

COMMITTEE OF THE WHOLE MEETING AGENDA
ROELAND PARK
Roeland Park City Hall - 4600 W 51st St
Monday, July 13, 2015 6:00 PM

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| <ul style="list-style-type: none">• Joel Marquardt, Mayor• Erin Thompson, Council Member• Becky Fast, Council Member• Michael Poppa, Council Member• Ryan Kellerman, Council Member | <ul style="list-style-type: none">• Tim Janssen, Council Member• Teresa Kelly, Council Member• Sheri McNeil, Council Member• Michael Rhoades, Council Member | <ul style="list-style-type: none">• Mark Pentz, Interim City Administrator• Jennifer Jones-Lacy, Asst. Admin.• Kelley Bohon, City Clerk• John Morris, Police Chief• Jose Leon, Public Works Director |
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Admin	Finance	Safety	Public Works
Chair, Janssen	Chair, Rhoades	Chair, McNeil	Chair, Fast
Co-Chair, Poppa	Co-Chair, Kelly	Co-Chair, Thompson	Co-Chair, Kellerman

I. APPROVAL OF MINUTES

- A. May 12, 2015
- B. June 1, 2015
- C. June 15, 2015

II. REPORTS OF COMMITTEES:

1. Admin – Ethics Ordinance Review by the City’s Ethics Attorney(est. time 10 min.)
2. Finance – Budget Update (est. time 20 min.)
3. Public Works – R Park Amenities Process, Survey and Design Development Plan (est. time 10 min.)
4. Public Works – Nall Park Task Order (est. time 20 min.)
5. Public Works – 2015 Stormwater Maintenance Project(est. time 10 min.)
6. Public Works – 2015 Street Maintenance Phase I (est. time 10 min.)
7. Public Safety - 2015 Second Quarter Statistics (est. time 5 min.)
8. Ad-Hoc Development – Update (est. time 10 min.)

III. NON-ACTION ITEMS:

IV. ADJOURN

Welcome to this meeting of the Committee of the Whole of Roeland Park.

Below are the Procedural Rules of the Committee

The governing body 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 Committee of the Whole meeting unfeasible. Any member(s) of the audience engaging in such conduct shall, at the discretion of the City Council President (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 Committee of the Whole during Public Comments and/or before consideration of any agenda item; however, no person shall address the Committee of the Whole without first being recognized by the Chair or Committee Chair. Any person wishing to speak at the beginning of an agenda topic, shall first complete a Request to Speak form and submit this form to the City Clerk before discussion begins on that topic.
- C. **Purpose.** The purpose of addressing the Committee of the Whole is to communicate formally with the governing body with a question or comment regarding matters that are on the Committee's agenda.
- D. **Speaker Decorum.** Each person addressing the Committee of the Whole, 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 committee meeting. Any person, who so disrupts the meeting shall, at the discretion of the City Council President (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or 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 Committee of the Whole, each speaker shall limit comments to two minutes per agenda item. If a large number of people wish to speak, this time may be shortened by the Chair so that the number of persons wishing to speak may be accommodated within the time available.
- F. **Speak Only Once Per Agenda Item.** 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 Committee of the Whole.** Comment and testimony are to be directed to the Chair. Dialogue between and inquiries from citizens and individual Committee Members, members of staff, or the seated audience is not permitted. Only one speaker shall have the floor at one time. Before addressing Committee speakers shall state their full name, address and/or resident/non-resident 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 governing body welcomes your participation and appreciates your cooperation. If you would like additional information about the Committee of the Whole or its proceedings, please contact the City Clerk at (913) 722.2600.

Item Number: APPROVAL OF MINUTES- I.-A.

Committee 7/13/2015
Meeting Date:



ATTACHMENTS:

Description

Type

 cow minutes 05122015

Cover Memo

COMMITTEE OF THE WHOLE MEETING
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Tuesday, May 12, 2015, 6:00 P.M.

- Joel Marquardt, Mayor
- Becky Fast, Council Member
- Tim Janssen, Council Member
- Ryan Kellerman, Council Member

- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Poppa, Council Member
- Michael Rhoades, Council Member
- Erin Thompson, Council Member

- Aaron Otto, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Bohon, City Clerk
- John Morris, Police Chief
- Jose Leon, Public Works Director

Admin

Chair, Janssen
Co-Chair, Poppa

Finance

Chair, Rhoades
Co-Chair, Kelly

Safety

Chair, McNeil
Co-Chair, Thompson

Public Works

Chair, Fast
Co-Chair, Kellerman

Councilmember Thompson appeared by phone and later appeared in person
Councilmember Fast arrived late to the meeting.

I. REPORTS OF COMMITTEES:

1. Finance – Revenues

General Fund - Operations
Revenues

4050 - Ad Valorem Tax. The City has seen an assessed value growth increase of four percent between 2015 and projections for 2016. The final number will be published July 1st from the county appraiser. The increase does not include the TIF expense line item, which '15 projected takes out (5751 TIF Fund Expenditure) and has \$207,000 expected to be retained by the TIF districts. Years 2016, 2017 and 2018 also do not include the projected amounts retained by the TIF district and those amounts should be reduced from Fund 4050 for the net gain.

City Administrator Otto has reviewed the remaining revenue numbers with Ms. Jones-Lacy and worked to match to the actuals as accurately as possible following the previous three-year trend.

Important to note:

4115 - Sales Tax. This number comes into play throughout the proposed budget based on the departure of Walmart in February 2017. The figures presented are based on the final of the budget in August plus 18 months to build a new site. Reflected in 2017 and 2018 is a 60 percent reduction in taxes to account for the departure.

Mayor Marquardt mentioned that the latest design shows a 12 month build out, so the tax numbers may not be the most conservative figures. The Committee discussed these scenarios and agreed to move forward with the projected numbers.

CMBR McNeil noted that Walmart's fence has fallen down on the south side. Mr. Otto stated he will bring this to their attention as they are continuing to address property maintenance issues, but are making no improvements.

4215 - Building Permits. These were higher than usual for '14, but not the trend, so these will remain at \$40,000.

4250 - Animal Licenses. These numbers have been adjusted to reflect actual past numbers.

After a brief discussion among the Committee members of the service from Northeast Animal Control, it was decided to discuss at a future time to look into the feasibility of Roeland Park contracting for services for animal control.

4310, 4320, 4330, 4340, 4350 - Franchise Fees. Mr. Otto said these fees were difficult to estimate and are based on a three-year rolling average.

4716 - Clearwire Tower Lease Payment. These number reflect an end in revenue since Sprint has acquired Clearwire and towers are being consolidated.

4755- 3rd Floor Lease Revenues. The figures include rents based on leases that currently exist. 2018 does not include the leases, but hopes are they will be renewed. Mr. Otto did not want to budget for something the City did not actually have.

4766 - AIRP Sponsorship. The acronym was defined as Art in R Park.

4850 - Transfer from 27D Fund. The 27D Fund will now pay for street maintenance and the General Fund will now help make the bond payments on the pool.

CMBR Kellerman inquired as to the source of funding for the painting of the Community Center. City Administrator Otto replied that 27C would fund this and that all Community Center money was moved out of the Equipment and Reserve account and put back into 27C.

CMBR Rhoades stated the goal of the 27D account is to be spent on infrastructure. City Administrator Otto stated that currently 27D goes to street maintenance and not new infrastructure. The 27D fund should be going towards street building.

5120 - Street Light Repair and Maintenance. Mr. Otto clarified the budgeted amount from 2015 to 2015 Projected going forward noting that street light maintenance and street light bond payments were separated. 5120 now reflects street light repair and the maintenance agreement with Black & McDonald, utility locate services, electricity and participation in Kansas One Call.

5121 - Franchise Expense - Street Light & Traffic Signals. These figures represent the rental expense paid to KCP&L for traffic signals on Roe Boulevard.

5202 - Telephone. The current numbers reflect a correction for previous error.

5406 - Elections - City. Any funds not spent on special elections will roll to cash carryforward for the next year. If no Councilmembers leave and there is no special election in '16 or '18, then \$4,600 will roll forward.

5208 - Newsletter. The amount reflects an increase to include the Boulevard Apartments in the City's newsletter mailing and also for the additional postage.

5510 - Community Events supplement. This amount is a City contribution to the community events themselves, not funds to the Community Events Committee.

5511 - Fireworks. The budgeted fee for \$2,500 would be what Roeland Park's contribution should the smaller cities of Westwood Hills and Mission Woods choose not to participate. Those cities have participated in the past which results in Roeland Park's share to be \$2,000.

5600 - Lease/Purchase - Pool. Mr. Otto noted in 2018, this figure drops by about \$50,000 and then in 2019, it drops off completely.

5751 - TIF Fund Expenditure. The \$207,000 number pulls out from Fund 4050 - Ad Valorem Tax, and is what is expected to be held in the TIF districts. The real net to the City for increased assessments is \$48,000. From 2016 forward it is expected to retain \$230,000 in the TIF.

5758 - Pool Operations. The amounts has been escalated with the hope it won't be needed. However last year expenses were \$214,000 for equipment and operations.

5818 - Transfer to Bond & Interest Fund. This is payment for the recently purchased street lights. This amount drops in 2021 and will fall off in 2022.

2. Finance – Remaining Department Briefings
3. Finance – Other Funds Review, Sales tax / TIF/TDD/CID

Court

5214 - Other Contractual Services. Included in this amount will be fees associated with mediation.

Public Works

5206 - Travel Expense & Training. This fund reflects an increased cost to reflect the need for more technical training of its employees as requested by the Governing Body.

5210 - Maintenance and Building Repair. This fund will be utilized to safety concerns at the Public Works facility, part of which will be spent on more secure doors. It will also go towards rectifying an issue with wastewater disposal at the facility.

5211 - Maintenance & Repair Equipment. As the Public Works Department no longer has an in-house mechanic, the projected expenses include the need to outsource maintenance on larger items, realizing that the equipment is older and takes more time and money to deal with equipment failure.

5214 - Other Contractual Services. This fund will be used to have the City's corrugated metal pipe lines re-inspected. The department plans to have the lines re-inspected every two to three years as experience has shown that the pipes can deteriorate very quickly.

5221 - Maintenance and Repair Streets. There was no scheduled street maintenance for 2015; however, there is \$250,000 in 27D. In 2017 and 2018, funds will be allocated to help bring the planned street maintenance budget up to \$400,000.

5260 - Vehicle Maintenance. Public Works Director Leon feels it is important to hold steady the amount of this fund due to the loss of the in-house mechanic.

5301 - Office Supplies. This figure shows a reduced budgeted amount as computer equipment has been separated from this item.

5305 - Traffic Control Signs. Monies allocated to this fund shared in the cost of the R Park signage from 2014 to 2015. It also maintains the City's street signs and stop signs.

5306 - Materials. Included in this amount are the stakes and ties necessary to erect all the requested banners which amounts to approximately \$150 per banner for the Public Works Department. It also paid for the laminating the paper for the R Park trees.

5308 - Clothing & Uniforms. This item has not changed. Mr. Leon added that his staff has upgraded their uniforms and all are wearing ANSI safety-regulated stripes.

5320 - Grounds Maintenance. Mr. Leon noted that while they have found a cheaper product for fertilizer, the City was not treating all of its public green space. The budgeted amounts include using more product at a reduced rate to treating all the green space to treat weeds. It will not be used at Juniper Park as it has been requested to keep the park organic.

5321 - Tree Maintenance. In 2015, the major expense was for ash tree removal and grinding of about 50 stumps. The work is extending in the City with trimming trees in the right-of-way, those interfering with lights and signs, and any ash trees remaining in the right-of-way.

5405 - Dues, Subscriptions & Books. Going forward, Mr. Leon wishes to become more involved in American Public Works Association (APWA). This is a huge benefit to the entire department and they want to take advantage of the training that they offer and its networking opportunities.

General Fund - Employee Benefits

5125 - Workers' Compensation. These amounts went up for everyone.

5126 - Health Insurance. The fund was elevated at a 7.5 percent level. Any unused funds will roll back into the cash carryforward.

General Fund - Solid Waste/Leaf Removal Program

This program is funded through the Solid Waste Fee Assessment and a percent of 1010 Cash Carryforward.

5825 - Transfer to Equipment Reserve Fund. This line item helps to help buy-down the two dump trucks, the leaf machine, trackless and puts some funding towards the street sweeper.

Other Funds Summary Revenues

290 - Special Street Fund - 27-C. The projected increase in 2015 forward reflects the funds in Equipment Reserve moving to this fund resulting in a cash carryforward.

Bond and Interest Expenditures

5644 Principal Bonds 2012-1. The major fund increase in 2017 will be received from the TIF that's set to expire in 2018, and will pay off the balance of the City Hall.

Special Highway Fund

Income into this fund is largely from motor fuel taxes that are received the state. Expenses from this account are limited to items related to streets or highways. Salaries for Public Works street maintenance, sand, salt, purchase of road equipment are all acceptable uses of this fund.

5750 - Contingency. This figure will more than likely be rolled into street maintenance in the future.

Special Street Improvement Fund

This is the 27-A Fund.

4110 - City/ County Sales & Use Tax. The figure for 2017 and 2018 has been reduced in anticipation of Walmart leaving the City.

5209 - Professional Services. These are payments for the City Engineer. The increased payments reflect the associated costs to the Engineer for street maintenance.

5438 - Street Maintenance. Dollars in this fund will purchase raw material for crack seal, sidewalk repair and ADA cutting of the sidewalks to remove trip hazards. All this work will be done in-house.

Community Center Fund

5756 - Community Center Reserve. The goal is to set aside four percent of the replacement value of each of the City's buildings in the reserve to do unexpected repairs.

Special Infrastructure Fund.

This is funded with a quarter-cent sales tax to sunset in 2023.

5469 - Corrugated Pipe Repair/Replace. The Council agreed to further discuss the need for converting to concrete from corrugated pipe throughout the City.

5802 - Transfer to the General Fund. This fund will end and Street Maintenance will be the new fund.

Mr. Otto reviewed the City's TIF and CID accounts, their status and projections. A topic for a future discussion will be to use the funds or to return them to the taxing entities. Also for future discussion will be project plans for the old pool site. Mayor Marquardt said the discussion should include three possible directions of developing the old pool site, new studies, and how to use funds before they go away. The Mayor feels a new site study is needed as the previous one was for a specific project that is no longer being considered.

4. Admin – City Administrator Report – UCS Request and Recent Cost Efficiency

City Administrator Otto presented to the Committee a letter from United Community Services asking for an increase in contributions that the City makes to the fund. All of the dollars contributed by the local cities go into a fund that provides safety net activities in the county. In past years Roeland Park has provided flat line funding \$3,500. The requested increase will bring that amount to \$3,900. This is the first time the organization has requested such an increase. The City of Roeland Park has been previously recognized for continuous donations over 20 years to this organization.

After some discussion, the Committee recommended that staff compare donations from other cities before recommending an approval of the increase.

City Administrator Otto credited Public Works Director Leon, Police Chief Morris, City Clerk Bohon, and Administrative Assistant Murphy for their comprehensive review over the last six months of virtually every routine common expense items. They did cost comparisons for equivalent items from other vendors in search of cost savings to the City. It was noted that Staples seems to be the most compatible to the City's needs. One example will be changing the paper towels. They require a different dispenser and Staples will replace those free of charge.

Public Works Director Leon has reviewed the dog waste liners and the trash bags in the parks. He has found a vendor that can provide 4,000 liners for the same price as 1,000 liners they've been currently using. He has also found he can purchase a larger quantity of trash bags for the same current price.

Mr. Otto said that CMBRS McNeil and Fast, along with Mayor Marquardt will be meeting with Mark Pentz, the City's potential interim administrator, on May 13th with the goal of moving forward on his selection.

City Administrator Otto said that he would like to hold the annual recognition of City volunteers from the BZA, the Planning Commission, the committees from Community Events, Sustainability, Arts, Parks and Trees. He recommended a reception June 1st from 5:30-6:30 and to provide the volunteers with a certificate, a Roeland Park pin, and also to give them one of the new City bags.

There was agreement from the Committee to hold the Volunteer Reception on June 1st.

City Administrator Otto noted that work still needs to be done on the CIP. There will be a presentation on City comparison numbers, trends of spending on June 8. He also presented a list of topics the Committee would like to discuss based on feedback he has received.

The Committee had some general discussion about how to prioritize their discussion topics. CMBR Rhoades CMBR Kelly will compile the list of topics and asked for feedback from the Committee. They will later present an order of importance topic list for discussion at a later Committee meeting.

Mr. Otto reminded everyone the next meeting will be Monday, May 18 at 6:00 p.m.

II. ADJOURN

(Committee of the Whole Meeting Adjourned)

Item Number: APPROVAL OF MINUTES- I.-B.

Committee 7/13/2015
Meeting Date:



ATTACHMENTS:

Description

 cow minutes 06012015

Type

Cover Memo

COMMITTEE OF THE WHOLE MEETING
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, June 1, 2015, 6:30 P.M.

- Joel Marquardt, Mayor
- Becky Fast, Council Member
- Tim Janssen, Council Member
- Ryan Kellerman, Council Member

- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Poppa, Council Member
- Michael Rhoades, Council Member
- Erin Thompson, Council Member

- Aaron Otto, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
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Admin

Chair, Janssen
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Finance

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Co-Chair, Kelly

Safety

Chair, McNeil
Co-Chair, Thompson

Public Works

Chair, Fast
Co-Chair, Kellerman

Mayor Marquardt called the meeting to order.
CMBR Fast appeared by phone.

Modification to the Agenda

The Committee agreed to enter into an Executive Session at 7:30, after the Agenda Item #9 discussion, to discuss attorney-client privilege items regarding the for 47th and Mission project. After the session, they would continue with the agenda for 15 to 20 minutes followed by a discussion regarding the proposed franchise agreement for use of the right-of-way.

I. APPROVAL OF MINUTES

1. May 4, 2015
2. May 6, 2015

The Minutes were approved for the May 4th and May 6th Committee of the Whole Meetings.

II. REPORTS OF COMMITTEES:

1. Finance – ADA Improvements to City Hall at 6:30 p.m.

Doug Osborn from International Architects Atelier introduced himself to the Committee. He was approached by Shafer, Kline & Warren (SKW) as a sub-consultant regarding future upgrades to City Hall to meet ADA compliance regulations. SKW was asked by City Administrator Otto & Mayor Marquardt to do an ADA study of City Hall facility. Mr. Osborn reviewed all the items on SKW's list and conducted his own review of the facility to see if any additional items were appropriate to also be included. He provided his report to the Committee of what should be considered standard practice of the City to comply with ADA as far as any renovation in any of the City's facilities.

Mr. Osborn provided a general overview of his report beginning with access and entrance to City Hall as well as ease of access through the building. He noted his approach is to make sure it is just as easy for someone with a disability as anyone without a disability to navigate the facility. He looked for ease in finding signage, clearance at doorways, access at work stations, so that no obstacles would further impair someone with a disability.

Mayor Marquardt inquired if the changes are required or optional. Mr. Osborn stated if the cost of the renovation is over 20 percent of the project's overall cost, a review and possible exclusion could be made for that particular renovation. Mr. Osborn did feel this list should be included as standard upgrades when renovations take place. Mayor Marquardt added that it has been 25 years since the government enacted the ADA regulations, and they're starting to take notice to public buildings. Mayor Marquardt added that he believes Roeland Park should want to do its part to comply these regulations.

City Administrator Otto commented that most of the items in yellow are ones the contractor has already completed. Also ADA items are scheduled as part of the Top 14 item conversations in June as part of the budget discussion. He also added that these are TIF-eligible expenses as it is part of an improvement to the City Hall building.

Mayor Marquardt spoke with the Department of Justice and they expect every municipality to be full compliance. Mr. Osborn added that in his review he noted that some of the items that were renovated could have been in ADA compliance versus what he observed, adding that it would not have increased the cost of the project if it had been done differently.

Mayor Marquardt reminded everyone that the contractor fixed a lot of the renovated work and would like to discuss those items further with Mr. Osborn. Mayor Marquardt would like to move forward to hire an architect, get a bid, a Council vote to expend the funds, and do the fix. Lastly, he thanked Mr. Osborn and appreciates his confidence in taking on the project.

Public Works Director Leon introduced Donnie Scharff as the City's new Public Works Superintendent. Mr. Sharp worked previously with the City of Olathe and Mr. Leon spoke to his qualifications.

Mr. Scharff addressed the Committee and expressed his appreciation of being able to work with the City and he was looking forward to working with the Governing Body.

The Committee all welcomed Mr. Scharff.

2. Finance – Presentation of the working maintenance budget

City Administrator Otto showed his PowerPoint present and reviewed the format for the Budget Committee Forum Meeting Monday, June 8th. Presented will be data and comparisons from the CAFR, mill rates, property values and sales taxes. The proposed maintenance budget will be presented explaining the goal of having a reserve fund of four percent for facility repairs. The presentation will also address ways the City can tackle its shortages to handle increases such as those seen by Northeast Johnson County Animal Control, funding tree trimming in the City, Events funding, hiring a new deputy police chief, and restoring salaries for the judge and prosecutor to return them to FY10 before the pay cuts.

It is anticipated that the presentation will be 35 to 40 minutes in length.

3. Finance – Review of Upcoming budget calendar for June / July

Timeline:

June 8 - Budget Committee Forum

June 15 - Committee of the Whole
City Council Meeting

June 22 - Committee of the Whole

June 29 - Committee of the Whole

This schedule will allow for budget discussions to finish up in July with the budget to be adopted in mid-August.

A "2016 Budget" tab is on the City's website that has the past and future calendar dates, lists, presentations and agenda packets.

City Administrator Otto thanked Finance Director Ms. Jones-Lacy and City Treasurer Ms. Mootz for all of their input in the budget process.

City Administrator Otto explained to the Committee what is projected for the reserve fund through 2019. He reminded everyone that revenues will fall in '17 because of the anticipated 10 month loss of sales tax received from Walmart, which accounts for 40 percent of the tax to the City. 2018 is anticipated to a full year loss. 2019, however, is projected to be a two-month loss, when sales tax begins to recover at 50 percent. It will also be helpful in 2019 the \$154,000 payment on the pool will expire and those dollars will be back in the General Fund. Past planning goals were to build up the reserve funds so they could be utilized during the loss of sales tax revenue from Walmart. By policy, the City tries to keep a two-month operating reserve at 16.7 percent. 2018 is projected to be below the 16.7 percent reserve, but in theory, it would also be the end of the loss of sales tax revenues.

Mr. Otto also had conversations with the Gary Anderson, the City's bond counsel regarding whether TIF funds could be used to replace corrugated pipe in a TIF district. If a project plan is written to support that, then those funds may be used. The use of TIF dollars on Roe Lane would potentially free up \$100,000 to \$110,000 in the General Fund. Currently about \$110,000 is set aside each year for the next three years to fund the corrugated pipe replacement. It was also noted that \$200,000 was set aside to either do ADA improvements at City Hall or building a shelter at Granada Park. TIF funds could be used for those projects as well.

Mayor Marquardt asked who would provide guidance to the Council in the use of TIF funds. City Administrator Otto noted that the site plan for the TIF district was created prior to 1994, and Mayor Marquardt asked for research to determine what the funds were originally intended for. Discussions would need to be had to discuss what is legal versus what is appropriate such as park upgrades, ADA compliance matters and corrugated pipe issues. Mr. Anderson would help with rewriting a site plan if necessary and would also be available to speak with the Council to discuss its options. In past conversations with Mr. Anderson, Mr. Otto noted he did say that any infrastructure improvements that would help commerce is an eligible expense if a site plan is written that way.

CMBR McNeil inquired about 5101 - Salaries - Part Time for Public Works noting the budget amount increases. Mr. Otto said this will allow for three part-time employees to help with the in-house mowing as well as in-house maintenance. He noted these part-time employees would not receive benefits and salaries are usually \$10 to \$12 an hour.

MOTION: CMBR RHOADES MOVED, CMBR POPPA SECONDED, THAT THE COMMITTEE RECESS INTO EXECUTIVE SESSION UNDER THE ATTORNEY-CLIENT PRIVILEGE EXCEPTION TO THE KANSAS OPEN MEETINGS ACT IN ORDER TO RECEIVE LEGAL ADVICE CONCERNING SHARED PARKING AND REDEVELOPMENT ON THE PROPERTY LOCATED AT THE SOUTHWEST CORNER OF 47TH AND MISSION, WITH THE OPEN MEETING TO RESUME IN COUNCIL CHAMBERS AT 7:48. (MOTION PASSES 8-0)

CMBR Rhoades stated that no decisions were made and no votes were taken during the Executive Session.

City Administrator Otto informed the Committee that a request has been made by a company to have access to the City's right-of-way to lay a line to support the Shawnee Mission School District, specifically Roesland Elementary School. The Council will need to pass an ordinance to establish a franchise agreement to allow access to right-of-way. The City will have the ability to charge them for any cost to adopt this resolution and to go through this process, but it will not result in an ongoing revenue stream. A similar agreement was previously done in 2012 to provide a fiber line between KUMed in KCK to their new campus in Fairway.

City Attorney Shortlidge provided background on this issue. Several years ago, the legislature, at the request of Southwestern Bell and other telecom companies, rewrote the rules as it relates to telecommunications providers in public right-of-way stating that they have an absolute right to be in the right-of-way and they cannot be keep them out. The City can charge licenses and permit fees and can regulate the use of the right-of-way, so a management ordinance can be enforced. If the company provides a service, then the city can franchise with them.

City Administrator Otto provided a copy of the sample ordinance adding that they have 30 days from the time presented to resolve the agreement.

The Committee agreed to move this to the Consent Agenda for the June 15th City Council meeting.

4. Finance – Ad-Hoc Development Group

Mayor Marquardt said he would like an ad-hoc group created to give a new set of eyes to the old pool site, the cave site, 4800 Roe and TIF #3. He would ask that the group look at possibilities in TIF #2 for ADA recommendations and possible stair ideas. He recommended CMBR Rhoades for his real estate background, CMBR Thompson for her legal background and CMBR Poppa as a member of the Events Committee and who has expressed his interest in development to the Mayor. The group would work with staff and developers.

Everyone agreed to the Mayor's requests and agreed to put this on the June 15th Consent Agenda for approval.

5. Finance – March Financial Report

City Administrator Otto noted the March financials were largely unchanged from February. They will continue to watch sales figures, adding that county sales tax is down overall about 4.25 in the first quarter. The April financials will be complete and presented soon.

6. Public Works – Selection of a Drinking Fountain at R Park

Shea Geist addressed the Committee. She said she is in negotiations with a potential donor for the drinking fountain in R Park. Ms. Geist was seeking approval from the Committee for the process of choosing and pursuing the process of having the donation come to the City. She will be requesting permission or approval to move forward to the Governing Body approval for the type and model chosen. Mayor Marquardt has already approved the choice and Ms. Geist presented a picture of the fountain to the Committee. She said the donor is not fully committed and still wants to understand all the requirements before he commits a \$10,000-plus donation to the City. Ms. Geist was also seeking a small fund not to exceed \$2,000 for any incidentals that might come up as she didn't want to see a donation of over 18,000 fall through over a couple hundred dollars. She did say that the project will cover the full plumbing, installation, labor and parts.

Mayor Marquardt said there is no group other than the Council that designates where items such as a fountain, art, a shelter, etc. are placed in the City. He recommended at the next COW meeting an ad-hoc or recommendation should be made as to who determines the placement of such items.

Public Works Director Leon stated he believes the Parks Committee's role is to designate the location of the fountain. Ms. Geist added that the Parks Committee is taking into consideration the water supply line when planning for the placement of the fountain.

The Committee agreed to add this to the June 15th Council agenda with a submitted site plan.

7. Public Works – RFP for Abatement Mowing Services

Public Works Director Leon noted that his department was having difficulty mowing certain areas and is spending too much time on private property issues. He recommended an RFP to handle the abatement mowing for the City as this would eliminate his department's resources being utilized on private property. He believed this is a bad practice as a department and Public Works' resources is better spent handling issues on public property. He added that City Attorney Shortlidge has reviewed the request and approves of the RFP language.

Shiloh Wells from Neighborhood Services would continue to review property issues, send letters, but would delegate the work to the contractor for mowing. Fees would then be charged to the property owner.

City Administrator Otto noted the City charges an overtime rate with a \$150 per yard minimum. Any fees not paid will be placed on property taxes the following year as an assessment. Mayor Marquardt said he would strongly endorse implementing an administrative fee for the process.

The Committee agreed to move this to the Consent Agenda for approval at the June 15 City Council meeting.

8. Public Works – Task Order for Stormwater Replacement 2015

Public Works Director Leon presented Task Order #20 to the Committee to do a stormwater maintenance project focusing on an area of Roe Lane. The project will eliminate the inlet structure (#23). They will remove corrugated metal pipe and replace it with reinforced concrete pipe. The task order is to approve SKW to begin the design process.

The Committee agreed to forward this to the Consent Agenda at the June 15th Council meeting.

9. Public Works – Community Center User Survey Results and work on Phase 2 of the improvement list

City Administrator Otto said they received great participation in the survey with several hundred respondents. There was plenty of feedback and good suggestions and they learned how people get their information. A lot of the open-ended answers were for programs that were already going on, so staff realized they really need to promote more and should also bring some programs back. Some items requested in the survey were having a computer lab, playground equipment, and the desire for an outside shelter. Mr. Otto noted there is space southwest of the gazebo where either a playground area or a shelter could be built. He noted they were trying to give the building a little more of its original 50s school character. They want to replace the doors and go back to a natural wood with a grayish-black metal trim around it.

Mr. Otto then reviewed the list of repairs and improvements and costs associated with Phase 2 of the Community Center's upgrades. He noted the City will have spent about \$27,700 from recaptured funds from the re-roofing savings. It is also budgeted to keep four percent building maintenance reserve for the Community Center. If the funds are not spent, they will roll forward to the following year.

10. Admin – City Administrator's Report at 8 p.m.

a. 47th and Mission parking configuration request

Mr. Tony Krsnich, addressed the Committee regarding his property at 47th and Mission. He has tried to keep parking away from the house on the adjoining property. He has spoken with the owner of the house and Mr. Krsnich stated they have voiced support of the parking and want to see the property as functional as possible. He added that he did patchwork and has re-stripped the entire side. His proposal is to ask for permission to eliminate initially-designated spots 1, 2, 3 and reconfigure the lot for safety purposes. He would put up parking blockage so that there is no one parking on any unimproved surface. The reconfiguration would pick up six spots, lose three, with a net gain of three spots. Photos of the layout were shown to the Committee.

Mr. Krsnich said he has met with the Redevelopment District and they are working on a set of notes to provide to the Planning Commission.

CMBR Rhoades read into the record an e-mail prepared from members of Overlay District, Scott Bingham and Dave Waters.

"As to the current application Special Use Permit for temporary use and parking of food trucks, the consensus of the Committee was that the Overlay District design guidelines were not wholly applicable to that specific use. However,

the Committee would not be supportive of a long-term use for the parking of food trucks and would encourage the City to approve a permit for a limited period of time, so that an incentive remains for full development of the site in the future in conformity with the Overlay District guidelines. At such a time preliminary and final site plans are prepared, the applicant should first present the same to the Committee for review under the guidelines. Concept plans were shown to the Committee and the consensus of the Committee was that several aspects would initially appear to comply with the Overlay District requirements. These include locating the building toward the street's intersection with parking behind, provisions for access and walkability, and a good pedestrian scale. The Committee has generally been in favor of shared parking arrangements for the neighborhood and participants in a recent Merchants Association meeting have also expressed approval. Accordingly, the Committee would support efforts to find parking arrangements that would help serve Taco Republic and Joe's Kansas City Bar-B-Que. Please find the recommendation below addressing the SUP application presented to our Committee last Friday."

Mr. Krsnich said he would be happy to share his parking with other businesses in the district.

Mayor Marquardt asked for projections on a permanent structure. Mr. Krsnich said he was trying to put himself in a position to where he can prove a concept through the success and momentum of the area, but he also needed to get the entitlements put together, including the replatting, rezoning, and a special use permit. He added that people have shown interest in the property, but the site is not pad ready.

The Committee had a discussion with Mr. Krsnich about the proposed parking configuration.

Police Chief Morris stated if someone is parked in a fire lane or a handicap space that is clearly marked and posted or on the grass, his department can enforce that. Parking in non-designated areas of a private parking lot cannot be enforced.

The Committee agreed to discuss this for approximately 30 minutes at the June 15th COW, with the anticipation of a vote at the City Council meeting later that evening.

b. Fireworks

City Administrator Otto said that the fireworks presentation will be July 3rd at Bishop Miede, who has agreed to host the cities. The event is a joint effort between Westwood, Fairway and Roeland Park, who each contribute \$2,000, and Westwood Hills and Mission Hills put in \$500 each. He added it is the only public display that remains within the 435 corridor and each city takes a turn leading the effort with this year belonging to Roeland Park. It will result in minimal overtime with Public Works setting up and taking down cones.

The Committee will move this for approval on the Consent Agenda of the June 15th Council meeting.

c. Building Plans

City Administrator Otto noted that Shiloh Wells has finished scanning all of the building plans for commercial buildings in the City. Each plan has been digitally scanned and archived. She has also gotten rid of never-built plans that have accumulated over the years. This project has taken her the better part of a year working during her down times. Mr. Otto appreciated her huge effort and also added that it has freed up a lot of space.

d. Tax exempt status of public parks

City Administrator Otto said the County Appraiser has done an exempt status report to see if any public properties not being taxed had proper documentation. He found that seven lots along Roeland Drive where Cooper Creek is did not supporting information that showed the Board of Tax Appeals and Topeka had granted the lots tax-exempt status. Mr. Otto filled out information to keep those properties tax-exempt. He believed that all parks and public

spaces in the City are now properly declared and has sent the paperwork to be approved by the County Appraiser and then it will go to the State for final approval.

11. Admin – City Employee Satisfaction Survey Results

City Administrator Otto said that an employee satisfaction survey was given to City employees. Of the 29 surveys issued, 25 were returned with four of those being management. Mr. Otto said that he was very pleased with the results and that 70 to 90 percent of the responses on most questions were on the positive side of the scale. He was also very pleased with the responses on whether to recommend others to work for the City of Roeland Park.

Two areas that were lowest were salaries and benefits. Based one comment in the survey, it caused Mr. Otto to review the past pay raises and premium healthcare increases for the Police Department. He concluded that raises have barely kept up, or in some cases have not kept up with what is being paid for in healthcare.

He recommended that this be kept in mind when future discussions are had regarding salary and premium increases.

12. Admin – City Clerk's Update on Municode

City Clerk Bohon noted that some issues were being corrected with Charter Ordinances 19, 26, 28, 28 and 29 and some special instructions from Mr. Otto that he had noticed.

13. Admin – Allowing Bed and Breakfast in Roeland Park at 8:30 p.m.

Boarding house and Bed and Breakfasts currently not allowed in the City by City ordinance.

Diane Mora requested permission to list her home on AirBNB and VRBO for those who would like to utilize her spare bedroom or her entire house on occasion. Currently a bed and breakfast is not allowed in the City by ordinance.

Mayor Marquardt inquired as to sales taxes paid on the rentals. Ms. Mora said payments are made through PayPal and collect a fee. They also issue a tax statement and the resident is responsible to pay the appropriate taxes.

Mayor Marquardt suggesting allowing temporary approval while further research is done. CMBR Kelly recommended moving this item forward for approval as it is a positive step.

After some discussion, CMBRS Poppa, Kelly and Thompson agreed to look into the process of allowing bed and breakfasts within the City.

14. Admin – Council Major Training Discussion

City Administrator Otto said three requests for support on training to attend Leadership Northeast have been made at \$800 apiece. The Committee has a total of \$1,540 available in the large training fund. By policy the funds are split 60 percent for individuals and 40 percent for large training.

CMBR Rhoades said he spoke with the Chamber and they informed him they would take a payment in '16. Registration is due in the fall and payment has always been made at that time. Mr. Otto said that if the funds are not utilized in 2015, they do not carry forward to the next year. The Committee discussed different payment options with Mayor Marquardt stating he felt each participant should put something towards the training to make them own part of it.

The Committee agreed to equally divide the \$1,540, asking the Chamber if they will accept a second payment in 2016. If the Chamber does not agree to this, members can use their individual \$300 training dollars to make up the difference.

15. Admin – Consent Agenda Discussion

CMBRS Janssen and Poppa contacted six local cities on how their consent agendas were created and their purpose.

CMBR Kellerman and CMBR Rhoades recommended that an individual Councilmember can request an item be removed from the Consent Agenda for discussion and not need full consent of the Council.

There was also discussion on the time allowed for citizen comment in a meeting and on what items they can comment on in the agenda. CMBR Rhoades would like to see a matrix based on the minutes allowed to a speaker based on the number of speakers at a meeting.

The revisions to the proposal would be up to five minutes for a speaker based on Mayor's approval and time constraints. A single councilmember can remove an item from the Consent Agenda. Items on the Consent Agenda will be items where an action can be taken in a single motion. Items removed from the Consent Agenda will be handled at the beginning of New Business.

16. Admin – Remote Meeting Participation Policy

Special Called meetings will not be included in the required attendance of the policy and the requirement to RSVP early won't be included. There will be a change of the RSVP time to noon the day of the meeting versus the day before. Need to clarify the sentence regarding if participating outside of the City Hall venue, a Councilmember may not participate because the technology isn't available. The Governing Body will consider changing participating remotely for a maximum of four meetings.

III. ADJOURN

Everyone was reminded for the Farewell Reception at 6:45 for City Administrator Otto.

(Roeland Park Committee of the Whole Meeting Adjourned)

Item Number: APPROVAL OF MINUTES- I.-C.

Committee 7/13/2015
Meeting Date:



ATTACHMENTS:

Description

 cow minutes 06152015

Type

Cover Memo

COMMITTEE OF THE WHOLE MEETING
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, June 15, 2015, 6:00 P.M.

- Joel Marquardt, Mayor
- Becky Fast, Council Member
- Tim Janssen, Council Member
- Ryan Kellerman, Council Member

- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Poppa, Council Member
- Michael Rhoades, Council Member
- Erin Thompson, Council Member

- Mark Pentz, Interim City Admin.
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Bohon, City Clerk
- John Morris, Police Chief
- Jose Leon, Public Works Director

Admin

Chair, Janssen
Co-Chair, Poppa

Finance

Chair, Rhoades
Co-Chair, Kelly

Safety

Chair, McNeil
Co-Chair, Thompson

Public Works

Chair, Fast
Co-Chair, Kellerman

CMBR Fast called the meeting to order.

Modification of the Agenda

The Committee agreed to discuss Item 2 before Item 1 under Reports of Committees.

I. MINUTES

1. May 11, 2015
2. May 18, 2015

The Minutes for the May 11 and May 18 Committee of the Whole meetings were approved.

II. REPORTS OF COMMITTEES:

1. Admin – Level 3 Communications LLC Franchise Agreement

Interim Administrator Pentz presented the proposed franchise agreement with Unite Private Networks, LLC to the Committee noting that it must be approved within 90 days in accordance with state law. The company will be paying a \$1,000 application fee to the City and has forwarded a copy of the check they have mailed. Mr. Pentz also stated that the company will not be providing services to Roeland Park residents or businesses.

CMBR Fast said she has spoken with other cities and felt the company should inform area business they're in the City and that they should inform other providers of their install when co-locating their lines.

City Attorney Shortlidge clarified that Unite must comply with the City's right-of-way ordinance. He also noted corrections to the agreement. Section 3(b), "relating to the construction and use of the Public right-of-way, including, but not limited to, Chapter 13, Article 2 and 8 of the City's Code." Mr. Shortlidge noted that when providing notice to the City, Ms. Mootz's name should be deleted and to mark items to the attention of the City Clerk.

Public Works Director Leon informed the Committee of the areas the work will be taking place. It will start in Fairway at the KU Research facility, come down 55th to Roe, all the way up Roe Boulevard, down Roe Lane and into Wyandotte County. He added the work will be highly visible through all the business areas.

There was agreement of the Committee to recommend approval of the franchise agreement at the Council meeting.

2. Admin - Admin – 47th and Mission parking configuration request and temporary parking extension

CMBR Janssen reported that Mr. Krsnich was requesting to extend his allowance of temporary parking to the end of July to allow for time to get through the Planning Commission meeting on June 30th where they will consider his request for a Special Use Permit. He added that he is also requesting to change the parking lot configuration as was previously discussed at the June 1st Committee of the Whole meeting.

Tony Krsnich, owner of 47th & Mission property said he believed this change would benefit not only his clientele and his business, but also the public as well. The three parking spaces that were designated by the City do not function as well as their intent. He said he would like to eliminate spots 1, 2, and 3 and would erect barriers to discourage parking in those spots. Mr. Krsnich showed an aerial map that designated the new parking layout.

The Committee had a brief discussion regarding the layout, safety concerns and what barriers would be utilized. Mr. Krsnich addressed the Committee's concerns of how he will discourage parking in non-designated areas by saying he has put up signage, barriers and striped the parking spots.

Interim Administrator Pentz commented that the desire would be to extend the temporary parking request to coincide with the special use permit Mr. Krsnich is seeking. After meeting with the Planning Commission, the matter will be brought again before the Governing Body for approval of the permit and the finalization of parking matters.

CMBR McNeil inquired about remaining debris, broken tiles and glass at the sight. She also noted that kids were riding their bikes on the slabs. Mr. Krsnich stated that all debris has been removed and the permit has been closed. CMBR McNeil stated that the slabs are to be swept with no sharp objects to remain on the site. Mr. Krsnich reiterated that all demolition, tiles, grading, cleaning, sweeping has been completed to a satisfactory nature where the building permit has been closed by the City. If there are broken bottles or glass at the site, then he will see that is cleaned up. He added that no biking or skateboarding is allowed on the site and he and area business are trying to address that as they see it occurring.

There was Committee agreement to move forward the request as amended to install jersey barriers, blocking existing parking spaces 1, 2, and 3, and to clean up sharp objects on the slabs with the work to be completed by a date to be determined at the Council meeting. The extension of the permit will extend to the end of July.

3. Admin – Move Committee of the Whole Meeting from Monday 7/6/15 to Tuesday 7/7/15

After a brief discussion as to whether to move the COW meeting to July 7th, it was decided to keep the meeting as scheduled for Monday, July 6th. Mayor Marquardt stated that he will not be at the meeting.

4. Admin - Consent Agenda Discussion

Interim Administrator Pentz presented to the Committee the recommended changes to the Consent Agenda format. There was some discussion regarding the language concerning the length of time members of the audience may speak and who can remove an item from the consent agenda for further discussion. After review, the Committee recommended to move this item to the Consent Agenda for approval.

5. Public Works – Task Order for Nall Park Bathrooms

Public Works Director Leon said he was tasked by the Governing Body to determine what it would take to get Nall Park restrooms operational and functioning. He provided pictures of the current condition of the park's facilities. An SKW structural engineer performed a structural inspection and reported the building is very sound for not being in use for over a decade; however, mechanical and electrical upgrades are needed. Mr. Leon asked for a cost for design plans to bring to items up to code and address ADA accessibility in the structure. The task order also includes the shelter. Currently there is electricity to the shelter, but the lights are not working. The park also has a drinking fountain which is currently inoperable. Mr. Leon noted that currently there is \$45,000 in the budget for professional services. Expenditures from this fund to date have been: Stormwater \$25,020; Phase 1 Street Maintenance,

\$16,000; Phase 2 Street Maintenance \$10,000; STP Project on Roe and 48th, \$37,000 (which may or may not be constructed in 2015 and moved to the spring of 2016.)

Mr. Leon said his goal for the Public Works department is to get projects ready the year prior they are to be executed. He informed the Committee that he will be bringing 2016 street maintenance and stormwater projects before the Council now because ideal time to bid these projects is in the winter.

CMBR Kellerman asked about shelter rentals at the parks. Currently the City does not rent shelters. There was some discussion of reserving shelters and keeping track of that for planning purposes. CMBR Fast spoke with Ms. Mootz who said in the past people put a deposit for the shelter and would get a key from City Hall for the bathroom. She added that on most weekends people came and got the key. CMBR Fast said if lights were working and the restroom was functional the City could make money because it's hard to find a shelter with bathrooms. CMBR McNeil didn't want to charge the residents to use their parks. CMBR Poppa suggested discussing park rental at a later time to which the Committee agreed.

Mr. Pentz noted that with the existing projects it is significantly exceeding budgeted amounts. He added that it is obvious from the photos the facility is in poor shape. He requested that staff be able to review this request further as he felt uncomfortable financially recommending that the Council go forward knowing that there are other projects that have overspent this area of the budget. He recommended that issue be discussed again in July.

CMBR Fast questioned the price paid to an engineer and discussed the possibility of splitting such services with another City. Mr. Leon said most cities contract their design engineers, which takes the liability off the city.

6. Admin – Amendment to Cooperation Agreement with Johnson County pertaining to CDBG and HOME Programs

Interim Administrator Pentz presented this time sensitive item received from Johnson County, which is required by the Department of Housing and Urban Development. Johnson County administers the HOME program and the Community Development Block Grant Program (CDBG). This is an amendment to the language in the initial agreement that the City entered into in 2003-2004. There is a June 19th deadline by Johnson County.

The Committee recommended to approve this item at the next Council meeting.

III. ADJOURN

(Roeland Park Committee of the Whole Meeting Adjourned at 6:52 p.m.)

Item Number: REPORTS OF COMMITTEES:- II.-1.

Committee 7/13/2015
Meeting Date:



City of Roeland Park Action Item Summary

Date: 6/5/2015
Submitted By: Mark Pentz, Interim City Administrator
Committee/Department: Administration
Title: **Admin – Ethics Ordinance Review by the City’s Ethics Attorney
(est. time 10 min.)**
Item Type: Presentation

Recommendation:

David Waters, the City's Ethics Attorney, will be present to review with the Committee of the Whole the City's Ethics Ordinance.

Details:

ATTACHMENTS:

Description	Type
 Charter Ordinance 29	Cover Memo
 ethical responsibilities	Cover Memo

CITY OF ROELAND PARK, KANSAS

CHARTER ORDINANCE NO. 29

A CHARTER ORDINANCE AMENDING AND REPEALING SECTIONS 3 THROUGH 11, INCLUSIVE, OF CHARTER ORDINANCE NO. 12; ALSO AMENDING AND REPEALING SECTION 1-318 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. Sections 3 through 11, inclusive, of Charter Ordinance No. 12, codified as Section 1-318 of the Code of the City of Roeland Park, Kansas, and Section 1-318 of the Code of the City of Roeland Park, Kansas, are hereby amended to read as follows:

1-318. CODE OF ETHICS

(a) Code of Ethics for Elective and Appointive Offices; Declaration of Policy. The proper operation of democratic government requires that public officials be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, a code of ethics for certain City officials is hereby established. The purpose of this code is to establish guidelines for ethical standards of conduct for such officials by setting forth those acts or actions that are incompatible with the best interests of the City and directing disclosure by such officials of private financial or other interests in matters affecting the City.

(b) Definitions.

(1) Interest means direct or indirect pecuniary or material benefit accruing to a public officer as a result of a contract or transaction which is or may be the subject of any official act or action by or with the City, except for such contracts or transactions which by their terms and by the substance of their provisions confer the opportunity and right to realize the accrual of similar benefits to all other persons and/or property similarly situated.

For the purposes of this code, a public officer shall be deemed to have an interest in the affairs of:

- A. Any person related to him/her by blood or marriage in a degree closer than the fourth degree of consanguinity or affinity (determined by the civil law method), and a divorce or separation between spouses shall not be deemed to terminate any such relationship;
- B. Any person or business entity with whom a contractual relationship exists with the public officer that would be positively

or negatively impacted by that individual's relationship with the City;

C. Any business entity in which the public officer is an officer, director, or member having a financial interest in, or by which the public officer is employed;

D. Any business entity in which the stock of; or legal or beneficial ownership of, in excess of five percent of the total stock or total legal and beneficial ownership, is controlled or owned by the public officer.

(2) Official Act or Action means any legislative, administrative, appointive or discretionary act of any officer of the City or any agency, board, committee or commission thereof.

(3) Business Entity means any business, proprietorship, firm, partnership, person in a representative or fiduciary capacity, association, venture, trust, corporation, limited liability company, or similar business organization.

(4) Public Officer means any person, officer holding a position by public election or Governing Body appointment in the service of the City of Roeland Park, whether paid or unpaid, including members of any board, committee or commission thereof.

(5) Transaction shall be defined as any activity that engages the authorization, approval, involvement in an official capacity of a public officer that did or could result in the expenditure of City funds.

(6) Ethics Attorney shall be defined as that individual who is licensed to practice law in the State of Kansas who does not currently serve the City that is selected by the Governing Body.

(c) Standards of Conduct.

(1) The requirements herein set forth shall constitute reasonable standards and guidelines for the ethical conduct of public officers of the City.

(2) Interest in Contract or Transaction. No public officer having the power or duty to perform an official act or action related to a contract or transaction which is or may be the subject of an official act or action of the City, shall:

A. Have or hereafter acquire an interest in such contract or transaction;

B. Have an interest in any business entity representing, advising or appearing on behalf of any person involved in such contract or transaction, whether paid or unpaid;

C. Have solicited or accepted present or future employment with a person or business entity involved in such contract or transaction;

- D. Have solicited, accepted or granted a present or future gift, service or thing of value from or to a person involved in such contract or transaction.
- (3) Exceptions. The prohibition against gifts, services or things of value in Subsection 1-318(c)(2)(D) shall not apply to:
- (A) An occasional non-pecuniary gift, service or thing of value, insignificant in value (\$50.00 or less);
- (B) An award publicly presented in recognition of public services.
- (4) Pre-acquisition of Interest. No public officer, with respect to any contract or transaction which is under consideration as an official act or action of the City, shall acquire an interest in or be affected by such contract or transaction at a time when the public officer believes or has reason to believe that it will directly or indirectly be affected by an official act or action of the City.
- (5) Disclosure of Information Prohibited. No public officer, with respect to any contract or transaction which is or is under consideration of an authorization, shall disclose information specifically intended to be confidential concerning the property, government or affairs of the City, or use such information to advance the financial interest of himself, herself or others.
- (6) Incompatible Service. No public officer shall engage in or accept private employment or render service, for private interest, when such employment or service is incompatible with the proper discharge of his or her official duties or would tend to impair his or her independence of judgment or action in the performance of his official duties, unless otherwise permitted by law and unless disclosure is made as provided in this code.
- (7) Appearances. No public officer shall appear on behalf of any private person, other than himself, herself, his or her spouse or minor children, before any City agency or the Municipal Court. However, a member of the Governing Body may appear before City agencies on behalf of his or her constituents in the course of his or her duties as a representative of the electorate or in the performance of public or civic obligations.
- (8) Public Contracts. No public officer who in his or her capacity as such officer participates in the making of a contract in which he or she has a private pecuniary interest, direct or indirect, or performs in regard to that contract some function requiring the exercise of discretion on his or her part, shall enter into any contract with the City unless:
- A. The contract is awarded through a process of public notice and competitive bidding, or
- B. The contract for property or services is one for which the price is fixed by law.

- (9) Public Property. No public officer shall engage in, request or permit the unauthorized use of City-owned vehicles, equipment, materials or property for the operation of a private business or for personal use.
 - (10) Later Case Interest. No public officer shall, after the termination of service with the City, appear for pay before any board, commission, committee or agency of the City in relation to any case, proceeding or application in which he or she personally participated during the period of his or her service, or which was under his or her active consideration. No elected official shall apply for or be considered for any employment with the City following his or her departure from elected office for the length of his or her tenure or four years, whichever is the longest.
 - (11) Use of Computers by Elected Officials. Any computer ("computer" being defined to include desktop as well as portable computers, computer functions such as internet access, electronic mail and broadband broadcast; computer databases; servers; hardware; and software) provided by the City for use by elected officials shall be restricted to use for official City business. No elected official shall use any such computer for personal use or cause, permit or allow any other person to use or access any such computer for other than official City business. Use of any such computer for political purposes, including campaigns for City offices, shall be considered to be personal use. Unless approved by the Governing Body, use of any such computer for fund raising activities shall be considered to be personal use.
- (d) Exceptions to Code of Ethics.
- (1) It shall not be deemed a violation of the standards of the code if the interest of a public officer in a person or business entity is a contractual obligation of less than \$500.00 which has not been preceded by any other obligation, discharged or existing, between the parties, and which is not the first in a series of two or more loans or debts which either of the parties is under an obligation to make or incur.
 - (2) A commercially reasonable loan made in the ordinary course of business by an institution authorized by the laws of this state to engage in the making of such loans shall not be deemed to create an interest in violation of this code. A contract for a commercial retail sale, even though over the value of \$500.00, shall not be deemed to create an interest in violation of this code.
 - (3) A public officer does not make or participate in the making of a contract or perform an official act or action related to a contract or transaction if the public officer abstains or recuses himself or herself from any official act or action in regard to the contract or transaction, and does not vote on such item.
- (e) Disclosure of Interest in Legislative Action.

- (1) Any member of the Governing Body who has a financial interest or personal interest in any proposed legislation before the Governing Body shall disclose on the record the nature and extent of such interest.
 - (2) Any other public officer who has a financial or personal interest in any proposed legislative action of the Governing Body and who participates in discussion with or gives an official opinion or recommendation to the Governing Body, shall disclose on the record of the nature and extent of such interest.
- (f) Enforcement. Any alleged violation by a public officer shall be brought to the attention of the Governing Body by a written complaint duly signed by a complaining party. The Governing Body shall consider the complaint, and/or direct that the City Ethics Attorney consider or investigate the complaint, and consideration shall be given to open meetings requirements and standards, including but not limited to those related to consultation with the City's attorneys and personnel matters of non-elected personnel. The Governing Body may take such action, or direct that such action be taken, as the Governing Body deems appropriate, including but not limited to those set forth in Subsection 1-318(h) (Violations; Penalties) below.
- (g) Advisory Opinions.
- (1) When any public officer has a question as to the applicability of any provision of this code to a particular situation, or as to the definition of terms used herein, such public officer should bring the question to the attention of the City Administrator or the Mayor, as may be appropriate. If any such questions are not resolved through such channels, he or she may apply in writing to the Governing Body for a formal advisory opinion from the Ethics Attorney. The officer shall have the opportunity to present his or her interpretation of the facts at issue and of the applicability of provisions of the code before such advisory opinion is made. As appropriate, an opinion from the Kansas Governmental Ethics Commission may also be requested.
 - (2) Such opinion until amended or revoked shall be binding on the City, the City Council, and the Ethics Attorney in any subsequent actions concerning the public officer who sought the opinion and acted on it in good faith, unless material facts were omitted or misstated in the request for the advisory opinion. Such opinion shall not be binding in any action initiated by any private citizen. Any ethics opinion shall not be considered attorney-client privilege as between the Ethics Attorney and the public officer.
 - (3) Whenever, at any meeting of the City Council, any person states or alleges that the participation of any member of the Governing Body with respect to any matter on the agenda for action by the Governing Body at that meeting would or may result in a violation of this code, the Governing Body member affected may request to have the matter tabled until the next regular meeting of the City Council in order to afford said Governing

Body member an opportunity to obtain an advisory opinion from the Ethics Attorney.

(h) Violations; Penalties.

- (1) Action, if any, for violation of this Code may include, but not be limited to, an informal reprimand, formal resolution of public censure, or forfeiture or ouster in accordance with the applicable statutes of the State of Kansas. In addition, in the case of employees, action may be based upon established employment policies of the City, including suspension or dismissal where appropriate.
- (2) In addition, any public officer who willfully and knowingly violates any of the provisions of Sections 1-318(c) (Standards of Conduct) or 1-318(e) (Disclosure of Interest in Legislative Action) of this Code may be deemed guilty of a public offense and the Ethics Attorney and/or the City Prosecutor, with the approval of the Governing Body, shall have the power to initiate any suit, and to prosecute any criminal or civil action on behalf of the City where such action is appropriate. Any public officer so found guilty of violating any provision contained in such Sections shall be punished in accordance with the penalties set forth in Section 1-117 of the City Code. Public officers in violation of the provisions of this Code shall also be subject to submission to the Kansas Governmental Ethics Commission, the Attorney General of Kansas, or the Johnson County, Kansas, District Attorney for review, investigation, and appropriate action pursuant to State law.
- (3) In addition, where the violation by the public officer has resulted in financial harm to the City or financial profit or gain to the public officer, the City is authorized to seek damages in an amount not to exceed twice the financial harm suffered by the City or twice the profit or gain realized by the public officer, whichever is greater.
- (4) Violations of any provision of this Code may further constitute cause to cancel any contract, cease negotiations on any contract, and/or rescind or modify any previous action based upon any such violation.

- (i) Distribution of Code of Ethics. The City Clerk shall cause a copy of the Code of Ethics to be distributed to every public officer of the City within 30 days after enactment and amendment of the same. Each public officer elected or appointed thereafter shall be furnished a copy and file a signed version with the City before entering upon the duties of his or her office.

SECTION 2. Sections 3 through 11, inclusive, of Charter Ordinance No. 12 and existing Section 1-318 of the Code of the City of Roeland Park, Kansas, are hereby repealed.

SECTION 3. This Charter Ordinance shall be published once each week for two consecutive weeks in the official City newspaper.

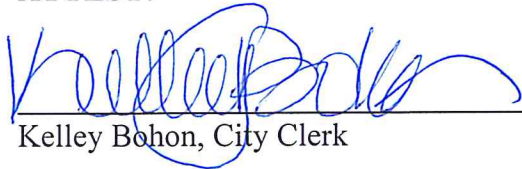
SECTION 6. This Charter Ordinance shall take effect sixty-one (61) days after final publication unless a sufficient petition for a referendum is filed, requiring a referendum to be held on the ordinance as provided in Article 12, Section 5 of the Constitution of the State of Kansas, in which case this Charter Ordinance shall become effective upon approval by a majority of the electors voting thereon.

PASSED by the Governing Body, not less than two-thirds of the members-elect voting in favor thereof, this 30th day of March, 2015.



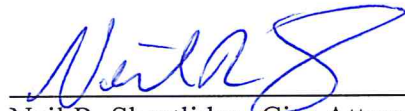
Joel Marquardt, Mayor

ATTEST:



Kelley Bohon, City Clerk

APPROVED AS TO FORM:



Neil R. Shortlidge, City Attorney

Ethical Responsibilities of City Officials

Avoiding Conflicts of Interest

City of Roeland Park, Kansas
July 13, 2015

Conflicts of Interest

- “A public servant cannot serve with equal faithfulness both private interests and public duties when the two conflict.”
- Simply put, it is very difficult for public officials to make decisions in the public's interest on matters from which they personally stand to gain.

Conflicts of Interest

- Goal is to remove possibility of personal influence that might bear on an official's decision.
- Conflicts of interest make it difficult to maintain uncompromised loyalty to constituents.
- Policies needed to achieve workable, fair balances between public and private interests.

Purpose of Ethical Rules

- Eliminating temptation to engage in self-dealing
- Avoiding the appearance of impropriety
- Imposing disclosure requirements
- Assuring the government of the official's loyalty
- Establishing standards by which the propriety of the official's actions may be adjudged
- Advancing the public good
- Preventing the creation of relationships which carry the potential for abuse
- Instilling trust and confidence in the public
- Voiding contracts that are executed in violation of ethical rules

Other Issues (For Another Day)

- Now that you are elected, with whom can you meet, and what can you talk about?
- What do you owe to those who supported and elected you?
- Whom do you represent? Your personal priorities and values? Your neighborhood or the larger community? Your community or broader regional priorities?
- Are you a public servant or a politician – or both?
- What is your proper relationship with City staff?
- What level of respect and civility should exist among council members?
- How do you deal ethically with the press?

Sources of Ethical Rules—Conflicts of Interest

- Kansas Statutes (K.S.A. 75-4301a *et seq.*)
- Kansas Administrative Regulations – Governmental Ethics Commission
- Advisory opinions of Ethics Commission
- Roeland Park City Code (Sec. 1-318)

Kansas Statutes (K.S.A. 75-4301a *et seq.*)

- **Statements of Substantial Interest:** Must be filed by every candidate; must be updated as substantial interests change.
- **Substantial Interests (Kansas Law):**
 - (a) Ownership by individual or spouse of any business interest \$5,000 or more, or 5%, whichever is less.
 - (b) Receipt by individual or spouse of \$2,000 or more from any business, or combination of businesses, during year.
 - (c) Officer or director of any business, even if not paid (except certain tax-exempt organizations).
 - (d) Acceptance of certain gifts over \$500.

Kansas Statutes (K.S.A. 75-4301a *et seq.*)

- **Action on Contracts—When Abstention Required:** Officials must abstain from making or participating in the making of any contract with any business in which the official is employed or has a substantial interest, unless:
 - (a) Contract was let after competitive bidding, advertised by public notice;
 - (b) Contract is for property or services the price for which is fixed by law.
- **Action on Non-Contractual Matters:** A municipal officer or employee who has on file a current statement of substantial interest may act in official capacity on non-contractual matters that will affect any business in which he/she has a substantial interest.

Kansas Statutes (K.S.A. 75-4301a *et seq.*)

- State conflict of interest laws do not go so far as to preclude public officials from taking action on any issues that involve family relation or other interests not legally defined as “substantial interests” (i.e., hobbies, extracurricular activities, causes one supports).
- Arguably, you were elected precisely because you support various causes, initiatives, goals. Having those does not, by itself, create a “bias” or an “interest” such that one cannot act on a matter before the governing body.

Primary Purpose of Conflict Laws

- To prohibit "self-dealing," not to limit transactions or contracts themselves.
- K.S.A. 75-4301a *et seq.* "intended to prohibit self-dealing, *i.e.*, it precludes a public officer or employee, acting in that capacity, from making or participating in the making of a contract with a business in which he or she has a substantial interest."

Kansas Attorney General Opinion No. 82-144
(citing Opinion No. 74-269)

BUT! Roeland Park has its own Code ...

Code of Ethics for Elective and Appointive Offices; Declaration of Policy.

The proper operation of democratic government requires that public officials be **independent, impartial** and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office **not be used for personal gain**; and that the public have confidence in the integrity of its government ...

The purpose of this code is to establish guidelines for ethical standards of conduct for such officials by setting forth those acts or actions that are incompatible with the best interests of the City and directing disclosure by such officials of **private financial or other interests** in matters affecting the City.

City Code Section 1-318(a)

“Interest” Defined

“**Interest** means direct or indirect pecuniary or material benefit accruing to a public officer as a result of a **contract** or **transaction** which is or may be the subject of any **official act or action** by or with the City, except for such contracts or transactions which by their terms and by the substance of their provisions confer the opportunity and right to realize the accrual of similar benefits to all other persons and/or property similarly situated.”

City Code Section 1-318(b)(1)

Interests Under Roeland Park Code

- Broader than under State Law.
- Officials are also deemed to automatically have an interest in the affairs of:
 - Persons related by blood or marriage
 - Parties with whom official has a contractual relationship
 - Any business in which one is an officer, director, or member having a financial interest (any).
 - Any business in which the official owns more than 5%

City Code Section 1-318(b)(1)

“Transaction” Defined

- Ethics rules are not just applicable to city contracts, rather, they apply to all city “transactions”.
- “Transaction shall be defined as any activity that engages the authorization, approval, involvement in an official capacity of a public officer that did or could result in the expenditure of city funds”

City Code Section 1-318(b)(1)

- Thus, transaction is broadly defined to include a wide array of activities an official might engage in.

Conflict of Interest Rule

Interest in Contract or Transaction. No public officer ... shall:

- (a) Have or hereafter acquire an interest in such contract or transaction;
- Technically, you're not supposed to even "have" an interest (but, save yourself by abstaining, discussed later).
- (b) Have an interest in any business entity representing, advising or appearing on behalf of, any person involved in such contract or transaction, whether paid or unpaid;
- Examples: Your law firm, your architecture firm, etc., appearing on behalf of a client.

City Code Section 1-318(c)(2)

Conflict of Interest Rule, Cont.

Interest in Contract or Transaction. No public officer ... shall:

- (c) Have solicited or accepted present or future employment with a person or business entity involved in such contract or transaction;
- Distinguish from above-described “per se” interests in a transaction; this adds employment as well.
- (b) Have solicited, accepted or granted a present or future gift, service or thing of value from or to a person involved in such contract or transaction;
- Because lawyers can’t just let the Code say “don’t take bribes.”

City Code Section 1-318(c)(2)

Incompatible Service/Duty of Loyalty

Public officer may not accept private employment or render services for a private interest when such service “is incompatible” with proper discharge of official duties, or “would tend to impair his or her independence of judgment or action” ...

- May be in the eye of the beholder; intended to encourage council members to look at “appearance of impropriety.”
- Public officer may not appear on behalf of a private person before any city agency or municipal court.

City Code Section 1-318(c)(6), (7)

Duty of Disclosure

- Any member of the Governing Body with a financial or personal interest in any proposed legislative action shall disclose on the record the nature and extent of such interest
- Any other public officer who has such an interest, and participates in discussion of the legislative action or makes recommendations should also disclose those interests.

City Code Section 1-318(e)

Limited Exceptions to Conflicts Rules

- Giving or receiving occasional, non-pecuniary gifts, services or things insignificant in value (\$50 or less).
- Awards publicly presented for recognition of public services.

City Code Section 1-318(c)(3)

- As with State law, where the contract **(a)** is awarded through public notice and competitive bidding, or **(b)** contract is for property or services, the price for which is fixed by law.

City Code Section 1-318(c)(8)

- *But! Be cognizant of appearances of impropriety.*

So, What Do You Do?

- Disclose. If you have an interest, the Code requires that you disclose that interest.
- Abstain. A public officer does not make or participate in the making of a contract or perform an official act or action ... if the public officer abstains or recuses himself or herself ... and does not vote on the action.

City Code Section 1-318(d)(3)

- City has not required council members to leave the room if abstaining from a vote. In some instances, may result in a lack of a quorum.

What Do You Do?—Advisory Opinions

- If you have a question about the applicability of the Code, start with the Mayor or City Administrator, as appropriate. Ethics Attorney may be informally consulted by them.
- If question not resolved that way, may apply to the Governing Body for a formal advisory opinion from the Ethics Attorney.
- Impact of formal opinion: Binding on City in terms of enforcement (if you rely on the formal opinion, City cannot take certain enforcement actions).
- Opinions are NOT attorney-client privilege with individual council member.

City Code Section 1-318(g)

State Advisory Opinions

- *BUT!* Remember there are State Conflict Laws as well, and Ethics Attorney advisory opinions are not binding on the state or private individuals.
- Request can be made to State Governmental Ethics Commission for opinion on State Law (there is overlap with City Code).
- State Commission will not, as a general rule, issue opinions which relate to a possible violation by an identifiable third party (they prefer to deal with hypotheticals).

Other Provisions: Confidentiality

- Confidentiality. “No public officer .. shall disclose information specifically intended to be confidential concerning the property, government or affairs of the City, or use such information to advance the financial interest of himself, herself or others.”

City Code Section 1-318(c)(5)

- *How is an official to balance his/her conflicting obligations of confidentiality and transparency?*
- *Little thing called the First Amendment too ...*
- Goes to a larger point in enforcing Codes of Ethics.

Inherent Limitations of Ethical Rules

- Even the most carefully drafted codes fail to provide definitive answers in every situation.
- Consequently, whether an ethical violation exists under local law must be determined in light of the circumstances, on a case-by-case, fact sensitive basis.
- Many times, ethical issues—what is “right” or what is “wrong”—are not legal issues at all. They can be political issues, moral issues, ones enforced by you among each other, in terms of how you will work together (or not).

Enforcement

- Alleged violations should be brought to the attention of the Governing Body by a written complaint signed by the complainant.
 - *Not anonymously to the Ethics Attorney or City Administrator.*
 - *Understood that members of the public may raise questions or issues as well during public comment periods; these can be handled.*
- Governing Body considers the complaint first, or may ask Ethics Attorney to do so.
- Consideration given to employee policies (certain employees covered by these rules), open meetings/executive session requirements or standards.

City Code Section 1-318(f)

Enforcement: Actions

- Code recognizes matters are almost always unique, should be handled on a case-by-case basis.
- Could include Reprimand or Resolution of Censure (Governing Body expressing its opinion about the conduct), even Removal/Judicial Ouster.
- In case of employees, dismissal or suspension.
- Can be prosecuted in municipal court; State Law-level violations may be enforced by Governmental Ethics Commission or District Attorney.

City Code Section 1-318(h)

Enforcement: Actions

- Where violation caused City financial harm, or resulted in financial gain to the officer, City may seek damages of twice the harm suffered or gain realized.
- Violations can also cause City to cancel any contract or rescined/modify any previous action.
 - *Being in the Code, vendors put on constructive notice that their actions may cause contracts or transactions to be cancelled.*

City Code Section 1-318(h)

Apply the Rules

- Consider the examples that follow in light of the ethical rules we have discussed.
- Has an ethical violation occurred?
- Were the necessary steps taken? (i.e. disclosures, recusals, reportings, etc.)
- Could more thorough disclosures have been made?
- What additional steps could have been taken to avoid even the appearance of impropriety?
- Offer a recommendation for the future handling of similar issues.

Wayne Williams is a city council member who owns a company that inspects sewer lines. Terri Townsend owns Townsend Development Inc., which recently applied for a conditional use permit.

Three years ago Williams' company inspected the sewer lines along one of Townsend's projects. When it came time to consider Townsend's application at the city council meeting, Williams made the following announcement: "Several years ago my firm did work for Ms. Townsend, but I have no current financial interest in the matter before the council."

Williams did not recuse himself.

The city has been approached to allow the Association of Autistic Children to occupy an abandoned school building to locate its national headquarters and to offer a school for special needs children. A number of council members have contributed to the association. May they participate?

Suppose one council member belongs to the Association, and the proposed location for the Association is in her district

Suppose one of the council members has an autistic child.

Item Number: **REPORTS OF COMMITTEES:- II.-2.**

Committee **7/13/2015**
Meeting Date:



City of Roeland Park Action Item Summary

Date: 7/9/2015
Submitted By: Mark Pentz, Interim City Administrator
Committee/Department: Finance
Title: **Finance – Budget Update (est. time 20 min.)**
Item Type:

Recommendation:

Review and discuss the most recent revisions to the proposed FY 2016 Budget

Details:

As you know, preparing the proposed budget for the next fiscal year is an evolving process that began last winter and will continue until the Mayor and Council adopt the proposed budget next month. Attached you will find the most recent copy of the proposed FY 2016 Budget as revised on July 9th by Jennifer Jones-Lacy the Assistant City Administrator/Finance Director, Debra Mootz the City Treasurer, and myself. There are three significant changes.

First, the 2014 end of year balance in the General Fund had been estimated at \$1,797,951. With the completion of the FY 2014 audit, the 2014 end of year balance has increased to \$1,922,771. The previous working budget that you received showed a forecasted 2018 year end balance of \$758,258 or 14.41% of General Fund expenditures. This revision increases the forecasted 2018 ending balance to \$837,758 which is 15.84% of General Fund expenditures. With pool payments ending in 2018, I am confident that the ending General Fund balance in 2018 will exceed the target of 16.7%. Second, the General Fund expenditure account "5751 TIF Fund Expenditure" has been increased in 2016 from \$230,000 to \$251,200. This increase is based upon new information that we received last week from Johnson County regarding the amount of real estate taxes that Roeland Park would have received if the TIF increment was not being captured and diverted to the various TIF fund accounts. Third, I am proposing that Storm Water Maintenance (Corrugated Pipe Repair/Replacement) be moved from the 2015 Projected column in the Special Infrastructure Fund to the 2015 Projected column in the McDonalds/City Hall TIF District 2 Fund and that the dollar amount be increased from \$101,270 to \$125,000 due to an increase in project scope. Attached you will find an updated list of storm water maintenance projects. The total estimate for 2015 from TIF District Fund 2 is \$124,649; the estimate for 2016 from the Special Infrastructure

Fund is \$40,000; and the new estimate for 2017 for the Roe Lane storm drainage improvements which will be paid from TIF District Fund 2 is \$590,258. The Public Works Director's intent is to complete the 2017 Roe Lane storm water management projects as part of the 2017 Roe Lane CARS street improvement project. The Director's early estimates show a potential savings of approximately \$90,000 if the storm drainage work underneath Roe Lane can be completed as part of the Roe Lane CARS project.

By shifting the 2015 storm water maintenance projects to the TIF District 2 Fund, sales tax money will be freed up in both 2015 and 2016 for other types of infrastructure projects such as streets, sidewalks, or parks. The total of additional available sales tax money for 2015 and 2016 would be \$171,563. Part or all of this money could be programed now or held in contingency and programed at a later date.

ATTACHMENTS:

Description		Type
	5-year stormwater CIP final draft	Cover Memo
	2015-2021 stormwater CIP map	Cover Memo
	2016 Working Budget	Cover Memo

Year	Description	Amount
2015	1 to 2	\$ 12,355.00
2015	3 to 4	\$ 61,229.00
2015	22 to 21	\$ 27,686.00
2015	23 to 22	\$ 23,379.00
Total		\$ 124,649.00

2016	Line 52- 53	\$40,000
Total		\$ 40,000.00

Roe Lane		
2017	2 to 3	\$ 28,536.00
2017	4 to 6	\$ 64,306.00
2017	5 to 4	\$ 10,000.00
2017	6 to 9	\$ 74,037.00
2017	7 to 6	\$ 29,302.00
2017	8 to 7	\$ 25,940.00
2017	9 to 10	\$ 42,287.00
2017	10 to 12	\$ 60,113.00
2017	12 to 15	\$ 85,465.00
2017	15 to 20A	\$ 39,674.00
2017	16 to 15	\$ 24,943.00
2017	18 to 20	\$ 24,354.00
2017	20A to 20	\$ 81,301.00
Total		\$ 590,258.00

2018	30 to 20A	\$ 22,834.00
2018	31 to 30	\$ 51,978.00
2018	32 to 31	\$ 39,266.00
2018	33 to 32	\$ 37,576.00
Total		\$ 74,812.00

Elledge Drive		
2019	34 to 33	\$ 54,149.00
2019	35 to 34	\$ 64,639.00
2019	38 to 37	\$ 89,290.00
2019	39 to 38	\$ 40,570.00
2019	40 to 39	\$ 65,964.00
2019	41 to 40	\$ 28,536.00
2019	42 to 12	\$ 35,259.00
2019	43 to 42	\$ 27,757.00
2019	44 to 34	\$ 20,280.00
2019	45 to 35	\$ 32,029.00
Total		\$ 458,473.00

2020	Line 48 to 49	\$ 47,092.00
2020	Line 49 to 50	\$ 32,219.00
Total		\$ 79,311.00

Lines	Costs	Rating
1 to 2	\$ 12,355.00	Poor
2 to 3	\$ 28,536.00	Poor
3 to 4	\$ 61,229.00	Critical
4 to 6	\$ 64,306.00	Fair
5 to 4	\$ 10,000.00	Fair
6 to 9	\$ 74,037.00	Poor
7 to 6	\$ 29,302.00	Poor
8 to 7	\$ 25,940.00	Poor
9 to 10	\$ 42,287.00	Fair
10 to 12	\$ 60,113.00	Poor
12 to 15	\$ 85,465.00	Fair
15 to 20A	\$ 39,674.00	Poor
16 to 15	\$ 24,943.00	Poor
18 to 20	\$ 24,354.00	Poor
20A to 20	\$ 81,301.00	Poor
20 to 21	Complete	Complete
22 to 21	\$ 27,686.00	Critical
23 to 22	\$ 23,379.00	Poor
30 to 20A	\$ 22,834.00	Poor
31 to 30	\$ 55,978.00	Fair
32 to 31	\$ 39,266.00	Fair
33 to 32	\$ 37,576.00	Unknown
34 to 33	\$ 54,149.00	Unknown
35 to 34	\$ 64,639.00	Unknown
36 to 35	Complete	Complete
37 to 36	Complete	Complete
38 to 37	\$ 89,290.00	Unknown
39 to 38	\$ 40,570.00	Unknown
40 to 39	\$ 65,964.00	Unknown
41 to 40	\$ 28,536.00	Unknown
42 to 12	\$ 35,259.00	Fair
43 to 42	\$ 27,757.00	Fair
44 to 34	\$ 20,280.00	Poor
45 to 35	\$ 32,029.00	Poor
46 to 47	\$ 311,850.00	Unknown
48 to 49	\$ 47,092.00	Poor
49 to 50	\$ 32,219.00	Fair
51 to 36	\$ 21,847.00	Unknown
52 to 53	\$ 40,000.00	Critical
Total		\$ 1,276,725.00



2015 - 2021 Stormwater CIP Map

General Fund Summary Revenues

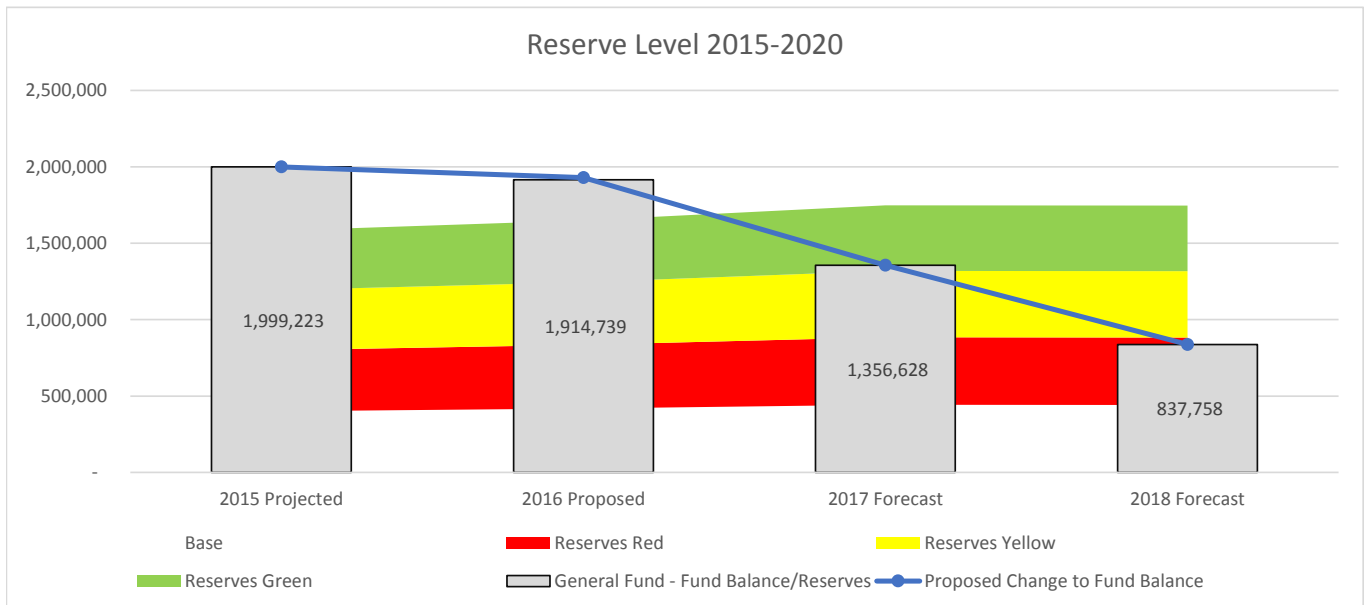
	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
100 CASH CARRYFORWARD	1,314,949		1,922,771	1,999,223	1,869,574	1,301,269
101 GENERAL OPERATING	4,196,567	4,386,235	3,998,046	4,254,815	4,105,080	4,136,884
103 COURT	354,023	353,845	364,620	375,559	386,825	398,430
115 SOLID WASTE	485,838	499,388	507,568	513,544	521,863	520,967
Grand Total	6,351,377	5,239,468	6,793,005	7,143,140	6,883,342	6,357,550

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
101 GENERAL OPERATING	1,258,774	1,490,570	1,278,490	1,577,481	1,575,334	1,502,133
102 POLICE	966,786	1,121,700	1,104,048	1,224,165	1,220,816	1,218,786
103 COURT	110,348	142,208	133,154	139,215	141,853	144,570
104 NEIGHBORHOOD SERVICES	104,860	114,360	113,060	116,692	149,978	123,301
105 ADMINISTRATION	247,825	273,720	274,625	282,456	289,855	297,434
106 PUBLIC WORKS	601,856	848,407	601,527	537,718	746,586	795,916
107 EMPLOYEE BENEFITS	671,559	731,560	729,200	781,170	824,469	860,726
108 CITY COUNCIL	49,814	52,110	52,110	55,960	55,960	55,960
115 SOLID WASTE	416,784	435,261	507,568	513,543	521,862	520,967
Grand Total	4,428,606	5,209,896	4,793,782	5,228,401	5,526,714	5,519,792

Projected Fund Balance Reserve	1,999,223	1,914,739	1,356,628	837,758
		<i>Projected 2018 Reserve</i>		15.84%

16.7% Reserve	762,152	834,733	884,551	883,395
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**Transfers
Revenues**

	2014 ACTUAL	2015 Budget	2015 PROJECTED	2016 FORECAST	2017 FORECAST	2018 FORECAST
100 - GENERAL FUND	210,465	209,566	-	-	-	-
4400 TRANSFER OF FUNDS	-	-	-	-	-	-
4850 TRANSFER FROM 27D FUND	210,465	209,566	-	-	-	-
200 - BOND AND INTEREST FUND	555,000	555,000	671,869	546,071	563,552	431,760
4401 TRANSFER FROM CAP PROJECT FD	-	-	27,565	-	-	-
4830 TRANSFER FROM 27A FUND	555,000	555,000	555,000	428,841	446,584	314,200
4840 TRANSFER FROM GENERAL FUND	-	-	89,304	117,230	116,968	117,560
290 - SPECIAL STREET FUND 27 - C (COMMUNITY CEN	-	-	132,519	-	-	-
4855 TRANSFER FROM OTHER FUND	-	-	132,519	-	-	-
4870 TRANSFER FROM 27C FUND	111,998	21,000	-	-	-	-
4842 TRANSFER FROM SOLID WASTE-GF	-	-	32,152	32,152	32,152	32,152
4860 TRANSFER FROM SPECIAL HIGHWAY	120,624	72,590	72,590	95,000	66,840	70,000
Grand Total	1,212,087	1,118,563	1,169,537	907,926	847,437	672,185

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
100 - GENERAL FUND	213,500	260,407	381,863	384,085	334,013	287,985
5817 TRANSFER TO EMPLOYEE BEN FUND	(500)	-	-	-	-	-
5818 TRANSFER TO BOND & INTFUND	-	-	89,304	117,230	116,968	117,560
250 - SPECIAL HIGHWAY FUND	120,624	72,590	72,590	95,000	66,840	70,000
5825 TRANSFER TO EQUIP RESERV FUND	120,624	72,590	72,590	95,000	66,840	70,000
270 - SPECIAL STREET FUND 27 - A	555,000	555,000	555,000	428,841	446,584	314,200
5818 TRANSFER TO BOND & INTFUND	555,000	555,000	555,000	428,841	446,584	314,200
290 - SPECIAL STREET FUND 27 - C (COMMUNITY CEN	111,998	21,000	-	-	-	-
5825 TRANSFER TO EQUIP RESERV FUND	111,998	21,000	-	-	-	-
300 - SPECIAL INFRASTRUCTURE 27-D	210,465	209,566	-	-	-	-
5802 TRANSFER TO GENERAL FUND	210,465	209,566	-	-	-	-
360 - EQUIPMENT & BLDG.RESERVE FUND	-	-	134,479	-	-	-
5801 TRANSFER TO 27C	-	-	134,479	-	-	-
Grand Total	1,211,587	1,118,563	1,143,932	907,926	847,437	672,185

General Fund and Special Highway Transfers to Equipment/Building Reserve Fund

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
360 - EQUIPMENT & BLDG.RESERVE FUND						
4870 TRANSFER FROM 27C FUND	111,998	21,000	-			-
4840 TRANSFER FROM GENERAL FUND	214,000	260,407	260,407	234,703	184,893	138,273
4842 TRANSFER FROM SOLID WASTE-GF			32,152	32,152	32,152	32,152
4860 TRANSFER FROM SPECIAL HIGHWAY	120,624	72,590	72,590	95,000	66,840	70,000
Grand Total	446,622	353,997	365,149	361,855	283,885	240,425

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
101 5825 TRANSFER TO EQUIP RESERV FUND	129,000	93,000	93,000	76,530	40,460	20,000
102 5825 TRANSFER TO EQUIP RESERV FUND	30,000	75,300	75,300	108,780	74,380	41,380
104 5825 TRANSFER TO EQUIP RESERV FUND	-	-	-	-	30,000	-
106 5825 TRANSFER TO EQUIP RESERV FUND	55,000	92,107	92,107	49,393	40,053	76,893
250 5825 TRANSFER TO EQUIP RESERV FUND	120,624	72,590	72,590	95,000	66,840	70,000
115 5825 TRANSFER TO EQUIP RESERV FUND	-	-	32,152	32,152	32,152	32,152
Grand Total	334,624	332,997	365,149	361,855	283,885	240,425

General Fund - Operations
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
4020 RECREATIONAL VEHICLE TAX	434	575	560	563	560	560
4021 COMMERCIAL VEHICLE TAX	-	-	-	825	825	825
4030 CITY/COUNTY ALCOHOL DISTRIB	362	-	-	-	-	-
4040 HEAVY TRUCKS TAX	292	105	100	67	67	67
4050 AD VALOREM TAX	1,474,883	1,728,320	1,519,129	1,799,839	1,853,834	1,909,449
4060 MOTOR VEHICLE TAX	151,407	203,822	200,000	200,000	200,000	200,000
4070 PERSONAL PROPERTY TAX-DELIQUEN	1,656	-	-	-	-	-
4080 REAL PROPERTY TAX - DELINQUENT	10,693	12,000	11,000	11,000	11,000	11,000
4110 CITY/COUNTY SALES & USE TAX	620,712	621,778	614,000	605,000	610,000	615,000
4115 SALES TAX 27B (28 FUND)	576,074	575,400	568,000	568,000	359,733	340,800
4120 COUNTY JAIL TAX	155,176	155,445	151,000	155,530	160,196	165,002
4130 SAFETY SALES TAX	155,178	155,445	151,000	155,530	160,196	165,002
4180 SUNFLOWER FOUNDATION GRANT	6,325	-	12,066	-	-	-
4210 STREET CUTTING PERMIT	6,630	3,000	3,000	3,000	3,000	3,000
4215 BUILDING PERMIT	49,477	40,000	45,000	45,000	45,000	45,000
4220 ELECTRICAL PERMIT	3,396	2,800	2,800	2,800	2,800	2,800
4225 MECHANICAL PERMIT	9,864	3,500	4,000	5,000	5,000	5,000
4230 PLUMBING PERMIT	1,076	1,000	1,000	1,000	1,000	1,000
4235 GARAGE SALE PERMIT	530	1,000	500	500	500	500
4240 SIGN PERMIT	410	1,000	500	500	500	500
4245 CEREAL MALT BEVERAGE LICENSE	375	225	375	375	375	375
4250 ANIMAL LICENSES	8,181	12,000	8,500	8,500	8,500	8,500
4255 HOME OCCUPATIONAL LICENSES	1,370	2,000	2,000	2,000	2,000	2,000
4260 RENTAL LICENSES	33,858	32,000	32,000	33,000	33,000	33,000
4265 BUSINESS OCCUPATIONAL LICENSES	56,153	40,000	48,000	50,000	50,000	50,000
4310 FRANCHISE TAX - ELECTRIC	265,234	249,821	250,000	255,000	255,000	255,000
4320 FRANCHISE TAX - GAS	147,597	124,077	127,000	134,280	133,760	131,680
4330 FRANCHISE TAX - TELEPHONE	12,753	12,740	11,500	11,270	12,000	11,590
4340 FRANCHISE TAX - TELECABLE	65,307	64,000	64,000	63,000	62,000	63,000
4350 FRANCHISE TAX - VIDEO	26,406	19,000	26,000	23,000	23,000	24,000

General Fund - Operations
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
4393 BULLETPROOF VEST GRANT	-	-	1,300	-	-	-
4510 INTEREST ON INVESTMENT	204	200	200	200	200	200
4610 SPECIAL ASSESSMENTS	3,008	4,600	3,000	3,000	3,000	3,000
4710 APT TOWER LEASE PAYMENT	21,061	19,980	19,980	19,980	20,979	20,979
4713 VOICESTREAM WIRELESS PAYMENT	21,061	19,981	19,981	19,981	20,980	20,980
4716 CLEARWIRE TOWER LEASE PAYMT	21,061	19,980	19,980	-	-	-
4720 PLANS & SPEC'S	1,100	1,500	1,500	1,500	1,500	1,500
4725 POLICE REPORTS	4,250	2,000	2,200	2,200	2,200	2,200
4755 3RD FLOOR LEASE REVENUES	14,672	6,000	33,500	30,000	19,000	-
4760 COMMUNITY EVENTS SPONSORSHIP	120	-	-	-	-	-
4766 AIRP SPONSORSHIP	200	-	-	-	-	-
4768 SERVICE LINE AGREEMENT	2,791	-	2,500	2,500	2,500	2,500
4775 RPPOA CONTRACT	31,875	31,875	31,875	31,875	31,875	31,875
4780 SALES OF ASSETS	3,085	-	-	-	-	-
4785 ADMINISTRATIVE FEE REIMBSMNT	8,264	500	-	-	-	-
4787 RP COMMUNITY FOUNDATION DONATI	(1,160)	-	-	-	-	-
4795 MISCELLANEOUS	12,701	9,000	9,000	9,000	9,000	9,000
4850 TRANSFER FROM 27D FUND	210,465	209,566	-	-	-	-
Grand Total	4,196,567	4,386,235	3,998,046	4,254,815	4,105,080	4,136,884

General Fund - Operations
Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5101 SALARIES - REGULAR	(2,132)	-	-	-	-	-
5120 STREET LIGHT REPAIR AND MAINTENAN	617	185,000	68,131	68,131	69,400	70,900
5121 FRANCHISE EXPS/TRF SIG	337,742	166,000	166,000	166,000	166,000	166,000
5201 ELECT, GAS, SEWER & WATER	24,737	31,047	31,047	32,599	34,229	34,914
5202 TELEPHONE	6,342	6,000	6,500	6,695	6,896	7,103
5203 PRINTING & ADVERTISING	1,034	1,200	1,200	1,200	1,200	1,200
5204 LEGAL PRINTING	2,296	1,500	2,300	2,300	2,300	2,300
5205 POSTAGE & MAILING PERMITS	9,939	6,120	10,000	10,000	11,500	11,500
5206 TRAVEL EXPENSE & TRAINING	65	-	-	-	-	-
5209 PROFESSIONAL SERVICES	(194)	-	-	-	-	-
5210 MAINTENACE AND REPAIR BUILDING	9,573	3,000	10,000	10,000	10,000	10,000
5211 MAINTENACE & REPAIR EQUIPMENT	3,390	5,500	5,500	5,610	5,722	5,837
5212 HOME REPAIR & UTILITY ASST	15,000	15,000	15,000	15,000	15,000	15,000
5213 AUDIT FEE'S	33,800	35,152	35,152	36,558	38,020	39,540
5214 OTHER CONTRACTUAL SERVICES	77,130	62,800	44,800	45,696	46,610	46,610
5215 CITY ATTORNEY	56,485	86,700	86,700	88,434	90,203	90,203
5216 SPECIAL PROSECUTOR FEES	12,103	5,000	2,500	2,500	2,500	2,500
5230 ART COMMISSIONER	1,200	1,200	1,200	1,200	1,200	1,200
5232 UNITED COMMUNITY SERVICES	3,530	3,530	3,530	3,930	3,930	3,930
5301 OFFICE SUPPLIES	5,516	5,000	5,000	5,000	5,000	5,000
5304 JANITORIAL SUPPLIES	2,428	3,000	3,000	3,060	3,121	3,215
5401 INSURANCE & SURETY BONDS	32,663	39,408	39,408	40,196	41,000	41,000
5405 DUES, SUBSCRIPTIONS, & BOOKS	8,090	12,000	13,805	13,805	13,805	13,805
5406 ELECTIONS - CITY	9,633	8,000	18,000	4,600	18,000	4,600
5407 PUBLIC RELATIONS	699	3,000	3,000	3,000	3,000	3,000
5408 MISC CHARGES	5,529	7,000	7,000	7,000	7,000	7,000
5427 PROPERTY TAX PAYMENTS	(5,750)	1,000	-	-	-	-
5510 COMMUNITY EVENTS	75	2,000	2,000	2,000	2,000	2,000
5511 FIREWORKS	2,000	2,500	2,500	2,500	2,500	2,500
5512 TRANSIT	-	1,500	-	-	-	-

General Fund - Operations
Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5515 STF/BMP GRANT EXPENSES	659	-	-	-	-	-
5516 STRATEGIC PLANNING	277	-	-	18,500	18,500	18,500
5524 RPPOA COMMON AREA EXPENSES	33,847	33,847	33,847	33,847	33,847	33,847
5600 LEASE/PURCHASE-POOL	180,000	184,500	184,500	189,000	198,000	148,500
5605 LEASE/PURCHASE POOL INTEREST	30,465	25,066	25,066	19,530	13,860	5,940
5627 GATEWAY ELEMENTS	-	7,500	7,500	-	-	-
5751 TIF FUND EXPENDITURE	750	207,000	-	251,200	251,200	251,200
5758 POOL OPERATIONS	163,158	195,000	215,000	225,750	237,038	248,889
5766 POOL EQUIPMENT	51,376	25,000	25,000	26,250	27,563	28,941
5813 COMPUTER SYSTEM R&M	5,349	5,000	5,000	5,000	5,000	5,000
5814 COMPUTER SOFTWARE	223	-	-	18,500	13,500	13,500
5817 TRANSFER TO EMPLOYEE BEN FUND	(500)	-	-	-	-	-
5818 TRANSFER TO BOND & INTFUND	-	-	89,304	117,230	116,968	117,560
5825 TRANSFER TO EQUIP RESERV FUND	129,000	93,000	93,000	76,530	40,460	20,000
5208 NEWSLETTER	5633.2	5000	6500	6630	6763	6900
5421 JO CO HOME REPAIR - MAJOR	5000	10500	10500	12500	12500	12500
Grand Total	1,258,774	1,490,570	1,278,490	1,577,481	1,575,334	1,502,133

General Fund - Police Department
Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5101 SALARIES - REGULAR	745,652	790,000	773,848	865,035	890,986	917,716
5102 SALARIES - OVERTIME	45,732	57,000	57,000	57,000	57,000	57,000
5104 SALARIES - PART-TIME	9,323	13,000	13,000	13,000	15,000	15,000
5202 TELEPHONE	6,072	10,000	10,000	8,000	8,000	8,000
5203 PRINTING & ADVERTISING	53	2,000	2,000	1,000	1,000	1,000
5205 POSTAGE & MAILING PERMITS	220	1,000	1,000	1,000	1,000	1,000
5206 TRAVEL EXPENSE & TRAINING	3,071	7,500	7,500	8,000	8,000	8,000
5207 MEDICAL EXPENSE & DRUG TESTING	827	1,500	1,500	1,000	1,000	1,000
5210 MAINTENACE AND REPAIR BUILDING	-	100	100	100	100	100
5211 MAINTENACE & REPAIR EQUIPMENT	5,595	8,000	8,000	8,000	8,000	8,000
5214 OTHER CONTRACTUAL SERVICES	10,559	13,600	13,600	13,900	14,200	15,500
5224 LAUNDRY SERVICE	2,734	2,200	2,200	2,400	2,400	2,400
5238 ANIMAL CONTROL	53,028	55,000	55,000	56,000	58,800	61,740
5260 VEHICLE MAINTENACE	12,182	15,000	15,000	15,000	15,000	15,000
5301 OFFICE SUPPLIES	1,981	3,000	3,000	3,000	3,000	3,000
5302 MOTOR FUELS & LUBRICANTS	32,289	42,000	42,000	42,000	42,000	42,000
5306 MATERIALS	-	2,000	2,000	2,000	2,000	2,000
5307 OTHER COMMODITIES	744	4,000	4,000	4,000	4,000	4,000
5308 CLOTHING & UNIFORMS	3,070	7,500	7,500	9,000	9,000	9,000
5309 AMUNITION	640	2,500	2,500	2,700	2,700	2,700
5310 TRAINING SUPPLIES	56	500	500	500	500	500
5405 DUES, SUBSCRIPTIONS, & BOOKS	1,125	2,000	1,000	750	750	750
5408 MISC CHARGES	306	1,000	1,000	1,000	1,000	1,000
5452 COMMUNITY POLICING	970	-	-	1,000	1,000	1,000
5825 TRANSFER TO EQUIP RESERV FUND	30,000	75,300	75,300	108,780	74,380	41,380
Grand Total	966,786	1,121,700	1,104,048	1,224,165	1,220,816	1,218,786

General Fund - Court

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
4410 FINE	284,977	275,000	364,620	375,559	386,825	398,430
4415 COURT COSTS	34,536	19,909	-	-	-	-
4420 STATE FEES	34,510	43,436	-	-	-	-
4425 TECHNOLOGY FEE	-	15,000	-	-	-	-
4440 ALCOHOL/DRUG STATE REIMB	-	500	-	-	-	-
Grand Total	354,023	353,845	364,620	375,559	386,825	398,430

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5101 SALARIES - REGULAR	39,618	41,052	40,705	41,926	43,184	44,479
5102 SALARIES - OVERTIME	684	1,000	1,000	1,000	1,000	1,000
5108 SALARIES - JUDGE	12,240	12,240	12,240	14,200	14,200	14,200
5109 SALARIES - PROSECUTOR	10,200	10,200	10,200	11,730	11,730	11,730
5202 TELEPHONE	180	180	180	180	180	180
5203 PRINTING & ADVERTISING	51	400	400	400	400	400
5206 TRAVEL EXPENSE & TRAINING	-	200	200	200	200	200
5209 PROFESSIONAL SERVICES	5,359	7,000	7,000	7,000	7,000	7,000
5211 MAINTENACE & REPAIR EQUIPMENT	-	200	200	200	200	200
5214 OTHER CONTRACTUAL SERVICES	152	1,000	1,000	1,000	1,000	1,000
5227 PRISONER CARE	3,290	8,000	8,000	8,000	8,000	8,000
5228 FEES DUE STATE OF KANSAS	27,220	43,436	44,655	46,005	47,386	48,807
5301 OFFICE SUPPLIES	894	1,000	1,000	1,000	1,000	1,000
5308 CLOTHING & UNIFORMS	-	200	200	200	200	200
5405 DUES, SUBSCRIPTIONS, & BOOKS	611	400	611	611	611	611
5408 MISC CHARGES	71	200	200	200	200	200
5814 COMPUTER SOFTWARE	9,779	-	5,363	5,363	5,363	5,363
5815 SPECIAL ACCT CHARGES	-	15,000	-	-	-	-
5821 ALCOHOL/DRUG STATE FEES	-	500	-	-	-	-
Grand Total	110,348	142,208	133,154	139,215	141,853	144,570

General Fund - Neighborhood Services
Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5101 SALARIES - REGULAR	99,979	105,500	104,400	107,532	110,758	114,081
5102 SALARIES - OVERTIME	-	500	500	500	500	500
5202 TELEPHONE	360	360	360	360	360	360
5203 PRINTING & ADVERTISING	135	1,000	1,000	1,000	1,000	1,000
5206 TRAVEL EXPENSE & TRAINING	1,780	3,000	3,000	3,000	3,060	3,060
5214 OTHER CONTRACTUAL SERVICES	-	500	500	500	500	500
5260 VEHICLE MAINTENANCE	252	500	500	1,000	1,000	1,000
5301 OFFICE SUPPLIES	8	-	-	-	-	-
5302 MOTOR FUELS & LUBRICANTS	1,616	2,000	2,000	2,000	2,000	2,000
5405 DUES, SUBSCRIPTIONS, & BOOKS	728	1,000	800	800	800	800
5825 TRANSFER TO EQUIP RESERV FUND	-	-	-	-	30,000	-
Grand Total	104,860	114,360	113,060	116,692	149,978	123,301

**General Fund - Administration
Expenditures**

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5101 SALARIES - REGULAR	220,863	240,000	238,115	245,258	252,616	260,195
5102 SALARIES - OVERTIME	963	250	250	500	500	500
5104 SALARIES - PART-TIME	1,938	-	-	-	-	-
5107 SALARIES - INTERN	-	5,000	7,500	7,500	7,500	7,500
5202 TELEPHONE	1,410	1,320	1,410	1,410	1,410	1,410
5203 PRINTING & ADVERTISING	49.01	0	0	0	0	0
5206 TRAVEL EXPENSE & TRAINING	8372.14	10000	10000	10000	10000	10000
5207 MEDICAL EXPENSE & DRUG TESTING	64	50	50	50	50	50
5214 OTHER CONTRACTUAL SERVICES	4212.59	5000	5000	5000	5000	5000
5226 CAR ALLOWANCE	5,400	5,400	5,400	5,400	5,400	5,400
5301 OFFICE SUPPLIES	1510.85	2000	2000	2000	2000	2000
5302 MOTOR FUELS & LUBRICANTS	270	375	375	413	454	454
5308 CLOTHING & UNIFORMS	955	250	250	250	250	250
5401 INSURANCE & SURETY BONDS	50	75	75	75	75	75
5405 DUES, SUBSCRIPTIONS, & BOOKS	1198.88	1000	1200	1600	1600	1600
5408 MISC CHARGES	258	-	-	-	-	-
5503 OFFICE EQUIPMENT	0	3000	3000	3000	3000	3000
5814 COMPUTER SOFTWARE	310	-	-	-	-	-
Grand Total	247,825	273,720	274,625	282,456	289,855	297,434

General Fund - Public Works
Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5101 SALARIES - REGULAR	242,058	264,500	264,500	272,435	280,608	289,026
5102 SALARIES - OVERTIME	8,530	8,500	8,500	8,500	8,500	8,500
5104 SALARIES - PART-TIME	-	10,000	18,720	22,000	22,000	22,000
5201 ELECT, GAS, SEWER & WATER	22,094	27,000	27,000	27,675	27,000	27,000
5202 TELEPHONE	1,651	3,500	2,500	2,500	2,500	2,500
5203 PRINTING & ADVERTISING	25	-	-	-	-	-
5206 TRAVEL EXPENSE & TRAINING	2,873	4,500	4,500	5,590	5,702	5,702
5207 MEDICAL EXPENSE & DRUG TESTING	798	1,200	1,200	1,200	1,200	1,200
5210 MAINTENACE AND REPAIR BUILDING	3,850	10,000	10,000	10,000	10,000	10,000
5211 MAINTENACE & REPAIR EQUIPMENT	16,911	25,000	25,000	29,125	29,766	29,766
5214 OTHER CONTRACTUAL SERVICES	5,393	5,150	5,150	5,150	5,253	5,253
5221 MAINTENANCE & REPAIR STREETS	141,627	250,000	-	-	208,471	212,385
5260 VEHICLE MAINTENACE	12,945	15,000	15,000	15,375	15,759	15,759
5301 OFFICE SUPPLIES	2,857	4,000	4,000	2,600	2,700	2,800
5302 MOTOR FUELS & LUBRICANTS	24,454	31,000	26,100	26,775	27,469	27,369
5304 JANITORIAL SUPPLIES	942	2,050	2,050	2,050	2,101	2,101
5305 TRAFFIC CONTROL SIGNS	2,100	6,000	6,000	5,150	5,304	5,462
5306 MATERIALS	83	5,000	4,000	4,000	4,000	4,000
5308 CLOTHING & UNIFORMS	3,214	4,000	4,000	4,000	4,000	4,000
5318 TOOLS	1,665	4,000	4,000	4,000	4,000	4,000
5320 GROUNDS MAINTENANCE	16,504	20,000	20,000	20,000	20,000	20,000
5321 TREE MAINTENANCE	12,450	53,200	53,200	15,000	15,000	15,000
5405 DUES, SUBSCRIPTIONS, & BOOKS	135	700	700	700	700	700
5455 RC12-12/RC12-13 PE CHARGES	12,650	-	-	-	-	-
5503 OFFICE EQUIPMENT	-	-	-	1,500	1,500	1,500
5505 OTHER CAPITAL OUTLAY	11,051	-	-	-	-	-
5814 COMPUTER SOFTWARE	-	2,000	3,300	3,000	3,000	3,000
5825 TRANSFER TO EQUIP RESERV FUND	55,000	92,107	92,107	49,393	40,053	76,893
Grand Total	601,856	848,407	601,527	537,718	746,586	795,916

**General Fund - Employee Benefits
Expenditures**

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5122 FICA CITY CONTRIBUTION	124,234	128,000	128,000	135,000	139,050	143,222
5123 KPERS CITY CONTRIBUTION	66,220	72,000	72,000	81,000	90,000	90,000
5124 KS UNEMPLOYMENT INSURANCE	3,635	1,700	3,700	3,900	4,000	4,100
5125 WORKER'S COMPENSATION	33,667	35,000	38,500	40,500	41,715	42,966
5126 HEALTH INSURANCE	276,323	318,860	311,000	332,770	356,064	380,988
5127 HEALTH SAVINGS ACCOUNT	22,200	-	-	-	-	-
5130 CITY PAID LIFE INS POLICY	(371)	-	-	-	-	-
5131 KP&F CITY CONTRIBUTION	145,651	176,000	176,000	188,000	193,640	199,449
Grand Total	671,559	731,560	729,200	781,170	824,469	860,726

**General Fund - Council
Expenditures**

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5103 SALARIES - ELECTED OFFICIALS	46,240	46,920	46,920	46,920	46,920	46,920
5203 PRINTING & ADVERTISING	28	-	-	-	-	-
5206 TRAVEL EXPENSE & TRAINING	2,154	3,850	3,850	7,700	7,700	7,700
5402 MAYOR EXPENSES	1,000	1,000	1,000	1,000	1,000	1,000
5405 DUES, SUBSCRIPTIONS, & BOOKS	393	340	340	340	340	340
Grand Total	49,814	52,110	52,110	55,960	55,960	55,960

General Fund - Solid Waste/Leaf Removal Program

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward			8,180	14,156	22,475	21,579
4770 SOLID WASTE FEE	485,838	499,388	499,388	499,388	499,388	499,388
Grand Total	485,838	499,388	507,568	513,544	521,863	520,967

Expenditures

	2014 Actual	2015 Budget	2015 Projecte	2016 Propose	2017 Forecast	2018 Forecast
5101 SALARIES - REGULAR	-	-	24,360	25,091	25,593	26,106
5211 MAINTENACE & REPAIR EQUIPMENT			5,000	1,500	1,500	1,500
5272 SOLID WASTE CONTRACT	408,164	422,261	414,000	414,000	422,280	430,726
5302 MOTOR FUELS & LUBRICANTS	-	-	4,900	5,000	5,100	5,200
5312 LEAF PROGRAM DISPOSAL FEES	8,619	13,000	13,000	13,325	13,658	13,658
5756 RESERVE			14,156	22,475	21,579	11,625
5825 TRANSFER TO EQUIP RESERV FUND	-	-	32,152	32,152	32,152	32,152
Grand Total	416,784	435,261	507,568	513,543	521,862	520,967

Other Funds Summary
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
200 - BOND AND INTEREST FUND	1,546,760	1,155,271	1,709,174	1,650,264	1,615,962	1,539,528
250 - SPECIAL HIGHWAY FUND	205,368	180,000	224,877	256,237	264,190	223,455
270 - SPECIAL STREET FUND 27 - A	1,072,850	723,800	1,505,568	1,179,318	1,570,195	1,121,081
290 - SPECIAL STREET FUND 27 - C (COMMUNI	275,445	180,000	386,626	423,626	377,509	361,972
300 - SPECIAL INFRASTRUCTURE 27-D	539,617	361,600	471,563	536,563	239,400	226,800
360 - EQUIPMENT & BLDG.RESERVE FUND	716,497	353,997	729,377	768,444	760,004	757,004
370 - TIF 1A/B - BELLA ROE/WALMART	611,928	438,000	438,000	802,326	820,157	836,515
400 - TDD#1-PRICE CHOPPER	279,371	432,588	432,588	412,530	415,556	420,376
410 - TDD#2-LOWES	125,268	153,756	153,756	154,912	160,212	167,078
420 - CID#1 - ROELAND PARK SHOPPING CENT	833,336	389,000	1,288,100	1,716,100	271,067	256,800
450 - TIF 2A/D - MCDONALDS/CITY HALL	546,379	264,000	628,326	458,696	535,426	608,916
480 - TIF 2C - VALLEY STATE BANK	47,748	47,740	47,742	47,740	47,740	47,740
510 - TIF 3C - OLD POOL AREA	599,349	168,000	762,606	931,856	1,102,369	1,274,157
520 - ROELAND PARK PROP. OWNERS ASSOCIA	42,640	33,847	44,569	46,541	48,513	50,485
680 - STREETLIGHT BONDS	650,000	-	166,725	-	-	-
Grand Total	8,092,556	4,881,599	8,989,597	9,385,153	8,228,300	7,891,907

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
200 - BOND AND INTEREST FUND	1,067,622	1,131,311	1,214,600	1,650,264	1,615,963	1,539,528
250 - SPECIAL HIGHWAY FUND	206,491	180,000	145,640	256,237	264,190	223,455
270 - SPECIAL STREET FUND 27 - A	678,283	960,110	1,277,000	1,179,318	1,570,195	1,121,081
290 - SPECIAL STREET FUND 27 - C (COMMUNI	210,338	180,000	152,000	423,626	377,510	361,972
300 - SPECIAL INFRASTRUCTURE 27-D	446,054	557,589	313,000	536,563	239,400	226,800
360 - EQUIPMENT & BLDG.RESERVE FUND	352,269	353,997	729,377	768,444	760,004	757,004
370 - TIF 1A/B - BELLA ROE/WALMART	415,209	438,000	438,000	802,326	820,157	836,515
400 - TDD#1-PRICE CHOPPER	381,769	432,588	432,588	412,530	415,556	420,376
410 - TDD#2-LOWES	136,858	153,756	153,756	154,912	160,212	167,078
420 - CID#1 - ROELAND PARK SHOPPING CENT	-	1,103,434	1,288,100	1,716,100	271,067	256,800
450 - TIF 2A/D - MCDONALDS/CITY HALL	182,053	460,074	433,630	458,696	535,426	608,916
480 - TIF 2C - VALLEY STATE BANK	49,800	47,740	47,740	47,740	47,740	47,740
510 - TIF 3C - OLD POOL AREA	4,743	764,597	762,606	931,856	1,102,369	1,274,157
520 - ROELAND PARK PROP. OWNERS ASSOCIA	31,918	42,640	31,875	46,541	48,513	50,485
680 - STREETLIGHT BONDS	-	-	139,160	-	-	-
Grand Total	4,163,406	6,805,836	7,559,072	9,385,153	8,228,301	7,891,907

**Bond & Interest
Revenues**

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	459,907		479,137	494,574	428,245	478,484
4020 RECREATIONAL VEHICLE TAX	95	93	93	98	93	93
4040 HEAVY TRUCKS TAX	75	17	17	14	17	17
4050 AD VALOREM TAX	238,780	302,104	266,420	314,585	324,023	330,503
4060 MOTOR VEHICLE TAX	33,480	33,000	33,000	35,795	35,795	35,795
4070 PERSONAL PROPERTY TAX-DELIQUEN	299	50	50	50	50	50
4080 REAL PROPERTY TAX - DELINQUENT	2,323	3,000	3,000	3,000	3,000	3,000
4021 COMMERCIAL VEHICLE TAX			144	144	144	144
4401 TRANSFER FROM CAP PROJECT FD	-	-	27,565	-	-	-
4620 SPECIAL ASSESSMNT TAX-DELIQNT	341	-	-	-	-	-
4630 STORM DRAINAGE RC12-013	60,837	61,750	61,750	59,750	62,750	60,500
4640 STORM DRAINAGE RC12-012	90,730	93,706	93,706	92,595	91,206	93,694
4650 STORM DRAINAGE RC12-014	104,892	106,551	99,988	103,588	107,088	105,488
4830 TRANSFER FROM 27A FUND	555,000	555,000	555,000	428,841	446,584	314,200
4840 TRANSFER FROM GENERAL FUND	-	-	89,304	117,230	116,968	117,560
Grand Total	1,546,760	1,155,271	1,709,174	1,650,264	1,615,962	1,539,528

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5751 TIF FUND EXPENDITURE	-	33,580	-	43,900	43,900	43,900
5607 PRINCIPAL BONDS (2008-A ISSUE)	330,000	345,000	345,000	360,000	-	-
5610 INTEREST BONDS (2008-A ISSUE)	36,773	25,388	25,388	13,140	-	-
5614 PRINCIPAL BONDS (2014A)	-	-	102,000	105,000	107,000	110,000
5615 INTEREST BONDS (2014A)	-	-	14,869	12,330	9,968	7,560
5621 BOND RESERVE	-	-	-	428,245	478,484	391,611
5644 PRINCIPAL BONDS 2012-1	10,000	35,000	35,000	35,000	420,000	425,000
5645 INTEREST BONDS 2012-1	34,300	34,235	34,235	33,938	33,553	28,093
5834 PRINCIPLE BONDS 2010-1 ISSUE	375,000	385,000	385,000	260,000	265,000	275,000
5835 INTEREST BONDS 2010-1 ISSUE	63,645	58,020	58,020	51,860	46,660	40,565
5840 PRINCIPAL BONDS 2011-2	70,000	70,000	70,000	165,000	180,000	190,000
5841 INTEREST BONDS 2011-2	37,497	36,098	36,098	34,698	31,398	27,799
5842 PRINCIPAL BONDS 2011-1	105,000	105,000	105,000	105,000	-	-
5843 INTEREST BONDS 2011-1	5,408	3,990	3,990	2,153	-	-
Grand Total	1,067,622	1,131,311	1,214,600	1,650,264	1,615,963	1,539,528

Special Highway Fund

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	28,034		48,877	79,237	86,190	44,455
4140 SPEC CITY/COUNTY HIGHWAY FUND	177,334	180,000	176,000	177,000	178,000	179,000
Grand Total	205,368	180,000	224,877	256,237	264,190	223,455

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5101 SALARIES - REGULAR	60,600	61,000	26,640	32,709	32,407	37,894
5221 MAINTENANCE & REPAIR STREETS	-	-	-	-	77,303	71,513
5825 TRANSFER TO EQUIP RESERV FUND	120,624	72,590	72,590	95,000	66,840	70,000
5271 SAND AND SALT	25,267	46,410	46,410	42,338	43,185	44,048
5750 CONTINGENCY	-	-	-	86,190	44,455	-
Grand Total	206,491	180,000	145,640	256,237	264,190	223,455

Special Street Improvement Fund
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	304,753		394,568	228,568	496,477	309,326
4110 CITY/COUNTY SALES & USE TAX	768,097	723,800	757,000	757,000	479,433	454,200
4150 CARS FUNDING	-	-	183,000	43,000	261,485	193,808
4520 OTHER SOURCES			-	55,000	332,800	163,747
4530 REIMBURSED EXPENSE	-	-	171,000	95,750	-	-
Grand Total	1,072,850	723,800	1,505,568	1,179,318	1,570,195	1,121,081

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5209 PROFESSIONAL SERVICES	77,388	45,000	50,000	60,000	60,000	60,000
5214 OTHER CONTRACTUAL SERVICES	9,268	-	-	-	-	-
5438 STREET MAINTENANCE	36,626	80,000	80,000	80,000	160,000	80,000
5456 CARS PROJECTS	-	240,000	592,000	114,000	594,285	448,388
5750 CONTINGENCY	-	40,110	-	496,477	309,326	218,493
5818 TRANSFER TO BOND & INTFUND	555,000	555,000	555,000	428,841	446,584	314,200
Grand Total	678,283	960,110	1,277,000	1,179,318	1,570,195	1,121,081

Community Center Fund
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	83,421		65,107	234,626	257,809	248,572
4110 CITY/COUNTY SALES & USE TAX	192,024	180,000	189,000	189,000	119,700	113,400
4855 TRANSFER FROM OTHER FUND	-	-	132,519	-	-	-
Grand Total	275,445	180,000	386,626	423,626	377,509	361,972

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5210 MAINTENACE AND REPAIR BUILDING	12,724	25,000	25,000	15,000	15,000	15,000
5211 MAINTENACE & REPAIR EQUIPMENT	2,259	10,000	10,000	15,500	7,500	21,200
5214 OTHER CONTRACTUAL SERVICES	261	-	-	-	-	-
5401 INSURANCE & SURETY BONDS	3,877	12,000	5,000	5,000	5,000	5,000
5427 PROPERTY TAX PAYMENTS	141	-	-	-	-	-
5505 OTHER CAPITAL OUTLAY	-	34,000	34,000	48,567	15,750	-
5523 GROUNDS IMPROVEMENTS	4,048	3,000	3,000	3,000	3,000	3,000
5825 TRANSFER TO EQUIP RESERV FUND	111,998	21,000	-	-	-	-
5409 APPROPRIATION-JO CO HUM REC	75,030	75,000	75,000	78,750	82,688	86,822
5756 COMMUNITY CENTER RESERVE	-	-	-	257,809	248,572	230,950
Grand Total	210,338	180,000	152,000	423,626	377,510	361,972

Special Infrastructure Fund

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	155,567		93,563	158,563	-	-
4110 CITY/COUNTY SALES & USE TAX	384,050	361,600	378,000	378,000	239,400	226,800
Grand Total	539,617	361,600	471,563	536,563	239,400	226,800

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5211 MAINTENACE & REPAIR EQUIPMENT	2,500	-	-	-	-	-
5214 OTHER CONTRACTUAL SERVICES	-	-	40,000	40,000	40,000	40,000
5438 STREET MAINTENANCE	-	-	250,000	300,000	101,386	85,271
5469 STORMWATER MAINTENANCE	209,946	97,000	-	40,000	-	74,812
5501 PARK MAINT/INFRASTRUCTURE	-	-	23,000	148,563	90,000	18,717
5750 CONTINGENCY	23,143	251,023	-	8,000	8,014	8,000
5802 TRANSFER TO GENERAL FUND	210,465	209,566	-	-	-	-
Grand Total	446,054	557,589	313,000	536,563	239,400	226,800

Equipment & Building Reserve Fund

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	267,923		364,228	406,589	476,119	516,579
4772 WESTWOOD CODES ADMIN	1,952	-	-	-	-	-
4870 TRANSFER FROM 27C FUND	111,998	21,000	-			-
4840 TRANSFER FROM GENERAL FUND	214,000	260,407	260,407	234,703	184,893	138,273
4842 TRANSFER FROM SOLID WASTE-GF			32,152	32,152	32,152	32,152
4860 TRANSFER FROM SPECIAL HIGHWAY	120,624	72,590	72,590	95,000	66,840	70,000
Grand Total	716,497	353,997	729,377	768,444	760,004	757,004

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5504 MACHINERY & AUTO EQUIPMENT	91,765	190,269	190,269	287,325	243,425	212,631
5619 L/P-PRINCIPAL	49,102	-	-	-	-	-
5620 L/P - INTEREST	8,867	-	-	-	-	-
5801 TRANSFER TO 27C	-	-	132,519	-	-	-
Reserves for Future Years - CIP Expenditures (Compounded Balances)						
5760 BUILDING RESERVE	202,535	163,728	245,101	295,479	310,787	306,429
5901 FUTURE CIP - POLICE	-	-	8,000	8,000	8,000	8,000
5902 FUTURE CIP - PWKS			145,488	171,640	197,792	229,944
5903 FUTURE CIP - CITY HALL			8,000	1,000	-	-
Total Expenses and Reserves	352,269	353,997	729,377	768,444	760,004	757,004

370 - TIF 1A/B - BELLA ROE/WALMART
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	170,570		-	364,326	382,157	393,426
4510 INTEREST ON INVESTMENT	17,675	17,000	17,000	17,000	17,000	17,000
4730 TAX INCREMENT INCOME	111,264	215,000	215,000	215,000	215,000	220,089
4735 TAX INCREMENT INCOME IB	312,419	206,000	206,000	206,000	206,000	206,000
Grand Total	611,928	438,000	438,000	802,326	820,157	836,515

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5209 PROFESSIONAL SERVICES	2,640	-	-	-	-	-
5214 OTHER CONTRACTUAL SERVICES	1,400	2,000	2,000	2,000	2,000	2,000
5601 PRINCIPAL BONDS	220,000	240,000	240,000	250,000	270,000	291,600
5602 INTEREST BONDS	191,169	180,169	180,169	168,169	154,731	142,367
5750 CONTINGENCY	-	15,831	15,831	382,157	393,426	400,548
Grand Total	415,209	438,000	438,000	802,326	820,157	836,515

400 - TDD#1-PRICE CHOPPER

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
4110 CITY/COUNTY SALES & USE TAX	279,355	432,588	432,588	412,530	415,556	420,376
4510 INTEREST ON INVESTMENT	16	-	-	-	-	-
Grand Total	279,371	432,588	432,588	412,530	415,556	420,376

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5209 PROFESSIONAL SERVICES	400	-	-	-	-	-
5214 OTHER CONTRACTUAL SERVICES	6,500	5,800	5,800	5,800	5,800	5,800
5601 PRINCIPAL BONDS	180,000	225,000	225,000	215,000	230,000	246,047
5602 INTEREST BONDS	194,869	201,788	201,788	191,730	179,756	168,530
Grand Total	381,769	432,588	432,588	412,530	415,556	420,376

410 - TDD#2-LOWES
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
4110 CITY/COUNTY SALES & USE TAX	125,266	153,756	153,756	154,912	160,212	167,078
4510 INTEREST ON INVESTMENT	3	-	-	-	-	-
Grand Total	125,268	153,756	153,756	154,912	160,212	167,078

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5209 PROFESSIONAL SERVICES	400	-	-	-	-	-
5214 OTHER CONTRACTUAL SERVICES	3,458	5,000	5,000	5,000	5,000	5,000
5601 PRINCIPAL BONDS	75,825	75,000	75,000	80,000	90,000	101,250
5602 INTEREST BONDS	57,175	73,756	73,756	69,912	65,212	60,828
Grand Total	136,858	153,756	153,756	154,912	160,212	167,078

420 - CID#1 - ROELAND PARK SHOPPING CENTER

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	404,630		860,100	1,288,100	-	-
4110 CITY/COUNTY SALES & USE TAX	428,706	389,000	428,000	428,000	271,067	256,800
Grand Total	833,336	389,000	1,288,100	1,716,100	271,067	256,800

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5721 CID #1 EXPENSES	-	1,103,434	1,288,100	1,716,100	271,067	256,800
Grand Total	-	1,103,434	1,288,100	1,716,100	271,067	256,800

450 - TIF 2A/D - MCDONALDS/CITY HALL - BALANCE THIS ONE

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	170,570		364,326	194,696	271,426	344,916
4730 TAX INCREMENT INCOME	375,809	264,000	264,000	264,000	264,000	264,000
Grand Total	546,379	264,000	628,326	458,696	535,426	608,916

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5214 OTHER CONTRACTUAL SERVICES	1,000	3,000	3,000	3,000	3,000	3,000
5427 PROPERTY TAX PAYMENTS	9,383	9,500	15,000	15,000	15,000	15,000
5601 PRINCIPAL BONDS	160,000	160,000	160,000	160,000	165,000	165,000
5602 INTEREST BONDS	5,835	10,630	10,630	9,270	7,510	5,365
5645 INTEREST BONDS 2012-1	5,835	-	-	-	-	-
5750 CONTINGENCY	-	126,944	20,000	271,426	344,916	420,551
5625 STORMWATER MAINTENANCE	-	-	125,000	-	-	-
5763 GRANADA PARK MAINTENANCE	-	150,000	100,000	-	-	-
Grand Total	182,053	460,074	433,630	458,696	535,426	608,916

480 - TIF 2C - VALLEY STATE BANK
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward			2			
4730 TAX INCREMENT INCOME	47,748	47,740	47,740	47,740	47,740	47,740
Grand Total	47,748	47,740	47,742	47,740	47,740	47,740

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5214 OTHER CONTRACTUAL SERVICES	1,950	2,500	2,500	2,500	2,500	2,500
5602 INTEREST BONDS	47,850	-	-	-	-	-
5612 DEBT SERVICE - BOND ISSUE	-	45,240	45,240	45,240	45,240	45,240
Grand Total	49,800	47,740	47,740	47,740	47,740	47,740

510 - TIF 3C - OLD POOL AREA

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	441,512		594,606	762,606	931,856	1,102,369
4730 TAX INCREMENT INCOME	44,823	43,000	43,000	43,000	43,000	43,000
4731 TAX INCREMENT INCOME 3A	113,014	125,000	125,000	126,250	127,513	128,788
Grand Total	599,349	168,000	762,606	931,856	1,102,369	1,274,157

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5205 POSTAGE & MAILING PERMITS	2,968	-	-	-	-	-
5209 PROFESSIONAL SERVICES	1,775	-	-	-	-	-
5836 FUTURE PROJECT RESERVE	-	764,597	762,606	931,856	1,102,369	1,274,157
Grand Total	4,743	764,597	762,606	931,856	1,102,369	1,274,157

520 - ROELAND PARK PROP. OWNERS ASSOCIATION

Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	8,793		10,722	12,694	14,666	16,638
4510 INTEREST ON INVESTMENT	-	-	-	-	-	-
4795 MISCELLANEOUS	33,847	33,847	33,847	33,847	33,847	33,847
Grand Total	42,640	33,847	44,569	46,541	48,513	50,485

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5214 OTHER CONTRACTUAL SERVICES	-	-	-	-	-	-
5408 MISC CHARGES	43	-	-	-	-	-
5524 RPPOA COMMON AREA EXPENSES	31,875	31,875	31,875	31,875	31,875	31,875
5750 CONTINGENCY	-	10,765	-	14,666	16,638	18,610
Grand Total	31,918	42,640	31,875	46,541	48,513	50,485

680 - STREETLIGHTS
Revenues

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
1010 Cash Carryforward	-	-	166,725	-	-	-
4435 BOND RECEIPTS	650,000	-	-	-	-	-
Grand Total	650,000	-	166,725	-	-	-

Expenditures

	2014 Actual	2015 Budget	2015 Projected	2016 Proposed	2017 Forecast	2018 Forecast
5214 OTHER CONTRACTUAL SERVICES	-	-	139,160	-	-	-
5502 BUILDING AND STRUCTURES	460,389	-	-	-	-	-
5827 COST OF ISSUANCE	22,886	-	-	-	-	-
5818 TRANSFER TO BOND & INT FUND	-	-	27,565	-	-	-
Grand Total	483,275	-	166,725	-	-	-

Item Number: **REPORTS OF COMMITTEES:- II.-3.**

Committee **7/13/2015**
Meeting Date:



City of Roeland Park Action Item Summary

Date: 7/9/2015
Submitted By: Mark Pentz, Interim City Administrator
Committee/Department: Public Works
Title: **Public Works – R Park Amenities Process, Survey and Design
Development Plan (est. time 10 min.)**
Item Type: Discussion

Recommendation:

Staff recommends that the Mayor and Council include \$23,000 in the Projected 2015 Special Infrastructure Fund Budget for the preparation of a R Park survey and Design Development Plan.

Details:

The development of R Park will be a very exciting and important part of Roeland Park's future. Schools and Parks are a critical part of any community's effort to maintain property values, attract new residents, and retain current residents. Although my tenure has been brief, I have been impressed by the financial support that R Park has received from the community. The sense of urgency to continue the park's development is understandable.

Mayor Marquardt's career and professional training give him a unique perspective with regard to urban development in general and park development in particular. Although a basic schematic master plan for R Park has been completed, a much more detailed and to scale design development plan should be in place before further amenity installations take place. Such a detailed plan will enable the City to reduce or avoid mistakes that necessitate moving or relocating facilities at some point in the future. Mayor Marquardt has been communicating with R Park stakeholders regarding his concerns and working on a timeframe to expedite the preparation of a design development plan. At the COW meeting on Monday the Mayor can elaborate further about this need. Although much of the plan development will be accomplished by volunteers, I have included \$8,000 in the Projected 2015 Budget for the necessary survey work, and \$15,000 for landscape architectural services.

Additional Information

Although no funds were included in the FY 2015 Budget for the survey and preparation of a design development plan for R Park, the Projected 2015 Budget includes \$23,000 in the Special Infrastructure Fund for these items.

Item Number: REPORTS OF COMMITTEES:- II.-4.

Committee 7/13/2015
Meeting Date:



City of Roeland Park Action Item Summary

Date: 5/27/2015
Submitted By: Jose Leon
Committee/Department: Public Works
Title: **Public Works – Nall Park Task Order (est. time 20 min.)**
Item Type: Discussion

Recommendation:

To gain approval of the Governing Body to approve Task Order #21 for Nall Park Bathroom Rehabilitation design from Shafer, Kline, and Warren (SKW) at a cost not to exceed \$11,600.00

Details:

Nall Park Bathrooms have been closed to the public for over a decade. Because the bathrooms were constructed in a different era with no ADA standards, the bathrooms will need to be redesigned to have proper ADA access in them. This task order also includes the redesign of the drinking fountain at Nall Park and the shelter lighting. All the electrical and plumbing in the bathrooms, shelter, and drinking fountain will be brought up to code.

ATTACHMENTS:

Description	Type
 Nall Park Options	Cover Memo
 Task Order #21	Backup Material
 Engineer Agreement for services	Backup Material
 picture 1	Backup Material
 picture 2	Backup Material
 picture 3	Backup Material
 picture 4	Backup Material
 picture 5	Backup Material

	picture 6	Backup Material
	picture 7	Backup Material
	picture 8	Backup Material
	picture 9	Backup Material
	picture 10	Backup Material
	Shelter 1	Backup Material
	Shelter 2	Backup Material
	Shelter 3	Backup Material
	Drinking Fountain 1	Backup Material
	Drinking Fountain 2	Backup Material
	Drinking Fountain 3	Backup Material

**Nall Park Task Order for Bathroom, Drinking Fountain, and Lighting
Proposed Deferred Maintenance Options for Decision-Making**

- 1) Approve task order proposed at June meeting to complete assessment of cost-effective options to repair the bathroom, drinking fountain, and lighting in shelter house at Nall Park.
- 2) Create task order to include only repairs for the drinking fountain and shelter lighting and an evaluation of costs to tear down bathroom structure.
- 3) Create task order to repair the drinking fountain and shelter lighting and allocate remaining FY2015 Nall Park funds to repair the exterior of the bathroom to prevent further interior damage from animals and birds entering through holes in the wire and wood as well as repair wood rot and paint the exterior of the bathroom.
- 4) Develop task order for drinking fountain, shelter, and options to refurbish building to different purpose as structure is sound.



SHAFFER, KLINE & WARREN, INC.
WWW.SKW-INC.COM

PROFESSIONAL SERVICES TASK ORDER #21

Project	<u>Nall Park Improvements</u>	Date	<u>5/18/15</u>
SKW Project No.	<u>130099-210</u>	Agreement Date	<u>6/1/15</u>
Client	<u>City of Roeland Park, KS</u>		

Description of task order:

Base bid - Restrooms: Multiple items to bring the restroom up to code and make maintenance/capital improvements Alt #1: Replace drinking fountain and replace concrete work around drinking fountain. Alt #2: Multiple items to improve the shelter.

Exhibits/Attachments/References which are a part of this professional services task order:

Article I - Consultants Responsibilities
Article II - Scope of Consultant Services
Article III - City's Responsibilities
Article IV - Time Schedule
Article V - Compensation
Article VI - General Provisions

Anticipated effects of professional services tasks order on basic services:

None.

Schedule:

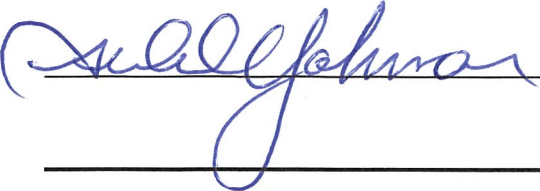
Per Article IV attached.

Fees:

Per Article V attached.

\$11,600.00

The work described in this professional services task order is made a part of the indicated professional services agreement between the client and SKW. All other provisions of the agreement shall remain in force.

SKW by <u></u>	Date <u>5/18/15</u>
Client by _____	Date <u>6/1/15</u>

If directed/approved by Client by telephone, by letter, in meeting, etc., provide reference material here.

Distribution

☒ Client ☒ Project File ☒ SKW Accounting ☐ Other

TASK ORDER #21

ENGINEERING DESIGN OF IMPROVEMENTS FOR NALL PARK

(Restrooms, drinking fountain and shelter)

ARTICLE I CONSULTANT'S RESPONSIBILITIES

The Consultant shall either perform for or furnish to the City professional engineering and related services in all phases of the Project to which this Agreement applies as hereinafter provided. The Consultant shall serve as the City's prime professional Consultant on this Project.

ARTICLE II SCOPE OF CONSULTANT SERVICES

The consultant shall perform or furnish the necessary professional engineering duties and related services to provide for the design and construction for the "Project", including but not limited, to the following items:

1.0 Project Start-up

- 1.1 Meet with the CITY to discuss the Project, its constraints, and their expectations. Set forth at this initial meeting the goals to be accomplished by the Project and concerns to be addressed in the design of the Project.

2.0 Data Collection

- 2.1 Conduct limited field measurements of the project streets to obtain detail necessary for proper preparation of plans.

3.0 Preliminary Design

Project scope shall consist of

Base bid - Restrooms:

new roof, new fascia, new siding at roof, trim beams to remove rot, paint exterior and interior, stain wood, grind concrete floor in 3 areas to make accessible, provide flowable caulk for concrete between bldg and walk, remove concrete partitions, grind floor and walls smooth, install SS or polymer toilet partitions, raise and replace two water closets to meet ADA, move and replace two wc (or 1 wc and 1 urinal) to create space for ADA wc, replace 2 lavs., replace toilet paper dispenser, paper towel dispenser, mirrors, grab bars, replace door, replace CW line, install rpz backflow preventer, rework sanitary line, replace light fixtures, replace electrical panelboard, replace wire mesh above walls where necessary

Alt 1

concrete work around drinking fountain and replace drinking fountain

Alt 2 - shelter

replace lights, replace siding at roof, stain wood, paint columns

- 3.1 Prepare preliminary documents for construction. Preliminary construction documents shall show the nature and extent of improvements, the conditions under which the Contractor shall work and the general conditions of contractual relations.
- 3.2 Preliminary plans shall include the following six (6) sheets:
 - Preliminary general construction plans for restroom and shelter improvements, (2 sheet)
 - Preliminary bathroom demolition plan (1 sheet)
 - Preliminary plumbing plan for restroom and drinking fountain. (1 sheet)
 - Preliminary electrical plan for restroom and shelter improvements (1 sheet)
 - Preliminary spec sheet with details (1 sheet)
- 3.3 Present one set of preliminary plans each to the City and to other appropriate governmental agencies.
- 3.4 Prepare an estimate of probable cost detailing typical construction pay items. Add a contingency of 10 percent to the sum of the construction cost.

4.0 Final Design

Following review and approval of the preliminary design phase by the City, the Consultant shall proceed to provide these services:

- 4.1 Address any comments from the preliminary review.
- 4.2 Prepare final construction plans and construction specifications. Specifications shall be on the drawings.
- 4.3 Submit one set of final plans and specifications to the City.
- 4.4 Prepare a final construction cost estimate, including a compilation of typical construction pay items with unit work quantities and current estimated cost estimates.
- 4.5 Prepare all bid documents using City standard contract documents.

5.0 Bidding Phase

Following final review by City staff and approval to proceed to bidding phase the consultant shall undertake the following bid services.

- 5.1 Provide the City a notice of bid to Contractors for publication.
- 5.2 Provide notice of bid to potential contractors via digital planroom.
- 5.3 Provide plans, bid documents, and specifications to digital planroom for potential bidders.
- 5.4 Conduct a pre-bid meeting and answer questions as addenda to the contract bid.
- 5.4 Provide to the City a Consultant's estimate and bid tab sheet.
- 5.5 Attend bid opening and check all bids for accuracy.
- 5.6 Evaluate the bidders and make recommendation of award to the City.

6 Construction Administration Phase

Note: The Consultant may not proceed with this phase of the Agreement until negotiations are completed with the City and until the City issues a notice to proceed.

Following review and award of construction contract by the City and after the City issues a notice to proceed with this phase, the Consultant shall proceed to provide these services:

- 6.1 Conduct a pre-construction meeting which will include the City, Contractor, and Engineer.
- 6.2 Serve as field liaison between the public, the Contractor, the City.

- 6.3 Submit to the City the construction observation reports. The report will identify prime and subcontractor, numbers and type of personnel and equipment on site, material deliveries, work accomplished, results of inspections and tests, nature of defects found, causes for rejection, proposed remedial action, and corrective action taken.
- 6.5 Provide weekly observation for the project to check general compliance with the plans and specifications using a field observer qualified to perform such duties.
- 6.6 Schedule and attend Coordination Meetings as necessary to discuss the Project with the contractor.
- 6.7 Review shop drawings and samples required by the Construction Contract documents and submitted by the Contractor to ascertain compliance.
- 6.8 Issue necessary clarifications and interpretations of the Contract documents as appropriate to the orderly completion of the Project.
- 6.9 Recommend and prepare Change Orders to City as appropriate, and issue Field Orders authorizing minor changes in the Project not involving an adjustment in the Contract sum or an extension of Contract time.
- 6.10 Review the Contractor's monthly estimates before they are submitted to the City for payment to the Contractor.
- 6.11 Conduct a pre-final of work segments.
- 6.12 Conduct a final inspection of the total project and provide a recommendation of acceptance.
- 6.13 Coordinate with the contractor to take pre-construction photographs.
- 6.14 Keep minutes of all meetings and disperse to City representative and all other attendees within five workdays.

ARTICLE III CITY'S RESPONSIBILITIES

The City shall do the following in a timely manner:

- 1) Approve all criteria and information as to City's requirements for the Project, including objectives and constraints, performance requirements, and budgetary limitations, and furnish copies of all standard forms in use by the City relative to this Project.
- 2) Examine all written studies, reports, sketches, proposals, and other documents presented by the Consultant and render in writing decisions thereto.
- 3) Reimburse the Consultant for the cost of additional work not included in the Scope of Consultant Services stated in this Agreement.
- 4) Give prompt written notice to the Consultant whenever the City observes or otherwise becomes aware of any development that affects the scope of services or the time schedule of the Consultant in the performance or furnishing of the required services for the Project, or any defect or non-conformance in the Consultant's services or in the work of any Contractor.

ARTICLE IV TIME SCHEDULE

The Consultant proposes to complete the scope of services of this Agreement as follows:

- 1) Preliminary Design Phase will be completed within 30 calendar days from Notice to Proceed.
- 2) Final Design will be completed within 14 calendar days from acceptance of the Preliminary Design.
- 3) Bid Phase will be completed within 30 calendar days from acceptance of the Final Design.

The City agrees to pay the Consultant as maximum compensation for the scope of services in Article II and in accordance with Part C of Agreement as follows:

Construction Administration Phase	\$ 2400
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The Change Order will be based on major changes in scope, character, delays or complexity of Project. The Change Order may provide for changes in compensation and schedule, either upward or downward.

Reuse of Documents: All reports, information, data and exhibits prepared on assembled by the

Engineer in connection with the performance of its services pursuant to this Agreement are confidential to the extent permitted by law, and Engineer agrees that they shall not be made available to any individual or organization without the prior consent of the City.

TASK ORDER #21

ENGINEERING DESIGN OF IMPROVEMENTS FOR NALL PARK (Restrooms, drinking fountain and shelter)

ARTICLE I **CONSULTANT'S RESPONSIBILITIES**

The Consultant shall either perform for or furnish to the City professional engineering and related services in all phases of the Project to which this Agreement applies as hereinafter provided. The Consultant shall serve as the City's prime professional Consultant on this Project.

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- 2.1 Conduct limited field measurements of the project streets to obtain detail necessary for proper preparation of plans.

3.0 Preliminary Design

Project scope shall consist of

Base bid - Restrooms:

new roof, new fascia, new siding at roof, trim beams to remove rot, paint exterior and interior, stain wood, grind concrete floor in 3 areas to make accessible, provide flowable caulk for concrete between bldg and walk, remove concrete partitions, grind floor and walls smooth, install SS or polymer toilet partitions, raise and replace two water closets to meet ADA, move and replace two wc (or 1 wc and 1 urinal) to create space for ADA wc, replace 2 lavs., replace toilet paper dispenser, paper towel dispenser, mirrors, grab bars, replace door, replace CW line, install rpz backflow preventer, rework sanitary line, replace light fixtures, replace electrical panelboard, replace wire mesh above walls where necessary

Alt 1

concrete work around drinking fountain and replace drinking fountain

Alt 2 - shelter

replace lights, replace siding at roof, stain wood, paint columns

- 3.1 Prepare preliminary documents for construction. Preliminary construction documents shall show the nature and extent of improvements, the conditions under which the Contractor shall work and the general conditions of contractual relations.
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 - ☐ Preliminary general construction plans for restroom and shelter improvements, (2 sheet)
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- 3.3 Present one set of preliminary plans each to the City and to other appropriate governmental agencies.
- 3.4 Prepare an estimate of probable cost detailing typical construction pay items. Add a contingency of 10 percent to the sum of the construction cost.

4.0 Final Design

Following review and approval of the preliminary design phase by the City, the Consultant shall proceed to provide these services:

- 4.1 Address any comments from the preliminary review.
- 4.2 Prepare final construction plans and construction specifications. Specifications shall be on the drawings.
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- 4.5 Prepare all bid documents using City standard contract documents.

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Following final review by City staff and approval to proceed to bidding phase the consultant shall undertake the following bid services.

- 5.1 Provide the City a notice of bid to Contractors for publication.
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- 5.5 Attend bid opening and check all bids for accuracy.
- 5.6 Evaluate the bidders and make recommendation of award to the City.

6 Construction Administration Phase

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Following review and award of construction contract by the City and after the City issues a notice to proceed with this phase, the Consultant shall proceed to provide these services:

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- 6.2 Serve as field liaison between the public, the Contractor, the City.

- 6.3 Submit to the City the construction observation reports. The report will identify prime and subcontractor, numbers and type of personnel and equipment on site, material deliveries, work accomplished, results of inspections and tests, nature of defects found, causes for rejection, proposed remedial action, and corrective action taken.
- 6.5 Provide weekly observation for the project to check general compliance with the plans and specifications using a field observer qualified to perform such duties.
- 6.6 Schedule and attend Coordination Meetings as necessary to discuss the Project with the contractor.
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- 6.8 Issue necessary clarifications and interpretations of the Contract documents as appropriate to the orderly completion of the Project.
- 6.9 Recommend and prepare Change Orders to City as appropriate, and issue Field Orders authorizing minor changes in the Project not involving an adjustment in the Contract sum or an extension of Contract time.
- 6.10 Review the Contractor's monthly estimates before they are submitted to the City for payment to the Contractor.
- 6.11 Conduct a pre-final of work segments.
- 6.12 Conduct a final inspection of the total project and provide a recommendation of acceptance.
- 6.13 Coordinate with the contractor to take pre-construction photographs.
- 6.14 Keep minutes of all meetings and disperse to City representative and all other attendees within five workdays.

ARTICLE III CITY'S RESPONSIBILITIES

The City shall do the following in a timely manner:

- 1) Approve all criteria and information as to City's requirements for the Project, including objectives and constraints, performance requirements, and budgetary limitations, and furnish copies of all standard forms in use by the City relative to this Project.
- 2) Examine all written studies, reports, sketches, proposals, and other documents presented by the Consultant and render in writing decisions thereto.
- 3) Reimburse the Consultant for the cost of additional work not included in the Scope of Consultant Services stated in this Agreement.
- 4) Give prompt written notice to the Consultant whenever the City observes or otherwise becomes aware of any development that affects the scope of services or the time schedule of the Consultant in the performance or furnishing of the required services for the Project, or any defect or non-conformance in the Consultant's services or in the work of any Contractor.

ARTICLE IV TIME SCHEDULE

The Consultant proposes to complete the scope of services of this Agreement as follows:

- 1) Preliminary Design Phase will be completed within 30 calendar days from Notice to Proceed.
- 2) Final Design will be completed within 14 calendar days from acceptance of the Preliminary Design.
- 3) Bid Phase will be completed within 30 calendar days from acceptance of the Final Design.

ARTICLE V COMPENSATION

The City agrees to pay the Consultant as maximum compensation for the scope of services in Article II and in accordance with Part C of Agreement as follows:

Data Collection (\$600), Preliminary & Final Design (\$7,800) and Bid Phase (\$800)	
	\$ 9200.00

Construction Administration Phase	\$ 2400
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The Construction Services is based on an estimated construction schedule. If the actual construction schedule is different than estimated, then the Construction Services fee shall be adjusted in accordance with the hourly rates shown in the Schedule of Salary Base Rates.

The maximum fee shall not be exceeded unless adjusted by a Change Order mutually agreed upon by the City and the Consultant.

The Change Order will be based on major changes in scope, character, delays or complexity of Project. The Change Order may provide for changes in compensation and schedule, either upward or downward.

ARTICLE VI GENERAL PROVISIONS

Times for Rendering Services: The Consultant's services and compensation under this Agreement have been agreed to in anticipation of orderly and continuous progress of the Project through completion of the Feasibility Study Phase. Specific periods of time for rendering services are set forth in Article IV Time Schedule, in this Agreement, by which times defined services are to be completed. If such periods of time are changed through no fault of the Consultant, the rates and amounts of compensation provided for therein shall be subject to equitable adjustment

If the City fails to give prompt written authorization to proceed. Consultant shall be entitled to equitable adjustment of rates and amounts of compensations to reflect reasonable costs incurred by the Consultant as a result of the delay or changes in the various elements that comprise such rates of compensation.

Estimates: Since the Consultant has no control over the cost of labor, materials or equipment furnished by Contractors, or over competitive bidding or market conditions, the opinion of probable Project cost or construction cost are based on the experience and best judgment of the Consultant, but the Consultant cannot and does not guarantee the costs.

Quantity Errors: Negligent quantity miscalculations or omissions because of the Consultant's error shall be brought immediately to the City's attention. The Consultant shall not charge the City for the time and effort of checking and correcting the errors to the City's satisfaction.

Change in Scope: The scope of work described in Article II Scope of Services, shall be subject to modification or supplement upon the written Agreement of the City and the Consultant. At the time of such modification of scope, equitable adjustments, agreeable to both parties, shall be made in the time of performance and the compensation to be paid for the services.

Reuse of Documents: All reports, information, data and exhibits prepared on assembled by the

Engineer in connection with the performance of its services pursuant to this Agreement are confidential to the extent permitted by law, and Engineer agrees that they shall not be made available to any individual or organization without the prior consent of the City.

































Item Number: **REPORTS OF COMMITTEES:- II.-5.**

Committee **7/13/2015**
Meeting Date:



City of Roeland Park Action Item Summary

Date: 7/8/2015
Submitted By: Jose Leon
Committee/Department: Public Works
Title: **Public Works – 2015 Stormwater Maintenance Project(est. time 10 min.)**
Item Type: Discussion

Recommendation:

To issue an RFP to provide construction services for the 2015 Stormwater Maintenance Project located on Roe Lane and Granada Street that will be due on August 11, 2015.

Details:

SKW has completed the design of the 2015 Stormwater Maintenance Project and we are ready to submit this project for RFP to obtain competitive bids to perform the work. The proposed schedule for procurement is as follows:

Release of RFP.....July 21, 2015
RFP Submission Deadline.....August 11, 2015
Council Selection of a vendor.....August 17, 2015

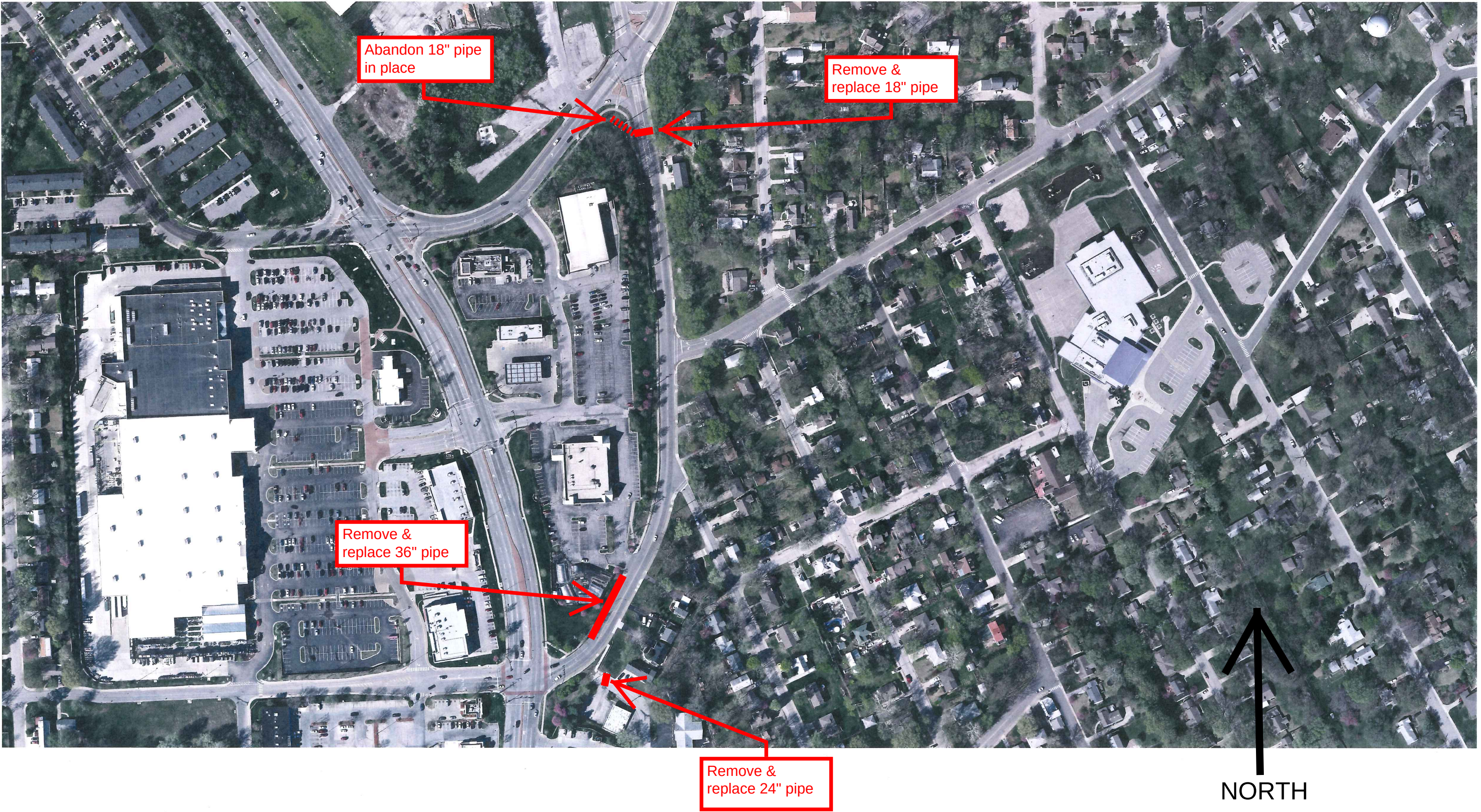
Work to be completed by October 15, 2015.

The Governing Body is not committing to this project by issuing the RFP. That decision point will be when a final contract is presented on August 17, 2015 Council Meeting.

Additional Information

Although this project was originally budgeted for 2015 at \$97,000 in the Special Infrastructure Fund, the Interim City Administrator is proposing to shift the funding to the TIF District 2 Fund and to increase the funding to \$125,000 because of a change in project scope.

2015 Storm Sewer Improvements



Abandon 18" pipe
in place

Remove &
replace 18" pipe

Remove &
replace 36" pipe

Remove &
replace 24" pipe

NORTH

Item Number: **REPORTS OF COMMITTEES:- II.-6.**

Committee **7/13/2015**
Meeting Date:



City of Roeland Park Action Item Summary

Date: 7/8/2015
Submitted By: Jose Leon
Committee/Department: Public Works
Title: **Public Works – 2015 Street Maintenance Phase I (est. time 10 min.)**
Item Type: Discussion

Recommendation:

To issue an RFP to provide construction services for the 2015 Street Maintenance Project Phase I located on Howe Drive, between 49th Street and 52nd Terrace which will be due back August 11, 2015.

Details:

SKW has completed the design of the 2015 Street Maintenance Project Phase I plans and we are ready to submit this project for RFP to obtain competitive bids to perform the work. The proposed schedule for procurement is as follows:

Release of RFP.....July 21, 2015
RFP Submission Deadline.....August 11, 2015
Council Selection of a vendor.....August 17, 2015

Work to be completed by October 15, 2015.

The Governing Body is not committing to this project by issuing the RFP. That decision point will be when a final contract is presented on August 17, 2015 Council Meeting.

ATTACHMENTS:

Description	Type
 2015 Street Maintenance Phase I Plans	Backup Material

STREET & SIDEWALK MAINTENANCE PROJECT
HOWE DRIVE & 56TH STREET

INDEX OF SHEETS	
Sheet Number	Sheet Title
1	TITLE SHEET
2	HOWE DRIVE AND 56TH STREET @ SHERWOOD DRIVE
3	TYPICAL SECTIONS & DETAILS

UTILITY NOTE:

VISUAL INDICATIONS OF UTILITIES ARE AS SHOWN. UNDERGROUND LOCATIONS SHOWN, AS FURNISHED BY THEIR LESSORS, ARE APPROXIMATE AND SHALL BE VERIFIED BY THE CONTRACTOR IN THE FIELD AT THE TIME OF CONSTRUCTION. FOR ACTUAL FIELD LOCATIONS OF UNDERGROUND UTILITIES, CALL 1-800-344-7233, KANSAS, 1-800-344-7483, MISSOURI OR THE APPROPRIATE UTILITY COMPANY IF THEY ARE NOT A MEMBER OF THE UNDERGROUND LOCATING SERVICE.

HE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES FOR FIELD LOCATION OF ALL UNDERGROUND UTILITY LINES PRIOR TO ANY EXCAVATION AND FOR THE COORDINATION AND SCHEDULING WITH UTILITY OWNERS OF ALL WORK REQUIRED TO RESOLVE PLACEMENTS WITH INSTALLATIONS, CONSTRUCTIONS, EXCAVATIONS, REMOVALS, PLACEMENTS, RELOCATION AND OTHER MISCELLANEOUS WORK SHOWN UPON THESE PLANS OR REQUIRED WITHIN CONTRACT DOCUMENTS

ELECTRIC KANSAS CITY POWER & LIGHT COMPANY
REAL ESTATE DEPARTMENT
4400 EAST FROM STREET
KANSAS CITY, MISSOURI 64141-9679
816.556.2200

ATTN: RANDY JAMISON
GAS KANSAS GAS SERVICE
11401 WEST 89TH STREET
OVERLAND PARK, KANSAS 66214
913.599.8953

ATTN: CHUCK McADAMS
GAS SOUTHERN STAR GAS PIPELINE
8195 COLE PARKWAY
SHAWNEE, KANSAS 66227
913.422.6301

ATTN: MIKE DEGRAEVE
WATER WATERONE
10747 RENNER BOULEVARD
LENEXA, KANSAS 66219-9624
913.895.5765

ATTN: DAVE FLIPSE
TELEPHONE SOUTHWESTERN BELL TELEPHONE
5400 FOXRIDGE
MISSION, KANSAS 66202
913.676.0378

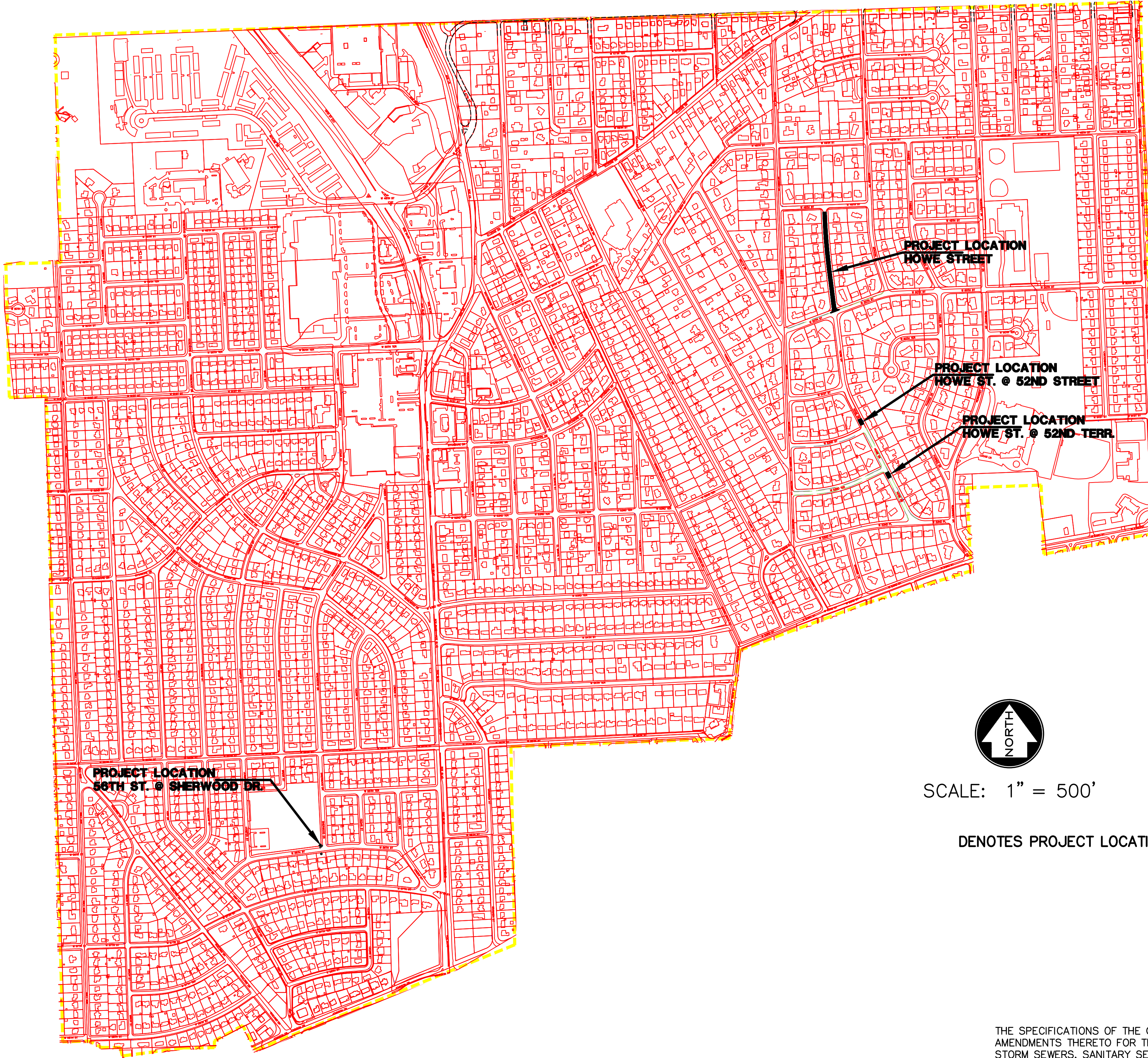
ATTN: BILL COURTNEY
SEWER JOHNSON COUNTY WASTEWATER
11811 SOUTH SUNSET DRIVE, SUITE 2500
OLATHE, KANSAS 66061
913.715.8544

ATTN: DAN OTT
CABLE TIME WARNER CABLE
DESIGN & CONSTRUCTION
8221 WEST 119TH STREET
OVERLAND PARK, KANSAS 66213
913.643.1979

ATTN: GREG THOMAS



* DENOTES UTILITY COMPANY THAT IS NOT A MEMBER OF THE UNDERGROUND LOCATING SERVICE AND MUST BE CONTACTED DIRECTLY FOR ACTUAL FIELD LOCATIONS OF UNDERGROUND UTILITIES.



PROJECT LOCATIONS:
HOWE DRIVE: 49TH STREET - 50TH STREET
HOWE DRIVE & 52ND TERRACE
56TH STREET & SHERWOOD DRIVE

**ASPHALT (RECLAIMED)
COLD MILLING
OVERLAY SURFACING
SIDEWALK REPAIR
CURB & GUTTER REPAIR
TRAFFIC CONTROL
SODDING**

**PREPARED & SUBMITTED BY
SHAHER, KLINE & WARREN, INC.
CONSULTING ENGINEERS
11250 CORPORATE AVENUE
LENEXA, KANSAS 66219**

ENGINEER

DATE _____

REVIEWED BY:
CITY OF ROELAND PARK

JOSE LEON
PUBLIC WORK DIRECTOR
CITY OF ROELAND PARK

DATE _____



SCALE: 1" = 500'

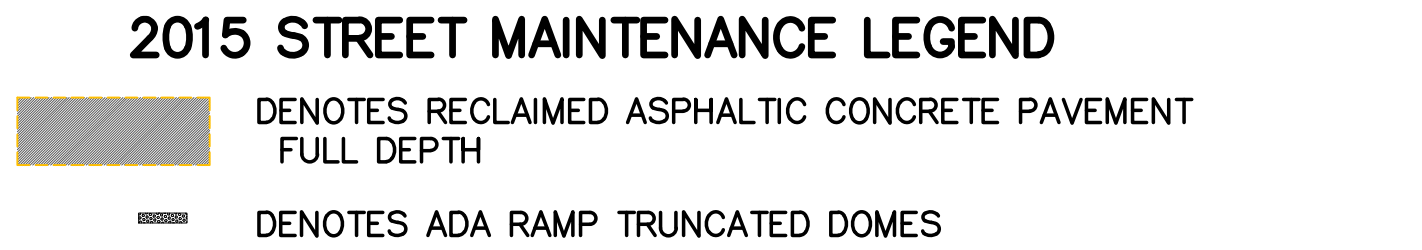
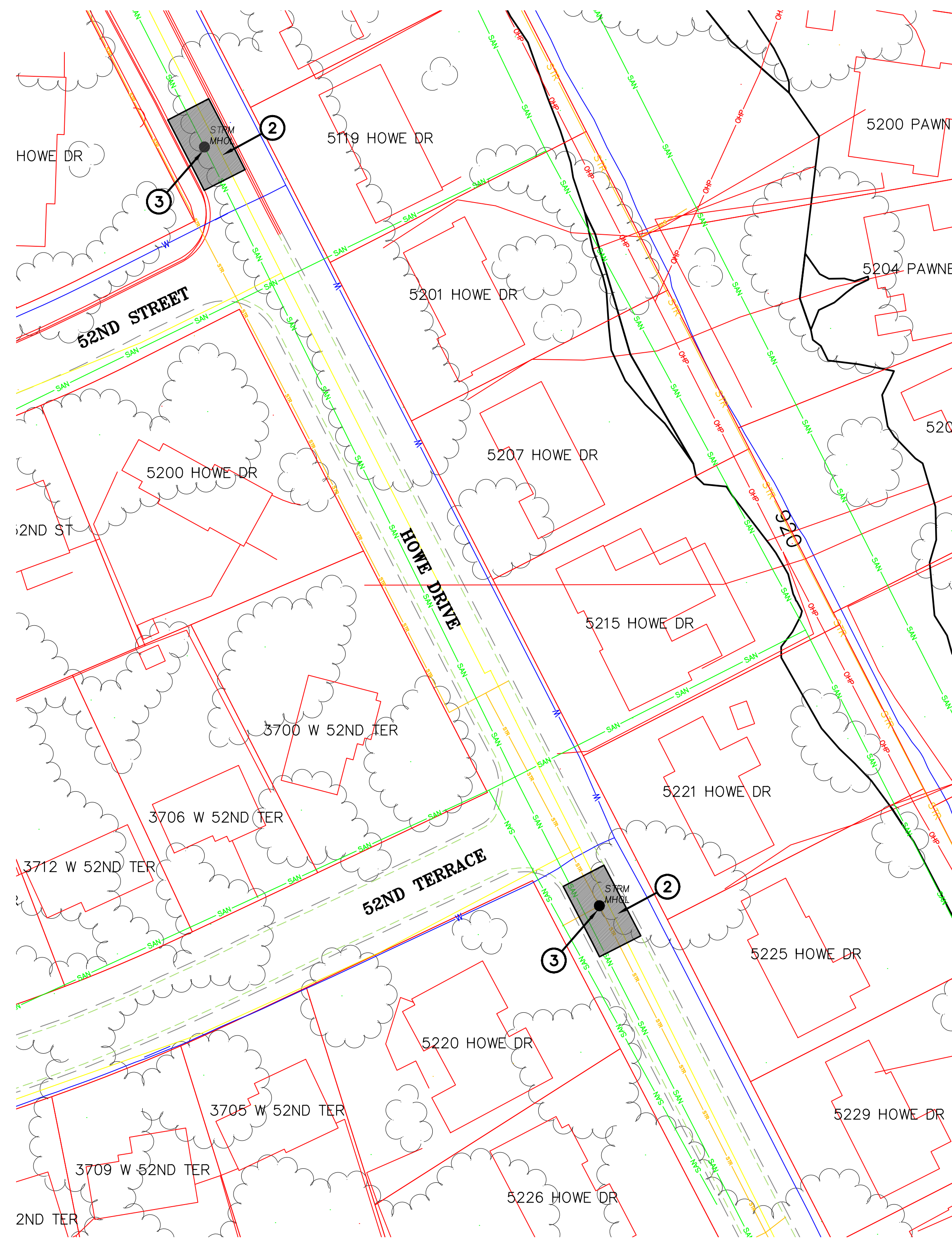
DENOTES PROJECT LOCATIONS

THE SPECIFICATIONS OF THE CITY OF ROELAND PARK, KANSAS AND ALL AMENDMENTS THERETO FOR THE CONSTRUCTION OF ALL PUBLIC ROADS, STREETS, STORM SEWERS, SANITARY SEWERS, WATER LINES AND ANY OTHER PUBLIC IMPROVEMENTS SHALL BE THE SPECIFICATIONS FOR THESE PLANS AS THOUGH FULLY SET FORTH HEREIN.

NOTE:

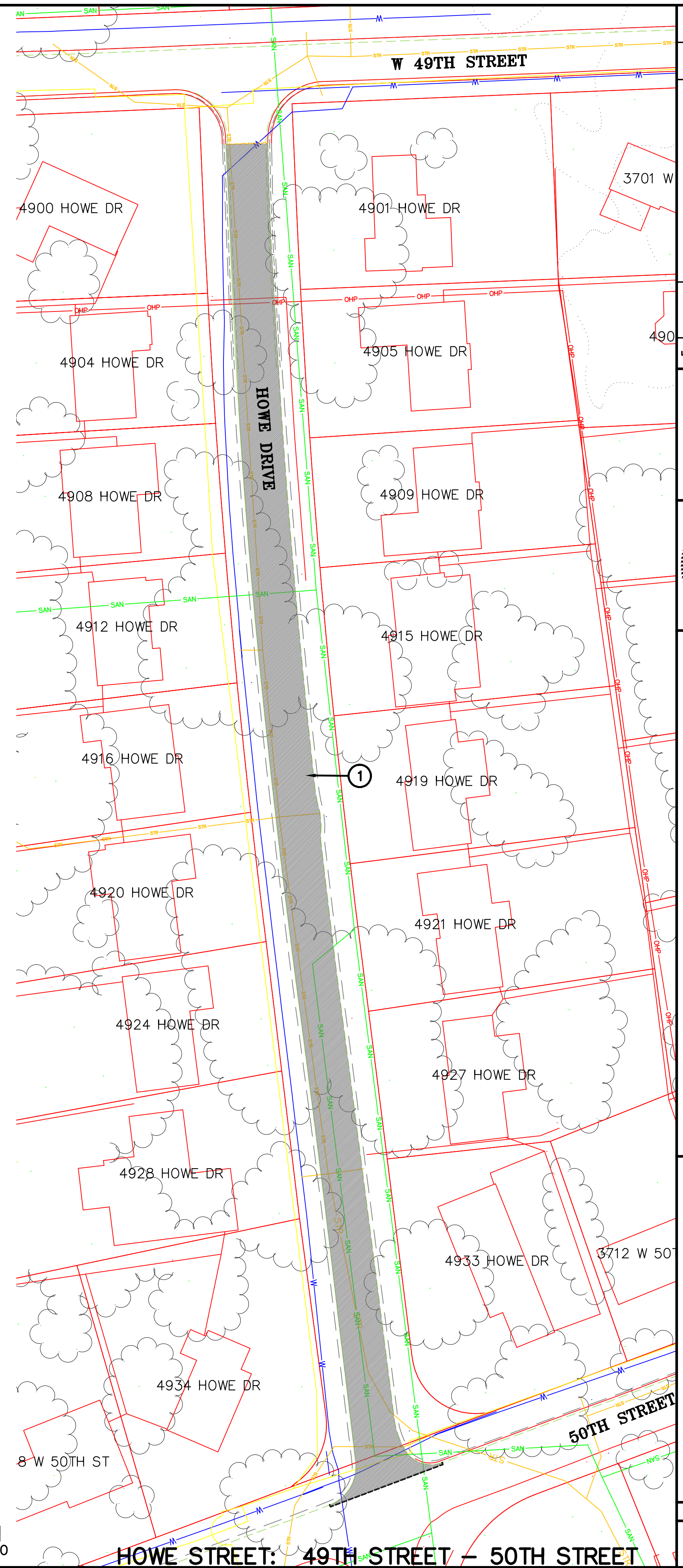
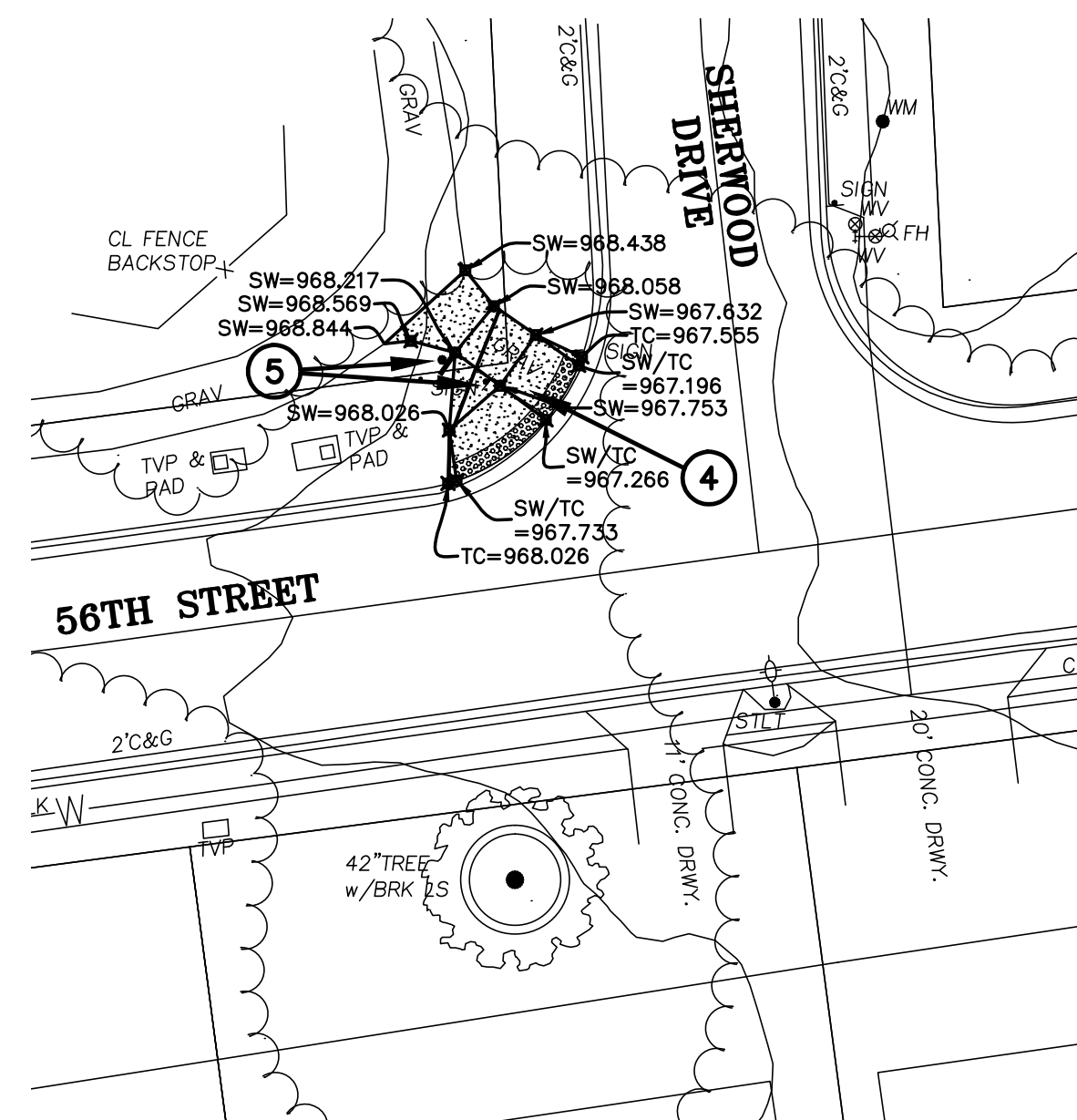
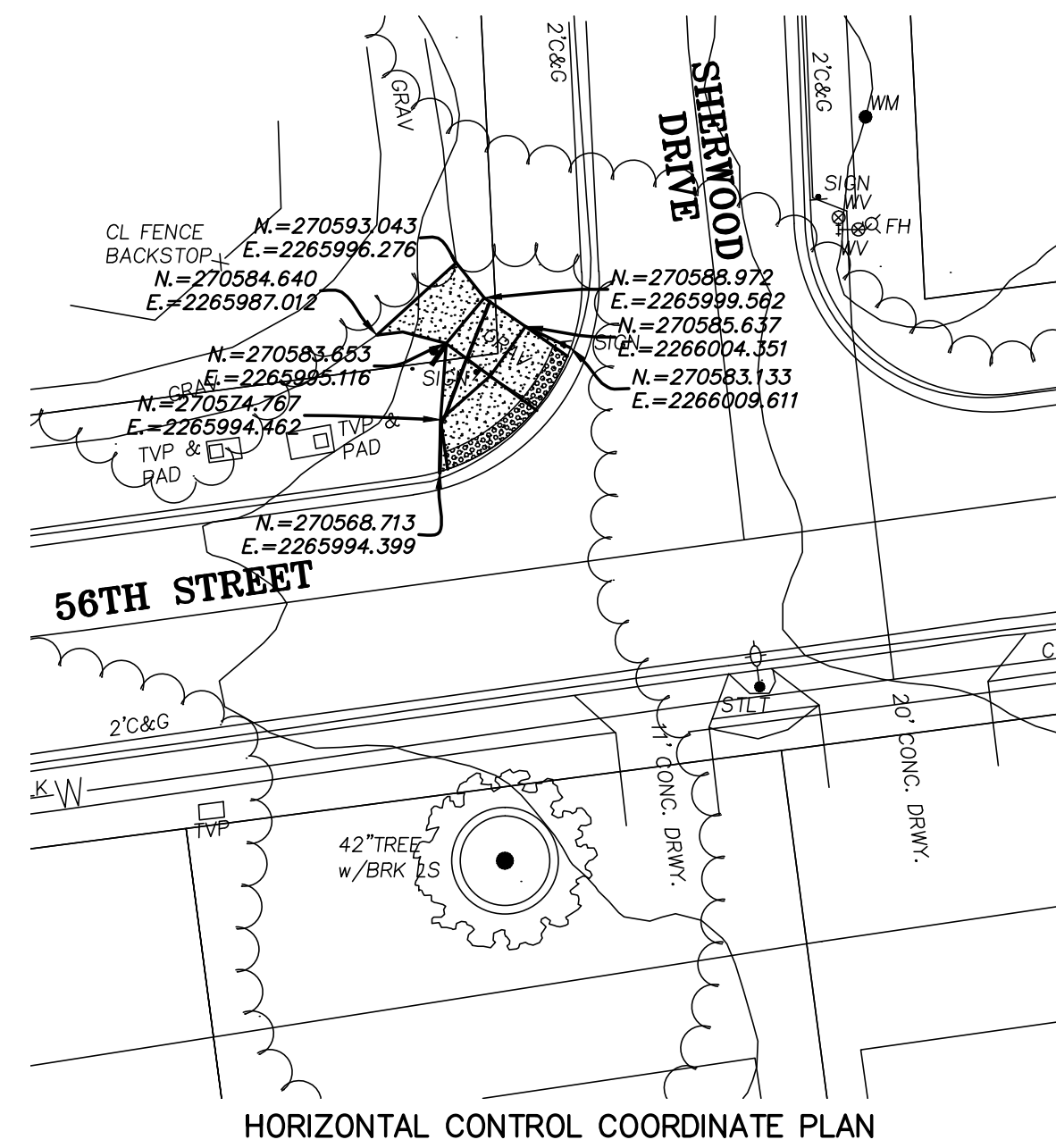
BY USE OF THESE PLANS THE CONTRACTOR AGREES THAT HE/SHE SHALL
BE SOLELY RESPONSIBLE FOR THE SAFETY OF THE CONSTRUCTION WORKERS
AND OF THE PUBLIC.

130099-180	SHEET NO.	2015 STREET & SIDEWALK MAINTENANCE PROGRAM CITY OF ROELAND PARK, KANSAS	 SHAFER, KLINE & WARREN, INC. 11250 Corporate Avenue, Lenexa, KS 66219-1592 913/888-7800 FAX: 913/888-7868 OFFICE LOCATIONS: Lenexa, KS Macon, MO Columbia, MO Houston, TX Tulsa, OK North Kansas City, MO Iowa, KS		5		
					4		
1	OF	3	2	1	3		
					2		
3	SHEET NO.	TITLE SHEET	Designed By: KLJ Drawn By: KLJ Checked By: MVE	NO. DATE REVISIONS BY APP'D	1		
					2		
130099-180 SHEET NO. 1 OF 3			COPYRIGHT © - 2015 - SHAFER, KLINE & WARREN INC.				



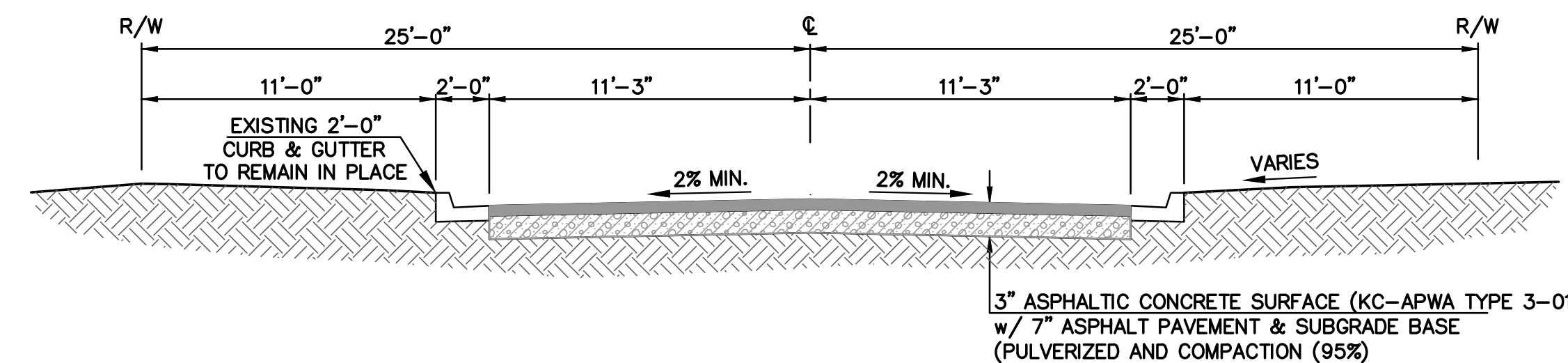
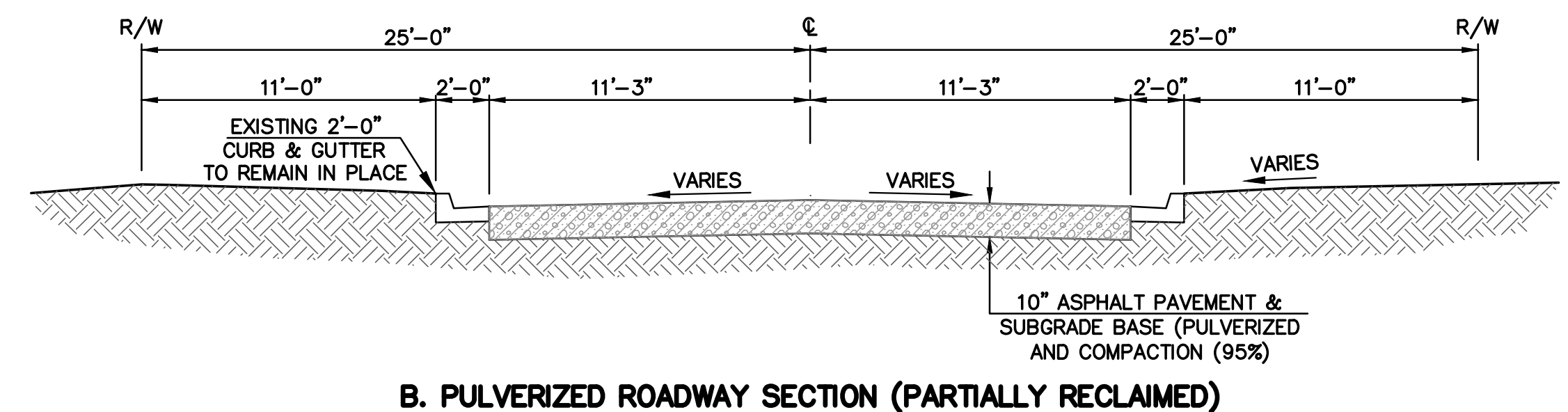
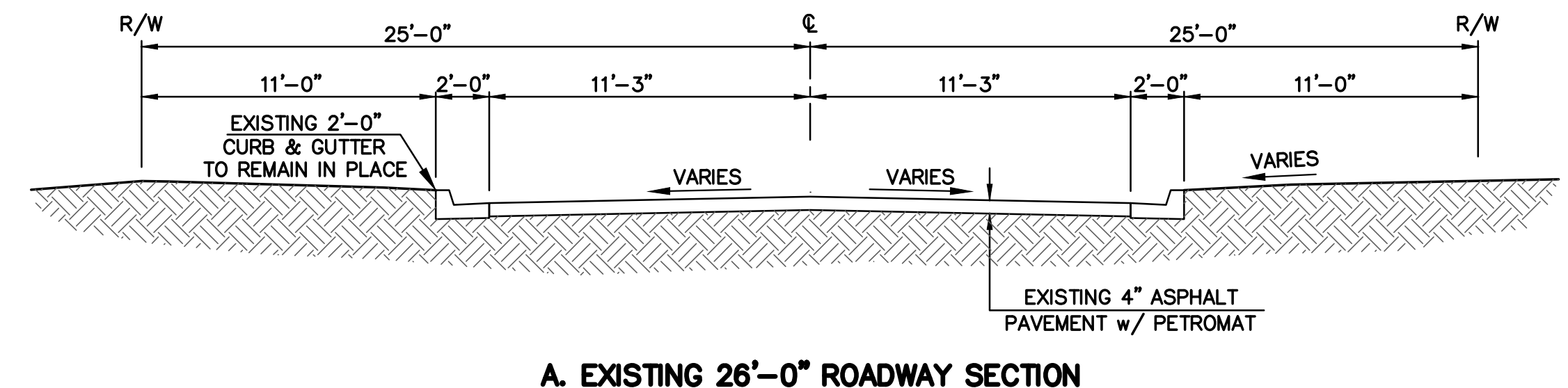
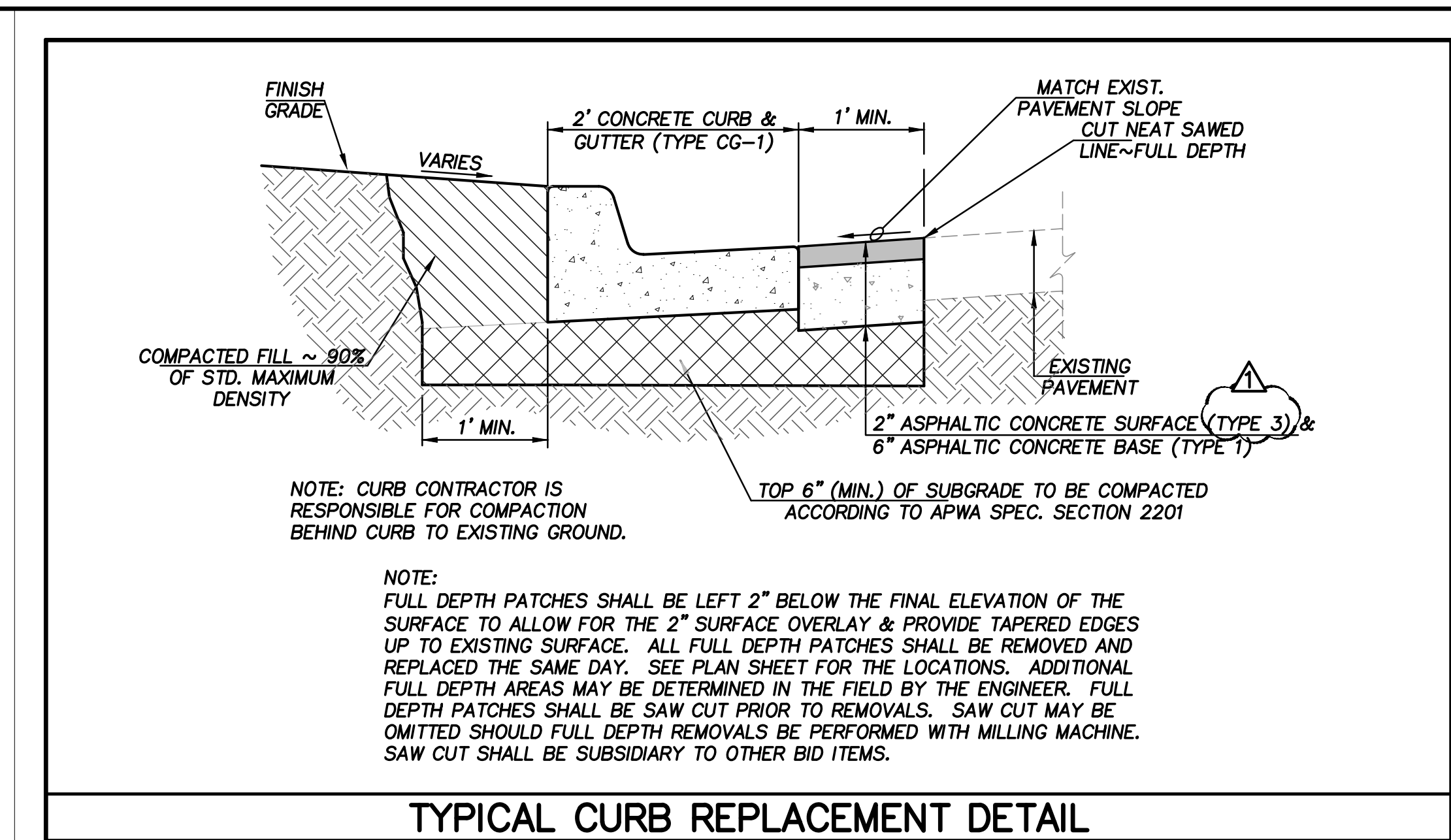
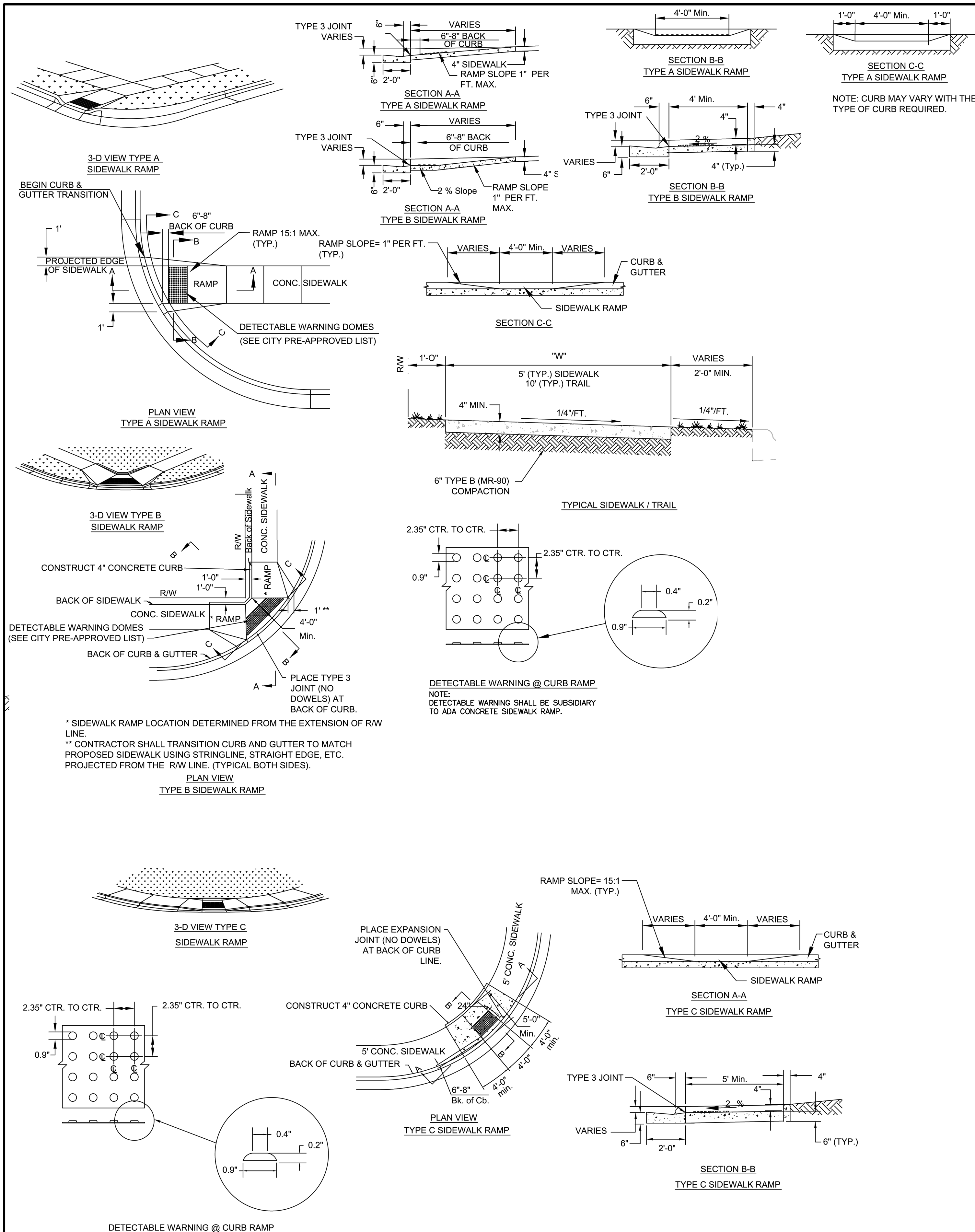
CONSTRUCTION NOTE:

1. CONST. 2789 S.Y. RECLAIMED ASPHALTIC CONCRETE ROADWAY PAVEMENT.
2. CONST. 104 S.Y. RECLAIMED ASPHALTIC CONCRETE ROADWAY PAVEMENT.
3. ADJUST EXISTING STORM MANHOLE TO BE FLUSH w/ NEW PAVEMENT.
4. CONST. 34 S.Y. ADA CONCRETE SIDEWALK RAMP — COMPLETE.
5. RELOCATE EXISTING SIGN
6. ALL NON-PAVED DISTURBED AREAS SHALL BE SEEDED w/ KENTUCKY 31 FESCUE (SEED CONSIDERED ACCEPTABLE WHEN 90% COVERAGE IS ATTAINED).



2015 STREET & SIDEWALK MAINTENANCE PROGRAM CITY OF ROELAND PARK, KANSAS	130099-180 SHEET NO. 2 OF 3	SHAFER, KLINE & WARREN, INC. 11250 Corporate Avenue, Lenexa, KS 66219-1392 913/888-7800 FAX: 913/888-7868	 OFFICE LOCATIONS: Columbia, TX Houston, TX Tulsa, OK Macon, MO North Kansas City, MO Tulsa, KS	Designed By: <u>KLJ</u> Drawn By: <u>KLJ</u> Checked By: <u>MWE</u> Issue Date: <u>05-20-15</u>	5 4 3 2 1 NO. DATE REVISIONS BY: APPD	130099-180 SHEET NO. 2 OF 3	SHAFER, KLINE & WARREN, INC. 11250 Corporate Avenue, Lenexa, KS 66219-1392 913/888-7800 FAX: 913/888-7868	 OFFICE LOCATIONS: Columbia, TX Houston, TX Tulsa, OK Macon, MO North Kansas City, MO Tulsa, KS	Designed By: <u>KLJ</u> Drawn By: <u>KLJ</u> Checked By: <u>MWE</u> Issue Date: <u>05-20-15</u>	5 4 3 2 1 NO. DATE REVISIONS BY: APPD	130099-180 SHEET NO. 2 OF 3
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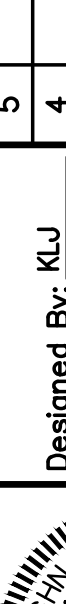
L: \30099-180\CAD\CIVIL\30099-180 PLN.DWG	
LAYOUT: 03	DATE: 7/2/2015
XREF DWG1: NONE	XREF DWG2: NONE
XREF DWG3: NONE	XREF DWG4: NONE



- C. PULVERIZED & 3" SURFACE ROADWAY SECTION (FULLY RECLAIMED)**

STEPS FOR IN-PLACE PAVEMENT RECLAMATION:

1. CONTRACTOR SHALL PULVERIZE EXISTING ASPHALT ROADWAY AND BLEND WITH SOIL SUBGRADE TO TRANSITION FROM SECTION A TO SECTION B.
2. CONTRACTOR SHALL REMOVE EXCESS MATERIAL FROM SECTION B TO ACCOMMODATE NEW ASPHALT PAVEMENT IN SECTION C.
3. CONTRACTOR SHALL INCORPORATE PORTLAND CEMENT INTO PULVERIZED MATERIAL TO A DEPTH OF SEVEN (7) INCHES AT THE RATE OF SIX (6) PERCENT.
4. FINE GRAV CEMENT-AUGMENTED ROAD BASE TO ACCOMMODATE THREE (3) INCH ASPHALT SURFACE.
5. PLACE ASPHALT SURFACE @ 2.00% MINIMUM.

2015 STREET & SIDEWALK MAINTENANCE PROGRAM CITY OF ROELAND PARK, KANSAS	 SHAHER, KLINE & WARREN, INC. 11250 Corporate Avenue, Lenexa, KS 66219-1392 913/888-7800 FAX: 913/888-7868 OFFICE LOCATIONS: Lenexa, KS Columbia, MO Macon, MO Houston, TX North Kansas City, MO Iola, KS CIVIL ENGINEERS ELECTRICAL ENGINEERS MECHANICAL ENGINEERS STRUCTURAL ENGINEERS LANDSCAPE ARCHITECTS LAND SURVEYORS LAND PLANNERS	130099-180 SHEET NO. OF	Designed By: <u>KLJ</u> Drawn By: <u>KLJ</u> Checked By: <u>AME</u> Issue Date: <u>05-20-15</u>		5					
					4					
					3					
					2					
					1					
TYPICAL SECTIONS AND DETAILS			NO.	DATE	REVISIONS	BY	APPD	COPYRIGHT © - 2016 - SHAHER, KLINE & WARREN INC.		

Item Number: REPORTS OF COMMITTEES:- II.-7.

Committee 7/13/2015
Meeting Date:



City of Roeland Park Action Item Summary

Date: 7/9/2015
Submitted By: John Morris, Police Chief
Committee/Department: Public Safety
Title: **Public Safety - 2015 Second Quarter Statistics (est. time 5 min.)**
Item Type: Report

Recommendation:

N/A

Details:

Chief Morris will give an overview of the report.

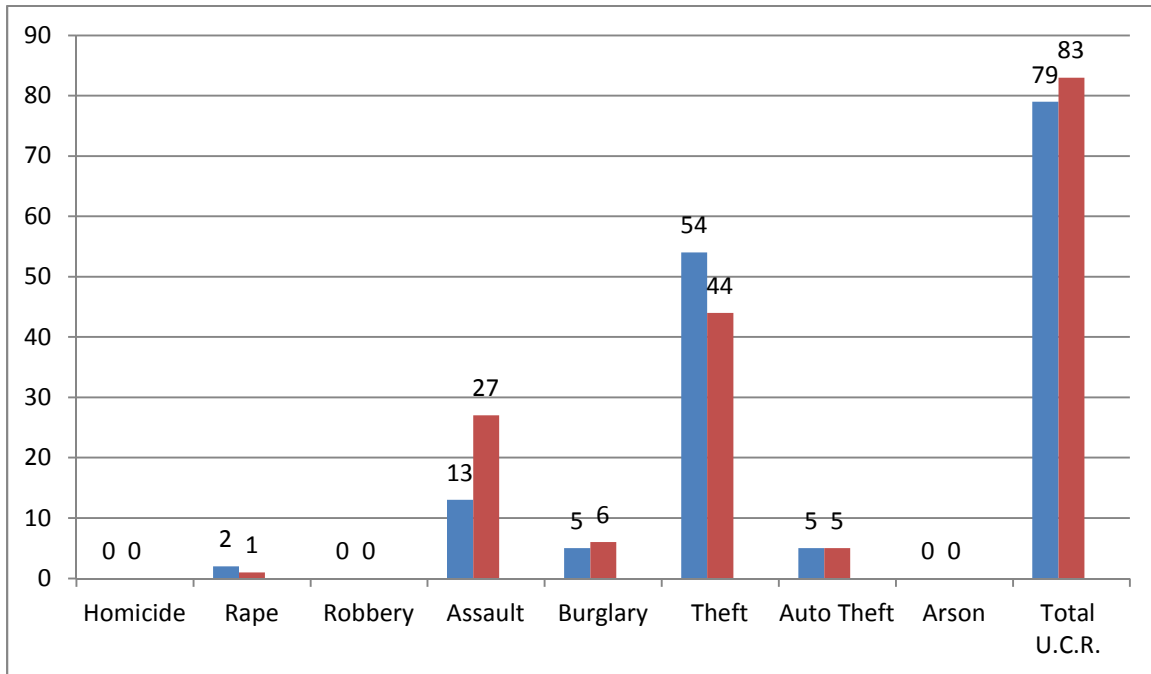
ATTACHMENTS:

Description	Type
 2015 second quarter statistics	Cover Memo

ROELAND PARK POLICE DEPARTMENT / 2nd Quarter U.C.R.

April 1st – June 30th, 2015

John Morris / Chief of Police



2015 / 2014

Homicide – 0

Rape – 2

Robbery – 0

Assault – 13

Burglary – 5

Theft – 54

Auto Theft – 5

Arson – 0

Roeland Park Police Department / Activity Report

April 1st – June 30th, 2015

Incident Reports - 227

Arrests – 76 (67 Adults / 7 Juveniles)

Accidents - 32

Citations - 554

Calls for Service - 1960

Incident Report Roe / East - 39

Incident Report Roe / West - 13

Incident Report Business District – 175

2nd Quarter Incidents / 2010 - 2015

2010	2011	2012	2013	2014	2015
335	316	290	317	284	227

Item Number: REPORTS OF COMMITTEES:- II.-8.

Committee 7/13/2015
Meeting Date:



City of Roeland Park Action Item Summary

Date: 7/10/2015
Submitted By: Mark Pentz, Interim City Administrator
Committee/Department: Ad Hoc Development Committee
Title: **Ad-Hoc Development – Update (est. time 10 min.)**
Item Type: Discussion

Recommendation:

Monday evening Mayor Marquardt and members of the Ad Hoc Development Committee will brief the COW on their discussions and work to date related to the redevelopment of the 48th Street cave site. Direction is needed from the COW as to how best to proceed, particularly in light of TIF District 3 expiring in the winter of 2018.

Details:

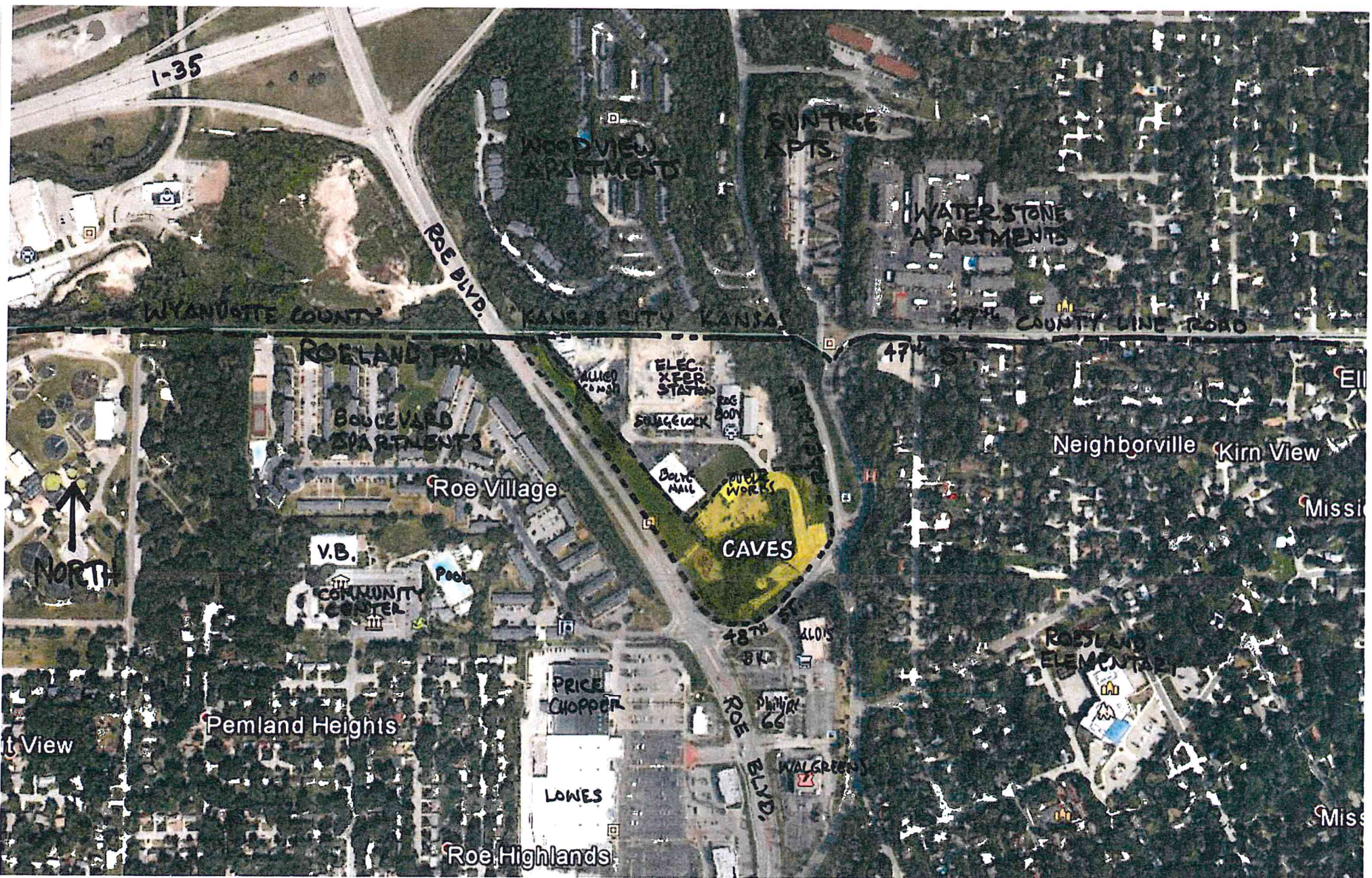
I know that questions have been raised regarding previous studies related to this site and whether or not their scope and conclusions are applicable to the redevelopment ideas discussed by the committee. The COW has received copies of prior reports dating back to 1994. I anticipate that Monday evening's discussion will center around the COW's vision for this site and how the City can move forward expeditiously to make it a reality.

Additional Information

TIF District 3 has a 2015 project reserve of \$762,606. Money from this reserve can be used to pay for site redevelopment expenses such as site clearance and cleanup, surveys, and engineering studies.

ATTACHMENTS:

Description	Type
 tif 3	Cover Memo





2,370-2,970 APARTMENT DWELLERS
 ~2,670 p. w/in 2,300 FT. (.4 miles)

WOODVIEW APARTMENTS
 (750p +/-, 600-900)

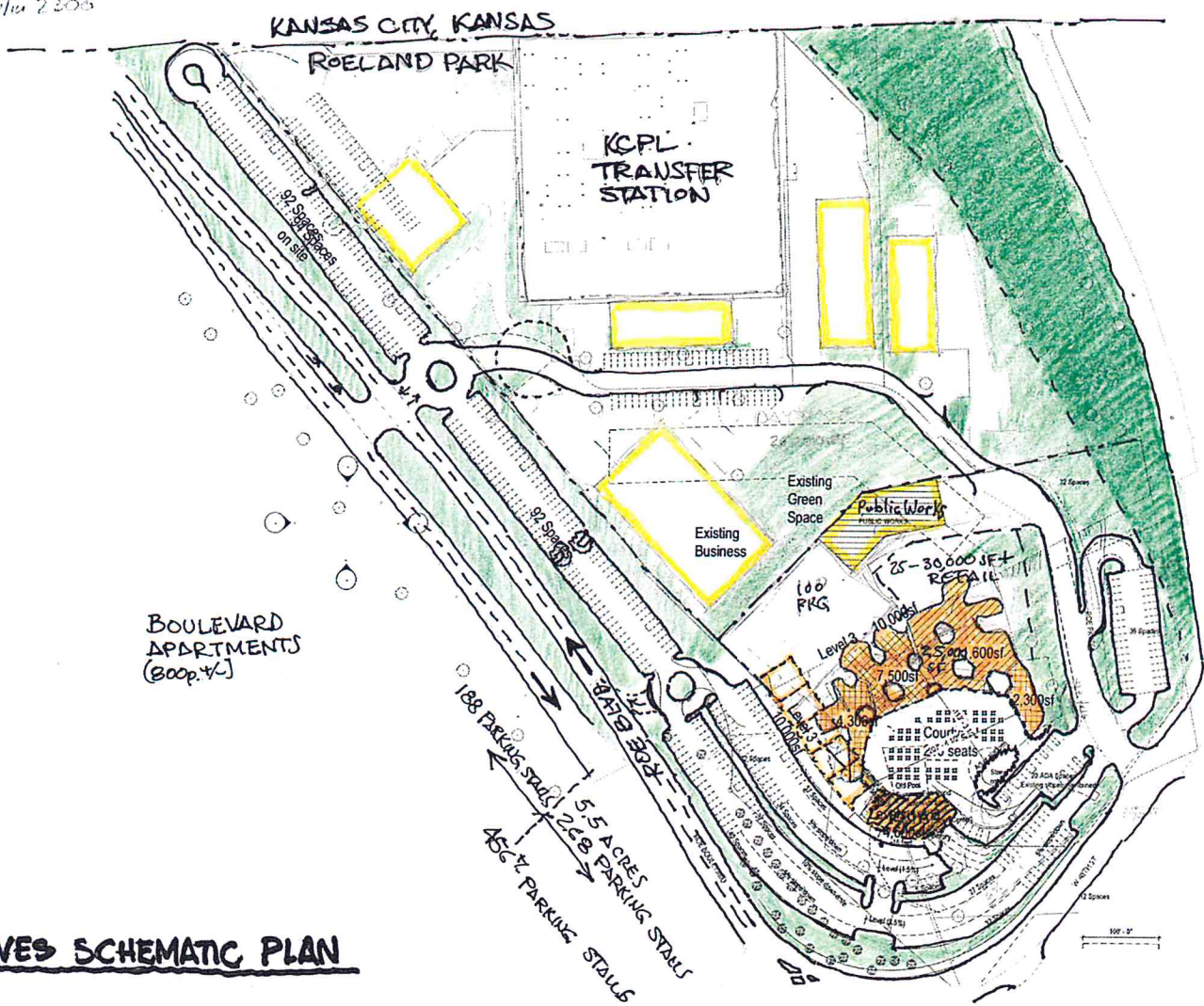
SUN TREE APARTMENTS
 (270p)

WATER STONE APARTMENTS
 (850p +/-, 700-1000)

650p HOUSES

~3000-3500p w/in 2300'

CAVES SCHEMATIC PLAN



31' 100'

5' 100'

73,000 to 77,000 SF

600,000

100' 100'

4.5 ACRES +/-

2.5

7.3

10.8

20' 100' 100'

26,300 SF 1ST LEVEL

4,600 SF 2ND LEVEL + 1ST LEVEL

25 to 30,000 SF (to 14,000) 3RD LEVEL

ONE ROUGH IDEA

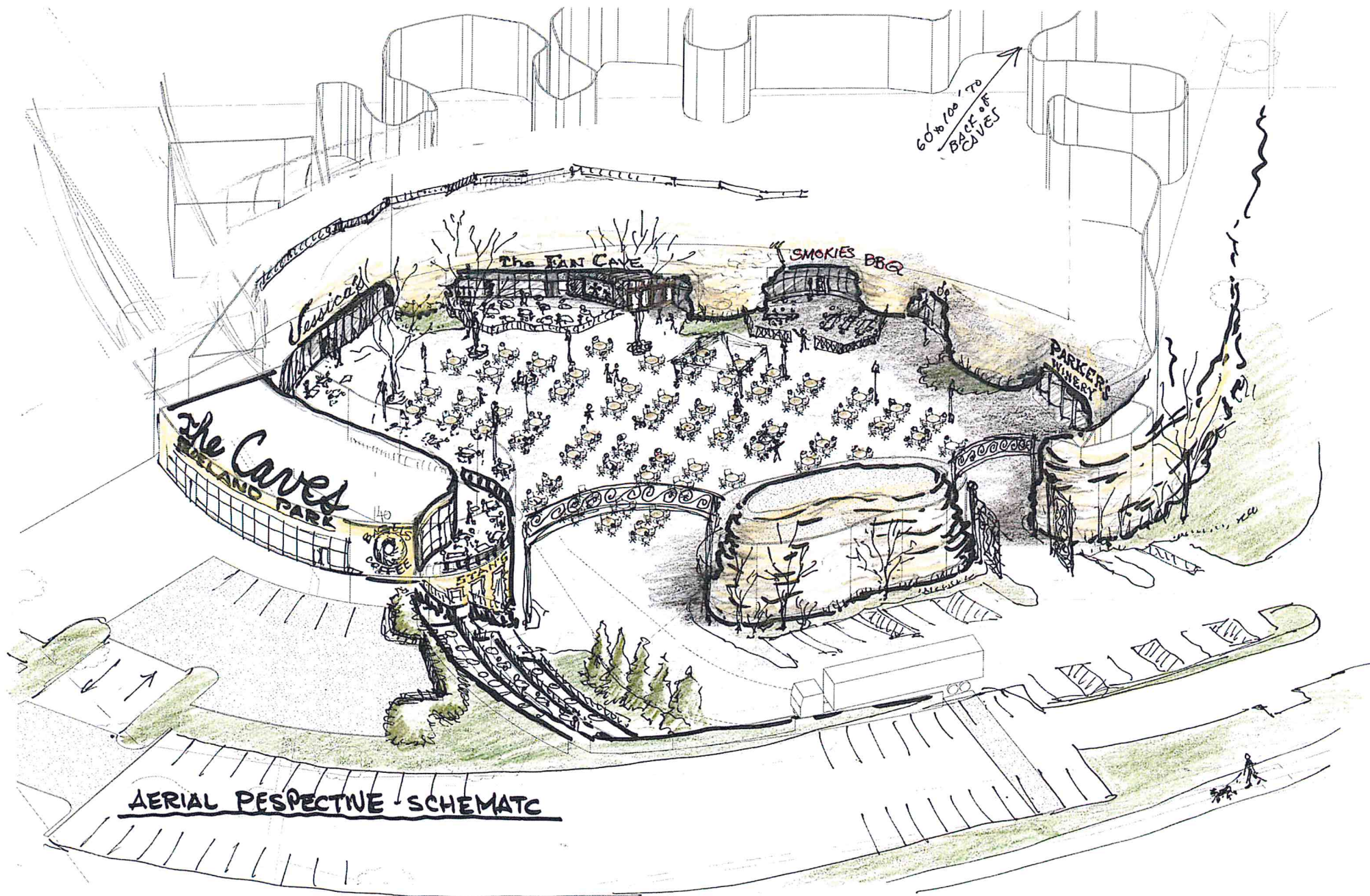
POSSIBLE BOUTIQUE

HOTEL @ PUBLIC WORKS

41,000 SF

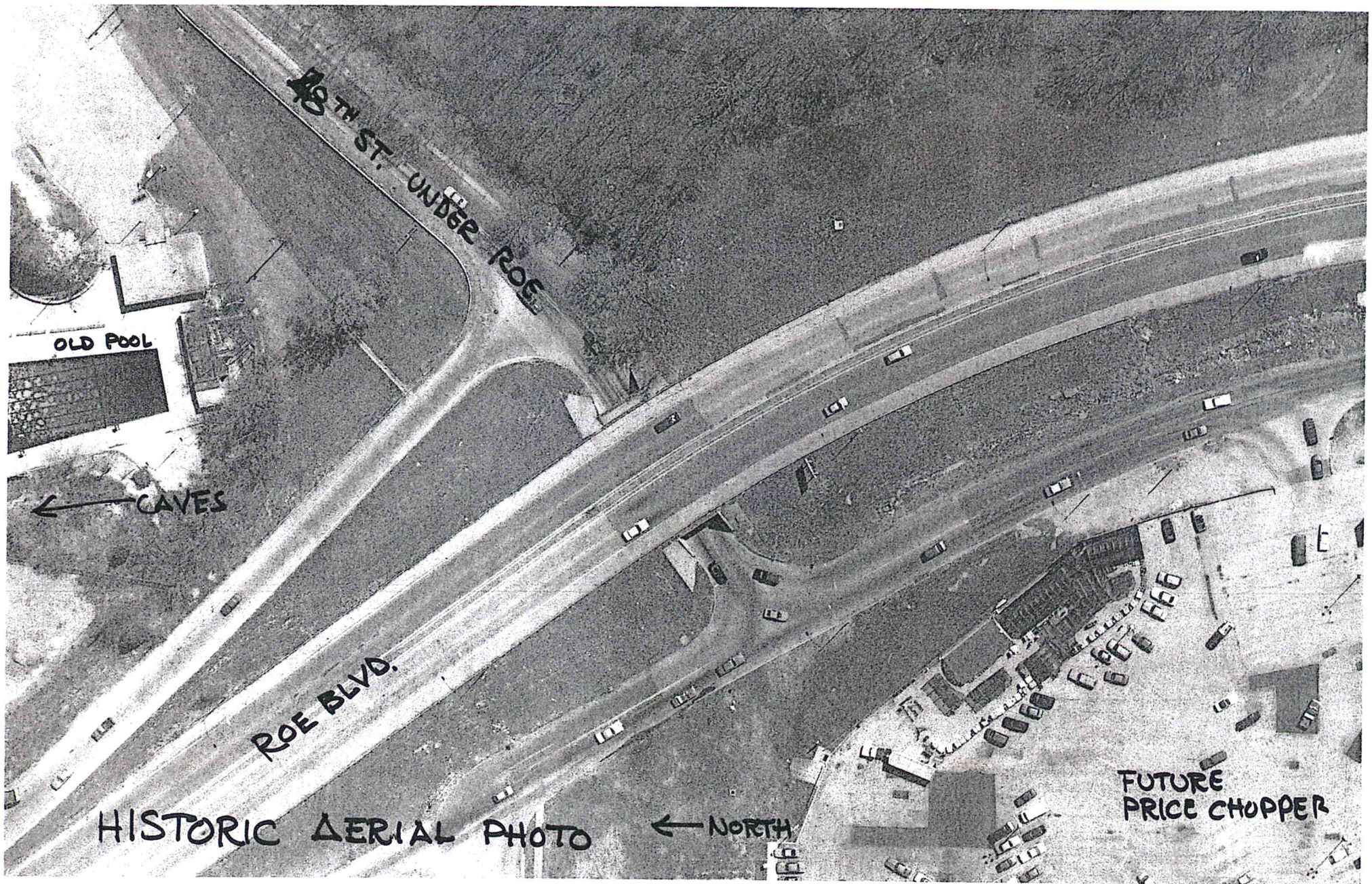
60-65,000 SF

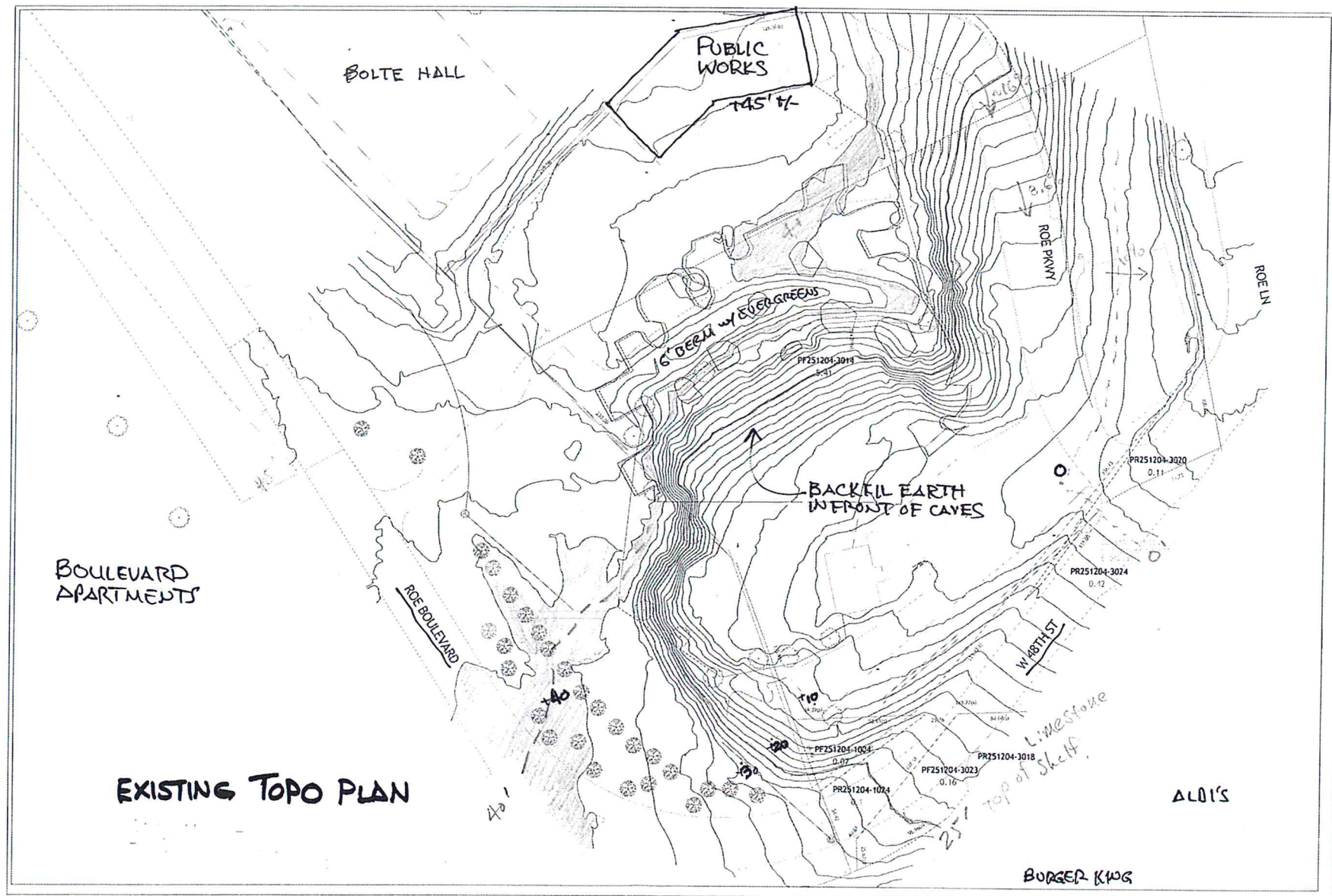
+ 25,000 SF COURT YARD



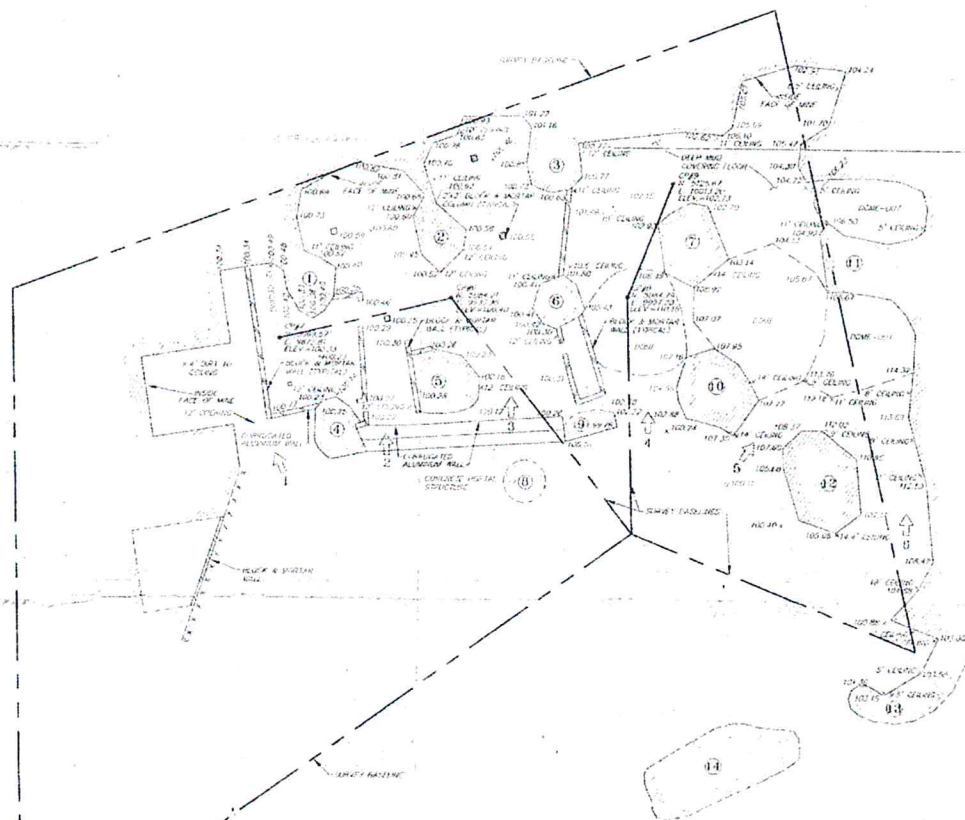


ROELAND PARK POOL - HISTORIC PHOTO





TBM#2
• ELEV.=134.04



CAVES "MINE MAP" - 1994

BENCHMARKS:

19491 - OUT "T" NORTHEAST CORNER CONCRETE,
SOUTH ON EAST SIDE OF ROLAND CATH. POOL BUILDING
LEY=10284

19492 - SOUTH R/W OF MANICHA SOUTH SIDE EAST ENTRANCE
TO PARKS AND RECREATION BUILDING - 30'2 EAST OF GATE.
LEY=10284

LEGEND

- 
 KNOWN LINE

 LINE MEETING

 LINE MEETING: DEVIATED

 MEETING
 2 $\rightarrow$
 POINT NUMBER
 5
 LINE CHANGE

 LINE OF LINE MEETING, NO
 MEETING OF LINE HAS BEEN
 DONE, HAS MEETING SEEN IN LINE
 MEETING OF LINE IN LINE-OUT



PRELIMINARY
DATE 6-3-94

THE CITY OF WILLIAMSBURG, VIRGINIA

DUP. DUCHER WILLIS & RATLIFF
ENGINEERS & PLANNERS / AEC FELTS

7500 BANG PARKWAY, SUITE 100
 ANNAPOLIS, MD 21403-1002
 (410) 365-2666



SECTION	TRAFFIC	RANGE	COUNT	SEAL	SPARE NO.	DATE	FILE NO.
4	12.5	35.1	101	1	1	1	1