 \$ -
 New Contract Amount \$1,252,418.35

Amount of Work Completed \$ 1,252,418.35
 Less 0% to be Retained \$ -
 Less Previous Payments \$ 1,073,578.31
 Total this Estimate \$ 178,840.04

Reviewed by City Inspector:	<i>[Signature]</i>
Date:	7/3/19
Approved by Contractor:	<i>[Signature]</i>
Date:	7/3/19

Amount Due to Contractor

\$ 178,840.04

5458.270

DS

CHANGE ORDER NO. 3 (FINAL)

July 1, 2019

Date

2018 CARS – Roe Lane, Roe Boulevard to County Line
(Project)

CITY OF ROELAND PARK, KANSAS - OWNER

Amino Brothers Co., Inc.

(Contractor)

CONTRACT DATED:

April 10, 2018

IN ACCORDANCE with the terms of the Contract referred to above, the OWNER hereby authorizes the CONTRACTOR to make the following change to the Contract for the total amount of \$ 27,856.55. In all other respects, the terms and conditions of the April 10, 2018, Agreement shall remain in full force and effect, except as specifically modified by this Change Order.

See attached quantity recapitulation.

CITY OF ROELAND PARK, KANSAS

Approved: _____
Date

By: _____
Mayor

CONTRACTOR

Accepted: 7/3/19
Date

Amino Brothers Co., Inc.

Contractor

By: Dennis M. Jones
Signature

Original Contract Amount: \$ 1,108,212.80

Additions to Date: \$ 144,205.55

Deductions to Date: \$ (0.00)

Revised Contract Sum: \$ 1,252,418.35



9001 State Line Rd., Ste. 200
Kansas City, MO 64114
[P] 816.361.0440
[F] 816.361.0045
LampRynearson.com

Date

7/1/2019

Change Order 3
2018 CARS - ROE LANE (ROE BLVD. TO COUNTY LINE)
City of Roeland Park, Kansas

Item No.	Item Description	Unit	Quantity	Bid Unit Price	Total
1	Force Account	Set	0.02	\$ 40,000.00	\$ 782.87
5	Modified Type I Street Repair	S.Y.	90.00	\$ 72.85	\$ 6,556.50
6	Asphalt Base Repair	S.Y.	28.90	\$ 76.10	\$ 2,199.29
7	Asphaltic Concrete Surface (2")	TON	(87.90)	\$ 70.55	\$ (6,201.35)
8	Asphalt Mill (2") (Full Width)	S.Y.	228.00	\$ 2.05	\$ 467.40
10	Remove and Replace Sidewalk (4")	S.F.	1,259.00	\$ 7.15	\$ 9,001.85
11	Integral Sidewalk Retaining Wall (ISRW)	C.Y.	13.00	\$ 869.00	\$ 11,297.00
12	Sidewalk Ramp with Detectable Warning (6")	S.F.	(117.00)	\$ 13.20	\$ (1,544.40)
13	Sidewalk Ramp Repair (6")	S.F.	(125.00)	\$ 13.25	\$ (1,656.25)
14	Detectable Warning Surface	S.F.	28.00	\$ 27.05	\$ 757.40
15	Curb and Gutter (CG-1) (Remove and Replace)	L.F.	(8.00)	\$ 29.30	\$ (234.40)
25	Pipe (8" DIP)	L.F.	(36.00)	\$ 142.00	\$ (5,112.00)
37	Driveway Repair (Asphalt) (6")	S.Y.	12.50	\$ 81.65	\$ 1,020.63
51	Fence (Chain Link) (42") (Temporary)	L.F.	(40.00)	\$ 4.25	\$ (170.00)
52	Traffic Signal Loops	Ea.	(4.00)	\$ 1,373.00	\$ (5,492.00)
55	Sodding	S.Y.	2,720.00	\$ 5.95	\$ 16,184.00

Total Change Order: \$ 27,856.55

**CONSENT OF SURETY
TO FINAL PAYMENT**

AIA Document G707

Bond No. 674027187

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☐
SURETY	☐
OTHER	☐

TO OWNER:
(Name and address)

City of Roeland Park, KS
4600 W. 51st Street
Roeland Park, KS 66205

ARCHITECT'S PROJECT NO.:

CONTRACT FOR: Construction

PROJECT:
(Name and address)

CONTRACT DATED:

2018 CARS - Roe Lane Roe Boulevard to County Line CARS Project No. 320001185 for the City of Roeland Park, KS

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Liberty Mutual Insurance Company
175 Berkeley Street
Boston, MA 02116

, SURETY,

on bond of
(Insert name and address of Contractor)

Amino Brothers Company, Inc.
8110 Kaw Drive
Kansas City, KS 66111

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of
any of its obligations to
(Insert name and address of Owner)

City of Roeland Park, KS
4600 W. 51st Street
Roeland Park, KS 66205

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: June 24, 2019
(Insert in writing the month followed by the numeric date and year.)



Attest:
(Seal):

[Handwritten signature]

Liberty Mutual Insurance Company

(Surety)

By:

[Handwritten signature of Barbara Talty]

(Signature of authorized representative)

Barbara Talty Attorney-in-Fact

(Printed name and title)

Surety Phone No. 617-357-9500

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated. Not valid for mortgage, note, loan, letter of credit, bank deposit, currency rate, interest rate or residual value guarantees. To confirm the validity of this Power of Attorney call 610-832-8240 between 9:00 am and 4:30 pm EST on any business day.



**Liberty
Mutual.**

SURETY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Barbara Talty of the city of Kansas City, state of MO its true and lawful attorney-in-fact, with full power and authority hereby conferred to sign, execute and acknowledge the following surety bond:

Principal Name: Amino Brothers Company, Inc.

Obligee Name: City of Roeland Park, KS

Surety Bond Number: 674027187

Bond Amount: See Bond Form

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 12th day of December, 2018.



The Ohio Casualty Insurance Company
Liberty Mutual Insurance Company
West American Insurance Company

By: David M. Carey

David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA
COUNTY OF MONTGOMERY

ss

On this 12th day of December, 2018, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella

Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS – Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts – SECTION 5. Surety Bonds and Undertakings. Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company do hereby certify that this power of attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 24th day of June, 2019.



By: Renee C. Llewellyn

Renee C. Llewellyn, Assistant Secretary

Item Number: Reports of City Officials:- X.-A.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/22/2019
Submitted By: Jennifer Jones-Lacy
Committee/Department: Finance
Title: **May 2019 Financial Report**
Item Type:

Recommendation:

For informational purposes only.

Details:

Attached is the May financial report along with the line item details and the latest report from CERL.

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
☐ May Financial Report	Cover Memo
☐ CERL Report	Exhibit

Financial Status Report

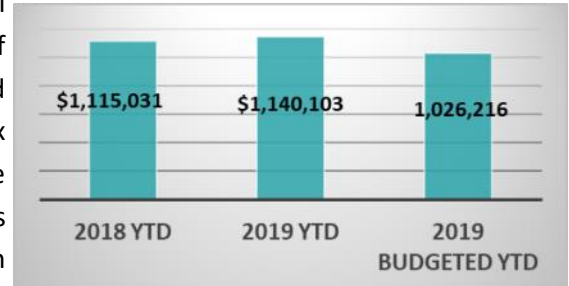
May 2019



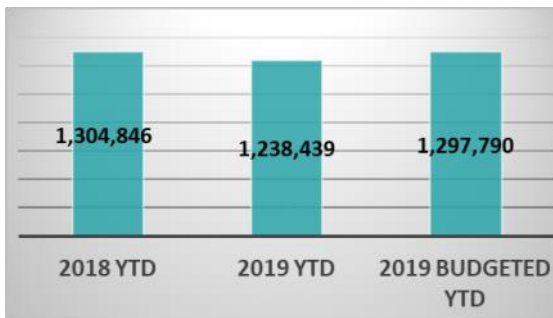
KEY REVENUE INDICATORS OVERVIEW—ALL FUNDS

PROPERTY TAX

The ad valorem tax revenues are derived from taxes levied on real property, personal property and state assessed utilities. This is one of the largest revenue sources for the City of Roeland Park, with ad valorem taxes levied for the General and Bond Funds. Property tax collections through May 2019 generated \$1.14 million, a 2.3% increase over 2018 collections. The budgeted year-to-date comparison reflects 50% of budgeted property taxes for 2019 as we generally collect half in January annually.



SALES/USE TAX

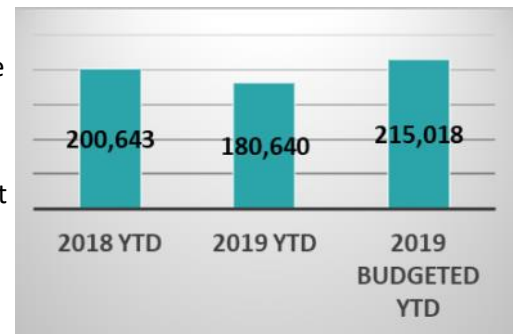


The City receives 1.25 cent sales tax for general purposes with the following allocation: 1/2 cent - street infrastructure (27A), 1/8 cent - community center operations and improvements (27C), 1/4 cent - general infrastructure (27D), and 3/8 cent - General Fund (27B). In addition, the City receives distributions from the County sales/use taxes. Through May 2019, sales taxes/use taxes are down 5.1%. City sales taxes are down 6.8% from last year, primarily due to Aldi's demolition as well as several additional sales and business relocation/sales factors. The reduction in our mill levy reduces the portion of county sales taxes we receive, which also has an impact. Retail sales are down county-wide. More details on the final page of this report.

Franchise agreements are long term and result in payments to the City of 5% of gross receipts. All franchise fee revenues are credited to the General Fund.

Collections are down nearly 10% from 2018 as of May due to the refunds issued by KCP&L in January. Franchise fees in all categories are down from the prior year, with the exception of gas, with the biggest decline in electric, collecting less than half of what we budgeted. In addition, electric rates are expected to be lower than the prior year by 2-3% followed by lower rates next year as well. As a result, we have adjusted our 2019 mid-year projections to account for a 3% loss, on top of the lost revenue from customer refunds. Overall we are projecting 10% less franchise revenue compared to budget.

FRANCHISE FEES



COURT FINES



Court fines are down 20% in 2019 compared to the prior year. We have fewer officers on the street in 2019 compared to 2018 due to injury and a new officer in the academy. As a result, fewer tickets were written (789 in 2019 vs. 968 in 2018) which accounts for some of the difference. In addition, outstanding fines continues to climb. As of May 2018, we had \$247,391 in unpaid fines. As of May 2019, we have \$275,248 in unpaid fines. We adjusted mid-year projections down 8% from budget, with an anticipated upswing once the department is fully staffed.

POSITIVE

CAUTION

NEGATIVE

Monthly Financial Status Report

May 2019



GENERAL FUND OVERVIEW

REVENUE

General Fund revenue collected in 2019 is \$2,593,059, down 0.7% from 2018. We have collected 46.5% of our budgeted revenues for the year as of May (41.6% of the year) due to January's property tax payment. The primary growth is in property tax collections which are \$56,000 higher than they were in first quarter of 2018 due to reassessment and new improvement growth over last year. In the Licenses and Permits category, building permits are up \$10,000 from the prior year due to the permit issued for Aldi. Rental income is slow due to having to reissue renewal letters about half of the rentals due to a problem with the mail. We expect this to turn around as those renewals come in. "Other Income" is up due to the collection of Aldi's 1% for art fee being collected to be used for public art somewhere in the City.

Franchise fees are down as mentioned on the first page due to refunds from regulatory changes impacting the electric utility. The refunds also had a negative impact on the sales taxes received by the City for electric use. Sales taxes are also down, as was somewhat anticipated due to the demolition of Aldi. In addition, sales in other areas are down in some cases so we will be closely monitoring this through the year. The 2019 Projected budget reflects a 5% decline in City sales tax from 2018 and a 2% decrease in the county-share sales taxes.

General Fund Operating						
Department	Actuals			As of May 31, 2019 (41.6% of budget year)		
	2018 YTD	2019 YTD	Difference	2019 Adopted Budget	% of 2019 Total Budget	\$ Diff Compared to 2019 Budget
BEGINNING FUND BALANCE	\$ 2,617,063	\$ 2,581,110	\$ (35,953)			
Revenues						
Property Taxes & Assessments	\$ 1,329,800	\$ 1,380,430	\$ 50,630	\$ 2,483,607.00	55.58%	\$ (1,103,177)
Franchise Fees	\$ 200,643	\$ 180,640	\$ (20,004)	\$ 516,044	35.00%	\$ (335,404)
Intergovernmental	\$ 56,496	\$ 56,536	\$ 40	\$ 224,406	25.19%	\$ (167,870)
Sales Tax	\$ 649,549	\$ 618,649	\$ (30,900)	\$ 1,558,920	39.68%	\$ (940,271)
Licenses and Permits	\$ 59,392	\$ 62,554	\$ 3,162	\$ 175,025	35.74%	\$ (112,471)
Fines/forfeitures	\$ 169,022	\$ 135,093	\$ (33,929)	\$ 375,988	35.93%	\$ (240,895)
Other/Interest Income	\$ 146,234	\$ 159,158	\$ 12,924	\$ 248,556	64.03%	\$ (89,398)
Transfers In		\$ -	\$ -	\$ -	100.00%	\$ -
TOTAL REVENUES	\$ 2,611,136	\$ 2,593,059	\$ (18,077)	\$ 5,582,546	46.45%	\$ (2,989,487)
Expenditures						
General Overhead	\$ 467,540	\$ 497,274	\$ 29,734	\$ 1,506,844	33.00%	\$ 1,009,570
Police Department	\$ 458,649	\$ 422,552	\$ (36,097)	\$ 1,152,275	36.67%	\$ 729,723
Court	\$ 40,104	\$ 48,203	\$ 8,099	\$ 117,618	40.98%	\$ 69,415
Neighborhood Services	\$ 43,627	\$ 44,761	\$ 1,134	\$ 125,616	35.63%	\$ 80,855
Administration	\$ 122,832	\$ 124,214	\$ 1,382	\$ 318,645	38.98%	\$ 194,431
Public Works	\$ 299,800	\$ 244,837	\$ (54,963)	\$ 730,717	33.51%	\$ 485,880
Employee Benefits	\$ 319,193	\$ 367,315	\$ 48,122	\$ 903,149	40.67%	\$ 535,834
City Council	\$ 21,195	\$ 19,207	\$ (1,988)	\$ 56,520	33.98%	\$ 37,313
Solid Waste	\$ 263,246	\$ 219,994	\$ (43,252)	\$ 586,140	37.53%	\$ 366,146
TOTAL EXPENDITURES	\$ 2,036,186	\$ 1,988,357	\$ (47,829)	\$ 5,497,524	36.17%	\$ 3,509,167
INCREASE/DECREASE TO FUND BALANCE	\$ 574,950	\$ 604,702				
ENDING FUND BALANCE	\$ 3,192,013	\$ 3,185,812	\$ (6,201)			

Fund Balances reflect unrestricted cash. An additional \$157,500 is being held for pool debt which will return to the General Fund as unrestricted in 2019 after the debt is retired. This figure also includes \$1.41 million for the Sales Tax Loss Reserve

Monthly Financial Status Report

GENERAL FUND OVERVIEW (CONT)

May 2019



EXPENDITURES

General Fund expenditures through May are \$47,829 lower than the prior year. As of May, we have spent 36.2% of budgeted expenditures in the General Fund. Some of the savings has to do with the timing of invoices and payments, as is the case in the Police Department. For example, 2018 financials through May reflect payment for Animal Control but the 1st quarter 2019 financials do not. The General Overhead Department has more expenditures through May 2019 compared to the prior year due to having a greater number of transfers to other funds as compared with 2018. Public Works does have reduced expenditures from 2018 in some cases due to lower salary expenses, fewer equipment repairs to date and fewer transfers to the Equipment Reserve Fund. Growth in the General Fund has primarily occurred in the Employee Benefits Department. While employee health benefit rates increased in 2019 from 2018, the majority of the increase reflected through May of 2019 is due to paying five invoices and only three through May 2018. Solid waste expenses are up from 2018 due to the increased contract expense with WCA for trash service in 2019.

Pooled Cash & Investments

Type of Investment	Actual %	Market Value	Yield to Maturity
Fixed Income			
Government Bonds		\$ -	0%
Agency Bonds	55%	\$ 5,791,876	2%
Kansas GO Bonds		\$ -	
Treasury Notes	32%	\$ 3,383,115	1%
Cash and Equivalents		-	-
TD Ameritrade and US Bank	13%	\$ 1,076,492	0%
Total Portfolio	100%	\$ 10,251,483	1%
Accrued Interest Year-to-Date as of May 31, 2019.		\$ 67,168	

Starting in December 2015 the City began to invest its idle cash using Columbia Capital Management as the City's asset managers. The City's initial investment was \$2,423,718. The City now has a total of \$9,174,991 invested. The Cash and Equivalents value illustrates the amount held in cash in the City's bank and investment accounts. Interest accrues at maturity. The yield to maturity is the anticipated return on a bond if held to maturity expressed in annual percentage rate terms. Year-to-date performance through May reflects accrued interest of \$67,168. The charges from Columbia Capital through May are \$8,916. This reflects two quarterly charges which is based on a three-month average balance charged at a 0.18% annual rate. Current net earnings from our investment account are \$58,252. The majority of all investment revenues from matured assets are reinvested in the City's portfolio. However, when we need to free up cash for large capital payments or debt, we have maturities every two-three months to provide us with needed liquidity.

Monthly Financial Status Report

May 2019



ALL BUDGETED FUNDS ACTUAL COMPARED TO BUDGET/PROJECTIONS

Fund	YTD Actual Revenues	2019 Revenue Budgeted	Difference	% of Total Projection
General	\$ 2,593,059	\$ 46,521,217	\$ (43,928,157)	46%
Bond & Interest	\$ 337,872	\$ 6,481,133	\$ (6,143,261)	43%
Special Highway	\$ 90,822	\$ 1,533,167	\$ (1,442,345)	49%
Special Street (27A)	\$ 383,503	\$ 8,865,208	\$ (8,481,705)	36%
Community Center (27C)	\$ 80,286	\$ 1,658,533	\$ (1,578,247)	40%
Special Infrastructure (27D)	\$ 242,663	\$ 6,372,067	\$ (6,129,404)	32%
Equip & Building Reserve	\$ 100,783	\$ 1,995,067	\$ (1,894,284)	42%
TIF 1 A/B-Bella Roe	\$ 289,992	\$ 7,409,850	\$ (7,119,858)	33%
TDD #1 - Price Chopper	\$ 117,980	\$ 2,340,900	\$ (2,222,920)	42%
TDD #2 - Lowes	\$ 42,784	\$ 1,179,117	\$ (1,136,333)	30%
CID #1 - Bella Roe/Walmart	\$ 115,976	\$ 2,643,592	\$ (2,527,616)	37%
TIF 2D - City Hall/QT	\$ 165,174	\$ 3,554,450	\$ (3,389,276)	39%
TIF 2C - Valley State Bank	\$ 73,703	\$ 295,208	\$ (221,505)	208%
TIF 3A/C - 4800 Roe/Blvd Apts	\$ 130,704	\$ 291,667	\$ (160,963)	373%
Property Owners Association	\$ -	\$ 282,058	\$ (282,058)	0%
TOTAL	\$ 4,765,301	\$ 91,423,233	\$ (86,657,932)	43%

Fund	YTD Actual Expenditures	2019 Expenditures Budgeted	Difference	% of Total Projection
General	\$ 1,988,357	\$ 45,812,700	\$ 43,824,343	36%
Bond & Interest	\$ 42,013	\$ 6,557,325	\$ 6,515,312	5%
Special Highway	\$ 24,371	\$ 954,000	\$ 929,629	21%
Special Street (27A)	\$ 161,972	\$ 9,375,000	\$ 9,213,028	14%
Community Center (27C)	\$ 58,587	\$ 1,487,900	\$ 1,429,313	33%
Special Infrastructure (27D)	\$ 135,837	\$ 4,875,000	\$ 4,739,163	23%
Equip & Building Reserve	\$ 47,948	\$ 1,995,067	\$ 1,947,119	20%
TIF 1 A/B-Bella Roe	\$ -	\$ 31,167	\$ 31,167	0%
TDD #1 - Price Chopper	\$ 2,570	\$ 2,340,900	\$ 2,338,330	1%
TDD #2 - Lowes	\$ 1,508	\$ 1,299,167	\$ 1,297,659	1%
CID #1 - Bella Roe/Walmart	\$ -	\$ -	\$ -	0%
TIF 2D - City Hall/QT	\$ 133,165	\$ 3,665,750	\$ 3,532,585	30%
TIC 2C - Valley State Bank	\$ 50,029	\$ 295,208	\$ 245,179	141%
TIF 3A/C - 4800 Roe/Blvd Apts	\$ 1,035	\$ -	\$ (1,035)	100%
Property Owners Association	\$ -	\$ 265,625	\$ 265,625	0%
TOTAL	\$ 2,647,392	\$ 78,954,808	\$ 76,307,417	28%

Monthly Financial Status Report

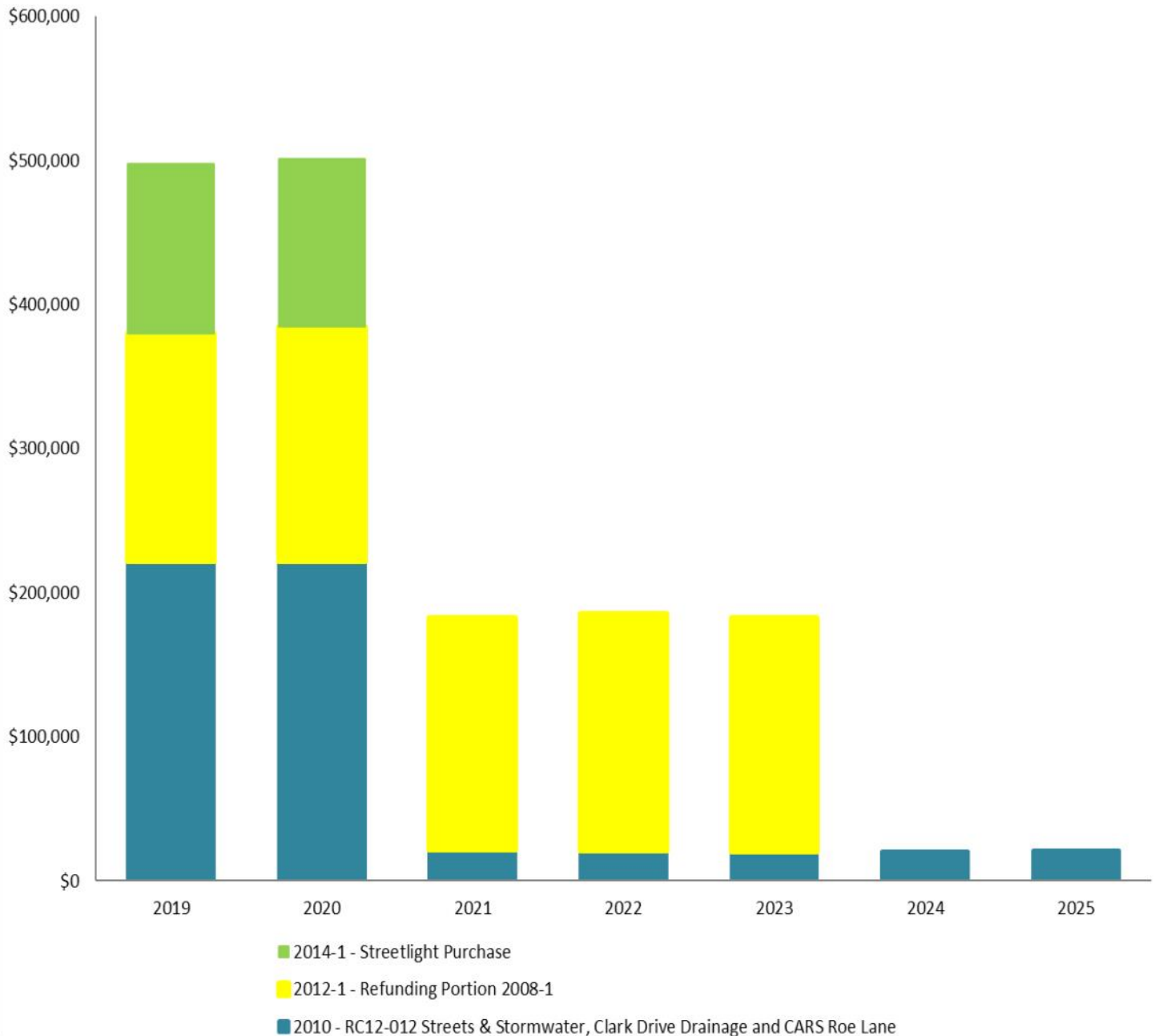
May 2019



DEBT MANAGEMENT

Roeland Park Debt Service 2019 - 2025

Less Special Assessments



*Total Debt is less reimbursements from special assessments. Chart reflects principal & interest payments.

Monthly Financial Status Report



May 2019

BOND & INTEREST—DEBT SERVICE

Debt Issue	Approved by Council	Date Issued	Original Amount	Interest Rate	1/1/2019 Balance (w/ interest)	Date Expire	2019 Total Payment
General Obligations Bonds:							
2010 Bond Issue: RC12-012 Street Improvements RC12-012 Stormwater Improvements Clark Drive Drainage CARS Roe Lane	2004 2004 2007 2008	Aug-10	\$ 3,345,000	1.50-3.50	\$ 1,196,920	12/1/2025	\$ 313,415
2011-2 Bond Issue: RC12-014 Stormwater CARS 53rd & Buena Vista CARS 55th Street	2007 2010 2011	Aug-11	\$ 1,565,000	2.00-3.40	\$ 892,335	9/1/2026	\$ 108,808
2012-1 Bond Issue: Reunding Portion 2008-1 (streets/stormwater)	Various See original issue	May-12	\$ 1,970,000	.65-2.4	\$ 1,114,855	12/1/2023	\$ 221,718
2012-1 Bond Issue (not shown on graph) City Hall Improvements - Paid From TIF Proceeds	2011	May-12	\$ 980,000	.65-1.7	\$ 172,890	12/1/2019	\$ 172,890
2014-1 Bond Issue: Streetlight Purchase	2014	Nov-14	\$ 650,000	2.25	\$ 233,653	9/1/2020	\$ 117,085
					\$ 3,610,653		\$ 933,916
Special Obligation Tax Increment							
Revenue Bonds: *Debt service resources are limited to TIF revenues received - City is not liable for debt							
Series 2000, Valley State Bank Project		Feb-00	\$ 695,000	7.00	\$ 259,699	12/31/2019	\$ 71,000
					\$ 259,699		\$ 71,000
Revenue Bonds:							
Transportation Development District: *Debt service resources are limited to TDD revenues received - City is not liable for debt							
Sales Tax Revenue Bonds, 2005 - Price Chopper/Shopping Center		Nov-05	\$ 3,555,000	4.50-5.75	\$ 1,912,250	12/1/2025	\$ 1,912,250
Sales Tax Revenue Bonds, 2006A - Price Chopper/Shopping Center		Jan-06	\$ 1,090,000	5.875	\$ 696,849	12/1/2025	\$ 696,849
Sales Tax Revenue Bonds, 2006B - Lowes		Jan-06	\$ 1,690,000	5.125 - 5.875	\$ 744,797	12/1/2025	\$ 744,797
					\$ 3,353,896		\$ 3,353,896

Monthly Financial Status Report

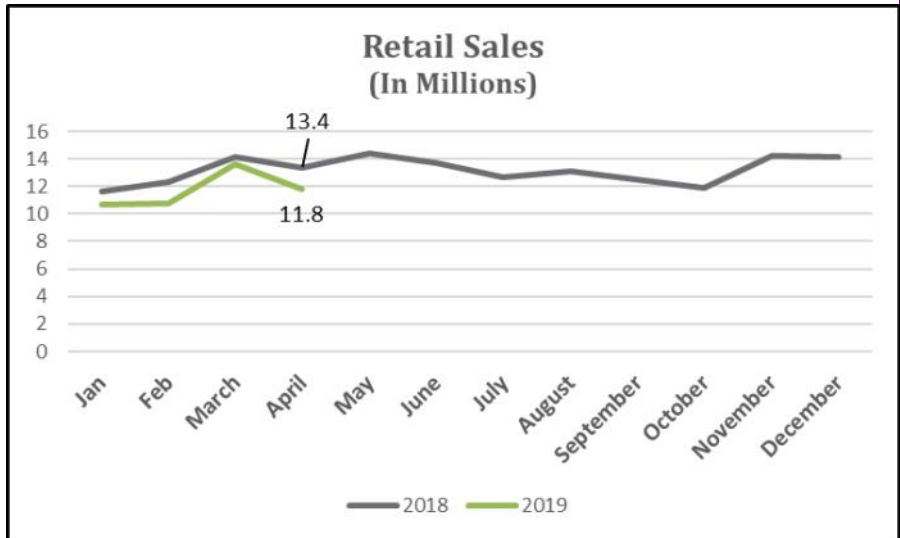
May 2019



COMMUNITY STATISTICS

Retail Sales: The County Economic Research Institute (CERI) provides information for cities in Johnson County. CERI has provided retail sales figures through April 2019 which shows a 8.9% year-to-date decline for Roeland Park compared to this time in 2018. This is due in part to Aldi's closure, lower sales tax receipts from the electric utility and lower retail sales overall.

Attached is the latest report from CERI. Through April 2019, Johnson County as a whole has seen a 7.5% decline year-to-date compared with 2018. In fact, the majority of Johnson County Cities saw a decrease year-to-date compared with the prior year between 1% and 20.8%. Some of the smaller jurisdictions have seen an increase in sales, such as De Soto, Mission Hills, Mission Woods, Westwood Hills, Westwood and Edgerton between 6.3% and 35.8%. All jurisdictions are impacted by the refunds issued by the electric utility as well as sales being down for retail in general and vehicle sales in particular.



Building Permits: Through the first quarter of 2019, the City has issued 73 building permits at a value of approximately \$2.8 million. This is higher than the first quarter of all preceding years listed due to issuing a building permit for the new Aldi building that was demolished in January 2019. Permits issued and Improvements provide an indicator as to the economic health and reinvestment in the community. The chart illustrates the number and value of building permits through 1st quarter comparing the current and prior years. In addition the new commercial construction, there were four residential remodeling permits issued with a value of \$137,800 with an average value of

\$34,450 per remodel. This is a lower than average rate as one of the remodels is being done by the owner so the value of the job is lower than would otherwise be the case.



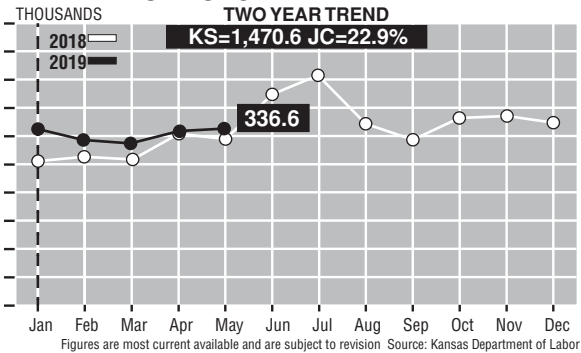
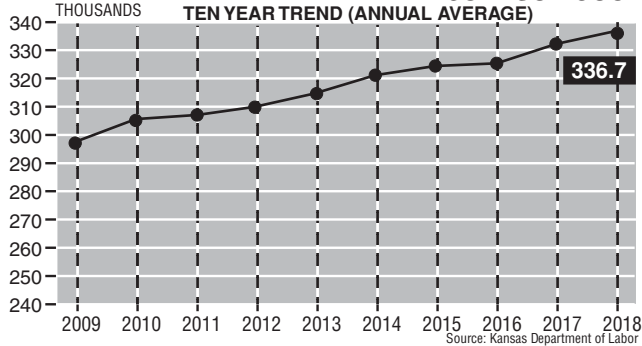
CERI

COUNTY ECONOMIC RESEARCH INSTITUTE

JOHNSON COUNTY INDICATORS

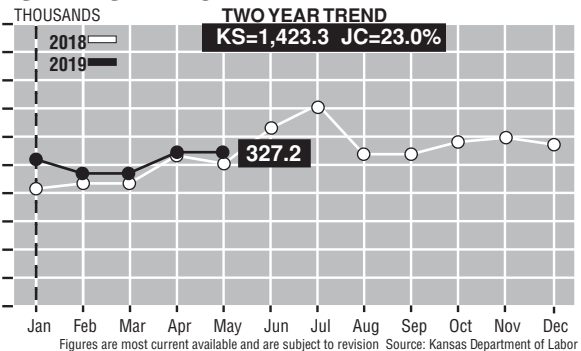
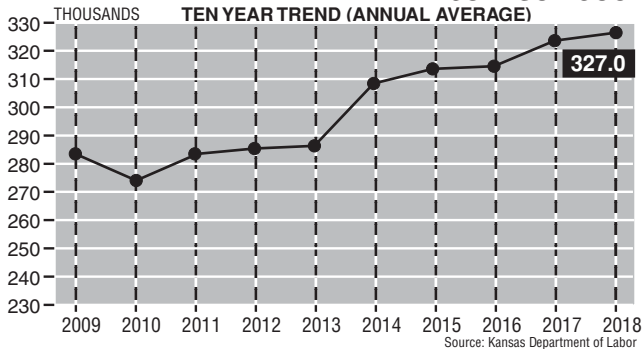
• July 2019 Issue •

JOHNSON COUNTY: CIVILIAN LABOR FORCE



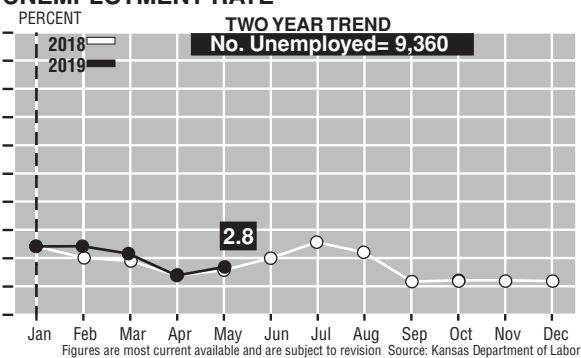
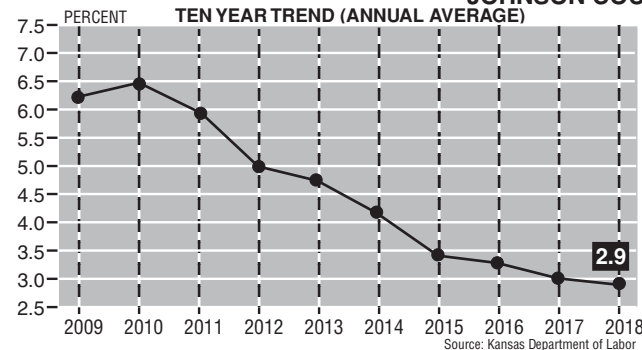
Current Month
This Year: 336,566
Last Year: 334,573
Change: +0.6%
Y.T.D. Avg:
This Year: 335,338
Last Year: 333,764
Change: +0.5%

JOHNSON COUNTY: RESIDENTS EMPLOYED



Current Month
This Year: 327,206
Last Year: 325,506
Change: +0.5%
Y.T.D. Avg:
This Year: 325,295
Last Year: 324,012
Change: +0.4%

JOHNSON COUNTY: UNEMPLOYMENT RATE



Current Month
This Year: 2.8%
Last Year: 2.7%
Change: 0.1%
Y.T.D. Avg:
This Year: 3.0%
Last Year: 2.9%
Change: +0.1%

SELECTED STATES AND METRO AREAS: UNEMPLOYMENT RATES - May 2019

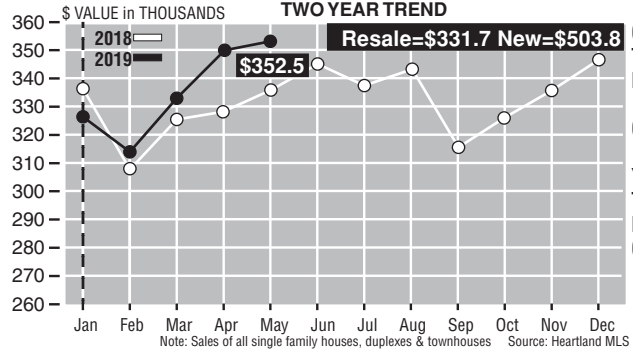
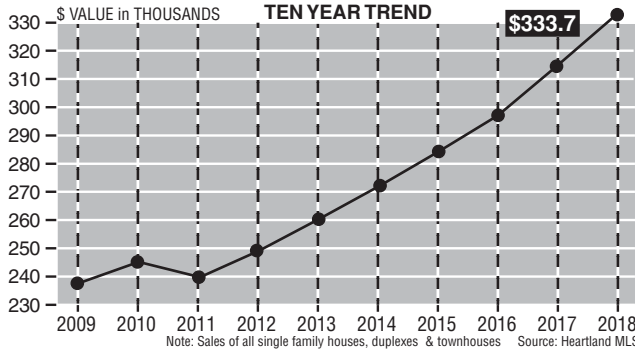
United States.....	3.4%	Michigan.....	3.9%	Kansas City.....	3.1%	Miami.....	3.1%
Kansas.....	3.2%	Minnesota.....	2.9%	Atlanta.....	3.3%	Minneapolis/St. Paul.....	2.7%
Arizona.....	4.6%	Missouri.....	3.1%	Boston.....	2.8%	New Orleans.....	3.8%
Arkansas.....	3.2%	Nebraska.....	3.0%	Charlotte.....	3.7%	New York.....	3.5%
California.....	3.5%	New Jersey.....	3.0%	Chicago.....	3.5%	Omaha.....	2.9%
Colorado.....	2.5%	New York.....	3.8%	Columbus.....	3.0%	Phoenix.....	4.0%
Florida.....	3.1%	N. Carolina.....	4.0%	Dallas.....	2.7%	Pittsburgh.....	3.7%
Georgia.....	3.5%	Ohio.....	3.5%	Denver.....	2.4%	St. Louis.....	3.1%
Illinois.....	3.6%	Oklahoma.....	3.1%	Des Moines.....	2.1%	San Francisco.....	2.2%
Iowa.....	2.1%	Pennsylvania.....	3.8%	Detroit.....	4.3%	Seattle.....	3.4%
Louisiana.....	4.1%	Texas.....	2.9%	Little Rock.....	2.9%	Tulsa.....	3.1%
Massachusetts.....	3.1%	Washington.....	4.2%	Los Angeles.....	3.6%	Wichita.....	3.5%

Not Seasonally Adjusted

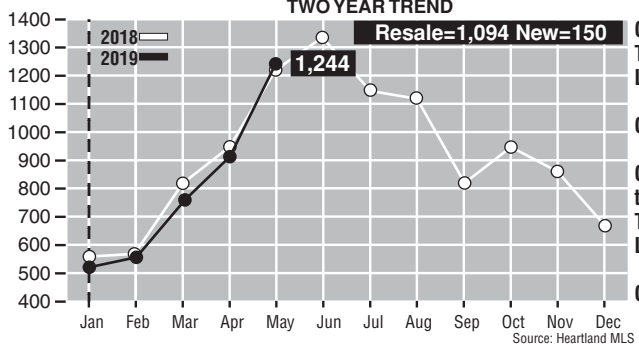
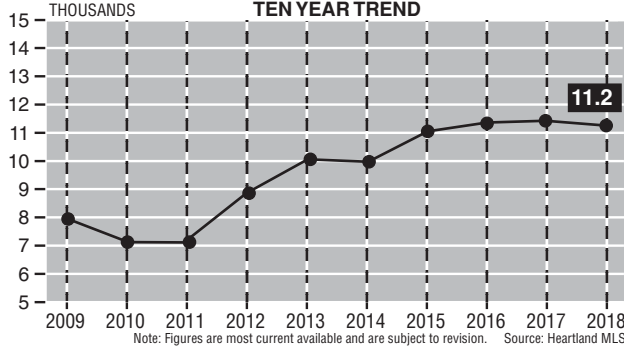
Source: U.S. Bureau of Labor Statistics

CERI

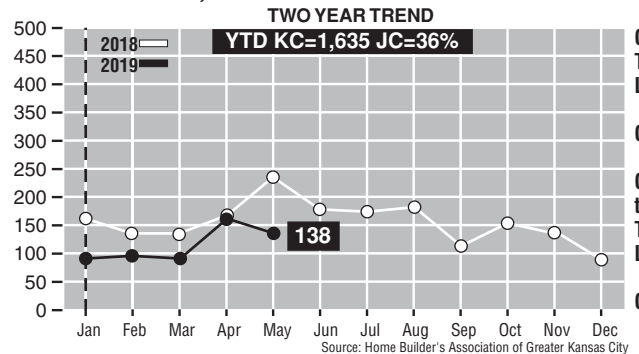
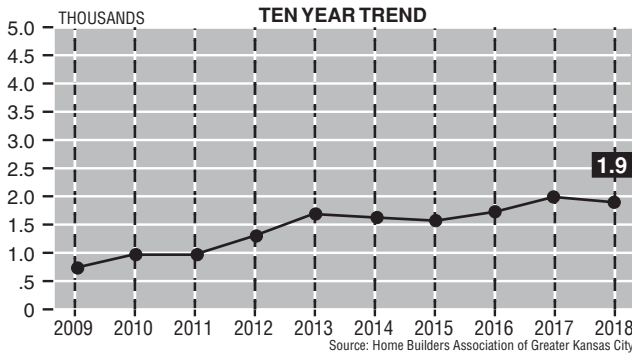
JOHNSON COUNTY: AVERAGE PRICE OF HOMES SOLD



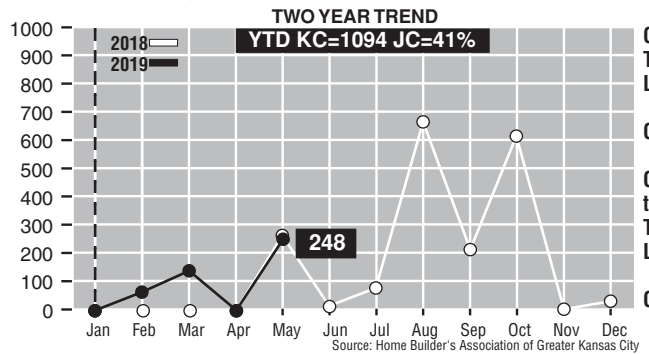
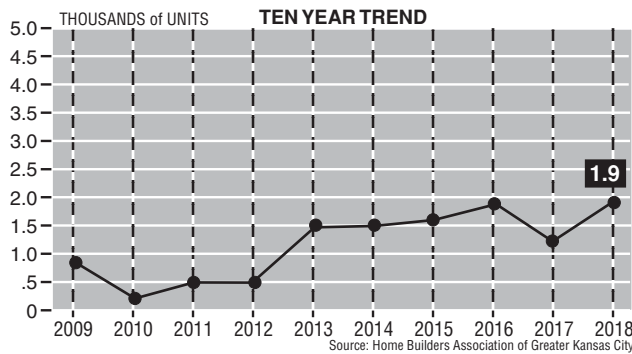
JOHNSON COUNTY: HOME SALES



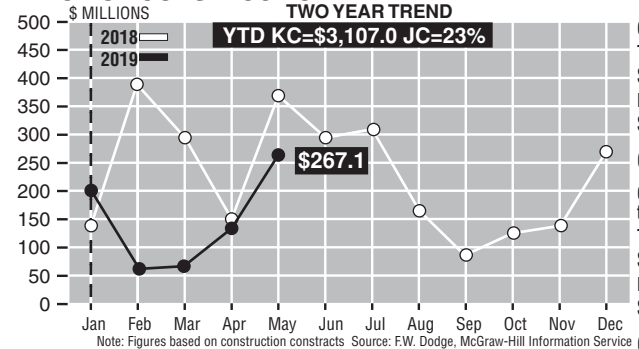
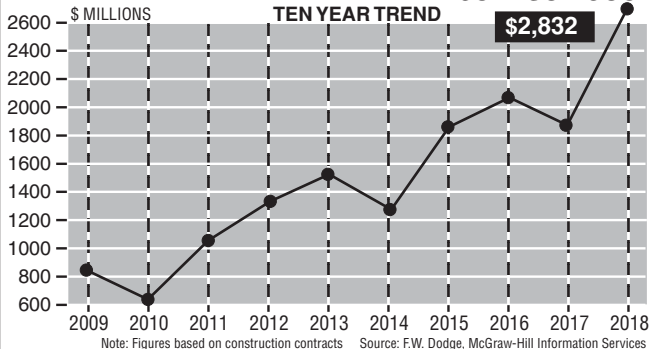
JOHNSON COUNTY: RESIDENTIAL BUILDING PERMITS, SINGLE FAMILY UNITS



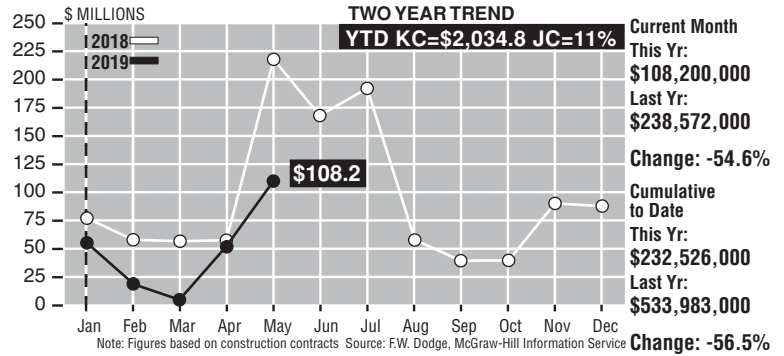
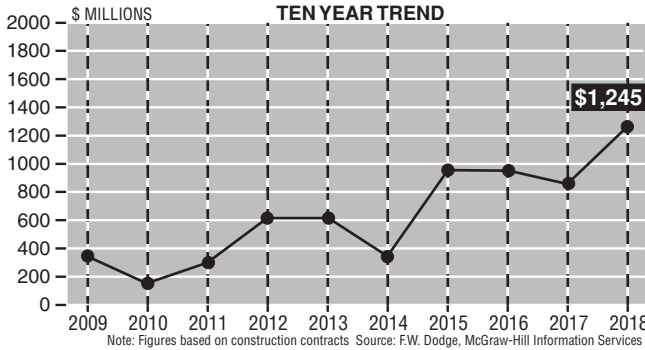
JOHNSON COUNTY: BUILDING PERMITS, MULTI-FAMILY UNITS



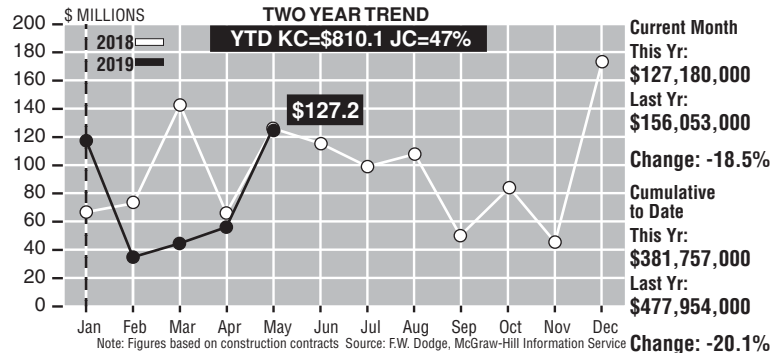
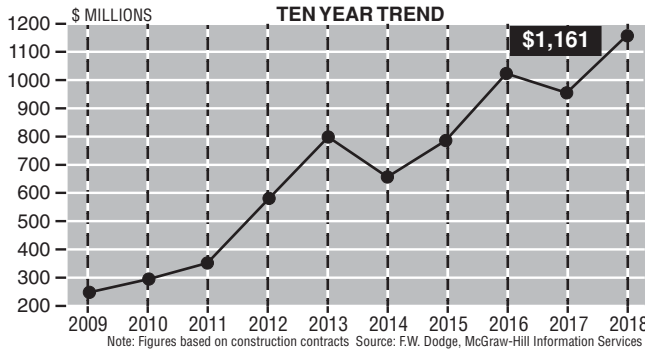
JOHNSON COUNTY: VALUE OF CONSTRUCTION



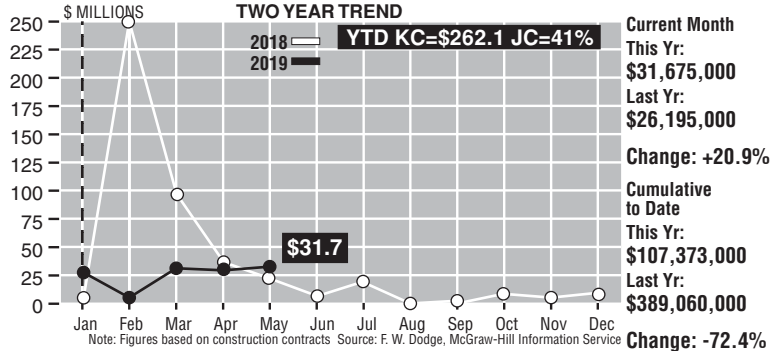
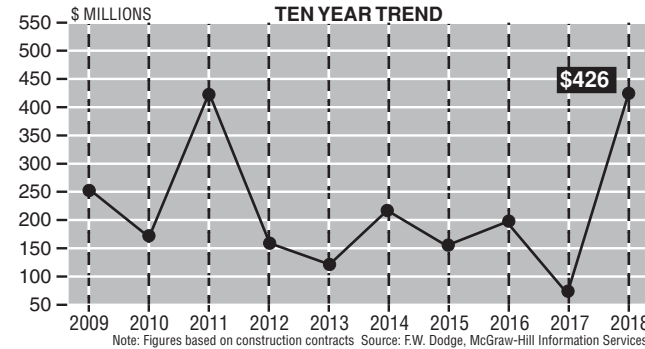
JOHNSON COUNTY: VALUE NON-RESIDENTIAL BUILDING CONSTRUCTION



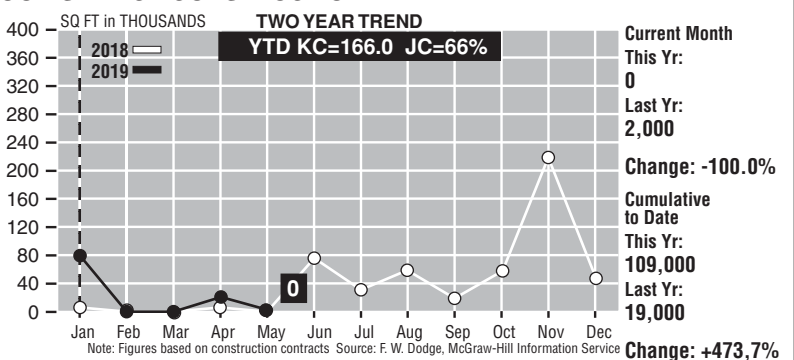
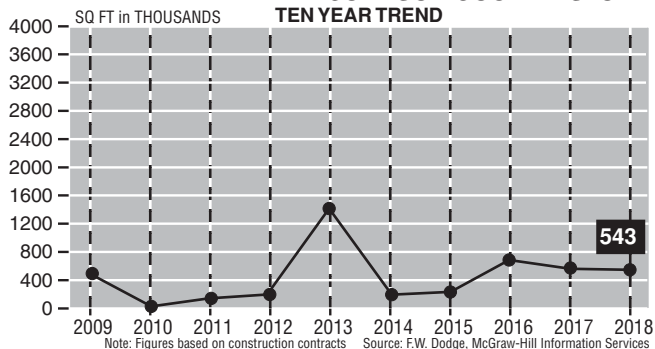
JOHNSON COUNTY: VALUE RESIDENTIAL BUILDING CONSTRUCTION



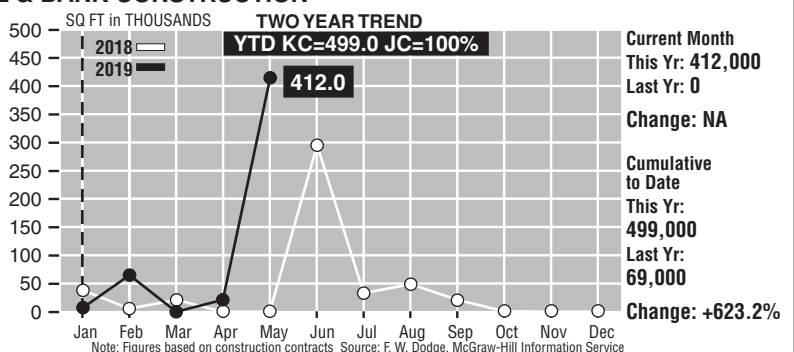
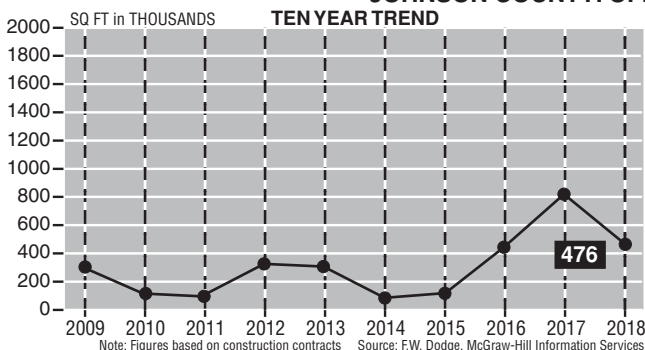
JOHNSON COUNTY: VALUE NON-BUILDING CONSTRUCTION



JOHNSON COUNTY: STORE & FOOD SERVICE CONSTRUCTION



JOHNSON COUNTY: OFFICE & BANK CONSTRUCTION

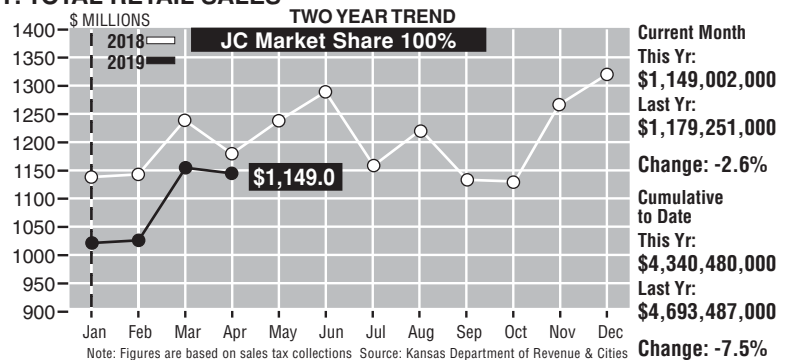
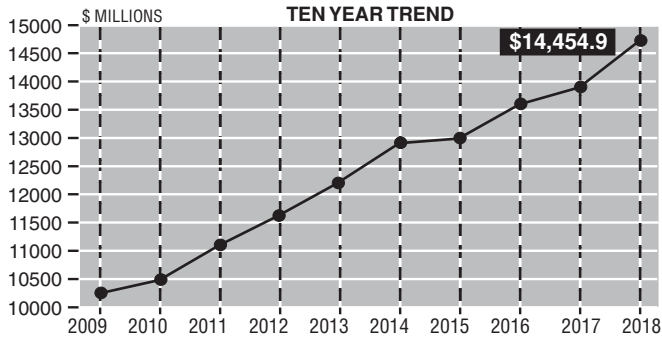


The data presented below represent estimates of the taxable retail sales occurring in the month indicated.

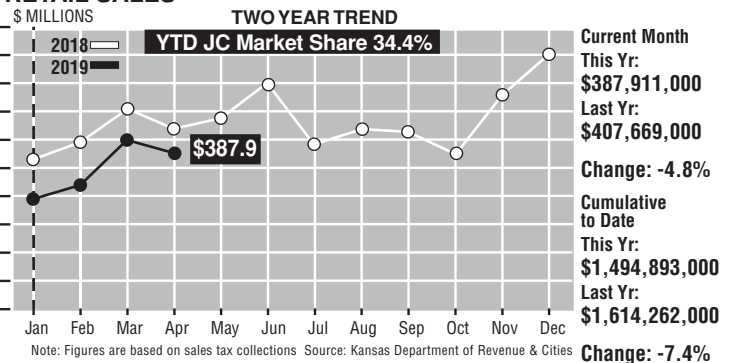
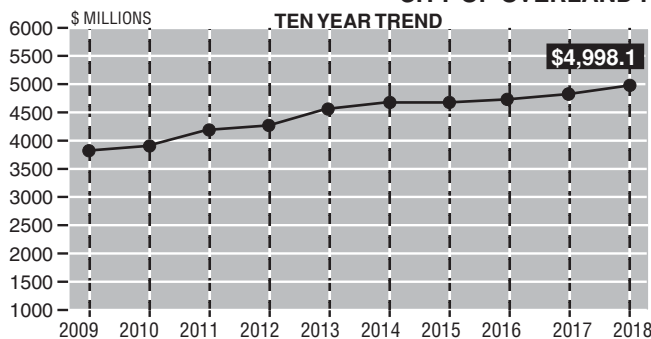
The retail sales estimates for Johnson County's thirteen largest cities shown below are calculated from the local sales and use tax reported by the Kansas Department of Revenue. The Johnson County total is the sum of the retail sales made within each of the county's seventeen cities that levy a city sales tax. The figures shown are the latest available from the Department of Revenue. They are considered preliminary and subject to revision.

Retail sales/use tax data provided by the Department of Revenue have been found to exhibit occasional random anomalies due to reporting and/or recording delays or errors. No attempt has been made by CERI to adjust the data for these anomalies or for seasonality. Monthly figures should be interpreted as the taxable retail sales necessary to generate the local sales tax revenue distributed to the respective city by the Kansas Department of Revenue.

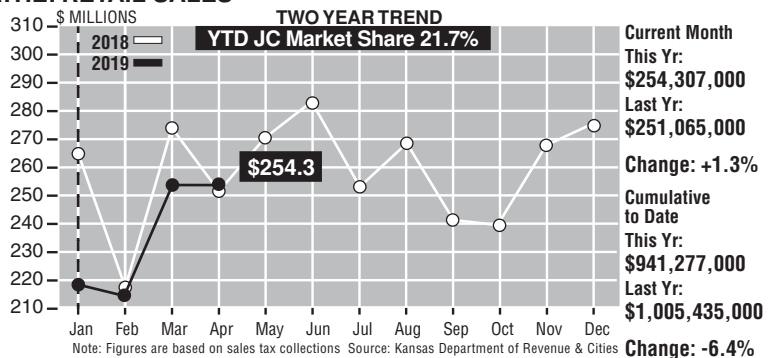
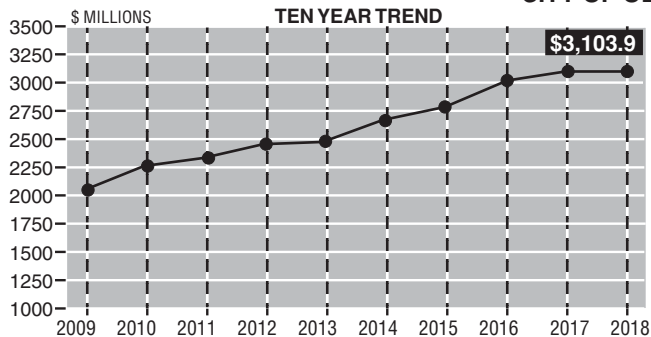
JOHNSON COUNTY: TOTAL RETAIL SALES



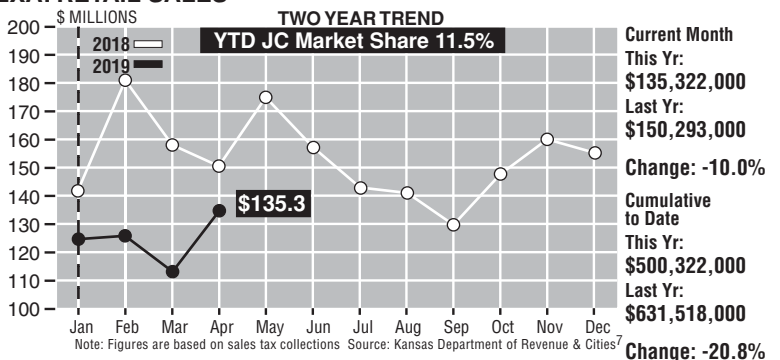
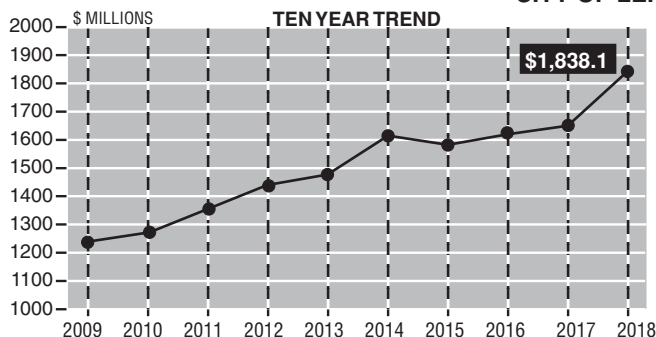
CITY OF OVERLAND PARK: RETAIL SALES



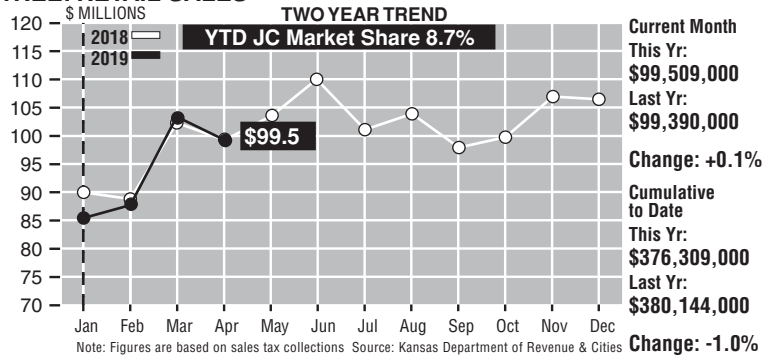
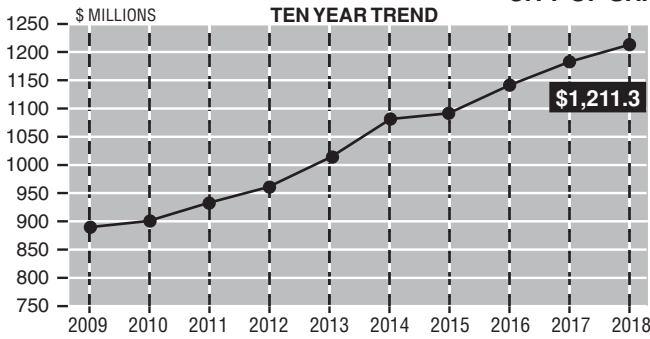
CITY OF OLATHE: RETAIL SALES



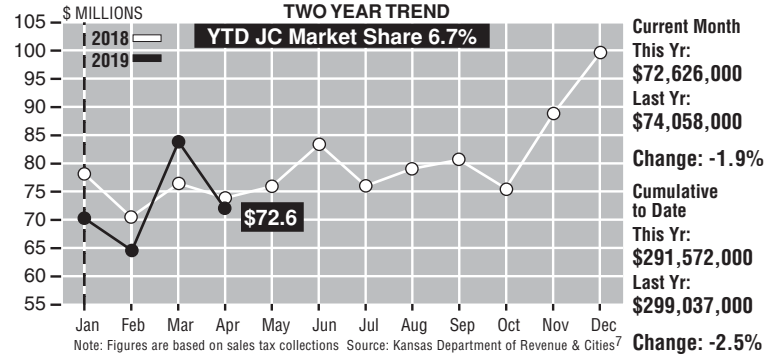
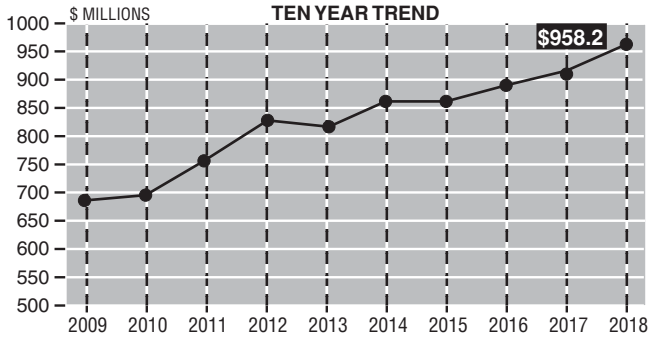
CITY OF LENEXA: RETAIL SALES



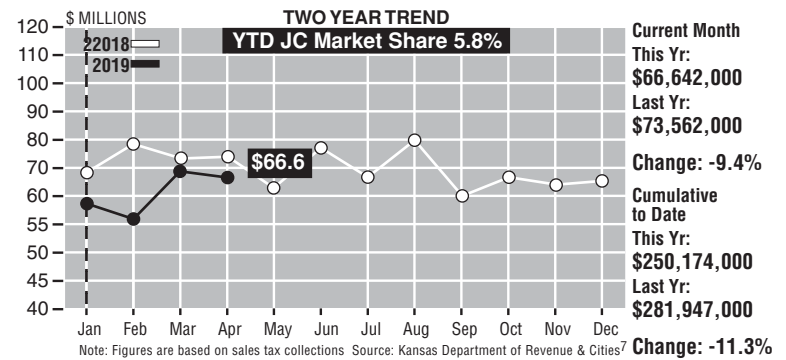
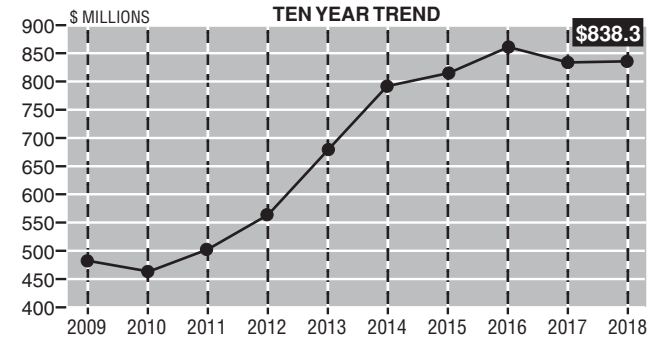
CITY OF SHAWNEE: RETAIL SALES



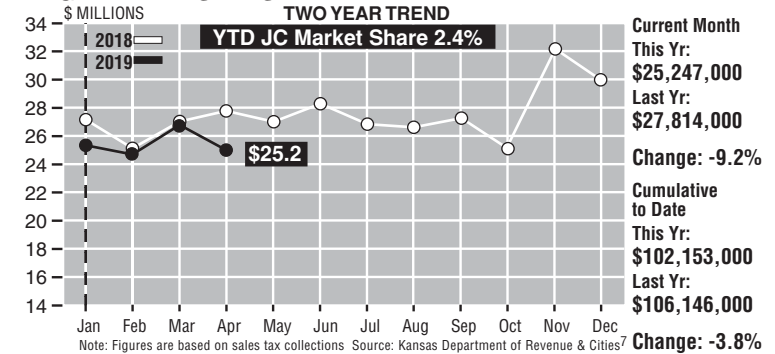
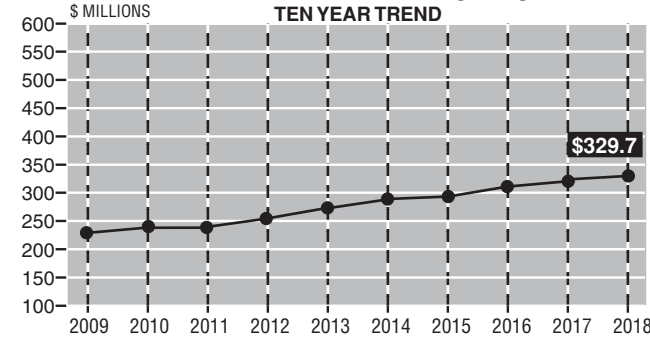
CITY OF LEAWOOD: RETAIL SALES



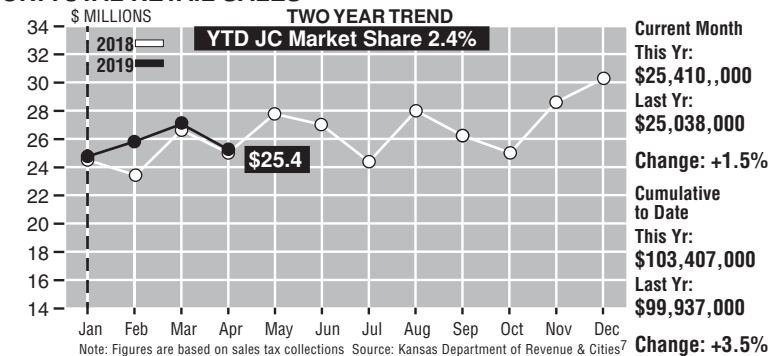
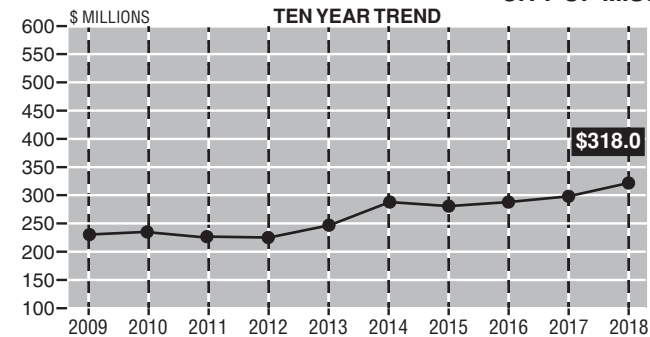
CITY OF MERRIAM: TOTAL RETAIL SALES



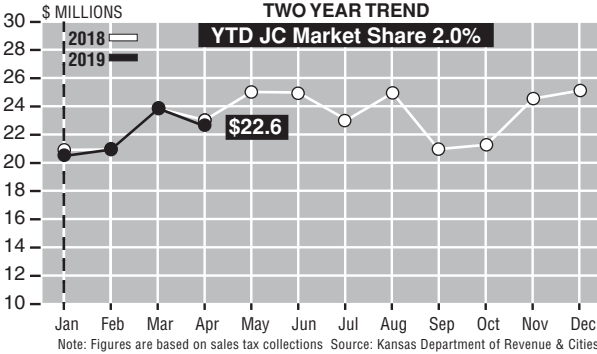
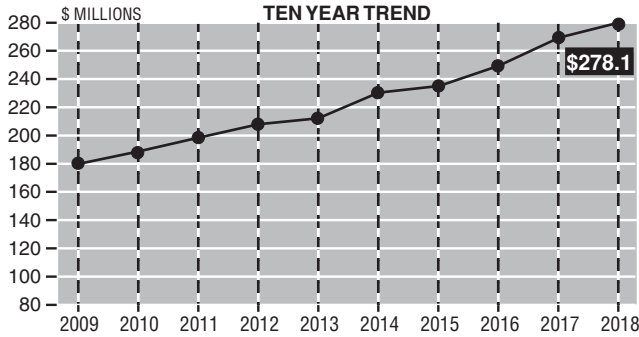
CITY OF PRAIRIE VILLAGE: RETAIL SALES



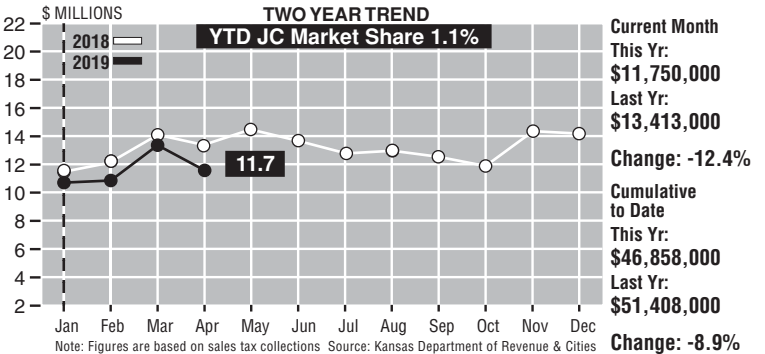
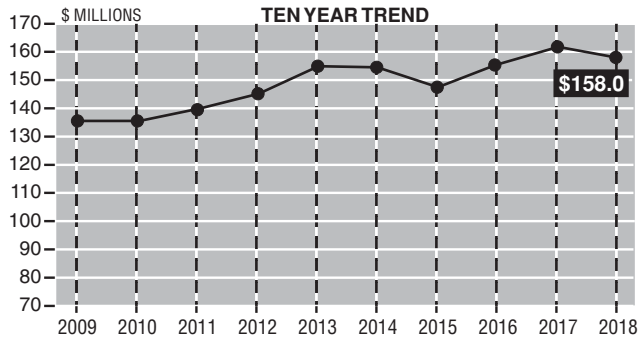
CITY OF MISSION: TOTAL RETAIL SALES



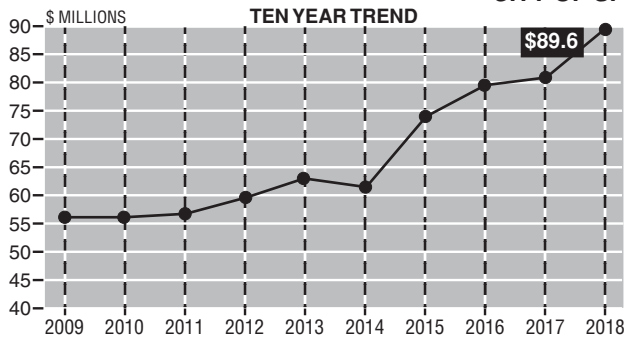
CITY OF GARDNER: RETAIL SALES



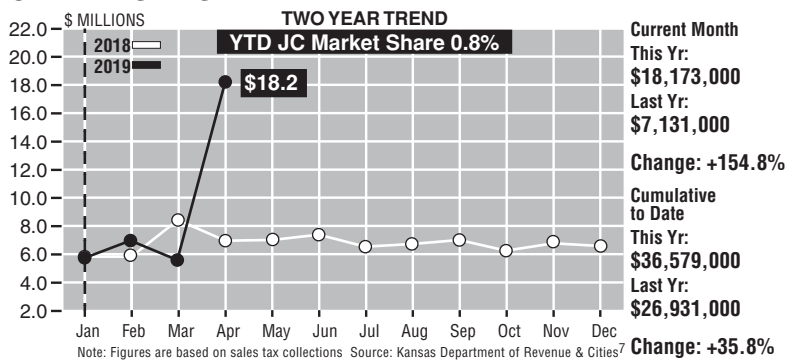
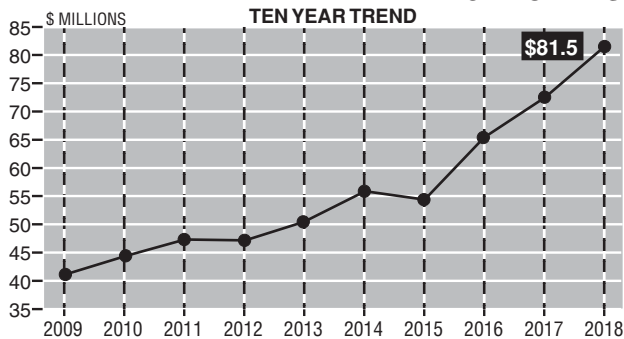
CITY OF ROELAND PARK: RETAIL SALES



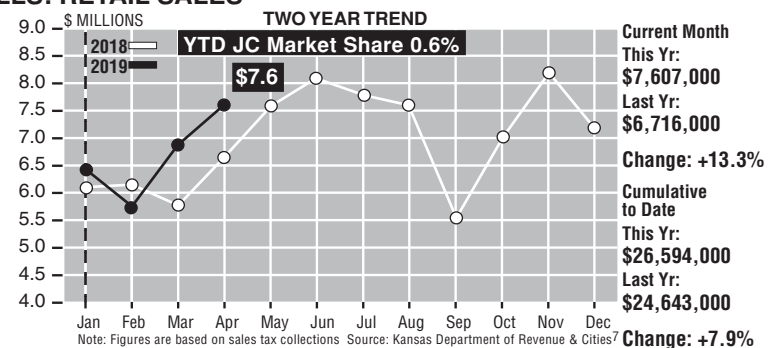
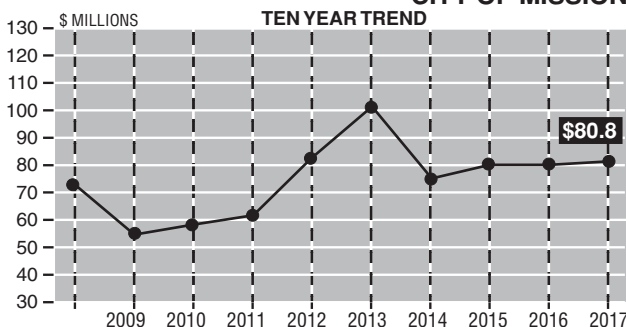
CITY OF SPRING HILL: RETAIL SALES



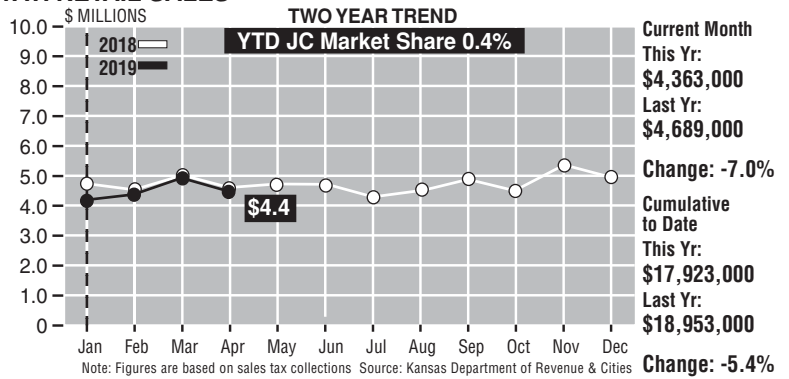
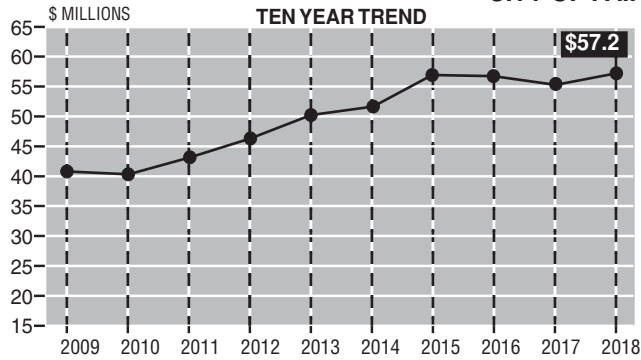
CITY OF DE SOTO: RETAIL SALES



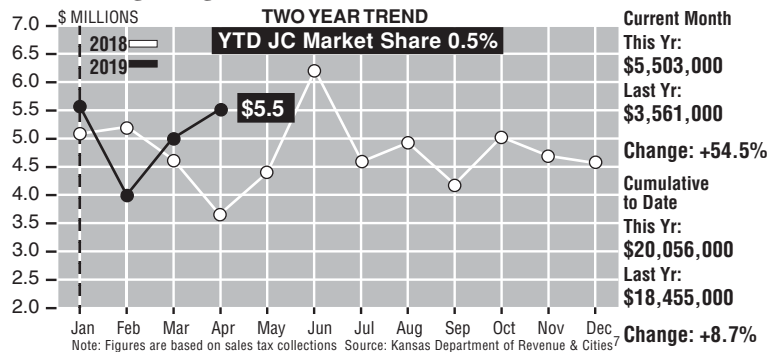
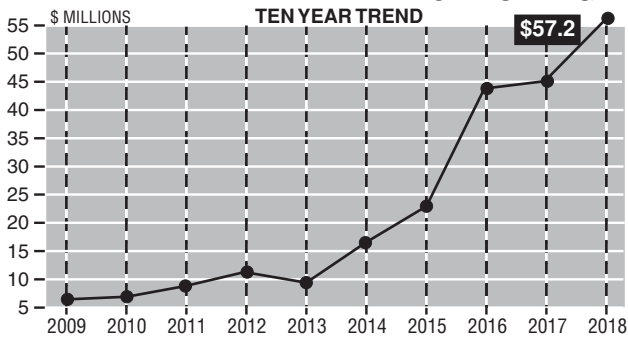
CITY OF MISSION HILLS: RETAIL SALES



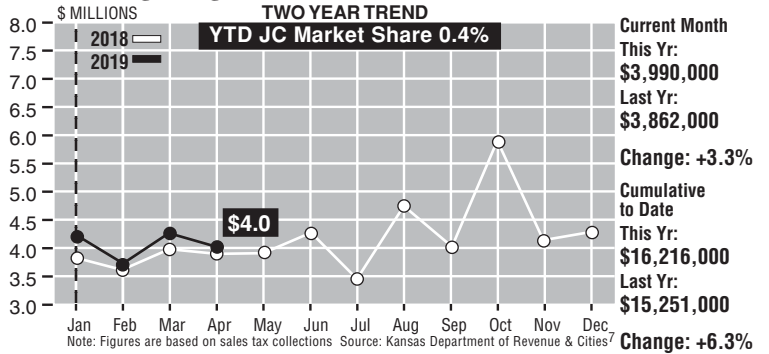
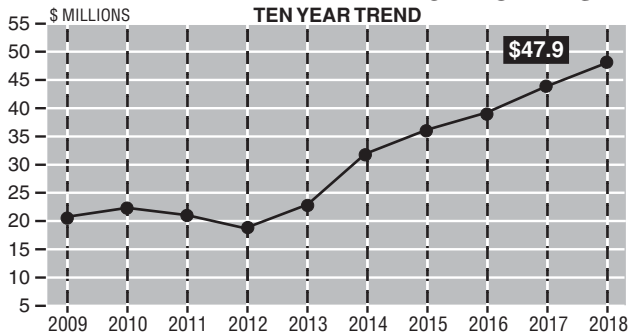
CITY OF FAIRWAY: RETAIL SALES



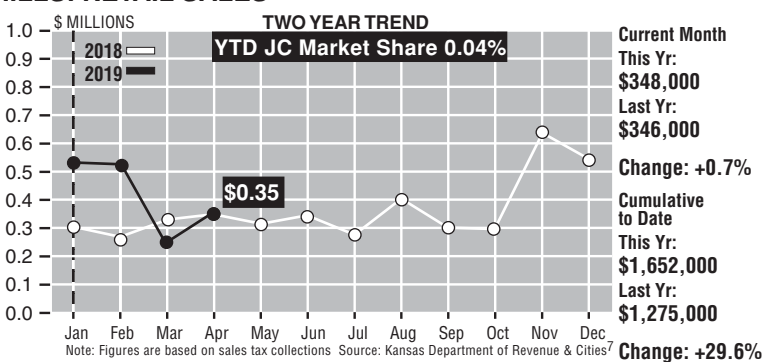
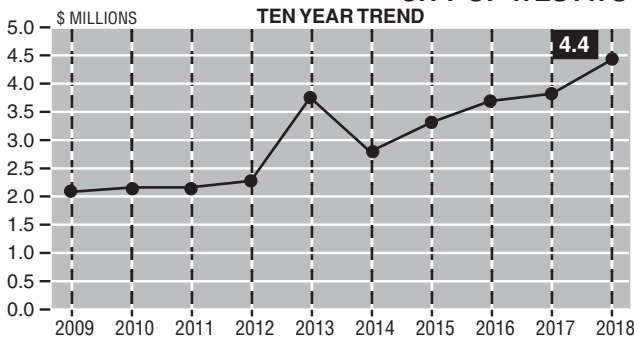
CITY OF EDGERTON: RETAIL SALES



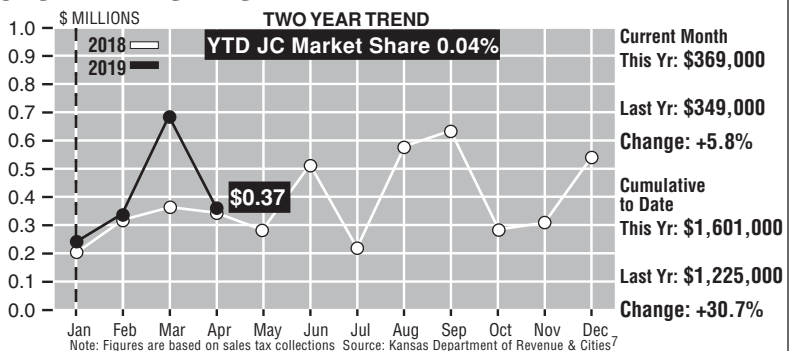
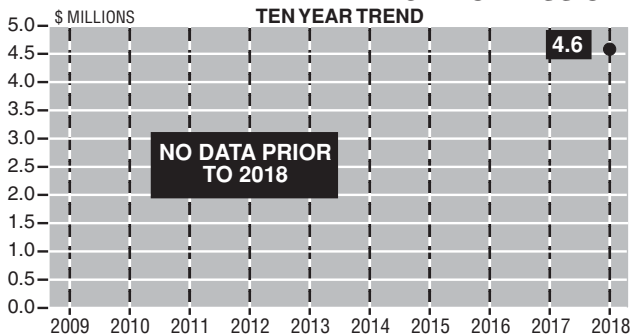
CITY OF WESTWOOD: RETAIL SALES



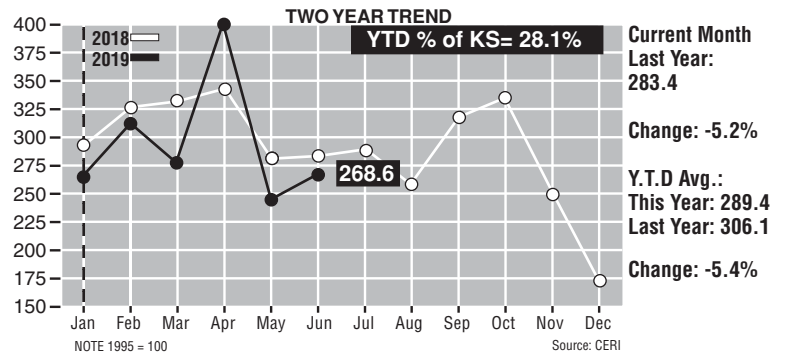
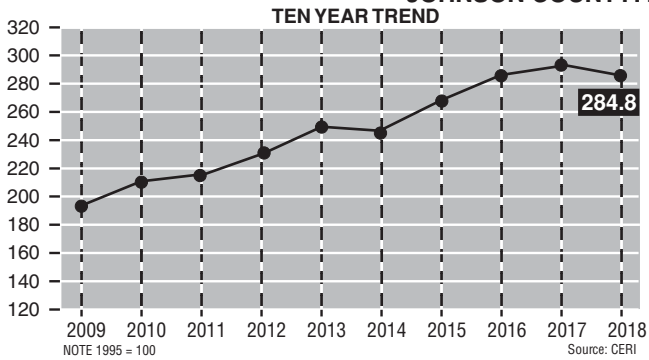
CITY OF WESTWOOD HILLS: RETAIL SALES



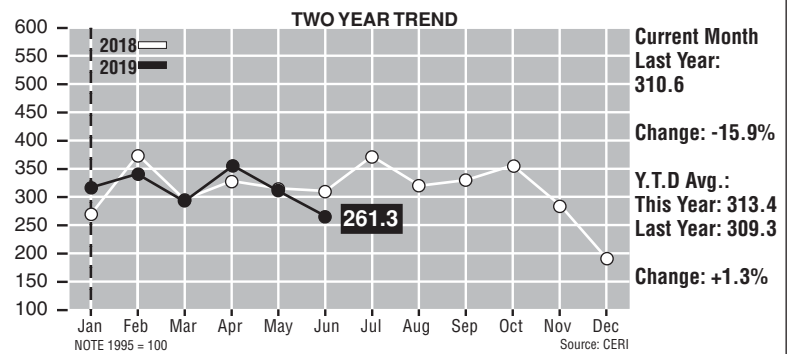
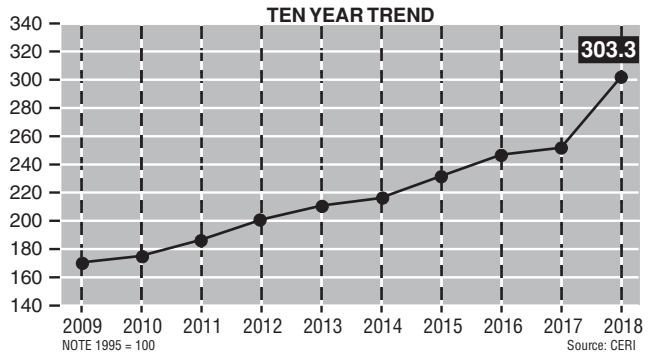
CITY OF MISSION WOODS: RETAIL SALES



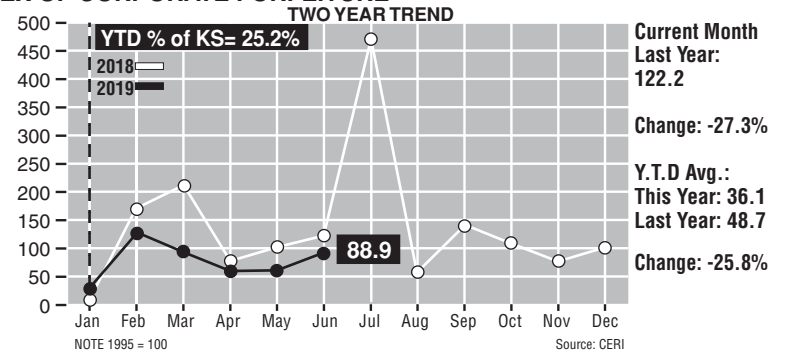
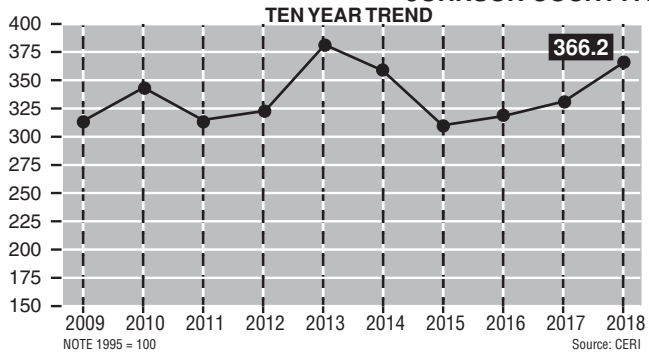
JOHNSON COUNTY: INDEX OF CORPORATE FORMATION



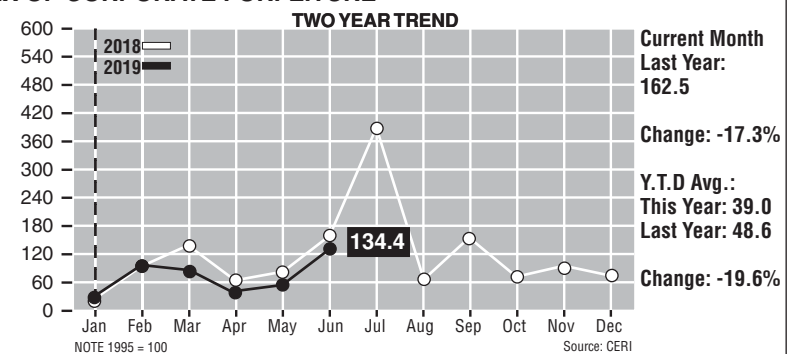
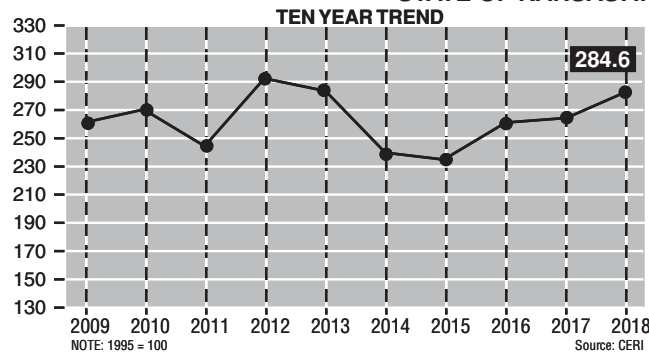
STATE OF KANSAS: INDEX OF CORPORATE FORMATION



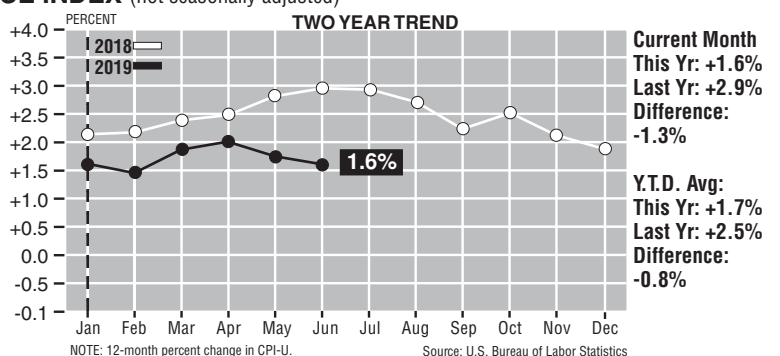
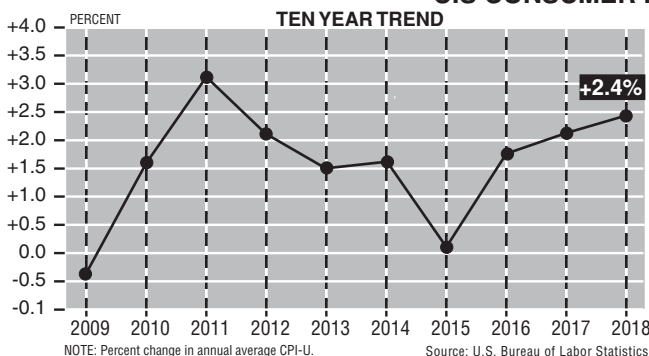
JOHNSON COUNTY: INDEX OF CORPORATE FORFEITURE



STATE OF KANSAS: INDEX OF CORPORATE FORFEITURE



U.S. CONSUMER PRICE INDEX (not seasonally adjusted)



MONTHLY FINANCIAL STATEMENTS

**CITY OF
ROELAND PARK**

MAY 2019

PREPARED BY:



KANSAS CITY | SPRINGFIELD

GOODFAITHACCOUNTING.COM

Management Responsibility

The organization's management is responsible for the information contained in these reports and for the development, implementation, and adherence of all financial policies and procedures. We recommend management carefully review all transactions contained in these reports to insure accuracy and clarity.

Table of Contents

➤ **Statement of Financial Position**

The statement of financial position gives a financial picture of the organization as of the end of the reporting period. It reflects the assets, liabilities, and net assets of the organization.

Definition of Fund Accounting Terms

Net Assets – Total Assets minus Total Liabilities. Net assets fall into one of three categories (from most restricted to least restricted):

1. **Net Investment in Fixed Assets** - total fixed assets minus accumulated depreciation minus any debt related to the fixed assets.
2. **Restricted** – those funds which are legally restricted by outside parties or by law through constitutional provisions or enabling legislation;
3. **Unrestricted** – funds available for general operations.

➤ **Statement of Activities**

The statement of activities reflects the revenues and expenses of the organization for the current period of time—typically the current month and year-to-date. It can also be used to compare actual revenues and expenses to those budgeted.



City of Roeland Park
Statement of Fund Balance
5/31/2019

Assets

Cash

Cash in General Checking - Pooled

1010	General Fund	101,203.63	
1010	Bond & Interest Fund	142,858.19	
1010	Special Highway Fund	72,508.03	
1010	Special Street Fund 27 - A	133,268.84	
1010	Community Center Fund Fund 27 - C	72,230.02	
1010	Special Infrastructure 27 - D	123,193.55	
1010	Equipment & Bldg Reserve Fund	63,051.72	
1010	TIF 1A/B - Bella Roe / Walmart	311,264.66	
1010	TDD #1 - Price Chopper	40,044.41	
1010	TDD #2 - Lowes	36,336.25	
1010	CID #1 - RP Shopping Center	136,049.35	
1010	TIF 2A/D - McDonalds / City Hall	(89,356.89)	
1010	TIF 2C - Valley State Bank	25,920.95	
1010	TIF 3C - Old Pool Area	43,961.25	
1011	TIF 1A/B - Bella Roe / Walmart	127,000.00	
1012	Special Law Enforcement Fund	20,465.59	
	Total Cash in General Checking - Pooled		1,359,999.55

Cash in Other Accounts

1020	Cash - Municipal Court	5,825.00	
1040	Cash - Pool Bond Reserve	157,500.08	
1050	Cash - Property Owners Association	18,415.51	
1090	Petty Cash - Court	200.00	
	Total Cash in Other Accounts		181,940.59

Restricted Cash

1060	Cash - Debt Service - Revenue Restricted	155,680.63	
1070	Cash - Restricted Asset - Bond Reserve	13,195.55	
1080	Cash - With Trustee	68.72	
	Total Restricted Cash		168,944.90

Total Cash

1,710,885.04

Other Current Assets

1115	Accounts Receivable - Other	1,713,484.40	
1135	Taxes Receivable	4,631,170.12	
1140	Interfund Receivable	-	
1310	Invested Funds	9,112,774.02	
1210	Prepaid Expenses	43,373.82	
	Total Other Current Assets		15,500,802.36

Total Assets

\$ 17,211,687.40

City of Roeland Park
Statement of Fund Balance
5/31/2019

Liabilities & Fund Balance

Current Liabilities		
2005	Accounts Payable	(1,025.18)
2010	Federal Withholding Payable	16,216.43
2020	State Withholding Payable	6,064.27
2030	City Withholding Payable	58.62
2040	KPERS Accrued Employee	4,357.94
2045	KP&F Employee Withholding Payable	9,465.92
2050	Insurance Withholding Payable	712.15
2035,2052	Other Withholdings Payable	(2,885.90)
2055	Employee Garnishments	-
2060	Section 457 Employee Payable	-
2006	Accrued Payroll	-
Total Current Liabilities		<u>32,964.25</u>
Other Liabilities		
2065	Interfund Payable	-
2080	Liability for Court Bonds	4,825.00
2110	Deferred Revenue	5,520,265.08
2210	Art Deposit Escrow	76,161.60
2805	Bond Payment Liability	<u>3,350,127.47</u>
Total Other Liabilities		<u>8,951,379.15</u>
Total Liabilities		<u>8,984,343.40</u>
Fund Balance		
2910.2970	Fund Balance - General	3,307,632.32
2910.2970	Fund Balance - Special Law Enforcement Fund	20,465.59
2910.2970	Fund Balance - Debt Service	427,636.71
2910.2970	Fund Balance - Special Revenue Projects	4,109,637.99
2910.2970	Fund Balance - Capital Projects	343,555.88
2910.2970	Fund Balance - Property Owners Association	<u>18,415.51</u>
Total Fund Balance		<u>8,227,344.00</u>
Total Liabilities & Fund Balance		<u>\$ 17,211,687.40</u>

City of Roeland Park
Statement of Fund Balance - BY FUND GROUP
5/31/2019

B-by Grp

Assets

Cash

Cash in General Checking - Pooled

	General	Debt Service	Special Revenue	Capital Projects	TOTAL
General Fund	101,203.63			\$	101,203.63
Bond & Interest Fund		142,858.19			142,858.19
Special Highway Fund			72,508.03		72,508.03
Special Street Fund 27 - A			133,268.84		133,268.84
Special Street Fund 27 - C			72,230.02		72,230.02
Special Infrastructure 27 - D			123,193.55		123,193.55
Equipment & Bldg Reserve Fund				63,051.72	63,051.72
TIF 1A/B - Bella Roe / Walmart			311,264.66		311,264.66
TDD#1 - Price Chopper			40,044.41		40,044.41
TDD#2 - Lowes			36,336.25		36,336.25
CID #1 - RP Shopping Center			136,049.35		136,049.35
TIF 2A/D - McDonalds / City Hall			(89,356.89)		(89,356.89)
TIF 2C - Valley State Bank			25,920.95		25,920.95
TIF 3C - Old Pool Area			43,961.25		43,961.25
TIF 1A/B - Bella Roe / Walmart			127,000.00		127,000.00
Special Law Enforcement Fund	20,465.59	-	-	-	20,465.59
Total Cash in General Checking - Pooled	<u>121,669.22</u>	<u>142,858.19</u>	<u>1,032,420.42</u>	<u>63,051.72</u>	<u>1,359,999.55</u>

City of Roeland Park
Statement of Fund Balance - BY FUND GROUP
5/31/2019

B-by Grp

Assets (continued)

Cash in Other Accounts

Cash - Municipal Court	5,825.00				5,825.00
Cash - Pool Bond Reserve	157,500.08				157,500.08
Cash - Property Owners Association			18,415.51		18,415.51
Petty Cash Funds	200.00	-	-	-	200.00
Total Cash in Other Accounts	163,525.08	-	18,415.51	-	181,940.59

Restricted Cash

Cash - Debt Service - Revenue Restricted	-	-	155,680.63	-	155,680.63
Cash - Restricted Asset - Bond Reserve	-	-	13,195.55	-	13,195.55
Cash - With Trustee	-	-	68.72	-	68.72
Total Restricted Cash	-	-	168,944.90	-	168,944.90

Total Cash	285,194.30	142,858.19	1,219,780.83	63,051.72	1,710,885.04
-------------------	-------------------	-------------------	---------------------	------------------	---------------------

Other Current Assets

Accounts Receivable	-	1,713,484.40	(0.00)	-	1,713,484.40
Interest & Taxes Receivable	2,796,201.49	(18,221.70)	1,853,190.33	-	4,631,170.12
Invested Assets	2,771,479.18	284,778.52	5,776,012.16	280,504.16	9,112,774.02
Prepaid Expenses	43,373.82	-	-	-	43,373.82
Total Other Current Assets	5,611,054.49	1,980,041.22	7,629,202.49	280,504.16	15,500,802.36

Total Assets	\$ 5,896,248.79	\$ 2,122,899.41	\$ 8,848,983.32	\$ 343,555.88	17,211,687.40
---------------------	------------------------	------------------------	------------------------	----------------------	----------------------

City of Roeland Park
Statement of Fund Balance - BY FUND GROUP
5/31/2019

B-by Grp

Liabilities & Fund Balance

Current Liabilities

Accounts Payable	(1,025.18)	-	-	-	(1,025.18)
Federal Withholding Payable	16,216.43	-	-	-	16,216.43
State Withholding Payable	6,064.27	-	-	-	6,064.27
Other Withholding Payable	192.62	-	-	-	192.62
KPERS Accrued Employee	4,357.94	-	-	-	4,357.94
KP&F Employee Withholding Payable	9,465.92	-	-	-	9,465.92
Insurance Withholding Payable	712.15	-	-	-	712.15
Supplemental Insurance Payable	(3,019.90)	-	-	-	(3,019.90)
Employee Garnishments	-	-	-	-	-
Section 457 Employee Payable	-	-	-	-	-
Interfund Payable	-	-	-	-	-
Total Current Liabilities	32,964.25	-	-	-	32,964.25

Other Liabilities

Liability for Court Bonds	4,825.00	-	-	-	4,825.00
Deferred Revenue	2,454,200.03	1,695,262.70	1,370,802.35	-	5,520,265.08
Art Deposit Escrow	76,161.60	-	-	-	76,161.60
Bond Payment Liability	-	-	3,350,127.47	-	3,350,127.47
Total Other Liabilities	2,535,186.63	1,695,262.70	4,720,929.82	-	8,951,379.15
Total Liabilities	2,568,150.88	1,695,262.70	4,720,929.82	-	8,984,343.40

Fund Balance

Fund Balance	2,515,852.71	131,777.55	1,129,958.71	260,720.43	4,038,309.40
Fund Balance - Debt Service	239,373.00	-	1,803,380.70	-	2,042,753.70
Fund Balance - Reserved Future Projects	-	-	-	-	-
Fund Balance - Reserved for Encumbrances	-	-	-	-	-
Fund Balance - Restricted Special Law	-	-	-	-	-
Fund Balance - Building Reserve	-	-	-	30,000.00	30,000.00
Fund Balance - Contingency	-	-	30,000.00	-	30,000.00
Total Beginning Fund Balance	2,755,225.71	131,777.55	2,963,339.41	290,720.43	6,141,063.10
Current Change in Fund Balance	572,872.20	295,859.16	1,164,714.09	52,835.45	2,086,280.90
Total Fund Balance	3,328,097.91	427,636.71	4,128,053.50	343,555.88	8,227,344.00

Total Liabilities & Fund Balance	\$ 5,896,248.79	\$ 2,122,899.41	\$ 8,848,983.32	\$ 343,555.88	\$ 17,211,687.40
---	------------------------	------------------------	------------------------	----------------------	-------------------------

City of Roeland Park
Schedule of Cash Balances
For the Period Ended 5/31/2019

SSCASH

		2019 Activity				
		12/31/2018			5/31/2019	
Cash & Cash Equivalents		Balance	Receipts	Disbursements	Transfers to/from Trustee Accounts	Balance
Cash in US Bank - Pooled						
1010	General Fund	34,271.65	2,562,871.57	2,495,939.59	-	101,203.63
1010	Bond & Interest Fund	23,856.93	336,013.76	217,012.50	-	142,858.19
1010	Special Highway Fund	11,542.63	90,359.91	29,394.51	-	72,508.03
1010	Special Street Fund 27 - A	5,047.55	499,662.84	371,441.55	-	133,268.84
1010	Community Center Fund Fund 27 - C	45,306.81	210,256.85	183,333.64	-	72,230.02
1010	Special Infrastructure 27 - D	4,065.42	738,701.74	619,573.61	-	123,193.55
1010	Equipment & Bldg Reserve Fund	31,707.25	99,755.00	68,410.53	-	63,051.72
1010	TIF 1A/B - Bella Roe / Walmart	766,272.89	289,991.77	745,000.00	-	311,264.66
1010	TDD #1 - Price Chopper	40,716.28	117,628.13	400.00	(117,900.00)	40,044.41
1010	TDD #2 - Lowes	34,343.87	42,692.38	400.00	(40,300.00)	36,336.25
1010	CID #1 - RP Shopping Center	27,297.11	108,752.24	-	-	136,049.35
1010	TIF 2A/D - McDonalds / City Hall	38,727.23	163,409.09	291,493.21	-	(89,356.89)
1010	TIF 2C - Valley State Bank	2,037.31	73,903.29	19.65	(50,000.00)	25,920.95
1010	TIF 3C - Old Pool Area	15,554.70	130,260.79	101,854.24	-	43,961.25
1011	TIF 1A/B - Bella Roe / Walmart	127,000.00	-	-	-	127,000.00
1012	Special Law Enforcement Fund	16,615.59	3,850.00	-	-	20,465.59
Total Cash in US Bank - Pooled		1,224,363.22	5,468,109.36	5,124,273.03	(208,200.00)	1,359,999.55
Cash in Other Accounts						
1020	Cash - Municipal Court	1,555.00	9,290.00	5,020.00	-	5,825.00
1040	Cash - Pool Bond Reserve	157,500.08	-	-	-	157,500.08
1050	Cash - Property Owners Association	18,415.51	-	-	-	18,415.51
1090	Petty Cash	200.00	-	-	-	200.00
Total Cash in Other Accounts		177,670.59	9,290.00	5,020.00	-	181,940.59
Restricted Cash						
1060	Cash - Debt Service - Revenue Restricted	460.50	298.13	3,278.00	158,200.00	155,680.63
1070	Cash - Restricted Asset - Bond Reserve	13,099.35	96.20	-	-	13,195.55
1080	Cash - With Trustee	28.50	49.22	50,009.00	50,000.00	68.72
Total Restricted Cash		13,588.35	443.55	53,287.00	208,200.00	168,944.90
Total Cash		\$ 1,415,622.16	\$ 5,477,842.91	\$ 5,182,580.03	\$ -	\$ 1,710,885.04

City of Roeland Park
Statement of Activities
Year-to-Date Fund Summary
For the Period Ended 5/31/2019

Fund Summary

	<u>General</u>	<u>Debt Service</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Total Funds</u>
Total Revenue	<u>\$ 2,581,229.44</u>	<u>\$ 337,871.66</u>	<u>\$ 1,851,381.12</u>	<u>\$ 100,783.08</u>	<u>\$ 4,871,265.30</u>
Total Expenditures	<u>\$ 2,008,357.24</u>	<u>\$ 42,012.50</u>	<u>\$ 686,667.03</u>	<u>\$ 47,947.63</u>	<u>\$ 2,784,984.40</u>
Change in Fund Balance	<u>\$ 572,872.20</u>	<u>\$ 295,859.16</u>	<u>\$ 1,164,714.09</u>	<u>\$ 52,835.45</u>	<u>\$ 2,086,280.90</u>

City of Roeland Park
Statement of Activities
For the Period Ended 5/31/2019

I-All

							Unencumbered	
		Current Month	Year to Date	Budget to Date	Variance	Annual Budget	Balance	% Used
Revenues								
4010	Cash Carryforward	-	-	\$ 9,002,840.00	\$ (9,002,840.00)	\$ 9,002,840.00	\$ 9,002,840.00	0.00%
4020	Recreational Vehicle Tax	-	417.51	275.00	142.51	660.00	242.49	63.26%
4021	Commercial Vehicle Tax	-	-	-	-	-	-	N/A
4040	Heavy Trucks Tax	-	361.14	530.00	(168.86)	1,270.00	908.86	28.44%
4050	Ad Valorem Tax	-	1,134,461.60	993,910.00	140,551.60	2,385,381.00	1,250,919.40	47.56%
4060	Motor Vehicle Tax	-	64,454.75	102,780.00	(38,325.25)	246,676.00	182,221.25	26.13%
4070	Personal Property Tax - Delinquent	-	-	105.00	(105.00)	250.00	250.00	0.00%
4080	Real Property Tax - Delinquent	-	5,641.08	5,000.00	641.08	12,000.00	6,358.92	47.01%
4110	City/county Sales & Use Tax	212,388.17	1,077,707.46	1,151,190.00	(73,482.54)	2,762,858.00	1,685,150.54	39.01%
4115	Sales Tax 27B (280 Fund)	50,967.80	237,721.46	248,160.00	(10,438.54)	595,586.00	357,864.54	39.91%
4120	County Jail Tax	12,687.16	63,488.02	67,670.00	(4,181.98)	162,408.00	98,919.98	39.09%
4130	Safety Sales Tax	12,687.17	63,488.03	67,670.00	(4,181.97)	162,408.00	98,919.97	39.09%
4135	County Courthouse Sales Tax	12,687.09	65,106.69	67,755.00	(2,648.31)	162,610.00	97,503.31	40.04%
4140	Spec City/county Highway Fund	-	90,359.91	76,660.00	13,699.91	183,980.00	93,620.09	49.11%
4141	Alcohol Tax	-	17.50	-	17.50	-	(17.50)	N/A
4150	CARS Funding	-	117,594.21	43,175.00	74,419.21	103,620.00	(13,974.21)	113.49%
4155	CDBG Grant	-	-	69,415.00	(69,415.00)	166,600.00	166,600.00	0.00%
4156	FEMA Grant	-	-	-	-	-	-	N/A
4161	Grants/Donations - Private	-	-	-	-	-	-	N/A
4210	Street Cutting Permit	765.00	3,900.00	3,125.00	775.00	7,500.00	3,600.00	52.00%
4215	Building Permit	5,078.00	29,382.35	25,000.00	4,382.35	60,000.00	30,617.65	48.97%
4220	Electrical Permit	321.00	1,806.00	1,250.00	556.00	3,000.00	1,194.00	60.20%
4225	Mechanical Permit	544.00	2,434.00	2,915.00	(481.00)	7,000.00	4,566.00	34.77%
4230	Plumbing Permit	510.00	1,141.00	625.00	516.00	1,500.00	359.00	76.07%
4235	Garage Sale Permit	25.00	85.00	210.00	(125.00)	500.00	415.00	17.00%
4240	Sign Permit	-	400.00	415.00	(15.00)	1,000.00	600.00	40.00%
4245	Cereal Malt Beverage License	(25.00)	(100.00)	135.00	(235.00)	325.00	425.00	-30.77%
4250	Animal Licenses	355.00	2,240.00	3,000.00	(760.00)	7,200.00	4,960.00	31.11%
4255	Home Occupational Licenses	80.00	240.00	415.00	(175.00)	1,000.00	760.00	24.00%
4260	Rental Licenses	1,296.51	10,082.45	14,585.00	(4,502.55)	35,000.00	24,917.55	28.81%
4265	Business Occupational Licenses	2,300.00	10,943.00	21,250.00	(10,307.00)	51,000.00	40,057.00	21.46%
4310	Franchise Fee - Electric	4,042.12	44,087.77	123,315.00	(79,227.23)	295,959.00	251,871.23	14.90%
4320	Franchise Fee - Gas	-	78,998.35	49,660.00	29,338.35	119,180.00	40,181.65	66.28%
4330	Franchise Fee - Telephone	427.60	2,001.58	2,830.00	(828.42)	6,790.00	4,788.42	29.48%
4340	Franchise Fee - Telecable	7,461.84	39,855.25	39,205.00	650.25	94,090.00	54,234.75	42.36%
4350	Franchise Fee - Cellular	-	-	10.00	(10.00)	25.00	25.00	0.00%
4393	Bullet Proof Vest Grant	-	-	1,040.00	(1,040.00)	2,500.00	2,500.00	0.00%
4410	Fine	12,014.50	105,389.94	132,495.00	(27,105.06)	317,988.00	212,598.06	33.14%
4415	Court Costs	3,944.00	14,690.91	12,500.00	2,190.91	30,000.00	15,309.09	48.97%
4420	State Fees	2,656.00	14,002.00	10,835.00	3,167.00	26,000.00	11,998.00	53.85%
4430	Bond Forfeits	510.00	1,010.00	835.00	175.00	2,000.00	990.00	50.50%
4432	Spec. Law Enforcement Revenues	-	3,750.00	415.00	3,335.00	1,000.00	(2,750.00)	375.00%
4433	K9 Contributions	-	100.00	-	100.00	-	(100.00)	N/A
4510.4511	Interest on Investment	157.18	31,183.47	37,090.00	(5,906.53)	89,025.00	57,841.53	35.03%
4530	Reimbursed Expense	6,341.62	13,305.84	5,835.00	7,470.84	14,000.00	694.16	95.04%
4531	SRO Reimbursement	-	25,366.48	-	25,366.48	-	(25,366.48)	N/A
4610	Special Assessments	-	-	1,460.00	(1,460.00)	3,500.00	3,500.00	0.00%
4620	Special Assessments - Delinquent	-	-	150.00	(150.00)	364.00	364.00	0.00%
4630	Storm Drainage RC12-013	-	29,763.13	26,355.00	3,408.13	63,250.00	33,486.87	47.06%
4640	Storm Drainage RC12-012	-	51,661.94	38,245.00	13,416.94	91,782.00	40,120.06	56.29%
4650	Storm Drainage RC12-014	-	58,717.56	44,395.00	14,322.56	106,551.00	47,833.44	55.11%
4710	Apt Tower Lease Payment	1,976.54	7,906.16	9,885.00	(1,978.84)	23,718.00	15,811.84	33.33%
4713	Voicestream Wireless Payment	1,976.54	7,906.16	9,885.00	(1,978.84)	23,718.00	15,811.84	33.33%
4716	Clearwire Tower Lease Paymt	1,976.53	7,906.12	9,885.00	(1,978.88)	23,718.00	15,811.88	33.33%
4720	Plans & Spec's	(150.00)	275.00	835.00	(560.00)	2,000.00	1,725.00	13.75%

City of Roeland Park
Statement of Activities
For the Period Ended 5/31/2019

I-All

							Unencumbered	
		Current Month	Year to Date	Budget to Date	Variance	Annual Budget	Balance	% Used
4725	Police Reports	210.00	2,344.00	2,290.00	54.00	5,500.00	3,156.00	42.62%
4730	Tax Increment Income	-	295,108.75	327,790.00	(32,681.25)	786,692.00	491,583.25	37.51%
4731	Tax Increment Income 3A	-	113,484.27	-	113,484.27	-	(113,484.27)	N/A
4735	Tax Increment Income IB	-	198,118.27	249,665.00	(51,546.73)	599,199.00	401,080.73	33.06%
4755	3rd Floor Lease Revenues	1,755.83	7,023.32	17,510.00	(10,486.68)	42,027.00	35,003.68	16.71%
4767	1% for Art Contribution	-	36,378.23	-	36,378.23	-	(36,378.23)	N/A
4768	Service Line Agreement	-	2,965.47	1,000.00	1,965.47	2,400.00	(565.47)	123.56%
4770	Solid Waste Agreement	106.25	317,085.44	236,250.00	80,835.44	567,000.00	249,914.56	55.92%
4775	RPPOA Contract	-	31,875.00	13,280.00	18,595.00	31,875.00	-	100.00%
4780	Sale of Assets	-	68.00	6,250.00	(6,182.00)	15,000.00	14,932.00	0.45%
4787	RP Community Foundation Donations	758.00	985.00	415.00	570.00	1,000.00	15.00	98.50%
4789	Loan from General Fund	10,167.00	50,834.00	50,835.00	(1.00)	122,000.00	71,166.00	41.67%
4795	Miscellaneous	0.50	239.73	35,932.00	(35,692.27)	38,847.00	38,607.27	0.62%
4824	Transfer from Public Works	-	-	-	-	-	-	N/A
4830	Transfer from 27A Fund	25,000.00	100,000.00	125,000.00	(25,000.00)	300,000.00	200,000.00	33.33%
4840	Transfer From General Fund	28,741.00	143,705.00	143,705.00	-	344,888.00	201,183.00	41.67%
4841	Transfer from PD/GF	5,860.00	29,300.00	29,300.00	-	70,320.00	41,020.00	41.67%
4842	Transfer from PW/GF	4,100.00	20,500.00	20,500.00	-	49,200.00	28,700.00	41.67%
Total Revenues		432,699.95	4,871,265.30	13,786,942.00	(8,915,676.70)	20,437,278.00	15,566,012.70	23.84%
Expenditures								
5101	Salaries - Regular	182,873.20	623,204.63	686,120.00	(62,915.37)	1,646,700.00	1,023,495.37	37.85%
5102	Salaries-Overtime	4,649.15	23,297.08	20,495.00	2,802.08	49,200.00	25,902.92	47.35%
5103	Salaries - Elected Officials	3,910.00	18,275.00	19,550.00	(1,275.00)	46,920.00	28,645.00	38.95%
5104	Salaries - Part-time	9,889.99	35,974.85	23,750.00	12,224.85	57,000.00	21,025.15	63.11%
5107	Salaries - Intern	-	-	6,000.00	(6,000.00)	14,400.00	14,400.00	0.00%
5108	Salaries - Judge	1,250.00	6,250.00	6,250.00	-	15,000.00	8,750.00	41.67%
5109	Salaries - Prosecutor	1,041.67	5,208.35	5,210.00	(1.65)	12,500.00	7,291.65	41.67%
5122	FICA City Contribution	15,378.30	53,584.53	58,335.00	(4,750.47)	140,000.00	86,415.47	38.27%
5123	KPERS City Contribution	(5,258.20)	32,582.63	36,165.00	(3,582.37)	86,800.00	54,217.37	37.54%
5124	Ks Unemployment Insurance	184.97	458.54	750.00	(291.46)	1,800.00	1,341.46	25.47%
5125	Worker's Compensation	-	48,194.00	19,110.00	29,084.00	45,869.00	(2,325.00)	105.07%
5126	Health/Dental/Vision Insurance	28,207.91	136,614.29	153,000.00	(16,385.71)	367,200.00	230,585.71	37.20%
5127	Health Savings Account	3,269.14	16,645.68	21,190.00	(4,544.32)	50,860.00	34,214.32	32.73%
5128	401A City Contribution	796.14	2,919.18	2,385.00	534.18	5,720.00	2,800.82	51.03%
5130	City Paid Life/ST Disability	876.73	2,908.32	4,125.00	(1,216.68)	9,900.00	6,991.68	29.38%
5131	KP&F City Contribution	(12,137.04)	73,407.53	80,415.00	(7,007.47)	193,000.00	119,592.47	38.03%
5133	Wellness Incentive	-	-	835.00	(835.00)	2,000.00	2,000.00	0.00%
5201	Electric	2,347.87	7,421.39	9,860.00	(2,438.61)	23,664.00	16,242.61	31.36%
5202	Telephone	1,136.69	4,286.25	5,590.00	(1,303.75)	13,420.00	9,133.75	31.94%
5203	Printing & Advertising	951.00	2,184.05	1,560.00	624.05	3,750.00	1,565.95	58.24%
5204	Legal Printing	373.41	(1,501.35)	1,250.00	(2,751.35)	3,000.00	4,501.35	-50.05%
5205	Postage & Mailing Permits	14.20	13.20	2,540.00	(2,526.80)	6,100.00	6,086.80	0.22%
5206	Travel Expense & Training	2,714.87	7,410.04	13,455.00	(6,044.96)	32,310.00	24,899.96	22.93%
5207	Medical Expense & Drug Testing	-	401.50	750.00	(348.50)	1,800.00	1,398.50	22.31%
5208	Newsletter	1,253.00	4,324.07	3,915.00	409.07	9,400.00	5,075.93	46.00%
5209	Professional Services	23,043.92	80,076.43	120,310.00	(40,233.57)	288,750.00	208,673.57	27.73%
5210	Maintenance & Repair Building	1,337.30	10,916.91	11,960.00	(1,043.09)	28,700.00	17,783.09	38.04%
5211	Maintenance & Repair Equipment	2,521.73	9,579.45	18,625.00	(9,045.55)	44,700.00	35,120.55	21.43%
5212	Utility Asst	-	-	6,250.00	(6,250.00)	15,000.00	15,000.00	0.00%
5213	Audit Fees	29,075.00	29,075.00	17,710.00	11,365.00	42,500.00	13,425.00	68.41%
5214	Other Contracted Services	11,388.51	34,190.66	65,985.00	(31,794.34)	158,370.00	124,179.34	21.59%
5215	City Attorney	15,295.00	30,017.13	39,525.00	(9,507.87)	94,860.00	64,842.87	31.64%
5217	Public Art	2,500.00	2,500.00	-	2,500.00	-	(2,500.00)	N/A
5218	IT & Communication	-	7,447.46	11,190.00	(3,742.54)	26,850.00	19,402.54	27.74%

City of Roeland Park
Statement of Activities
For the Period Ended 5/31/2019

I-All

							Unencumbered	
		Current Month	Year to Date	Budget to Date	Variance	Annual Budget	Balance	% Used
5219	Meeting Expense	52.20	482.73	1,165.00	(682.27)	2,800.00	2,317.27	17.24%
5220	Street Light Repair & Maintenance	3,237.04	12,881.91	16,665.00	(3,783.09)	40,000.00	27,118.09	32.20%
5221	Street Maintenance	8,359.47	29,296.60	135,415.00	(106,118.40)	325,000.00	295,703.40	9.01%
5222	Traffic Signal Expense	32.83	44,808.71	79,685.00	(34,876.29)	191,246.00	146,437.29	23.43%
5224	Laundry Service	114.30	380.60	1,290.00	(909.40)	3,100.00	2,719.40	12.28%
5226	Car Allowance	450.00	2,250.00	2,250.00	-	5,400.00	3,150.00	41.67%
5227	Prisoner Care	665.00	665.00	2,085.00	(1,420.00)	5,000.00	4,335.00	13.30%
5228	Fees Due State of Kansas	2,088.00	9,526.00	11,250.00	(1,724.00)	27,000.00	17,474.00	35.28%
5230	Art Commissioner	100.00	500.00	500.00	-	1,200.00	700.00	41.67%
5232	United Community Services	86.00	4,371.00	1,820.00	2,551.00	4,371.00	-	100.00%
5233	JoCo Home Repair - Minor	-	9,000.00	3,750.00	5,250.00	9,000.00	-	100.00%
5234	JoCo Home Repair - Major	-	8,000.00	3,335.00	4,665.00	8,000.00	-	100.00%
5235	Leaf Program Disposal Fees	-	4,130.00	4,165.00	(35.00)	10,000.00	5,870.00	41.30%
5236	Community Policing	-	20.00	210.00	(190.00)	500.00	480.00	4.00%
5237	Community Events	99.50	99.50	1,665.00	(1,565.50)	4,000.00	3,900.50	2.49%
5238	Animal Control	-	-	19,635.00	(19,635.00)	47,125.00	47,125.00	0.00%
5240	Equipment Rental	-	-	210.00	(210.00)	500.00	500.00	0.00%
5248	Strategic Planning	-	-	1,250.00	(1,250.00)	3,000.00	3,000.00	0.00%
5249	Branding Implementation	284.83	1,483.48	-	1,483.48	-	(1,483.48)	N/A
5250	Insurance & Surety Bonds	-	-	21,970.00	(21,970.00)	52,725.00	52,725.00	0.00%
5251	Mayor Expenses	182.00	412.83	420.00	(7.17)	1,000.00	587.17	41.28%
5252	City Elections	-	6,462.65	6,250.00	212.65	15,000.00	8,537.35	43.08%
5253	Public Relations	757.77	1,610.88	1,625.00	(14.12)	3,900.00	2,289.12	41.30%
5254	Miscellaneous Charges	-	54.25	920.00	(865.75)	2,200.00	2,145.75	2.47%
5255	JoCo Management Fee	-	159,452.25	34,850.00	124,602.25	83,640.00	(75,812.25)	190.64%
5256	Committee Funds	472.89	1,334.14	2,085.00	(750.86)	5,000.00	3,665.86	26.68%
5257	Property Tax Payments	-	-	5,065.00	(5,065.00)	12,155.00	12,155.00	0.00%
5258	RPPOA Common Area Expenses	-	33,847.00	45,980.00	(12,133.00)	65,722.00	31,875.00	51.50%
5259	Traffic Control Signs	70.00	92.14	1,875.00	(1,782.86)	4,500.00	4,407.86	2.05%
5260	Vehicle Maintenance	320.93	12,564.17	6,710.00	5,854.17	16,100.00	3,535.83	78.04%
5262	Grounds Maintenance	7,926.95	9,666.93	11,040.00	(1,373.07)	26,500.00	16,833.07	36.48%
5263	Tree Maintenance	9,315.00	36,009.59	10,415.00	25,594.59	25,000.00	(11,009.59)	144.04%
5264	Grounds Improvements	-	-	625.00	(625.00)	1,500.00	1,500.00	0.00%
5265	Computer System R&M	-	-	2,085.00	(2,085.00)	5,000.00	5,000.00	0.00%
5266	Computer Software	18,493.82	20,718.82	10,630.00	10,088.82	25,513.00	4,794.18	81.21%
5267	Employee Related Expenses	1,427.34	1,527.34	2,915.00	(1,387.66)	7,000.00	5,472.66	21.82%
5271	Composte Bin Rebate Program	-	-	1,250.00	(1,250.00)	3,000.00	3,000.00	0.00%
5272	Solid Waste Contract	43,173.82	215,864.10	216,250.00	(385.90)	519,000.00	303,135.90	41.59%
5273	Neighbors Helping Neighbors	-	-	4,165.00	(4,165.00)	10,000.00	10,000.00	0.00%
5282	Property Rebate Program	-	-	6,250.00	(6,250.00)	15,000.00	15,000.00	0.00%
5283	RP Community Foundation Grant Expense	28,992.00	28,992.00	415.00	28,577.00	1,000.00	(27,992.00)	2899.20%
5285	Pool Operations	(365.00)	365.00	62,500.00	(62,135.00)	150,000.00	149,635.00	0.24%
5287	Water	870.42	2,014.62	3,335.00	(1,320.38)	8,000.00	5,985.38	25.18%
5288	Waste Water	264.77	483.49	2,045.00	(1,561.51)	4,900.00	4,416.51	9.87%
5289	Natural Gas	585.72	4,636.87	3,665.00	971.87	8,800.00	4,163.13	52.69%
5290	Street Light Electric	1,786.90	6,086.89	10,160.00	(4,073.11)	24,378.00	18,291.11	24.97%
5292	Fireworks	315.00	315.00	1,040.00	(725.00)	2,500.00	2,185.00	12.60%
5301	Office Supplies	1,111.79	2,719.47	3,210.00	(490.53)	7,700.00	4,980.53	35.32%
5302	Motor Fuels & Lubricants	3,212.39	16,437.93	15,300.00	1,137.93	36,711.00	20,273.07	44.78%
5303	Sand and Salt	8,437.12	18,573.00	10,415.00	8,158.00	25,000.00	6,427.00	74.29%
5304	Janitorial Supplies	92.36	763.03	1,150.00	(386.97)	2,750.00	1,986.97	27.75%
5305	Dues, Subscriptions, & Books	(2,522.26)	16,352.87	9,945.00	6,407.87	23,860.00	7,507.13	68.54%
5306	Materials	390.64	855.09	2,085.00	(1,229.91)	5,000.00	4,144.91	17.10%
5307	Other Commodities	2,488.00	3,374.06	5,625.00	(2,250.94)	13,500.00	10,125.94	24.99%
5308	Clothing & Uniforms	1,168.02	5,847.43	6,060.00	(212.57)	14,550.00	8,702.57	40.19%
5309	Amunition	-	-	1,040.00	(1,040.00)	2,500.00	2,500.00	0.00%

City of Roeland Park
Statement of Activities
For the Period Ended 5/31/2019

I-All

		Unencumbered					
		Current Month	Year to Date	Budget to Date	Variance	Annual Budget	% Used
5310	Training Supplies	-	-	210.00	(210.00)	500.00	0.00%
5315	Machinery & Auto Equipment	-	37,122.63	49,800.00	(12,677.37)	119,520.00	31.06%
5316	K9 Expenses	-	-	-	-	-	N/A
5317	Special Law Enforcement Expenses	-	-	-	-	-	N/A
5318	Tools	44.16	439.50	1,040.00	(600.50)	2,500.00	17.58%
5403	Office Equipment	131.06	131.06	1,875.00	(1,743.94)	4,500.00	2.91%
5425	Other Capital Outlay	2,152.00	13,528.35	13,085.00	443.35	31,400.00	43.08%
5430	Residential Street Reconstruction	3,302.60	6,009.72	222,500.00	(216,490.28)	534,000.00	1.13%
5442	Building Improvement	5,412.50	10,825.00	37,290.00	(26,465.00)	89,500.00	12.09%
5454	Sidewalk Project	5,798.00	5,798.00	10,415.00	(4,617.00)	25,000.00	23.19%
5457	CARS 2020 - Roe	156,981.75	131,720.27	102,085.00	29,635.27	245,000.00	53.76%
5458	CARS 2018	2,978.50	8,801.58	-	8,801.58	-	N/A
5459	CARS 2019	3,896.42	11,751.58	79,585.00	(67,833.42)	191,000.00	6.15%
5460	CARS 2022 - 53rd Street	-	-	-	-	-	N/A
5461	CARS 2022 - Nall Avenue	-	-	-	-	-	N/A
5462	CARS 2023	-	-	-	-	-	N/A
5469	Stormwater Maintenance	10,584.08	20,009.23	70,835.00	(50,825.77)	170,000.00	11.77%
5470	Park Maint/Infrastructure	11,901.30	49,695.66	26,665.00	23,030.66	64,000.00	77.65%
5498	CDBG - 2019	3,653.90	8,955.50	81,665.00	(72,709.50)	196,000.00	4.57%
5601	Bond Principal	-	49,203.65	70,595.00	(21,391.35)	169,419.00	29.04%
5602	Bond Interest	-	-	114,335.00	(114,335.00)	274,408.00	0.00%
5608	Principal Bonds - 2010-1	-	-	116,665.00	(116,665.00)	280,000.00	0.00%
5609	Interest Bonds - 2010-1	-	16,707.50	13,925.00	2,782.50	33,415.00	50.00%
5614	Bond Principal 2014-1	-	-	46,665.00	(46,665.00)	112,000.00	0.00%
5615	Bond Interest 2014-1	2,542.50	2,542.50	2,120.00	422.50	5,088.00	49.97%
5628	Principal Bonds - 2011-2	-	-	35,415.00	(35,415.00)	85,000.00	0.00%
5629	Interest Bonds - 2011-2	11,903.75	11,903.75	9,920.00	1,983.75	23,808.00	50.00%
5644	Principal Bonds - 2012-1	-	-	154,170.00	(154,170.00)	370,000.00	0.00%
5645	Interest Bonds - 2012-1	12,303.75	12,303.75	10,255.00	2,048.75	24,608.00	50.00%
5707	Fututre CIP - Building Reserve	-	-	12,660.00	(12,660.00)	30,388.00	0.00%
5721	CID #1 Expenses	-	-	1,253,335.00	(1,253,335.00)	3,008,000.00	0.00%
5725	Property Tax Reduction Appeals	-	-	64,275.00	(64,275.00)	154,250.00	0.00%
5751	TIF Fund Expenditure	-	-	143,835.00	(143,835.00)	345,200.00	0.00%
5818	Transfer to Bond & Interest Fund	27,083.00	110,416.00	135,000.00	(24,584.00)	325,000.00	33.97%
5821	Transfer to TIF 2	10,167.00	50,834.00	50,835.00	(1.00)	122,000.00	41.67%
5823	Transfer to 27D	16,667.00	83,334.00	83,335.00	(1.00)	200,000.00	41.67%
5825	Transfer to Equip Reserve Fund	19,951.00	99,755.00	99,755.00	-	239,408.00	41.67%
Total Expenditures		780,876.29	2,784,984.40	5,406,015.00	(2,621,030.60)	12,930,801.00	21.54%
Change in Fund Balance		\$ (348,176.34)	\$ 2,086,280.90	\$ 8,380,927.00	\$ (6,294,646.10)	\$ 7,506,477.00	\$ 5,420,196.10

City of Roeland Park
Statement of Activities - BY FUND
For the Period Ended 5/31/2019

I-By Fund

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
4000..4999	Revenues							
000..115	General Fund	\$ 184,348.01	\$ 2,581,229.44	\$ 2,460,815.00	\$ 120,414.44	\$ 5,905,946.00	\$ 3,324,716.56	43.71%
200	Bond & Interest Fund	27,083.00	337,871.66	448,526.00	(110,654.34)	902,202.00	564,330.34	37.45%
250	Special Highway Fund	-	90,821.73	306,610.00	(215,788.27)	413,930.00	323,108.27	21.94%
270	Special Street Fund 27 - A	80,644.16	501,097.36	672,857.00	(171,759.64)	1,293,422.00	792,324.64	38.74%
290	Special Street Fund 27 - C	16,989.27	80,285.80	628,295.00	(548,009.20)	744,394.00	664,108.20	10.79%
300	Special Infrastructure 27 - D	50,645.53	242,663.42	839,941.00	(597,277.58)	1,285,984.00	1,043,320.58	18.87%
360	Equipment & Bldg Reserve Fund	19,951.00	100,783.08	328,663.00	(227,879.92)	468,316.00	367,532.92	21.52%
370	TIF 1A/B - Bella Roe / Walmart	-	289,991.77	1,360,842.00	(1,070,850.23)	1,961,349.00	1,671,357.23	14.79%
400	TDD#1 - Price Chopper	25,700.50	117,979.81	2,838,040.00	(2,720,060.19)	3,001,903.00	2,883,923.19	3.93%
410	TDD#2 - Lowes	11,428.37	42,784.25	746,765.00	(703,980.75)	829,304.00	786,519.75	5.16%
420	CID #1 - RP Shopping Center	5,743.11	115,975.83	2,829,256.00	(2,713,280.17)	3,014,307.00	2,898,331.17	3.85%
450	TIF 2A/D - McDonalds / City Hall	10,167.00	165,174.28	228,417.00	(63,242.72)	477,226.00	312,051.72	34.61%
480	TIF 2C - Valley State Bank	-	73,903.29	14,760.00	59,143.29	35,425.00	(38,478.29)	208.62%
510	TIF 3C - Old Pool Area	-	130,703.58	30,832.00	99,871.58	51,247.00	(79,456.58)	255.05%
520	Property Owners Association	-	-	52,323.00	(52,323.00)	52,323.00	52,323.00	0.00%
	Total Revenues	432,699.95	4,871,265.30	13,786,942.00	(8,915,676.70)	20,437,278.00	15,566,012.70	23.84%
5000..9999	Expenditures							
000..115	General Fund	488,906.08	2,008,357.24	2,424,550.00	(416,192.76)	5,819,904.00	3,811,546.76	34.51%
200	Bond & Interest Fund	25,305.00	42,012.50	327,865.00	(285,852.50)	786,879.00	744,866.50	5.34%
250	Special Highway Fund	14,235.12	24,371.00	47,695.00	(23,324.00)	114,480.00	90,109.00	21.29%
270	Special Street Fund 27 - A	48,999.41	314,088.77	468,750.00	(154,661.23)	1,125,000.00	810,911.23	27.92%
290	Special Street Fund 27 - C	2,427.14	176,180.55	74,390.00	101,790.55	178,548.00	2,367.45	98.67%
300	Special Infrastructure 27 - D	34,530.89	135,836.63	243,745.00	(107,908.37)	585,000.00	449,163.37	23.22%
360	Equipment & Bldg Reserve Fund	5,412.50	47,947.63	99,750.00	(51,802.37)	239,408.00	191,460.37	20.03%
370	TIF 1A/B - Bella Roe / Walmart	-	-	60,000.00	(60,000.00)	143,990.00	143,990.00	0.00%
400	TDD#1 - Price Chopper	333.33	2,569.65	117,045.00	(114,475.35)	280,908.00	278,338.35	0.91%
410	TDD#2 - Lowes	166.67	1,508.35	58,960.00	(57,451.65)	141,494.00	139,985.65	1.07%
420	CID #1 - RP Shopping Center	-	-	1,253,335.00	(1,253,335.00)	3,008,000.00	3,008,000.00	0.00%
450	TIF 2A/D - McDonalds / City Hall	160,265.75	(18,951.97)	183,295.00	(202,246.97)	439,890.00	458,841.97	-4.31%
480	TIF 2C - Valley State Bank	-	50,028.65	14,760.00	35,268.65	35,425.00	(14,603.65)	141.22%
510	TIF 3C - Old Pool Area	294.40	1,035.40	-	1,035.40	-	(1,035.40)	N/A
520	Property Owners Association	-	-	31,875.00	(31,875.00)	31,875.00	31,875.00	0.00%
	Total Expenditures	780,876.29	2,784,984.40	5,406,015.00	(2,621,030.60)	12,930,801.00	10,145,816.60	21.54%
	Change in Fund Balance	\$ (348,176.34)	\$ 2,086,280.90	\$ 8,380,927.00	\$ (6,294,646.10)	\$ 7,506,477.00	\$ 5,420,196.10	

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 5/31/2019

I-GF

			Current Month	Year-to-Date	Budget to Date	Variance	Annual Budget	Unencumbered Balance	% Used
Revenues									
100..108	4010	Cash Carryforward	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Taxes									
101..108	4050	Ad Valorem Tax	-	1,058,316.84	927,210.00	131,106.84	2,225,307.00	1,166,990.16	47.56%
101..108	4070	Personal Property Tax - Delinquent	-	-	85.00	(85.00)	200.00	200.00	0.00%
101..108	4080	Real Property Tax - Delinquent	-	5,027.70	4,165.00	862.70	10,000.00	4,972.30	50.28%
		Total Taxes	<u>-</u>	<u>1,063,344.54</u>	<u>931,460.00</u>	<u>131,884.54</u>	<u>2,235,507.00</u>	<u>1,172,162.46</u>	<u>47.57%</u>
Franchise Taxes									
101..108	4310	Franchise Fee - Electric	4,042.12	44,087.77	123,315.00	(79,227.23)	295,959.00	251,871.23	14.90%
101..108	4320	Franchise Fee - Gas	-	78,998.35	49,660.00	29,338.35	119,180.00	40,181.65	66.28%
101..108	4330	Franchise Fee - Telephone	427.60	2,001.58	2,830.00	(828.42)	6,790.00	4,788.42	29.48%
101..108	4340	Franchise Fee - Telecable	7,461.84	39,855.25	39,205.00	650.25	94,090.00	54,234.75	42.36%
101..108	4350	Franchise Fee - Cellular	-	-	10.00	(10.00)	25.00	25.00	0.00%
		Total Franchise Taxes	<u>11,931.56</u>	<u>164,942.95</u>	<u>215,020.00</u>	<u>(50,077.05)</u>	<u>516,044.00</u>	<u>351,101.05</u>	<u>31.96%</u>
Special Assessments									
101..115	4610	Special Assessments	-	-	1,460.00	(1,460.00)	3,500.00	3,500.00	0.00%
101..108	4770	Solid Waste Agreement	106.25	317,085.44	236,250.00	80,835.44	567,000.00	249,914.56	55.92%
		Total Special Assessments	<u>106.25</u>	<u>317,085.44</u>	<u>237,710.00</u>	<u>79,375.44</u>	<u>570,500.00</u>	<u>253,414.56</u>	<u>55.58%</u>
Intergovernmental Revenue									
101..108	4020	Recreational Vehicle Tax	-	369.95	250.00	119.95	600.00	230.05	61.66%
101..108	4021	Commercial Vehicle Tax	-	-	-	-	-	-	N/A
101..108	4040	Heavy Trucks Tax	-	307.42	470.00	(162.58)	1,130.00	822.58	27.21%
101..108	4060	Motor Vehicle Tax	-	55,859.04	92,780.00	(36,920.96)	222,676.00	166,816.96	25.09%
101..108	4110	City/county Sales & Use Tax	50,748.50	253,951.30	266,050.00	(12,098.70)	638,518.00	384,566.70	39.77%
101..108	4115	Sales Tax 27B (280 Fund)	50,967.80	237,721.46	248,160.00	(10,438.54)	595,586.00	357,864.54	39.91%
101..108	4120	County Jail Tax	12,687.16	63,488.02	67,670.00	(4,181.98)	162,408.00	98,919.98	39.09%
101..108	4130	Safety Sales Tax	12,687.17	63,488.03	67,670.00	(4,181.97)	162,408.00	98,919.97	39.09%
101..108	4141	Alcohol Tax	-	17.50	-	17.50	-	(17.50)	N/A
		Total Intergovernmental Revenue	<u>127,090.63</u>	<u>675,202.72</u>	<u>743,050.00</u>	<u>(67,847.28)</u>	<u>1,783,326.00</u>	<u>1,108,123.28</u>	<u>37.86%</u>
Licenses and Permits									
101..108	4210	Street Cutting Permit	765.00	3,900.00	3,125.00	775.00	7,500.00	3,600.00	52.00%
101..108	4215	Building Permit	5,078.00	29,382.35	25,000.00	4,382.35	60,000.00	30,617.65	48.97%
101..108	4220	Electrical Permit	321.00	1,806.00	1,250.00	556.00	3,000.00	1,194.00	60.20%
101..108	4225	Mechanical Permit	544.00	2,434.00	2,915.00	(481.00)	7,000.00	4,566.00	34.77%
101..108	4230	Plumbing Permit	510.00	1,141.00	625.00	516.00	1,500.00	359.00	76.07%
101..108	4235	Garage Sale Permit	25.00	85.00	210.00	(125.00)	500.00	415.00	17.00%
101..108	4240	Sign Permit	-	400.00	415.00	(15.00)	1,000.00	600.00	40.00%
101..108	4245	Cereal Malt Beverage License	(25.00)	(100.00)	135.00	(235.00)	325.00	425.00	-30.77%
101..108	4250	Animal Licenses	355.00	2,240.00	3,000.00	(760.00)	7,200.00	4,960.00	31.11%
101..108	4255	Home Occupational Licenses	80.00	240.00	415.00	(175.00)	1,000.00	760.00	24.00%
101..108	4260	Rental Licenses	1,296.51	10,082.45	14,585.00	(4,502.55)	35,000.00	24,917.55	28.81%
101..108	4265	Business Occupational Licenses	2,300.00	10,943.00	21,250.00	(10,307.00)	51,000.00	40,057.00	21.46%
		Total Licenses and Permits	<u>11,249.51</u>	<u>62,553.80</u>	<u>72,925.00</u>	<u>(10,371.20)</u>	<u>175,025.00</u>	<u>112,471.20</u>	<u>35.74%</u>
Fines and Forfeitures									
101..108	4410	Fine	12,014.50	105,389.94	132,495.00	(27,105.06)	317,988.00	212,598.06	33.14%
101..108	4415	Court Costs	3,944.00	14,690.91	12,500.00	2,190.91	30,000.00	15,309.09	48.97%
101..108	4420	State Fees	2,656.00	14,002.00	10,835.00	3,167.00	26,000.00	11,998.00	53.85%
101..108	4430	Bond Forfeits	510.00	1,010.00	835.00	175.00	2,000.00	990.00	50.50%
		Total Fines and Forfeitures	<u>19,124.50</u>	<u>135,092.85</u>	<u>156,665.00</u>	<u>(21,572.15)</u>	<u>375,988.00</u>	<u>240,895.15</u>	<u>35.93%</u>

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 5/31/2019

I-GF

			Current Month	Year-to-Date	Budget to Date	Variance	Annual Budget	Unencumbered Balance	% Used
Other Sources									
101..108	4393	Bullet Proof Vest Grant	-	-	1,040.00	(1,040.00)	2,500.00	2,500.00	0.00%
01..108,11	4530	Reimbursed Expense	6,341.62	13,305.84	5,835.00	7,470.84	14,000.00	694.16	95.04%
101..108	4531	SRO Reimbursement	-	25,366.48	-	25,366.48	-	(25,366.48)	N/A
101..108	4710	Apt Tower Lease Payment	1,976.54	7,906.16	9,885.00	(1,978.84)	23,718.00	15,811.84	33.33%
101..108	4713	Voicestream Wireless Payment	1,976.54	7,906.16	9,885.00	(1,978.84)	23,718.00	15,811.84	33.33%
101..108	4716	Clearwire Tower Lease Paymt	1,976.53	7,906.12	9,885.00	(1,978.88)	23,718.00	15,811.88	33.33%
101..108	4720	Plans & Spec's	(150.00)	275.00	835.00	(560.00)	2,000.00	1,725.00	13.75%
101..108	4725	Police Reports	210.00	2,344.00	2,290.00	54.00	5,500.00	3,156.00	42.62%
101..108	4755	3rd Floor Lease Revenues	1,755.83	7,023.32	17,510.00	(10,486.68)	42,027.00	35,003.68	16.71%
101..108	4767	1% for Art Contribution	-	36,378.23	-	36,378.23	-	(36,378.23)	N/A
101..108	4768	Service Line Agreement	-	2,965.47	1,000.00	1,965.47	2,400.00	(565.47)	123.56%
101..108	4775	RPPOA Contract	-	31,875.00	13,280.00	18,595.00	31,875.00	-	100.00%
101..108	4780	Sale of Assets	-	68.00	6,250.00	(6,182.00)	15,000.00	14,932.00	0.45%
101..108	4787	RP Community Foundation Donations	758.00	985.00	415.00	570.00	1,000.00	15.00	98.50%
101..108	4795	Miscellaneous	0.50	239.73	2,085.00	(1,845.27)	5,000.00	4,760.27	4.79%
Total Other Sources			14,845.56	144,544.51	80,195.00	64,349.51	192,456.00	47,911.49	75.11%
Other									
101..108	4510..4511	Interest on Investment	-	14,612.63	23,375.00	(8,762.37)	56,100.00	41,487.37	26.05%
Total Other			-	14,612.63	23,375.00	(8,762.37)	56,100.00	41,487.37	26.05%
Transfer-In									
101..108	4865	Transfer from TIF Funds	-	-	-	-	-	-	N/A
Total Transfer-In			-	-	-	-	-	-	N/A
101..108	Total Revenues		184,348.01	2,577,379.44	2,460,400.00	116,979.44	5,904,946.00	3,327,566.56	43.65%
Expenditures									
General Overhead									
101	5201	Electric	1,807.50	5,648.15	7,225.00	(1,576.85)	17,340.00	11,691.85	32.57%
101	5202	Telephone	55.82	222.52	415.00	(192.48)	1,000.00	777.48	22.25%
101	5203	Printing & Advertising	951.00	2,023.16	750.00	1,273.16	1,800.00	(223.16)	112.40%
101	5204	Legal Printing	373.41	(1,501.35)	1,250.00	(2,751.35)	3,000.00	4,501.35	-50.05%
101	5205	Postage & Mailing Permits	-	(1.00)	2,500.00	(2,501.00)	6,000.00	6,001.00	-0.02%
101	5207	Medical Expense & Drug Testing	-	200.00	-	200.00	-	(200.00)	N/A
101	5208	Newsletter	1,253.00	4,324.07	3,915.00	409.07	9,400.00	5,075.93	46.00%
101	5209	Professional Services	5,588.63	11,303.63	42,750.00	(31,446.37)	102,600.00	91,296.37	11.02%
101	5210	Maintenance & Repair Building	1,062.16	2,247.77	4,165.00	(1,917.23)	10,000.00	7,752.23	22.48%
101	5211	Maintenance & Repair Equipment	-	72.03	-	72.03	-	(72.03)	N/A
101	5212	Utility Asst	-	-	6,250.00	(6,250.00)	15,000.00	15,000.00	0.00%
101	5213	Audit Fees	29,075.00	29,075.00	17,710.00	11,365.00	42,500.00	13,425.00	68.41%
101	5214	Other Contracted Services	2,518.26	16,585.38	31,915.00	(15,329.62)	76,600.00	60,014.62	21.65%
101	5215	City Attorney	15,295.00	30,017.13	39,525.00	(9,507.87)	94,860.00	64,842.87	31.64%
101	5217	Public Art	2,500.00	2,500.00	-	2,500.00	-	(2,500.00)	N/A
101	5218	IT & Communication	-	7,447.46	11,190.00	(3,742.54)	26,850.00	19,402.54	27.74%
101	5219	Meeting Expense	-	331.90	835.00	(503.10)	2,000.00	1,668.10	16.60%
101	5220	Street Light Repair & Maintenance	3,237.04	12,881.91	16,665.00	(3,783.09)	40,000.00	27,118.09	32.20%
101	5222	Traffic Signal Expense	32.83	44,808.71	79,685.00	(34,876.29)	191,246.00	146,437.29	23.43%
101	5230	Art Commissioner	100.00	500.00	500.00	-	1,200.00	700.00	41.67%
101	5232	United Community Services	86.00	4,371.00	1,820.00	2,551.00	4,371.00	-	100.00%
101	5233	JoCo Home Repair - Minor	-	9,000.00	3,750.00	5,250.00	9,000.00	-	100.00%
101	5234	JoCo Home Repair - Major	-	8,000.00	3,335.00	4,665.00	8,000.00	-	100.00%
101	5237	Community Events	99.50	99.50	1,665.00	(1,565.50)	4,000.00	3,900.50	2.49%
101	5248	Strategic Planning	-	-	1,250.00	(1,250.00)	3,000.00	3,000.00	0.00%
101	5249	Branding Implementation	284.83	1,483.48	-	1,483.48	-	(1,483.48)	N/A
101	5250	Insurance & Surety Bonds	-	-	19,945.00	(19,945.00)	47,867.00	47,867.00	0.00%
101	5252	City Elections	-	6,462.65	6,250.00	212.65	15,000.00	8,537.35	43.08%
101	5253	Public Relations	757.77	1,610.88	1,460.00	150.88	3,500.00	1,889.12	46.03%
101	5254	Miscellaneous Charges	-	54.25	415.00	(360.75)	1,000.00	945.75	5.43%
101	5256	Committee Funds	472.89	1,334.14	2,085.00	(750.86)	5,000.00	3,665.86	26.68%
101	5257	Property Tax Payments	-	-	5,065.00	(5,065.00)	12,155.00	12,155.00	0.00%

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 5/31/2019

I-GF

			Current Month	Year-to-Date	Budget to Date	Variance	Annual Budget	Unencumbered Balance	% Used
101	5258	RPPOA Common Area Expenses	-	33,847.00	14,105.00	19,742.00	33,847.00	-	100.00%
101	5265	Computer System R&M	-	-	2,085.00	(2,085.00)	5,000.00	5,000.00	0.00%
101	5266	Computer Software	13,145.82	14,620.82	9,375.00	5,245.82	22,500.00	7,879.18	64.98%
101	5267	Employee Related Expenses	1,427.34	1,527.34	2,915.00	(1,387.66)	7,000.00	5,472.66	21.82%
101	5273	Neighbors Helping Neighbors	-	-	4,165.00	(4,165.00)	10,000.00	10,000.00	0.00%
101	5282	Property Rebate Program	-	-	6,250.00	(6,250.00)	15,000.00	15,000.00	0.00%
101	5283	RP Community Foundation Grant Expense	28,992.00	28,992.00	415.00	28,577.00	1,000.00	(27,992.00)	2899.20%
101	5285	Pool Operations	(365.00)	365.00	62,500.00	(62,135.00)	150,000.00	149,635.00	0.24%
101	5287	Water	301.11	468.14	625.00	(156.86)	1,500.00	1,031.86	31.21%
101	5288	Waste Water	-	-	710.00	(710.00)	1,700.00	1,700.00	0.00%
101	5289	Natural Gas	224.65	1,290.34	1,250.00	40.34	3,000.00	1,709.66	43.01%
101	5292	Fireworks	315.00	315.00	1,040.00	(725.00)	2,500.00	2,185.00	12.60%
101	5301	Office Supplies	1,111.79	2,669.06	3,125.00	(455.94)	7,500.00	4,830.94	35.59%
101	5304	Janitorial Supplies	92.36	647.61	835.00	(187.39)	2,000.00	1,352.39	32.38%
101	5305	Dues, Subscriptions, & Books	(2,647.26)	14,662.87	7,540.00	7,122.87	18,100.00	3,437.13	81.01%
101	5307	Other Commodities	2,227.35	2,227.35	2,085.00	142.35	5,000.00	2,772.65	44.55%
101	5751	TIF Fund Expenditure	-	-	134,335.00	(134,335.00)	322,400.00	322,400.00	0.00%
101	5818	Transfer to Bond & Interest Fund	2,083.00	10,416.00	10,000.00	416.00	25,000.00	14,584.00	41.66%
101	5821	Transfer to TIF 2	10,167.00	50,834.00	50,835.00	(1.00)	122,000.00	71,166.00	41.67%
101	5823	Transfer to 27D	16,667.00	83,334.00	83,335.00	(1.00)	200,000.00	116,666.00	41.67%
101	5825	Transfer to Equip Reserve Fund	9,991.00	49,955.00	49,955.00	-	119,888.00	69,933.00	41.67%
		Total General Overhead	<u>149,283.80</u>	<u>497,273.90</u>	<u>761,765.00</u>	<u>(264,491.10)</u>	<u>1,829,224.00</u>	<u>1,331,950.10</u>	27.18%
Police									
102	5101	Salaries - Regular	97,954.45	335,217.61	367,915.00	(32,697.39)	883,000.00	547,782.39	37.96%
102	5102	Salaries-Overtime	4,067.60	14,722.25	15,415.00	(692.75)	37,000.00	22,277.75	39.79%
102	5104	Salaries - Part-time	7,599.60	28,071.32	8,750.00	19,321.32	21,000.00	(7,071.32)	133.67%
102	5202	Telephone	620.84	2,053.63	2,915.00	(861.37)	7,000.00	4,946.37	29.34%
102	5203	Printing & Advertising	-	-	105.00	(105.00)	250.00	250.00	0.00%
102	5205	Postage & Mailing Permits	14.20	14.20	40.00	(25.80)	100.00	85.80	14.20%
102	5206	Travel Expense & Training	670.00	3,157.08	2,915.00	242.08	7,000.00	3,842.92	45.10%
102	5207	Medical Expense & Drug Testing	-	-	415.00	(415.00)	1,000.00	1,000.00	0.00%
102	5210	Maintenance & Repair Building	-	-	85.00	(85.00)	200.00	200.00	0.00%
102	5211	Maintenance & Repair Equipment	-	172.97	1,875.00	(1,702.03)	4,500.00	4,327.03	3.84%
102	5214	Other Contracted Services	1,508.25	5,507.31	8,805.00	(3,297.69)	21,130.00	15,622.69	26.06%
102	5219	Meeting Expense	-	-	40.00	(40.00)	100.00	100.00	0.00%
102	5224	Laundry Service	114.30	380.60	1,290.00	(909.40)	3,100.00	2,719.40	12.28%
102	5236	Community Policing	-	20.00	210.00	(190.00)	500.00	480.00	4.00%
102	5238	Animal Control	-	-	19,635.00	(19,635.00)	47,125.00	47,125.00	0.00%
102	5250	Insurance & Surety Bonds	-	-	65.00	(65.00)	150.00	150.00	0.00%
102	5254	Miscellaneous Charges	-	-	210.00	(210.00)	500.00	500.00	0.00%
102	5260	Vehicle Maintenance	284.18	10,909.17	3,540.00	7,369.17	8,500.00	(2,409.17)	128.34%
102	5301	Office Supplies	-	50.41	85.00	(34.59)	200.00	149.59	25.21%
102	5302	Motor Fuels & Lubricants	2,083.09	8,538.47	9,190.00	(651.53)	22,050.00	13,511.53	38.72%
102	5306	Materials	-	33.75	210.00	(176.25)	500.00	466.25	6.75%
102	5307	Other Commodities	260.65	476.61	1,250.00	(773.39)	3,000.00	2,523.39	15.89%
102	5308	Clothing & Uniforms	540.59	3,471.83	4,165.00	(693.17)	10,000.00	6,528.17	34.72%
102	5309	Amunition	-	-	1,040.00	(1,040.00)	2,500.00	2,500.00	0.00%
102	5310	Training Supplies	-	-	210.00	(210.00)	500.00	500.00	0.00%
102	5305	Dues, Subscriptions, & Books	-	455.00	440.00	15.00	1,050.00	595.00	43.33%
102	5825	Transfer to Equip Reserve Fund	5,860.00	29,300.00	29,300.00	-	70,320.00	41,020.00	41.67%
		Total Police	<u>121,577.75</u>	<u>442,552.21</u>	<u>480,115.00</u>	<u>(37,562.79)</u>	<u>1,152,275.00</u>	<u>709,722.79</u>	38.41%
Court									
103	5101	Salaries - Regular	5,267.56	18,309.46	19,040.00	(730.54)	45,700.00	27,390.54	40.06%
103	5102	Salaries-Overtime	191.63	572.25	415.00	157.25	1,000.00	427.75	57.23%
103	5108	Salaries - Judge	1,250.00	6,250.00	6,250.00	-	15,000.00	8,750.00	41.67%
103	5109	Salaries - Prosecutor	1,041.67	5,208.35	5,210.00	(1.65)	12,500.00	7,291.65	41.67%
103	5203	Telephone	-	-	75.00	(75.00)	180.00	180.00	0.00%
103	5203	Printing & Advertising	-	-	165.00	(165.00)	400.00	400.00	0.00%
103	5206	Travel Expense & Training	-	-	85.00	(85.00)	200.00	200.00	0.00%
103	5209	Professional Services	450.00	1,523.75	2,915.00	(1,391.25)	7,000.00	5,476.25	21.77%

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 5/31/2019

			Current Month	Year-to-Date	Budget to Date	Variance	Annual Budget	Unencumbered Balance	% Used
103	5211	Maintenace & Repair Equipment	-	-	85.00	(85.00)	200.00	200.00	0.00%
103	5219	Meeting Expense	-	-	40.00	(40.00)	100.00	100.00	0.00%
103	5227	Prisoner Care	665.00	665.00	2,085.00	(1,420.00)	5,000.00	4,335.00	13.30%
103	5228	Fees Due State of Kansas	2,088.00	9,526.00	11,250.00	(1,724.00)	27,000.00	17,474.00	35.28%
103	5250	Insurance & Surety Bonds	-	-	10.00	(10.00)	25.00	25.00	0.00%
103	5254	Miscellaneous Charges	-	-	85.00	(85.00)	200.00	200.00	0.00%
103	5266	Computer Software	5,348.00	6,098.00	1,090.00	5,008.00	2,613.00	(3,485.00)	233.37%
103	5305	Dues, Subscriptions, & Books	-	50.00	105.00	(55.00)	250.00	200.00	20.00%
103	5308	Clothing & Uniforms	-	-	105.00	(105.00)	250.00	250.00	0.00%
Total Court			<u>16,301.86</u>	<u>48,202.81</u>	<u>49,010.00</u>	<u>(807.19)</u>	<u>117,618.00</u>	<u>69,415.19</u>	<u>40.98%</u>
Neighborhood Services									
104	5101	Salaries - Regular	12,564.00	43,674.46	45,415.00	(1,740.54)	109,000.00	65,325.54	40.07%
104	5102	Salaries-Overtime	-	7.57	415.00	(407.43)	1,000.00	992.43	0.76%
104	5202	Telephone	140.02	540.06	550.00	(9.94)	1,320.00	779.94	40.91%
104	5203	Printing & Advertising	-	-	415.00	(415.00)	1,000.00	1,000.00	0.00%
104	5206	Travel Expense & Training	-	-	1,275.00	(1,275.00)	3,060.00	3,060.00	0.00%
104	5214	Other Contracted Services	-	-	2,290.00	(2,290.00)	5,500.00	5,500.00	0.00%
104	5219	Meeting Expense	52.20	111.13	85.00	26.13	200.00	88.87	55.57%
104	5260	Vehicle Maintenance	-	100.85	460.00	(359.15)	1,100.00	999.15	9.17%
104	5302	Motor Fuels & Lubricants	29.02	135.86	265.00	(129.14)	636.00	500.14	21.36%
104	5305	Dues, Subscriptions, & Books	20.00	60.00	210.00	(150.00)	500.00	440.00	12.00%
104	5308	Clothing & Uniforms	-	-	125.00	(125.00)	300.00	300.00	0.00%
104	5403	Office Equipment	131.06	131.06	835.00	(703.94)	2,000.00	1,868.94	6.55%
Total Neighborhood Services			<u>12,936.30</u>	<u>44,760.99</u>	<u>52,340.00</u>	<u>(7,579.01)</u>	<u>125,616.00</u>	<u>80,855.01</u>	<u>35.63%</u>
Administration									
105	5101	Salaries - Regular	31,847.28	110,493.85	105,835.00	4,658.85	254,000.00	143,506.15	43.50%
105	5104	Salaries - Part-time	2,290.39	7,903.53	15,000.00	(7,096.47)	36,000.00	28,096.47	21.95%
105	5107	Salaries - Intern	-	-	3,375.00	(3,375.00)	8,100.00	8,100.00	0.00%
105	5202	Telephone	160.00	800.00	800.00	-	1,920.00	1,120.00	41.67%
105	5206	Travel Expense & Training	896.40	1,850.44	2,855.00	(1,004.56)	6,850.00	4,999.56	27.01%
105	5214	Other Contracted Services	345.00	560.97	1,040.00	(479.03)	2,500.00	1,939.03	22.44%
105	5219	Meeting Expense	-	-	-	-	-	-	N/A
105	5226	Car Allowance	450.00	2,250.00	2,250.00	-	5,400.00	3,150.00	41.67%
105	5250	Insurance & Surety Bonds	-	-	30.00	(30.00)	75.00	75.00	0.00%
105	5254	Miscellaneous Charges	-	-	210.00	(210.00)	500.00	500.00	0.00%
105	5305	Dues, Subscriptions, & Books	105.00	355.00	960.00	(605.00)	2,300.00	1,945.00	15.43%
105	5403	Office Equipment	-	-	415.00	(415.00)	1,000.00	1,000.00	0.00%
Total Administration			<u>36,094.07</u>	<u>124,213.79</u>	<u>132,770.00</u>	<u>(8,556.21)</u>	<u>318,645.00</u>	<u>194,431.21</u>	<u>38.98%</u>
Public Works									
106	5101	Salaries - Regular	35,239.91	115,509.25	103,285.00	12,224.25	247,880.00	132,370.75	46.60%
106	5102	Salaries-Overtime	389.92	7,995.01	4,250.00	3,745.01	10,200.00	2,204.99	78.38%
106	5107	Salaries - Intern	-	-	2,625.00	(2,625.00)	6,300.00	6,300.00	0.00%
106	5201	Electric	540.37	1,773.24	2,635.00	(861.76)	6,324.00	4,550.76	28.04%
106	5202	Telephone	160.01	670.04	835.00	(164.96)	2,000.00	1,329.96	33.50%
106	5203	Printing & Advertising	-	160.89	125.00	35.89	300.00	139.11	53.63%
106	5206	Travel Expense & Training	1,007.00	1,932.98	3,125.00	(1,192.02)	7,500.00	5,567.02	25.77%
106	5207	Medical Expense & Drug Testing	-	201.50	335.00	(133.50)	800.00	598.50	25.19%
106	5210	Maintenance & Repair Building	-	1,281.94	1,460.00	(178.06)	3,500.00	2,218.06	36.63%
106	5211	Maintenance & Repair Equipment	2,521.73	9,334.45	10,415.00	(1,080.55)	25,000.00	15,665.55	37.34%
106	5214	Other Contracted Services	6,517.00	6,634.00	13,750.00	(7,116.00)	33,000.00	26,366.00	20.10%
106	5219	Meeting Expense	-	39.70	165.00	(125.30)	400.00	360.30	9.93%
106	5221	Street Maintenance	1,017.86	2,925.36	87,500.00	(84,574.64)	210,000.00	207,074.64	1.39%
106	5259	Traffic Control Signs	70.00	92.14	1,875.00	(1,782.86)	4,500.00	4,407.86	2.05%
106	5260	Vehicle Maintenance	36.75	1,554.15	2,710.00	(1,155.85)	6,500.00	4,945.85	23.91%
106	5262	Grounds Maintenance	7,926.95	9,666.93	10,000.00	(333.07)	24,000.00	14,333.07	40.28%
106	5263	Tree Maintenance	9,315.00	36,009.59	10,415.00	25,594.59	25,000.00	(11,009.59)	144.04%
106	5266	Computer Software	-	-	165.00	(165.00)	400.00	400.00	0.00%
106	5287	Water	569.31	1,546.48	2,710.00	(1,163.52)	6,500.00	4,953.52	23.79%
106	5288	Waste Water	264.77	483.49	1,335.00	(851.51)	3,200.00	2,716.51	15.11%
106	5289	Natural Gas	361.07	3,346.53	2,415.00	931.53	5,800.00	2,453.47	57.70%

City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 5/31/2019

I-GF

			Current Month	Year-to-Date	Budget to Date	Variance	Annual Budget	Unencumbered Balance	% Used
106	5290	Street Light Electric	1,786.90	6,086.89	10,160.00	(4,073.11)	24,378.00	18,291.11	24.97%
106	5302	Motor Fuels & Lubricants	1,100.28	7,763.60	4,595.00	3,168.60	11,025.00	3,261.40	70.42%
106	5304	Janitorial Supplies	-	115.42	315.00	(199.58)	750.00	634.58	15.39%
106	5306	Materials	390.64	821.34	1,875.00	(1,053.66)	4,500.00	3,678.66	18.25%
106	5308	Clothing & Uniforms	627.43	2,375.60	1,665.00	710.60	4,000.00	1,624.40	59.39%
106	5318	Tools	44.16	439.50	1,040.00	(600.50)	2,500.00	2,060.50	17.58%
106	5305	Dues, Subscriptions, & Books	-	720.00	315.00	405.00	760.00	40.00	94.74%
106	5403	Office Equipment	-	-	625.00	(625.00)	1,500.00	1,500.00	0.00%
106	5425	Other Capital Outlay	-	4,857.35	1,250.00	3,607.35	3,000.00	(1,857.35)	161.91%
106	5825	Transfer to Equip Reserve Fund	4,100.00	20,500.00	20,500.00	-	49,200.00	28,700.00	41.67%
		Total Public Works	<u>73,987.06</u>	<u>244,837.37</u>	<u>304,470.00</u>	<u>(59,632.63)</u>	<u>730,717.00</u>	<u>485,879.63</u>	<u>33.51%</u>
Employee Benefits									
107	5122	FICA City Contribution	15,378.30	53,584.53	58,335.00	(4,750.47)	140,000.00	86,415.47	38.27%
107	5123	KPERS City Contribution	(5,258.20)	32,582.63	36,165.00	(3,582.37)	86,800.00	54,217.37	37.54%
107	5124	Ks Unemployment Insurance	184.97	458.54	750.00	(291.46)	1,800.00	1,341.46	25.47%
107	5125	Worker's Compensation	-	48,194.00	19,110.00	29,084.00	45,869.00	(2,325.00)	105.07%
107	5126	Health/Dental/Vision Insurance	28,207.91	136,614.29	153,000.00	(16,385.71)	367,200.00	230,585.71	37.20%
107	5127	Health Savings Account	3,269.14	16,645.68	21,190.00	(4,544.32)	50,860.00	34,214.32	32.73%
107	5128	401A City Contribution	796.14	2,919.18	2,385.00	534.18	5,720.00	2,800.82	51.03%
107	5130	City Paid Life/ST Disability	876.73	2,908.32	4,125.00	(1,216.68)	9,900.00	6,991.68	29.38%
107	5131	KP&F City Contribution	(12,137.04)	73,407.53	80,415.00	(7,007.47)	193,000.00	119,592.47	38.03%
107	5133	Wellness Incentive	-	-	835.00	(835.00)	2,000.00	2,000.00	0.00%
		Total Employee Benefits	<u>31,317.95</u>	<u>367,314.70</u>	<u>376,310.00</u>	<u>(8,995.30)</u>	<u>903,149.00</u>	<u>535,834.30</u>	<u>40.67%</u>
City Council									
108	5103	Salaries - Elected Officials	3,910.00	18,275.00	19,550.00	(1,275.00)	46,920.00	28,645.00	38.95%
108	5206	Travel Expense & Training	141.47	469.54	3,200.00	(2,730.46)	7,700.00	7,230.46	6.10%
108	5251	Mayor Expenses	182.00	412.83	420.00	(7.17)	1,000.00	587.17	41.28%
108	5305	Dues, Subscriptions, & Books	-	50.00	375.00	(325.00)	900.00	850.00	5.56%
		Total City Council	<u>4,233.47</u>	<u>19,207.37</u>	<u>23,545.00</u>	<u>(4,337.63)</u>	<u>56,520.00</u>	<u>37,312.63</u>	<u>33.98%</u>
Solid Waste									
115	5101	Salaries - Regular	-	-	17,765.00	(17,765.00)	42,640.00	42,640.00	0.00%
115	5211	Maintenace & Repair Equipment	-	-	3,335.00	(3,335.00)	8,000.00	8,000.00	0.00%
115	5235	Leaf Program Disposal Fees	-	4,130.00	4,165.00	(35.00)	10,000.00	5,870.00	41.30%
115	5240	Equipment Rental	-	-	210.00	(210.00)	500.00	500.00	0.00%
115	5271	Composte Bin Rebate Program	-	-	1,250.00	(1,250.00)	3,000.00	3,000.00	0.00%
115	5272	Solid Waste Contract	43,173.82	215,864.10	216,250.00	(385.90)	519,000.00	303,135.90	41.59%
115	5302	Motor Fuels & Lubricants	-	-	1,250.00	(1,250.00)	3,000.00	3,000.00	0.00%
		Total Solid Waste	<u>43,173.82</u>	<u>219,994.10</u>	<u>244,225.00</u>	<u>(24,230.90)</u>	<u>586,140.00</u>	<u>366,145.90</u>	<u>37.53%</u>
101..108		Total Expenditures	<u>488,906.08</u>	<u>2,008,357.24</u>	<u>2,424,550.00</u>	<u>(416,192.76)</u>	<u>5,819,904.00</u>	<u>3,811,546.76</u>	<u>34.51%</u>
101..108		Change in Fund Balance	<u>(304,558.07)</u>	569,022.20	<u>35,850.00</u>	<u>533,172.20</u>	<u>85,042.00</u>	<u>(483,980.20)</u>	
101..108	2910..2970	Fund Balance, Beginning		<u>2,738,610.12</u>					
		Fund Balance, Ending		<u>\$ 3,307,632.32</u>					

City of Roeland Park
Statement of Activities - General Fund
Restricted for Special Law Enforcement Fund
For the Period Ended 5/31/2019

	Current Month	Year-to-Date	Budget to Date	Variance	Annual Budget	Unencumbered Balance	% Used
Revenues							
4010 Cash Carryforward	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
4432 Spec. Law Enforcement Revenues	-	3,750.00	415.00	3,335.00	1,000.00	(2,750.00)	375.00%
4433 K9 Contributions	-	100.00	-	100.00	-	(100.00)	N/A
Total Revenues	-	<u>3,850.00</u>	<u>415.00</u>	<u>3,435.00</u>	<u>1,000.00</u>	<u>(2,850.00)</u>	385.00%
Expenditures							
5316 K9 Expenses	-	-	-	-	-	-	N/A
5317 Special Law Enforcement Expenses	-	-	-	-	-	-	N/A
Total Expenditures	-	-	-	-	-	-	N/A
Change in Fund Balance	<u>\$ -</u>	\$ 3,850.00	<u>\$ 415.00</u>	<u>\$ 3,435.00</u>	<u>\$ 1,000.00</u>	<u>\$ (2,850.00)</u>	
2910 Fund Balance, Beginning		<u>16,615.59</u>					
Fund Balance, Ending		<u>\$ 20,465.59</u>					

City of Roeland Park
Statement of Activities - Bond & Interest Fund
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
4010	Cash Carryforward	\$ -	\$ -	\$ 124,466.00	\$ (124,466.00)	\$ 124,466.00	\$ 124,466.00	0.00%
4020	Recreational Vehicle Tax	-	47.56	25.00	22.56	60.00	12.44	79.27%
4021	Commercial Vehicle Tax	-	-	-	-	-	-	N/A
4040	Heavy Trucks Tax	-	53.72	60.00	(6.28)	140.00	86.28	38.37%
4050	Ad Valorem Tax	-	76,144.76	66,700.00	9,444.76	160,074.00	83,929.24	47.57%
4060	Motor Vehicle Tax	-	8,595.71	10,000.00	(1,404.29)	24,000.00	15,404.29	35.82%
4070	Personal Property Tax - Delinquent	-	-	20.00	(20.00)	50.00	50.00	0.00%
4080	Real Property Tax - Delinquent	-	613.38	835.00	(221.62)	2,000.00	1,386.62	30.67%
4511	Interest on Invested Assets	-	1,857.90	1,860.00	(2.10)	4,465.00	2,607.10	41.61%
4620	Special Assessments - Delinquent	-	-	150.00	(150.00)	364.00	364.00	0.00%
4630	Storm Drainage RC12-013	-	29,763.13	26,355.00	3,408.13	63,250.00	33,486.87	47.06%
4640	Storm Drainage RC12-012	-	51,661.94	38,245.00	13,416.94	91,782.00	40,120.06	56.29%
4650	Storm Drainage RC12-014	-	58,717.56	44,395.00	14,322.56	106,551.00	47,833.44	55.11%
4830	Transfer from 27A Fund	25,000.00	100,000.00	125,000.00	(25,000.00)	300,000.00	200,000.00	33.33%
4840	Transfer From General Fund	2,083.00	10,416.00	10,415.00	1.00	25,000.00	14,584.00	41.66%
	Total Revenues	27,083.00	337,871.66	448,526.00	(110,654.34)	902,202.00	564,330.34	37.45%
5209	Professional Services	-	-	1,270.00	(1,270.00)	3,050.00	3,050.00	0.00%
5608	Principal Bonds - 2010-1	-	-	116,665.00	(116,665.00)	280,000.00	280,000.00	0.00%
5609	Interest Bonds - 2010-1	-	16,707.50	13,925.00	2,782.50	33,415.00	16,707.50	50.00%
5614	Bond Principal 2014-1	-	-	46,665.00	(46,665.00)	112,000.00	112,000.00	0.00%
5615	Bond Interest 2014-1	2,542.50	2,542.50	2,120.00	422.50	5,088.00	2,545.50	49.97%
5628	Principal Bonds - 2011-2	-	-	35,415.00	(35,415.00)	85,000.00	85,000.00	0.00%
5629	Interest Bonds - 2011-2	11,903.75	11,903.75	9,920.00	1,983.75	23,808.00	11,904.25	50.00%
5644	Principal Bonds - 2012-1	-	-	83,335.00	(83,335.00)	200,000.00	200,000.00	0.00%
5645	Interest Bonds - 2012-1	10,858.75	10,858.75	9,050.00	1,808.75	21,718.00	10,859.25	50.00%
5751	TIF Fund Expenditure	-	-	9,500.00	(9,500.00)	22,800.00	22,800.00	0.00%
	Total Expenditures	25,305.00	42,012.50	327,865.00	(285,852.50)	786,879.00	744,866.50	5.34%
	Change in Fund Balance	\$ 1,778.00	\$ 295,859.16	\$ 120,661.00	\$ 175,198.16	\$ 115,323.00	\$ (180,536.16)	
2910..2970	Fund Balance, Beginning		<u>131,777.55</u>					
	Fund Balance, Ending		<u>\$ 427,636.71</u>					

City of Roeland Park
Statement of Activities - Special Highway Fund
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 229,950.00	\$ (229,950.00)	\$ 229,950.00	\$ 229,950.00	0.00%
4140	Spec City/county Highway Fund	-	90,359.91	76,660.00	13,699.91	183,980.00	93,620.09	49.11%
4511	Interest on Invested Assets	-	461.82	-	461.82	-	(461.82)	N/A
	Total Revenues	-	90,821.73	306,610.00	(215,788.27)	413,930.00	323,108.27	21.94%
Expenditures								
5101	Salaries - Regular	-	-	26,865.00	(26,865.00)	64,480.00	64,480.00	0.00%
5211	Maintenance & Repair Equipment	-	-	-	-	-	-	N/A
5303	Sand and Salt	8,437.12	18,573.00	10,415.00	8,158.00	25,000.00	6,427.00	74.29%
5454	Sidewalk Project	5,798.00	5,798.00	10,415.00	(4,617.00)	25,000.00	19,202.00	23.19%
5825	Transfer to Equip Reserve Fund	-	-	-	-	-	-	N/A
	Total Expenditures	14,235.12	24,371.00	47,695.00	(23,324.00)	114,480.00	90,109.00	21.29%
	Change in Fund Balance	\$ (14,235.12)	\$ 66,450.73	\$ 258,915.00	\$ (192,464.27)	\$ 299,450.00	\$ 232,999.27	
2910..2970	Fund Balance, Beginning		227,230.61					
	Fund Balance, Ending		\$ 293,681.34					

City of Roeland Park
Statement of Activities - Special Street Fund 27A
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 229,597.00	\$ (229,597.00)	\$ 229,597.00	\$ 229,597.00	0.00%
4110	City/county Sales & Use Tax	67,957.07	316,961.94	331,705.00	(14,743.06)	796,095.00	479,133.06	39.81%
4135	County Courthouse Sales Tax	12,687.09	65,106.69	67,755.00	(2,648.31)	162,610.00	97,503.31	40.04%
4150	CARS Funding	-	117,594.21	43,175.00	74,419.21	103,620.00	(13,974.21)	113.49%
4511	Interest on Invested Assets	-	1,434.52	625.00	809.52	1,500.00	65.48	95.63%
	Total Revenues	80,644.16	501,097.36	672,857.00	(171,759.64)	1,293,422.00	792,324.64	38.74%
Expenditures								
5209	Professional Services	15,660.89	35,408.65	41,665.00	(6,256.35)	100,000.00	64,591.35	35.41%
5430	Residential Street Reconstruction	3,302.60	6,009.72	222,500.00	(216,490.28)	534,000.00	527,990.28	1.13%
5457	CARS 2020 - Roe	-	-	-	-	-	-	N/A
5458	CARS 2018	1,139.50	160,918.82	-	160,918.82	-	(160,918.82)	N/A
5459	CARS 2019	3,896.42	11,751.58	79,585.00	(67,833.42)	191,000.00	179,248.42	6.15%
5460	CARS 2022 - 53rd Street	-	-	-	-	-	-	N/A
5461	CARS 2022 - Nall Avenue	-	-	-	-	-	-	N/A
5462	CARS 2023	-	-	-	-	-	-	N/A
5818	Transfer to Bond & Interest Fund	25,000.00	100,000.00	125,000.00	(25,000.00)	300,000.00	200,000.00	33.33%
	Total Expenditures	48,999.41	314,088.77	468,750.00	(154,661.23)	1,125,000.00	810,911.23	27.92%
	Change in Fund Balance	\$ 31,644.75	\$ 187,008.59	\$ 204,107.00	\$ (17,098.41)	\$ 168,422.00	\$ (18,586.59)	
2910..2970	Fund Balance, Beginning		451,392.45					
	Fund Balance, Ending		\$ 638,401.04					

City of Roeland Park
Statement of Activities - Community Center Fund 27C
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 545,370.00	\$ (545,370.00)	\$ 545,370.00	\$ 545,370.00	0.00%
4110	City/county Sales & Use Tax	16,989.27	79,240.50	82,925.00	(3,684.50)	199,024.00	119,783.50	39.81%
4511	Interest on Invested Assets	-	1,045.30	-	1,045.30	-	(1,045.30)	N/A
	Total Revenues	<u>16,989.27</u>	<u>80,285.80</u>	<u>628,295.00</u>	<u>(548,009.20)</u>	<u>744,394.00</u>	<u>664,108.20</u>	10.79%
Expenditures								
5209	Professional Services	-	-	12,500.00	(12,500.00)	30,000.00	30,000.00	0.00%
5210	Maintenance & Repair Building	275.14	7,387.20	6,250.00	1,137.20	15,000.00	7,612.80	49.25%
5211	Maintenace & Repair Equipment	-	-	2,915.00	(2,915.00)	7,000.00	7,000.00	0.00%
5250	Insurance & Surety Bonds	-	-	1,920.00	(1,920.00)	4,608.00	4,608.00	0.00%
5253	Public Relations	-	-	165.00	(165.00)	400.00	400.00	0.00%
5255	JoCo Management Fee	-	159,452.25	34,850.00	124,602.25	83,640.00	(75,812.25)	190.64%
5262	Grounds Maintenance	-	-	1,040.00	(1,040.00)	2,500.00	2,500.00	0.00%
5264	Grounds Improvements	-	-	625.00	(625.00)	1,500.00	1,500.00	0.00%
5307	Other Commodities	-	670.10	2,290.00	(1,619.90)	5,500.00	4,829.90	12.18%
5425	Other Capital Outlay	2,152.00	8,671.00	11,835.00	(3,164.00)	28,400.00	19,729.00	30.53%
5802	Transfer to General Fund	-	-	-	-	-	-	N/A
	Total Expenditures	<u>2,427.14</u>	<u>176,180.55</u>	<u>74,390.00</u>	<u>101,790.55</u>	<u>178,548.00</u>	<u>2,367.45</u>	98.67%
	Change in Fund Balance	<u>\$ 14,562.13</u>	\$ (95,894.75)	<u>\$ 553,905.00</u>	<u>\$ (649,799.75)</u>	<u>\$ 565,846.00</u>	<u>\$ 661,740.75</u>	
2910..2970	Fund Balance, Beginning		<u>566,968.23</u>					
	Fund Balance, Ending		<u>\$ 471,073.48</u>					

City of Roeland Park
Statement of Activities - Special Infrastructure 27D
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 521,336.00	\$ (521,336.00)	\$ 521,336.00	\$ 521,336.00	0.00%
4110	City/county Sales & Use Tax	33,978.53	158,480.97	165,855.00	(7,374.03)	398,048.00	239,567.03	39.81%
4155	CDBG Grant	-	-	69,415.00	(69,415.00)	166,600.00	166,600.00	0.00%
4511	Interest on Invested Assets	-	848.45	-	848.45	-	(848.45)	N/A
4840	Transfer From General Fund	16,667.00	83,334.00	83,335.00	(1.00)	200,000.00	116,666.00	41.67%
	Total Revenues	50,645.53	242,663.42	839,941.00	(597,277.58)	1,285,984.00	1,043,320.58	18.87%
Expenditures								
5209	Professional Services	1,050.00	30,805.00	16,665.00	14,140.00	40,000.00	9,195.00	77.01%
5221	Street Maintenance	7,341.61	26,371.24	47,915.00	(21,543.76)	115,000.00	88,628.76	22.93%
5246	In-House Street Maintenance	-	-	-	-	-	-	N/A
5469	Stormwater Maintenance	10,584.08	20,009.23	70,835.00	(50,825.77)	170,000.00	149,990.77	11.77%
5470	Park Maint/Infrastructure	11,901.30	49,695.66	26,665.00	23,030.66	64,000.00	14,304.34	77.65%
5498	CDBG - 2019	3,653.90	8,955.50	81,665.00	(72,709.50)	196,000.00	187,044.50	4.57%
	Total Expenditures	34,530.89	135,836.63	243,745.00	(107,908.37)	585,000.00	449,163.37	23.22%
Change in Fund Balance		\$ 16,114.64	\$ 106,826.79	\$ 596,196.00	\$ (489,369.21)	\$ 700,984.00	\$ 594,157.21	
2910..2970	Fund Balance, Beginning		<u>1,075,704.50</u>					
	Fund Balance, Ending		<u>\$ 1,182,531.29</u>					

City of Roeland Park
Statement of Activities - Equipment & Bldg Reserve Fund
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 228,908.00	\$ (228,908.00)	\$ 228,908.00	\$ 228,908.00	0.00%
4511	Interest on Invested Assets	-	1,028.08	-	1,028.08	-	(1,028.08)	N/A
4780	Sale of Assets	-	-	-	-	-	-	N/A
4824	Transfer from Public Works	-	-	-	-	-	-	N/A
4840	Transfer From General Fund	9,991.00	49,955.00	49,955.00	-	119,888.00	69,933.00	41.67%
4841	Transfer from PD/GF	5,860.00	29,300.00	29,300.00	-	70,320.00	41,020.00	41.67%
4842	Transfer from PW/GF	4,100.00	20,500.00	20,500.00	-	49,200.00	28,700.00	41.67%
4860	Transfer from Special Highway	-	-	-	-	-	-	N/A
	Total Revenues	19,951.00	100,783.08	328,663.00	(227,879.92)	468,316.00	367,532.92	21.52%
Expenditures								
5315	Machinery & Auto Equipment	-	37,122.63	49,800.00	(12,677.37)	119,520.00	82,397.37	31.06%
5442	Building Improvement	5,412.50	10,825.00	37,290.00	(26,465.00)	89,500.00	78,675.00	12.09%
5619	Lease/Purchase - Principal	-	-	-	-	-	-	N/A
5620	Lease/Purchase - Interest	-	-	-	-	-	-	N/A
5705	Future CIP - PW	-	-	-	-	-	-	N/A
5707	Fututre CIP - Building Reserve	-	-	12,660.00	(12,660.00)	30,388.00	30,388.00	0.00%
	Total Expenditures	5,412.50	47,947.63	99,750.00	(51,802.37)	239,408.00	191,460.37	20.03%
	Change in Fund Balance	\$ 14,538.50	\$ 52,835.45	\$ 228,913.00	\$ (176,077.55)	\$ 228,908.00	\$ 176,072.55	
2910..2970	Fund Balance, Beginning		290,720.43					
	Fund Balance, Ending		\$ 343,555.88					

City of Roeland Park
Statement of Activities - TIF 1A/B - Bella Roe/Walmart
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 931,917.00	\$ (931,917.00)	\$ 931,917.00	\$ 931,917.00	0.00%
4511	Interest on Invested Assets	-	-	7,290.00	(7,290.00)	17,500.00	17,500.00	0.00%
4730	Tax Increment Income	-	91,873.50	171,970.00	(80,096.50)	412,733.00	320,859.50	22.26%
4735	Tax Increment Income IB	-	<u>198,118.27</u>	<u>249,665.00</u>	<u>(51,546.73)</u>	<u>599,199.00</u>	<u>401,080.73</u>	33.06%
	Total Revenues	<u>-</u>	<u>289,991.77</u>	<u>1,360,842.00</u>	<u>(1,070,850.23)</u>	<u>1,961,349.00</u>	<u>1,671,357.23</u>	14.79%
Expenditures								
5209	Professional Services	-	-	460.00	(460.00)	1,100.00	1,100.00	0.00%
5214	Other Contracted Services	-	-	1,100.00	(1,100.00)	2,640.00	2,640.00	0.00%
5725	Property Tax Reduction Appeals	-	-	58,440.00	(58,440.00)	140,250.00	140,250.00	0.00%
	Total Expenditures	<u>-</u>	<u>-</u>	<u>60,000.00</u>	<u>(60,000.00)</u>	<u>143,990.00</u>	<u>143,990.00</u>	0.00%
	Change in Fund Balance	<u>\$ -</u>	<u>\$ 289,991.77</u>	<u>\$ 1,300,842.00</u>	<u>\$ (1,010,850.23)</u>	<u>\$ 1,817,359.00</u>	<u>\$ 1,527,367.23</u>	
2910..2970	Fund Balance, Beginning		<u>893,272.89</u>					
	Fund Balance, Ending		<u>\$ 1,183,264.66</u>					

City of Roeland Park
Statement of Activities - TDD#1 - Price Chopper
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 2,720,995.00	\$ (2,720,995.00)	\$ 2,720,995.00	\$ 2,720,995.00	0.00%
4110	City/county Sales & Use Tax	25,576.83	117,628.13	117,045.00	583.13	280,908.00	163,279.87	41.87%
4510	Interest on Investment	<u>123.67</u>	<u>351.68</u>	<u>-</u>	<u>351.68</u>	<u>-</u>	<u>(351.68)</u>	N/A
	Total Revenues	<u>25,700.50</u>	<u>117,979.81</u>	<u>2,838,040.00</u>	<u>(2,720,060.19)</u>	<u>3,001,903.00</u>	<u>2,883,923.19</u>	3.93%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	333.33	2,569.65	2,710.00	(140.35)	6,500.00	3,930.35	39.53%
5601	Bond Principal	-	-	-	-	-	-	N/A
5602	Bond Interest	<u>-</u>	<u>-</u>	<u>114,335.00</u>	<u>(114,335.00)</u>	<u>274,408.00</u>	<u>274,408.00</u>	0.00%
	Total Expenditures	<u>333.33</u>	<u>2,569.65</u>	<u>117,045.00</u>	<u>(114,475.35)</u>	<u>280,908.00</u>	<u>278,338.35</u>	0.91%
	Change in Fund Balance	<u>\$ 25,367.17</u>	<u>\$ 115,410.16</u>	<u>\$ 2,720,995.00</u>	<u>\$ (2,605,584.84)</u>	<u>\$ 2,720,995.00</u>	<u>\$ 2,605,584.84</u>	
2910..2970	Fund Balance, Beginning		<u>(2,507,302.69)</u>					
	Fund Balance, Ending		<u>\$ (2,391,892.53)</u>					

City of Roeland Park
Statement of Activities - TDD#2 - Lowes
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 687,810.00	\$ (687,810.00)	\$ 687,810.00	\$ 687,810.00	0.00%
4110	City/county Sales & Use Tax	11,394.86	42,692.38	58,955.00	(16,262.62)	141,494.00	98,801.62	30.17%
4510	Interest on Investment	<u>33.51</u>	<u>91.87</u>	<u>-</u>	<u>91.87</u>	<u>-</u>	<u>(91.87)</u>	N/A
	Total Revenues	<u>11,428.37</u>	<u>42,784.25</u>	<u>746,765.00</u>	<u>(703,980.75)</u>	<u>829,304.00</u>	<u>786,519.75</u>	5.16%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	166.67	1,508.35	2,085.00	(576.65)	5,000.00	3,491.65	30.17%
5601	Bond Principal	-	-	56,875.00	(56,875.00)	136,494.00	136,494.00	0.00%
5602	Bond Interest	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
	Total Expenditures	<u>166.67</u>	<u>1,508.35</u>	<u>58,960.00</u>	<u>(57,451.65)</u>	<u>141,494.00</u>	<u>139,985.65</u>	1.07%
	Change in Fund Balance	<u>\$ 11,261.70</u>	\$ 41,275.90	<u>\$ 687,805.00</u>	<u>\$ (646,529.10)</u>	<u>\$ 687,810.00</u>	<u>\$ 646,534.10</u>	
2910..2970	Fund Balance, Beginning		<u>(689,300.50)</u>					
	Fund Balance, Ending		<u>\$ (648,024.60)</u>					

City of Roeland Park
Statement of Activities - CID #1 - RP Shopping Center
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 2,697,076.00	\$ (2,697,076.00)	\$ 2,697,076.00	\$ 2,697,076.00	0.00%
4110	City/county Sales & Use Tax	5,743.11	108,752.24	128,655.00	(19,902.76)	308,771.00	200,018.76	35.22%
4511	Interest on Invested Assets	-	7,223.59	3,525.00	3,698.59	8,460.00	1,236.41	85.39%
	Total Revenues	<u>5,743.11</u>	<u>115,975.83</u>	<u>2,829,256.00</u>	<u>(2,713,280.17)</u>	<u>3,014,307.00</u>	<u>2,898,331.17</u>	3.85%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5215	City Attorney	-	-	-	-	-	-	N/A
5721	CID #1 Expenses	-	-	1,253,335.00	(1,253,335.00)	3,008,000.00	3,008,000.00	0.00%
	Total Expenditures	<u>-</u>	<u>-</u>	<u>1,253,335.00</u>	<u>(1,253,335.00)</u>	<u>3,008,000.00</u>	<u>3,008,000.00</u>	0.00%
	Change in Fund Balance	<u>\$ 5,743.11</u>	\$ 115,975.83	<u>\$ 1,575,921.00</u>	<u>\$ (1,459,945.17)</u>	<u>\$ 6,307.00</u>	<u>\$ (109,668.83)</u>	
2910..2970	Fund Balance, Beginning		<u>2,716,944.21</u>					
	Fund Balance, Ending		<u>\$ 2,832,920.04</u>					

City of Roeland Park
Statement of Activities - TIF 2A/D - McDonalds / City Hall
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 50,692.00	\$ (50,692.00)	\$ 50,692.00	\$ 50,692.00	0.00%
4511	Interest on Invested Assets	-	1,765.19	415.00	1,350.19	1,000.00	(765.19)	176.52%
4730	Tax Increment Income	-	112,575.09	126,475.00	(13,899.91)	303,534.00	190,958.91	37.09%
4789	Loan from General Fund	10,167.00	50,834.00	50,835.00	(1.00)	122,000.00	71,166.00	41.67%
	Total Revenues	10,167.00	165,174.28	228,417.00	(63,242.72)	477,226.00	312,051.72	34.61%
Expenditures								
5209	Professional Services	-	-	2,085.00	(2,085.00)	5,000.00	5,000.00	0.00%
5214	Other Contracted Services	-	-	1,250.00	(1,250.00)	3,000.00	3,000.00	0.00%
5457	CARS 2020 - Roe	156,981.75	131,720.27	102,085.00	29,635.27	245,000.00	113,279.73	53.76%
5458	CARS 2018	1,839.00	(152,117.24)	-	(152,117.24)	-	152,117.24	N/A
5644	Principal Bonds - 2012-1	-	-	70,835.00	(70,835.00)	170,000.00	170,000.00	0.00%
5645	Interest Bonds - 2012-1	1,445.00	1,445.00	1,205.00	240.00	2,890.00	1,445.00	50.00%
5725	Property Tax Reduction Appeals	-	-	5,835.00	(5,835.00)	14,000.00	14,000.00	0.00%
	Total Expenditures	160,265.75	(18,951.97)	183,295.00	(202,246.97)	439,890.00	458,841.97	-4.31%
	Change in Fund Balance	\$ (150,098.75)	\$ 184,126.25	\$ 45,122.00	\$ 139,004.25	\$ 37,336.00	\$ (146,790.25)	
2910..2970	Fund Balance, Beginning		<u>199,222.98</u>					
	Fund Balance, Ending		<u>\$ 383,349.23</u>					

City of Roeland Park
Statement of Activities - TIF 2C - Valley State Bank
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
4511	Interest on Invested Assets	-	19.65	-	19.65	-	(19.65)	N/A
4730	Tax Increment Income	-	73,883.64	14,760.00	59,123.64	35,425.00	(38,458.64)	208.56%
Total Revenues		-	73,903.29	14,760.00	59,143.29	35,425.00	(38,478.29)	208.62%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	-	825.00	1,040.00	(215.00)	2,500.00	1,675.00	33.00%
5601	Bond Principal	-	49,203.65	13,720.00	35,483.65	32,925.00	(16,278.65)	149.44%
5602	Bond Interest	-	-	-	-	-	-	N/A
5612	Debt Service - Bond Issue	-	-	-	-	-	-	N/A
Total Expenditures		-	50,028.65	14,760.00	35,268.65	35,425.00	(14,603.65)	141.22%
Change in Fund Balance		\$ -	\$ 23,874.64	\$ -	\$ 23,874.64	\$ -	\$ (23,874.64)	
2910..2970	Fund Balance, Beginning		2,065.81					
	Fund Balance, Ending		\$ 25,940.45					

City of Roeland Park
Statement of Activities - TIF 3C - Old Pool Area
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 16,247.00	\$ (16,247.00)	\$ 16,247.00	\$ 16,247.00	0.00%
4511	Interest on Invested Assets	-	442.79	-	442.79	-	(442.79)	N/A
4730	Tax Increment Income	-	16,776.52	14,585.00	2,191.52	35,000.00	18,223.48	47.93%
4731	Tax Increment Income 3A	-	113,484.27	-	113,484.27	-	(113,484.27)	N/A
4789	Loan from General Fund	-	-	-	-	-	-	N/A
	Total Revenues	<u>-</u>	<u>130,703.58</u>	<u>30,832.00</u>	<u>99,871.58</u>	<u>51,247.00</u>	<u>(79,456.58)</u>	255.05%
Expenditures								
5204	Legal Printing	-	-	-	-	-	-	N/A
5209	Professional Services	294.40	1,035.40	-	1,035.40	-	(1,035.40)	N/A
5243	Contractual Reimbursement	-	-	-	-	-	-	N/A
5802	Transfer to General Fund	-	-	-	-	-	-	N/A
	Total Expenditures	<u>294.40</u>	<u>1,035.40</u>	<u>-</u>	<u>1,035.40</u>	<u>-</u>	<u>(1,035.40)</u>	N/A
	Change in Fund Balance	<u>\$ (294.40)</u>	\$ 129,668.18	<u>\$ 30,832.00</u>	<u>\$ 98,836.18</u>	<u>\$ 51,247.00</u>	<u>\$ (78,421.18)</u>	
2910..2970	Fund Balance, Beginning		<u>8,725.41</u>					
	Fund Balance, Ending		<u>\$ 138,393.59</u>					

City of Roeland Park
Statement of Activities - Property Owners Association
For the Period Ended 5/31/2019

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Unencumbered Balance</u>	<u>% Used</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 18,476.00	\$ (18,476.00)	\$ 18,476.00	\$ 18,476.00	0.00%
4510	Interest on Investment	-	-	-	-	-	-	N/A
4795	Miscellaneous	-	-	33,847.00	(33,847.00)	33,847.00	33,847.00	0.00%
	Total Revenues	<u>-</u>	<u>-</u>	<u>52,323.00</u>	<u>(52,323.00)</u>	<u>52,323.00</u>	<u>52,323.00</u>	0.00%
Expenditures								
5254	Miscellaneous Charges	-	-	-	-	-	-	N/A
5258	RPPOA Common Area Expenses	-	-	31,875.00	(31,875.00)	31,875.00	31,875.00	0.00%
	Total Expenditures	<u>-</u>	<u>-</u>	<u>31,875.00</u>	<u>(31,875.00)</u>	<u>31,875.00</u>	<u>31,875.00</u>	0.00%
	Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,448.00</u>	<u>\$ (20,448.00)</u>	<u>\$ 20,448.00</u>	<u>\$ 20,448.00</u>	
2910..2970	Fund Balance, Beginning		<u>18,415.51</u>					
	Fund Balance, Ending		<u>\$ 18,415.51</u>					

Item Number: Reports of City Officials:- X.-B.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/15/2019
Submitted By: Donnie Scharff, Director of Public Works
Committee/Department: Public Works
Title: **Progress Report on Sidewalk Maintenance Program**
Item Type: Report

Recommendation:

To update council on the progress of the Sidewalk Maintenance Program.

Details:

In 2013, Precision Concrete repaired hundreds of sidewalk panel trip hazards throughout our city. Pedestrians walking along the sidewalks could trip and be injured due to these hazards. Trip hazards occur when the panel shifts or settles causing a panel to protrude above an adjoining panel. The city has allocated \$25,000 per year in the CIP for sidewalk maintenance. Removing trip hazards is our first priority.

Precision's process entails cutting the heaved edge of a sidewalk panel so that a trip hazard is eliminated without the need for removal and replacement of the existing sidewalk. Their process is quick, does not disturb the adjacent lawn and is more affordable than a customary remove and replacement approach. The \$25,000 allocated in 2019 for sidewalk maintenance has been focused on trip hazard removal and allowed for removal of trip hazards in 75% of the City. The remaining 25% (area east of Roe, west of Neosho, from 47th Ter south to 55th St.) will be completed in 2020.

Financial Impact

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

Additional Information

Precision Concrete removed 410 trip hazards on sidewalks in 2019, the attached map shows the location of each removal:

West of Roe= 231 hazards removed for \$13,000

East of Roe= 179 hazards removed for \$11,000

Staff estimates removal of trip hazards in the remaining 25% of the City will cost between \$8k and \$10k, well within our \$25,000 budget for 2020. We will use the balance of those resources to replace broken and settled panels in 2020. Public Works completed a sidewalk condition assessment in 2018 which will serve as the basis for panel replacements going forward.

How does item relate to Strategic Plan?

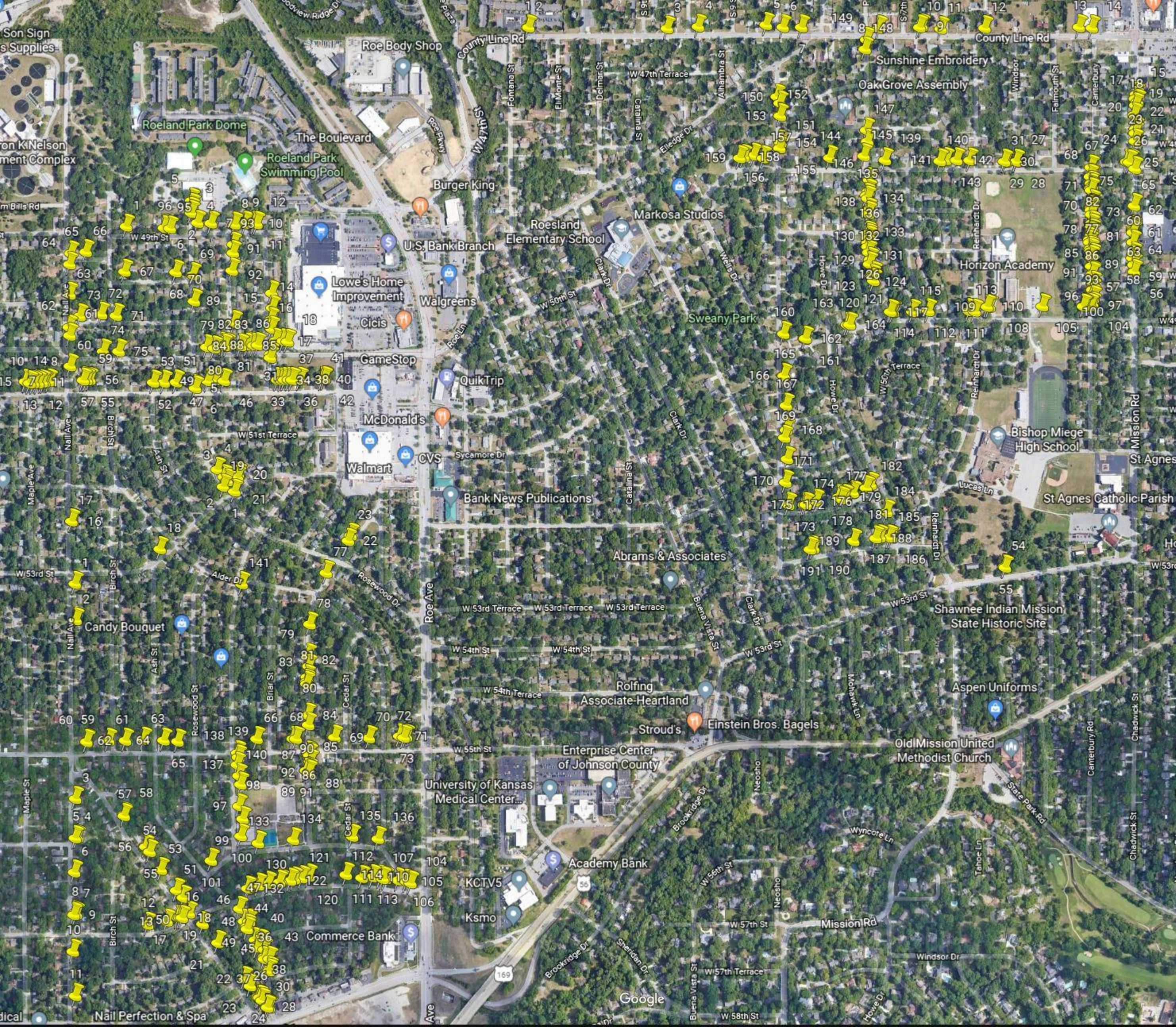
Improve the safety and condition of public infrastructure.

How does item benefit Community for all Ages?

Elimination of trip hazards makes our walks usable by people of all ages.

ATTACHMENTS:

Description	Type
2019 Trip Hazard Map	Cover Memo



Item Number: Reports of City Officials:- X.-C.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/17/2019
Submitted By: Donnie Scharff, Director of Public Works
Committee/Department: Public Works
Title: **Public Works Quarterly Report**
Item Type: Presentation

Recommendation:

To update council on staff hours spent on PW tasks and project updates

Details:

Attached is the quarterly report for PW staff

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?

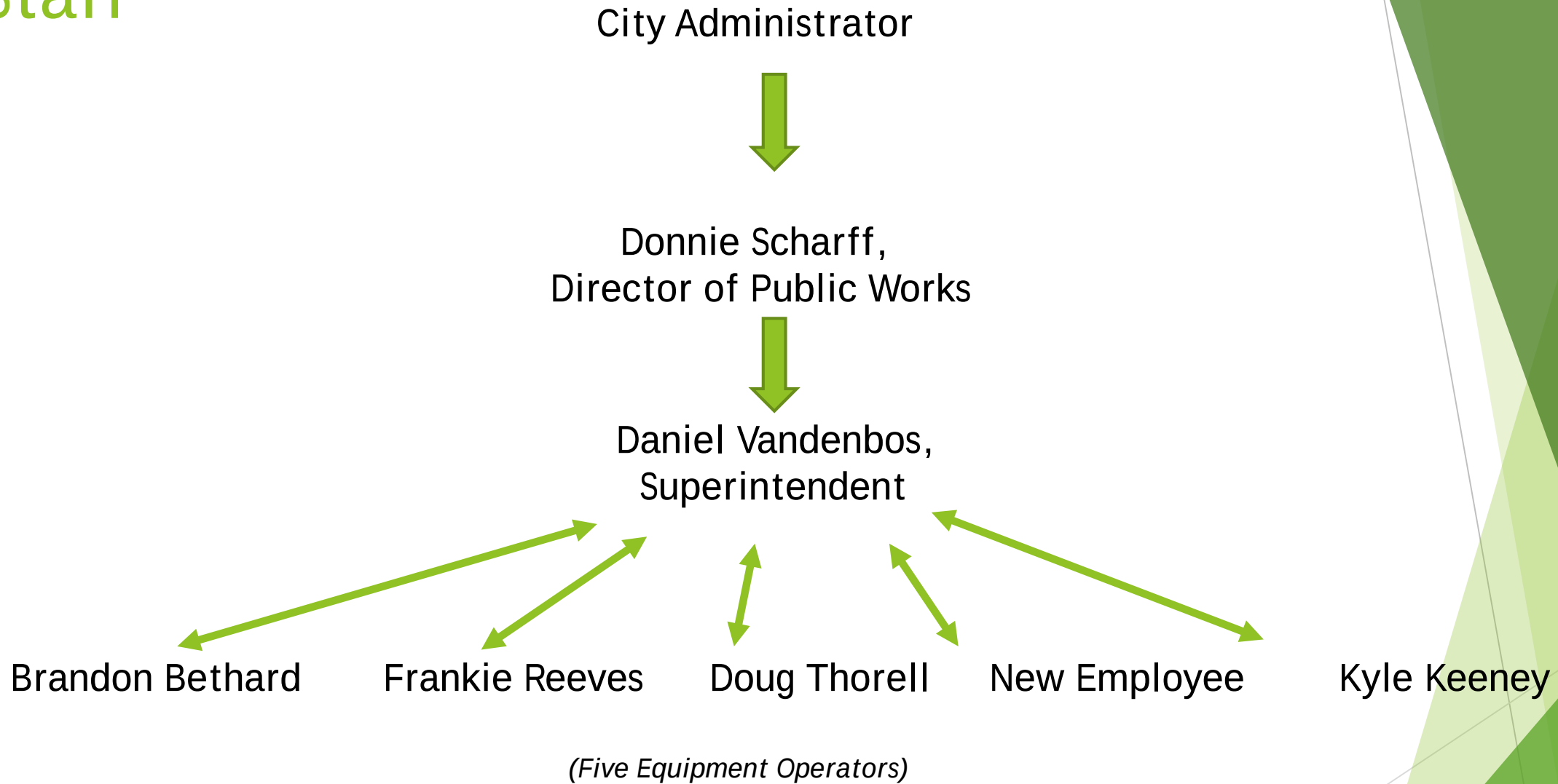
ATTACHMENTS:

Description	Type
 Public works Quarterly Report	Cover Memo

Quarterly Review of Public Works 7-22-2019

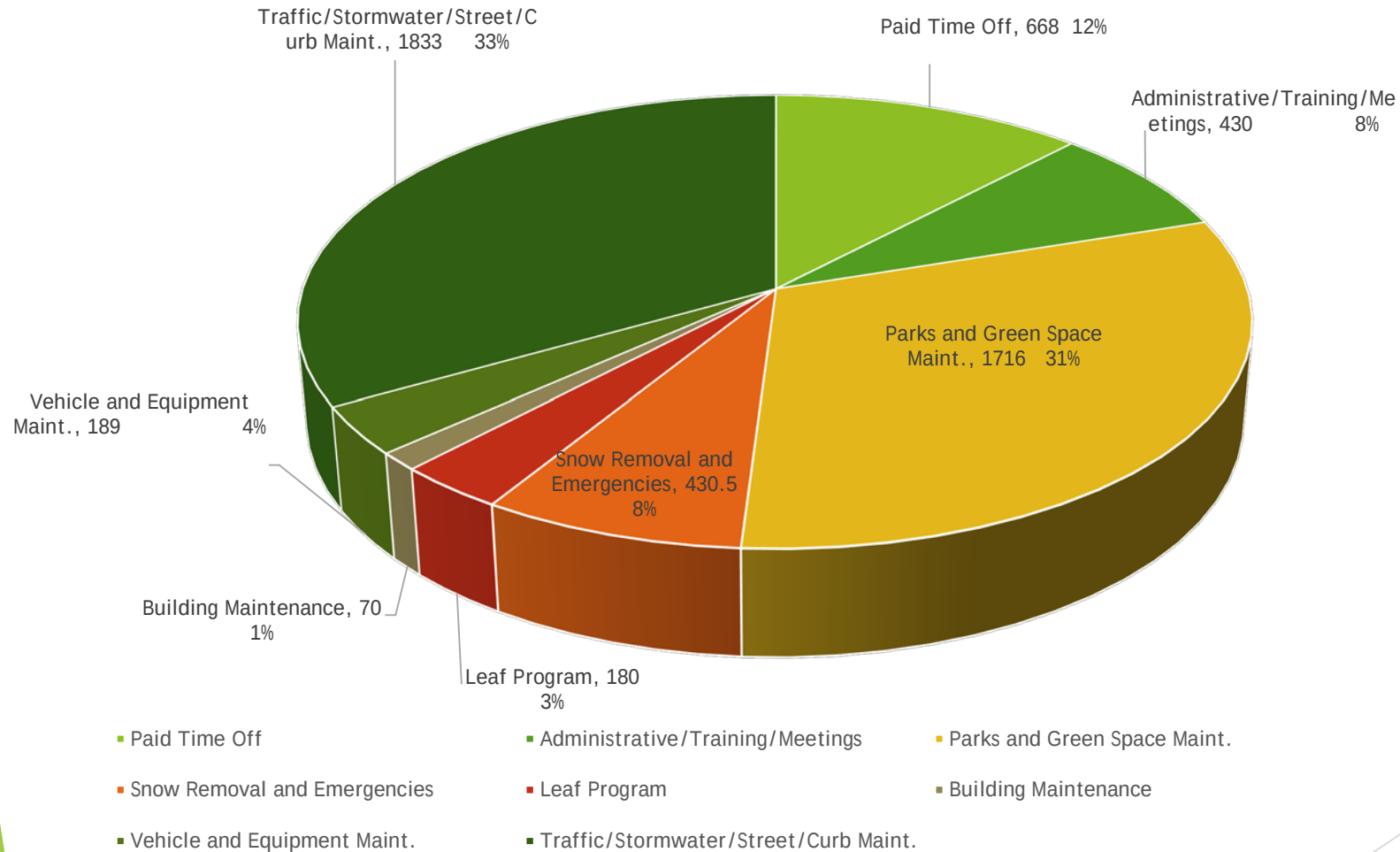


Staff



Responsibilities – Operations & Management

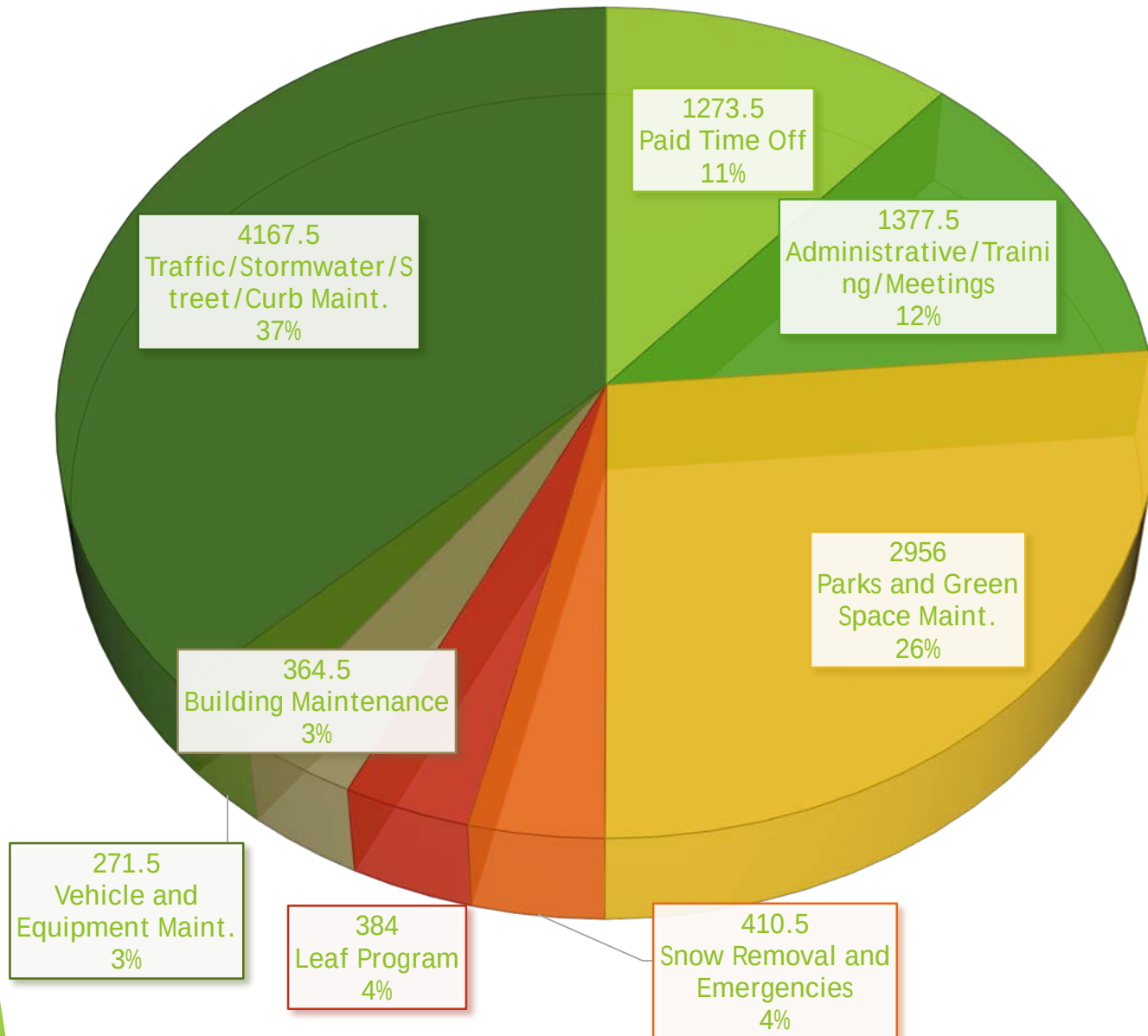
2019 Public Works Man Hours by Major Service Category
From 1/1 to 7/19 (5,516.5 man hours total)



- Staff Hours- Jan 1, 2019 thru July 19, 2019
- Greenspace Maintenance – 31%
- Street Maintenance Hours – 33%

2018 PUBLIC WORKS MAN HOURS BY MAJOR SERVICE CATEGORY

11,205 MAN HOURS TOTAL



- Street Maintenance – 37%
- Greenspace Maint – 26%
- Most Staff hours spent on tasks above

Parks Maintenance and Improvements

- 8 High Frequency Park Safety Inspections
- 3 Low Frequency Park Safety Inspections
- Mulching Planting Areas
- De-weeding landscape areas



Parks Maintenance and Improvements



- Granada Shade Structure
- R Park Shade Structures - Leaf Panels currently being powder coated

CIP Project Management



- 2019 CDBG - Elmonte St Starting August 12th 2019
- 2019 CARS - 50th Terr. Near Completion - Striping remaining
- 2019 NSRP Street Reconstruction - Rosewood St, Starting August 12th, 2019

Street Sweeping- 2019



- Monthly Street Sweeping Schedule (March, April, May, June July.....)
- Cubic Yards Totals – 502 Cubic Yards – March thru July

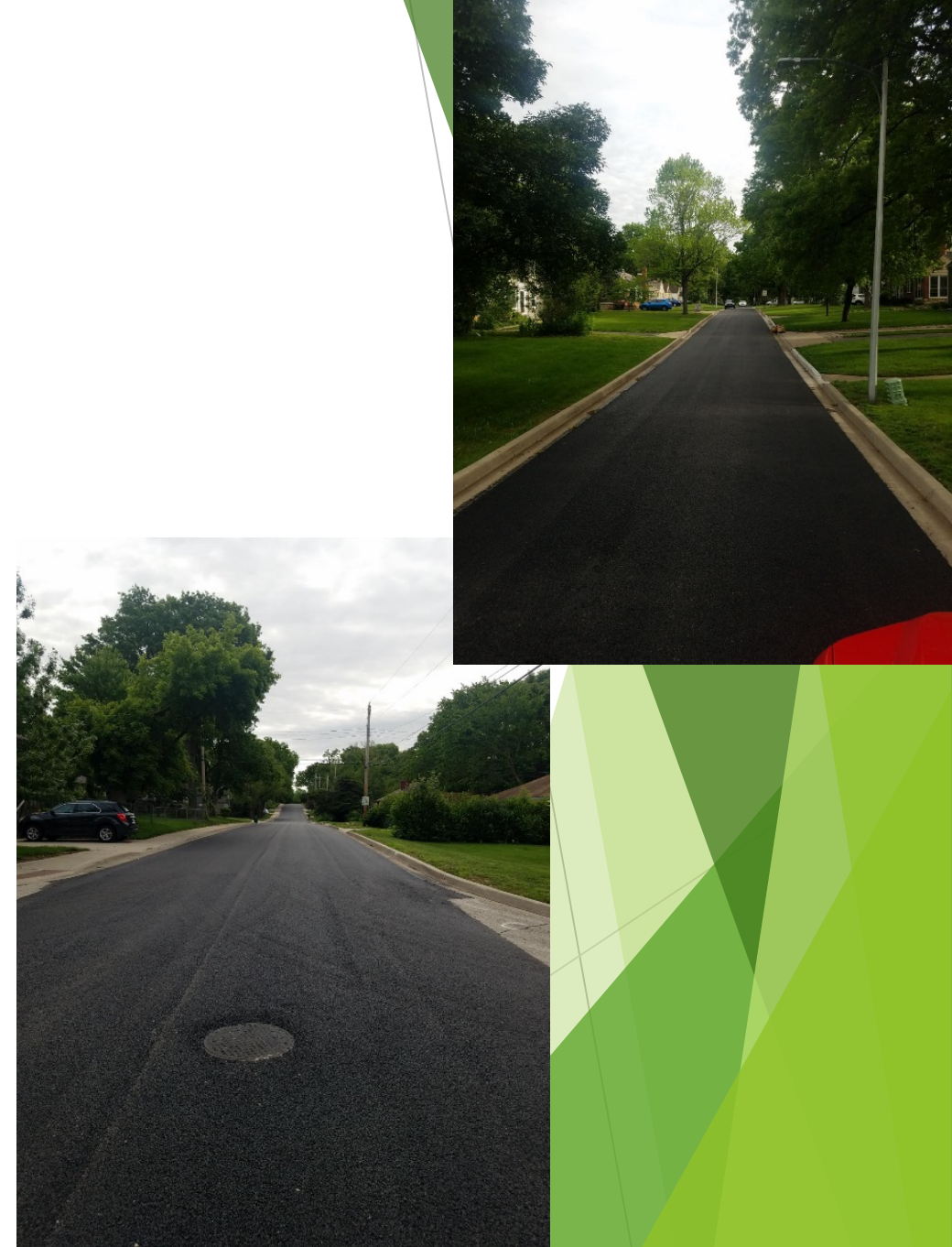
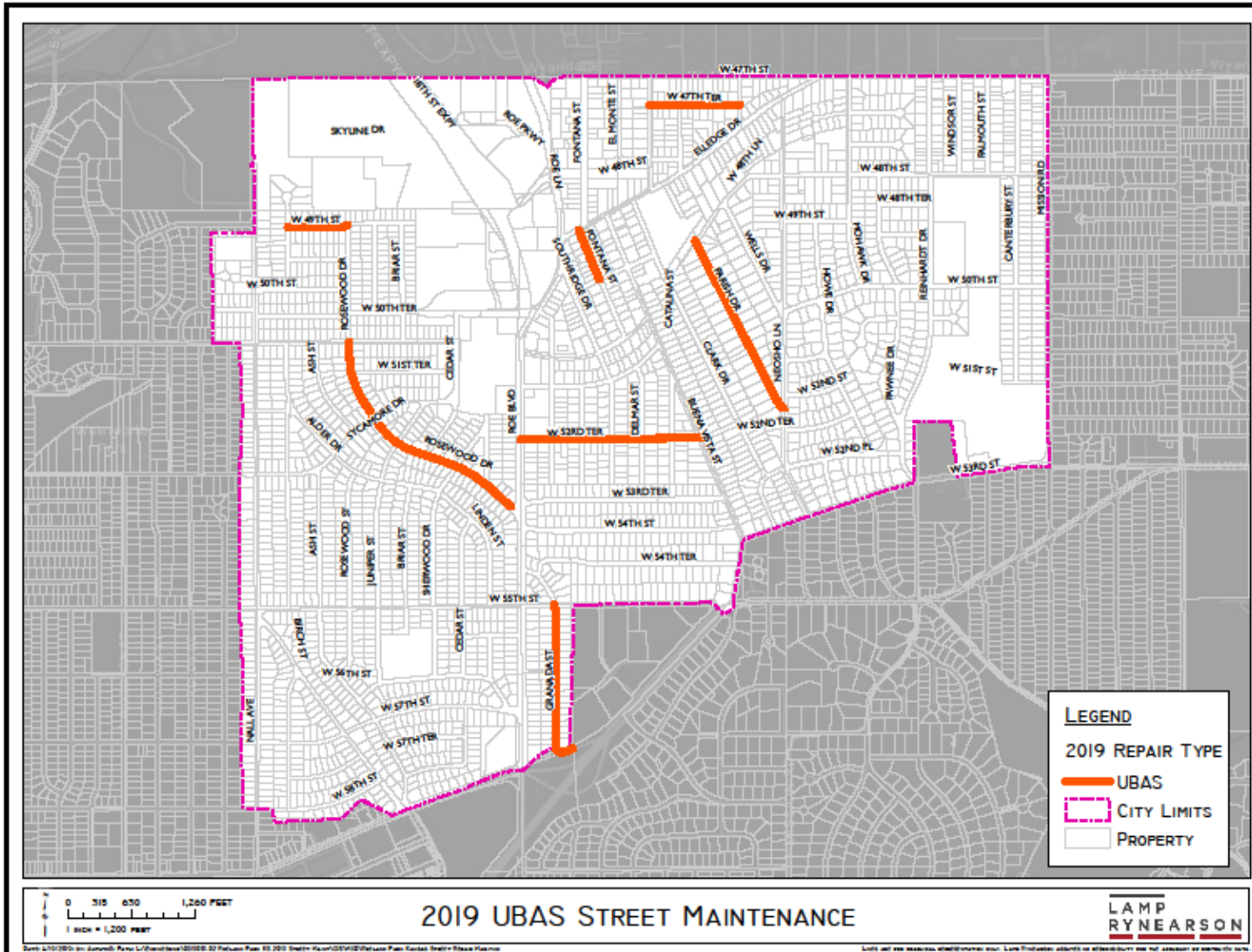


Completed July, 2019 3.72 Miles/11%



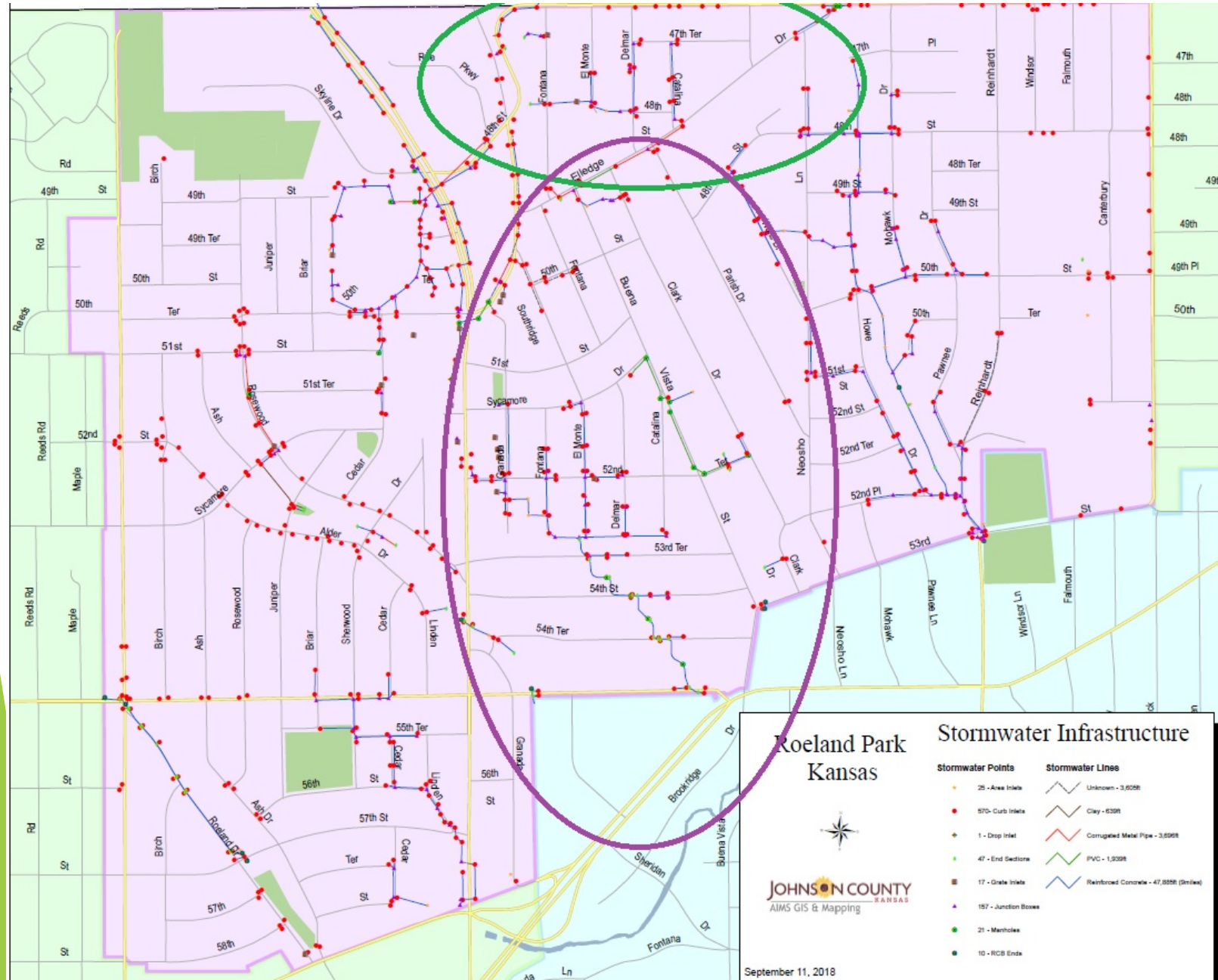
2019 Contract Street Maintenance – UBAS

Completed June, 2019 – 2.09 Miles/6.3%



Stormwater Pipe Inspections

- Second Phase underway - Started January 2019 - East Of Roe Blvd completed
- 2017 Council Objective
- Locating stormwater infrastructure and assessing it
- 11 Miles Pipe (There is more to be found)
- 848 Structures (inlet, manholes, etc)
- Budgeted \$20,000 for inspections



Line Type:	Round Pipe
Material:	Corrugated Metal Pipe
Pipe Shape:	Round
Diameter (if round):	21
Width:	
Height:	
RCB Cells:	
Length:	
Slope:	
Downstream Structure:	346
DS Invert Elevation:	
Upstream Structure:	850
US Invert Elevation:	
Last Inspection Date:	
Condition:	Poor
Owner:	City of Roeland Park
Year Constructed:	
Comment:	Estimate on layout

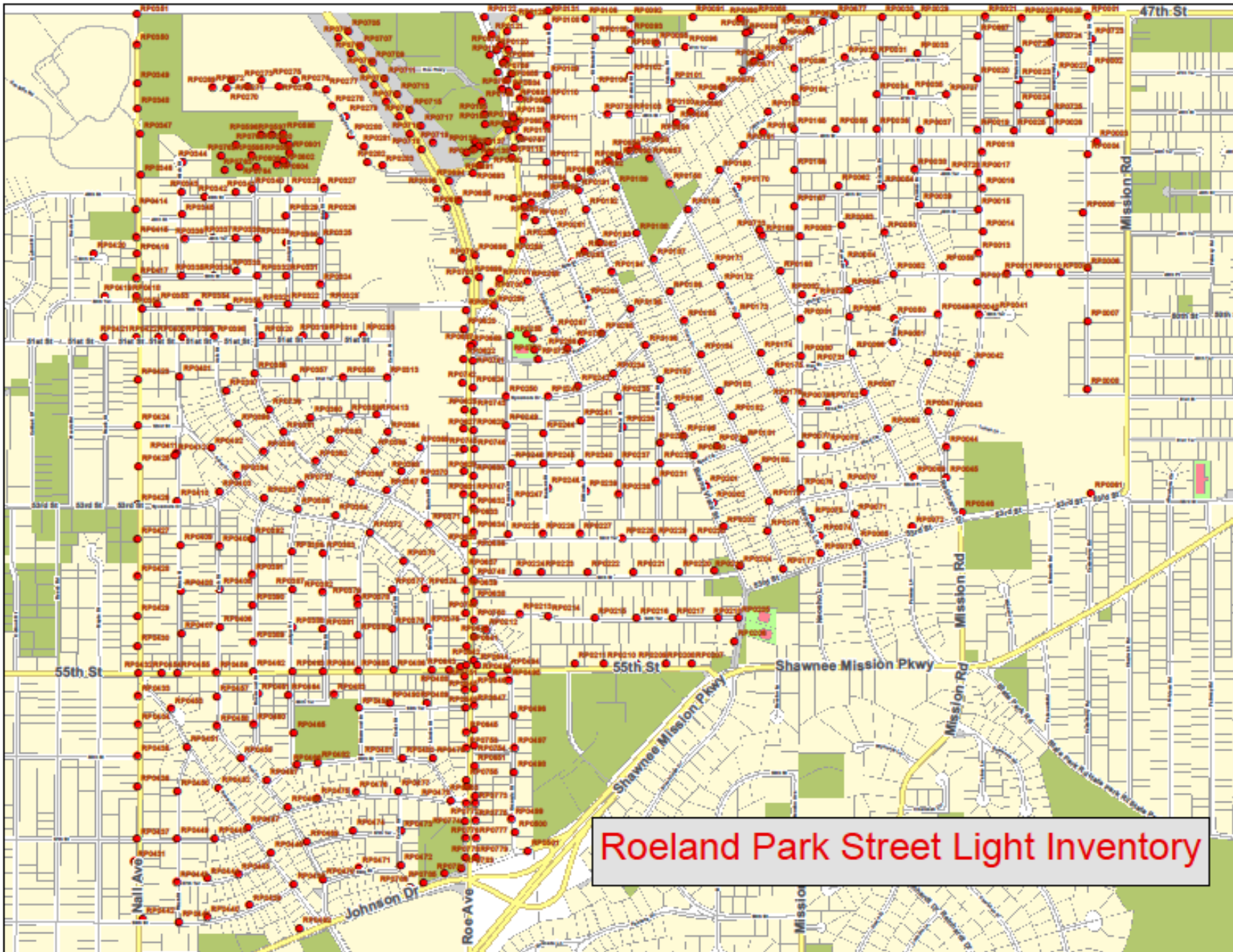
Edited by HRABE on 9/4/18 at 9:19 AM

- Current Street Signs
- MUTCD ID Name
- Provided by Stantec/LR
- Number of signs – 1,716
- Good Condition – 1,696
- Fair Condition – 2
- Poor Condition – 18



Streetlight Maintenance & Repair

- Black & McDonald is Contractor
- 1 Repair to knockdowns, cable cuts, and underground feeds
- 8 Repairs for general maintenance
- Working on quote for streetlight condition index rating survey with B&M



Council Objectives & Other Items

- City Way Finding System (Council Objective) – Complete 2019
- R Park and Granada Park Shade Structures (Council Objective) – Granada Park - Complete
- R Park Phase Development Plan (Council Objective) – Working towards Design Development
- Find new location for Public Works (Council Objective) – In Progress
- Surplus of Public Works items – In Progress
- Nall Park Amenities – working with parks committee and SFS Architects on options, pricing



Questions



Item Number: Reports of City Officials:- X.-D.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/18/2019
Submitted By: Chief Morris
Committee/Department: Safety / Police
Title: **2nd Quarter Safety Statistics**
Item Type:

Recommendation:

Present the 2019 2nd quarter police activity report to council (April-June) .

Details:

Presentation of Police Activity.

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
2019 2nd quarter police activity	Cover Memo

Roeland Park Police Department / 2019 2nd Quarter Police Activity

April – June

Incidents: 228

U.C.R. – 32

Non U.C. R. – 196

Arrests: 78

Adult – 76

Juvenile - 2

Citations: 580

Warnings – 59

Accidents: 18

Incidents by Location:

Blvd. Apts. – 14

Price Chopper – 5

Lowe's – 17

Wal-Mart – 21

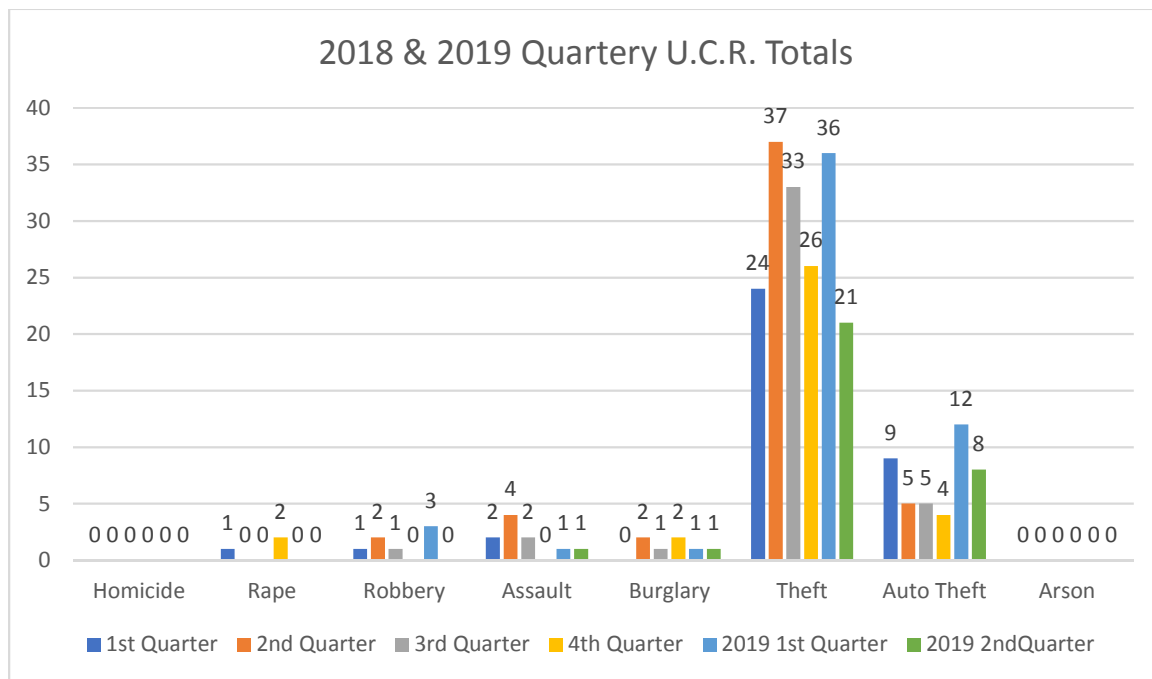
RPPD – 26

Business District – 40

Other – 20

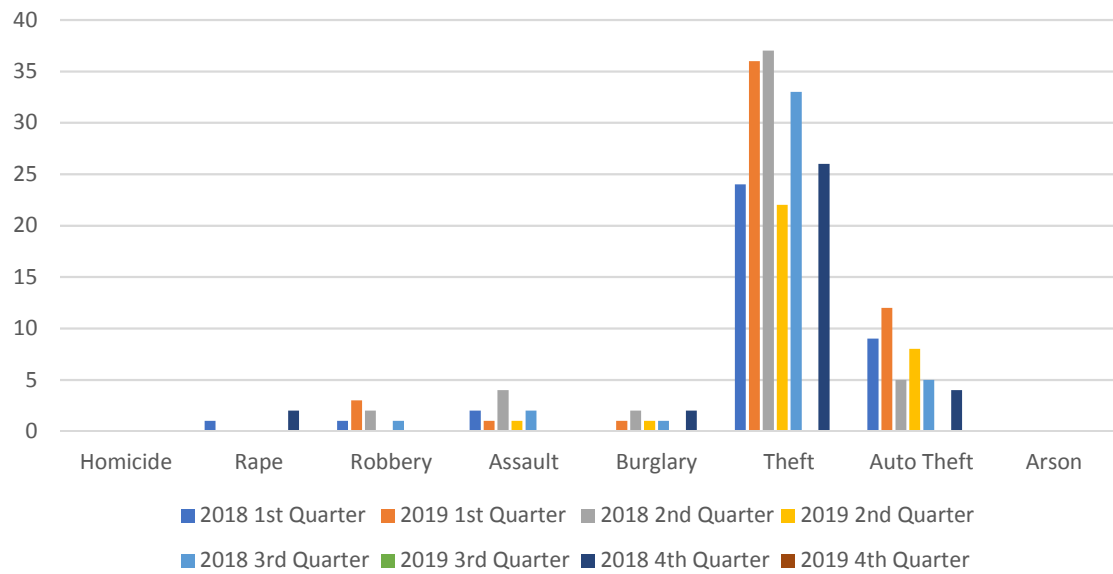
East of Roe – 49

West of Roe – 36



Activity and trends in the last 6 quarters (January 2018 – June 2019) show that theft is still the most reported offense in the city.

2018-2019 Quarterly Crime Comparison



ITEM	2018 1 st Quarter	2019 1 st Quarter	2018 2 nd Quarter	2019 2 nd Quarter	2018 3 rd Quarter	2019 3 rd Quarter	2018 4 th Quarter	2019 4 th Quarter
Homicide	0	0	0	0	0	Pending	0	Pending
Rape	1	0	0	0	0	Pending	0	Pending
Robbery	1	3	2	0	1	Pending	0	Pending
Assault	2	1	4	1	2	Pending	0	Pending
Burglary	0	1	2	1	1	Pending	0	Pending
Theft	24	36	37	22	33	Pending	26	Pending
Auto Theft	9	12	5	8	5	Pending	4	Pending
Arson	0	0	0	0	0	Pending	0	Pending

Item Number: Reports of City Officials:- X.-E.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/19/2019
Submitted By: Keith Moody
Committee/Department:
Title: Strategic Plan Progress Report: 2nd Quarter
Item Type: Report

Recommendation:

Informational, no action anticipated.

Details:

Attached please find the 2nd Quarter Progress Report for the Strategic Plan. As the City completes initiatives which advance the Strategic Plan staff memorializes those accomplishments into this report. The newest accomplishments are added at the end of the appropriate "Goal and Strategy". This helps to keep the report in chronological order.

Some of the accomplishments achieved in the 2nd Quarter include:

- 1.D.1 and 1.E.1- Council approved land sale agreement for Northeast RJ site.
- 1.C.3- Council was provided borrowing information at their request along with budget scenarios related to funding new capital investment items.
- 2.A.6- Progress on the Planning Sustainable Places project is on schedule for completion in August of 2019.
- 2.B.1- Achieved Community for All Ages Gold designation in April of 2019.
- 2.C.3- Business satisfaction survey completed.
- 3.A.2- Communication reporting impacts improved.
- 3.A.4- Design finish elements approved for Roe 2020 project to further branding efforts.
- 3.C.3- Citizen satisfaction survey completed 4/1/19, overall satisfaction increased 1.8 points from the 2016 survey.
- 4.B.2- Creation of the 47 Neighborhood Foodie Fest.
- 5.A.14- Council established direction on improvements at the pool.

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
 Strategic Plan Progress Report- 2nd Quarter	Cover Memo

**Strategic Plan
Roeland Park, Kansas**

Progress Summary: 3/31/19

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
Goal 1: Create a long-term financial plan to diversify revenue supporting Economic growth.						
1 A	Collaborate with peer cities with similar developmental issues and define potential options. (Phase 1)	City Administrator & Asst. City Administrator	1. In 2017 Roeland Park collaborated with Fairway and Westwood on bidding out solid waste services. A new contract was executed locking in fees paid for solid waste for an initial 3 years. The new contract provides for performance standards as well as financial penalties in the event the contractor does not meet prescribed performance standards. Under the new contract weekly summary reports are also provided which list service complaints by address and chronicles the time addressed as well as the approach/reasoning behind each resolution. The 2019 Citizen Satisfaction Survey saw a 22% increase in satisfaction with solid waste services over the 2016 survey results. 2. In 2017 Roeland Park began looking at animal control service alternatives to the NEAC system in place. This effort lead to Mission looking at delivering animal control services through a civilian staff within their police department. At the end of 2018 NEAC disbanded and each of the cities in NEAC contracted with the City of Mission to provide animal control services. It is anticipated that has a contract relationship with a single municipality will provide for improved animal control service at a lower cost (\$12,000 savings from NEAC fee). 3. In 2018, other NE JOCO cities were asked if they would have interest in sharing a Public Information Officer. The other communities felt their communications approach was working effectively and had concerns about how sharing a staff position would be implemented so that the shared time amounted to the percentage being charged per entity. In 2019, Roeland Park implemented a contracted PIO position on a trial basis to determine if this approach would be effective. 4. In 2018, Roeland Park approached Mission, Fairway and Westwood if their was interested in joint participation in a City Magazine. The other communities felt their current newsletter, social media efforts and own city magazine in the case of Mission is working effectively. Roeland Park proceeded to meet with two local firms that have experience producing city magazines but ultimately the cost of production was beyond Roeland Parks budget. 5. In 2017 Roeland Park invited Fairway to purchase salt through a joint method to reduce the price per ton. Fairway indicated they were pleased with their current method. Roeland Park reached out to some of the larger cities in JOCO and found that Roeland Park was able to piggy back on Lenexa's salt purchase contract resulting in a savings over prior year prices. Roeland Park informed Fairway of this opportunity. 6. In 2015 Roeland Park and Fairway entered into an agreement for the joint construction of a salt storage facility on Fairways public works site. Construction of the facility was completed in 2016. 7. In 2018 Roeland Park made request of Mission to de-annex .7 acres of land (old KDOT right of way) owned by Roeland Park at the northeast corner of Roe and Johnson. The boundary line adjustment will simplify development and ongoing regulation of the site. Development at this intersection began in 2017 with construction of a new bank and hospital it is continuing with the Gateway project in Mission. Encouraging development of the NE corner at this same time is beneficial to both communities. 8. In 2019 Roeland Park is including Westwood Hills in our annual contracted street maintenance bid in hopes that the larger volume will generate lower per unit prices. 9. Starting in 2016 Roeland Park began offering contract code enforcement services to Westwood Hills which reimburses the City for the use of this staff time plus an administrative fee of 15%.	\$ - \$ (12,000) \$ 12,000 \$ 70,900	11/30/17 1/1/19 Began 1/1/2019. Complete Complete 8/1/16 Complete Complete	A new contract was executed locking in fees paid for solid waste for an initial 3 years. Citizen satisfaction improved with solid waste in 2019 from 2016, however satisfaction has not returned to 2008 levels. Contract executed in 2018 service began 1/1/19. In June of 2019 a review of performance will occur with Mission. Request is under consideration by Mission.

**Strategic Plan
Roeland Park, Kansas**

Progress Summary: 3/31/19

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
			10. Roeland Park has an interlocal agreement with the City of Westwood to provide Building Inspection services when either City is in need. Prior to hiring John Jacobson, the City was without a Building Inspector for several months. We were able to rely on the City of Westwood's building inspector on a contractual basis to fill that void. Likewise, Mr. Jacobson has helped Westwood with building inspections when their staff was unavailable.		Ongoing	Ongoing
1 B	Prioritize grant funding opportunities to improve the community and diversify finances. (Phase 1)	City Administrator & Asst. City Administrator	1. In 2016, STP Funding identified, applied for and secured \$4.6 million to support street/storm/signal/lighting/walkways/landscaping improvements along the entire length of Roe Boulevard. TIF 1 and TIF 3 resources also identified too support this project as well as CARS funding. Of the \$9 million total project cost only \$1.5 million is coming from sales taxes. 2. In 2017, USTA Grant identified, applied for and secured for \$32,000 to support reconstruction of the R Park Tennis Courts. 3. In 2017, CDBG Grant identified, applied for and secured \$100,000 to support street/sidewalk improvements to Birch Street. 4. In 2017, CARS Funding established a street improvement plan which optimizes the CARS resources available to the City each year and incorporated these resources into the Capital Improvements Plan. 5. In 2017, SMAC Funding established a storm system improvement plan which optimizes the use of SMAC resources by coordinating street improvements and storm sewer improvements into the Capital Improvements Plan. 6. In 2017, KDHE Arboretum Grant identified, applied for and secured \$25,000 for 20 trees to be planted to establish an arboretum in R Park. 7. In 2018, CDBG Grant applied for and secured \$135,000 to support street improvements to El Monte Street. 8. In 2018, Planning Sustainable Places grant identified, applied for and secured for \$80,000 to support a planning/visioning effort for the intersection of 48th and Roe as well as the Johnson Drive corridor. 9. In 2019 SMAC funding will also be used to aid in funding inventory and videotaping of the City's in ground storm water collection system. 10. In 2019, \$79,500 in CARS funding used to complete improvements to 50th Terrace from Roe to Cedar.	\$ 9,200,000 \$ 160,690 \$ 278,500 \$ - \$ - \$ 25,000 \$ 166,000 \$ 100,000 \$ - \$ 182,256	12/31/16 12/31/17 12/31/17 8/31/17 8/31/17 12/31/17 10/31/18 9/30/18 8/31/18 TBD	Roe 2020 project has completed preliminary design is on schedule for bidding in the winter of 2019. Tennis courts completed to include pickle ball as well as youth tennis lines in 2018. Birch street/sidewalk completed 12/20/18. 2019 CARS project design is complete and bid awarded as of 3/31/19. 2020 CARS project is in the final design stage as of 3/31/18 Ongoing Trees installed at R Park in the spring of 2018. El Monte Street is in design on schedule for summer 2019 construction. Final public meeting held on 7/10/19, on schedule to present final report to Council in August 2019. Contractor completed 2nd phase of storm sewer inventory/videotaping in Contract awarded 3/18/19. Work to be completed in summer of 2019.
1 C	Evaluate the historical, present and future financial commitments of Roeland Park and create a written analysis. (Phase 1)	City Administrator & Asst. City Administrator	1. In 2016, Columbia Capital completed an analysis of the debt obligations of the City which is now incorporated into the monthly financial summary provided by the Finance Director. 2. In conjunction with development of the 2018 Capital Improvements Plan, the City acquired the Plan It asset management software. This system allows the City to plan for perpetual investment in each capital item under our responsibility. The system reflects the funding source, the timing of when resources are available and when resources will be spent. It employs a two part scoring system to prioritize projects. It has the capacity to attach all supporting documents associated with an asset including pictures, studies, plans and legislative records. This tool in concert with the three year budget forecast model employed by the City provides information necessary in determining the present and future financial needs of the City. 3. At Council's request, Columbia Capital provided borrowing scenarios and procedure information as part of the 2020 budget process. Staff also provided Council budget scenarios reflecting different borrowing amounts. The borrowing analysis focused on funding new parks/recreation amenities, beyond merely replacing existing infrastructure.	\$ 1,912 \$ 725 \$ 800	1/1/16 8/31/17 7/1/19	Complete On going, updated annually with budget process. Council is considering borrowing \$1 million to \$2 million with a ten year maturity to fund new parks and recreation facilities in 2020.

**Strategic Plan
Roeland Park, Kansas**

Progress Summary: 3/31/19

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
1 D	Dedicate resources to create a financial plan with the purpose to diversify the revenue base. (Phase 1 and Phase 2)	City Administrator & Asst. City Administrator	1. In 2016, the Development Committee created development plans for The Rocks and Northeast RJ (the two undeveloped sites owned by the City). These uses will diversify the revenues which support city services. 2. In 2017, the City approved plans for St. Luke's Hospital and Commerce Bank to develop new sites. Development of this property diversifies land use and contributes to diversity of revenues in support of city services.	\$ 23,290 \$ -	12/31/16 6/30/18	Sale contract for Northeast RJ approved 7/3/19. Staff continues to discuss The Rocks with prospective developers. The two sites contribute to an attractive gateway and synergy of development at this intersection.
1 E	Establish an Economic Development Committee to work with the City Council, residents and business community for implementation of the finance plan. (Phase 1 and Phase 2)	City Administrator & Asst. City Administrator	1. In 2015 The Development Committee was established. They have created development plans for The Rocks and Northeast RJ reflecting diverse uses to further the financial plan.	\$ -		Ongoing. The work of this Committee lead to a land sale agreement for Northeast RJ being approved 7/1/19. The buyer intends to build a medical office facility, that will broaden the employment opportunities in Roeland Park and diversify the land uses in Roeland Park.
Goal 2: Create a commercial development plan to revitalize underutilized property and leverage available land to create a sustainable community.						
2 A	Identify and prioritize potential commercial development sites in order to attract and retain developers and retail constituents supporting sustainable goals. (Phase 1)	City Administrator & Asst. City Administrator	1. The Rocks and Northeast RJ development plans support this goal. 2. The City also continues to support and attend the 47th and Mission Overlay Committee meetings along with representatives from the UG, Westwood, and area business leaders to discuss development in the district including the plans for development at the southwest corner of 47th and Mission. 3. In 2017, City learned more about the Walmart site lease terms and identified the TIF1 resources that will accumulate through the end of the TIF (2023). 4. In 2018, the City identified the TIF3 resources that will accumulate through the end of the TIF (2025) and has incorporated these incentives into marketing of The Rocks. 5. In 2019, the City took the lead to clear up land use uncertainty for properties along Johnson Drive. 6. In 2019, a citizen-led planning/visioning process will occur for the area at 48th and Roe as well as along Johnson Drive. This effort will produce redevelopment concepts for land along these corridors.	\$ - \$ - \$ - \$ 10,000 \$ 100,000	 12/31/18 12/31/18 8/31/18	Ongoing Ongoing TIF development amended in 2018 to expand options for use of excess TIF resources. Ongoing Covenant amendments filed, first redevelopment within the corridor is underway in 2018. The 3rd Community meeting was held on 7/10/19, the final report is on schedule to be presented to council in August of 2019.
2 B	Leverage commercial development sites as anchors for transforming Roeland Park into a community that serves to attract all ages with target audiences of young adults and seniors. (Phase 2)	City Administrator & Asst. City Administrator	1. The Sustainability Committee and Asst. City Administrator have been working through the MARC Community for All Ages recognition program. 2. The mix of uses reflected in The Rocks and Northeast RJ site plans further this goal. 3. The Planning Sustainable Places planning/visioning project (see Goal 2A above) also furthers this goal. 4. In 2018, the City adopted a Master Sidewalk/Bikeway Plan which serves as a guide for extending sidewalks and biking routes, this furthers this goal. 5. The City developed the R Park Phased Development Plan on 3/18/19 and approved the design task order for Phase 1 of development plan which will install a pavilion and fully accessible restroom facility. The Master Plan also incorporates elements of Universal Design which will increase accessibility to and throughout the park.	\$ - \$ - \$ 3,000	4/19/19 6/30/18 3/18/19	The City received Silver designation in 2017 and Gold designation in April of 2019. Ongoing On schedule for final report in August of 2019. The plan aids in identifying sidewalk extensions as well as bike route additions in coordination with street projects. The Parks and Tree's Committee is working with the City Architect on final plans for Phase 1.

**Strategic Plan
Roeland Park, Kansas**

Progress Summary: 3/31/19

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
2 C	Establish an Economic Development Committee (as mentioned in Goal 1) to reignite dialogue between developers, planning committee, citizens, and others by increasing transparency at each level. (Phase 2)	City Administrator & Asst. City Administrator	1. The Development Committee was established in 2015 as addressed in Item 1E. 2. In 2019, Planning Commission and Development Committee members will serve with citizens and commercial property owners on the PSP Project Committee, leading an intense community engagement process, looking at the 48th and Roe intersection and Johnson Drive corridor. 3. In 2019, a Business Satisfaction Survey will be administered for the first time.	\$ - \$ 20,000 \$ -	4/8/19	Ongoing Project is on schedule for an August 2019 completion. Results of survey presented on 4/8/19.
Goal 3: Market Roeland Park to increase awareness and promote a positive image.						
3 A	Create a new branding endeavor of Roeland Park as premier city of choice. (Phase 1)	City Clerk	1. In 2017, the City completed a branding plan and logo. Implementation of the branding plan began in 2018. 2. In 2019 a marketing firm will assist in enhancing public communications as well as implementing the branding initiative. 3. The City hired Civic Plus to create a new website that included the new logo and help rebrand the City. Website was completed in 2018. 4. Council approved finish elements for street lights, traffic lights, benches, stamped concrete and entryway monuments as part of the Roe 2020 project that will further the City's brand and provide for a unique appearance for Roeland Park	\$ 14,740 \$ 15,000 \$ 15,000 \$ -	7/1/19	Logo has been implemented. Branding plan implementation is ongoing. PIO was selected and began work on 1/1/19. Reporting on the effectiveness of our communications efforts. Complete These elements will be reflected in the Roe 2020 construction project.
3 B	Ensure continuous outreach to effectively engage citizens, businesses, public and nonprofit sector. (Phase 1)	City Clerk/Police Chief	1. In 2017, more outreach through social outlets began. 2. In 2017, a six month public engagement process was completed for the Roe 2020 visioning. 3. In 2018, a monthly Communications Report was created to track the effectiveness of efforts to engage the public. 4. In 2018, the number of newsletters was increased to 6 to 8. This will go back to 6 in 2019. 5. In 2018, the city website was updated. 6. In 2018, the City engaged residents of The Roe Manor Heights subdivision to eliminate discriminatory language from their covenants and uncloud land use issues for lots fronting on Johnson Drive. 7. In 2019, an intensive public engagement process is occurring in concert with the Planning Sustainable Places project. 8. In 2019, an intensive public engagement process will occur in concert with the Comprehensive Plan update. 9. In 2019, a marketing firm will be engaged to enhance public engagement as well as further the branding initiative.	\$ 18,781 \$ 10,000 \$ 100,000 \$ 12,000	8/31/18	Ongoing Complete Ongoing Complete Complete This created a process that can be followed with other subdivisions to eliminate discriminatory language. On track for August 2019 final report. Consultant began 1/1/19
3 C	Establish Roeland Park as the premier community for location and service. (Phase 1)	City Clerk/Police Chief	1. In 2016, the City completed a single family Cost of Living Comparison to benchmark with the other KC metro communities. 2. In 2016, the City completed a third citizen satisfaction survey to benchmark performance against neighboring communities and identify what service areas have the greatest return on resources invested. 3. In 2019 a Citizen Satisfaction Survey is complete, this will continue to identify areas where we can improve compared to neighboring communities, but also identify trends from efforts implemented since the 2016 survey.	\$0 \$15,000 \$ 20,000	10/30/16 4/1/19	The two benchmark documents have aided in setting annual Objectives (priorities) as part of the budget development process. Making resource allocation strategic. Survey completed 4/1/19. Overall satisfaction increased 1.8 points from 20016 survey.

**Strategic Plan
Roeland Park, Kansas**

Progress Summary: 3/31/19

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
Goal 4: Connect citizens to the community through events, places, services and activities.						
4 A	Increase effective communication as an essential element in the quest to increase community involvement. (Phase 1)	All Directors/City Administrator	1. The Events Committee coordinates events throughout the year to bring residents out to meet and enjoy Roeland Park amenities. In 2018 they hosted the Fall Family Picnic at R Park and the Spring Fling at Nall Park. The Governing Body and Staff continue to recruit to build participation in the Events Committee. The committee has been re-configured as the Community Engagement Committee which will shift to engaging the public in smaller scale events and assisting staff with planning of larger events.			Ongoing
			2. In 2017, more outreach through social outlets began.			Ongoing
			3. In 2017, a six month public engagement process was completed for the Roe 2020 visioning.			Complete
			4. In 2018, a monthly Communications Report was created to track the effectiveness of efforts to engage the public.			Ongoing
			5. In 2018, the number of newsletters was increased to 6 to 8. Will go back to 6 in 2019.			Ongoing
			6. In 2018, the city website was revised.	\$ 18,780		Complete
			7. In 2018, the City engaged residents of The Roe Manor Heights subdivision to eliminate discriminatory language from their covenants and uncloud land use issues for lots fronting on Johnson Drive.	\$ 10,000		Complete
			8. In 2019, an intensive public engagement process will occur in concert with the Planning Sustainable Places project.	\$ 100,000		On track for August 2019 final report.
			9. In 2019, an intensive public engagement process will occur in concert with the Comprehensive Plan update.			
			10. In 2019, a marketing firm will be engaged to enhance public engagement as well as further the branding initiative.	\$ 15,000		Started 1/1/19.
4 B	Increase civic activities to connect residents to the community. (Phase 2)	All Directors/City Administrator	1. The Events Committee coordinates events throughout the year to bring residents out to meet and enjoy Roeland Park amenities. In 2018 they hosted the Fall Family Picnic at R Park and the Spring Fling at Nall Park. The Governing Body and Staff continue to recruit to build participation in the Events Committee. The committee has been re-configured as the Community Engagement Committee which will shift to engaging the public in smaller scale events and assisting staff with planning of larger events.			Ongoing
			2. For 2019 the City will partner with Westwood and Kansas City, Kansas on a new festival (The 47 Neighborhood Foodie Fest) intended to bring people to the 47th and Mission corridor.	\$ 3,000		The event is planned for 9/8/19.
4 C	Promote community service opportunities to encourage resident involvement and connection to Roeland Park. (Phase 2)	All Directors/City Administrator	1. In 2014, the Citizen's Fundraising for R Park secured a grant for granular trails in R Park.	\$ 25,500		Complete
			2. In 2017, the Parks Committee in collaboration with the Urban Trail group completed the design and construction of a multi-user trail in Nall Park			Complete
			3. In 2018, Citizen's Fundraising for R Park, Parks Committee and Arts Committee led fundraising for a new signature art piece at R Park.	\$ 80,000	5/22/19	All funds have been raised and sculpture installed in May 2019. Renderings of structure are complete, funds continue to be raised. Phased development plan adopted 3/18/19. Design of the phase 1 elements is underway.
			4. In 2017, Citizen's Fundraising for R Park led fundraising for a new pavilion at R Park.			
			5. In 2018, the Parks Committee began working on developing a phased development plan for R Park.	\$ 30,000		
6. In 2019, the Youth Advisory Committee was reestablished and will be employed to coordinate and complete property maintenance projects (Neighbors Helping Neighbors) for owners who are not able to complete the work themselves	\$ 10,000					

**Strategic Plan
Roeland Park, Kansas**

Progress Summary: 3/31/19

Goal and Strategy	Description	Responsible Party	Specific Activities Undertaken to Achieve this Goal	Cost	Date Completed	Status/Progress/Update
Goal 5: Promote recreational opportunities through enhanced green space, facilities and communication.						
5 A	Develop existing facilities and green space to maximize usage and service to the public. (Phase 2)	Public Works Director	1. In 2014 granular trails added to R Park. 2. In 2014, new Community Center roof installed. 3. 2016, new water fountain, benches, receptacles and picnic tables added at R Park. 4. In 2016 restrooms and shelter renovated at Nall Park, new water fountain installed and playground equipment repainted. 5. In 2016, plans to relocate public works in order to see that property developed to higher and better use put into place. 6. City Hall ADA compliance modifications began in 2017 and will continue through 2020. 7. In 2017, multi-purpose trail added to Nall Park. 8. In 2018, tennis courts reconstructed at R Park. 9. In 2018, arboretum installed at R Park. 10. In 2018, new shade sail structure added at Granada Park and two shade structures added at R Park. 11. In 2018, completed Pool Analysis establishing direction for summer only pool operations. Improvements to pool will be planned during 2019. 12. In 2018, new roofs were installed on the pump house and pool house structures, replaced main drain valve, replaced corroded fittings in pump house, lighting replaced, diving boards restored, chemical treatment system replaced, vortex/kiddie pool and slide pool repainted, and concrete deck repairs completed. 13. In 2019 the following items will be completed at the pool: caulking of deck, refurbishing of bulkhead, repair leaks in spray feature plumbing. 14. Council has identified the improvements to be completed to the pool and provided direction on how these improvements will be funded.	\$ 29,000 \$ 107,710 \$ 103,500 \$ 12,000 \$ 12,000 \$ 160,690 \$ 25,000 \$ 42,190 \$ 35,555 \$ 84,150 \$ 106,000 \$ 1,500,000	12/1/14 12/1/14 8/30/16 10/1/17 7/1/18 10/5/18 11/31/18 12/31/18	Complete Complete Complete Ongoing Ongoing Complete Complete Complete Under construction. Complete Complete A scope and fee for the design of the improvements is being developed.
5 B	Enhance promotion of community events, facilities and programs to increase awareness and recreation participation. (Phase 1)	City Clerk	1. Every issue of the Roeland Parker includes upcoming events and dedicates a page to the recreational activities at the Community Center. In addition, staff send media blasts through constant contact emails and social media of all City events 2. In partnership with JCPRD, tennis lessons were offered at the new tennis courts in 2018. 3. In partnership with JCRPD and the Events Committee the Egg Hunt and Mayor's Tree Lighting events are being promoted through JCPRD publications as well as being assisted with planning/coordinating/staffing of these events. Attendance at the tree lighting was better in 2018 than it has been in the past 5 years, feedback was very supportive of holding the event at the Community Center and having more groups participating in the performances.	Included in newsletter \$ - \$ -		Ongoing each year. Ongoing each year. Ongoing each year.
5 C	Identify and leverage additional financial, human and creative resources to expand recreational opportunities. (Phase 2)	City Clerk/Public Works Director	1. The Citizen's Fundraising Initiative for R Park has been active since 2014. Through 12/31/18 the group has raised \$229,403 in support of a limestone trail, benches, picnic tables, receptacles, signage, drinking fountain, a pavilion, an arboretum, shade structures, and artwork via fundraising events, grants, product sales, donations, awards and in-kind donations for the betterment of R Park. 2. In concert with Urban Trail and the Boulevard Apartments the City developed a multipurpose trail in Nall Park. 3. In 2017, the City secured \$32,000 in funding to leverage against local resources in the reconstruction of the tennis courts at R Park. The courts now contain lines for youth play as well as lines for Pickle Ball play. JCPRD in partnership with the City is offering recreational programming at the new facility. 4. Items 5.B.2 & 3 above also support this strategic initiative by utilizing JCPRD's staff and experience to expand recreation opportunities.	\$ 229,403 \$ 12,000 \$ 160,690 \$ -	12/1/17 7/1/18	Ongoing Complete Complete Ongoing each year.

Item Number: Reports of City Officials:- X.-F.
Committee 7/22/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/19/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **2019 Objectives Progress Report: 2nd Quarter**
Item Type: Report

Recommendation:

Informational, no action anticipated.

Details:

Attached is the 2nd Quarter ended Progress Summary for the 2019 Objectives. There are 27 2019 Objectives with 15 of those complete or implemented thus far. We are doing well at completing our Objectives on time and with in the established budget. We have also concluded 5 of the 6 Objectives that remained outstanding from 2017 and 2018. The only prior year Objective that remains outstanding is finding a new location for Public Works.

Please review the "Status" comments for each of the objectives for additional detail on those Objectives that have not yet been completed. Looking forward to a very productive 2nd half of the year!

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
 2nd Quarter Performance Summary	Cover Memo
 2nd Quarter Progress Report	Cover Memo

Performance Review and Summary
2019 Objectives

	Number	Percentage
<i>Number of Tasks to be completed:</i>	27	
Tasks Incomplete	1	4%
Tasks Completed on or before Deadline	13	48%
Tasks Completed after Completion Deadline	2	7%
Tasks Completed on or under Cost Estimate	10	37%
Tasks Completed over Cost Estimate	2	7%
Total Over/(Under) Budget		\$ (18,449)

**Goals and Objectives for Fiscal Year 2019
Roeland Park, Kansas**

Progress Summary: 2nd Quarter Ended 2019

Completion Index	
Cost	Deadline
0=Incomplete	0=Incomplete
1=UNDER	1= Early
2= On	2= On Time
3=OVER	3= Late

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed		
A	1 Engage Youth Advisory Committee	Your Advisory Committee Liaisons	\$ 1,000			8/1/19	Recruiting volunteers through website, social media. Limited success with getting applicants thus far.		
A	2 Citizen and Business Satisfaction Survey	Governing Body and City Administrator	\$ 20,000	\$ 20,850	\$ 850	6/1/19	Citizen survey presented 4/1/19. Business survey presented 4/8/19. City is paying \$868.75 per month over 24 months.	3	1
A	3 Greener Yard Waste Program- Compost Barrels	Code Enforcement Officer	\$ 3,000			9/30/19	First citizen education meeting set for 4/27/19 with subsequent set for 5/15/19. Participant application complete, policy developed and posted on website; program promoted through newsletter & social media. Reimbursements are being processed as applications are received		1
A	4 Community Center Open House Event	Community Center Manager	\$ 400			5/31/19	Will occur in concert with Halloween event in October, coordination with JCPRD and Community Engagement Committee.		3
A	5 Meeting and Workshop Minutes Available within 2 Weeks of Meeting Date	City Clerk	\$ -			1/1/19	100% of the Workshop and Council minutes have been available within the 2 week goal.		
A	6 Add Video Capability to Council Chambers	Asst. City Administrator & Detective	\$ 5,000			10/31/19	The Governing Body approved using OBS software and purchasing equipment for an estimated cost of \$2,145. Camera has been purchased, installation pending.		
A	7 Convene Neighborhood Meeting on Removal of 52nd and Roe Signal	City Administrator & Public Works Director	\$ 2,500	\$ 2,300	\$ (200)	1/30/19	Meeting held 12/19/18.	1	1
B	1 Build Replica of Roe House as Play and Historical Structure at a Park	Public Works Director & Parks Committee	\$ 10,000			11/30/19	Task order with City Architect approved, they are working with the Parks Committee to determine location. Jan Duncan has expressed willingness to donate labor to construct.		
B	2 Implement Neighbors Helping Neighbors Program	Youth Advisory Committee, Asst. City Administrator, Neighborhood Services Staff	\$ 10,000			5/31/19	Program policy and application creation complete. The program has a dedicated page on our website along with promotion through the website, social media and the newsletter. Applications started being collected in May of 2019		2

Goals and Objectives for Fiscal Year 2019
Roeland Park, Kansas

Progress Summary: 2nd Quarter Ended 2019

Completion Index	
Cost	Deadline
0=Incomplete	0=Incomplete
1=UNDER	1= Early
2= On	2= On Time
3=OVER	3= Late

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed		
B	3 Replace Receptacles, Benches & Picnic Tables at Nall Park	Public Works Director & Parks Committee	\$ 34,000			11/1/19			
B	4 Increase Funding to Minor Home Repair Program	City Administrator	\$ 4,500	\$ 4,500	\$ -	1/1/19	\$4,500 of additional funding included in 2019 budget. City has already process payment to contribute a total of \$9,000 for the Minor Home Repair Program.	2	2
C	1 Membership in Climate Mayors-Global Compact of Mayors	Mayor & Sustainability Committee	\$ 500	\$ -	\$ (500)	1/1/19	MARC has joined on behalf of the entire KC metro.	1	2
C	2 Add K-9 Unit to Police Force	Police Chief & Sergeant	\$ -	\$ -	\$ -	1/1/19	All costs covered by donations. Converted existing patrol unit to K-9 unit vs purchasing a new vehicle. Completed 7/23/18.	2	1
C	3 Add Motorcycle Unit to Patrol Fleet	Police Chief	\$ 30,000	\$ 24,367	\$ (5,633)	5/31/19	Completed on 5/25/19.	2	2
C	4 Promote Police Programs- National Night Out and Ride Along	Police Chief	\$ -			6/30/19	Provided presentation @ N.E. Leadership March 20th. NNO date pending, will hold in September for best weather and turnout.		
D	1 Pilot Program- Contract for Public Information and Branding Services	City Administrator, Asst. City Administrator, City Clerk	\$ 15,000	\$ 15,000	\$ -	1/31/19	PIO contract put in place in 2018, PIO began providing services in January of 2019.	2	2
D	2 Summer Aquatic Activities Post Card	City Hall Administrative Assistants	\$ 1,500	\$ 1,969	\$ 469	5/1/19	Post card mailed out on 4/5/19.	3	1
D	3 Hire a Public Works Engineering Intern	Public Works Director	\$ 6,300			8/31/19	Not being completed due to turn over in PW Director and PW Superintendent positions this year. It is budgeted for in 2020.	0	0
D	4 Purchase Paint Striper for Traffic Markings	Public Works Superintendent	\$ 5,200	\$ 3,900	\$ (1,300)	5/31/19	Completed 2/28/19.	1	1
E	1 Look at Options for City to Match Employee Self Directed Retirement Contributions That Do Not Increase Cost to the City	City Administrator, Finance Committee, Employee Advisory Committee	\$ -			8/31/19			

**Goals and Objectives for Fiscal Year 2019
Roeland Park, Kansas**

Progress Summary: 2nd Quarter Ended 2019

Completion Index	
Cost	Deadline
0=Incomplete	0=Incomplete
1=UNDER	1= Early
2= On	2= On Time
3=OVER	3= Late

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed		
F	1 Incorporate Review of Residential Development Guidelines in the Comprehensive Plan Update	Governing Body, City Administrator, City Staff, Planning Commission	\$ 15,000	\$ 15,000	\$ -	12/31/19	This is included in the scope for the Comprehensive Plan, total fee for the comp plan update is \$65,000, which is equal to the \$50,000 originally budgeted for the basic update plus the \$15,000 added to cover this objective.	1	1
F	2 Develop 4 to 5 Historical Markers/Interpretive Signage	Public Works Director & Public Works Committee	\$ 30,000				9/30/19 Staff has assembled contact information for local historians. Public Works Committee is making contact with historians to discuss sign location options and types of signs.		
F	3 Community Center Exterior and Interior Design Concepts and Improvement Plan	City Administrator & Finance Committee	\$ 30,000				12/1/19 Task order for this work has been approved with the City Architect. A committee to lead the process has yet to be identified.		
F	4 Create Property Tax Assistance Program	Governing Body	\$ 15,000	\$ 2,865	\$ (12,135)	5/1/19	Program policy and application creation complete. The program has a dedicated page on our website along with promotion through the website, social media and the newsletter. The Council also approved the committee that will determine awards. First refunds awarded in June 2019. Council has extended the deadline to apply through the end of 2019.	1	3
F	5 Coordinate with Kansas City on Consideration of Biking Enhancements Along 47th Street from Mission Road to Roe Lane	Public Works Director & 47th Street Overlay Committee	\$ -	\$ -	\$ -	7/15/19	Study is complete. Meeting of agencies involved occurred on 1/10/19. Consultants recommended an on street shared pedestrian/bike area on the north side of the street. KCK staff indicated it would take a minimum of 5 years to accomplish that effort.	2	1
G	1 Provide Quarterly Progress Report on Strategic Plan Goals	City Administrator	\$ -			12/31/19	Initial report presented at 1/7/19 workshop. 1st Quarter report provided 4/15/19. 2nd Quarter report provided 7/22/19.		

**Goals and Objectives for Fiscal Year 2019
Roeland Park, Kansas**

Progress Summary: 2nd Quarter Ended 2019

Completion Index	
Cost	Deadline
0=Incomplete	0=Incomplete
1=UNDER	1= Early
2= On	2= On Time
3=OVER	3= Late

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed
G 2	Reinstate City Wide Art Program	City Administrator, Governing Body, Arts Committee	\$ 25,000			6/30/19	In late 2018/early 2019 the committee focused on relocating and restoring the art along Roe in preparation for Roe 2020 construction. To date, 99% of the art along Roe has been relocated to temporary or new locations. The committee will come before Council in August for approval of relocation of the remaining pillars throughout the city. The focus now is on acquiring new art, namely for Nall Park. Below is a list of expenditures, to-date, related to the objective: \$4500 for restoration of Ballet Mechanique and the steel tree; \$5000 for Mosaic work at the Aquatic Center; \$2500 for artwork appraisals (still in
Total			<u>\$ 263,900</u>	<u>\$ 90,751</u>	<u>\$ (18,449)</u>		

**Goals and Objectives for Fiscal Year 2019
Roeland Park, Kansas**

Progress Summary: 2nd Quarter Ended 2019

Completion Index	
Cost	Deadline
0=Incomplete	0=Incomplete
1=UNDER	1= Early
2= On	2= On Time
3=OVER	3= Late

Objective ID	Description	Responsible Party	Cost Estimate	Actual Cost	(Under) or Over Estimate	Completion Deadline	Status- Date Completed		
Incomplete Objectives from:									
2017									
B	3 Find new location for Public Works	City Administrator	\$ 1,000,000			7/31/17	We are looking at options currently available. Over 35 sites considered.		
G	3 Begin Wayfinding Sign Program	Public Works Director, Bike Walk Committee	\$ 12,500	\$ 15,050	\$ 2,550	9/30/17	7/2/18 Council approved Phase 1 sign location plan as well as large and small sign designs which incorporate new logo. Phase 1 signs have been constructed, font size increased to 2" vs 1". Public works completed installation of the signs on 5/13/19	3	3
2018									
A	4 Electronic Voting Log System for Council Chambers	Admin Staff	\$ 4,500			2/28/18	The Governing Body decided not to move forward with this objective on 3/18/2019.	1	3
B	2 Phased Development Plan for R Park and Design of 1st Phase	Park Committee & PW Director	\$ 26,000	\$ 30,000	\$ 4,000	11/30/18	Council approved phased development plan on 3/18/19.	3	3
C	1 Install Shade Structures at R Park, Granada Park and Aquatic Center	Pubic Works Director	\$ 38,000	\$ 41,290	\$ 3,290	10/31/18	R park structures completed 4/29/19 for \$29,105. Pool shade structures will be included with 2020-21 improvement plan. Granada shade structure completed 3/27/19 for \$12.185.	3	3
G	2 Interface Modules Between Receipts, Credit Transactions, General Ledger and Court	Assistant City Admin., City Clerk, Court Clerk	\$ 3,000			1/1/18	During this effort staff has concluded that changing court software is integral to getting all programs to interface. Council approved purchase of court software on 2/18/19. Court staff is working with Incode on data migration and installation schedule		