

GOVERNING BODY WORKSHOP AGENDA

ROELAND PARK

Roeland Park City Hall 4600 W 51st Street, Roeland Park, KS 66205

Monday, July 1, 2019 6:00 PM

• Mike Kelly, Mayor • Erin Thompson, Council Member • Jan Faidley, Council Member • Michael Poppa, Council Member • Claudia McCormack, Council Member	• Tim Janssen, Council Member • Jim Kelly, Council Member • Tom Madigan, Council Member • Jennifer Hill, Council Member	• Keith Moody, City Administrator • Jennifer Jones-Lacy, Asst. Admin. • Kelley Nielsen, City Clerk • John Morris, Police Chief • Donnie Scharff, Public Works Director
---	---	--

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

I. APPROVAL OF MINUTES

A. June 17, 2019

II. DISCUSSION ITEMS:

1. Discuss Changing Regular Council Meeting Date and Time
2. Discuss City's Willingness to Provide Maintenance at a Mobility Hub
3. Approval to Publish Budget Hearing
4. 2020 Budget Discussion Continued- CIP and Bonding
5. Comp Plan Consultant
6. Social Media Policy
7. Discuss Pool Management RFP's
8. Discussion on Stamped Concrete and Streetlight Color Options for Roe 2020
9. Executive Session - Attorney/Client Privilege and acquisition of Real Estate: I move that the Governing Body recess into executive session under the attorney/client privilege exception and the exception for the acquisition of property to be included within the boundaries of Roeland Park to the Open Meetings Act in order to receive legal advice, with the open meeting to resume in the council chamber at _____."

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 **7/1/2019**
Meeting Date:



City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **June 17, 2019**
Item Type:

Recommendation:

Details:

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
▣ June 17, 2019	Cover Memo

GOVERNING BODY WORKSHOP MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, June 17, 2019 6:00 P.M.

- Mike Kelly, Mayor
- Jan Faidley, Council Member
- Jennifer Hill, Council Member
- Tim Janssen, Council Member

- Jim Kelly, Council Member
- Tom Madigan, Council Member
- Claudia McCormack, Council Member
- Michael Poppa, Council Member
- Erin Thompson, Council Member

- Keith Moody, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Nielsen, City Clerk
- John Morris, Police Chief
- Donnie Scharff, Public Works Director

Admin
Madigan
Thompson

Finance
Faidley
McCormack

Safety
Janssen
Poppa

Public Works
Hill
Kelly

I. MINUTES

A. June 3, 2019

City Clerk Nielsen will change page 6 of the minutes to reflect the comments regarding safety checks at the pool that were made by CMBR Madigan.

II. DISCUSSION ITEMS:

1. Photo Contest Judging Panel

CMBR Poppa said the regulations of the photo contest are in the packet. After a brief discussion it was agreed that the judging panel would consist of:

Arts Committee members: Mary Schulteis, Marek Gliniecki, Moffett Ferguson, George Schlager and Christine Webster.

Governing Body members: CMBR Madigan, CMBR McCormack and Mayor Kelly. CMBR Poppa, as liaison to the Arts Committee, said he will try to make the judging meeting.

City staff: Ms. Jones-Lacy and Public Works Director Scharff (a possible alternate)

Ms. Jones-Lacy said staff will defer most of the judging to the Arts Committee and the Governing Body.

The time and date of the meeting will be forthcoming and the Arts Committee will coordinate that effort. There will also be an art show in December at the George Schlegel Gallery.

2. 2020 Budget Discussion Continued – CIP and Bonding

Ms. Jones-Lacy wanted to review minor changes to the budget that was submitted at the last Workshop.

At the request of the Governing Body, Khaleen Dwyer from Columbia Capital, provided an analysis of different bonding scenarios, what the City's obligations would be for different amounts and different time periods.

Mr. Dwyer had a breakdown of the City's current existing outstanding general obligation debt service which has eight more annual installments. The City's current situation gives them additional room by allowing them to issue bonds without pressuring tax rates.

Mr. Dwyer also provided a hypothetical scenario for \$2 million of GO bonds amortized over 10-years, which at today's rates would be at a net interest of \$280,000 with an equivalent interest cost of 2.61 percent. He also showed the Governing Body the impact of the existing debt service and hypothetical 2020 GO bonds together.

Ms. Jones-Lacy added that about half of the City's existing debt is payable by special storm water assessments and is not coming from direct City resources.

CMBR Janssen asked what assessments are included in the current amount. Ms. Jones-Lacy said there are three outstanding stormwater improvement districts that are being paid through special assessment. Streetlights are also included in the totals and are being paid directly by City resources.

CMBR Faidley wanted to know if the repayment time frame would affect the interest rates. Mr. Dwyer said that based on the ten-year scenario, the rates were not much lower and did not reflect a greater savings.

Mayor Kelly asked if the projections included the fees from Columbia Capital. Mr. Dwyer said all fees are included in the cost including the underwriter's discount. He said he calculated conservatively and expects the costs to be on the high end.

Mr. Dwyer also provided the estimated debt service repayment schedules for borrowing \$1 million, \$2 million, \$2.5 million, and \$3 million over 10, 15 and 20 years. The 15-year true interest cost 2.91 percent represents today's market. The 20-year scenario would be about 3.12 percent.

Mayor Kelly asked about the interest the City is currently earning on accumulated funds. Mr. Dwyer said a good benchmark would be the two-year Treasury rate. Short-term rates have increased drastically over the past two to three years. The City is getting closer to earning almost the same in interest as they would be paying in bonds.

After Mr. Dwyer's presentation, Ms. Jones-Lacy reviewed changes that were made after they became aware of revised capital items for the pool. Information was also provided for the Governing Body to review of what the improvements would be doing a \$2 million bond issuance at a 10-year repayment period. The General Fund revenue also holds a miscellaneous revenue source and includes the pool bond release that is being held by JCPRD and which is scheduled to be released this month and will be returned to the General Fund in an unrestricted fund balance.

Under Professional Services the amounts have been updated to include \$20,000 for the City architect and \$15,000 for the Public Information Officer (PIO).

Traffic signal expenses show a dramatic decrease as they are planning to eliminate some of the signals on Roe. \$1,000 has been allocated to update Roe-ling through the Years. The property tax rebate program originally was budgeted for \$15,000, but based upon applications they have received so far, they are reducing that amount to \$5,000.

An Aquatic Center Fund has been created and is to be supported by the General Fund for the center's operations moving forward. The Police Department budget also includes the bicycle program. Parks and Recreation now includes the \$1,000 for the community garden objective recommended by CMBR Faidley and which the Council approved.

The ending fund balance for the General Fund has a goal of maintaining 25 percent of annual operating expenses. In 2019, they are projecting 29 percent, but that does fall down in 2020 and 2021 and goes back up in 2022. The key reason is the budget reflects a pay-as-you-go for all capital improvements. And as a result, there is a need to transfer more money to the Special Infrastructure Fund to pay for the pool improvements and R Park improvements.

Bond & Interest shows that with the current existing debt, the policy is to have an ending fund balance between 10 and 15 percent of annual debt service payments. They are budgeted to stay in that range.

The Aquatics Center Fund assumes that in 2021 the City will assume management with JCPRD managing operations in 2019 and 2020.

All reserves in the Equipment Reserve Fund are being transferred to the Aquatics Center Fund so that everything associated with the pool are in that fund.

The General Fund does show a subsidy in the out years although they are expecting less of a subsidy in 2021 and 2022 based upon calculations for staff costs, et cetera.

The Special Street Fund combined starting in 2020 with the Special Highway Fund and they will be transferring all fund balances to the Special Highway Fund. They will also be accounting for salaries that come from Public Works. Starting in 2021, they will move all Street Maintenance Program funds into the Special Street Fund.

Also included in the budget is a streetlight replacement program for the wooden and metal poles that are showing wear and tear and will need to be replaced and/or repaired. \$45,000 is the amount that has been programmed into this fund. In 2023, a deficit is shown and they will have to adjust the timing of capital projects for when resources are available.

CMBR Janssen asked how many streetlights \$45,000 can replaced. Ms. Jones-Lacy said they plan to do an assessment and they do not currently have a full list of the ones that would need to be replaced. Public Works Director Scharff said currently there are 595 streetlights in the system and these are assets the City needs to maintain and/or replace.

CMBR Madigan asked if there is any preventative maintenance performed on the streetlights. Public Works Director Scharff said Black & McDonald performs a monthly inspection, but as far as the structures no. Typically they patrol to see which ones are operational and which lights are out and they make the necessary repairs. Public Works wants to get ahead of this and perform the maintenance that is needed but also have the ability to budget dollars to be able to replace ones that are too far structurally gone. CMBR Madigan said they need to look into preventative maintenance.

Public Works Director Scharff said as far as preventative maintenance on streetlights is Black & McDonald makes an analysis and gives them a condition index. They are waiting to receive more information on that

type of inspection, how they go about inspecting, and what are the costs and fees associated with that inspection.

CMBR Hill reiterated CMBR Janssen's question of approximately how much in streetlights they could purchase with \$45,000/year. Public Works Director Scharff said a pole with installation, a light and the arm is about \$1,800.

CMBR Janssen asked if they would match the existing ones or would they be bringing in Roe 2020 lights. Public Works Director Scharff said they haven't gotten that far in the process.

Continuing with the budget review, the Special Infrastructure Fund has a lot of new improvements being programmed from this fund. They have done this in order to assist with paying for some of the new resources or projects, and they have moved all of the county courthouse sales tax receipts until they expire to this fund. That county courthouse tax is set to expire March of 2023.

CMBR Faidley asked if they were restricted on their use of the courthouse funds. Ms. Jones-Lacy said they were not and that it is at the Governing Body's discretion as to how they want to use those. They have chosen to use them for capital improvements because it is a finite resource that ends in ten years.

General Fund transfers are aimed to support cash-funded projects such as those at R Park and the Aquatics Center, but also for stormwater improvements. In 2020, there is a large subsidy. The 57th & Roeland Drive project is programmed to start design this year with construction planned to begin in 2021. For the R Park development plan, the engineer's estimate of design is in 2019 with construction in 2020.

The RPAC improvements show \$100,000 for design in '19 with and an additional \$50,000 for the next year programmed to complete the design. The construction is scheduled over two years in 2021 and 2022.

Mayor Kelly asked when county courthouse expires and Ms. Jones-Lacy replied it is in the middle of 2026.

Ms. Jones-Lacy pointed out that the Equipment Reserve Fund has no resources of its own, only transfers from other funds to pay for building repairs, maintenance and equipment purchases.

Mayor Kelly said with pay-as-you-go in the budget that R Park Phase 1 takes place in 2020. The traffic garden in Phase 2 will take place in 2023, as well as design and planning. And the design for Phase 3 takes place in 2024 with actual construction of Phase 3 in 2025.

Ms. Jones-Lacy noted that ending fund balances do stay at 25 percent of operating expenses in out years.

The Bond and Interest Fund picks up the new debt issuance beginning in 2020 through 2023 for their annual debt obligations. If they issue bonds they can use the county courthouse sales tax in this fund to pay for some of the street improvements.

Fund 27D also reflects RPAC improvements with the Phase 1 design in 2019 and construction in 2020. Phase 2 begins in 2020 with Phase 2 construction in 2021 and the traffic garden in 2021. 2022 will be the design and construction of Phase 3 of R Park.

It was noted that there is still a lot of corrugated metal pipe (CMP) to replace that has not been budgeted into the capital budget. Staff will be getting estimates from the City engineer and putting that in place

based on the videotaping of the existing system. Programming that out and with the pool is a lot of work, in addition to all the construction is not feasible to do in one year.

Mayor Kelly said that 270, the Special Street Fund, is looking at some significant street projects coming up. He asked if there is a way to bump up the reconstruction on Reinhardt. He said that this street is seen by a lot of guests and visitors to the City, has two schools and gives a perception of the City. He asked if the funds currently allocated for the 2022 CARS program would be sufficient for the street or are there recommendations on timeliness for that street going forward.

Public Works Director Scharff said Canterbury is a localized street and is only three blocks long. After further investigation, Reinhardt is a collector street, is widely traveled, does have two schools and goes all the way to Shawnee Mission Parkway. He would like to try to incorporate this project and swap out Canterbury for Reinhardt at this time.

Ms. Jones-Lacy said it would be a residential reconstruction and they could prioritize Reinhardt and would then recommend Canterbury for the following year.

There was general support from the Governing Body to make that change.

CMBR Hill asked if that would include adding a sidewalk to the section that does not have one from County Line to 48th Street. Public Works Director Scharff said he believed it would and would verify that.

Mayor Kelly inquired about the liquidity of the courthouse funds and if their impact would allow reconstruction on Reinhardt and/or Canterbury. Ms. Jones-Lacy said the more resources they have the easier it will be to get the projects completed. If they are bringing in bonds to help pay for some of the programmed work, then have they will have the resources available to do some of these other projects either sooner or complete projects that they have not anticipated.

CMBR Janssen said he believed they had a better handle on the CMP. Public Works Director Scharff said a lot of areas reviewed were not mapped. The contractor who is currently doing the surveying is locating the pipes on a map. Right now, they do not have an exact number of how much CMP has been found, but the contractor is three-fourths of the way finished with the City.

Ms. Jones-Lacy said the first thing that needs to be decided is whether the Governing Body would choose to do bonds. Staff needs to put together the state budget because they need to publish the notice of budget hearing which includes the mill levy set. She would recommend publishing the mill levy at the existing level, then the Governing Body could always decide to reduce it if they chose.

CMBR Madigan asked where they are on the state statutes on the mill levy. Ms. Jones-Lacy just received the notice of evaluation on Friday. She still needs to input the information into the state form to ascertain exactly whether or not they exceed that cap. Her initial assessment is that they do not and they will not be forced to reduce their mill levy.

CMBR Janssen asked for a timeline for ratifying the budget. Ms. Jones-Lacy said they have to adopt the budget and send the budget to the county clerk. The deadline is August 25th. They have set to adopt the budget at the meeting on August 5th at which time they can hold a public hearing or they can one hold one before the meeting. Either way, it must be published in the paper 10 days prior to the hearing day.

CMBR Madigan asked about the variances from the 2020 budget calendar they received. Ms. Jones-Lacy said the calendar is a guideline and provided them preliminary targets. The wage analysis listed on the calendar is being conducted by a consultant and has been delayed because of the availability of the consultant.

By a show of hands five Councilmembers would like to see bonding of projects. They will discuss bonding \$1 million and \$2 million over 10 years. Ms. Jones-Lacy will provide that information at the next Workshop.

3. Continued Discussion Concerning Pool Improvements

This item was moved to the first Workshop item on the Council meeting agenda.

III. COMMITTEE MINUTES:

No minutes were presented.

IV. ADJOURN

CMBR Poppa adjourned the Workshop

(Roeland Park Governing Body Workshop Adjourned)

Item Number: DISCUSSION ITEMS- II.-1.
Committee 7/1/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 3/29/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Discuss Changing Regular Council Meeting Date and Time**
Item Type: Other

Recommendation:

Discuss alternative council meeting and workshop dates/times.

Details:

Attached is the section of the City Code that specifies the date and time of the council meetings and workshops.

Providing a council meeting on the first and third Monday of each month would allow for the council to take action quicker and possibly avoid the need for a special called meeting to act on items that are time sensitive. This format would also avoid the need to move items from the workshop agenda to the council meeting agenda, which occurs periodically on the 3rd Monday workshop.

Having the workshop "following the council meeting" would also add flexibility to the schedule. The City Attorney confirms that using this language to describe when the workshop would start is permissible. Items referred from workshop to a council meeting for action would flow to the council meeting in two weeks (generally).

Executive sessions would generally be planned for the end of the workshop to be respectful of audience member's time.

How does item relate to Strategic Plan?

The change in meeting dates is intended to provide for timely action by council with a logical process respectful of audience members time.

How does item benefit Community for all Ages?

N/A

Financial Impact

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

Additional Information

https://library.municode.com/ks/roeland_park/codes/code_of_ordinances?nodeId=CHIAD_ART2GOBO_S1-205ME

ATTACHMENTS:

Description	Type
 Meetings City Code	Cover Memo

Sec. 1-205. - Meetings.

The regular meetings of the Governing Body shall be held on the third Monday of each month at 7:00 p.m. in the Council Chambers of the Roeland Park City Hall, 4600 W. 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the third Monday of any month falls on a holiday, the regular meeting shall be held on the next secular day thereafter that is not a legal holiday.

(Ord. 771, § 1; Code 2007; Ord. No. 900, § 1, 11-17-2014)

Sec. 1-206. - Special Meetings.

Special meetings of the Governing Body shall be called by the Mayor at any time upon written request of not fewer than three members of the City Council.

(Ord. 786, § 1; Code 2007)

State Law reference— K.S.A. 14-111.

Sec. 1-207. - Workshops.

The regular meetings of the Governing Body Workshop shall be held on the first and third Mondays of each month at 6:00 p.m. in or adjacent to the Council Chambers of the Roeland Park City Hall, 4600 W. 51st Street, Roeland Park, Kansas, or at such other location as may be designated in a notice of meeting. In case the first or third Monday of any month falls on a holiday, the regular meeting may be held on the next secular day thereafter that is not a legal holiday or the fourth Monday of the same month. The procedure for a Councilmember to add a topic as an agenda item for a Workshop meeting shall be as follows:

- (1) A Councilmember generates an idea for an agenda topic;
- (2) The Councilmember gains the support of two (2) other Councilmembers;
- (3) The Councilmember submits a completed Action Form to the City Administrator;
- (4) The City Administrator takes the completed Action Form to the agenda-setting meeting with the Mayor and Council President;
- (5) Space is identified for discussion of the topic on an upcoming Workshop agenda (not necessarily the next Workshop meeting); and
- (6) The topic is placed on an upcoming agenda and workshopped.

(Ord. No. 931, § 2, 9-19-2016)

Editor's note— Ord. No. 931, § 2, adopted Sept. 19, 2016, repealed the former § 1-207, and enacted a new § 1-207 as set out herein. The former § 1-207 pertained to adjourned meetings and derived from Code 1986.

Item Number: DISCUSSION ITEMS- II.-2.
Committee 7/1/2019
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 6/3/2019
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin
Title: **Discuss City's Willingness to Provide Maintenance at a Mobility Hub**
Item Type:

Recommendation:

The City Council approve the use of Public Works crews to maintain a bus shelter/mobility hub if KCATA were to construct a shelter in the commercial area along Roe Boulevard.

Details:

The City of Roeland Park has been working with KCATA, Johnson County and the property management of the Roeland Park Shopping Center to determine if the vacant lot to the south of Taco Bell is a viable option for a mobility hub or bus shelter in Roeland Park. City staff was working with the property management of Bella Roe to place a mobility hub where the non-operational fountain is currently located to the north of US Bank, but those talks have fallen through.

Shawn Strate with KCATA indicated that the location south of Taco Bell is preferable as people already park there and use those bus stops. Confluence has identified other mobility hub location options in the Aldi and Walgreens shopping area. The property management group for the Walmart site has indicated they are open to the possibility of a mobility hub there.

In Johnson County, it is customary for the City in which a bus shelter or mobility hub exists to be maintained by that City. There is also precedence for these shelters to be maintained by the City even when they are on private property, as is the case in Overland Park. The Governing Body needs to determine if it is willing to support the maintenance of a shelter or mobility hub using Public Works staff and equipment. The demands are minimal and would entail removing trash, which crews will do as part of their park runs, and periodic power washing of the shelter (public works has a portable pressure washer). Mr. Strate indicated that KCATA shelters in Kansas City, MO are power washed weekly. However, an appropriate schedule can be determined based on usage and need.

This is hypothetical at this time and the property owner has not yet determined whether they would allow such a shelter on their property. However, if they do wish to move forward, and the Council were to agree to maintaining the facility, we would enter into a maintenance agreement with Johnson County and the property owner to do so.

How does item relate to Strategic Plan?

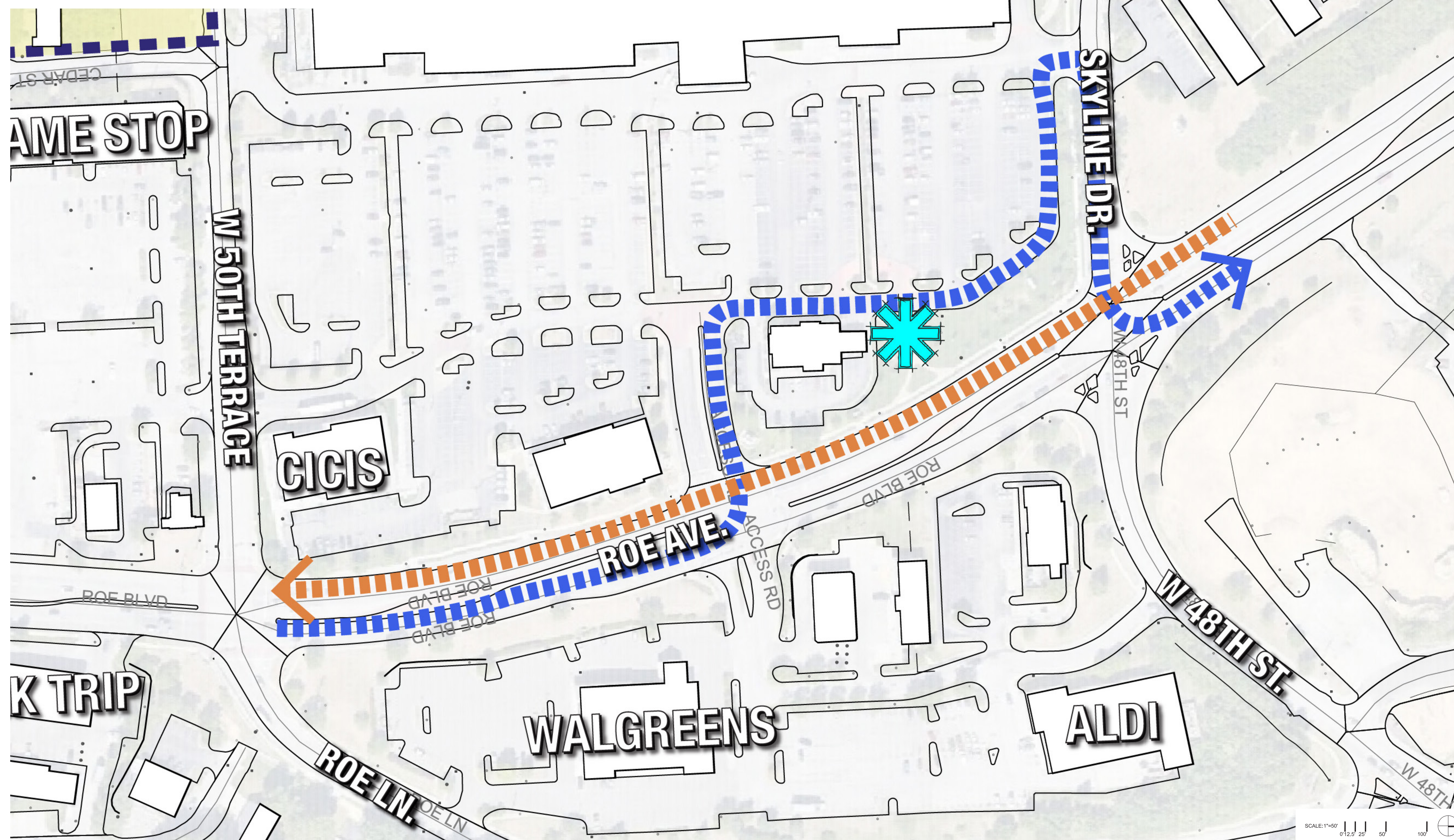
How does item benefit Community for all Ages?

Financial Impact

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

ATTACHMENTS:

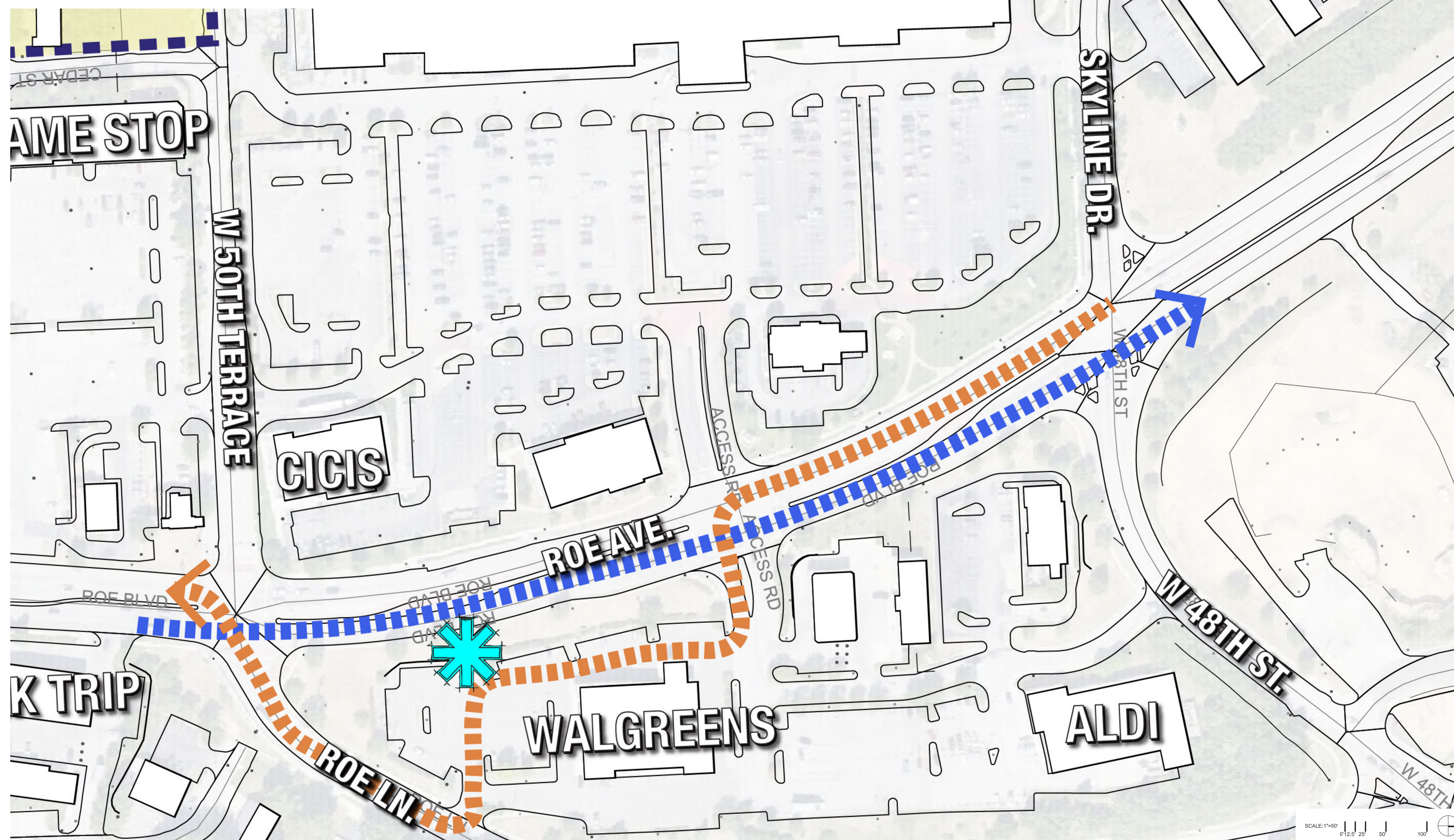
Description	Type
 Mobility Hub Concepts from Confluence	Cover Memo



DEVELOPMENT LEGEND:

- Existing Building
- Northbound Transit
- Southbound Transit
- Transit Hub

CHARACTER IMAGES:



DEVELOPMENT LEGEND:

- Existing Building
- Northbound Transit
- Southbound Transit
- Transit Hub



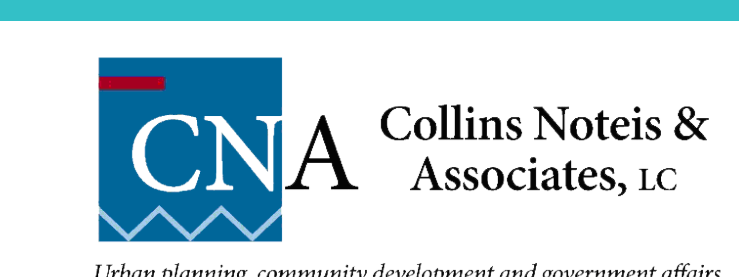
MOBILITY HUB CONCEPT



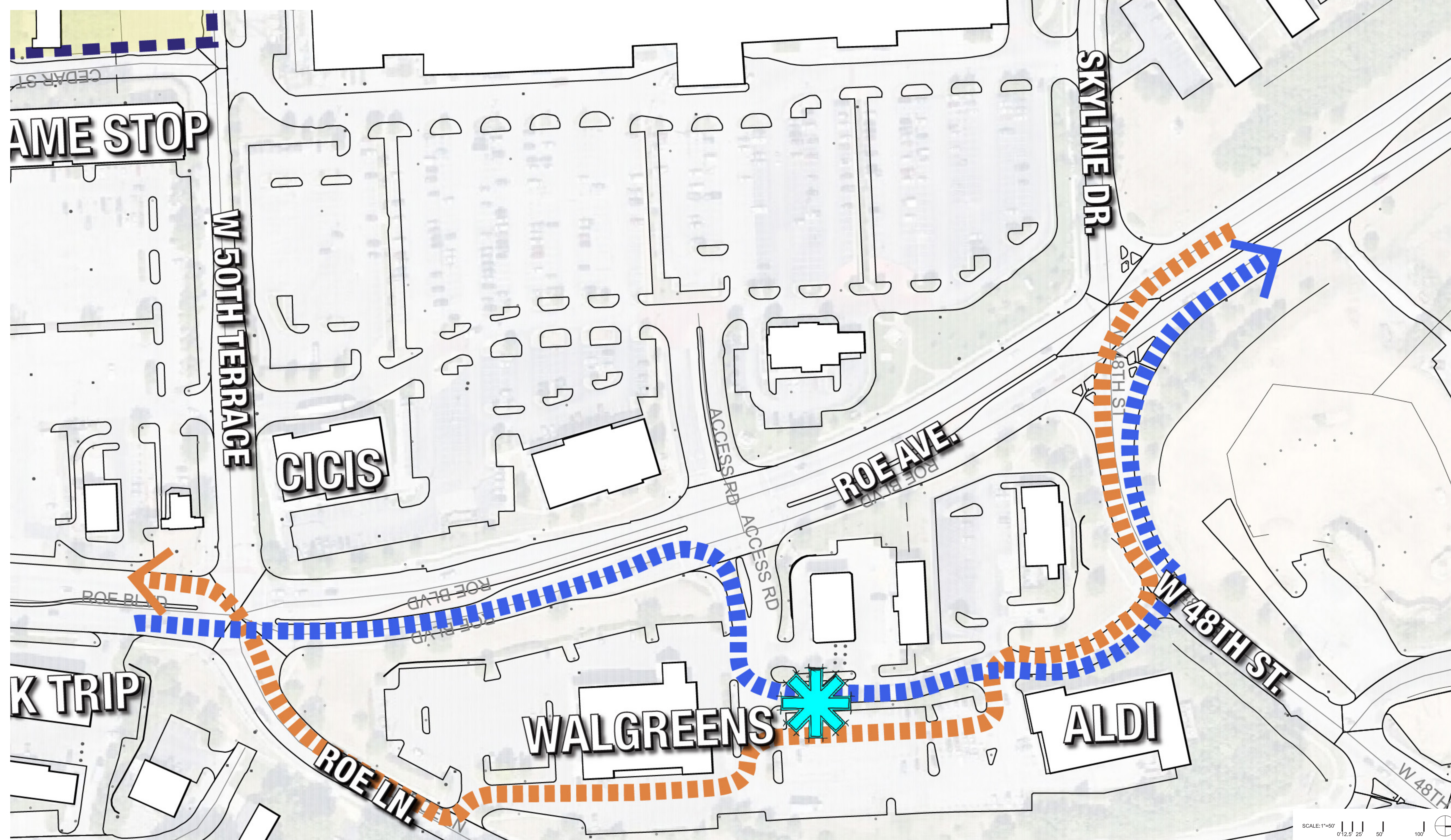
ROE BOULEVARD AND JOHNSON DRIVE CORRIDOR PLAN
ROELAND PARK, KANSAS

MAY 29, 2019

CONFLUENCE



CHARACTER IMAGES:



DEVELOPMENT LEGEND:

- Existing Building
- Northbound Transit
- Southbound Transit
- Transit Hub



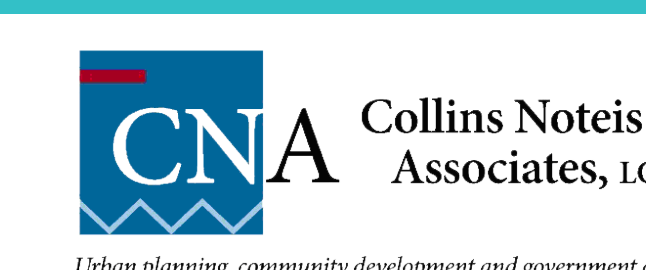
MOBILITY HUB CONCEPT

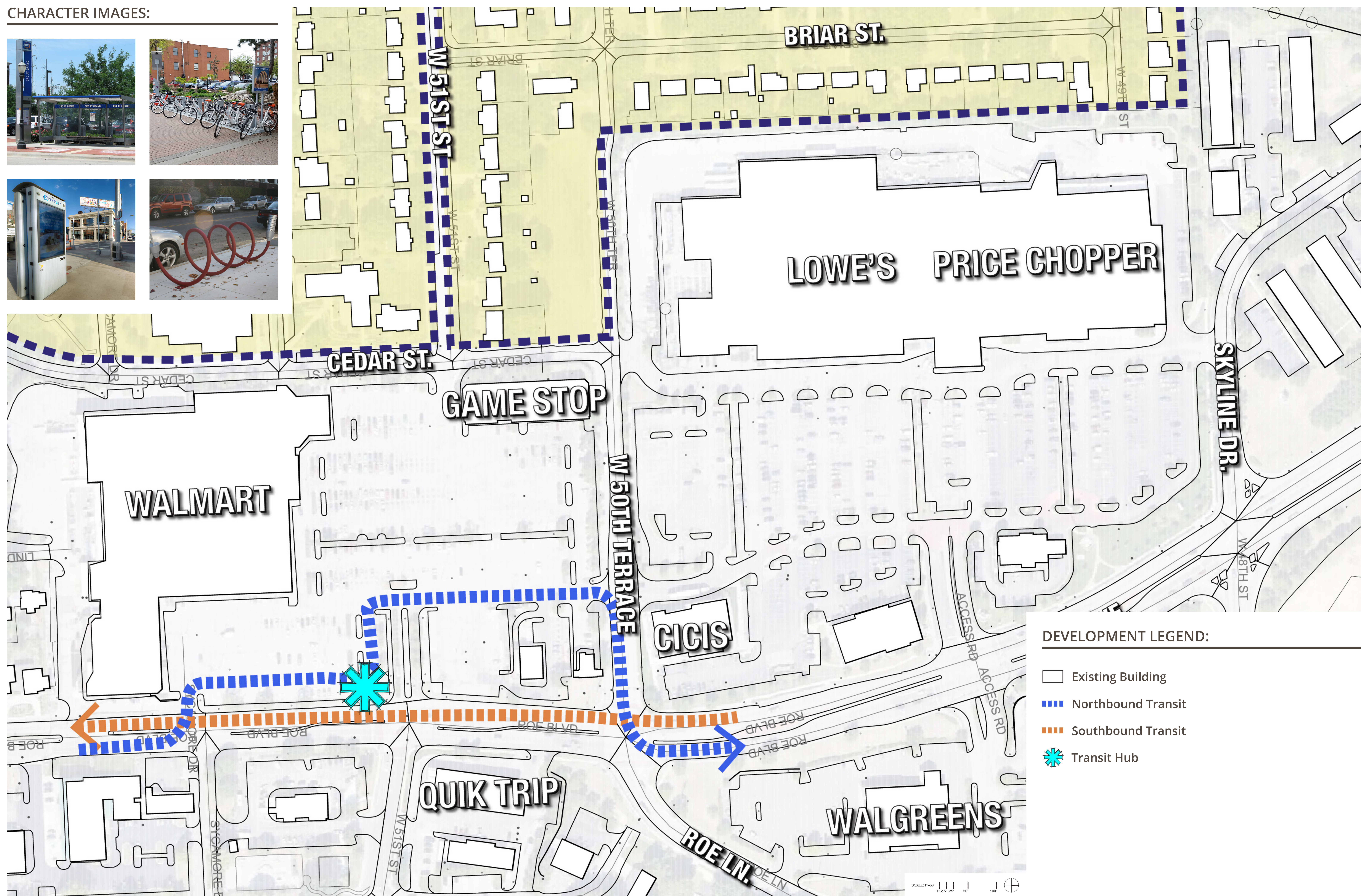


ROE BOULEVARD AND JOHNSON DRIVE CORRIDOR PLAN
ROELAND PARK, KANSAS

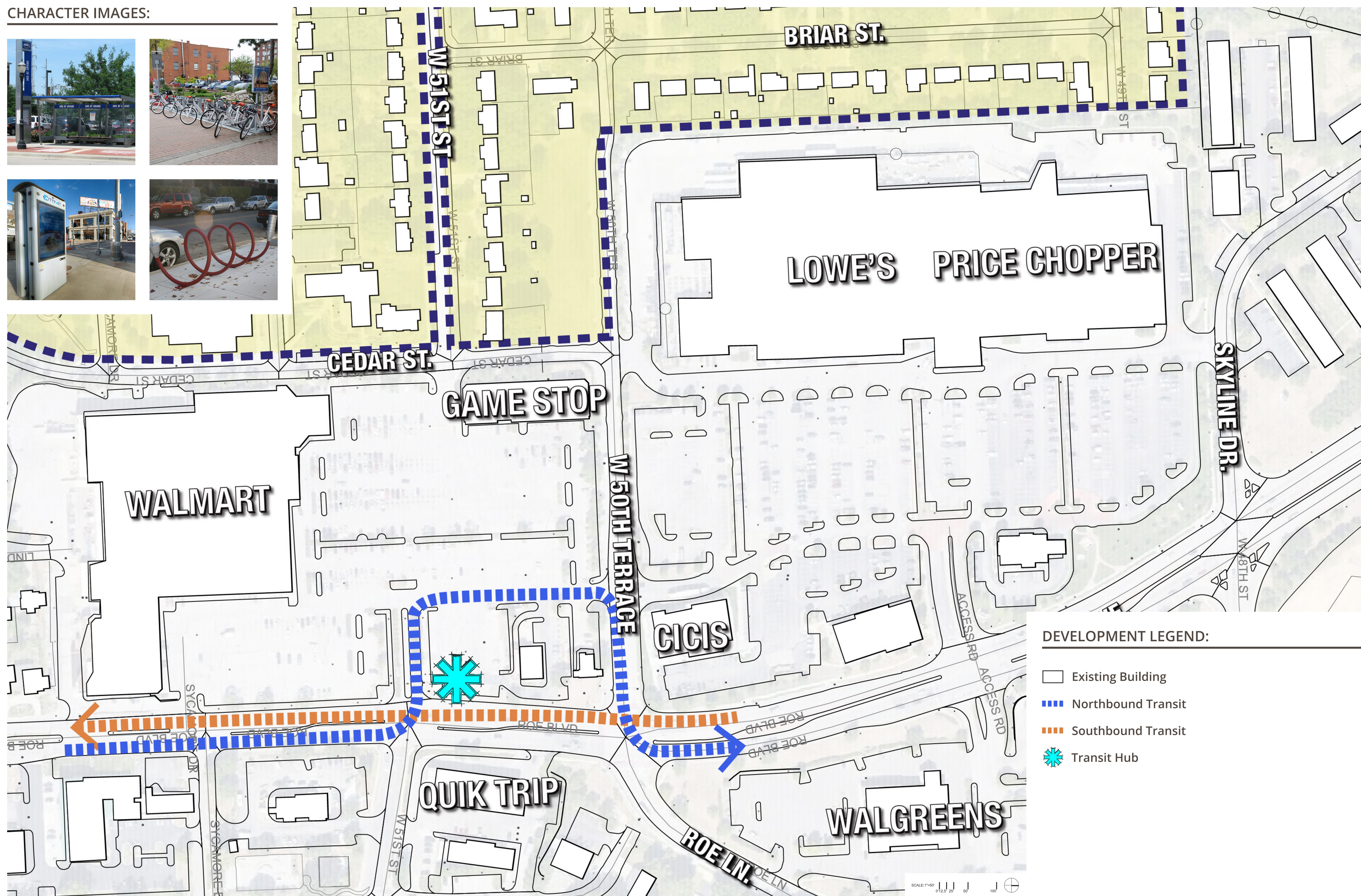
MAY 29, 2019

CONFLUENCE





CHARACTER IMAGES:



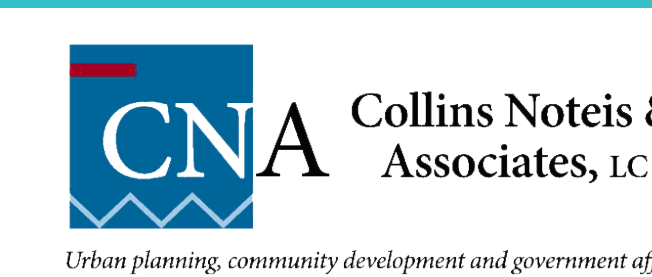
MOBILITY HUB CONCEPT



ROE BOULEVARD AND JOHNSON DRIVE CORRIDOR PLAN
ROELAND PARK, KANSAS

MAY 29, 2019

CONFLUENCE



Item Number: DISCUSSION ITEMS- II.-3.
Committee 7/1/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/1/2019
Submitted By: Jennifer Jones-Lacy
Committee/Department: Finance
Title: **Approval to Publish Budget Hearing**
Item Type:

Recommendation:

To approve the publication of the 2020 Budget Hearing for August 5, 2019.

Details:

Attached is the Notice of Budget Hearing that we are legally required to publish in the Legal Record 10 days prior to the hearing date. Our hearing date is set for August 5th, which is the date the budget is set to be adopted.

The current budget assumes a flat mill levy of 28.531 mills. Our total assessed valuation we received from the County Clerk's Office is \$88,841,038, which makes the value of 1 mill \$88,841 for the 2020 fiscal year.

Following publication the adopted mill levy may be lower than what is published, but it may not be higher without republishing. The mill levy must be approved by council and filed with the county clerk no later than 8/25/2019.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
 Notice of Budget Hearing	Exhibit

NOTICE OF BUDGET HEARING

The governing body of
Roeland Park

will meet on August 5, 2019 at 6:00 PM at City Hall - 4600 W. 51st Street Roeland Park, KS for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax. Detailed budget information is available at City Hall and www.roelandpark.net and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2020 Expenditures and Amount of 2019 Ad Valorem Tax establish the maximum limits of the 2020 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2018		Current Year Estimate for 2019		Proposed Budget for 2020		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2019 Ad Valorem Tax	Estimate Tax Rate *
General	5,521,185	28.040	5,759,675	26.616	9,220,590	2,364,587	26.616
Debt Service	1,107,117	2.983	764,129	1.915	846,927	170,172	1.915
Library							
Special Highway	145,888		64,480		347,441		
Special Street (27A)	1,802,470		1,220,472		8,007,563		
Community Center (27C)	98,092		226,252		726,901		
Special Infrastructure (27D)	702,028		860,693		3,896,406		
Equipment & Building Res	471,347		270,611		1,405,721		
RP Prop Owners Assoc	31,935		31,875		54,235		
TIF 1 A/B Walmart-Bella Roe	942,021		541,017		1,853,620		
Aquatics Center Fund			603,025		675,198		
TIF 3C - The Rocks	509,964		120,000		454,044		
CID #1					3,053,404		
TIF 2D - City Hall	534,673		443,577		258,747		
TIF 2C - Valley State Bank	90,765		64,446		91,624		
TDD #1	13,358		20,000		742,143		
TDD #2	6,797		9,000		354,654		
Totals	11,977,640	31.023	10,999,252	28.531	31,989,218	2,534,759	28.531
Less: Transfers	1,402,021		1,381,455		1,718,811		
Net Expenditure	10,575,619		9,617,797		30,270,407		
Total Tax Levied	2,327,973		2,385,411		xxxxxxxxxxxxxxxxxxx		
Assessed Valuation	75,040,020		83,607,289		88,841,038		
Outstanding Indebtedness, January 1,	2017		2018		2019		
G.O. Bonds	5,603,000		4,466,000		3,301,000		
Revenue Bonds	0		0		0		
Other	0		0		0		
Lease Purchase Principal	457,401		204,869		0		
Total	6,060,401		4,670,869		3,301,000		

*Tax rates are expressed in mills

City of Roeland Park

City Official Title: Finance Director

Item Number: DISCUSSION ITEMS- II-4.
Committee 7/1/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 7/1/2019
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin.
Title: 2020 Budget Discussion Continued- CIP and Bonding
Item Type: Other

Recommendation:

Continue discussions on the 2020 budget, specifically the amount of debt to issue in FY 2020.

Details:

At the meeting on June 17, staff shared information on what the impacts on the budget would be if \$2 million in GO Bonds were issued in 2020 to help pay for the Aquatic Center and R Park improvements. The majority of the governing body decided to include issuing bonds to complete this work sooner. They also requested staff show another budget scenario where \$1 million was issued instead of \$2 million. Attached you will find that analysis.

The revised budget also prioritizes improvements on Reinhardt to begin design in 2020 with construction in 2021 as part of the Residential Street Reconstruction project. This pushes improvements on Canterbury to the following cycle (2022 and 2023). We are still awaiting updated cost estimates on this project and will update that as soon as we have the information.

The key difference between the \$1 million and \$2 million debt issuance are as follows:

	\$1 million issuance	\$2 million issuance
Special Infrastructure Fund Subsidy	Requires a \$680k subsidy from the General Fund 2021-2023	Requires a \$380k subsidy 2021-2023
General Fund ending balance	2020: 25%, 2021:22%, 2022: 24%	2020-2022: 25%
R Park Development	Phase 2: completed in 2023	- Phase 2: completed in 2021 - Phase 3: completed

Plan Timing	• Phase 3: completed in 2025 • Traffic Garden: completed in 2024	• in 2022 • Traffic Garden: completed in 2021
Sp. Infrastructure Fund Ending Balances	• Ending fund balance is depleted in 2025	• Ending balance in 2025 is \$550k

Below are staff reports from prior discussions for additional context.

June 17th:

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

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

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

Attached you will find:

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

Below is the information from the 6/3 workshop.

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

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

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

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

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

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

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Additional Information

This is a working document, changes are being made when we have more accurate information to base our projections upon. For example the unemployment insurance rates and estimates for

motor fuel tax are not yet available. In addition, the County Clerk provides more precise valuation estimates June 1st, which could impact property tax revenues.

ATTACHMENTS:

Description	Type
📎 2020 Preliminary Budget -\$2m bonds	Exhibit
📎 2020 Preliminary Budget - \$1m bonds	Exhibit
📎 2020 Preliminary Objectives	Cover Memo
📎 Debt Analysis - Columbia Capital	Exhibit
📎 Capital Projects by Department	Exhibit
📎 Capital Projects by Fund	Exhibit

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

General Fund Revenues

	2016	2017 Actual	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Revenues									
4010 Beginning Fund Balance	2,287,717	2,696,653	2,617,063	2,556,535	-	2,581,105	2,773,221	2,668,614	2,654,458
					-				
Taxes									
4050 Ad Valorem Tax	1,536,170	1,620,622	1,746,411	2,225,307	1,058,317	1,891,320.36	2,364,565	2,400,034	2,436,034
4070 Personal Property Tax-delinquen	274	517	-	200	-	200	200	200	200
4080 Real Property Tax - Delinquent	26,272	19,725	9,742	10,000	5,028	10,000	10,000	10,000	6,750
Total Taxes	<u>1,562,717</u>	<u>1,640,864</u>	<u>1,756,154</u>	<u>2,235,507</u>	<u>1,063,345</u>	<u>1,901,520</u>	<u>2,374,765</u>	<u>2,410,234</u>	<u>2,442,984</u>
					-				
Franchise Fees									
4310 Franchise Tax - Electric	296,526	284,467	292,860	295,959	20,839	262,734	265,361	270,668	276,081
4320 Franchise Tax - Gas	95,065	111,481	126,801	119,180	56,909	119,180	120,372	121,576	122,792
4330 Franchise Tax - Telephone	9,296	7,588	5,614	6,790	1,276	5,445	5,282	5,124	4,970
4340 Franchise Tax - Telecable	65,292	62,483	79,709	94,090	19,921	77,318	74,999	72,749	70,567
4350 Franchise Tax - Cellular	21,744	18,288	3,096	25	-	25	25	25	26
Total Franchise Fees	<u>487,924</u>	<u>484,307</u>	<u>508,080</u>	<u>516,044</u>	<u>98,945</u>	<u>464,702</u>	<u>466,039</u>	<u>470,142</u>	<u>474,436</u>
					-				
Special Assessments									
4610 Special Assessments	3,723	2,590	695	3,500	-	-	2,000	2,000	2,000
4770 Solid Waste Service Assessment	507,213	506,614	569,250	567,000	316,800	561,000	562,000	574,700	586,194
Total Special Assessments	<u>510,937</u>	<u>509,204</u>	<u>569,945</u>	<u>570,500</u>	<u>316,800</u>	<u>561,000</u>	<u>564,000</u>	<u>576,700</u>	<u>588,194</u>
					-				
Intergovernmental Revenue									
4020 Recreational Vehicle Tax	764	709	790	600	370	600	765	600	600
4021 Commercial Vehicle Tax	-	-	-	-	-	-	-	-	500
4030 City/County Alcohol Tax Distrib	-	-	-	-	50	50	-	-	-
4040 Heavy Trucks Tax	543	1,036	640	1,130	307	600	965	965	965
4060 Motor Vehicle Tax	198,768	209,893	215,790	222,676	55,859	218,222	223,034	229,725	236,617
4110 County Sales & Use Tax	625,546	636,828	637,409	638,518	158,315	624,661	630,907	637,216	643,588
4115 Sales Tax 27B (280 Fund)	582,408	607,455	593,834	595,586	146,158	564,143	599,773	605,770	611,828
4120 County Jail Tax	156,387	159,208	159,353	162,408	39,579	156,166	164,032	165,672	167,329
4130 Safety Sales Tax	156,388	159,208	159,353	162,408	39,579	156,166	164,032	165,672	167,329
4156 FEMA Grant	-	-	43,063	-	-	-	-	-	-
Total Intergovernmental Revenue	<u>1,720,804</u>	<u>1,774,337</u>	<u>1,810,232</u>	<u>1,783,326</u>	<u>440,217</u>	<u>1,720,607</u>	<u>1,783,509</u>	<u>1,805,620</u>	<u>1,828,755</u>
					-				
Licenses and Permits									
4210 Street Cutting Permit	3,655	13,470	23,785	7,500	2,795	7,500	7,500	7,500	7,500
4215 Building Permit	50,591	64,162	46,872	60,000	20,936	60,000	50,000	50,000	50,000
4220 Electrical Permit	3,070	2,770	1,909	3,000	1,365	2,500	2,500	2,500	2,500
4225 Mechanical Permit	5,006	6,318	6,095	7,000	1,190	5,500	5,500	5,500	5,500
4230 Plumbing Permit	1,728	1,275	2,517	1,500	327	1,500	1,500	1,500	1,700
4235 Garage Sale Permit	535	310	400	500	20	400	400	400	400
4240 Sign Permit	610	770	1,700	1,000	400	1,500	1,000	1,000	600
4245 Cereal Malt Beverage License	368	325	327	325	(75)	325	325	325	325
4250 Animal Licenses	7,493	7,246	5,783	7,200	1,410	6,500	6,500	6,500	6,500
4255 Home Occupational Licenses	400	840	1,040	1,000	120	1,000	1,000	1,000	1,500
4260 Rental Licenses	35,259	34,533	31,949	35,000	7,189	34,000	34,000	34,000	34,000
4265 Business Occupational Licenses	46,685	51,023	51,376	51,000	6,663	51,000	51,000	51,000	51,000
Total Licenses and Permits	<u>155,400</u>	<u>183,043</u>	<u>173,753</u>	<u>175,025</u>	<u>42,341</u>	<u>171,725</u>	<u>161,225</u>	<u>161,225</u>	<u>161,525</u>

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

General Fund Revenues

		2019 YTD								
		2016	2017	2018	2019 Budget	Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Fines and Forfeitures										
4410	Fine	359,655	311,722	312,964	317,988	79,577	319,223	325,608	332,120	338,762
4415	Court Costs	6,748	24,202	30,722	30,000	7,619	30,000	30,000	30,000	17,500
4420	State Fees	18,507	20,260	23,411	26,000	9,308	24,000	24,000	24,000	24,000
4430	Bonds & Forfeitures	-	-	19,529	2,000	500	2,000	2,000	2,000	2,000
4440	Alcohol/Drug State Reimburseme	201	-	-	-	-	-	-	-	-
Total Fines and Forfeitures		385,110	356,183	386,627	375,988	97,004	375,223	381,608	388,120	382,262
Other Sources										
4393	Bullet Proof Vest Grant	1,620	1,224	1,616	2,500	-	2,500	1,500	1,500	1,500
4530	Reimbursed Expense	16,348	14,598	1,390	14,000	623	14,000	14,000	14,000	14,000
4531	SRO Reimbursement	-	-	12,683		25,366	76,099	79,904	82,302	84,771
4710	Apt Tower Lease Payment	19,684	27,413	23,085	23,718	5,930	23,718	24,430	25,163	25,918
4713	Voicestream Wireless Payment	19,684	27,413	23,085	23,718	5,930	23,718	24,430	25,163	25,918
4716	Clearwire Tower Lease Paymt	19,684	27,413	23,085	23,718	5,930	23,718	24,430	25,163	25,918
4720	Plans & Spec's	2,011	700	2,575	2,000	425	2,000	2,000	2,000	2,000
4725	Police Reports	5,423	5,224	6,785	5,500	1,644	5,500	5,500	5,500	5,500
4755	3rd Floor Lease Revenues	39,960	41,425	22,650	42,027	5,267	21,195	42,328	42,745	42,745
4767	1% for Art	81	-	-	-	36,378	36,378	-	-	-
4768	Service Line Agreement	2,441	2,627	2,605	2,400	2,965	2,965	2,965	2,965	2,965
4775	RPPOA Contract	31,875	31,875	31,875	31,875	-	31,875	31,875	31,875	31,875
4780	Sale of Assets	20,931	-	16,039	15,000	-	15,000	7,000	6,500	9,500
4787	RP Community Foundation Donat	7,238	543	26,881	1,000	-	33,500	60,000	1,000	1,000
4795	Miscellaneous	12,695	5,998	2,506	5,000	74	162,000	5,000	5,000	12,700
Total Other Sources		199,674	186,453	196,860	192,458	90,532	474,168	325,363	270,875	286,309
Interest						-				
4510..4512	Interest on Investment	5,107	21,557	83,578	56,100	14,613	85,000	80,000	80,000	80,000
Total Interest		5,107	21,557	83,578	56,100	14,613	85,000	80,000	80,000	80,000
Transfer-In						-				
Transfer from 27C Fund						-	11,344	22,688	24,276	25,975
4850	Transfer from 27D Fund	125,000	-	-	-	-	-	-	-	-
4865	Transfer in from TIF Funds	-	-	-	-	-	186,500	173,787	-	-
Total Transfer-In		125,000	-	-	-	-	197,844	196,475	24,276	25,975
Total		7,440,390	5,155,948	5,485,228	5,904,947	2,163,797	5,951,790	6,332,983	6,187,192	6,270,442
Total Resources		5,152,673	7,852,601	8,102,291	8,461,482	2,163,797	8,532,896	9,106,204	8,855,806	8,924,899

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

Objective

General Overhead

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
B	Contracted Services									
5201	Electric	25,158	22,417	22,316	17,340	2,217	17,340	17,860	18,396	18,948
5202	Telephone	10,632	2,528	541	1,000	112	1,000	1,000	1,000	1,000
5203	Printing & Advertising	869	1,476	687	1,800	5	1,800	1,800	1,800	1,800
5204	Legal Printing	3,647	1,190	4,959	3,000	471	3,000	3,000	3,000	3,000
5205	Postage & Mailing Permits	10,295	4,770	7,537	6,000	-	6,000	6,000	6,000	6,000
5206	Travel Expense & Training	-	65	-	-	200	-	-	-	-
5208	Newsletter	2,474	9,024	15,030	9,400	2,214	12,600	12,600	12,600	12,600
5209	Professional Services	17,804	28,170	51,581	102,600	8,572	187,240	59,450	59,450	59,450
5210	Maintenance & Repair Building	16,137	10,855	11,482	10,000	1,186	12,000	10,600	10,600	10,600
5211	Maintenance & Repair Equipment	106	1,365	2,831	-	72	200	200	200	200
5212	Utility Asst	15,000	15,000	15,000	15,000	-	15,000	15,000	15,000	15,000
5213	Audit Fees	38,850	38,475	43,391	42,500	-	33,900	37,775	38,531	40,384
5214	Other Contracted Services	66,393	39,492	64,625	76,600	15,306	60,770	65,280	65,280	65,280
5215	City Attorney	96,643	105,299	81,257	94,860	10,000	94,860	94,400	96,288	98,213
5216	Special Prosecutor Fees	-	-	-	-	-	-	-	-	-
5217	Public Art	-	-	-	-	-	25,000	25,000	25,000	25,000
5218	IT & Communication	23,096	20,920	23,707	26,850	1,308	25,759	26,496	27,026	27,566
5219	Meeting Expense	282	866	1,284	2,000	332	1,500	1,500	1,500	1,500
5220	Street Light Repair & Maintenance	38,166	37,976	35,440	40,000	7,081	40,000	40,000	40,000	40,000
5222	Traffic Signal Expense	184,576	187,430	171,703	191,246	25,186	188,458	192,227	81,471	83,916
5230	Art Commissioner	1,200	1,200	1,200	1,200	300	1,200	1,200	1,200	1,200
5232	United Community Services	3,930	3,930	4,285	4,371	4,285	4,371	4,771	4,866	4,964
5233	JoCo Home Repair - Minor	-	-	4,500	9,000	9,000	9,000	9,000	9,000	9,000
5234	JoCo Home Repair - Major	12,000	-	8,000	8,000	8,000	8,000	8,000	8,000	8,000
5237	Community Events	481	2,090	7,349	4,000	4,246	8,700	8,800	8,800	8,800
5248	Strategic Planning	17,925	7,420	1,127	3,000	-	-	-	-	-
5249	Branding Implementation	-	-	9,884	-	-	4,000	1,000	1,000	1,000
5250	Insurance & Surety Bonds	37,162	40,682	42,391	47,867	-	42,922	45,068	47,322	49,688
5252	Elections - City	-	8,806	-	15,000	1,525	15,463	5,500	-	15,000
5253	Public Relations	1,072	2,266	2,128	3,500	-	3,500	4,500	3,500	3,500
5254	Miscellaneous Charges	4,940	-	1,827	1,000	-	1,000	1,000	8,000	8,000
5256	Committee Funds	2,901	4,013	4,000	5,000	2,056	5,000	5,000	5,000	5,000
5257	Property Tax Payments	7,621	2,762	6,061	12,155	-	6,364	6,682	12,500	12,750
5258	RPPOA Common Area Expenses	33,847	33,847	33,847	33,847	33,847	33,847	33,847	33,847	33,847
5265	Computer System R&M	260	220	426	5,000	-	500	500	500	500
5266	Computer Software	17,879	18,099	24,606	22,500	1,475	35,008	31,616	31,616	31,616
5267	Employee Related Expenses	-	3,658	4,178	7,000	1,315	7,000	7,000	7,000	7,000
5273	Neighbors Helping Neighbors	-	-	-	10,000	-	10,000	10,000	10,000	10,000
5282	Property Tax Rebate Program	-	-	-	15,000	-	5,000	7,500	10,000	12,500
5283	RP Com Foundation Grant Exp.	7,554	518	26,881	1,000	860	33,500	60,000	1,000	1,000
5285	Pool Operations	159,477	172,466	144,526	150,000	-	-	-	-	-
5287	Water	1,382	1,091	1,335	1,500	167	1,500	1,500	1,500	1,500
5288	Waste Water	1,537	1,041	1,923	1,700	-	2,000	2,000	2,000	2,000
5289	Natural Gas	1,639	3,129	3,034	3,000	1,066	3,150	3,182	3,213	3,245
5292	Fireworks	2,000	2,210	2,105	2,500	-	2,500	2,500	2,500	2,500
B	Contracted Services Total	864,933	836,766	888,982	1,007,335	142,403	969,951	870,353	715,506	743,067
				-	-	-				
C	Commodities									
5301	Office Supplies	8,120	6,549	6,671	7,500	817	7,000	7,000	7,000	7,000
5304	Janitorial Supplies	1,431	1,720	1,219	2,000	250	2,000	2,000	2,000	3,000
5305	Dues, Subscriptions, & Books	14,159	16,218	16,263	18,100	8,517	12,261	12,640	12,640	12,640
5306	Materials	48	1,991	-	-	-	-	-	-	-
5307	Other Commodities	-	561	101	5,000	-	3,000	-	-	-
5311	Pool Equipment	18,772	-	-	-	-	-	-	-	-
C	Commodities Total	42,529	27,039	24,253	32,600	9,584	24,261	21,640	21,640	22,640

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

General Overhead

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
E	Debt Service									
5600	Lease/purchase-pool	189,000	198,000	148,500	-	-	-	-	-	-
5605	Lease/purchase Pool Interest	19,530	13,860	5,940	-	-	-	-	-	-
5614	Bond Principal 2014-1	-	-	-	-	-	-	-	-	-
5615	Bond Interest 2014-1	-	-	-	-	-	-	-	-	-
E	Debt Service Total	208,530	211,860	154,440	-	-	-	-	-	-
						-				
N	Non-Expenditure Appropriation		-			-				
5751	TIF Fund Expenditure	-	-	-	322,400	-	-	321,415	331,057	270,000
N	Non-Expen. Appropriation Total	-	-	-	322,400	-	-	321,415	331,057	270,000
						-				
T	Transfers					-				
5801..5809	Transfer of Funds	-		8,000	-	-	-	-	-	-
5818	Transfer to Bond Pymnt Fund- 200	117,228		-	25,000	-	-	75,000	45,000	235,000
5821	Transfer to TIF 2 Fund- 450		53,000	283,500	122,000	6,250		-	-	-
5822	Transfer to TIF 3C Fund- 510		-	-		30,500				
5823	Transfer to Special Infrastructure Fund- 27D		551,250	275,000	200,000	50,000	200,000	475,000	280,000	100,000
5824	Transfer To Aquatic Fund- 220						420,000	420,000	285,000	285,000
5825	Transfer to Equip Reserve Fund- 36	69,471	142,960	112,051	119,888	29,973	44,700	3,650	800	2,400
T	Transfers Total	186,699	747,210	678,551	466,888	116,723	664,700	973,650	610,800	622,400
Total General Overhead		1,302,691	1,822,875	1,746,226	1,829,223	268,710	1,658,912	2,187,058	1,679,003	1,658,107

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

Police Department

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Police										
A	Salaries & Benefits									
5101	Salaries - Regular	814,365	810,326	848,688	883,000	190,808	900,000	936,500	973,960	1,012,918
5102	Salaries-Overtime	35,683	29,020	50,122	37,000	14,683	38,000	39,400	40,976	42,615
5104	Salaries - Part-time	10,504	17,036	27,127	21,000	15,765	25,000	22,300	23,192	24,120
A	Salaries & Benefits Total	860,552	856,381	925,937	941,000	221,257	963,000	998,200	1,038,128	1,079,653
						-				
B	Contracted Services									
5202	Telephone	6,067	6,576	7,299	7,000	1,898	7,000	7,000	7,000	8,000
5203	Printing & Advertising	-	-	421	250	-	250	250	250	1,500
5205	Postage & Mailing Permits	53	56	70	100	-	100	100	100	800
5206	Travel Expense & Training	3,134	4,985	5,867	7,000	2,228	7,000	9,000	9,000	9,000
5207	Medical Expense & Drug Testing	587	1,166	1,226	1,000	-	1,000	1,000	1,000	1,000
5210	Maintenance & Repair Building	-	140	-	200	-	200	200	200	200
5211	Maintenance & Repair Equipment	2,074	2,015	791	4,500	60	4,500	4,500	4,500	8,000
5214	Other Contracted Services	12,708	12,576	17,850	21,130	2,367	14,171	13,831	13,831	13,831
5217	Mental Health Corresponder	-	-	-	-	-	19,428	20,011	20,611	21,230
5219	Meeting Expense	-	25	51	100	-	100	100	100	100
5224	Laundry Service	2,373	1,952	2,065	3,100	129	3,100	3,100	3,100	3,100
5236	Community Policing	337	238	523	500	-	500	500	500	500
5238	Animal Control	55,883	55,777	55,442	47,125	-	40,000	41,200	42,436	43,709
5250	Insurance & Surety Bonds	25	150	62	150	-	150	150	150	-
5254	Miscellaneous Charges	186	174	12,499	500	-	500	500	500	1,000
5260	Vehicle Maintenance	8,794	6,905	43	8,500	8,079	15,000	10,000	11,000	12,000
5265	Computer System R&M	-	-	-	-	-	-	-	-	-
5266	Computer Software	-	-	-	-	-	-	-	-	-
B	Contracted Services Total	92,219	92,736	104,207	101,155	14,760	112,999	111,442	114,278	123,970
						-				
C	Commodities									
5301	Office Supplies	113	107	16	200	27	200	200	200	-
5302	Motor Fuels & Lubricants	17,974	19,697	24,812	22,050	4,739	22,050	23,153	24,311	25,527
5305	Dues, Subscriptions, & Books	1,069	630	395	1,050	-	1,005	1,005	1,005	1,005
5306	Materials	-	453	318	500	224	500	500	500	2,000
5307	Other Commodities	1,030	2,980	901	3,000	1,507	3,000	3,000	3,000	3,000
5308	Clothing & Uniforms	10,955	7,272	9,125	10,000	-	10,000	11,000	10,000	10,000
5309	Ammunition	-	1,906	1,837	2,500	-	2,500	2,500	2,500	2,500
5310	Training Supplies	203	462	-	500	455	500	500	500	500
C	Commodities Total	31,344	33,507	37,403	39,800	6,952	39,755	41,858	42,016	44,532
						-				
T	Transfers									
5825	Transfer to Equip Reserve Fund	87,380	3,500	24,000	70,320	17,580	70,320	28,242	107,367	101,495
T	Transfers Total	87,380	3,500	24,000	70,320	17,580	70,320	28,242	107,367	101,495
						-				
Total Police		1,071,495	986,124	1,091,548	1,152,275	260,548	1,186,074	1,179,742	1,301,789	1,349,650

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

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
	Court									
A	Salaries & Benefits									
5101	Salaries - Regular	40,398	42,576	43,740	45,700	10,532	45,700	47,600	49,504	51,484
5102	Salaries-Overtime	335	1,046	1,730	1,000	265	1,000	1,000	1,000	1,000
5108	Salaries - Judge	14,762	13,638	14,200	15,000	3,750	15,000	15,655	16,281	16,932
5109	Salaries - Prosecutor	12,266	11,195	11,730	12,500	3,125	12,500	12,930	13,447	13,985
A	Salaries & Benefits Total	<u>67,760</u>	<u>68,454</u>	<u>71,400</u>	<u>74,200</u>	<u>17,672</u>	<u>74,200</u>	<u>77,185</u>	<u>80,232</u>	<u>83,401</u>
B	Contracted Services									
5202	Telephone	135	-	-	180	-	180	180	180	180
5203	Printing & Advertising	180	360	380	400	-	400	400	400	400
5206	Travel Expense & Training	-	29	80	200	-	200	200	200	200
5209	Professional Services	3,916	7,638	6,342	7,000	600	7,000	7,000	7,000	7,000
5211	Maintenance & Repair Equipment	-	-	-	200	-	200	200	200	200
5219	Meeting Expense	-	-	-	100	-	100	100	100	100
5227	Prisoner Care	5,005	3,360	3,360	5,000	-	4,000	5,589	6,000	6,000
5228	Fees Due State of Kansas	25,839	23,756	22,114	27,000	4,446	27,000	27,000	27,000	27,000
5250	Insurance & Surety Bonds	-	75	-	25	-	25	25	25	25
5254	Miscellaneous Charges	16	-	-	200	750	200	200	200	200
5266	Computer Software	-	2,513	3,320	2,613	-	2,613	11,947	11,947	11,947
5269	Alcohol / Drug State Fees	150	-	-	-	-	-	-	-	-
B	Contracted Services Total	<u>35,241</u>	<u>37,730</u>	<u>35,596</u>	<u>42,918</u>	<u>5,796</u>	<u>41,918</u>	<u>52,841</u>	<u>53,252</u>	<u>53,252</u>
C	Commodities									
5301	Office Supplies	-	-	-	-	-	-	-	-	-
5305	Dues, Subscriptions, & Books	255	115	50	250	50	250	250	250	250
5308	Clothing & Uniforms	200	-	-	250	-	-	50	50	50
C	Commodities Total	<u>455</u>	<u>115</u>	<u>50</u>	<u>500</u>	<u>50</u>	<u>250</u>	<u>300</u>	<u>300</u>	<u>300</u>
E	Capital Outlay									
5410	Technology Upgrades	-	-	-	-	-	61,271	-	-	-
E	Capital Outlay Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>61,271</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Court		<u>103,456</u>	<u>106,299</u>	<u>107,046</u>	<u>117,618</u>	<u>23,518</u>	<u>177,639</u>	<u>130,326</u>	<u>133,784</u>	<u>136,953</u>

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

Neighborhood Services

	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
A Salaries & Benefits									
5101 Salaries - Regular	100,274	104,128	104,211	109,000	25,127	109,000	113,600	118,144	122,870
5102 Salaries-Overtime	933	-	317	1,000	11	1,000	1,000	1,000	1,000
A Salaries & Benefits Total	<u>101,206</u>	<u>104,128</u>	<u>104,528</u>	<u>110,000</u>	<u>25,138</u>	<u>110,000</u>	<u>114,600</u>	<u>119,144</u>	<u>123,870</u>
B Contracted Services									
5202 Telephone	315	1,300	1,620	1,320	420	1,680	1,680	1,680	1,680
5203 Printing & Advertising	125	1,221	-	1,000	-	1,000	1,000	1,000	1,000
5206 Travel Expense & Training	1,867	482	360	3,060	-	1,100	1,100	1,100	1,100
5207 Medical & Drug Testing	-	58	-	-	-	-	-	-	-
5214 Other Contracted Services	9,925	9,263	1,988	5,500	-	5,500	5,500	5,500	5,500
5219 Meeting Expense	-	113	71	200	59	200	200	200	200
5260 Vehicle Maintenance	326	1,049	230	1,100	101	1,100	1,100	1,100	1,100
B Contracted Services Total	<u>12,558</u>	<u>13,485</u>	<u>4,269</u>	<u>12,180</u>	<u>580</u>	<u>10,580</u>	<u>10,580</u>	<u>10,580</u>	<u>10,580</u>
C Commodities									
5301 Office Supplies	-	-	-	-	-	-	-	-	-
5302 Motor Fuels & Lubricants	1,480	577	452	636	107	636	668	701	736
5305 Dues, Subscriptions, & Books	712	-	50	500	-	500	500	500	500
5307 Other Commodities	-	275	-	-	-	-	-	-	-
5308 Clothing & Uniforms	172	-	-	300	-	300	300	300	300
C Commodities Total	<u>2,363</u>	<u>852</u>	<u>502</u>	<u>1,436</u>	<u>107</u>	<u>1,436</u>	<u>1,468</u>	<u>1,501</u>	<u>1,536</u>
E Capital Outlay									
5403 Office Equipment	-	1,428	-	2,000	-	2,000	-	-	1,000
E Capital Outlay Total	<u>-</u>	<u>1,428</u>	<u>-</u>	<u>2,000</u>	<u>-</u>	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
T Transfers									
5825 Transfer to Equip Reserve Fun	-	-	-	-	-	-	-	-	26,000
T Transfers Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>26,000</u>
Total Neighborhood Services	<u>116,128</u>	<u>119,893</u>	<u>109,298</u>	<u>125,616</u>	<u>25,825</u>	<u>124,016</u>	<u>126,648</u>	<u>131,225</u>	<u>162,986</u>

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

Administration Department

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
A	Salaries & Benefits									
5101	Salaries - Regular	232,998	236,355	242,159	254,000	63,636	254,000	270,100	280,904	292,140
5102	Salaries-Overtime	-	-	-	-	-	-	-	-	-
5104	Salaries - Part-time	25,868	33,024	30,387	36,000	4,545	36,000	39,500	41,080	42,723
5107	Salaries - Intern	5,123	5,712	3,442	8,100	-	8,100	11,700	11,700	11,700
A	Salaries & Benefits Total	<u>263,989</u>	<u>275,091</u>	<u>275,988</u>	<u>298,100</u>	<u>68,182</u>	<u>298,100</u>	<u>321,300</u>	<u>333,684</u>	<u>346,563</u>
B	Contracted Services									
5202	Telephone	1,920	1,920	1,920	1,920	480	1,920	1,920	1,920	1,920
5205	Postage & Mailing Permits	293	285	-	-	-	-	-	-	-
5206	Travel Expense & Training	4,905	4,884	6,541	6,850	864	7,800	7,570	7,570	7,570
5214	Other Contracted Services	3,113	1,800	1,696	2,500	-	2,500	2,500	2,500	3,000
5226	Car Allowance	5,400	5,400	5,400	5,400	1,350	5,400	5,400	5,400	5,400
5250	Insurance & Surety Bonds	-	75	-	75	-	-	-	-	-
5254	Miscellaneous Charges	462	-	-	500	-	500	500	500	500
B	Contracted Services Total	<u>16,221</u>	<u>14,364</u>	<u>15,708</u>	<u>17,245</u>	<u>2,717</u>	<u>18,120</u>	<u>17,890</u>	<u>17,890</u>	<u>18,390</u>
C	Commodities									
5305	Dues, Subscriptions, & Books	1,463	1,967	1,645	2,300	315	2,449	2,500	2,500	2,500
5308	Clothing & Uniforms	-	-	-	-	-	-	500	-	500
C	Commodities Total	<u>1,463</u>	<u>1,967</u>	<u>1,645</u>	<u>2,300</u>	<u>315</u>	<u>2,449</u>	<u>3,000</u>	<u>2,500</u>	<u>3,000</u>
E	Capital Outlay									
5403	Office Equipment	-	1,240	-	1,000	-	1,000	500	500	500
E	Capital Outlay Total	<u>-</u>	<u>1,240</u>	<u>-</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>500</u>	<u>500</u>	<u>500</u>
Total Administration		<u>281,673</u>	<u>292,662</u>	<u>293,340</u>	<u>318,645</u>	<u>71,213</u>	<u>319,669</u>	<u>342,690</u>	<u>354,574</u>	<u>368,453</u>

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

Public Works

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
A	Salaries & Benefits					25%				
5101	Salaries - Regular	252,758	263,347	276,859	247,880	62,760	268,120.00	272,858	283,772.77	295,124
5102	Salaries-Overtime	8,447	4,978	9,166	10,200	7,485	10,200	8,000	8,320	8,653
5107	Intern	-	-	-	6,300	-	-	6,300	6,300	6,300
A	Salaries & Benefits Total	<u>261,205</u>	<u>268,325</u>	<u>286,025</u>	<u>264,380</u>	<u>70,244</u>	<u>278,320</u>	<u>287,158</u>	<u>298,393</u>	<u>310,077</u>
				-		-				
B	Contracted Services									
5201	Electric	27,067	26,011	8,641	6,324	627	8,400	8,568	8,739	8,914
5202	Telephone	1,435	2,393	1,780	2,000	405	1,830	1,830	1,830	1,830
5203	Printing & Advertising	91	74	836	300	145	800	800	800	800
5206	Travel Expense & Training	7,773	7,686	14,021	7,500	73	7,500	8,000	8,000	8,000
5207	Medical Expense & Drug Testing	780	578	404	800	202	800	800	800	800
5210	Maintenance & Repair Building	5,336	3,311	1,600	3,500	957	3,500	3,500	3,500	3,500
5211	Maintenance & Repair Equipment	13,323	14,255	49,281	25,000	2,527	25,000	25,000	25,000	25,000
5214	Other Contracted Services	32,232	32,916	33,695	33,000	87	35,384	35,658	35,658	35,658
5219	Meeting Expense	-	90	257	400	40	400	400	400	-
5259	Traffic Control Signs	4,308	6,845	2,997	4,500	22	4,500	4,500	4,500	4,500
5260	Vehicle Maintenance	4,854	4,428	7,518	6,500	1,090	6,500	7,000	7,500	7,500
5262	Grounds Maintenance	18,633	9,615	14,830	24,000	-	24,000			
5263	Tree Maintenance	12,977	33,782	34,926	25,000	25,717	40,000	46,000	46,000	10,000
5266	Computer Software	1,959	400	400	400	-	400	400	400	3,300
5287	Water	6,934	4,971	4,415	6,500	837	6,500	6,500	6,500	6,500
5288	Waste Water	2,989	1,887	1,937	3,200	159	3,200	3,200	3,200	3,200
5289	Natural Gas	2,793	6,429	5,246	5,800	1,148	5,800	5,800	5,800	5,800
5290	Street Light Electric	-	-	21,496	24,378	2,598	24,378	24,866	25,363	25,870
B	Contracted Services Total	<u>143,484</u>	<u>365,161</u>	<u>311,854</u>	<u>389,102</u>	<u>36,634</u>	<u>198,892</u>	<u>182,822</u>	<u>183,990</u>	<u>151,172</u>
				-		-				
C	Commodities									
5302	Motor Fuels & Lubricants	6,961	10,572	16,900	11,025	5,099	11,025	11,576	12,155	12,763
5304	Janitorial Supplies	450	540	248	750	95	760	760	760	760
5305	Dues, Subscriptions, & Books	1,168	289	700	760	384	760	760	760	750
5306	Materials	5,567	5,010	2,394	4,500	907	4,500	4,500	4,500	4,500
5308	Clothing & Uniforms	3,912	3,527	3,141	4,000	395	4,000	4,000	4,000	4,000
5318	Tools	1,172	3,978	2,410	2,500	720	2,500	2,500	2,500	2,500
C	Commodities Total	<u>19,294</u>	<u>23,916</u>	<u>25,793</u>	<u>23,535</u>	<u>7,600</u>	<u>23,545</u>	<u>24,096</u>	<u>24,675</u>	<u>25,273</u>
				-		-				
E	Capital Outlay									
5421	Maintenance Streets-contract	94,961	209,491	107,575	210,000	-	210,000	210,000	210,000	210,000
5403	Office Equipment	430	135	1,605	1,500	-	1,500	1,500	1,500	1,500
5425	Other Capital Outlay	1,466	135	2,831	3,000	-	28,000	3,000	3,000	3,000
5455	Roeland Park Trail Project	-	-	-	-	-	-	-	-	-
E	Capital Outlay Total	<u>96,857</u>	<u>209,761</u>	<u>112,011</u>	<u>214,500</u>	<u>-</u>	<u>239,500</u>	<u>214,500</u>	<u>214,500</u>	<u>214,500</u>
				-		-				
T	Transfers									
5825	Transfer to Equip Reserve Fund	112,500	12,500	166,500	49,200	12,300	24,200	12,500	64,000	-
T	Transfers Total	<u>112,500</u>	<u>12,500</u>	<u>166,500</u>	<u>49,200</u>	<u>12,300</u>	<u>24,200</u>	<u>12,500</u>	<u>64,000</u>	<u>-</u>
Total Public Works		<u>633,340</u>	<u>879,664</u>	<u>902,183</u>	<u>730,717</u>	<u>126,779</u>	<u>764,457</u>	<u>721,076</u>	<u>785,558</u>	<u>701,022</u>

Employee Benefits

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
	Employee Benefits									
A	Salaries & Benefits									
5122	FICA City Contribution	128,278	129,253	135,176	140,000	31,241	140,000	157,730	164,039	170,601
5123	KPERS City Contribution	73,984	67,632	80,530	86,800	27,399	86,800	95,325	99,138	103,104
5124	Ks Unemployment Insurance	1,155	629	1,389	1,800	215	1,800	1,985	2,064	2,147
5125	Worker's Compensation	36,527	46,910	44,105	45,869	46,776	46,776	53,810	55,962	58,200
5126	Health/Dental/Vision Insurance	277,245	291,775	282,049	367,200	112,018	374,022	460,130	492,339	526,803
5127	Health Savings Account	26,178	34,746	41,180	50,860	10,107	50,860	60,160	60,160	60,160
5128	401A City Contribution	4,800	5,184	6,725	5,720	1,592	5,720	7,280	7,571	7,874
5130	City Paid Life/ST Disability	9,217	9,749	10,543	9,900	637	10,600	10,900	10,900	10,900
5131	KP&F City Contribution	163,115	146,899	174,043	193,000	62,288	193,000	203,000	211,120	219,565
5133	Wellness Incentive	750	(375)	-	2,000	-	2,000	2,000	2,000	2,000
A	Salaries & Benefits Total	<u>721,250</u>	<u>732,402</u>	<u>775,739</u>	<u>903,149</u>	<u>292,274</u>	<u>911,578</u>	<u>1,052,320</u>	<u>1,105,293</u>	<u>1,161,352</u>
	Total Employee Benefits	<u>721,250</u>	<u>732,402</u>	<u>775,739</u>	<u>903,149</u>	<u>292,274</u>	<u>911,578</u>	<u>1,052,320</u>	<u>1,105,293</u>	<u>1,161,352</u>

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

Governing Body

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
	City Council									
A	Salaries & Benefits									
5103	Salaries - Elected Officials	45,356	46,980	46,920	46,920	10,455	46,920	46,920	46,920	46,920
A	Salaries & Benefits Total	45,356	46,980	46,920	46,920	10,455	46,920	46,920	46,920	46,920
				-						
B	Contracted Services			-						
5203	Printing & Advertising	-	-	-	-	-	-	-	-	-
5206	Travel Expense & Training	3,620	5,502	6,106	7,700	223	7,700	7,700	7,700	7,700
5251	Mayor Expenses	498	721	999	1,000	197	1,000	1,000	1,000	1,000
5276	Conference & Seminars	-	-	-	-	-	-	-	-	-
B	Contracted Services Total	4,117	6,224	7,105	8,700	420	8,700	8,700	8,700	8,700
				-		-				
C	Commodities			-		-				
5305	Dues, Subscriptions, & Books	390	409	799	900	50	810	810	810	810
C	Commodities Total	390	409	799	900	50	810	810	810	810
				-		-				
	Total City Council	49,863	53,613	54,823	56,520	10,925	56,430	56,430	56,430	56,430

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

Parks & Recreation

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
	Parks & Recreation									
A	Salaries & Benefits									
5101	Salaries - Regular							57,900	60,216	62,625
5102	Salaries - Overtime							-	-	-
A	Salaries & Benefits Total							<u>57,900</u>	<u>60,216</u>	<u>62,625</u>
B	Contracted Services									
5211	Maintenace & Repair Equipment									
5235	Leaf Program Disposal Fees									
5240	Equipment Rental									
5262	Grounds Maintenance							<u>25,000</u>	<u>24,000</u>	<u>24,000</u>
B	Contracted Services Total							<u>25,000</u>	<u>24,000</u>	<u>24,000</u>
C	Commodities									
5302	Motor Fuels & Lubricants									
5825	Transfer to Equip Reserve Fund							<u>-</u>	<u>-</u>	<u>-</u>
C	Commodities Total							<u>-</u>	<u>-</u>	<u>-</u>
	Total Parks & Recreation							<u>82,900</u>	<u>84,216</u>	<u>86,625</u>

Notes:

*Parks and Recreation Superintendent position added in 2020.

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

Solid Waste

	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Solid Waste									
A Salaries & Benefits									
5101 Salaries - Regular	25,091	19,919	8,638	42,640	-	17,400	17,400	18,096	18,820
5102 Salaries - Overtime	-	5,435	695	-	-	-	-	-	-
A Salaries & Benefits Total	<u>25,091</u>	<u>25,354</u>	<u>9,333</u>	<u>42,640</u>	<u>-</u>	<u>17,400</u>	<u>17,400</u>	<u>18,096</u>	<u>18,820</u>
B Contracted Services									
5211 Maintenance & Repair Equipment	73	-	4,489	8,000	-	8,000	8,000	8,000	8,000
5235 Leaf Program Disposal Fees	20,849	8,405	13,725	10,000	4,130	10,000	10,000	10,000	10,000
5240 Equipment Rental	-	-	-	500	-	500	500	500	500
5271 Compost Bin Rebate Program				3,000	-	3,000	500	500	500
5272 Solid Waste Contract	414,502	414,794	518,287	519,000	129,516	519,000	519,000	529,380	539,968
B Contracted Services Total	<u>435,424</u>	<u>423,199</u>	<u>536,501</u>	<u>540,500</u>	<u>133,646</u>	<u>540,500</u>	<u>538,000</u>	<u>548,380</u>	<u>558,968</u>
C Commodities									
5302 Motor Fuels & Lubricants	3,325	2,941	2,724	3,000	-	3,000	3,000	3,000	3,000
5825 Transfer to Equip Reserve Fund	-	-	-	-	-	-	-	-	-
C Commodities Total	<u>3,325</u>	<u>2,941</u>	<u>2,724</u>	<u>3,000</u>	<u>-</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Total Solid Waste	<u>463,840</u>	<u>451,495</u>	<u>548,557</u>	<u>586,140</u>	<u>133,646</u>	<u>560,900</u>	<u>558,400</u>	<u>569,476</u>	<u>580,787</u>
Total Expenditures	4,743,737	5,235,538	5,521,185	5,819,903		5,759,675	6,437,590	6,201,348	6,262,367
Ending Fund Balance	<u>2,696,653</u>	<u>2,617,063</u>	<u>2,581,105</u>	<u>2,641,579</u>		<u>2,773,221</u>	<u>2,668,614</u>	<u>2,654,458</u>	<u>2,662,534</u>
<i>Change In Ending Fund Balance</i>			(35,957)	60,474		156,158	27,035	(14,156)	8,076
<i>25% of Annual Operating Expenses (Reserve Benchmark)</i>			1,096,421	1,173,399		1,174,171	1,221,696	1,218,281	1,256,618
<i>Reserve For Loss of Wal Mart</i>			1,410,000	1,410,000		1,410,000	1,410,000	1,410,000	1,410,000
<i>Ending Fund Balance In Excess of Wal Mart Reserve and 25% of Operating Expense Reserve</i>			74,684	58,180		189,049	36,918	26,177	(4,084)
<i>Operating Expenses</i>			4,385,684	4,693,595		4,696,684	4,886,783	4,873,124	5,026,472
<i>Unrestricted Ending Fund Balance as a % of Annual Operating Expenses</i>			27%	26%		29%	26%	26%	25%

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

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

City of Roeland Park

I200

Line Item Activity Budget - Bond & Interest Fund

			2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
200	4010	Beginning Fund Balance	\$ 421,228	\$ 363,620	\$ 268,346	124,466	-	131,777	115,323	266,999	80,028
		Taxes									
200	4050	Ad Valorem Tax	267,902	283,217	184,981	160,074	76,145	136,021	170,129	172,681	175,271
200	4070	Personal Property Tax-delinquen	46	88	-	50	-	50	50	50	50
200	4080	Real Property Tax - Delinquent	4,797	3,522	1,583	2,000	613	2,000	2,000	2,000	2,000
		Total Taxes	<u>272,745</u>	<u>286,827</u>	<u>186,564</u>	<u>162,124</u>	<u>76,758</u>	<u>138,071</u>	<u>172,179</u>	<u>174,731</u>	<u>177,321</u>
		Special Assessments									
200	4610	Special Assessments	29	-	-	-	-	-	-	-	-
200	4620	Special Assmnt Tax - Delinquent	951	-	-	364	-	364	364	300	300
200	4630	Storm Drainage RC12-013	62,570	59,494	62,142	63,250	29,763.13	59,895	63,250	60,750	58,250
200	4640	Storm Drainage RC12-012	94,647	92,573	94,045	91,782	51,661.94	90,864	93,808	95,603	93,071
200	4650	Storm Drainage RC12-014	109,224	105,221	106,371	106,551	58,717.56	105,485	106,551	106,551	106,551
		Total Special Assessments	<u>267,420</u>	<u>257,289</u>	<u>262,558</u>	<u>261,947</u>	<u>140,143</u>	<u>256,609</u>	<u>263,973</u>	<u>263,204</u>	<u>258,172</u>
		Intergovernmental									
200	4020	Recreational Vehicle Tax	132	124	138	60	48	60	50	50	50
200	4021	Commercial Vehicle Tax	-	-	-	-	-	-	-	-	-
200	4040	Heavy Trucks Tax	94	181	112	140	54	140	120	120	120
200	4060	Motor Vehicle Tax	34,276	36,686	37,712	24,000	8,596	24,000	16,206	16,000	16,640
		Total Intergovernmental	<u>34,502</u>	<u>36,991</u>	<u>37,962</u>	<u>24,200</u>	<u>8,698</u>	<u>24,200</u>	<u>16,376</u>	<u>16,170</u>	<u>16,810</u>
		Interest									
200	4510..4512	Interest on Investment	1,151	4,248	8,463	4,465	1,858	8,500	8,500	8,500	8,500
		Total Interest	<u>1,151</u>	<u>4,248</u>	<u>8,463</u>	<u>4,465</u>	<u>1,858</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>
		Transfers									
200	4830	Transfer from 27A Fund	428,841	416,000	475,000	300,000	50,000	285,000	210,000	-	-
200	4840	Transfer from General Fund	117,228	-	-	25,000	6,250	-	75,000	45,000	235,000
200	4880	Transfer from Streetlights Fund	-	-	-	-	-	-	-	-	-
		Total Transfers	<u>546,069</u>	<u>416,000</u>	<u>475,000</u>	<u>325,000</u>	<u>56,250</u>	<u>285,000</u>	<u>285,000</u>	<u>45,000</u>	<u>235,000</u>
		Total Revenues	<u>1,121,887</u>	<u>1,001,355</u>	<u>970,547</u>	<u>777,736</u>	<u>283,707</u>	<u>712,380</u>	<u>746,028</u>	<u>507,605</u>	<u>695,803</u>
		B Contracted Services									
200	5209	Professional Services	1,375	3,050	3,100	3,050	-	3,100	3,100	3,100	3,100
200	5214	Other Contracted Services	-	-	-	-	-	-	-	-	-
		B Contracted Services Total	<u>1,375</u>	<u>3,050</u>	<u>3,100</u>	<u>3,050</u>	<u>-</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
		E Debt Service									
200	5607	Principal Bonds (2008-A Issue)	360,000	-	-	-	-	-	-	-	-
200	5608	Principal Bonds - 2010-1	260,000	265,000	275,000	280,000	-	280,000	290,000	100,000	100,000
200	5609	Interest Bonds - 2010-1	51,860	46,660	40,565	33,415	16,708	33,415	25,575	17,020	13,920
200	5610	Interest Bonds (2008-A Issue)	13,140	-	-	-	-	-	-	-	-
200	5614	Bond Principal 2014-1	105,000	107,000	110,000	112,000	-	112,000	114,000	-	-
200	5615	Bond Interest 2014-1	12,332	9,969	7,561	5,088	-	5,088	2,568	-	-
		Bond Principal 2020-1								175,000	180,000
		Bond Interest 2020-1								58,338	53,088
200	5628	Principal Bonds - 2011-2	165,000	180,000	190,000	85,000	-	85,000	85,000	90,000	95,000
200	5629	Interest Bonds - 2011-2	34,698	31,398	27,798	23,808	-	23,808	21,640	19,473	16,773
200	5630	Bond Principal - 2011-1	105,000	-	-	-	-	-	-	-	-
200	5631	Bond Interest - 2011-1	2,153	-	-	-	-	-	-	-	-
200	5644	Principal Bonds - 2012-1	35,000	420,000	425,000	200,000	-	200,000	205,000	205,000	215,000
200	5645	Interest Bonds - 2012-1	33,938	33,553	28,093	21,718	-	21,718	18,318	14,423	10,118
		E Debt Service Total	<u>1,178,120</u>	<u>1,093,579</u>	<u>1,104,017</u>	<u>761,029</u>	<u>16,708</u>	<u>761,029</u>	<u>762,101</u>	<u>679,254</u>	<u>683,899</u>
		N Non-Expenditures Appropriation									
200	5751	TIF Fund Expenditure	-	-	-	22,800	-	-	23,126	18,288	13,354
		N Non-Appropriation Expenditures Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>22,800</u>	<u>-</u>	<u>-</u>	<u>23,126</u>	<u>18,288</u>	<u>13,354</u>
		Total Expenditures	<u>1,179,495</u>	<u>1,096,629</u>	<u>1,107,117</u>	<u>786,879</u>	<u>16,708</u>	<u>764,129</u>	<u>788,327</u>	<u>700,642</u>	<u>700,353</u>
200		Ending Fund Balance	<u>363,620</u>	<u>268,346</u>	<u>131,777</u>	<u>115,323</u>	<u>266,999</u>	<u>80,028</u>	<u>73,024</u>	<u>73,962</u>	<u>75,478</u>
Notes:								11%	10%	11%	11%



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

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

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

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

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

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

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

1250

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	76,721	127,445	186,611	229,950	-	227,231	321,731	0	\$ -
	Intergovernmental									
4140	Spec City/county Highway Fund	182,426	181,464	184,520	183,980	46,160	183,980	-	-	-
	Total Intergovernmental	182,426	181,464	184,520	183,980	46,160	183,980	-	-	-
	Interest									
4510..4512	Interest on Investment	-	-	1,988	-	462	-	-	-	-
	Total Interest	-	-	1,988	-	462	-	-	-	-
	Total Revenues	182,426	181,464	186,508	183,980	46,622	183,980	-	-	-
	A Salaries & Benefits									
5101	Salaries - Regular	56,323	58,194	62,000	64,480	-	64,480	-	-	-
	A Salaries & Benefits Total	56,323	58,194	62,000	64,480	-	64,480	-	-	-
	B Contracted Services									
5221	Maintenance & Repair of Streets	-	-	-	-	-	-	-	-	-
5260	Vehicle Maintenance	-	-	-	-	-	-	-	-	-
	B Contracted Services Total	-	-	-	-	-	-	-	-	-
	C Commodities									
5303	Sand and Salt	17,409	6,134	25,918	25,000	1,559	25,000	-	-	-
5315	Machinery & Auto Equipment	-	-	-	-	-	-	-	-	-
	C Commodities Total	17,409	6,134	25,918	25,000	1,559	25,000	-	-	-
	E Capital Outlay									
5454	Sidewalk Improvements	-	-	-	25,000	-	-	-	-	-
5456	CARS Projects	-	-	-	-	-	-	-	-	-
	E Capital Outlay Total	-	-	-	25,000	-	-	-	-	-
	T Transfers									
5809..5825	Transfer to Equipment Reserve Fund	57,970	57,970	57,970	-	-	-	-	-	-
	Transfer to Special Street Fund	-	-	-	-	-	-	321,731	-	-
	T Transfers Total	57,970	57,970	57,970	-	-	-	321,731	-	-
	Total Expenditures	131,702	122,298	145,888	114,480	1,559	89,480	321,731	-	-
	Ending Fund Balance	127,445	186,611	227,231	299,450	45,063	321,731	0	0	\$ -



City of Roeland Park

1270

Line Item Activity Budget - Combined Special Highway and Street Fund 27A

			2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget	2023 Budget
270	4010	Beginning Fund Balance	\$ 397,506	\$ 409,743	\$ 786,844	\$ 229,598	\$ -	\$ 451,393	\$ 251,510	\$ 1,070,701	\$ 526,818	\$ 621,729
		Intergovernmental										
270	4110	City Sales & Use Tax	776,544	809,940	790,117	796,095	194,876.68	750,611	758,117	765,698	773,355	781,089
270	4135	County Courthouse Sales Tax	-	121,133	160,051	162,610	41,197.71	159,358	160,951	165,878	167,537	169,213
250	4140	Spec City/county Highway Fund							187,678	189,555	191,450	193,365
270	4150	CARS Funding	196,213	-	510,676	103,620	-	103,620	1,658,075		468,900	689,660
270	4154	STP Grant	-	-	-	-	-	-	4,662,500	-	-	-
		Total Intergovernmental	<u>972,757</u>	<u>931,073</u>	<u>1,460,843</u>	<u>1,062,325</u>	<u>236,074</u>	<u>1,013,589</u>	<u>7,427,321</u>	<u>1,121,132</u>	<u>1,601,243</u>	<u>1,833,326</u>
		Interest										
270	4510.4512	Interest on Investment	1,404	1,172	6,176	1,500	1,435	7,000	7,000	7,000	7,000	7,000
		Total Interest	<u>1,404</u>	<u>1,172</u>	<u>6,176</u>	<u>1,500</u>	<u>1,435</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>
		Other										
270	4520	Other Sources	51,220	-	-	-	-	-	-	-	-	-
	4530	Reimbursed Expense	353	-	-	-	-	-	-	-	-	-
		Total Other	<u>51,573</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Transfers In										
		Transfer from Sp. Hwy Fund	-	-	-	-	-	-	321,731	-	-	-
		Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>321,731</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Total Revenues	<u>1,025,734</u>	<u>932,245</u>	<u>1,467,019</u>	<u>1,063,825</u>	<u>237,509</u>	<u>1,020,589</u>	<u>7,756,052</u>	<u>1,128,132</u>	<u>1,608,243</u>	<u>1,840,326</u>
		A Salaries & Benefits										
250	5101	Salaries - Regular	-	-	-	-	-	-	67,059	69,742	72,531	55,432
		A Salaries & Benefits Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>67,059</u>	<u>69,742</u>	<u>72,531</u>	<u>55,432</u>
		B Contracted Services										
270	5209	Professional Services	115,752	74,757	84,816	100,000	7,924.00	100,000	100,000	100,000	100,000	-
270	5214	Other Contracted Services	-	-	-	-	-	-	-	-	-	-
		B Contracted Services Total	<u>115,752</u>	<u>74,757</u>	<u>84,816</u>	<u>100,000</u>	<u>7,924</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>-</u>
		C Commodities										
250	5303	Sand and Salt	-	-	-	-	-	-	25,000	20,000	25,000	25,000
250	5315	Machinery & Auto Equipment	-	-	-	-	-	-	-	-	-	-
		C Commodities Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>	<u>20,000</u>	<u>25,000</u>	<u>25,000</u>
		E Capital Outlay										
250	5421	Maintenance & Repair of Streets	-	-	-	-	-	-	-	-	-	-
270	5245	In-house Street Maintenance	56,579	-	-	-	-	-	-	-	-	-
270	5426	Other Improvements	-	-	-	-	-	-	-	-	-	-
270	5430	Residential Street Reconstruction			40,073	\$ 534,000	1,555	\$ 603,232	139,227	1,242,773	100,000	895,186
270	5454	Sidewalk Improvements			-			25,000	75,000	75,000	75,000	75,000
		Street Light Replacement								45,000	45,000	45,000
270	5456	CARS Projects	412,324	64,387	-	-	-	-	-	-	-	9,500
	5457	CARS Roe 2020			226,211.11			-	6,320,575			
	5458	2018 CARS			970,653.02		177,037					
	5459	2019 CARS			5,716.54	191,000	2,940	207,240				
		2022 CARS - Johnson Drive								4,500	43,800	
	5460	2022 CARS - 53rd St								9,000	54,000	
	5461	2022 CARS - Nall	-	-	-	-	-	-	-	106,000	840,000	-
		2023 CARS- 55th b/t SMP & Roe									18,000	135,500
		2023 CARS - Ellledge b.t Roe Ln and 47th	-	-	-	-	-	-	-	-	140,000	1,243,820
		E Capital Outlay Total	<u>468,904</u>	<u>64,387</u>	<u>1,242,654</u>	<u>725,000</u>	<u>181,532</u>	<u>835,472</u>	<u>6,534,802</u>	<u>1,482,273</u>	<u>1,315,800</u>	<u>2,404,006</u>
		T Transfers										
270	5818	Transfer To Bond & Intfund	428,841	416,000	475,000	300,000	50,000	285,000	210,000	-	-	-
		T Transfers Total	<u>428,841</u>	<u>416,000</u>	<u>475,000</u>	<u>300,000</u>	<u>50,000</u>	<u>285,000</u>	<u>210,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Total Expenditures	<u>1,013,497</u>	<u>555,144</u>	<u>1,802,470</u>	<u>1,125,000</u>	<u>239,456</u>	<u>1,220,472</u>	<u>6,936,861</u>	<u>1,672,015</u>	<u>1,513,331</u>	<u>2,484,438</u>
270		Ending Fund Balance	\$ 409,743	\$ 786,844	\$ 451,393	\$ 168,423	\$ 251,510	\$ 1,070,701	\$ 526,818	\$ 621,729	\$ (22,383)	



City of Roeland Park

I290

Line Item Activity Budget - Community Center Fund 27C

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 257,388	\$ 351,253	\$ 462,823	\$ 545,370	\$ -	\$ 566,969	\$ 532,871	\$ 189,958	\$ 185,069
	Intergovernmental									
4110	City Sales & Use Tax	194,136	202,485	197,530	199,024	48,719	187,654	189,530	191,425	193,340
	Total Intergovernmental	194,136	202,485	197,530	199,024	48,719	187,654	189,530	191,425	193,340
	Interest									
4511	Interest on Invested Assets	-	-	4,708	-	1,045	4,500	4,500	4,500	4,500
	Total Interest	-	-	4,708	-	1,045	4,500	4,500	4,500	4,500
	Total Revenues	194,136	202,485	202,238	199,024	49,764	192,154	194,030	195,925	197,840
A	Salaries & Benefits									
5101	Salaries - Regular						15,500	35,291	36,703	38,171
5104	Salaries - Part-time	-	-	-	-	-	18,000	36,520	37,981	39,500
A	Salaries & Benefits Total	-	-	-	-	-	33,500	71,811	74,684	77,671
B	Contracted Services									
5209	Professional Services	-	-	-	30,000	-	28,500	-	-	-
5210	Maintenace And Repair Building	14,635	4,079	16,989.01	15,000	6,653.00	15,000	15,000	15,000	15,000
5211	Maintenace & Repair Equipment	5,956	-	115.00	7,000		7,000	7,000	7,000	7,000
5214	Other Contracted Services	-	-	-	-		-	-	-	-
5250	Insurance & Surety Bonds	3,915	3,246	4,150.00	4,608		4,608	5,114	5,677	6,302
5253	Public Relations				400		400			
5255	JoCo Management Fee	75,000	70,197	68,194.00	83,640	20,889.00	41,500	42,330	43,177	44,040
5257	Property Tax Payments	156	-	-	-	-	-	-	-	-
5262	Grounds Maintenance	-	1,833	1,513.00	2,500	-	2,500	2,500	2,500	2,500
5264	Grounds Improvements	608	-	2,706.00	1,500	-	1,500	1,500	1,500	1,500
B	Contracted Services Total	100,271	79,355	93,667	144,648	27,542	101,008	73,444	74,854	76,342
C	Commodities									
5307	Other Commodities	-	4,179	5,065	5,500	670	5,000	5,000	5,000	5,000
C	Commodities Total	-	4,179	5,065	5,500	670	5,000	5,000	5,000	5,000
E	Capital Outlay									
5425	Other Capital Outlay	-	7,380	(640)	28,400	6,519	75,400	364,000	22,000	2,000
E	Capital Outlay Total	-	7,380	(640)	28,400	6,519	75,400	364,000	22,000	2,000
T	Transfers									
5818	Transfer to General Fund	-	-	-	-	-	11,344	22,688	24,276	25,975
T	Transfers Total	-	-	-	-	-	11,344	22,688	24,276	25,975
	Total Expenditures	100,271	90,915	98,092	178,548	34,731	226,252	536,943	200,814	186,988
	Ending Fund Balance	\$ 351,253	\$ 462,823	\$ 566,969	\$ 565,846	\$ 15,033	\$ 532,871	\$ 189,958	\$ 185,069	\$ 195,921



City of Roeland Park

1300

Line Item Activity Budget - Special Infrastructure 27D

	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
4010 Beginning Fund Balance	195,274	194,022	861,541	521,336	-	1,075,705	930,317	1,116,978	263,166	248,392	318,935	452,383
Intergovernmental												
4110 City Sales & Use Tax	388,272	404,970	395,057.00	398,048	97,438	375,304	379,057	382,848	386,676	390,543	394,448	398,393
4135 County Courthouse Sales Tax	-											
4150 CARS Funding			-	-	-	-						
4155 CDBG Grant			100,000.00	166,600	-	136,000						
4156 FEMA Grant	-	-	106,718.76	-	-	-	-	-	-	-	-	-
Total Intergovernmental	<u>388,272</u>	<u>404,970</u>	<u>601,776</u>	<u>564,648</u>	<u>97,438</u>	<u>511,304</u>	<u>379,057</u>	<u>382,848</u>	<u>\$ 386,676</u>	<u>\$ 390,543</u>	<u>\$ 394,448</u>	<u>\$ 398,393</u>
Other												
4161 Grants/Donations - Private	-	-	32,000	-		-	50,000	-			-	
4790 Reimbursed Expenses	4,242	-	2,765	-	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	2,058,032	-	-	-	-	-
Total Other	<u>4,242</u>	<u>-</u>	<u>34,765</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,108,032</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Interest												
4511 Investment Income	-	-	4,652	-	848	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Total Interest	<u>-</u>	<u>-</u>	<u>4,652</u>	<u>-</u>	<u>848</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
Transfers In												
4840 Transfer From General Fund	-	551,250	275,000	200,000	50,000	200,000	475,000	280,000	100,000	-	-	-
Total Transfers In	<u>-</u>	<u>551,250</u>	<u>275,000</u>	<u>200,000</u>	<u>50,000</u>	<u>200,000</u>	<u>475,000</u>	<u>280,000</u>	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>392,514</u>	<u>956,220</u>	<u>916,193</u>	<u>764,648</u>	<u>148,286</u>	<u>715,304</u>	<u>2,966,089</u>	<u>666,848</u>	<u>490,676</u>	<u>394,543</u>	<u>398,448</u>	<u>402,393</u>
B Contracted Services												
5209 Professional Services	27,383	22,614	17,697	40,000	29,355	40,000	39,800	40,000	40,000	140,000	140,000.00	140,000.00
Cost of issuance							58,032					
5211 Maintenance & Repair Equipment	-	225	-	-		-	-	-	-	-	-	-
B Contracted Services Total	<u>27,383</u>	<u>22,839</u>	<u>17,697</u>	<u>40,000</u>	<u>29,355</u>	<u>40,000</u>	<u>97,832</u>	<u>40,000</u>	<u>40,000</u>	<u>140,000</u>	<u>140,000</u>	<u>140,000</u>
D Capital Outlay												
5221 Maintenance & Repair of Streets	138,050	539	121,602	115,000	11,090	160,000	160,000	170,000	160,000	160,000	10,000.00	
5246 In-House Street Maintenance	-	56,423	83,941	-	-	-	-	-	-	-	-	-
5468 2020 Stormwater-57th and Roeland	-	-	-	-	-	150,000	750,000	-				
5469 Stormwater Maintenance	188	181,142	22,935	170,000	9,800	20,000	20,000	20,000				
5470 Park Maint/Infrastructure	103,146	27,758	37,235	64,000	21,151	106,189	21,000	35,500	23,000	24,000	115,000	165,000
5471 Tennis Court Replacement			143,858		-							
R Park Development Plan						118,504	935,596	510,160	282,450			
RPAC Improvements						100,000	795,000	745,000				
5498 2019 CDBG	-	-	-	196,000	-	166,000	-	-				
5499 2018 CDBG	-	-	274,761	-	-	-	-	-	-	-	-	-
D Capital Outlay Total	<u>241,383</u>	<u>265,862</u>	<u>684,331</u>	<u>545,000</u>	<u>42,041</u>	<u>820,693</u>	<u>2,681,596</u>	<u>1,480,660</u>	<u>465,450</u>	<u>184,000</u>	<u>125,000</u>	<u>165,000</u>
N Non-Appropriation Expenditures												
5750 Contingency	-	-	-	-	-	-	-	-	-	-	-	-
N Non-Appropriation Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
T Transfers												
5802 Transfer to General Fund	125,000	-	-	-	-	-	-	-	-	-	-	-
5826 Transfer to Capital Projects Fund	-	-	-	-	-	-	-	-	-	-	-	-
T Transfers Total	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>393,766</u>	<u>288,701</u>	<u>702,028</u>	<u>585,000</u>	<u>71,396</u>	<u>860,693</u>	<u>2,779,428</u>	<u>1,520,660</u>	<u>505,450</u>	<u>324,000</u>	<u>265,000</u>	<u>305,000</u>
Ending Fund Balance	<u>194,022</u>	<u>861,541</u>	<u>1,075,705</u>	<u>700,984</u>	<u>76,890</u>	<u>930,317</u>	<u>1,116,978</u>	<u>263,166</u>	<u>248,392</u>	<u>318,935</u>	<u>452,383</u>	<u>549,776</u>



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

		2019 YTD								
		2016	2017	2018	2019 Budget	Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 372,371	\$ 310,307	\$ 375,139	\$ 53,637	\$ -	\$ 290,720	\$ 1,361,329	\$ 61,329	\$ 61,329
Other										
4780	Sale of Assets	-	-	22,000	-	-	1,200,000	-	-	-
Total Other		-	-	22,000	-	-	1,200,000	-	-	-
Interest										
4511	Investment Income	-	-	4,406	-	1,028	2,000	-	-	-
Total Interest		-	-	4,406	-	1,028	2,000	-	-	-
Transfers										
4840	Transfer from General Fund	269,351	12,500	112,051	119,888	29,973.00	44,700	3,650	800	28,400
4841	Transfer from PD/GF	-	142,960	24,000	70,320	17,580.00	70,320	28,242	107,367	101,495
4842	Transfer from PW / GF	-	3,500	166,500	49,200	12,300.00	24,200	12,500	64,000	-
4860	Transfer from Special Highway	57,970	57,970	57,971	-	-	-	-	-	-
Total Transfers		327,321	216,930	360,522	239,408	59,853	139,220	44,392	172,167	129,895
Total Revenues		327,321	216,930	386,928	239,408	60,881	1,341,220	44,392	172,167	129,895
C Commodities										
5315	Machinery & Auto Equipment	231,779	24,466	346,080	119,520	30,473	139,220	44,392	172,167	129,895
C Commodities Total		231,779	24,466	346,080	119,520	30,473	139,220	44,392	172,167	129,895
D Capital Outlay										
5442	Building Expense	99,636	69,663	67,305	89,500	61,288	-	-	-	-
D Capital Outlay Total		99,636	69,663	67,305	89,500	61,288	-	-	-	-
E Debt Service										
5619	Lease/Purchase - Principal	52,744	54,532	56,369	-	-	-	-	-	-
5620	Lease/Purchase - Interest	5,226	3,437	1,593	-	-	-	-	-	-
E Debt Service Total		57,970	57,969	57,962	-	-	-	-	-	-
N Non-Expenditures Appropriation										
5705	Future CIP - PW	-	-	-	-	-	-	1,300,000	-	-
5707	Future CIP - Building Reserve	-	-	-	30,388	-	-	-	-	-
N Non-Appropriation Expenditures Total		-	-	-	30,388	-	-	1,300,000	-	-
T Transfers										
5801	Transfer of Funds	-	-	-	-	-	131,391	-	-	-
T Transfers Total		-	-	-	-	-	131,391	-	-	-
Total Expenditures		389,385	152,098	471,347	239,408	91,761	270,611	1,344,392	172,167	129,895
Ending Fund Balance		310,307	375,139	290,720	53,637	(30,880)	1,361,329	61,329	61,329	61,329

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 833,278	\$ 1,038,280	\$ 907,195	\$ 931,917	\$ -	\$ 893,273	\$ 1,102,938	\$ 688	\$ 662,484
	Taxes									
4730	Tax Increment Income	274,747	448,614	420,732	412,733	91,873.50	379,642	379,642	387,235	\$ 394,980
4735	Tax Increment Income IB	291,081	588,597	497,688	599,199	198,118.27	363,040	363,040	370,301	\$ 377,707
	Total Taxes	<u>565,828</u>	<u>1,037,211</u>	<u>918,420</u>	<u>1,011,932</u>	<u>289,992</u>	<u>742,682</u>	<u>742,682</u>	<u>757,536</u>	<u>\$ 772,686</u>
	Interest									
4511	Interest on Invested Assets	16,794	18,515	9,679	17,500	-	8,000	8,000	8,000	\$ 8,000
	Total Interest	<u>16,794</u>	<u>18,515</u>	<u>9,679</u>	<u>17,500</u>	<u>-</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>	<u>\$ 8,000</u>
	Total Revenues	<u>582,622</u>	<u>1,055,726</u>	<u>928,099</u>	<u>1,029,432</u>	<u>289,992</u>	<u>750,682</u>	<u>750,682</u>	<u>765,536</u>	<u>\$ 780,686</u>
	Expenditures									
	B Contracted Services									
5209	Professional Services	2,070	3,715	2,887	1,100		1,100	1,100	1,100	\$ 1,100
5214	Other Contracted Services	1,656	2,640	-	2,640	-	2,640	2,640	2,640	\$ 2,640
	B Contracted Services Total	<u>3,726</u>	<u>6,355</u>	<u>2,887</u>	<u>3,740</u>	<u>-</u>	<u>3,740</u>	<u>3,740</u>	<u>3,740</u>	<u>\$ 3,740</u>
	D Capital Outlay									
5459	2019 CARS						18,043			
5457	CARS Roe 2020	-	-	-	-	-	519,234	1,849,192	100,000	\$ -
	D Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>537,277</u>	<u>1,849,192</u>	<u>100,000</u>	<u>\$ -</u>
	E Debt Service									
5601	Bond Principal	250,000	1,070,000	914,162	-		-	-	-	\$ -
5602	Bond Interest	123,894	110,456	24,972	-	-	-	-	-	-
	E Debt Service Total	<u>373,894</u>	<u>1,180,456</u>	<u>939,134</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>
	N Non-Expenditures Appropriation									
5755	Property Tax Reduction - Appeals	-	-	-	140,250	-	-	-	-	\$ -
	N Non-Appropriation Expenditures Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>140,250</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>
	Total Expenditures	<u>377,620</u>	<u>1,186,811</u>	<u>942,021</u>	<u>143,990</u>	<u>-</u>	<u>541,017</u>	<u>1,852,932</u>	<u>103,740</u>	<u>\$ 3,740</u>
	Ending Fund Balance	<u>\$ 1,038,280</u>	<u>\$ 907,195</u>	<u>\$ 893,273</u>	<u>\$ 1,817,359</u>	<u>\$ 289,992</u>	<u>\$ 1,102,938</u>	<u>\$ 688</u>	<u>\$ 662,484</u>	<u>\$ 1,439,430</u>

Notes:

City of Roeland Park
Line Item Activity Budget - TDD#1 - Price Chopper

1400

		2019 YTD								
		2016	2017	2018	2019 Budget	Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ (20,769)	\$ (107,318)	\$ (2,756,849)	\$ (2,720,995)	\$ -	\$ (2,507,302)	\$ (2,272,274)	\$ (2,034,706)	\$ (1,794,570)
Intergovernmental										
4110	City/county Sales & Use Tax	267,227	264,456	261,987	280,908	60,766.00	254,127	256,669	259,235	\$ 261,828
Intergovernmental Total		<u>267,227</u>	<u>264,456</u>	<u>261,987</u>	<u>280,908</u>	<u>60,766</u>	<u>254,127</u>	<u>256,669</u>	<u>259,235</u>	<u>\$ 261,828</u>
Interest										
4510	Interest on Investment	10	132	918	-	164.00	900	900	900	\$ 900
Total Interest		<u>10</u>	<u>132</u>	<u>918</u>	<u>-</u>	<u>164</u>	<u>900</u>	<u>900</u>	<u>900</u>	<u>\$ 900</u>
Total Revenues		<u>267,237</u>	<u>264,588</u>	<u>262,905</u>	<u>280,908</u>	<u>60,930</u>	<u>255,027</u>	<u>257,569</u>	<u>260,135</u>	<u>\$ 262,728</u>
B Contracted Services										
5209	Professional Services	-	2,467	610	-	-	-	-	-	\$ -
5214	Other Contracted Services	6,427	5,030	4,630	6,500	1,502.99	5,000	5,000	5,000	\$ 5,000
5281	Project Expense	-	-	-	-	-	-	-	-	\$ -
B Contracted Services Total		<u>6,427</u>	<u>7,497</u>	<u>5,240</u>	<u>6,500</u>	<u>1,503</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>\$ 5,000</u>
E Debt Service										
5601	Bond Principal	215,000	2,900,000	-	-	-	-	-	-	-
5602	Bond Interest	132,359	6,622	8,118	274,408	-	15,000	15,000	15,000	\$ 15,000
E Debt Service Total		<u>347,359</u>	<u>2,906,622</u>	<u>8,118</u>	<u>274,408</u>	<u>-</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>\$ 15,000</u>
Total Expenditures		<u>353,786</u>	<u>2,914,119</u>	<u>13,358</u>	<u>280,908</u>	<u>1,503</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>\$ 20,000</u>
Ending Fund Balance		<u>\$ (107,319)</u>	<u>\$ (2,756,849)</u>	<u>\$ (2,507,302)</u>	<u>\$ (2,720,995)</u>	<u>\$ 59,427</u>	<u>\$ (2,272,274)</u>	<u>\$ (2,034,706)</u>	<u>\$ (1,794,570)</u>	<u>\$ (1,551,843)</u>

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

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ (1,071,688)	\$ (941,727)	\$ (809,752)	\$ (811,530)	\$ -	\$ (689,301)	\$ (577,302)	\$ (464,099)	\$ (349,678)
	Intergovernmental									
4110	City/county Sales & Use Tax	137,239	140,435	126,841	141,494	24,332.42	120,499	121,704	122,921	124,150
	Total Intergovernmental	137,239	140,435	126,841	141,494	24,332	120,499	121,704	122,921	124,150
	Interest									
4510	Interest on Investment	5	66	407	-	47.00	500	500	500	500
	Total Interest	5	66	407	-	47	500	500	500	500
	Total Revenues	137,244	140,501	127,248	141,494	24,379	120,999	122,204	123,421	124,650
B	Contracted Services									
5209	Professional Services	-	1,067	-	-	-	-	-	-	-
5214	Other Contracted Services	3,380	4,085	2,685	5,000	775.01	5,000	5,000	5,000	5,000
5254	Miscellaneous Charges	-	-	-	-	-	-	-	-	-
B	Contracted Services Total	3,380	5,151	2,685	5,000	775	5,000	5,000	5,000	5,000
E	Debt Service									
5601	Bond Principal	-			136,494	-				
5602	Bond Interest	3,903	3,375	4,112	-	-	4,000	4,000	4,000	4,000
E	Debt Service Total	3,903	3,375	4,112	136,494	-	4,000	4,000	4,000	4,000
	Total Expenditures	7,283	8,526	6,797	141,494	775	9,000	9,000	9,000	9,000
	Ending Fund Balance	\$ (941,727)	\$ (809,752)	\$ (689,301)	\$ (811,530)	\$ 23,604	\$ (577,302)	\$ (464,099)	\$ (349,678)	\$ (234,027)

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

1420

		2019 YTD								
		2016	2017	2018	2019 Budget	Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 1,306,294	\$ 1,764,485	\$ 2,225,413	\$ 2,697,076	\$ -	\$ 2,716,943	\$ 3,044,404	\$ 3,053,404	3,062,404
Intergovernmental										
4110	City/county Sales & Use Tax	457,379	454,122	459,069	308,771	98,290.28	295,000	-	-	-
	Total Intergovernmental	457,379	454,122	459,069	308,771	98,290	295,000	-	-	-
Interest										
4510..4512	Interest on Investment	813	6,892	32,461	8,460	7,224.00	32,461	9,000	9,000	9,000
	Total Interest	813	6,892	32,461	8,460	7,224	32,461	9,000	9,000	9,000
	Total Revenues	458,192	461,014	491,530	317,231	105,514	327,461	9,000	9,000	9,000
B	Contracted Services									
5209	Professional Services	-	-	-	-	-	-	-	-	-
5215	City Attorney	-	86	-	-	-	-	-	-	-
B	Contracted Services Total	-	86	-	-	-	-	-	-	-
N	Non-Appropriation Expenditures									
5721	CID #1 Expenses	-	-	-	3,008,000	-	-	-	-	-
N	Non-Appropriation Expenditures Total	-	-	-	3,008,000	-	-	-	-	-
	Total Expenditures	-	86	-	3,008,000	-	-	-	-	-
	Ending Fund Balance	\$ 1,764,485	\$ 2,225,413	\$ 2,716,943	\$ 6,308	\$ 105,514	\$ 3,044,404	\$ 3,053,404	\$ 3,062,404	\$ 3,071,404

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

I450

		2015	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
4010	Beginning Fund Balance	\$ 364,326	\$ 328,490	\$ 284,447	\$ 160,094	\$ 50,692	\$ -	\$ 199,223	\$ 4,990	\$ 35,908	\$ 160,003
	Taxes										
4730	Tax Increment Income	278,998	310,233	315,659	282,400	303,534	112,575	241,344	243,757	246,195	
	Total Taxes	278,998	310,233	315,659	282,400	303,534	112,575	241,344	243,757	246,195	-
	Transfers In										
4789	Loan from General Fund	-	-	53,000	283,500	122,000	30,500	-	-	-	-
	Transfers In Total	-	-	53,000	283,500	122,000	30,500	-	-	-	-
	Interest										
4510..4512	Interest on Investment	-	505	1,465	7,902	1,000	1,765.00	8,000	8,000	8,000	
	Total Interest	-	505	1,465	7,902	1,000	1,765	8,000	8,000	8,000	-
	Total Revenues	278,998	310,738	370,124	573,802	426,534	144,840	249,344	251,757	254,195	-
B	Contracted Services										
5209	Professional Services	485	20,556	(27,750)	-	5,000	-	5,000	5,000	5,000	
5214	Other Contracted Services	1,565	3,395	-	-	3,000	-	3,000	3,000	3,000	
5257	Property Tax Payments	-	-	-	-	-	-	-	-	-	-
B	Contracted Services	2,050	23,950	(27,750)	-	8,000	-	8,000	8,000	8,000	-
D	Capital Outlay										
5442	City Hall Building Improvements			-	-	-		-	62,840	122,100	
5443	Skateboard Park Maintenance	131,525	-	-	-	-	-	-	-	-	-
5444	ADA Improvements	-	-	12,024	-	-	-	-	-	-	-
5456	CARS Projects	-	-	-	-	-		-	-	-	-
5457	CARS Roe 2020	-	-	337,693	131,120	245,000	23,767.51	76,187	-	-	-
5458	2018 CARS	-	-	-	233,188	-	4,141.78	-	-	-	-
D	Capital Outlay Total	131,525	161,561	349,717	364,308	245,000	27,909	76,187	62,840	122,100	-
E	Debt Service										
5644	Principal Bonds - 2012-1	160,000	160,000	165,000	165,000	170,000		170,000			
5645	Interest Bonds - 2012-1	21,260	9,270	7,510	5,365	2,890	-	2,890	-	-	-
E	Debt Service Total	181,260	169,270	172,510	170,365	172,890	-	172,890	-	-	-
N	Non-Expenditures Appropriation										
5755	Property Tax Reduction - Appeals	-	-	-	-	14,000	-	-	-	-	-
N	Non-Appropriation Expenditures Total	-	-	-	-	14,000	-	-	-	-	-
T	Transfers										
5802	Transfer to General Fund	-	-	-	-	-	-	186,500	150,000	-	-
T	Transfers Total	-	-	-	-	-	-	186,500	150,000	-	-
	Total Expenditures	314,834	354,782	494,477	534,673	439,890	27,909	443,577	220,840	130,100	-
	Ending Fund Balance	\$ 328,490	\$ 284,447	\$ 160,094	\$ 199,223	\$ 37,336	\$ 116,931	\$ 4,990	\$ 35,908	\$ 160,003	\$ 160,003

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

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget
4010	Beginning Fund Balance	\$ 605	\$ 1,169	\$ 14,862	100	\$ -	\$ 2,066	100	3,313
	Taxes								
4730	Tax Increment Income	57,597	69,375	69,876	35,425	73,884	33,000	29,000	-
	Total Taxes	57,597	69,375	69,876	35,425	73,884	33,000	29,000	-
	Interest								
4510..4512	Interest on Investment	-	-	93	-	20	100	-	-
	Total Interest	-	-	93	1,000	20	100	-	-
	Transfers								
4840	Transfer from the General Fund	-	-	8,000	-	-	15,787	-	-
	Total Transfers			8,000			15,787		
	Total Revenues	57,597	69,375	77,969	36,425	73,904	48,887	29,000	-
B	Contracted Services								
5209	Professional Services	-	-	-	-	-	-	-	-
5214	Other Contracted Services	1,683	1,650	1,649	2,500	825	1,650	2,000	-
B	Contracted Services Total	1,683	1,650	1,649	2,500	825	1,650	2,000	-
E	Debt Service								
5601	Bond Principal	-	38,827	58,677	32,925	49,204	40,114	-	-
5602	Bond Interest	26,896	13,329	30,439	-	-	9,089	-	-
5612	Debt Service - Bond Issue	28,454	1,875	-	-	-	-	-	-
E	Debt Service Total	55,350	54,031	89,116	32,925	49,204	49,203	-	-
T	Transfers								
5802	Transfer to General Fund	-	-	-	-	-	-	23,787	-
T	Transfers Total	-	-	-	-	-	-	23,787	-
	Total Expenditures	57,033	55,681	90,765	35,425	50,029	50,853	25,787	-
	Ending Fund Balance	\$ 1,169	\$ 14,862	\$ 2,066	\$ 1,100	\$ 23,875	\$ 100	\$ 3,313	\$ 3,313

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

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

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

1520

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



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

Objective

General Overhead

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
B	Contracted Services									
5201	Electric	25,158	22,417	22,316	17,340	2,217	17,340	17,860	18,396	18,948
5202	Telephone	10,632	2,528	541	1,000	112	1,000	1,000	1,000	1,000
5203	Printing & Advertising	869	1,476	687	1,800	5	1,800	1,800	1,800	1,800
5204	Legal Printing	3,647	1,190	4,959	3,000	471	3,000	3,000	3,000	3,000
5205	Postage & Mailing Permits	10,295	4,770	7,537	6,000	-	6,000	6,000	6,000	6,000
5206	Travel Expense & Training	-	65	-	-	200	-	-	-	-
5208	Newsletter	2,474	9,024	15,030	9,400	2,214	12,600	12,600	12,600	12,600
5209	Professional Services	17,804	28,170	51,581	102,600	8,572	187,240	59,450	59,450	59,450
5210	Maintenance & Repair Building	16,137	10,855	11,482	10,000	1,186	12,000	10,600	10,600	10,600
5211	Maintenance & Repair Equipment	106	1,365	2,831	-	72	200	200	200	200
5212	Utility Asst	15,000	15,000	15,000	15,000	-	15,000	15,000	15,000	15,000
5213	Audit Fees	38,850	38,475	43,391	42,500	-	33,900	37,775	38,531	40,384
5214	Other Contracted Services	66,393	39,492	64,625	76,600	15,306	60,770	65,280	65,280	65,280
5215	City Attorney	96,643	105,299	81,257	94,860	10,000	94,860	94,400	96,288	98,213
5216	Special Prosecutor Fees	-	-	-	-	-	-	-	-	-
5217	Public Art	-	-	-	-	-	25,000	25,000	25,000	25,000
5218	IT & Communication	23,096	20,920	23,707	26,850	1,308	25,759	26,496	27,026	27,566
5219	Meeting Expense	282	866	1,284	2,000	332	1,500	1,500	1,500	1,500
5220	Street Light Repair & Maintenance	38,166	37,976	35,440	40,000	7,081	40,000	40,000	40,000	40,000
5222	Traffic Signal Expense	184,576	187,430	171,703	191,246	25,186	188,458	192,227	81,471	83,916
5230	Art Commissioner	1,200	1,200	1,200	1,200	300	1,200	1,200	1,200	1,200
5232	United Community Services	3,930	3,930	4,285	4,371	4,285	4,371	4,771	4,866	4,964
5233	JoCo Home Repair - Minor	-	-	4,500	9,000	9,000	9,000	9,000	9,000	9,000
5234	JoCo Home Repair - Major	12,000	-	8,000	8,000	8,000	8,000	8,000	8,000	8,000
5237	Community Events	481	2,090	7,349	4,000	4,246	8,700	8,800	8,800	8,800
5248	Strategic Planning	17,925	7,420	1,127	3,000	-	-	-	-	-
5249	Branding Implementation	-	-	9,884	-	-	4,000	1,000	1,000	1,000
5250	Insurance & Surety Bonds	37,162	40,682	42,391	47,867	-	42,922	45,068	47,322	49,688
5252	Elections - City	-	8,806	-	15,000	1,525	15,463	5,500	-	15,000
5253	Public Relations	1,072	2,266	2,128	3,500	-	3,500	4,500	3,500	3,500
5254	Miscellaneous Charges	4,940	-	1,827	1,000	-	1,000	1,000	8,000	8,000
5256	Committee Funds	2,901	4,013	4,000	5,000	2,056	5,000	5,000	5,000	5,000
5257	Property Tax Payments	7,621	2,762	6,061	12,155	-	6,364	6,682	12,500	12,750
5258	RPPOA Common Area Expenses	33,847	33,847	33,847	33,847	33,847	33,847	33,847	33,847	33,847
5265	Computer System R&M	260	220	426	5,000	-	500	500	500	500
5266	Computer Software	17,879	18,099	24,606	22,500	1,475	35,008	31,616	31,616	31,616
5267	Employee Related Expenses	-	3,658	4,178	7,000	1,315	7,000	7,000	7,000	7,000
5273	Neighbors Helping Neighbors	-	-	-	10,000	-	10,000	10,000	10,000	10,000
5282	Property Tax Rebate Program	-	-	-	15,000	-	5,000	7,500	10,000	12,500
5283	RP Com Foundation Grant Exp.	7,554	518	26,881	1,000	860	33,500	60,000	1,000	1,000
5285	Pool Operations	159,477	172,466	144,526	150,000	-	-	-	-	-
5287	Water	1,382	1,091	1,335	1,500	167	1,500	1,500	1,500	1,500
5288	Waste Water	1,537	1,041	1,923	1,700	-	2,000	2,000	2,000	2,000
5289	Natural Gas	1,639	3,129	3,034	3,000	1,066	3,150	3,182	3,213	3,245
5292	Fireworks	2,000	2,210	2,105	2,500	-	2,500	2,500	2,500	2,500
B	Contracted Services Total	864,933	836,766	888,982	1,007,335	142,403	969,951	870,353	715,506	743,067
				-	-	-				
C	Commodities									
5301	Office Supplies	8,120	6,549	6,671	7,500	817	7,000	7,000	7,000	7,000
5304	Janitorial Supplies	1,431	1,720	1,219	2,000	250	2,000	2,000	2,000	3,000
5305	Dues, Subscriptions, & Books	14,159	16,218	16,263	18,100	8,517	12,261	12,640	12,640	12,640
5306	Materials	48	1,991	-	-	-	-	-	-	-
5307	Other Commodities	-	561	101	5,000	-	3,000	-	-	-
5311	Pool Equipment	18,772	-	-	-	-	-	-	-	-
C	Commodities Total	42,529	27,039	24,253	32,600	9,584	24,261	21,640	21,640	22,640

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

General Overhead

		2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
E	Debt Service									
5600	Lease/purchase-pool	189,000	198,000	148,500	-	-	-	-	-	-
5605	Lease/purchase Pool Interest	19,530	13,860	5,940	-	-	-	-	-	-
5614	Bond Principal 2014-1	-	-	-	-	-	-	-	-	-
5615	Bond Interest 2014-1	-	-	-	-	-	-	-	-	-
E	Debt Service Total	208,530	211,860	154,440	-	-	-	-	-	-
						-				
N	Non-Expenditure Appropriation		-			-				
5751	TIF Fund Expenditure	-	-	-	322,400	-	-	321,415	331,057	270,000
N	Non-Expen. Appropriation Total	-	-	-	322,400	-	-	321,415	331,057	270,000
						-				
T	Transfers					-				
5801..5809	Transfer of Funds	-		8,000	-	-	-	-	-	-
5818	Transfer to Bond Pymnt Fund- 200	117,228		-	25,000	-	-	75,000	-	100,000
5821	Transfer to TIF 2 Fund- 450		53,000	283,500	122,000	6,250		-	-	-
5822	Transfer to TIF 3C Fund- 510		-	-		30,500				
5823	Transfer to Special Infrastructure Fund- 27D		551,250	275,000	200,000	50,000	200,000	475,000	480,000	100,000
5824	Transfer To Aquatic Fund- 220						420,000	420,000	285,000	285,000
5825	Transfer to Equip Reserve Fund- 36	69,471	142,960	112,051	119,888	29,973	44,700	3,650	800	2,400
T	Transfers Total	186,699	747,210	678,551	466,888	116,723	664,700	973,650	765,800	487,400
Total General Overhead		1,302,691	1,822,875	1,746,226	1,829,223	268,710	1,658,912	2,187,058	1,834,003	1,523,107

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

Solid Waste

	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Solid Waste									
A Salaries & Benefits									
5101 Salaries - Regular	25,091	19,919	8,638	42,640	-	17,400	17,400	18,096	18,820
5102 Salaries - Overtime	-	5,435	695	-	-	-	-	-	-
A Salaries & Benefits Total	<u>25,091</u>	<u>25,354</u>	<u>9,333</u>	<u>42,640</u>	<u>-</u>	<u>17,400</u>	<u>17,400</u>	<u>18,096</u>	<u>18,820</u>
B Contracted Services									
5211 Maintenance & Repair Equipment	73	-	4,489	8,000	-	8,000	8,000	8,000	8,000
5235 Leaf Program Disposal Fees	20,849	8,405	13,725	10,000	4,130	10,000	10,000	10,000	10,000
5240 Equipment Rental	-	-	-	500	-	500	500	500	500
5271 Compost Bin Rebate Program				3,000	-	3,000	500	500	500
5272 Solid Waste Contract	414,502	414,794	518,287	519,000	129,516	519,000	519,000	529,380	539,968
B Contracted Services Total	<u>435,424</u>	<u>423,199</u>	<u>536,501</u>	<u>540,500</u>	<u>133,646</u>	<u>540,500</u>	<u>538,000</u>	<u>548,380</u>	<u>558,968</u>
C Commodities									
5302 Motor Fuels & Lubricants	3,325	2,941	2,724	3,000	-	3,000	3,000	3,000	3,000
5825 Transfer to Equip Reserve Fund	-	-	-	-	-	-	-	-	-
C Commodities Total	<u>3,325</u>	<u>2,941</u>	<u>2,724</u>	<u>3,000</u>	<u>-</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Total Solid Waste	<u>463,840</u>	<u>451,495</u>	<u>548,557</u>	<u>586,140</u>	<u>133,646</u>	<u>560,900</u>	<u>558,400</u>	<u>569,476</u>	<u>580,787</u>
Total Expenditures	4,743,737	5,235,538	5,521,185	5,819,903		5,759,675	6,437,590	6,356,348	6,127,367
Ending Fund Balance	<u>2,696,653</u>	<u>2,617,063</u>	<u>2,581,105</u>	<u>2,641,579</u>		<u>2,781,221</u>	<u>2,652,827</u>	<u>2,483,671</u>	<u>2,626,747</u>
<i>Change In Ending Fund Balance</i>			(35,957)	60,474		164,158	11,248	(169,156)	143,076
<i>25% of Annual Operating Expenses (Reserve Benchmark)</i>			1,096,421	1,173,399		1,174,171	1,221,696	1,218,281	1,256,618
<i>Reserve For Loss of Wal Mart</i>			1,410,000	1,410,000		1,410,000	1,410,000	1,410,000	1,410,000
<i>Ending Fund Balance In Excess of Wal Mart Reserve and 25% of Operating Expense Reserve</i>			74,684	58,180		197,049	21,131	(144,610)	(39,871)
<i>Operating Expenses</i>			4,385,684	4,693,595		4,696,684	4,886,783	4,873,124	5,026,472
<i>Unrestricted Ending Fund Balance as a % of Annual Operating Expenses</i>			27%	26%		29%	25%	22%	24%

City of Roeland Park

Line Item Activity Budget - Bond & Interest Fund

1200

			2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
200	4010	Beginning Fund Balance	\$ 421,228	\$ 363,620	\$ 268,346	124,466	-	131,777	115,323	266,999	80,028
		Taxes									
200	4050	Ad Valorem Tax	267,902	283,217	184,981	160,074	76,145	136,021	170,129	172,681	175,271
200	4070	Personal Property Tax-delinquen	46	88	-	50	-	50	50	50	50
200	4080	Real Property Tax - Delinquent	4,797	3,522	1,583	2,000	613	2,000	2,000	2,000	2,000
		Total Taxes	<u>272,745</u>	<u>286,827</u>	<u>186,564</u>	<u>162,124</u>	<u>76,758</u>	<u>138,071</u>	<u>172,179</u>	<u>174,731</u>	<u>177,321</u>
		Special Assessments									
200	4610	Special Assessments	29	-	-	-	-	-	-	-	-
200	4620	Special Assmnt Tax - Delinquent	951	-	-	364	-	364	364	300	300
200	4630	Storm Drainage RC12-013	62,570	59,494	62,142	63,250	29,763.13	59,895	63,250	60,750	58,250
200	4640	Storm Drainage RC12-012	94,647	92,573	94,045	91,782	51,661.94	90,864	93,808	95,603	93,071
200	4650	Storm Drainage RC12-014	109,224	105,221	106,371	106,551	58,717.56	105,485	106,551	106,551	106,551
		Total Special Assessments	<u>267,420</u>	<u>257,289</u>	<u>262,558</u>	<u>261,947</u>	<u>140,143</u>	<u>256,609</u>	<u>263,973</u>	<u>263,204</u>	<u>258,172</u>
		Intergovernmental									
200	4020	Recreational Vehicle Tax	132	124	138	60	48	60	50	50	50
200	4021	Commercial Vehicle Tax	-	-	-	-	-	-	-	-	-
200	4040	Heavy Trucks Tax	94	181	112	140	54	140	120	120	120
200	4060	Motor Vehicle Tax	34,276	36,686	37,712	24,000	8,596	24,000	16,206	16,000	16,640
		Total Intergovernmental	<u>34,502</u>	<u>36,991</u>	<u>37,962</u>	<u>24,200</u>	<u>8,698</u>	<u>24,200</u>	<u>16,376</u>	<u>16,170</u>	<u>16,810</u>
		Interest									
200	4510..4512	Interest on Investment	1,151	4,248	8,463	4,465	1,858	8,500	8,500	8,500	8,500
		Total Interest	<u>1,151</u>	<u>4,248</u>	<u>8,463</u>	<u>4,465</u>	<u>1,858</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>	<u>8,500</u>
		Transfers									
200	4830	Transfer from 27A Fund	428,841	416,000	475,000	300,000	50,000	285,000	210,000	-	-
200	4840	Transfer from General Fund	117,228	-	-	25,000	6,250	-	75,000	-	100,000
200	4880	Transfer from Streetlights Fund	-	-	-	-	-	-	-	-	-
		Total Transfers	<u>546,069</u>	<u>416,000</u>	<u>475,000</u>	<u>325,000</u>	<u>56,250</u>	<u>285,000</u>	<u>285,000</u>	<u>-</u>	<u>100,000</u>
		Total Revenues	<u>1,121,887</u>	<u>1,001,355</u>	<u>970,547</u>	<u>777,736</u>	<u>283,707</u>	<u>712,380</u>	<u>746,028</u>	<u>462,605</u>	<u>560,803</u>
		B Contracted Services									
200	5209	Professional Services	1,375	3,050	3,100	3,050	-	3,100	3,100	3,100	3,100
200	5214	Other Contracted Services	-	-	-	-	-	-	-	-	-
		B Contracted Services Total	<u>1,375</u>	<u>3,050</u>	<u>3,100</u>	<u>3,050</u>	<u>-</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
		E Debt Service									
200	5607	Principal Bonds (2008-A Issue)	360,000	-	-	-	-	-	-	-	-
200	5608	Principal Bonds - 2010-1	260,000	265,000	275,000	280,000	-	280,000	290,000	100,000	100,000
200	5609	Interest Bonds - 2010-1	51,860	46,660	40,565	33,415	16,708	33,415	25,575	17,020	13,920
200	5610	Interest Bonds (2008-A Issue)	13,140	-	-	-	-	-	-	-	-
200	5614	Bond Principal 2014-1	105,000	107,000	110,000	112,000	-	112,000	114,000	-	-
200	5615	Bond Interest 2014-1	12,332	9,969	7,561	5,088	-	5,088	2,568	-	-
		Bond Principal 2020-1								90,000	90,000
		Bond Interest 2020-1								29,594	26,894
200	5628	Principal Bonds - 2011-2	165,000	180,000	190,000	85,000	-	85,000	85,000	90,000	95,000
200	5629	Interest Bonds - 2011-2	34,698	31,398	27,798	23,808	-	23,808	21,640	19,473	16,773
200	5630	Bond Principal - 2011-1	105,000	-	-	-	-	-	-	-	-
200	5631	Bond Interest - 2011-1	2,153	-	-	-	-	-	-	-	-
200	5644	Principal Bonds - 2012-1	35,000	420,000	425,000	200,000	-	200,000	205,000	205,000	215,000
200	5645	Interest Bonds - 2012-1	33,938	33,553	28,093	21,718	-	21,718	18,318	14,423	10,118
		E Debt Service Total	<u>1,178,120</u>	<u>1,093,579</u>	<u>1,104,017</u>	<u>761,029</u>	<u>16,708</u>	<u>761,029</u>	<u>762,101</u>	<u>565,510</u>	<u>567,705</u>
		N Non-Expenditures Appropriation									
200	5751	TIF Fund Expenditure	-	-	-	22,800	-	-	23,126	18,288	13,354
		N Non-Appropriation Expenditures Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>22,800</u>	<u>-</u>	<u>-</u>	<u>23,126</u>	<u>18,288</u>	<u>13,354</u>
		Total Expenditures	<u>1,179,495</u>	<u>1,096,629</u>	<u>1,107,117</u>	<u>786,879</u>	<u>16,708</u>	<u>764,129</u>	<u>788,327</u>	<u>586,898</u>	<u>584,159</u>
200		Ending Fund Balance	<u>363,620</u>	<u>268,346</u>	<u>131,777</u>	<u>115,323</u>	<u>266,999</u>	<u>80,028</u>	<u>73,024</u>	<u>142,706</u>	<u>56,672</u>



City of Roeland Park
Line Item Activity Budget - Bond & Interest Fund

	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget
Notes:						11%	10%	25%	10%



City of Roeland Park

1300

Line Item Activity Budget - Special Infrastructure 27D

	2016	2017	2018	2019 Budget	2019 YTD Actual	2019 Projected	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
4010 Beginning Fund Balance	195,274	194,022	861,541	521,336	-	1,075,705	930,317	165,078	21,426	241,002	18,635	86,588
Intergovernmental												
4110 City Sales & Use Tax	388,272	404,970	395,057.00	398,048	97,438	375,304	379,057	382,848	386,676	390,543	394,448	398,393
4135 County Courthouse Sales Tax	-											
4150 CARS Funding			-	-	-	-						
4155 CDBG Grant			100,000.00	166,600	-	136,000						
4156 FEMA Grant	-	-	106,718.76	-	-	-	-	-	-	-	-	-
Total Intergovernmental	388,272	404,970	601,776	564,648	97,438	511,304	379,057	382,848	\$ 386,676	\$ 390,543	\$ 394,448	\$ 398,393
Other												
4161 Grants/Donations - Private	-	-	32,000	-		-	50,000	-			-	
4790 Reimbursed Expenses	4,242	-	2,765	-	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	1,035,000	-	-	-	-	-
Total Other	4,242	-	34,765	-	-	-	1,085,000	-	-	-	-	-
Interest												
4511 Investment Income	-	-	4,652	-	848	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Total Interest	-	-	4,652	-	848	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Transfers In												
4840 Transfer From General Fund	-	551,250	275,000	200,000	50,000	200,000	475,000	480,000	100,000	100,000	-	-
Total Transfers In	-	551,250	275,000	200,000	50,000	200,000	475,000	480,000	100,000	100,000	-	-
Total Revenues	392,514	956,220	916,193	764,648	148,286	715,304	1,943,057	866,848	490,676	494,543	398,448	402,393
B Contracted Services												
5209 Professional Services	27,383	22,614	17,697	40,000	29,355	40,000	39,800	40,000	40,000	100,000	100,000.00	70,000.00
Cost of issuance							35,000					
5211 Maintenance & Repair Equipment	-	225	-	-		-	-	-	-	-	-	-
B Contracted Services Total	27,383	22,839	17,697	40,000	29,355	40,000	74,800	40,000	40,000	100,000	100,000	70,000
D Capital Outlay												
5221 Maintenance & Repair of Streets	138,050	539	121,602	115,000	11,090	160,000	160,000	170,000	160,000	160,000	10,000.00	
5246 In-House Street Maintenance	-	56,423	83,941	-	-	-	-	-	-	-	-	-
5468 2020 Stormwater-57th and Roeland	-	-	-	-	-	150,000	750,000	-				
5469 Stormwater Maintenance	188	181,142	22,935	170,000	9,800	20,000	20,000	20,000				
5470 Park Maint/Infrastructure	103,146	27,758	37,235	64,000	21,151	106,189	21,000	35,500	23,000	24,000	115,000	165,000
5471 Tennis Court Replacement			143,858									
R Park Development Plan						118,504	887,496		48,100	432,910	105,495	254,205
RPAC Improvements						100,000	795,000	745,000				
5498 2019 CDBG	-	-	-	196,000	-	166,000	-	-				
5499 2018 CDBG	-	-	274,761	-	-	-	-	-	-	-	-	-
D Capital Outlay Total	241,383	265,862	684,331	545,000	42,041	820,693	2,633,496	970,500	231,100	616,910	230,495	419,205
N Non-Appropriation Expenditures												
5750 Contingency	-	-	-	-	-	-	-	-	-	-		-
N Non-Appropriation Expenditures	-	-	-	-	-	-	-	-	-	-		-
T Transfers												
5802 Transfer to General Fund	125,000	-	-	-	-	-	-	-	-	-	-	-
5826 Transfer to Capital Projects Fund	-	-	-	-	-	-	-	-	-	-	-	-
T Transfers Total	125,000	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	393,766	288,701	702,028	585,000	71,396	860,693	2,708,296	1,010,500	271,100	716,910	330,495	489,205
Ending Fund Balance	194,022	861,541	1,075,705	700,984	76,890	930,317	165,078	21,426	241,002	18,635	86,588	(224)



DRAFT-Fiscal Year 2020

Organizational Goals & Current Objectives

A. Enhance Communication and Engagement with the Community

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

Objectives:

1. Update Roeland Park history from 1996 to Present

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

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

Completion Date: October 31, 2020

Responsible Party: Tom Madigan and Volunteer Historians

Submitted By: Tom Madigan

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

Objectives:

1. Support and fund Roeland Park Community Garden

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

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

Completion Date: October 1, 2020

Responsible Party: Judy Parker, Don Faidley, Jan Faidley

Submitted By: Jan Faidley

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

Objectives:

1. Implement a Bicycle Patrol Unit in the Police Department

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

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

Completion Date: April 30, 2020

Responsible Party: Sergeants

Submitted By: Chief Morris

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

Objectives:

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

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

Cost Estimate: \$0 **Account**

Completion Date: January 1, 2020

Responsible Party: City Clerk and City Administrator

Submitted By: Jim Kelly

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

Objectives:

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

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

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

Completion Date: January 1, 2020

Responsible Party: Administrative Committee Members

Submitted By: Erin Thompson

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

Objectives:

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

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

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

Cost Estimate: \$0 **Account**

Completion Date: March 31, 2020

Responsible Party: Jennifer Jones-Lacy and Governing Body

Submitted By: Mayor Kelly

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

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

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

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

Completion Date: November 30, 2020

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

Submitted By: Michael Poppa

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

Objectives:

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

Justification:

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

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

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

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





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

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

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

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

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

Submitted By: Jen Hill

\$2 Million Financing: 10-yr Amortization



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

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

Sources

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

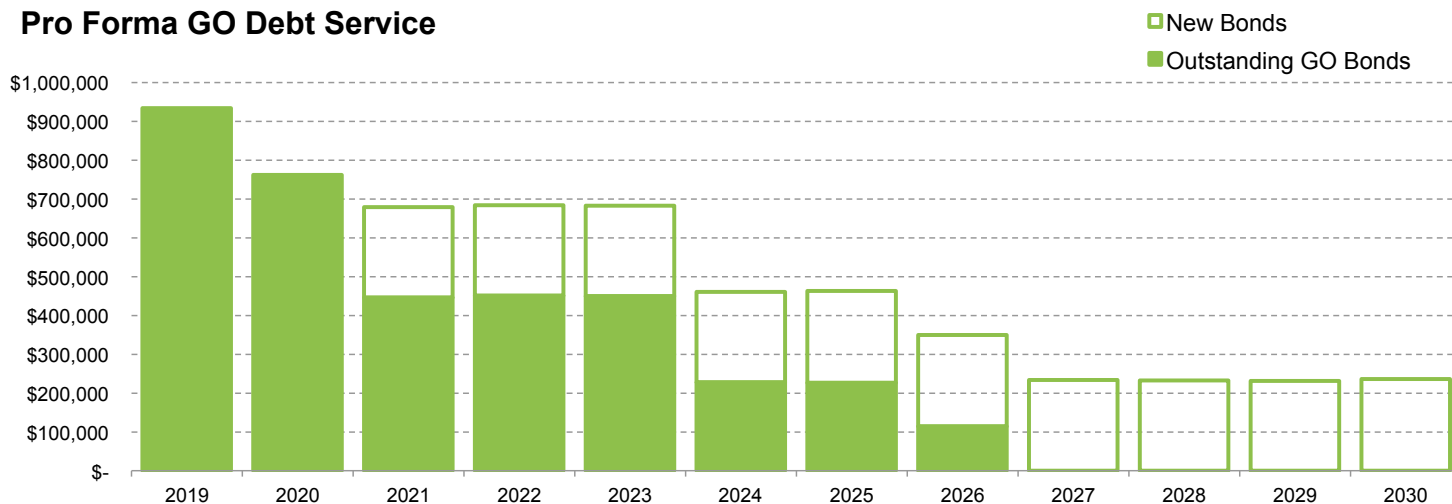
Uses

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

Interest Cost

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

Pro Forma GO Debt Service



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

10-year Amortization

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

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

15-year Amortization

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

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

20-year Amortization

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

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

City of Roeland Park, Kansas

Capital Improvement Plan

2019 thru 2028

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Aquatic Center												
Aquatics Center - Undesignated Annual Maintenance	16-Aqua-002	0	31,907	33,502	35,000	35,000	35,000	35,000	35,000	35,000		275,409
Repaint Main Pool	17-Aqua-003					80,800						80,800
Bulkhead Repair	17-Aqua-004	30,000										30,000
Diving Board Replacement	18-Aqua-003	5,000										5,000
Paint and concrete repairs-diving, slide,vortex	19-Aqua-001	4,463										4,463
Covert pump house to LED lighting	19-Aqua-002	2,335										2,335
Climbing Wall	19-Aqua-003	10,825										10,825
Pool deck concrete improvements	19-Aqua-004	27,432										27,432
Replace Electrical Conduit Supports in Pump House	19-Aqua-005	2,863										2,863
Painting Lobby and Restrooms	19-Aqua-006	10,000										10,000
Pump and Pool House Maintenance	19-Aqua-007	9,000										9,000
ADA Accessibility Improvements - Parking & Walkway	19-Aqua-008	20,000										20,000
Remove Dome Lighting Ballasts and Equipment	19-Aqua-009	1,000										1,000
West Pool Wall Repair	19-Aqua-010	7,825										7,825
RPAC Improvements	20-Aqua-001	100,000	795,000	745,000								1,640,000
Recreation Management Software	21-Aqua-001			10,000								10,000
Men's Locker Room Privacy Improvements	22-Aqua-003		99,000									99,000
Aquatic Center Total		230,743	925,907	788,502	35,000	115,800	35,000	35,000	35,000	35,000		2,235,952
220 Aquatic Center Fund		130,743	130,907	43,502	35,000	115,800	35,000	35,000	35,000	35,000		595,952
300 Special Infrastructure		100,000		377,496								477,496
360 Equipment Reserve		0										0

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Bonds			795,000	367,504								1,162,504
	Aquatic Center Total	230,743	925,907	788,502	35,000	115,800	35,000	35,000	35,000	35,000		2,235,952

City Hall

City Hall Hot Water Heater	19-CH-001					1,000						1,000
Comprehensive Plan Update	19-CH-002	65,000										65,000
City Hall Computer Networking (routers)	19-CH-003	8,000										8,000
City Hall Computer Replacement	19-CH-004	3,200	800	800	2,400	3,200	800	800	2,400	3,200	800	18,400
Chair Rail - Large Meeting Room	19-CH-005	1,000										1,000
City Hall Office Furniture Replacement	19-CH-006	2,500	2,850									5,350
City Hall - ADA Restroom Improvements	20-CH-002			65,100								65,100
City Hall - ADA 3rd floor Improvements	20-CH-003		14,040									14,040
City Hall - ADA First Floor Police Improvements	20-CH-004		8,800									8,800
City Hall - Roof Replacement	21-CH-001			50,000								50,000
City Hall Exterior Lighting	21-CH-002			7,000								7,000
City Hall Parking Lot Resurfacing	22-CH-001		40,000									40,000
City Hall - Phone System	28-CH-001										10,000	10,000
City Hall Total		79,700	66,490	122,900	2,400	4,200	800	800	2,400	3,200	10,800	293,690

101 General Overhead		65,000										65,000
360 Equipment Reserve		14,700	3,650	800	2,400	4,200	800	800	2,400	3,200	10,800	43,750
450 TIF 2			62,840	122,100								184,940
City Hall Total		79,700	66,490	122,900	2,400	4,200	800	800	2,400	3,200	10,800	293,690

Community Center

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

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Room 6 Condenser Unit - 4 Ton	19-CCtr-003		4,500									4,500
Room 6 - Flooring replacement	19-CCtr-004	10,000										10,000
Round Table Replacement	19-CCtr-006	3,000										3,000
Gazebo Roof	20-CCtr-001		3,000									3,000
East Hallway Air Handler	20-CCtr-003	5,000										5,000
CC - Parking Lot Resurfacing, Restriping	20-CCtr-004		182,000									182,000
Community Center Drainage Improvements	20-CCtr-005		158,000									158,000
Chair and Chair Rack Replacement	20-CCtr-006		6,500									6,500
Drinking Fountain Waste Vent Line Repair	21-CCtr-001			2,000								2,000
Replace 8-foot rectangle tables	21-CCtr-003			10,000								10,000
Roof Vent Fan	22-CCtr-002				2,000							2,000
West Hallway Condenser Unit - 7.5 Ton	24-CCtr-001	8,000										8,000
Trail Connection - Community Center to Nall Park	26-CCtr-001								150,000			150,000
Room 6 Air Handler/Furnace	28-CCtr-001										3,000	3,000
East Hallway Condenser Unit - 5 Ton	33-CCtr-001	7,000										7,000
Community Center Total		75,400	364,000	22,000	2,000				150,000		3,000	616,400
290 Community Center		75,400	364,000	22,000	2,000				120,000		3,000	586,400
Other Grants									30,000			30,000
Community Center Total		75,400	364,000	22,000	2,000				150,000		3,000	616,400
Neighborhood Services												
Building Inspection Vehicle	22-NS-001				26,000							26,000
Code Enforcement Vehicle	25-NS-002							26,000				26,000
Neighborhood Services Total					26,000			26,000				52,000
360 Equipment Reserve					26,000			26,000				52,000
Neighborhood Services Total					26,000			26,000				52,000
Parks and Recreation												
Park Maintenance/Improvements	16-Park-001	20,000	21,000	22,000	23,000	24,000	25,000	25,000	25,000	25,000		210,000

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

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

Police Department

Body Cameras	16-Pol-004	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000
Guns	16-Pol-006					5,000					5,000	10,000
Radar	16-Pol-007		5,000		5,000		5,000		5,000		5,000	25,000
AED Replacement	18-Pol-001					8,500					9,000	17,500
Police IT Equipment/Computers	18-Pol-003	6,120	6,242	6,367	6,495	6,624	6,757	6,900	7,100	7,300	7,500	67,405
Radio Replacement	18-Pol-004	5,000		100,000								105,000
Police In-Car Computers	19-Pol-001	12,000	12,000		4,000		8,000	8,000	8,000	8,000		60,000
Tasers	19-Pol-002	7,200					7,200					14,400
Vehicle Emergency Equipment	19-Pol-003	4,000			8,000		8,000	8,000	8,000			36,000
Harley Davidson Patrol Motorcycle	19-Pol-004	30,000										30,000

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

Public Works

In-House and Contract Street Maintenance	16-PW-013	160,000	160,000	160,000	160,000	160,000	165,000	165,000	165,000	165,000		1,460,000
Contracted Street Maintenance	16-PW-014	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000		1,890,000
#201 - 2010 Elgin Street Sweeper	16-PW-022								230,000			230,000
#103 - 2012 F350 Pickup Replacement	16-PW-025						35,000					35,000
#102 - F750 Dump Trucks W/ Equip	16-PW-027								135,000			135,000
Wayfinding Signs for RP (3 yr program)	17-PW-001	12,500	12,500									25,000
Stormwater: Network Inspection/Condition Rating	17-PW-002	20,000	20,000	20,000								60,000
#101 - F750 Dump Truck w/ Equip	17-PW-003								135,000			135,000
2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	84,615										84,615
Asphalt Float Attachment - #420	18-PW-002										15,000	15,000
#104 - 2014 F250 Pickup Truck - Replacement	18-PW-010								35,000			35,000
Residential Streets Reconstruction	19-PW-001						100,000	700,000	100,000	700,000		1,600,000
2019 CDBG El Monte Mill and Overlay	19-PW-004	166,000										166,000
2019 Residential Street Recon - Rosewood	19-PW-005	603,232										603,232
Paint Striping Machine	19-PW-006	5,200										5,200
Bike Lane Striping - 47th St. Mission to Fontana	19-PW-007	0										0
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	225,283										225,283

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
2020 Stormwater Maintenance - 57th & Roeland Dr	20-PW-007	150,000	750,000									900,000
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	595,421	8,169,767	100,000								8,865,188
Pavement Evaluation of Street Network	20-PW-020			10,000			10,000			15,000		35,000
Annual Sidewalk Repair & Replacement Ph. 1-3	21-PW-001	25,000	25,000	25,000	25,000	25,000						125,000
Annual Sidewalk Extension Project Ph 1-4	21-PW-002		50,000	50,000	50,000	50,000						200,000
#106 - 2007 F350 OneTon Flatbed Truck Replacement	21-PW-003			45,000								45,000
#413 - 2007 Western Snow Plow	21-PW-004			8,000								8,000
#409 - Vbox Spreader Replacement	21-PW-005			8,000								8,000
2021 Residential Street Reconstruction-Reinhardt	21-PW-006		139,227	1,242,773								1,382,000
Street Light Replacement	21-PW-007			45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	360,000
2022 CARS Johnson Drive Roe west to City Limits	22-PW-001			4,500	43,800							48,300
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003			9,000	54,000							63,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009			106,000	840,000							946,000
2023 CARS - 55th St, between SMPKWY & Roe Blvd	23-PW-003				18,000	135,500						153,500
#203 - 2003 Skidsteer Case 85XT	23-PW-005					55,000						55,000
#301 - 2013 Grasshopper Mower	23-PW-006					15,000						15,000
2023 CARS: Elledge between Roe Ln & 47th Street	23-PW-008				140,000	1,243,820						1,383,820
#417 - 2002 Coleman Tiller Attachment	23-PW-009					5,000						5,000
#418 - 2003 Grapple Bucket Attachment	23-PW-010			3,000								3,000
#419 - 2007 Water Buffalo On Trailer	23-PW-011	6,500										6,500
#420 - 2017 Fertilizer Spray Trailer 7'	23-PW-013									1,000		1,000
2023 Residential Street Recon - Canterbury Street	23-PW-015				100,000	895,186						995,186
#401 - 2016 Coneqtec Cold Planer Replacement	23-PW-017								11,000			11,000
#410 - 2012 Boss Plow - Replacement	24-PW-001						8,000					8,000
Annual Sidewalk Extension Project- Ph 5 - 10	24-PW-002						50,000	50,000	50,000	50,000	50,000	250,000
2024 CARS - Mission Rd. (47th St. to 53rd St.)	24-PW-004					9,500	104,763					114,263
Annual Sidewalk Repair & Replacement Ph. 4-9	24-PW-005						25,000	25,000	25,000	25,000	25,000	125,000
#415 - Kauffman Trailer	25-PW-001							6,500				6,500
#209 - 1998 Freightliner Hotbox - Replacement	26-PW-001								20,000			20,000

Department	Project #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
#107 - 2016 F350 One-ton Replacement	26-PW-002										45,000	45,000
	Public Works Total	2,263,751	9,536,494	2,046,273	1,685,800	2,849,006	752,763	1,201,500	1,161,000	1,211,000	180,000	22,887,587
106 Public Works		210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000		1,890,000
270 Sp. Streets		731,852	214,227	1,482,273	846,900	1,714,346	298,500	845,000	245,000	845,000	145,000	7,368,098
300 Special Infrastructure		360,000	930,000	190,000	160,000	160,000	175,000	165,000	165,000	180,000		2,485,000
360 Equipment Reserve		24,200	12,500	64,000		75,000	43,000	6,500	566,000	1,000	60,000	852,200
370 TIF 1		537,277	1,849,192	100,000								2,486,469
450 TIF 2		160,802										160,802
CARS		103,620	1,658,075		468,900	689,660	51,263					2,971,518
CDBG		136,000										136,000
STP			4,662,500									4,662,500
	Public Works Total	2,263,751	9,536,494	2,046,273	1,685,800	2,849,006	777,763	1,226,500	1,186,000	1,236,000	205,000	23,012,587
	Grand Total	2,974,607	11,877,729	3,632,702	2,158,145	3,039,130	1,000,020	1,506,200	1,453,500	1,396,500	221,300	29,259,833

City of Roeland Park, Kansas

Capital Improvement Plan

2019 thru 2028

PROJECTS BY FUNDING SOURCE

Source	#	Priority	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
101 General Overhead													
Comprehensive Plan Update	19-CH-002	7	65,000										65,000
101 General Overhead Total			65,000										65,000
106 Public Works													
Contracted Street Maintenance	16-PW-014	7	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000		1,890,000
106 Public Works Total			210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000		1,890,000
220 Aquatic Center Fund													
Aquatics Center - Undesignated Annual Maintenance	16-Aqua-002	n/a		31,907	33,502	35,000	35,000	35,000	35,000	35,000	35,000		275,409
Repaint Main Pool	17-Aqua-003	4					80,800						80,800
Bulkhead Repair	17-Aqua-004	7	30,000										30,000
Diving Board Replacement	18-Aqua-003	7	5,000										5,000
Paint and concrete repairs-diving, slide,vortex	19-Aqua-001	8	4,463										4,463
Covert pump house to LED lighting	19-Aqua-002	6	2,335										2,335
Climbing Wall	19-Aqua-003	7	10,825										10,825
Pool deck concrete improvements	19-Aqua-004	7	27,432										27,432
Replace Electrical Conduit Supports in Pump House	19-Aqua-005	9	2,863										2,863
Paiting Lobby and Restrooms	19-Aqua-006	5	10,000										10,000
Pump and Pool House Maintenance	19-Aqua-007	9	9,000										9,000
ADA Accessibility Improvements - Parking & Walkway	19-Aqua-008	7	20,000										20,000
Remove Dome Lighting Ballasts and Equipment	19-Aqua-009	9	1,000										1,000
West Pool Wall Repair	19-Aqua-010	8	7,825										7,825
Recreation Management Software	21-Aqua-001	8			10,000								10,000

Source	#	Priority	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Men's Locker Room Privacy Improvements	22-Aqua-003	6		99,000									99,000
220 Aquatic Center Fund Total			130,743	130,907	43,502	35,000	115,800	35,000	35,000	35,000	35,000		595,952
270 Sp. Streets													
Residential Streets Reconstruction	19-PW-001	7						100,000	700,000	100,000	700,000		1,600,000
2019 Residential Street Recon - Rosewood	19-PW-005	7	603,232										603,232
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	7	103,620										103,620
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7	0										0
Annual Sidewalk Repair & Replacement Ph. 1-3	21-PW-001	8	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Annual Sidewalk Extension Project Ph 1-4	21-PW-002	6		50,000	50,000	50,000	50,000						200,000
2021 Residential Street Reconstruction-Reinhardt	21-PW-006	7		139,227	1,242,773								1,382,000
Street Light Replacement	21-PW-007	n/a			45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	360,000
2022 CARS Johnson Drive Roe west to City Limits	22-PW-001	8			4,500	21,900							26,400
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003	6			9,000	27,000							36,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009	6			106,000	420,000							526,000
2023 CARS - 55th St, between SMPKWY & Roe Blvd	23-PW-003	8				18,000	67,750						85,750
2023 CARS: Elledge between Roe Ln & 47th Street	23-PW-008	5				140,000	621,910						761,910
2023 Residential Street Recon - Canterbury Street	23-PW-015	6				100,000	895,186						995,186
Annual Sidewalk Extension Project- Ph 5 - 10	24-PW-002	5						50,000	50,000	50,000	50,000	50,000	250,000
2024 CARS - Mission Rd. (47th St. to 53rd St.)	24-PW-004	6					9,500	53,500					63,000
Annual Sidewalk Repair & Replacement Ph. 4-9	24-PW-005	6						25,000	25,000	25,000	25,000	25,000	125,000
270 Sp. Streets Total			731,852	214,227	1,482,273	846,900	1,714,346	298,500	845,000	245,000	845,000	145,000	7,368,098
290 Community Center													
Replace all T-12 Light Fixtures with LEDs	17-CCTr-003	6	20,000	10,000	10,000								40,000
Room 3 Air Handler/Furnace - 3 ton	18-CCTr-002	7	3,000										3,000
Room 3 Condenser Unit	18-CCTr-003	7	3,200										3,200

Source	#	Priority	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
West Hallway Air Handler	18-CCTR-004	7	5,000										5,000
Strength Training Condenser Unit - 3 Ton	18-CCTR-005	6	3,200										3,200
Repair Floor in Neighbors Place Room	19-CCTR-001	6	4,000										4,000
Repair Floor - Main Hallway	19-CCTR-002	6	4,000										4,000
Room 6 Condenser Unit - 4 Ton	19-CCTR-003	6		4,500									4,500
Room 6 - Flooring replacement	19-CCTR-004	7	10,000										10,000
Round Table Replacement	19-CCTR-006	n/a	3,000										3,000
Gazebo Roof	20-CCTR-001	5		3,000									3,000
East Hallway Air Handler	20-CCTR-003	5	5,000										5,000
CC - Parking Lot Resurfacing, Restriping	20-CCTR-004	8		182,000									182,000
Community Center Drainage Improvements	20-CCTR-005	7		158,000									158,000
Chair and Chair Rack Replacement	20-CCTR-006	n/a		6,500									6,500
Drinking Fountain Waste Vent Line Repair	21-CCTR-001	5			2,000								2,000
Replace 8-foot rectangle tables	21-CCTR-003	n/a			10,000								10,000
Roof Vent Fan	22-CCTR-002	5				2,000							2,000
West Hallway Condenser Unit - 7.5 Ton	24-CCTR-001	5	8,000										8,000
Trail Connection - Community Center to Nall Park	26-CCTR-001	3								120,000			120,000
Room 6 Air Handler/Furnace	28-CCTR-001	5										3,000	3,000
East Hallway Condenser Unit - 5 Ton	33-CCTR-001	5	7,000										7,000
290 Community Center Total			75,400	364,000	22,000	2,000				120,000		3,000	586,400

300 Special Infrastructure

Park Maintenance/Improvements	16-Park-001	7	20,000	21,000	22,000	23,000	24,000	25,000	25,000	25,000	25,000		210,000
In-House and Contract Street Maintenance	16-PW-013	7	160,000	160,000	160,000	160,000	160,000	165,000	165,000	165,000	165,000		1,460,000
Stormwater: Network Inspection/Condition Rating	17-PW-002	7	20,000	20,000	20,000								60,000
Shade Structures for City Parks	18-Park-001	7	42,189										42,189
Roe House Play Structure	19-Park-002	3	10,000										10,000
Nall Park Benches, tables and receptacles	19-Park-003	7	34,000										34,000
2019 CDBG El Monte Mill and Overlay	19-PW-004	6	30,000										30,000
Bike Lane Striping - 47th St. Mission to Fontana	19-PW-007	4	0										0

Source	#	Priority	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
RPAC Improvements	20-Aqua-001	7	100,000		377,496								477,496
R Park Development Plan Phase 1	20-Park-003	6	118,504										118,504
2020 Stormwater Maintenance - 57th & Roeland Dr	20-PW-007	6	150,000	750,000									900,000
Pavement Evaluation of Street Network	20-PW-020	5			10,000			10,000			15,000		35,000
Disc Golf Course (short 9 basket course)	21-Park-001	4			13,500								13,500
R Park Traffic Garden - Alternate	21-Park-002	3			77,250								77,250
Nall Park Playground Equipment Replacement	23-Park-001	6						80,000					80,000
R Park Development Plan Phase 2	23-Park-002	5		48,100	432,910								481,010
Nall Park Shelter Roof Replacement	24-Park-003	7						10,000					10,000
Nall Park Paved Trail Reconstruction	25-Park-002	7							125,000				125,000
Nall Park Retaining Wall Maintenance	25-Park-003	6							15,000				15,000
R Park Development Plan Phase 3	25-Park-004	6				282,450							282,450
300 Special Infrastructure Total			684,693	999,100	1,113,156	465,450	184,000	290,000	330,000	190,000	205,000		4,461,399

360 Equipment Reserve

Aquatics Center - Undesignated Annual Maintenance	16-Aqua-002	n/a	0										0
Body Cameras	16-Pol-004	n/a	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000
Guns	16-Pol-006	n/a					5,000					5,000	10,000
Radar	16-Pol-007	n/a		5,000		5,000		5,000		5,000		5,000	25,000
#201 - 2010 Elgin Street Sweeper	16-PW-022	n/a								230,000			230,000
#103 - 2012 F350 Pickup Replacement	16-PW-025	n/a						35,000					35,000
#102 - F750 Dump Trucks W/ Equip	16-PW-027	n/a								135,000			135,000
Wayfinding Signs for RP (3 yr program)	17-PW-001	n/a	12,500	12,500									25,000
#101 - F750 Dump Truck w/ Equip	17-PW-003	n/a								135,000			135,000
AED Replacement	18-Pol-001	n/a					8,500					9,000	17,500
Police IT Equipment/Computers	18-Pol-003	n/a	6,120	6,242	6,367	6,495	6,624	6,757	6,900	7,100	7,300	7,500	67,405
Radio Replacement	18-Pol-004	n/a	5,000		100,000								105,000
Asphalt Float Attachment - #420	18-PW-002	n/a										15,000	15,000
#104 - 2014 F250 Pickup Truck - Replacement	18-PW-010	n/a								35,000			35,000
City Hall Hot Water Heater	19-CH-001	5					1,000						1,000
City Hall Computer Networking (routers)	19-CH-003	7	8,000										8,000

Source	#	Priority	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
City Hall Computer Replacement	19-CH-004	6	3,200	800	800	2,400	3,200	800	800	2,400	3,200	800	18,400
Chair Rail - Large Meeting Room	19-CH-005	6	1,000										1,000
City Hall Office Furniture Replacement	19-CH-006	6	2,500	2,850									5,350
Historical Markers/Interpretive Signage	19-Park-001	5	30,000										30,000
Police In-Car Computers	19-Pol-001	n/a	12,000	12,000		4,000		8,000	8,000	8,000	8,000		60,000
Tasers	19-Pol-002	n/a	7,200					7,200					14,400
Vehicle Emergency Equipment	19-Pol-003	n/a	4,000			8,000		8,000	8,000	8,000			36,000
Harley Davidson Patrol Motorcycle	19-Pol-004	n/a	30,000										30,000
Police Bicycles	19-Pol-006	5		4,000									4,000
Paint Striping Machine	19-PW-006	n/a	5,200										5,200
#106 - 2007 F350 OneTon Flatbed Truck Replacement	21-PW-003	n/a			45,000								45,000
#413 - 2007 Western Snow Plow	21-PW-004	n/a			8,000								8,000
#409 - Vbox Spreader Replacement	21-PW-005	n/a			8,000								8,000
Building Inspection Vehicle	22-NS-001	n/a				26,000							26,000
Police: Ford Fusion - Travel -Special use.	22-Pol-001	n/a				26,000							26,000
Police Detective Vehicle - Ford Taurus	22-Pol-002	n/a				26,000							26,000
Police In-Car Video	22-Pol-003	n/a	5,000			25,000					26,000		56,000
Police Vehicle: Ford Explorer with Equipment	23-Pol-004	n/a					25,000	25,000	54,000	26,000			130,000
#203 - 2003 Skidsteer Case 85XT	23-PW-005	n/a					55,000						55,000
#301 - 2013 Grasshopper Mower	23-PW-006	5					15,000						15,000
#417 - 2002 Coleman Tiller Attachment	23-PW-009	n/a					5,000						5,000
#418 - 2003 Grapple Bucket Attachment	23-PW-010	n/a			3,000								3,000
#419 - 2007 Water Buffalo On Trailer	23-PW-011	n/a	6,500										6,500
#420 - 2017 Fertilizer Spray Trailer 7'	23-PW-013	3									1,000		1,000
#401 - 2016 Coneqtec Cold Planer Replacement	23-PW-017	n/a								11,000			11,000
Police Vehicle: Dodge Pickup with Equipment	24-Pol-001	n/a						35,500					35,500
#410 - 2012 Boss Plow - Replacement	24-PW-001	n/a						8,000					8,000
Code Enforcement Vehicle	25-NS-002	n/a							26,000				26,000
#415 - Kauffman Trailer	25-PW-001	n/a							6,500				6,500
Ford Escape - Chief Vehicle	26-Pol-001	n/a								25,000			25,000

Source	#	Priority	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
#209 - 1998 Freightliner Hotbox - Replacement	26-PW-001	n/a								20,000			20,000
#107 - 2016 F350 One-ton Replacement	26-PW-002	n/a										45,000	45,000
Granada Park Playground Equipment Replacement	27-Park-001	6									80,000		80,000
City Hall - Phone System	28-CH-001	5										10,000	10,000
360 Equipment Reserve Total			139,220	44,392	172,167	129,895	125,324	140,257	111,200	648,500	126,500	98,300	1,735,755

370 TIF 1

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

450 TIF 2

2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	7	84,615										84,615
City Hall - ADA Restroom Improvements	20-CH-002	7			65,100								65,100
City Hall - ADA 3rd floor Improvements	20-CH-003	6		14,040									14,040
City Hall - ADA First Floor Police Improvements	20-CH-004	7		8,800									8,800
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7	76,187										76,187
City Hall - Roof Replacement	21-CH-001	6			50,000								50,000
City Hall Exterior Lighting	21-CH-002	5			7,000								7,000
City Hall Parking Lot Resurfacing	22-CH-001	6		40,000									40,000
450 TIF 2 Total			160,802	62,840	122,100								345,742

Bonds

RPAC Improvements	20-Aqua-001	7		795,000	367,504								1,162,504
R Park Development Plan Phase 1	20-Park-003	6		837,496									837,496
Bonds Total				1,632,496	367,504								2,000,000

CARS

2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	7	103,620										103,620
--	-----------	---	---------	--	--	--	--	--	--	--	--	--	---------

Source	#	Priority	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7		1,658,075									1,658,075
2022 CARS Johnson Drive Roe west to City Limits	22-PW-001	8				21,900							21,900
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003	6				27,000							27,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009	6				420,000							420,000
2023 CARS - 55th St, between SMPKWY & Roe Blvd	23-PW-003	8					67,750						67,750
2023 CARS: Elledge between Roe Ln & 47th Street	23-PW-008	5					621,910						621,910
2024 CARS - Mission Rd. (47th St. to 53rd St.)	24-PW-004	6						51,263					51,263
CARS Total			103,620	1,658,075		468,900	689,660	51,263					2,971,518
CDBG													
2019 CDBG El Monte Mill and Overlay	19-PW-004	6	136,000										136,000
CDBG Total			136,000										136,000
Other Grants													
Trail Connection - Community Center to Nall Park	26-CCTr-001	3								30,000			30,000
Other Grants Total										30,000			30,000
Other Sources													
R Park Development Plan Phase 1	20-Park-003	6		50,000									50,000
Other Sources Total				50,000									50,000
STP													
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7		4,662,500									4,662,500
STP Total				4,662,500									4,662,500
GRAND TOTAL			2,974,607	11,877,729	3,632,702	2,158,145	3,039,130	1,025,020	1,531,200	1,478,500	1,421,500	246,300	29,384,833

Item Number: DISCUSSION ITEMS- II.-5.
Committee 7/1/2019
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 7/1/2019
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin
Title: **Comp Plan Consultant**
Item Type: Discussion

Recommendation:

Review the proposal from Confluence for the Comprehensive Plan Update and consider overriding the City's purchasing policy and advance to the next Council meeting.

Details:

Confluence is the consultant the City is using for the Planning Sustainable Places project funded in part by a grant from MARC. While the RFQ process for the PSP grant was led by MARC, the panel selecting the firm was comprised of City officials and included the City Administrator, the Planning Commission Chair (Darren Nielsen), Planning Commissioner Mark Kohles, Councilmember McCormack and Mayor Kelly. Confluence was selected from six proposals the City received for that project.

The City's purchasing policy states that obtaining professional services pursuant to qualifications-based selection is an exception to the City's purchasing policy. It is the City's practice to issue a Request for Qualifications for professional services when there are significant city resources at stake (such as for City attorney, engineer, etc). In this case, the City already went through that process for another project and selected Confluence. As such, staff feels it is reasonable to use them for the Comprehensive Plan as well. Benefits to pursuing this route include:

- Confluence already has experience with public meetings and creating planning documents for the City.
- We would not have to go through a lengthy RFQ process that could take a month or so just to select a firm so we could get started on the comp plan sooner.
- We know the work product that Confluence has provided thus far and staff has been satisfied with their work.

The proposal from Confluence is attached. They anticipate the project will take 8 months to

complete, which means if we began in August 2019, we would be complete in April 2020. The total fee proposed is \$65,000 and includes a review of residential design standards and universal design. The proposal includes three public meetings and several additional meetings with the advisory committee/planning commission and council.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
 Confluence Comprehensive Plan Proposal	Exhibit

CITY OF ROELAND PARK, KANSAS
**COMPREHENSIVE PLAN UPDATE
PROFESSIONAL SERVICES AGREEMENT**

PROJECT DESCRIPTION

Professional planning services will be provided by Confluence, Inc., (Consultant) to the City of Roeland Park, Kansas, (Client). Confluence anticipates working collaboratively with City staff, elected officials, the Planning Commission, and community stakeholder to conduct the items contained within the Scope of Services.

The Consultant will facilitate an update to the City's Comprehensive Plan including the review of Roeland Park's existing design standards and potential for adopting certain "universal design" standards.

PROJECT TITLE: Roeland Park Comprehensive Plan Update + Design Standards

CONSULTANT TEAM: Wm. Christopher Cline, PLA, Senior Principal and Principal-In-Charge
Christopher Shires, AICP, Principal and Project Manager
Jane Reasoner, Planner I

The following Scope of Services are based on our mutual understanding of the City's desires. Services to be provided by our team are as follows:

A. SCOPE OF SERVICES

PHASE 1: PROJECT KICK-OFF MEETING + RESEARCH AND ANALYSIS (1 MONTH)

1.1 Kick-Off Meeting (AC Meeting #1)

The Consultant Team will facilitate a project kick-off meeting with City staff and the Planning Commission or a separate Advisory Committee in lieu of the Planning Commission.

The purpose of this meeting is to:

- Establish roles, responsibilities, and project contacts;
- Determine any initial data needs;
- Review the project scope, schedule, and key meeting dates and finalize the Communication Plan; and,
- Identify key stakeholders and desired public input process and outcomes.

At the Kick-Off meeting, we will also take the opportunity to review the current Comprehensive Plan to identify key issues and areas of focus of the update as well as desired updates and modifications to the City's current design standards.

1.2 Research and Analysis

The Consultant will conduct further research and analysis of the current Comprehensive Plan, changes in the community's demographics, housing and economic characteristics, changes in land use, and recent development and redevelopment projects. The Consultant will further evaluate the City's current development regulations.

PHASE 2: VISION, INPUT + DIRECTION (2 MONTHS)

1.3 Project Website

The Consultant Team will create a project specific website to centralize public information on the planning effort, regular project updates, project schedule, host an electronic survey and other public content to keep the general public and interested stakeholders engaged and informed and solicit feedback on plan drafts. This website can further be maintained at the conclusion of the planning process to house the final Comprehensive Plan document in a user-friendly format.

2.1 Project Survey

An electronic survey will be developed by the Consultant Team to be distributed via the Project Website and via the City's website and social media accounts to receive specific feedback from a wider audience. This survey can also be provided in paper format for distribution at City Hall for those who do not have access to or wish to utilize an electronic version.

2.2 Public Workshop (Public Meeting #1)

The Consultant Team will facilitate a structured public workshop in order to identify key issues, priorities, and design preferences that will guide the direction of the Comprehensive Plan Update and help inform the update to the City's design regulations. At this meeting, the Consultant Team will provide an overview of the Comprehensive Plan process and seek general input on this plan update. The workshop will include a project overview, brief Planning 101 session to explain the purpose and importance of a land use plan, review the current plan, and outline the desired public input. Input will be obtained through a visual preference survey exercise, comment cards, dot-voting, and small group easel discussions. (1 meeting)

2.3 Key Stakeholder Interviews

Members of the Consultant Team will schedule one day to be available to meet individually with community stakeholders, community groups, and local property owners as identified by the City Staff and the Planning Commission or Advisory Committee. (1-day)

2.4 Youth Workshop or Box City Event

The Consultant Team proposes to either conduct a Youth Workshop or a Box City Event. (1 workshop or event)

Option A: Youth Workshop - The Consultant Team will partner with the Shawnee Mission School District to identify a group of students in which to hold a workshop to obtain their input for the future of their community. The workshop would be similar to the Public Workshop but geared towards the students so that we can learn from them as to what they like about their community and what they envision for its future.

-- or --

Option B: Box City Event - The Box City Youth Workshop is a special event for elementary aged children in Roeland Park to participate in a hands-on exercise to help plan for their community and shape its future vision. The event can be a casual come and go event where children fill out a permit and create their building, or it can be more structured to include a short lesson about planning and a small group activity where students brainstorm with a planner before filling out their permits. The last step is always placing their new building, park, or piece of infrastructure on a tarp with a streetscape, so they can see their city put together. Youth participation in the planning process is a means to educate future community leaders about the importance of planning and how a community operates. It provides young community residents with meaningful input on shaping the future of their community.

2.5 Input, Visioning, and Goals Review Meeting (AC Meeting #2)

The Consultant Team will present to City staff and the Planning Commission (or Advisory Committee) an overview of the public input received and identify key issues and themes. The purpose of this meeting will be to set the preferred direction of the Comprehensive Plan Update. (1 meeting)

PHASE 3: DRAFT PLAN (3 MONTHS)

3.1 Draft Plan

The Consultant Team will prepare a draft Comprehensive Plan Update that includes the following general elements or chapters.

1. Community Vision
2. Community Profile, Demographics, Population Projections, and Economic Development
3. Public Participation
4. Land Use and Development Plan
5. Implementation (Goals, Policies, and Action Items)
6. Development Standards and Guidelines Review and Recommendations (including Universal Design Standards)

Each chapter will be prepared and then submitted to the City staff for review and comment. The Consultant Team will address City staff comments and submit a revised draft of that section to City staff.

3.2 Draft Plan Presentation (AC Meeting #3)

The Consultant Team will review the draft with the Planning Commission (or Advisory Committee) and make modifications and updates as requested.

3.3 Joint City Council and Planning Commission Draft Review Workshop (Joint Workshop #1)

The Consultant Team will facilitate a joint workshop of the City Council and Planning Commission to review the draft and summarize public input. The Consultant Team will seek feedback from the Council and Commission for final direction and preferred alternatives.

PHASE 4: FINAL DRAFT PLAN + ADOPTION (APPROXIMATELY 2 MONTHS)

4.1 Final Draft Plan

The Consultant Team will prepare a final draft of the Comprehensive Plan and submit it to the City staff for review and comment. The Consultant Team will address City staff comments and submit a revised final draft to City staff.

4.2 Final Draft Plan Review with Advisory Committee (AC Meeting #4)

The Consultant Team will review with the Advisory Committee the final draft Plan and comments received at the Joint Workshop #1, record feedback and comments, update and modify the Plan as requested.

4.3 Planning Commission Public Hearing (Public Meeting #2)

The Consultant Team will attend the Planning Commission Public Hearing for the review and recommendation on the adoption of the Comprehensive Plan. The Consultant Team will assist the City staff with the presentation of the Plan. The Consultant Team will make changes to the Plan as may be requested by the Commission and submit updated copies to the City staff. (1 meeting)

4.4 City Council Public Hearing (Public Meeting #3)

The Consultant Team will attend the City Council Public Hearing for the review and approval of the Comprehensive City Plan. The Consultant Team will assist the City staff with the presentation of the Plan. The Consultant Team will make changes to the Plan as may be requested by the Council and submit updated final copies to the City staff. (1 meeting)

B. DELIVERABLES

In addition to working copies of the various draft versions of the Comprehensive Plan Update, meeting materials and presentations, the final draft version, including all maps and tables, will be provided electronically in InDesign, Word, PDF, and ArcGIS formats. Printed copies of the final plan document and maps will be provided subject to availability of funds from the Reimbursable Expenses as detailed herein below.

C. SCHEDULE

This project is anticipated to require approximately 8 months to complete. The Consultant is prepared to provide the professional services described herein immediately upon notice to proceed and will work with the Client to determine an acceptable timeline.

D. FEES BY TASK

For Phases 1, 2, 3, and 4, the Client will compensate Confluence for a fee not to exceed \$65,000. Our fee estimates by project phase are listed below and can be adjusted based on the refinement of the project scope. Reimbursable expenses are not included in these fee estimates as outlined below. Reimbursable expenses will be included on each monthly invoice as incurred in accordance with "Exhibit A".

FEES

Phase 1: Project Kick-Off Meeting + Research and Analysis	\$9,500
Phase 2: Vision, Input + Direction	\$18,000
Phase 3: Draft Plan	\$26,000
Phase 4: Final Draft Plan + Adoptions	\$11,500
Total Fee (Phases 1, 2, 3, and 4): \$65,000	

E. COMPENSATION

Service fees and reimbursable expenses will be billed to the Client monthly by Confluence. Payment is due upon receipt of invoice. The Client agrees to provide payment to Confluence within thirty (30) days of the invoice date and that payment is not dependent on the success or failure of the project, project approvals or non-approvals, or project feasibility. Payment not received by Confluence within thirty (30) days of the invoice date is considered past due. Past due balances will be charged simple interest rate at 1% per month based upon the original invoice amount. In the event the account becomes past due, Confluence may suspend performance of services on the project until the account is paid.

In the event an invoice is disputed by the Client, the Client shall inform Confluence within a reasonable timeframe (within 10 days of Client's receipt of invoice), and both parties agree to meet with each other in a timely manner (within 10 days of Confluence's receipt of dispute notice) to further clarify the nature of the dispute in an effort to resolve it while minimizing impacts to the performance of the services outlined herein. In the event the dispute remains unresolved, Confluence, at its discretion, may suspend performance of services on the project until the account is paid.

F. TERMINATION

Confluence or the Client may terminate this Agreement at any time by written notice. If the Agreement is terminated by either Confluence or the Client, the Client will pay Confluence for service provided and expenses incurred by Confluence up to the time notice is either sent by Confluence or received by

Confluence.

G. MISCELLANEOUS

The Client shall furnish data, documents, and other information necessary to complete the outlined services. The Client shall furnish all meeting space and provide public notice as may be required.

H. LIMITATION OF LIABILITY

The total cumulative liability of Confluence, its agents, servants, employees, and sub-consultants to the Client with respect to services performed or to be performed pursuant to this Agreement, whether in contract, indemnity, contribution, tort (including, but not limited to, negligence) or otherwise shall be limited to Confluence's professional liability insurance coverage limits in place at the time of performance of the services outlined herein. Confluence shall not be liable to the Client for special or consequential losses or damages including, but not limited to, loss of use.

Confluence shall not be liable to the Client for losses, damages, or claims for which the Client fails to give notice to Confluence within reasonable time, not to exceed ninety (90) days from discovery.

I. APPROVAL AND ACCEPTANCE

Upon review of the foregoing terms, this proposal for services is approved and accepted by the City of Roeland Park, Kansas, (Client) and Confluence as confirmed by the signatures below.

Offered by:

Confluence
417 Delaware Street
Kansas City, MO 64105

Accepted by:

City of Roeland Park, Kansas
4600 W 51st Street
Roeland Park, KS 66205

(signature)

Name: Wm. Christopher Cline, PLA
Title: Senior Principal

Date: May 28, 2019

(signature)

Name: _____
Title: _____

Date: _____

EXHIBIT 'A'

CONFLUENCE

STANDARD HOURLY RATES

Senior Principal.....	\$160.00 - \$210.00 per hour
Principal	\$140.00 - \$195.00 per hour
Associate Principal	\$130.00 - \$170.00 per hour
Associate	\$110.00 - \$160.00 per hour
Senior Project Manager	\$100.00 - \$150.00 per hour
Project Manager	\$90.00 - \$120.00 per hour
Senior Landscape Architect	\$90.00 - \$120.00 per hour
Landscape Architect	\$80.00 - \$110.00 per hour
Senior Project Planner	\$90.00 - \$120.00 per hour
Planner II	\$80.00 - \$110.00 per hour
Planner I	\$70.00 - \$100.00 per hour
Landscape Architect-In-Training.....	\$70.00 - \$100.00 per hour
Landscape Architect Intern / Landscape Designer	\$60.00 - \$85.00 per hour
Draftsperson.....	\$50.00 - \$85.00 per hour
Graphic Designer	\$70.00 - \$100.00 per hour
Clerical / System Staff.....	\$42.00 - \$80.00 per hour

REIMBURSABLE EXPENSES

Filing Fees	cost
Materials and Supplies	cost
Meals and Lodging	cost
Mileage	\$.58 per mile
Postage	cost
Printing by Vendor	cost
B/W Photocopies/Prints 8½ x 11	\$.05 each
B/W Photocopies/Prints 11x17	\$.09 each
Color Photocopies/Prints 8½ x 11	\$.65 each
Color Photocopies/Prints 11x17	\$1.50 each
Large Format Plotting – Bond	\$2.50/SF
Large Format Plotting - Mylar	\$4.50/SF
Large Format Plotting - Photo	\$5.00/SF
Flash Drives	\$10.00 each
Booklet Binding (cover, coil, back).....	\$4.50 each
Foam Core	\$8.00 each
Easel Pads	\$32.75 each
Electronic Files	\$50.00 Each
Online Meeting Service	\$35.00 Each

Effective 1/1/2019

Item Number: DISCUSSION ITEMS- II.-6.
Committee 7/1/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 6/26/2019
Submitted By: Staff
Committee/Department: Admin.
Title: **Social Media Policy**
Item Type:

Recommendation:

Adopt a social media policy that provides direction on how and when social media should be used.

Details:

The policy attached has been developed with the assistance of the City Attorney. Overland Park and Johnson County documents served as the basis for the document. The policy will guide staff on how to manage the City's social media accounts and is intended to prevent violation of free speech.

This policy is intended as a guide to professional and proper use of social media as a means of communication and to increase productivity. The City of Roeland Park, Kansas provides communication on external social media channels as a public service. For the purposes of this policy, social media means any facility for online publication and commentary, including without limitation social networking sites such as Facebook, Twitter, and Nextdoor, and content hosting sites such as Flickr and YouTube. This policy applies to the use of social media and content contributed on behalf of the City, its departments, programs, or employees.

How does item relate to Strategic Plan?

The policy provides transparency and clarity concerning communication outlets utilized by the City and is designed to avoid litigation.

How does item benefit Community for all Ages?

N/A

Financial Impact

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

ATTACHMENTS:

Description		Type
	Social Media Policy	Cover Memo



Social Media Policy of Roeland Park, Kansas

July 2019

PURPOSE

This policy is intended as a guide to professional and proper use of social media as a means of communication and to increase productivity. The City of Roeland Park, Kansas (the "City") provides communication on external social media channels as a public service. For the purposes of this policy, social media means any facility for online publication and commentary, including without limitation social networking sites such as Facebook, Twitter, and Nextdoor, and content hosting sites such as Flickr and YouTube. This policy applies to the use of social media and content contributed on behalf of the City, its departments, programs, or employees.

The City may update this policy at any time without notice. Any modification is effective at the time it is posted, unless stated otherwise. Use of a City social media site after the policy is modified signifies acceptance of the modification.

STANDARDS

Social media are means by which the City may communicate with employees, members of the public, customers, partners, and vendors. Only City employees authorized by their departments may use social media sites/applications to conduct City business. If authorized and in keeping with the City's policy, an employee may post on a social media site the City's or department's name, email address or telephone number for contact purposes, or post official department information, resources, calendars, and events.

As with all communication, employees must ensure online activities reflect positively on the City. The City reserves the right to monitor usage and content and restrict the use of or access to media or sites at any time without notice. The City retains full editorial control over all content of its social media sites and, when possible, will edit or remove material if deemed by the City or its representatives to be inappropriate or in violation of any City policy or procedure.

The City's social media accounts are subject to the Kansas Open Records Act. Users posting to a City social media site give the City the express right to reproduce, use, and distribute the content of their post.

The City does not guarantee that comments posted after business hours will be viewed before the next business day. Communications made on a City social media site shall in no way constitute a legal communication or notice. Users should call the appropriate city department to report an emergency, make an open records request, etc.

The City does not assume liability for inaccuracies and disclaims liability for ads, videos, promoted content or comments accessible from any external web page. The responsibility of external content or comments rests with the organizations or individuals providing them. Any inclusion of external content or comments on the City's external social media accounts (and affiliated department or program accounts) does not imply endorsement by the City.

COMMENTING NOTICE

The City encourages public engagement via comments, concerns, and questions regarding any of the topics on the City's social media accounts. While the City respects that our residents will have differing opinions on any given topic, posts will be removed at the sole discretion of the City if they:

- Contain profane, disruptive, abusive, obscene or pornographic language or content;
- Promote, foster or perpetuate discrimination;
- Constitute sexual harassment;
- Solicit commerce or are advertisements including promotion or endorsement;
- Promote or endorse political issues, groups, individuals, or candidates;
- Conduct or encourage violence or illegal activity;
- Contain information that may compromise the safety or security of the public or public systems;
- Intend to defame any person, group or organization;
- Violate a legal ownership interest of any other party, such as trademark, patent, or copyright infringement;
- Make or publish false, vicious or malicious statements concerning any employee;
- Include violent or threatening content;
- Disclose confidential or proprietary information.

PROCEDURES

Employees who are responsible for content must exercise vigilance in online activities. These activities reflect on both the employee and the City and, once published, content may never go away and can be forwarded endlessly. As such, careful consideration as to what is published is essential. Violation of confidentiality or comments made against others in violation of the City's policy may be removed and, if made by an employee, will result in disciplinary action, up to and including termination of the employee(s).

Social media provides significant value. Creating an environment where others feel comfortable sharing, connecting and receiving help is paramount. This must be balanced with protecting confidentiality and compliance with the City's policies. The following are provided to ensure appropriate use of social media:

- A. The same care must be given to information shared through social media as is given to other avenues and divisions/departments are responsible for establishing protocols within their divisions/departments for the appropriate use of social media sites.
- B. Divisions/departments must provide notification to the City's Community Relations Department upon the exploration or establishment of a divisions/departments social media presence.
- C. Divisions/departments must specify at least two individual employees who have authority to speak for the divisions/departments via social media sites.
- D. All divisions/departments websites must contain links to that division's/departments' official social media sites/applications.
- E. Divisions/departments must establish accounts for and on behalf of the division/departments and must avoid the establishment of accounts under individual employees where possible.
- F. Divisions/departments must control the use of user names and passwords associated with social media sites, ensuring that ownership is the City and not restricted to any one person.
- G. Divisions/departments must immediately change user names and/or passwords if an employee previously authorized to speak for the division/departments via social media sites leaves employment or is otherwise no longer authorized to speak for the Department.
- H. Divisions/departments are responsible for monitoring or auditing their social media sites to ensure they are consistent with established guidelines or departmental protocols.
- I. Employees must protect the City's confidential and proprietary information and are prohibited from sharing information that is confidential or proprietary. Examples of this include health information, vendor information, confidential bid documents, contractor proprietary information, and personnel information and records.
- J. Employees must respect copyrights, trademarks, patents, service marks or other intellectual property rights, and must ensure the right to use content is granted before it is published. Proper credit for others' work must be clearly indicated on the site.
- K. Mistakes must be corrected within a reasonable period of time if permitted by the application within the social media.

- L. Wherever possible, links to more information should direct users back to the City's official website for more information, forms, documents or online services necessary to conduct business with the City.
- M. Employees must respect the audience, the City, fellow employees and customers. The use of ethnic slurs, personal insults, defamatory language, obscenity, or engaging in any conduct that would not be acceptable in the workplace, or discredit the City, is strictly prohibited.
- N. Employees must respect and show proper consideration for others' privacy.

PERSONAL USE OF SOCIAL MEDIA

OVERVIEW

This Procedure applies to the personal use of social media and content contributed to social media in the workplace and to professional use or apparent professional use of social media outside of the workplace.

STANDARDS

Consistent with the City's policies on responsible use of technology, personal use of the City's resources to access social media is to be limited to incidental use. Such use must not interfere with the employee's performance of assigned job responsibilities, interfere with other employees' job performance, or compromise the functionality of the department or the City's network.

The City reserves the right to monitor workplace use and restrict the use of or access to media or sites at any time without notice. This Procedure applies to all aspects of social media and social networking tools and channels used in the workplace or accessed through the City's equipment.

PROCEDURES

Employees should exercise vigilance in online activities and are responsible for content posted by them or posted to sites over which they have control. These activities reflect on both the employee and, in some cases, the City. Once published, content may never go away and can be forwarded endlessly. Employees should be cognizant that their actions online may paint the employee or the City in an unflattering light. The content of online publications may be brought to the attention of the City, and the City may monitor online activity and comments, whether or not those posts are made from the City's facilities.

The following guidelines are provided to ensure appropriate use of social media:

- A. If posted material may reasonably be construed to represent the City, the material shall be accompanied by a disclaimer: an explicit statement that the individual is

speaking for him/herself and not as a representative of the City or any of its departments or agencies.

- B. When at work, employees must turn off auto-notifications generated by social media to minimize disruptions to their duties. Additionally, employees should take care to ensure that social media sites are not left open on their desktop when the media is not in use.
- C. Employees may be subject to disciplinary action, up to and including termination of employment, for inappropriate personal use of social media in following circumstances:
 - 1. Use that is inconsistent with an employee's position, duties, or continued employment or brings ridicule upon the City and does not address a matter of public concern or is a workplace personal grievance or disruption, consistent with evolving legal standards.
 - 2. Release of protected information with regard to information gained in the workplace or as a result of an employee's professional responsibilities.
 - 3. Personal comments or images which are disruptive to the workplace and do not address a matter of public concern.
 - 4. Inappropriate use of social media in the workplace or while using the City's equipment.
- D. Employees must minimize the amount of video that is accessed from work. If an employee receives a link to a video or audio file that is not work related, employees should access the files at home. As with non-work-related email, employees should not share or forward non-work-related videos.
- E. Employees must protect the City's confidential and proprietary information and are prohibited from sharing topics that are confidential or proprietary through social media.

Disclaimer: The public comments expressed on the City's social media accounts do not reflect the opinions or positions of the City, its officers, or its employees. If you have any questions or would like to report a comment in violation, please contact us at 913-722-2600 and ask to speak with the City Clerk or e-mail knielsen@roelandpark.org.

Item Number: DISCUSSION ITEMS- II.-7.
Committee 7/1/2019
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 6/28/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Discuss Pool Management RFP's**
Item Type: Discussion

Recommendation:

The Panel that reviewed RFP submittals and conducted interviews for Pool Management Services recommends entering into an agreement with Midwest Pool Management for pool management services for the 2020 season or the City assuming this role in 2020.

Details:

Attached is composite of scores for the RFP's submitted as well as for the interview conducted of the two agencies that submitted RFP's. The panel that completed the scoring has provided a recommendation that the City enter into an agreement with Midwest Pool Management for services during the 2020 season with the intent that the City take over management in 2021 or as an alternative move forward with the City assuming responsibility for the management of the pool in 2020. Pros/Cons for the two recommended options are detailed in the attached composite score sheet from the panel.

Attached are the proposals submitted.

Also attached is a comparison of budgets based upon the information provided by each agency as well as a budget reflecting the City assuming management of the pool. The City budget has been adjusted to reflect an apples to apples comparison with the other two agencies. The budget only reflects operating expenses and revenues as capital expenses will be the same regardless of the managing agency.

It is common for a city to manage the operation of their pool. Adding the Parks and Recreation Superintendent to staff in 2020 will provide a person to oversee the administration of the pool. Shifting the Facility Maintenance Supervisor to a City employee in 2019 also puts the City in a position to manage the care and plant operation of this sophisticated facility going forward. However, 2020 will involve completing some significant capital projects (>\$11.5 million): Roe

Boulevard, R Park Development, Pool Renovation/Improvements. This could prove to be overwhelming when also adding the management and programming for the pool. The interview panel has laid out pros and cons of the two options in their recommendation included at the bottom of the attached composite score sheet.

How does item relate to Strategic Plan?

Looking at alternative approaches to delivering service is intended to cultivate innovative thinking, yield enhanced citizen satisfaction and improve the cost effectiveness of operations.

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description	Type
 Composite Scores and Panel Recommendation	Cover Memo
 Budget Comparisons	Cover Memo
 MPM RFP Submittal	Cover Memo
 JCPRD RFP Submittal	Cover Memo

RFP Pool Management Services- Composite Scoring Sheet

Rating scores (Proposal + Interview sum):

Far exceeds expectations = 75 - 61
 Exceeds expectations = 60 - 46
 Meets expectations = 45 - 31
 Almost meets expectations = 30 - 16
 Does not meet expectations = 15 - 0

Top composite scores in each of the two phases of assessment are highlighted in green.

Company Name	Midwest Pool Management	JCPRD	#3-	#4-	#5-
RFP Submittal Evaluation	Composite Rating (0 to 5)				
1. Relevant and to scale municipal experience of the firm	4.4	3.0	#DIV/0!	#DIV/0!	#DIV/0!
2. Relevant and to scale municipal experience of the facility manager/supervisor	3.6	3.6	#DIV/0!	#DIV/0!	#DIV/0!
3. Capacity to serve the City's needs (staffing/technology)	3.8	3.0	#DIV/0!	#DIV/0!	#DIV/0!
4. Programming experience (swim team, water aerobics, swim lessons)	4.0	4.0	#DIV/0!	#DIV/0!	#DIV/0!
5. Availability of firm and key contact for meetings and project facilitation	3.4	3.8	#DIV/0!	#DIV/0!	#DIV/0!
6. Proposed hourly rates and management fee	4.0	2.0	#DIV/0!	#DIV/0!	#DIV/0!
7. Clarity, thoroughness and professionalism reflected in the proposal document	4.0	2.6	#DIV/0!	#DIV/0!	#DIV/0!
Subtotal RFP Submittal	27.2	22.0	#DIV/0!	#DIV/0!	#DIV/0!
Interview Evaluation	Composite Rating (0 to 5)				
1. Knowledge & relevant experience of the facility supervisor/manager and support team members	4.8	4.4	#DIV/0!	#DIV/0!	#DIV/0!
2. Composure, professionalism and communication skills of facility manager/supervisor and support team members	4.6	4.2	#DIV/0!	#DIV/0!	#DIV/0!
3. Program administration and marketing skills/experience (swim lessons, water aerobics, swim teams, concessions)	4.2	3.8	#DIV/0!	#DIV/0!	#DIV/0!
4. Complete and accurate budget; anticipated annual operating loss	3.8	3.8	#DIV/0!	#DIV/0!	#DIV/0!
5. Availability of facility manager/supervisor for meetings and project facilitation	3.6	4.2	#DIV/0!	#DIV/0!	#DIV/0!
6. Prepared for interview (knowledge of pending needs, familiarity with facilities, familiarity with community)	3.2	4.4	#DIV/0!	#DIV/0!	#DIV/0!
7. Overall fit of the firm & key contact for the Aquatic Center Management role in Roeland Park	4.2	3.6	#DIV/0!	#DIV/0!	#DIV/0!
Subtotal Interview Evaluation	28.4	28.4	#DIV/0!	#DIV/0!	#DIV/0!
Total Score= RFP Score + Interview Score	55.6	50.4	#DIV/0!	#DIV/0!	#DIV/0!

Interview Panel Recommendations:

The panel was unanimous in recommending Midwest Pool Management as the preferred candidate. MPM's extensive experience with municipal pool management in the Kansas City region along with their significant staff training and retention tools would be a benefit to staffing the Roeland Park pool particularly during periods where staff may be short due to unforeseen circumstances. MPM's experience with managing a new facility and training City staff to take over operation was also a key benefit offered. MPM's proposal also provided for checking on the facility during the off season, contract covers a 12 month period. Another benefit offered by MPM was their experience with trouble shooting mechanical/electronic elements of the pool and expressed willingness to make repairs if their staff was capable of doing so. In addition, since they manage 17 pools in the region they have significant influence with firms who complete repairs which can result in faster resolution and less down time.

The panel felt an approach where MPM is hired for the 2020 season with the understanding that they would be training city staff to take over would be a safe approach to transitioning management of the facility. This provides a review of the operations and facilities by another agency as the City works on plans for the major improvements now planned for 2020. Working with MPM would also provide the City a year to put in place scheduling/registration software as well as the accounting procedures and functions currently housed with JCPRD. The City taking over management in 2020 is also considered reasonable due to the addition of the Parks and Recreation Superintendent and Facility Maintenance Supervisor positions to City staff but 2020 stands to be a busy year with the Roe Blvd, R Park and Pool projects all planned; adding a new facility with programming at the same time could be overwhelming. City management of the facility holds an opportunity to save \$10,000 compared to employing MPM and it provides for one transition vs two. Working with MPM for a season would provide the Parks and Recreation Superintendent a full season of experience with the pool prior to taking it over, however this person is expected to have aquatic facility management experience. The Facility Maintenance Supervisor will start on 7/7/19; he is familiar with our facility already and will have the balance of the 2019 season to learn the operation of the facility.

City of Roeland Park
Line Item Budget - Aquatic Center Fund

Page 1 of 3

Roeland Park Aquatics Center

		2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Based Upon City Managing Pool	2020 Based Upon JCPRD Proposal	2020 Based Upon MPM Proposal	Notes Concerning MPM Budget Numbers:
4010	Revenues								
	Program Fees	\$ 44,803	\$ 37,081	\$ 21,788	\$ 32,556	\$ 15,000	\$ 32,556	\$ 32,556	
	Internal Program Revenue	\$ 12,260	\$ 11,644	\$ 11,168	\$ 13,000	\$ 11,000	\$ 13,000	\$ 13,000	
	Concession Revenue	\$ 12,536	\$ 14,579	\$ 10,694	\$ 15,000	\$ 10,000	\$ 15,000	\$ 15,000	
	Retail Sales - Taxable		\$ 54	\$ 82	\$ 522	\$ -	\$ 522	\$ 522	
	Participation Fees	\$ 139,458	\$ 121,962	\$ 94,738	\$ 95,488	\$ 95,000	\$ 95,488	\$ 95,488	
	Advertising Sponsorship		\$ -	\$ 600		\$ 2,000		\$ -	
	Taxable Sales Discounts (contra)	\$ (140)	\$ (220)	\$ (23)	\$ (8,000)		\$ (8,000)	\$ (8,000)	
	Nontaxable Sales Discounts (contra)	\$ (3,372)	\$ (1,877)					\$ -	
	Facility Rental	\$ 15,473	\$ 13,328	\$ 3,800	\$ 4,850	\$ 5,000	\$ 4,850	\$ 4,850	
	Reimbursement			\$ 158		\$ -		\$ -	
	Costs Shared by JCPRD	\$ 204,168	\$ 214,091	\$ 210,274	\$ -	\$ -	\$ -	\$ -	
	Subtotal Revenue	\$ 425,186	\$ 410,642	\$ 353,279	\$ 153,416	\$ 138,000	\$ 153,416	\$ 153,416	
A	Salaries								
5101	Full Time Salaries	\$ 78,352	\$ 80,351	\$ 77,558	\$ 37,329	\$ 16,033	\$ 36,608	\$ -	
5102	Overtime	\$ 450	\$ 615	\$ 819		\$ 600			
5104	Part Time Salaries	\$ 225,155	\$ 237,651	\$ 151,960	\$ 143,051	\$ 157,000	\$ 143,051	\$ 153,500	Does not include expense associated with swim team coaches, or after hours events (swim meets, swim lessons). Cleaning is included, open and closing, scheduled maintenance and concessions. Need to add personnel costs for swim lesson, water aerobics and swim team.
	FICA/SSI and workers comp					\$ 12,200		\$ 24,560	
	KPERS					\$ -		\$ -	
	Benefits (includes medical premium)	\$ 3,252	\$ 6,456	\$ 17,656	\$ 5,819	\$ -	\$ 5,819	\$ -	
	Cell phone allowance	\$ 400	\$ 333	\$ 609	\$ -	\$ 120	\$ -	\$ 150	
A	Salaries Total	\$ 307,609	\$ 325,406	\$ 248,602	\$ 186,199	\$ 185,953	\$ 185,478	\$ 178,210	
				\$ -					
B	Contracted Services								
	Pool Management Fee				\$ 106,032		\$ 120,964	\$ 34,850	MPM Management Fee Includes the following:
5201	Electric	\$ 54,159	\$ 49,798	\$ 25,220	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	Liability insurance for MPM operations
5202	Telephone	\$ 6,716	\$ 3,032	\$ 3,772	\$ 600	\$ 1,600	\$ 600	\$ 600	field supervision of pool staff
5203	Printing and Advertising	\$ 126	\$ 353	\$ 497	\$ 1,300	\$ 600	\$ 1,300	\$ 1,300	recruiting, hiring and training of pool staff
5205	Postage	\$ -	\$ 19	\$ -	\$ 500	\$ 300	\$ 500	\$ 500	inspection of facility each month off-season
5206	Travel & Training	\$ 3,351	\$ 2,165	\$ 4,327	\$ 2,912	\$ 2,000	\$ 2,912	\$ -	
	Memberships and Dues			\$ -	\$ 435	\$ 300	\$ 435	\$ -	
	Bank Charges	\$ 3,059	\$ 3,409	\$ 2,874	\$ 200	\$ 3,000	\$ 200	\$ 200	

City of Roeland Park
Line Item Budget - Aquatic Center Fund

Page 2 of 3

Roeland Park Aquatics Center

		2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Based Upon City Managing Pool	2020 Based Upon JCPRD Proposal	2020 Based Upon MPM Proposal	Notes Concerning MPM Budget Numbers:
	Management Services	\$ 988	\$ 1,672	\$ 950		\$ 1,000		\$ -	
	Pest Control		\$ 618	\$ 528	\$ 600	\$ 600	\$ 600	\$ 600	
	Inspection Services	\$ 275	\$ 5,917	\$ 1,497	\$ 100	\$ 1,500	\$ 100	\$ -	
	Recreational Services	\$ 98	\$ 2,684			\$ 3,000		\$ -	
	Facility Rentals	\$ 599	\$ 88	\$ 118		\$ 200		\$ -	
	Equipment & Furnishings Rental/	\$ 4,116	\$ 3,804	\$ 640		\$ 3,000		\$ -	
	Rental or Leasing - Unclassified	\$ 160	\$ 904	\$ -		\$ -		\$ -	
5207	Medical Expense & Drug Testing				\$ 3,040	\$ 1,800	\$ 3,040	\$ 3,040	
5210	Maintenance & Repair of Bldg.	\$ 2,888	\$ 3,036	\$ 5,816	\$ 6,627	\$ 5,000	\$ 3,000	\$ 6,627	
5211	Maintenance & Repair of Equip	\$ 29,763	\$ 25,119	\$ 8,136		\$ 25,000		\$ -	
	Internal contractual services			\$ 12,847				\$ -	
5214	Other Contractual Services	\$ 15,974	\$ 19,795	\$ 20,591	\$ 21,020	\$ 10,000	\$ 21,020	\$ -	
5250	Insurance & Surety Bonds					\$ -			
5266	Computer Software	\$ 299	\$ 662			\$ 2,000		\$ 5,000	
5287	Water	\$ 15,725	\$ 13,452	\$ 11,604	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	
5288	Waste Water/Trash	\$ 19,629	\$ 20,470	\$ 14,965	\$ 15,100	\$ 15,000	\$ 15,100	\$ 15,100	
5289	Natural Gas	\$ 38,745	\$ 35,187	\$ 5,201	\$ 30,100	\$ 30,100	\$ 30,100	\$ 30,100	
	State fees, permits/Sales tax	\$ 611	\$ 640	\$ 1,030	\$ -	\$ 1,000	\$ -	\$ -	
B	Contracted Services Total	\$ 197,281	\$ 192,824	\$ 120,613	\$ 232,566	\$ 151,000	\$ 243,871	\$ 141,917	\$34,850
C	Commodities								
5301	Office Supplies	\$ 1,331	\$ 1,264	\$ 545	\$ 1,400	\$ 1,500	\$ 1,400	\$ 57,200	MPM Operations Budget includes
5304	Janitorial Supplies	\$ 1,622	\$ 2,064	\$ 1,245	\$ 2,000	\$ 1,500	\$ 2,000		background checks
3505	Dues, Subscriptions & Books	\$ 245	\$ -	\$ 299		\$ 200			drug test for Roeland Park pool supervisors
5306	Materials			\$ 982					all necessary pool chemicals
	Building Supplies and Materials	\$ 11,067	\$ 2,467	\$ 12,604	\$ 5,190	\$ 13,000	\$ 5,190	\$ 5,190	janitorial supplies
	Tools	\$ -	\$ 10	\$ 364	\$ 200	\$ 200	\$ 200	\$ 200	lifesaving equipment budget of \$2000
	Recreation Supplies/Equip	\$ 735	\$ 1,613	\$ 5,016	\$ 3,325	\$ 2,000	\$ 3,325		3 third party safety audits
	Grounds supplies and equipment	\$ 451	\$ 213	\$ 221	\$ 2,050	\$ 500	\$ 2,050	\$ 2,050	Maintenance supply budget of \$5000
	Computer Hardware/Equip	\$ 2,996	\$ 8,297	\$ 990	\$ 1,492	\$ 3,000	\$ 1,492	\$ 5,000	limited office supplies
	Appliances			\$ 123	\$ 150	\$ 500	\$ 150	\$ 150	drain and clean pools in Spring
	Safety Supplies/Equip	\$ 1,670	\$ 650	\$ 1,743	\$ 2,300	\$ 1,500	\$ 2,300	\$ 2,300	de-winterize bathhouse in Spring
	Furnishings & Office Equip	\$ 2,054	\$ 370	\$ -	\$ 200	\$ 1,000	\$ 200	\$ 200	Plug, fill and start up swimming pools
	Operating Supplies/Personal Car	\$ 264	\$ 79	\$ 658	\$ 400	\$ 500	\$ 400		Winterize pools in Fall
5302	Motor Fuels and Lubricants	\$ 181	\$ 61	\$ 106	\$ 200	\$ 200	\$ 200		Winterize bathhouse in Fall
	Concessions food and supplies	\$ 9,667	\$ 8,402	\$ 4,661	\$ 8,650	\$ 5,000	\$ 8,650	\$ 8,650	Uniforms for staff
	Chemicals	\$ 28,843	\$ 23,341	\$ 18,114	\$ 20,000	\$ 15,000	\$ 20,000		personal protective equipment for staff
5307	Other Commodities			\$ 92	\$ -	\$ 2,500	\$ -		
5308	Clothing/Uniforms	\$ 5,864	\$ 2,672	\$ 2,309	\$ 6,420	\$ 2,500	\$ 6,420	\$ -	
C	Commodities	\$ 66,990	\$ 51,503	\$ 50,072	\$ 53,977	\$ 50,600	\$ 53,977	\$ 80,940	\$57,200

City of Roeland Park
Line Item Budget - Aquatic Center Fund

Page 3 of 3

Roeland Park Aquatics Center

	2016 Actual	2017 Actual	2018 Actual	2019 Projected	2020 Based Upon City Managing Pool	2020 Based Upon JCPRD Proposal	2020 Based Upon MPM Proposal	Notes Concerning MPM Budget Numbers:
Total Operating Expenses (Salaries+Contractual Services+Commodities)	\$ 571,880	\$ 569,733	\$ 419,287	\$ 472,742	\$ 387,553	\$ 483,326	\$ 401,067	
Net Operating Surplus (Loss) Covered by Roeland Park	\$ (146,694)	\$ (159,091)	\$ (66,008)	\$ (319,326)	\$ (249,553)	\$ (329,910)	\$ (247,651)	
Add Personnel Costs for Swim Team and Swim Lessons Not Included Above							16,275	Based Upon City's Estimated Cost to provide these services + 5%
Adjusted Net Operating Surplus (Loss)	\$ (146,694)	\$ (159,091)	\$ (66,008)	\$ (319,326)	\$ (249,553)	\$ (329,910)	\$ (263,926)	
75% Cost Recovery Target	\$ 428,910	\$ 427,299	\$ 314,465	\$ 354,557	\$ 290,664	\$ 362,495	\$ 300,800	



AQUATIC MANAGEMENT SERVICES
PROPOSAL
CITY OF ROELAND PARK

MIDWEST
POOL
MANAGEMENT

12500 E US Highway 40 Suite L

Independence, MO 64055

Office 816-350-2628

Fax 816-350-2922

www.MidwestPool.com

MIDWEST POOL MANAGEMENT

June 7, 2019

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

Dear Mr. Moody,

Midwest Pool is pleased to submit our proposal to the City of Roeland Park for the Management of their Outdoor Aquatic Facility.

Midwest Pool Management has been managing swimming pools for over 50 years. We have 14 years of experience hiring and recruiting employees from the Kansas City metropolitan area neighborhoods and communities that we serve. We are the only swimming pool management company with municipal aquatic facility experience in the Kansas City area. An important part of our service is a multi-tiered system of supervision and training for our staff. We require on-going in-service training of our staff and each of our lifeguards must re-certify annually. We make impromptu pool inspections multiple times per week. These extra layers of safety add cost to our proposals.

We pride ourselves on being responsive, pro-active and forward-thinking experts. We have high standards, refined procedures, meticulously positive habits, ongoing training and modern technology. We are dedicated, qualified, results orientated, professional and caring.

Mistakes can be costly. Our 50 years of experience will prove to be the most cost-effective choice the City can make.

We live and play in Kansas City metropolitan area. These pools are our pools, and our families enjoy them every day. We expect the best out of our aquatic venues—and so should you.

Sincerely,
Midwest Pool Management



Jimmy Gibbs
Executive Division Manager

ITEM 2,3: MUNICIPAL MANAGEMENT EXPERIENCE

Midwest Pool Management has been managing and servicing aquatic facilities since 1967. For over 50 years Midwest Pool Management has been at the forefront of the tremendous growth of state-of-the-art aquatic leisure facilities. We currently provide management services to municipalities in the St. Louis and Kansas City metropolitan areas along with managing a number of private clubs and subdivision pools. We recruit, train and hire over 1500 lifeguards per year.

Our depth of experience in managing municipal aquatic centers is unmatched in the Midwest.

We define the way we approach management with the municipal client in mind. Our experience has taught us that operating a municipal aquatic facility has unique challenges that are very different from managing a subdivision pool or private swim club. Our staff training program is tailored to deal with the unique demands of municipal aquatic facility management. This includes a comprehensive emphasis on customer service, customers being defined as both the public and the client municipality. We know that our staff will be perceived as your staff and as such they should represent the municipality with the highest professional standards.

Our primary objective is to develop a partnership with our client Cities to best serve the residents of the community by creating a safe and enjoyable environment that will earn the repeat business of your community's patrons. It is your facility and you will not lose any control or authority. In fact, contracting with MPM will allow you to devote your resources to more administrative and planning functions that will be of great benefit to your residents. A successful operation is dependant upon a team effort between Midwest Pool Management and our clients.

All of Midwest Pool Management Key Personnel are Certified Pool Operators. Additionally, Bert Forde, Crissy Withrow and Jim Bastian are Instructors for the National Swimming Pool Foundation, and are licensed to teach the Certified Pool Operator's course along with many of the other NSPF courses.

Midwest Pool Management's technical knowledge and hands-on experience with the variety of possible components that make up the filtration system is unmatched in the area of aquatic facility management.



ITEM 4, 6, 7, 8, 9, 11, AND 21: REFERENCES AND MUNICIPAL EXPERIENCE

Kansas City- The Springs At Tiffany Hills

Client Since 2006

An outdoor municipal waterpark that includes a 50-meter pool with a movable bulkhead, two water slides, a lazy river, zero depth entry with an interactive play feature, and a spray area. The Springs is a premier competitive swimming venue in the Kansas City area. We operate the front gate, concessions, programming as well as providing lifeguard and operational services.

Owner: City of Kansas City
Contact: Doug Schroeder, (816) 516-7650
Guard Staff: 110



City of Kansas City, MO-9 Neighborhood Aquatic Facilities **Client Since 2009**

We added the City of Kansas City's major and neighborhood pools as a client in 2009. The 9 facilities have a wide variety of ages, mechanical structures, filtration systems, chemical delivery systems and clientele. We also operate the front desk, programming and concession operations at the facilities.

Owner: City of Kansas City, Missouri
Contact: Doug Schroeder, (816) 516-7650
Guard Staff: 120 at 9 different facilities

KANSAS CITY NEIGHBORHOOD POOLS MANAGED BY MIDWEST POOLMANAGEMENT

Swope
Grove

Gorman
Budd

Brush Creek
Ashland Square

Arbor Villa
West Terrace
Line Creek

Kansas City Neighborhood Pools Managed By Midwest Pool Management



Warrensburg, MO, Rec Center and Nassif Outdoor Aquatic Center Client Since 2008

An indoor aquatic center in a recreation center and a newly remodeled outdoor waterpark. These facilities feature water slides, lap lanes, interactive play, and the outdoor facility has a long lazy river.

Owner: City of Warrensburg, Missouri
Contact: Danielle Fessler, (660) 747-7178
Guard Staff: 85



City of Independence-Adventure Oasis

This facility includes a competition pool, water slides, lazy river, and interactive play equipment. We operate the front gate, concessions, and programming as well as providing lifeguards and operational services.

Owner: City of Independence, Missouri
Contact: Eric Urfer, Director (816) 325-7361
Guard Staff: 120

Client Since 2005



City of Kansas City- The Bay Water Park

This state of the art water park opened in May 2012 and features many firsts for the Kansas City area, a wave generating lazy river and a swirl bowl slide. This park also boasts a lap pool with a basketball goal and floatable animals, a water playground, and 2 tube slides. The filtration system uses a "green" technology in regenerative filter media. MPM manages the front desk and concession operations and manages 10 other facilities for the City of Kansas City.

Owner: City of Kansas City, Missouri
Contact: Doug Schroeder (816) 516-7650
Guard Staff: 90
Support Staff: 25

Client Since 2012



City of Grain Valley, MO

Client since 2008

A suburban facility that includes a 25-meter lap pool area with a connected zero depth entry, kiddie frog slide, double flume slide, and floatable toys.

Owner: City of Grain Valley, MO
Contact: Shannon Davies, (816) 847-6230
Guard Staff: 15



City of Odessa, MO

Client since 2014

A suburban facility that includes a 25-meter lap pool area with a connected zero depth entry, kiddie slide, double flume slide, and single flume slide.

Owner: City of Odessa, MO
Contact: Lindsey Adams, (816) 633-8364
Guard Staff: 15



Arnold Recreation Center and Municipal Pool

Client Since 1991

In 2005 Arnold opened a new state of the art outdoor aquatic center and a new indoor facility as part of their new recreation complex. MPM manages both aquatic facilities. We had been managing their old pool since 1991, but it is now closed.

Owner: City of Arnold, Missouri
Contact: Dicky Brown, (636) 282-2380
Guard Staff: 90



Webster Groves Recreation Center

Client Since 1995

Project includes three separate pools - L-shaped competition pool with diving tank, a zero-depth entry tot pool with interactive play structure, and a zero-depth entry leisure pool with a tube slide, lazy river, and raindrop fountain.

Owner: City of Webster Groves, Missouri
Contact: Scott Davis, (314) 963-5634
Guard Staff: 50



City of Ellisville, MO – The Edge

Client for more than 10 years

Outdoor aquatic center with an 8 lane competitive pool, two one meter diving boards, zero depth entry leisure pool with vanishing edge and underwater benches. A separate play pool has interactive play features.

Owner: City of Ellisville, Missouri
Contact: Lisa Blumer, (636) 227-7508
Guard Staff: 40



City of Ferguson

Client since 2016

It features a leisure pool with current channel, water slide, competition pool and splash pad.

Owner: City of Ferguson
Contact: Matt Unrein (314) 524-4721
Guard Staff: 20-25



Center of Clayton

This facility will open for the first time in May of 2016. It features a leisure pool with current channel, water slide, competition pool and splash pad.

Owner: City of Clayton
Contact: Patty DeForrest (314) 290-8460
Guard Staff: 25



Clayton Shaw Park

This facility is an outside seasonal facility featuring a competition pool, a deep dive well and children's pool.

Owner: City of Clayton
Contact: Patty DeForrest (314) 290-8460
Guard Staff: 40



City of Troy

This facility opened for the first time in 2012. It features a leisure pool with play feature, current channel, water slide, competition pool and splash pad.

Owner: City of Troy
Contact: Ryan Howell, (636) 462-7605
Guard Staff: 25-30



Client since 2012

City of Shrewsbury

This is an outdoor municipal facility that has a competition pool and a leisure pool with zero depth entry, interactive play structure, lazy river, flume slide, and a vortex.

Owner: City of Shrewsbury, Missouri
Contact: Chris Buck, (314) 647-1003
Guard Staff: 50



Client for more than 10 years

Crestwood Aquatic Complex

Client for 13 years

This is an outdoor facility that includes a competition pool, lazy river, two water slides, water spray toys, tumbling buckets and lily pad walk.

Owner: City of Crestwood, Missouri
Contact: Eillen Ramirez (314) 729-4860
Guard Staff: 90



City of Warrenton, MO

Client Since 2007

This facility features a competitive pool, wading pool area and two water slides and a splash pad.

Owner: City of Warrenton
Contact: Terri Thorn, (636) 456-3535
Guard Staff: 25



City of Pacific, MO

Client since 2013

A traditional facility that includes a 25-yard competition pool area with a dive well.

Owner: City of Pacific, MO
Contact: Steve Roth, (636) 271-0500
Guard Staff: 12



City of Washington, MO

Client Since 2005

An outdoor 50 meter pool with a separate leisure pool with water slides and interactive play features. Our sister company, Westport Pools, built the leisure pool and the installed water features.

Owner: City of Washington, Missouri
Contact: Darren Dunkle, (636) 390-1080
Guard Staff: 40



Carbondale Park District

This facility opened for the first time in May of 2016. It features a leisure pool with current channel, water slide, competition pool and splash pad.

Client since 2016

Owner: Carbondale Park District
Contact: Kathy Renfro (618) 529-4147
Guard Staff: 25-30



ITEM NO. 5: PROPOSED MANAGEMENT FEE

\$34,850

Midwest Pool Management is proposing to provide the following scope of duties:

The following list details many of the items included in our firm management fee:

- Costs associated with recruiting and hiring of cashiers, concession, management and lifeguard staff- including extensive job posts, school visits, and job fairs.
- General Liability insurance as detailed in our Clarifications and Variances page.
- Costs associated with DiGiQuatic Facility and Employee Scheduling software
- Office support including administrative support to manage the reservation process with daycare and day camps, swimming lessons, birthday parties and rental groups
- Site specific training of staff as detailed below:
- Supervision of the operation by Midwest Pool Management senior staff members and field personnel
- Provide training and personal protective equipment for safe handling of hazardous swimming pool chemical materials, blood-borne pathogen protocols, sexual harassment training, customer service training, and appropriate accommodations required per the ADA
- Personnel to management the daily deposit process.
- Coordination of Health Department and Fire Marshall Inspections, including communicating any deficiencies and follow up any corrections as needed.
- Prepare and manage the concessions operations.
- Daily, weekly and annual preventative maintenance inspections. Recommend any needed repairs. Follow up with quotes, feedback, photos and inspections.
- Clients have access to over 100 years of knowledge by aquatic industry leaders.
- Code compliance and knowledge including lifeguard training certifications, Certified Pool Operations certification, VGB and Model Aquatic Health Code.
- Professional advice on pool management best practices, equipment purchases and facility service and repair.
- Projected maintenance needs to keep your pools and systems at a high and well-maintained standard
- 24/7 availability of Midwest Pool Management principals to respond to any urgent matters.
- Off-Season inspections of aquatic facility.
- Overhead and profit

ITEM 10: SAFETY AND LIFEGUARD TRAINING

Midwest Pool Management is proud to be a Starfish Aquatics Institute Training Facility. The Starfish training programs are recognized by both national and state regulatory agencies for meeting the strictest requirements for lifeguard training. Our company president, Bert Forde served on the Starfish Executive Advisory Board for five years. Starfish Aquatics is partnered with the American Safety & Health Institute and the multitude of safety related resources of ASHI are available to our client.



Starfish Aquatics is a Professional Provider for the USA Swimming Foundation, and the YMCA of the USA. Starfish Aquatics Institute is a provider for and collaborates with several risk management agencies that service parks and recreation agencies such as MIRMA, PDRMA AND IPARKS.

Important components of our safety program are:

- Impromptu safety audits that are conducted by MPM Instructors
- Impromptu safety audits conducted by Starfish Aquatic Institute trained auditors. This provides our clients with third party safety checks on the competence of the staff employed at your facility to ensure that they are rescue-ready.
- Lifeguards must recertify lifeguard training every year. This is not just CPR or First Aid, but the lifeguard training as well. All of our lifeguards are trained in Emergency Oxygen Administration and AED.
- Lifeguards must attend a preseason orientation meeting
- Lifeguards must attend a minimum of 4 hours of monthly documented in-service training.
- Managers must attend a pre-season Manager's training session
- Weekly stand audits are performed to verify the efficacy of lifeguards at their stations

CLARIFICATIONS AND VARIANCES

- A. **Minimum Wage:** A Kansas lawmaker has filed House Bill 2022, which would raise the minimum wage from \$7.25 per hour to \$11 in 2020 and then to \$15 in 2021. The future of this bill is uncertain. As such, upon any change in Federal or State guidelines, which govern the Midwest Pool Management's operation and/or employees, Midwest Pool Management may present a new contract amount in writing to the City. The City has 30 days to accept or reject the new amount.
- B. **Health and Safety Standards:** MPM shall meet all Health and Safety Standards set forth by the City of Roeland Park, the State of Kansas and the Federal Government as they relate to MPM's responsibilities for the operation of Roeland Park Aquatic Center. MPM has no authority or responsibility to make changes to the physical plant to comply with these guidelines. The City shall have the ultimate authority and responsibility for compliance with the Virginia Graeme Baker Pool and Spa Safety Act and the Americans with Disabilities Act. Midwest Pool Management shall communicate with the City about any violations it observes under these Acts.
- C. Midwest Pool Management will winterize and de-winterize the aquatic facility.
- D. Midwest Pool Management will deposit all revenue into City bank accounts. The City will be responsible for paying all operating expenses.
- E. **Insurance:** Because of the complexity of insurance language, Midwest Pool Management routinely sends all insurance language in RFPs and Contracts to our Insurance Agent for review. Below are the comments and advisement we received on that review:

Section 7.7.2.2 page 11, sentences 7 - 9: "no more restrictive than the coverage provided by a standard Commercial General Liability Policy form (ISO CG00 01 96) with standard Bodily Injury and Property Damage exclusions, and standard Personal and Advertising Injury exclusions."

Policy form is the updated CG 00 01 04 13 edition date.

Later in the same paragraph: "...written on non-assessable insurance companies licensed to do business as an admitted carrier in the State of Kansas and currently rates "A" or better by the A.M. Best Company." –

Our General Liability is Scottsdale Insurance. They are a Non-Admitted carrier with an "A+" A.M. Best Rating. We are requesting that the phrase "as an admitted carrier" be deleted.

CLARIFICATIONS AND VARIANCES

7.7.2.8 Regarding the requirement for our Professional Errors and Omissions: Midwest Pool Management provides \$1,000,000 Per Occurrence / \$2,000,000 Aggregate. We are exploring whether our carrier would maintain that coverage for a year after termination of the agreement. We cannot confirm that at this time.

7.7.3 We will add "30 days Notice of Cancellation for reason other than non-payment."

7.7.5 Midwest Pool Management's policy has a Blanket Waiver of Subrogation

7.7.8 Requires that Midwest Pool Management list the Owner as a "Named Insured". Our carriers do not do that. Our carrier would list the City as an "Additional Insured".



Fact Sheet

Since its inception in 1999, the innovations and practices developed by SAI have taken the delivery of aquatic training and operational support to a new level.

I. Comprehensive Risk Management Model

- SAI was the first to offer both a certification program for community-based training, and a comprehensive risk management system for those clients who train in-house and would like operational support and an accountability system.
- SAI was the first to develop a risk management system as a teaching method and integrated into every aspect of the organizations programs. The Starfish Risk Management Model serves as a touchstone for accountability and consistent quality at all levels: from training to organizational responsibility. This is different from some organizations who simply view risk management as a money-making service or rigid “one-size-fits-all” approach.
- SAI created, and is the only organization to have a Competency Assessment and Performance (CAP) record folder required for each lifeguard.
- SAI provides zone validation tools to create effective lifeguard staffing levels according to evaluation of the activity and attraction.
- SAI collaborates with the internationally recognized Health & Safety Institute to provide the latest evidence-based standards and protocols for emergency care.
- The StarReview lifeguard and operations auditing program provides unannounced audits of lifeguard performance and facility operations. Review staff are carefully selected, highly experienced, and take a mentorship approach to motivating exceptional performance.
- SAI recognizes exceptional performance on StarReviews through its national award program and 3,4,5-Star facility designation.
- Lifeguards are expected to adhere to published StarGuard Best Practices that encompass all components of the SAI Risk Management Model, including receiving site-specific training and ongoing enrichment (in-service) training.

Midwest Pool Management utilizes the fastest growing and best provider of lifeguard certification and aquatic risk management services.

Over the years we have had experience with the other national training agencies, which gives us a qualified perspective to evaluate options. We firmly believe that the Starfish Aquatics Institute (SAI) provides the highest level of training, value, and ethical operations. We can, in turn, pass exceptional service along to our clients. This fact sheet is designed to help you know more about this

II. Exceptional and Innovative Training Methods and Materials

- SAI produces the highest quality print and interactive online training materials through Human Kinetics, the world's leading publisher for the activity field.
- SAI is the only agency to offer all aquatic certification needs: lifeguard, swim instructor, pool operator, as well as provide management consulting.
- SAI is the first and only agency integrate experiential learning theory into a curriculum and systematic instructor development program— creating confident and competent lifeguards and emergency care providers.
- The StarGuard curriculum has an emphasis on Victim Recognition Training (VRT) and takes a unique multi-pronged approach to teaching lifeguards how to “learn-to-look” (L2L™).
- SAI was the first to integrate components of the “5-minute scanning strategy” into a training curriculum.
- Over 20,000 StarGuard lifeguards are trained annually. Many are international students who choose to come work in the United States, or who work at waterparks or aquatic facilities around the globe.
- StarGuard training satisfies, and in many instances exceeds, state and local health department regulatory requirements.
- The Starfish Swimming learn-to-swim curriculum, and the AquaTech pool operator curriculum are fast becoming known as exceptional programs that meet the educational and delivery needs better than other options.

III. Service and Reputation

- SAI has a proven record of quality and service. Clients have come to SAI from other providers for a reason, and they have stayed, with a retention rate of over 90%. Client references are always available.
- SAI is a Professional Provider for the USA Swimming Foundation, and was instrumental in developing the pilot for the Make-a-Splash initiative, and water safety events used today around the country.
- SAI is an Authorized Provider for YMCA of the USA.
- SAI is a provider for, and collaborates with several risk management agencies that service parks & recreation agencies such as PDRMA, IPARKS, MIRMA.
- The SAI list contains the full spectrum of aquatic venues and organizations, from small seasonal pools through the largest indoor waterpark in Eastern Europe. Most important, SAI understands pool management, and in particular, the municipal parks & recreation field.

IV. Founded and Operated by Highly Respected Industry Leaders

- SAI was founded by Jill White, who, in 2010, received the World Waterpark Association's Commitment to Excellence award for “leadership and consistent example of business and operational excellence”. She is consistently named as one of the “Power 25” aquatic professionals by *Aquatics International*. The author and editor of numerous aquatics publications and articles, Jill sits on several national committees shaping the future of aquatics, including being a technical contributor for the CDC sponsored Model Aquatic Health Code project. As an industry leader, she is a frequent speaker at national and international conferences, and frequently consults in legal cases. Before starting SAI, Jill was national staff for the international aquatic risk management firm Jeff Ellis & Associates for a number of years.

- Leslie Donovan is President and CEO of SAI. A licensed attorney, Leslie spent many years in the private practice of law before joining the Board of Advisors for SAI. Following her roles as United Airlines' lead negotiator in the financing and construction of Denver International Airport and as the volunteer brand protection manager for the 1992 Winter Olympic Games in Salt Lake City, Leslie brought her understanding of both the business and legal aspects of management to SAI. She has served on numerous Boards of Directors and most recently served as the President of the Northwestern University Alumni Association.

CONCESSION OPERATIONS EXPERIENCE AND REFERENCES

City of Independence-Adventure Oasis

Client Since 2005

We operate the front gate, concessions, and programming as well as providing lifeguards and operational services. Gross concession revenue averages approximately \$75,000 per season. This facility includes a competition pool, water slides, lazy river, and interactive play equipment.

Owner: City of Independence, Missouri
Contact: Eric Urfer, Director (816) 325-7361
Guard Staff: 120



City of Independence Concessions for 4 Athletic Fields

Client Since 2015

Mill Creek \$17,000 gross revenue
Athletic Complex 1 \$5,000 gross revenue
Athletic Complex 2 \$3,000 gross revenue
Crysler \$500 gross revenue

Owner: City of Independence, Missouri
Contact: Eric Urfer, Director (816) 325-7361

City of Kansas City- The Bay Water Park

Client Since 2012

Midwest Pool Management manages the front desk and concession operations. This state of the art water park opened in May 2012 and features many firsts for the Kansas City area, a wave generating lazy river, a Flow Rider surfing amenity and a swirlbowl slide. This park also boasts a lap pool with a basketball goal and floatable animals, a water playground, and 2 tube slides. The filtration system uses a "green" technology in regenerative filter media and UV.

Owner: City of Kansas City, Missouri
Contact: Doug Schroeder (816) 516-7650
Guard Staff: 90
Support Staff: 25



Swope Park Pool for the City of Kansas City

Client Since 2009

We supervise the front gate, concessions, programming as well as providing lifeguard and operational services. An outdoor historic 50 meter pool with a separate diving pool and a spray area. In addition to being open to the public, Swope hosts over 15,000 children during the summer months as part of summer camp participation.

Owner: City of Kansas City
Contact: Doug Schroeder, (816) 516-7650



Shaw Park, City of Clayton

Client Since 2016

We supervise the front gate, concessions, programming as well as providing lifeguard and operational services. An outdoor municipal aquatic facility.

Owner: City of Clayton
Contact: Patty DeForrest, (314) 290-8460
Guard Staff: 40



City of Troy

Client since 2012

This facility opened for the first time in 2012. Midwest Pool Management operated the concession stand for two years. The facility features a leisure pool with play feature, current channel, water slide, competition pool and splash pad.

Owner: City of Troy
Contact: Ryan Howell, (636) 462-7605



City of Pacific

Client since 2012

A traditional facility that includes a 25-yard competition pool area with a dive well.

Owner: City of Pacific, MO
Contact: Harold Selby, (636) 271-0500
Guard Staff: 12



New Town at Shire Lane

Client since 2008

Last season, Midwest Pool Management was asked to provide the concession stand operation responsibilities. The facility features a leisure pool with lazy river, whirlpool, kiddie pool and competition pool.

Owner: New Town at Shire Lane
Contact: Lisa Galati, (314) 576-0200 ext 200
Pool Attendants and staff: 8



ITEM #14: QUALIFICATIONS OF AQUATIC STAFF

Front desk/cashier: Individuals control entry into the facility by collecting daily admission fees and verifying pass holders. This first person of contact is responsible for setting the tone of the guests visit to the facility making ideal customer service a top priority. These individuals will disseminate information about the park, answer questions, point out rules and assist with customer concerns/complaints. This staff will also enroll participants in swimming lessons, birthday parties, season passes, etc.

Lifeguard

The first and most important responsibility for all lifeguards is to promote safety and perform when a rescue is necessary. Lifeguards must be able to react to life threatening situations as trained by Starfish Aquatics in the Lifeguard Training course (including CPR and First Aid). All lifeguards must attend mandatory in-service training each month during their employment.

Lifeguards must:

- Complete requirements for the Starfish Aquatics Training Program.
- Recognize an emergency situation in their zone of responsibility within 10 seconds and reach a guest in distress within 20 seconds.
- Recognize areas of potential danger.
- Keep the pool(s) clean.
- Keep the bathrooms and bathhouse clean.
- Keep the pool area/perimeter picked up and clean.
- Communicate with staff members and guests.
- Be professional.
- Enforce the pool rules consistently.



Head Guard

Head Guards are responsible for all of the above requirements and duties and more. A Head Guard reports directly to the facility Manager and assists the Manager in everyday duties including coordinating rotations, checking and maintaining proper chemical readings and enforcing company and pool rules. Head Guards may rotate positions with the lifeguards, or they may roam the deck in order to be available to handle any situations that arise.

Grounds keeper/janitorial

A clean pool and facility are the primary interests of your guests and it is this individuals' responsibility to make sure those expectations are being met. Grounds keepers will, at a minimum of every hour, clean the bathrooms and dressing rooms, keep the pool deck clean by constantly picking up trash, washing down the deck and emptying trash cans, keep the pool furniture clean and in an orderly manner and immediately make the supervisor on duty aware of any safety concerns or maintenance issues.

Manager

Managers are responsible for all of the above requirements and duties as well as assigning and overseeing other pool staff. As the person in charge of their facilities operation, it is very important that a manager sets a good example for the staff and patrons. People look to the Manager for answers and direction. The manager on-duty may be required to perform various other tasks depending on the facility they are assigned to.

A Manager may have all of the following extra duties:

- Make bank deposits.
- Complete and submit paperwork.
- Pick up supplies.
- Order chemicals (such as chlorine, DE, etc.)
- Conduct in-service training.
- Fill out daily checklists.
- Account for all pool keys.

Managers will communicate closely with the Field Supervisor and/or District Manager. A good Manager is vital to a successful season.

Swim Lesson Coordinator

While some of our smaller pools may not have lessons, most of our municipalities and subdivision pools do. These pools will have a swim lessons coordinator. The Coordinator trains instructors, coordinates lessons at our pools and handles customer questions and complaints. The Coordinator is responsible for turning all paperwork into the office including payroll information. All questions relating to our lesson program are directed to this individual.

Field Supervisors

Field Supervisors are personnel who have been specially trained to handle in-the-field problems, including mechanical, chemical, and staff situations. Field Supervisors also perform frequent unannounced inspections of our facilities to make sure that company standards for safety and cleanliness are always maintained. Supervisors report directly to the District Managers and work very closely with them to make sure our pools run smoothly.

Rental Coordinator

The Rental Coordinator is responsible for coordinating private rentals at our pools and arranging for staff coverage of these rentals. The Party Coordinator is responsible for rentals at all of our facilities and works out of our office. The Party Coordinator reports directly to the District Manager and will work closely with the pool Manager's and the Payroll department to ensure that the rentals are staffed and the clients are billed correctly.

ITEM No. 15:

QUALIFICATIONS OF CORPORATE MANAGEMENT STAFF

Bert Forde, President, Midwest Pool Management

Bert has over 35 years of experience in operating commercial aquatic facilities. Midwest Pool Management manages over 70 commercial facilities in the St. Louis and Kansas City areas and employs over 1,500 lifeguards. She served on the National Executive Advisory Board for Starfish Aquatics. She is also a member of the St. Louis County Health Department Aquatic Advisory Committee. An active member of the Missouri Park and Recreation Association and recipient of MPRA Aquatic Section's Distinguished Service Award. Bert is a Certified Pool Operator Instructor for the National Swimming Pool Foundation. Other professional involvement includes past President of the National Pool Management Association and speaker at state and national conferences.

Jimmy Gibbs, Executive Division Manager

Jimmy serves MPM as Executive Division Manager for the Kansas City area and directs a regional office located in Independence, MO. He has 23 years of municipal park and recreation experience including 16 years serving as the Recreation and Aquatics Services Manager for the Lawrence, KS Parks and Recreation Department. Jimmy has held numerous leadership positions for state and national park and recreation associations. In 2015, he served as President of the Kansas Recreation and Park Association. He also serves as a Subject Matter Expert for the NRPA Aquatic Facility Operator Exam and is a Certified Park and Recreation Professional.

Crissy Withrow, Vice President St. Louis

Crissy has been active with MPM and Westport Pools since 1996. She has served as lifeguard, manager, and supervisor of pools and waterparks. She graduated from the University of Missouri-Columbia. She worked for three years as Project Manager for Westport's pool construction division. Crissy is active with the Aquatic Section of the Missouri Park and Recreation Association. She is a StarGuard Lifeguard Training Instructor Trainer and a Certified Pool Operator Instructor for the National Swimming Pool Foundation. Her front line experience coupled with her knowledge of aquatic systems is very valuable.

Chad Beasley, Director of Operations

Chad has served in progressively responsible roles in his 11 years with MPM. He provides operational direction and training supervision for 23 pools in the Kansas City metropolitan area. He began as a lifeguard and manager for Midwest Pool Management and progressed through the ranks gaining invaluable hands-on experience and knowledge. He is a StarGuard Lifeguard Instructor Trainer and a Certified Pool Operator through the National Swimming Pool Foundation.

Michael Queen, District Manager

Mike is a recent graduate from the University of Arkansas and recently moved to Kansas City. He joins the team with past experience working for the City of Joplin Parks and Recreation Department. Mike works closely with our facility managers and supervising the day-to-day operations around the Kansas City area and is a Certified Pool Operator through the National Swimming Pool Foundation.

Sandy Motes, Office Manager

Sandy is the newest member of Midwest Pool Management and serves as our office manager in the Kansas City office. Her greatest responsibilities include accounting, human resources and information processing. Prior to joining MPM full time, Sandy was an assistant teacher and special services Para educator in an area school district—and worked summers for MPM as front desk and concessions manager at various pools.

ITEM No. 12,17:

TYPE OF ACCOUNTING SYSTEM AND SOFTWARE USED

Midwest Pool Management Accounting Department

The MPM combined accounting department is responsible for the record keeping of six companies of which MPM is the second largest entity. The companies range in size of annual revenues from \$50,000 to \$22 million.

The software used is **Sage 300 CRE** which was implemented more than 15 years ago. Training is available on the software as needed. All personnel work with Midwest Pool Management (MPM) as part of their responsibilities.

The staff at the aquatic centers we manage are trained to work with the Point of Sale software provided by the aquatic center owner. Further discussions will determine if it is cost efficient for the City to provide the computers and software or for the City to pay the management company to purchase the equipment and software programs for point of sale and membership processing.

Midwest Pool Management is always seeking methods to operate more efficiently. We are open to exploring new software that could make our reporting to the City more seamless and timely.

ITEM No. 12,16:

QUALIFICATIONS OF CORPORATE ACCOUNTING STAFF

Vice President of Finance

12 Years at MPM

Has a BSBA Degree with a major in accounting from the University of Missouri – St Louis. Has 40+ years in bookkeeping and accounting including time with Deloitte, in private industry, and working with clients as a contract accountant and administrator. Employers and clients have included industry sectors in manufacturing, service, construction, and non-profit. Responsible for some daily tasks within the department as well as the reporting requirements both internally and externally.

Accounting Director

3 Years at MPM

Earned a Bachelor of Science Degree in Public Finance and Economics from Indiana University and has a strong background in the accounting field with an emphasis in the home building and construction industries. Previous positions included financial manager, controller, financial analyst, and senior accountant. Oversees the daily work in the accounting department and works closely with the VP of Finance while also performing analysis work on jobs and contracts.

Payroll Specialist

2+ Years at MPM

Over 40 years of experience doing payroll, bookkeeping, and accounting for various business including businesses in the medical, construction, service, and government contract closings as well as union administration. Position is responsible for the processing the payrolls for all entities, beginning with the import from the time keeping system through the processing and posting of checks. Position is responsible for making all necessary changes in the employee profiles such as wage changes, deduction changes, etc. and verifying that all pays are correct as to the allocation of regular and overtime hours as the payroll is biweekly and the overtime is calculated using hours worked per week; this requires manual adjustment to the payroll. MPM processes over 1500 pays biweekly and 30 pays semi-monthly during the summer months of employment.

Accounts Payable Specialist

2 Years at MPM

Person has over 20 years' experience in the financial area. This includes businesses in the banking industry, tax offices, and financial customer service arenas. Position is responsible for all aspects of accounts payable from coding and entering invoices through the payment process. Handles all accounts payable calls and resolves issues with vendors. Coordinates with various department personnel to ensure a timely recording of payables.

Accounts Receivable Specialist

3+ Years at MPM

Since graduating from Truman State University with a Bachelor's Degree in Hospitality Management, this person began as an intern with MPM and moved to the accounting department first taking on the role of accounts payable and now serves in accounts receivable. This position handles all aspects of AR including invoicing, customer communication as to past due account balances, and resolving issues surrounding the invoices. Position also performs month end reconciliations.

ITEM NO 18: ONBOARDING, SCHEDULING AND ATTENDANCE SOFTWARE

WEB-BASED ONBOARDING SYSTEM

- Employees go online to answer questions across multiple forms (I-9, W4, benefits, etc.).
- Employees enter information just once
- Forms are automatically populated, submitted and stored on a secure server
- When finished answering required questions, employees electronically sign and safely submit each form.
- Completed forms are viewable in PDF format.
- HR staff electronically receives submitted forms to review and manage.
- Once approved, all forms can be archived and stored securely and can be viewed in PDF format or printed as needed.

COMPUTERIZED CLOCK-IN SYSTEM MEANS COST SAVINGS FOR OUR CLIENTS

The City will only pay for actual hours worked. One of many challenges of managing a large aquatic center is the scheduling of, and monitoring of actual time worked to avoid costly errors in payroll. Midwest Pool Management has over 20 years of experience in managing unusually large staffs. We utilize a computer time management system that:

- Requires the staff to clock in and out with a personal pin number and activity code through our central computer
- Provides us with instant access to real-time staffing levels at all times. No need for us to wait until timecards is turned in to see how many people were on duty on a given day.
- Records time to the 1/100th of a minute.
- Verifies legitimacy by using voice recognition and caller id technology.
- Staff can view their schedules, pay check stubs and hours worked on-line.
- E-Notify component sends to staff alert of scheduled shifts and total hours.

WEB-BASED STAFF SCHEDULER

Midwest Pool Management uses a web-based scheduler to create and manage aquatic facility staff schedules.

- Can create and adjust schedules from any browser on a desktop, laptop, tablet or mobile device.
- Program identifies available employees to assist in filling shifts.
- The schedule is always up to date.
- Auto-Schedule maximizes the availability and desired hours of all employees first. Shifts are spread across all staff up to their desired hours before starting to go up to max weekly hours, to keep the schedule fair and consistent across staff.
- Staff have 24/7 mobile access to their schedules.

POINT OF SALE HARDWARE AND SOFTWARE

- Each of our current clients require that Midwest Pool Management use the respective City's Point of Sale and Check-in equipment so that their aquatic facility information transfers to the respective City's financial software seamlessly. As such, Midwest Pool Management does not currently possess point of sale software and hardware for patron enrollment in memberships or special programming.
- Further discussions are required to determine the most efficient way to manage the patron pass and entrance process as well as register for programming offered at the aquatic facility.

ITEM No. 19: PROPOSED COMPENSATION AND STAFFING PLAN

Midwest Pool Management is proposing to provide staffing levels and cost for open swim operation. Based upon these assumptions, we would establish the estimated salary budget as detailed below. This salary budget includes personnel to sell season passes, front desk workers to collect daily fees, managers, assistant managers, head guards, lifeguards and concession staff to be on duty during open swim hours as further detailed below. The salary budget is developed based the hours and dates of open swim in the City's bid packet.

With this submittal, the **City will only pay actual hours worked**. We use an online payroll system, whereby staff clock in using proximity sensors and are automatically clocked in or out. This provides for more accurate timekeeping, allows our managers to instantly know staffing levels and reduces staffing costs. Patron and staff safety are of the utmost priority but low attendance caused by non-ideal weather can result in staff reductions or early closure of the facility at the City's direction.

This salary budget also includes personnel to clean the facility outside of open swim hours, and regular in-service training for staff.

As part of our training, risk management and safety program, the salary budget has been developed to include pre-season training for all facility staff, monthly required in-service training for management and all lifeguard staff, monthly staff meetings for all facility staff, and requested external risk management and safety facility audits (to be determined at a later date).

May 23 – August 9, 2020.	Monday - Saturday: Noon – 8 pm Sunday: 11 am – 6 pm.
August 10 – Sept. 7, 2020:	Monday – Thursday: Closed Friday: 4:00 pm – 7 pm Saturday and Sunday: Noon – 6 pm Labor Day: Noon – 6 pm

- 1 Manager or Assistant Manager on duty at all times the facility is open
- 12 Lifeguards during open swim*
- 1 Front Desk Attendant during open swim
- 1 Concession attendant during open swim

***Lifeguard Placement:**

Main competition pool and four lane lap area:	5 lifeguards
Kiddy pool:	1 lifeguard
Slide, top and bottom:	2 lifeguards
Vortex:	2 lifeguards
Rotation guards:	2 lifeguards

ITEM No. 19: PROPOSED COMPENSATION AND STAFFING PLAN

Staffing levels for Lifeguards and the Concession Attendant may be adjusted for cold or slow days to maintain efficiency, fiscal responsibility, and applicable safety guidelines.

Position **2020**

Manager	\$16.00
Assistant Manager	\$14.50
Head Guard	\$12.50
Lifeguard	\$9.75
Front Desk Attendant	\$9.00
Concession Worker	\$9.00
Swim Lesson Inst.	\$11.00
Swim Lesson Lead	\$12.00
Water Aerobics instructor	\$16.00
Masters Coach:	\$16.00
Stingray's head coach	\$15.00
Stingray's assts coach	\$13.00

Approximate Salary Budget: \$153,500

Special Program hours have not been calculated and are not part of this Estimate.

Special program hours will be invoiced at the hourly rates detailed above. Payroll taxes and fees will be added to the above hourly rates.

Notes:

1. Payroll taxes and fees will be added to the above hourly rates.
2. Wages listed are *average* per job classification, actual wages may differ as employees will be paid based on years of experience and qualifications. Some employees may be below these hourly rates.
3. These wages are reflective of the current Kansas minimum wage of \$7.25. If minimum wage increases prior to or during the 2020 or subsequent seasons, an adjustment in wages may be needed.
4. Future years are not listed as a post-season review would need to occur to ensure wages are commensurate with ability to recruit and retain staff.

ITEM No. 19: PROPOSED COMPENSATION AND STAFFING PLAN

The City will only be billed for actual wages paid to MPM employees plus payroll burdens. Midwest Pool Management has submitted a Salary Budget based upon staff salaries and associated payroll taxes for the open swim hours detailed above. The Salary Budget shall be invoiced monthly. Payroll records are available for review by the City.

Salary budget will be recapped in September of each year and reconciled monthly with actual hours worked at the rates outlined above.

Upon any change in Federal or State guidelines, which govern Midwest Pool Management's operation and/or employees, Midwest Pool Management may present a new contract amount in writing to the City. The City has 30 days to accept or reject the new amount.

ITEM NO. 20: PROPOSED CONCESSION PLAN AND MENU

Soda (16.9 or 20 ounce bottles)	\$2.00	Pretzel w/cheese	\$3.00
Gatorade	\$2.00	Chips	\$1.00
Water	\$2.00	Candy bars	\$1.00
Hotdog	\$2.00	Premium Ice Cream	\$3.00
Hotdog w/cheese	\$3.00	Ice cream bars	\$2.00
Nachos	\$3.00	Slushie	\$2.00
Premium Pretzel	\$4.00	Pizza Slice (name brand)	\$3.00
Pretzel	\$2.00		

Specialty items may be made available during special events. For example, the concession stand may offer fresh fruit, coffee, and deli sandwiches during swim meets as healthier options for participants and spectators. Additional offerings will be available for birthday parties including cupcakes, special ice cream treats, etc.

Midwest Pool Management would entertain input and feedback from the City on any menu changes. Midwest Pool Management will provide staffing through salary budget with City paying 100% of staffing expenses and 100% of food and supply costs. City retains 100% of the revenue. Midwest Pool Management's administrative time is included as part of the management fee.

Estimated Revenues: \$15,000

ITEM NO. 22: STAFF RECRUITMENT, TRAINING AND RETENTION

Midwest Pool Management uses a variety of methods to recruit the over 1600 staff members that we employ annually. Among those are:

- Referrals – We have instituted a recruitment bonus system for staff members who successfully recruit their friends.
- Job Fairs- We participate in local school related job fairs and do other on-site recruitment at targeted schools
- High school recruiting- we work closely with high school guidance departments to recruit prospective employees during lunchtime hours. This has proven to be very effective in capturing new and returning employees.
- Web Site- Our web site has an online job application form with an immediate follow-up by local MPM office staff.
- Social Networking- we use social networking sites to stay in touch with our existing staff.
- Municipal Personnel Departments- We provide client municipalities with job application information and applications.
- Website Links- Links from client websites to our website are pursued.
- Direct Mail- We direct mail post cards to prospective applicants using school directories.
- Online Job Bulletin Boards- Many community colleges have online job bulletin boards that we have used and found to be very successful.

SAFETY TRAINING AND ACCOUNTABILITY

MPM is proud to be a Starfish Aquatics Institute Training Facility. The Starfish training programs are recognized by both national and state regulatory agencies for meeting the strictest requirements for lifeguard training. Our company president Bert Forde has been a member of the Starfish Executive Advisory Board. Starfish Aquatics is partnered with the American Safety & Health Institute and the multitude of safety related resources of ASHI are available to our client.

An important part of our safety program is the impromptu safety audits that are conducted by out-of town trained auditors. This provides our clients with third party safety checks on the competence of the staff employed at your facility to ensure that they are rescue-ready. Additionally, our 1600 plus lifeguards attend mandatory, monthly, documented in-service training. Continuing education is key to their success.

To be effective in motivating staff, it is crucial to have the methods to recognize and acknowledge the strengths and weaknesses of each individual of a lifeguard staff team. There must be an existing program to rapidly and accurately disseminate critical facility information and training to each and every staff member.

Other more obvious challenges are the scheduling of, and monitoring of actual time worked to avoid costly errors in payroll. **Midwest Pool Management has over 50 years of experience in managing aquatic facilities in the St. Louis metropolitan area and over a decade of experience in the Kansas City Market in managing unusually large staffs.** We utilize a proximity electronic management system that requires the staff to clock in and out on-site providing us with instant access to actual staffing levels at all times.

TECHNICAL EXPERTISE

The mechanical systems of municipal aquatic facilities are complex and change in technology is the only constant when it comes to equipment. Improper staff training, water balance, or winterizing can result in significant expense to the City in short term as well as long-term damage to a facility. We will annually conduct a thorough systems evaluation and make recommendations for the future.

The input of Midwest Pool Management staff during the design process is crucial to developing a successful facility. We have a thorough understanding of why and how large municipal pools and their features function, how to place facilities in operation and how to properly service and care for their unique equipment. Our experience with similar facilities provides us with accurate historical data when developing budgets. We know the actual costs for labor and materials for opening, winterizing, maintenance, chemicals and all other aspects of the operation. Our ongoing construction activities keep us abreast of new technological advancements that we can share with you with regularity.

STAFF RETENTION

Retaining seasonal staff presents a challenge to all employers. In the case of aquatic management, the first concern is retaining the staff for the duration of the season. This requires an employment philosophy designed to help the employee succeed.

Midwest Pool Management fully understands that being employed as a lifeguard carries with it the serious responsibility for the safety of those using aquatic facilities. Furthermore, we understand that for many of our employees this may be their first job. Therefore, it is our philosophy to dedicate the resources of our company to help our employees succeed and insure public safety.

To that end we not only provide certification in a nationally recognized lifeguard training program but we provide a mentoring program throughout the employment where first time lifeguards can learn from experienced guards. It's not just new guards working with older guards, but the way we "counsel" the new guards to help bring them along in their work experience. If a guard has difficulty at a pool, we will counsel the guard in order to provide a greater understanding of the expectations. This dedication of resources has resulted in our guard staff developing

an understanding of the big picture and the development of an attitude to correct less than desirable performance.

Due to the large number of clients that we have and the unique nature of these clients we analyze the strengths and weaknesses of each member of our staff and place them in an environment appropriate for the individual guard. This individual attention is important to us to allow our staff to succeed.

Additionally, we provide bonuses to employees who complete the entire season and receive a positive performance evaluation.

The next step of course would be to retain high performers for the next season. Again, with over 1,600 seasonal staff, we have developed unique and successful methods. Some of these methods include:

- Early and constant contact by mail, email and social networking websites
- Completion bonuses
- Recruiting bonuses
- Graduated pay scale based upon years of service
- Potential of advancement: example- lifeguard to head guard; from head guard to assistant manager; from assistant manager to manager

ITEM NO. 23 PROPOSED CLEANING AND MINOR MAINTENANCE

Midwest Pool Management will perform the following cleaning tasks:

- Vacuum pools. Each pool will be vacuumed entirely a minimum of one time a week and spot vacuumed on a daily basis to maintain a clean appearance and be free of all debris. Pools will be vacuumed before the public enters the pool.
- Power wash or hose areas of decks daily.
- Clean the guard and manager office areas, bathhouse, all areas within the fencing, restrooms, and the premises within twenty-five (25) feet of facility in a clean and orderly condition by the proper collection of waste, garbage, and all other debris.
- Clean bathrooms with appropriate sanitizers.
- Clean deck furniture and arrange neatly after the pool closes each day.
- Brush the pool surfaces to prevent a water ring at the water level and algae on the pool floors.
- Empty trash containers and replace liners when trash cans are $\frac{3}{4}$ full and at the end of the day to prevent attracting animals.
- Water any potted planters within the aquatic center fence.
- General picking up and wiping down of surfaces within the concession area and aquatic center enclosure.

ITEM No. 24: OPERATIONAL SUPPLY LIST AND ESTIMATED COSTS: \$57,200

Midwest Pool Management is proposing to provide materials and professional services as outlined below:

We are estimating that the cost of Operations will be \$57,200. Our estimate includes the following:

- Costs for drug testing and background checks as required
- Cost of bathhouse supplies to include trash bags, paper towels, toilet paper and cleaning supplies
- All necessary chemicals to keep water balanced (to include but not limited to: liquid chlorine, muriatic acid, sodium bicarbonate, calcium chloride flake, cyanuric acid, soda ash)
- Personal Protective Equipment (PPE) for safe handling of chemicals and to prevent Bloodborne Pathogen Exposure
- Uniforms for aquatic facility staff
- Water testing kit and supplemental reagents
- Consumable Lifesaving equipment not already provided by City (to include first aid kit and supplies, bloodborne pathogens kits, oxygen tank refills, fanny packs, resuscitation masks, personal protective equipment for staff)
- Three (3) independent third-party audits during the course of the season (or as determined by pool committee)
- Costs for labor and materials for drain and clean of pools in the Spring to prepare for opening.
- Assembly of bath house and fresh water preseason
- Plug the pool filter piping and fill pools
- Start up the filters, backwash as needed
- Test and adjust chemicals
- Winterizing of the pools
- Draining and winterizing of the fresh water lines.

Note: We have included the costs associated with the winterizing and pre-season de-winterizing of the aquatic facility. If these are tasks that the City's maintenance person will be performing, these costs can be removed from the operational cost.

ITEM No. 25: PROPOSED PROGRAMMING PLAN AND POTENTIAL REVENUE

Revenue Potential

All of the programs in this section could be operated in a cost recovery nature depending upon the goals of the City and minimum class size established. The number of staff required depends heavily on the level of participation of the program. Economies can be found by scheduling compatible programs at the same time, so that staff levels are shared among the programs.

Group and Private Swimming Lessons –

Potential revenue: \$13,000 - \$15,000

Midwest Pool Management will offer four 2-week sessions of instructional swimming lessons. Each session will offer eight different skill levels for participants to choose from. Classes will be held Monday through Thursday with Fridays being reserved for make-up days. It is anticipated that at minimum seven different skill levels will be taught per session and it will be recommended that there be at least four participants per class level to meet cost recovery goals. To maximize cost efficiency the 10:45 am class times should be filled before allowing enrollment into the 10:10 am class time, and so on. Private lessons can be scheduled at any time the facility is available. This program is available for any age and any skill level.

Midwest Pool Management's Swim Lesson Program

TURTLE:

SIX TO EIGHTEEN MONTHS

- Entrance Skills:
1. Little or no water experience
 2. Parent accompanies child during class

SHRIMP:

TWO TO THREE YEARS OLD

- Entrance Skills:
1. Little or no water experience
 2. Parent accompanies child during class

SEAHORSE:

THREE TO FIVE YEARS OLD

- Entrance Skills:
1. Little or no water experience
 2. First swim class without parent

STARFISH:

FOUR TO FIVE YEARS OLD

- Entrance Skills:
1. Must have completed "Seahorse" or
 2. Must be able to put face in water for 3 seconds

GUPPY:

FIVE YEARS OLD AND ABOVE

- Entrance Skills:
1. Little or no water experience

FLIPPER:

FIVE YEARS OLD AND ABOVE

- Entrance Skills:
1. Front Float with kick (5 Yards)

ITEM NO. 25: PROPOSED PROGRAMMING PLAN AND POTENTIAL REVENUE

2. Back Float with kick (5 Yards)
3. Front Crawl arms out of water 50% of time (5 Yards)

SEAL: FIVE YEARS OLD AND ABOVE
Entrance Skills:

1. Front Crawl (10 Yards)
2. Back Crawl (10 Yards)

SAILFISH: FIVE YEARS OLD AND ABOVE
Entrance Skills:

1. Front Crawl with rhythmic breathing (25 Yards)
2. Back Crawl (good form, 15 Yards)
3. Elementary Back Stroke (good form, 15 Yards)
4. Side Stroke (15 Yards)
5. Treading Water (60 seconds)

BARRACUDA: FIVE YEARS OLD AND ABOVE
Entrance Skills:

1. Front Crawl (good form, 50 Yards)
2. Back Crawl (good form, 25 Yards)
3. Elementary Back Stroke (good form, 25 Yards)
4. Side Stroke (good form, 25 Yards)
5. Breast Stroke (25 Yards)
6. Treading Water (90 Seconds)

Roland Park Stingray Swim Team

Potential revenue: \$6,000

Water Fitness Class, both shallow and deep-water classes

Potential revenue: \$1,600

Masters Swimming

Potential revenue: \$3,600

Early morning lap swimmers will be able to take advantage of the 50-meter pool between the hours of 7 and 9am.

Water Polo: Potential revenue \$1,300

Birthday Parties: Potential Revenue: \$3,000

Group Reservations

Daycare and day camp discounted pricing can be a strong source of revenue at community aquatic centers.

ITEM No. 25: PROPOSED PROGRAMMING PLAN AND POTENTIAL REVENUE

Junior LifeGUARD: Youth ages 10 to 15 are exposed to lifeguarding techniques, first aid, and CPR training. Leadership and responsibility are emphasized while learning the skills to become lifeguard certified. Completion of Discovery Lifeguard OR ability to swim 50 meters and submerge underwater are required. 4 hours of job shadowing of current lifeguards available. Successful completion of the Junior Lifeguard program results in a FREE session of Lifeguard Academy. Free prizes for completing, competing and attending the entire program. Class length is 90 minutes.

World's Largest Swim Lesson: This FREE special event was created to increase awareness of swim lessons and the learn to swim program. The event is held simultaneously around the world. It is sponsored by World Waterpark Association. This will be held in conjunction with our existing learn to swim classes and offer a free 45-minute lesson to interested participants. Encourage daycares and day camps to participate and stay to swim, as available, after the event.

Lane Rental Fees/Facility Rental Fees: Potential Revenue \$4,300

The Blazers Swim Team

Potential Revenue: \$4,800

For rental of the short course 25-yards or short course 25-meters lanes: \$10.00/lane/hour.

For rental of long course 50-meters lane: \$15.00/lane/hour.

In addition to lane rental fees, a rental fee for the north end (the "dive well") of the facility for swim meets will be \$100.00 plus any staffing costs incurred due to the event.

ITEM NO. 26: EXPERIENCE WITH LOCAL AND REGIONAL SWIM MEETS

The vast majority of our clients over the past 52 years had and still have competitive swim teams. Many of our municipal clients compete in swim leagues with other municipalities. Meets are held at the facilities and our role is to ready the facility and work with the meet officials to ensure that they have what they need to conduct the meet. Our process has been tested and used during the annual Northland Conference Championship meets and several USA Swimming Division II Regional meet, all held at The Springs Aquatic Center at Tiffany Hills Park.

Not only have we hosted dual meets, but we have hosted numerous league swim meets with over 800 participants (swimmers). With over 500 swimmers, the number of spectators can exceed that amount four-fold. The logistics of these events are very intense and experience is vital to their success.

Scheduling competitive swim meets at a multi-use facility like The Springs Aquatic Center at Tiffany Hills will require great communication between the athletic associations, swim teams, the management staff and the city. The entire facility has a finite carrying capacity and coordination is essential to ensure that the support facilities such as parking are not overtaxed creating a myriad of problems. Our larger facilities are located in similar environments as The Springs, and we have developed tried and true procedures to meet this challenge.

With the advent of municipal waterpark facilities, it is now possible to have a meet being held but also continue to provide aquatic opportunities to the general public using the other facilities. This mixed use is possible with proper design and crowd control procedures in place. This requires an understanding of controls necessary as well as providing staff to accomplish both tasks. Assuring unimpeded public access to the open areas while restricting the movement of the meet spectators requires knowledge and experience. There are obvious parts of the facility that will be used by both groups- bathrooms, concessions. This needs to be managed carefully and with an emphasis on customer service.

We provide logistical support for the swim teams such as guard staff for early morning practices and assistance with use of the competitive equipment. Some of our client's contract for swim team coaches through us. This gives us another distinct advantage in that we understand the needs of the competitive swimmer.

Our sister company, Westport Pools has built many of the leading competitive venues in the Midwest including the St. Peters Rec Plex for the Olympic Trials, the University of Missouri NCAA competitive facility and Ohio State University's facility that is being billed as the largest NCAA competitive venue in the United States. This knowledge of those systems is shared with the MPM staff. Operational instruction of the sophisticated equipment needed for competition is easily obtained from Westport Pools.

ITEM NO. 27 PROPOSED MARKETING PLAN

Midwest Pool Management has experience incorporating multi-platform social media to enhance public awareness and enthusiasm for programs and events at aquatic facilities.

Additional conversations should be pursued to learn of existing marketing venues being used, and their success rate to develop a complimentary plan to supplement platforms already being used. We have not included the cost to provide marketing in our Management Fee or Operations Estimates.

We currently use Facebook, Instagram, Twitter, Email blasts, website posts among others.

Statement of Qualifications for Aquatic Center Management

For the City of Roeland Park Aquatic Center

Presented to the City of Roeland Park

By:



JOHNSON COUNTY

**Park & Recreation
District**

Section A

General Information



JOHNSON COUNTY

**Park & Recreation
District**

Johnson County Park & Recreation District

Current Legal Status: Government Agency

Federal I.D. Number: 48-6090320

7900 Renner Road

(913) 438-7275

Agency Contact: Rhonda Pollard

RFP for the City of Roeland Park

Aquatic Center Management



**BOARD OF PARK &
RECREATION
COMMISSIONERS
2019**

Steven Baru, *Chair*
Leslee Rivarola, *Vice Chair*
George Schlager, *Secretary*
Paul Snider, *Treasurer*
Jeff Meyers, *Asst Secretary*
Heather Rubesch, *Asst Treasurer*
Bob Carlson, *Board Member*
Steven C. Klika, *Board Member*

EXECUTIVE DIRECTOR
Jill Geller

OUR MISSION
Enhance the quality of life in
Johnson County by providing
high-quality parks, services and
recreation programs.

ANTIOCH PARK
6501 Antioch Road
Merriam, KS 66202
(913) 831-3355



**BOARD OF COUNTY
COMMISSIONERS**
Ed Eilert, Chairman
Becky Fast, First District
James P. Allen, Second District
Steven C. Klika, Third District
Janeé Hanzlick, Fourth District
Michael Ashcraft, Fifth District
Mike Brown, Sixth District

June 3, 2019

The City of Roeland Park
Attention: Keith Moody
City Administrator
4600 W. 51st Street
Roeland Park, Kansas 66205

Dear Mr. Moody,

Thank you for the opportunity to submit our proposal for management of the Roeland Park Aquatic Center (RPAC), as this project aligns directly with our vision:
"To be the leader in park management and recreation services by being responsive to our community and the people we serve, impacting the character of our community in a positive manner, serving as a catalyst for program and land use innovation, and functioning as a responsible steward of all our resources."

JCPRD has a proven 60 year history of enhancing the quality of life in Johnson County by providing high-quality parks, services, and recreation programs, including programs at RPAC for the past 20 years.

JCPRD's understanding of this project is the City of Roeland Park is soliciting Request for Proposals (RFP) from firms interested in providing professional and technical management of the city's aquatic center. This aquatic center serves the needs of Roeland Park citizens, as well as the surrounding community and is highly sought after for swim club practices and meets.

The city is requesting that agencies with aquatic center experience and interest in operating the center respond to this request in order to identify the best possible candidates. The selected agency will be responsible for all staffing, program formulation and implementation, soliciting interested rental groups and scheduling for their needs – both practices and meets, working with community partners to ensure needs are being met and operating the facility in the most efficient, effective manner possible.

Managing this facility will be a natural fit for JCPRD, as we have partnered with the city for the past 20 years and know the pool well. JCPRD has proven strengths in facility management, program development and implementation, outstanding customer service, a respected brand and numerous trusted partnerships and sponsorships – all extremely important to the success of this aquatic center. JCPRD exceeds the minimum qualification criteria, as we effectively operate numerous JCPRD owned facilities and parks, we partner with multiple cities and community groups to successfully manage a variety of their operations and we have proven track record of providing innovative, award-winning programs to the patrons we serve.

JCPRD has many competitive advantages over others seeking to win this project, beginning with our 2017 Gold Medal from the National Recreation and Park Association. Being voted the best park and recreation agency in the nation is no small feat and is due directly to our high performing staff and level of dedication they have to our community. We are also nationally accredited, an important distinction showcasing our strong commitment to a standard of nothing less than excellence. We have been nationally accredited by the Commission for Accreditation of Park and Recreation Agencies (CAPRA) since 1999, showing superior quality in operation and service. To achieve accreditation, an agency must comply with 36 fundamental standards and achieve at least 85 percent of an additional 108 standards. In 2014, our most recent re-accreditation, CAPRA found JCPRD was in 100% compliance with all 144 standards – a very rare feat, but one demonstrating the dedication we hold for our patrons. A 5-year process, we are currently going through accreditation again this year, with the hope of being 100% compliant.

Another advantage JCPRD holds is the broad reach we have in our community. Making Johnson County a more desirable place to live, in 2018 we proudly served 2.7 million customers and held over 4,000 recreation and educational programs, including aquatics, fitness and sports, fine and performing arts, and a variety of nature programs. Our comprehensive *Activities Catalog* is mailed directly to over 32,000 patrons 3 times per year, showcasing our programs and facilities. It is also distributed to all Johnson County libraries, chambers of commerce, city halls and county government services sites. Our monthly e-newsletter reaches 32,000 patrons and our website offers yet another way for customers to see all we offer.

Facility management is a core strength of JCPRD, as we own and operate 19 facilities and work with numerous others on a variety of levels. Constructed in 1997, the district is particularly proud of our long-standing legacy of excellence in the world of aquatics. JCPRD has owned and operated the Roeland Park Aquatic Center for the past 20 years, with the City of Roeland Park taking ownership on June 1, 2019. This pool attracts numerous swim team rentals for practices and meets, lap swimmers, master's swimmers, learn-to-swim participants, and aqua patrons from all stages of life. The facility also welcomes leisure users from across the county as a partner in the "Super Pass" program with the cities of Leawood, Prairie Village, Fairway, Mission, and Merriam.

JCPRD staff has been responsible for all operational aspects in this facility, including staff hiring, training and scheduling, formulating and implementing all classes and special events, membership sales, team and individual rentals, concession operations, and developing and maintaining the budget, as well as pool, general facility and grounds maintenance. Staff has worked directly with the City of Roeland Park to ensure all city expectations are being met. Monthly meetings have kept city staff up-to-date on the budget, upcoming events, maintenance issues, and provided an opportunity for clear, consistent information sharing.

With over 40 years of swimming excellence, the JCPRD Blazers competitive swim team is known nationally as a leader in the sport and is another important aspect of JCPRD's aquatics program. Led by competent coaches, this group of over 300 swimmers produced nine U.S.A. Swimming Scholastic All Americans in 2015. Blazers swimmers individually receive hundreds of thousands of dollars in scholastic scholarship aid and their swimming achievements are often the distinguishing factor to their success in attaining these dollars.

The Blazers team of coaches underscore the positive influence swimming can have on children and young adults by developing their base of strength, flexibility, balance, and endurance. With national connections to countless swim teams, the Blazers staff bring a wealth of knowledge to this project.

In addition to our strong competitive and recreational aquatics programming, JCPRD hosts numerous special events featuring an aquatics element, including triathlons. Safety of our patrons is priority one, and is demonstrated at our open water swim events through the enlistment of Lee's Summit Underwater Rescue and dozens of JCPRD lifeguards in boats and on paddleboards.

JCPRD understands the importance of collaboration and partnerships in order to achieve our mission of serving patrons across the Entire County and region. Our extensive network of partnerships with a number of cities, private entities, and community groups will be a huge benefit to this project, as it builds community, expands our market, and multiplies our resources – all important aspects of a successful facility.

JCPRD also brings an extensive support system with “in-house” departments, including Human Resources, Finance, Information Technology, and Marketing & Communications. Our professional staff in each of these areas bring expertise in each of their areas to ensure required compliance and use of best practices.

JCPRD brings decades of proven aquatic center operation experience, proven successful community partnerships, and proven standards of excellence. I hope in reviewing this proposal, you’ll agree that we far exceed your minimum qualifications and will bring an unparalleled strength and expertise to this project.

Sincerely,

Rhonda Pollard
Superintendent of Recreation
Johnson County Park & Recreation District
(913) 826-3020

Section B
JCPRD Background and
Qualifications



JOHNSON COUNTY

**Park & Recreation
District**

Firm Background and Qualifications

Legally capable of operating within the state of Kansas, Johnson County Park & Recreation District was created by the Kansas Legislature and since January 12, 1955 has established itself as a national leader in the park and recreation industry, offering high-quality facilities, programs, and personnel. The basic purposes of JCPRD are to establish, improve, manage, finance, operate, and maintain JCPRD's parks; to provide for public safety within JCPRD parks; to provide for the operation, management, financing, and supervision of JCPRD recreation and cultural programs; and to provide for these basic purposes as deemed suitable and consistent with County citizen needs within the authority given in the statutes of the State of Kansas and in accordance with JCPRD Board policy.

Per Kansas statutes, JCPRD is governed by a seven-member, policy-making Board of Park and Recreation Commissioners appointed by the Board of County Commissioners (BOCC) of Johnson County, Kansas. In addition, a member of the BOCC serves as an ex officio member of the board. All board members must be qualified voters of and reside within the county. Terms of office are for three-year periods and are staggered so that at all times a majority of the members have had experience on the board. The board elects its officers from its own members annually.

An Administrative Team serves as the highest-level leadership group for JCPRD and is responsible for the administration, management, and operation of all areas within the Johnson County Park & Recreation District. Members are as follows:

Executive Director	Jill Geller
Deputy Director	Jeff Stewart
Superintendent of Parks & Golf Courses	Bill Maasen
Superintendent of Recreation	Rhonda Pollard
Supt. of Safety & Outdoor Education/ Park Police	Chief Terry Anderson
Superintendent of Culture	Susan Mong
Administration & Human Resources Manager	JoAnn Courtney
Community Relations Manager	Richard Smalley
Finance Manager	Noelle Testa
Human Resources Director	David Grant
Information Technology Manager	Ted Tartenaar
Planning & Development Manager	Cliff Middleton
Development Director	Jay Hinrichs

We have a team of accomplished professionals that possess the necessary skills and experience to successfully operate the city's aquatic center. With each team member bringing a unique strength to the project, we hope these resumes will demonstrate the substantial breadth of our knowledge, talents, and abilities.

JCPRD's Aquatics Department is managed by Marshall McKinney, with over 10 years of aquatic management experience. Marshall is CPO (Certified Pool and Spa Operator) certified and has experience with pool systems, pool safety, training, staff management, and aquatics budgets.

Shannon Plueger is the Aquatics Leader for JCPRD. Shannon has over 20 years' experience at the Roeland Park Aquatic Center. During those 20 years she's served in many roles, including Head Guard, Lifeguard Manager, Swim Lesson Instructor and Swim Lesson Manager. Shannon currently assists with interviewing and hiring staff, swim lessons, and seasonal staff training.

Ability and Relevant Municipal Experience

Nationwide, JCPRD is known for innovative, cutting-edge programs and is looked to as an expert in our field, winning the National Recreation & Parks Association Gold Medal in 2017. We host a variety of events throughout the year, from large to small, for individuals and families, recreational to competitive, both locally to nationally! Some we've developed and implemented from the ground up, some we've partnered on with other groups. But each is unique, and many are award winning. The recreation division operates within an enterprise fund, maintaining a fee-supported philosophy in which direct program costs are absorbed by user fees paid by the participants who benefit from the program quality and value.

JCPRD brings valuable experience to this project, as we manage a multitude of facilities to meet the various needs of our patrons within the county. Some operations are owned by JCPRD, some are owned by municipalities/county and operated by JCPRD, and some are joint partnerships derived from contractual relationships. To ensure success in each facility, staff clearly outlines annual goals and objectives for all operations and maintenance, program development and implementation, membership sales, and rentals. We've included examples of each of these to further highlight our successful tactics and strategies.

Facilities managed by JCPRD: Roeland Park Aquatic Center, Roeland Park Community Center, Roeland Park Sports Dome, Shawnee Mission Park Beach and Marina, Kill Creek Park Beach and Marina, New Century Fieldhouse, Okun Fieldhouse, Mill Creek Activity Center, Meadowbrook Park Clubhouse, TimberRidge Adventure Center, Mildale Farm, Johnson County Arts & Heritage

Center, Ernie Miller Nature Center, Mid-America Sports Complex, Heritage Park Soccer and Football Complexes, and Heritage Park Softball.

It is our understanding that the managing agency chosen will be responsible for managing chemicals, pool water quality, and circulation. We also understand the city will provide a facility maintenance supervisor who will ensure equipment is in proper operating order and who will work with contractors to address needed repairs. JCPRD will not be responsible to communicate with contractors. JCPRD will not be responsible for maintaining or repairing any facility electrical, plumbing, structural or mechanical systems. JCPRD's intent is to hire, train, and schedule staff, maintain pool chemistry, and provide all aqua programs including registration and memberships.

From this variety of management experiences, JCPRD is able to identify best practices from each and implement those practices in all facilities. Our experience with every facility we manage, as well as unique items for each, are listed below.

- A. Customer Service:** JCPRD strives for a level of excellence in customer service. Program surveys are sent to patrons to ensure we are meeting their needs. Staff are required to return phone calls, emails, and web inquiries within 24 hours. Customer service trainings are held throughout the year and staff attend conferences with customer service components as well. Staff are rewarded with STAR pins when patrons send in individual positive feedback, encouraging this level of excellence. Once staff have received 4, they are able to turn them in for a paid day off.
- B. Staff Hiring, Training, and Retention:** Hiring the right staff is paramount to our business. The interview process is guided by our Human Resources Department, ensuring best practices are used and applicants are placed in positions where they will be successful. Background checks are done on all staff working with vulnerable populations and pool staff are also tested for drugs, not only at the beginning of employment but periodically throughout the season. Training is a priority at JCPRD, including mandatory Harassment Awareness Training and IT training. In addition, lifeguard staff are required to be CPR certified. Both full-time and part-time attend an orientation to better understand available resources, required training, and expectations. Yearly performance reviews are done on all full-time staff.
- C. Facility Management:** JCPRD staff are competent in running facilities of all types. Duties include:
 - a. Cleaning, including restrooms, offices, lobbies, gymnasiums, rental spaces, and pool decks.
 - b. Replacement of items such as lightbulbs and filters are completed by onsite staff.
 - c. Ordering, stocking, and organization of all cleaning and maintenance supplies, if needed.

- D. Safety:** With safety as our #1 priority, every JCPRD site has an Emergency Operations Plan. Staff are trained to call 911 in an emergency, however our park police force is available for consultation and back-up support as needed. This group also provides staff up-to-date training on safety topics, such as Active Shooter Training and Stop the Bleed. The District has an active “Take a Minute, See What’s in It” campaign to help ensure all backpacks coming in and out of facilities are safe.
- E. Operations and Capital Costs Management:** The Recreation Division of Johnson County Park & Recreation is a proven enterprise model and staff are well-versed in minimizing annual expenses, maximizing annual revenues, and being good stewards of the dollars coming into our programs. JCPRD staff are trained to examine budgets monthly to identify areas of concern as well as areas of opportunity and they are given the flexibility to make adjustments to programming as necessary.

Staff scheduling is appropriate and monitored to ensure program needs are being met, but not over-staffed. Classes, programs, and rental fees are priced to cover all incurred expenses and each is reviewed yearly to ensure it is priced appropriately according to market comparisons.

- F. Cost-Effective Solutions and Cost Savings:** Staff continually look for ways to improve revenue and decrease expenses. A few examples:
1. Roeland Park Aquatic Center - To increase participation and awareness in neighboring communities, Johnson County Park and Recreation teamed up with the cities of Fairway, Leawood, Merriam, Mission, and Prairie Village to offer a “Super Pass” to each of their city’s local pool members. For an additional fee, the “Super Pass” grants each member the right to swim at all of the cities respective pool locations.
 2. In 2019, the Roeland Park Aquatic Center schedule has been changed to open later on days the facility has no early programs, a payroll savings.
 3. In 2018, staff changed the aquatic center’s chemicals from granulated to liquid, saving the cost of pool sanitation.
 4. Staff have changed all programs to session based, removing the punch card option, to ensure all programs cover associated expenses.
 5. Lane rental fees have been re-evaluated and updated to reflect current market analysis.

Applicable Experience and References

The Recreation Division of Johnson County Park & Recreation District has 20 years of experience with the Roeland Park Aquatic Center, which includes multiple pools of different sizes and we are very familiar with the filtration and chemical systems at the facility.

Keith Moody

City Administrator, City of Roeland Park

4600 W. 51st Street

Roeland Park, KS 66205

(913) 722-2600

Tom Madigan

City Council, City of Roeland Park

4600 W. 51st Street

Roeland Park, KS 66205

(913) 722-2600

Claudia McCormack

City Council, City of Roeland Park

4600 W. 51st Street

Roeland Park, KS 66205

(913) 722-2600

Jim Kelly

City Council, City of Roeland Park

4600 W. 51st Street

Roeland Park, KS 66205

(913) 722-2600

Supporting Documents: Marshall McKinney Resume, Shannon Plueger Resume

MARSHALL C. MCKINNEY

4708 NE 103RD Terr. Kansas City, Missouri 64156 816.213.4455 mmckinney1982@hotmail.com

OBJECTIVE Seeking an Aquatic Manager position with a local city or county government with management opportunities which may utilize a well-developed communication/managerial skills, high productivity and peak efficiency.

EDUCATION UNIVERSITY OF MISSOURI KANSAS CITY Kansas City, MO Spring '05 – Fall '05
MAPLE WOODS COMMUNITY COLLEGE Kansas City, MO Spring '02 – Fall '03
UNIVERSITY OF KANSAS Lawrence, Kansas Fall '01
LIBERTY HIGH SCHOOL Liberty, MO May, 2001

WORK

EXPERIENCE **GLADSTONE PARKS & RECREATION** Gladstone, MO

Aquatic Specialist

- Schedule 70+ employees' work schedules and time off
- Responsible for indoor aquatic facility with 3 separate pools, and an outdoor facility with 1 pool and water feature area.
- Organize all pre-season pool planning, opening and post season closing.
- Selection, hiring and correction of deficiencies of aquatic part time staff
- Responsible for emergency/non-emergency situations involving Gladstone Community Center swimming pools.
- Aquatic programming including swim lessons, swim team, special events.
- Assist in customer registration, issues and proper class placement.
- Address health department regulations and personnel, avoiding temporary closures.
- Listen to customer concerns and recommendations; resolving sensitive or controversial issues.
- Monitor/record daily pool chemical readings and make all necessary adjustments.
- Supervise in-service training program for all aquatic staff members.
- Work with partner North Kansas City School District to schedule practices, meets, invitational, conference and team dinners.
- Coordinate with North Kansas City School District to provide after school swim lessons for elementary age children.
- Coordinate with North Kansas City School District elementary physical education teachers to provide a swim evaluation for all third grade students in the district.
- Certification of all staff and continued education and training through numerous methods.
- Development of a hierarchical staff and providing support to each level to drive growth in staff and programming.
- Coordinating with outside groups for rentals of facility including large USA Swimming events.
- Training, supervision and mentoring of a full-time Assistant Aquatics Supervisor.
- Complying with a set budget and continually looking at avenues of stretching budget to cover increasing costs of an aging facility.

CERTIFICATIONS

- American Red Cross Lifeguard Instructor Certified
- American Red Cross Lifeguard Certified
- Certified Pool Operator (CPO)

REFERENCES Available upon request.

Shannon Plueger

913-378-7794
6521 W. 49th Street
Mission, Kansas 66202
Lilbs18@hotmail.com

Objective	Seeking a new and challenging position where I can use my creative skills and professional experience to help an Aquatics Program reach its goals.
------------------	--

Professional Accomplishments

Lead Manager

- Leads all lifeguard training sessions and in-services; CLASS computer system, When2Work, CPR, First Aid, etc.
- Organizes and maintains Roeland Park Stingrays summer swim program
- Creates and oversees Making Waves swim lesson program
- Compiles all onboarding paperwork for new hires for HR approval

Lifeguard Manager

- Responsible for checking and maintaining proper pool chemical levels
- Created monthly schedules for all hourly pool employees
- Assisted with events including birthday parties, swim meets, summer dive-in movies, Splash for Cash, Back to School Bash, etc.
- Ordered all office and lifeguarding supplies for pool

Swim Lesson Manager

- Organized and ran Learn to Swim in-services
- Created lesson plans for all level
- Maintained all scheduling for group and private lessons

Work History

Johnson County Parks and Recreation

4843 Rosewood Drive Roeland Park, Kansas 66205

Lead Manager

July 2012 - Current

Lifeguard Manager

October 2010 – July 2012

Swim Lesson Manager

June 2005 – July 2012

Head Lifeguard

June 2000 – August 2002

Lifeguard

June 1998 – June 2000

Swim Lesson Instructor

October 1997 – October 2005

2014 Certifications

Red Cross Lifeguard and Waterpark
Red Cross CPR
Red Cross Lifeguard Instructor

**Professional
References**

Kelli Horner

Friend

913 - 515 - 2242

Vincent Rock

Co-worker

913 - 634 - 3409

Erika Draskovich

Co-worker

816 - 797 - 1818

Section C

Lifeguard Program



JOHNSON COUNTY

**Park & Recreation
District**

Lifeguard Training

Prior to the seasonal pool opening, all staff will attend orientation sessions to provide an overview of training – both required and optional.

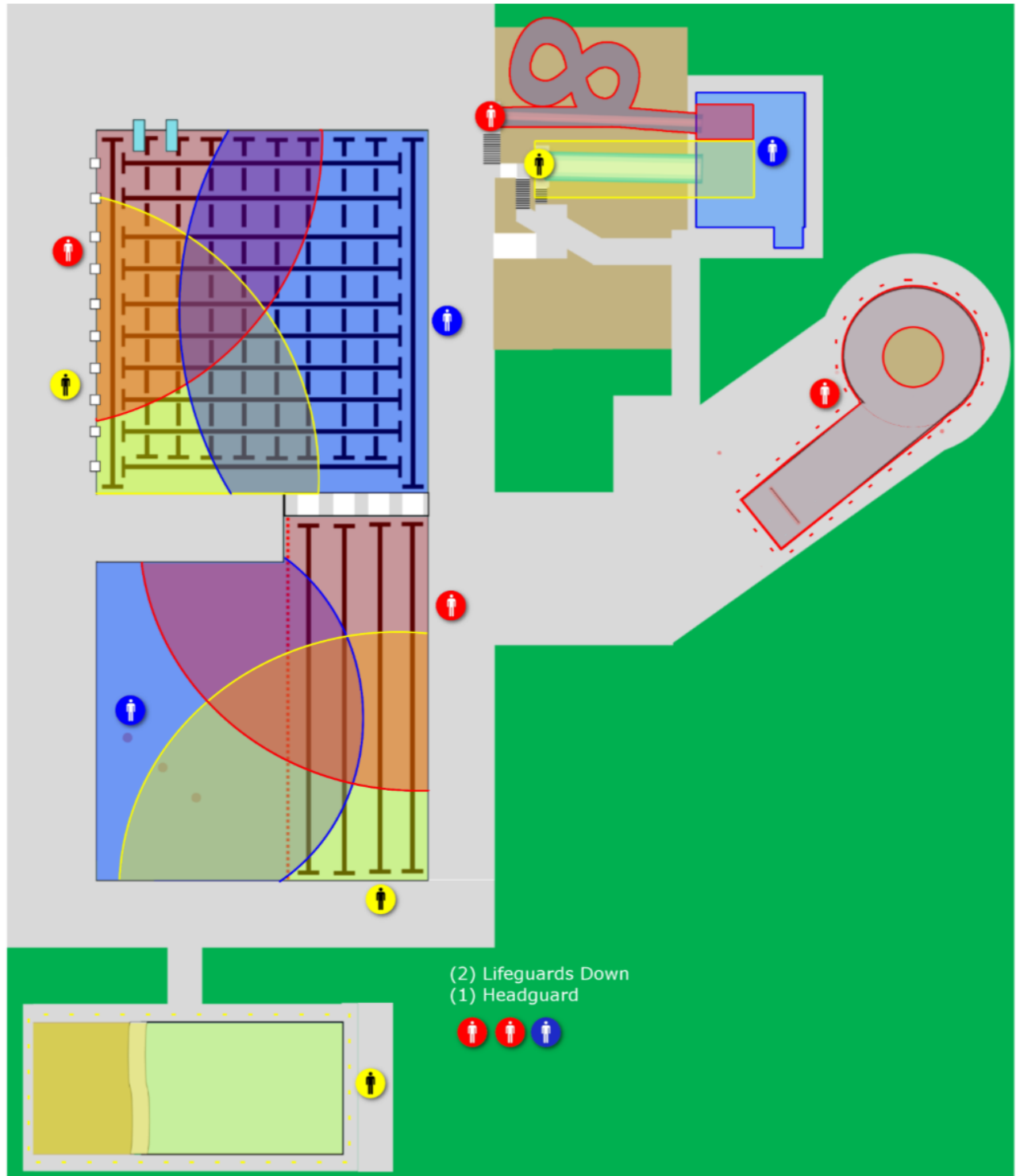
Lifeguards and head guards will participate in scheduled weekly in-service trainings, which focus on in-water skills, dryland skills, rule enforcement, and other pertinent topics to the lifeguard's duties and responsibilities at the pool.

JCPRD will implement any nationally recognized lifeguard certification training program and conduct ongoing training that maintains emergency and rescue preparedness, as specified by the affiliated lifeguard certification training agency.

Supporting Documents: Lifeguard Zone Coverage Example

LIFEGUARD ZONE COVERAGE

- 1 HEADGUARD -
- 12 GUARDS -



Section D
Financial Reporting and
Budgeting



JOHNSON COUNTY

**Park & Recreation
District**

Financial Reporting and Budgeting

JCPRD uses Oracle to prepare monthly financial reports, reviewing each cost center's actual activity against its budgeted projections. Accrual accounting, an accepted accounting practice, is used and annual external audits are performed, with unqualified opinions given.

All staff are trained to follow set internal cash handling procedures to ensure best practices.

JCPRD will be responsible for the collection of all revenues derived from operations, programs, and activities at the center and we will deposit these revenues into a JCPRD bank account. A detailed weekly report showing revenues/expenses will be electronically sent to the city.

JCPRD will be responsible for paying operating expenses, submitting monthly requests for reimbursement of those expenses in addition to the monthly management fee and any other billable expenses incurred.

A monthly invoice showing associated revenues and expenses will be sent to the city, with the net balance due within 30 days.

Supporting Documents: Detailed Reimbursement Request Report Example, Detailed Reimbursement Invoice Example, Facility Budget Example, Weekly Report Example, Noelle Testa Resume

NET Total for Account : \$25,220.46 \$0.00

Account: 510020
Function : 67018

TBD2	Project	Location	TBD	Trans-Date	Description	Vendor	Invoice#	Source	Debit	Credit
0	0	0	0	22-Jan-18	Kansas Gas Service Acct No 510070483 1608810 18 4850 Rosewood Dr	Kansas Gas Service	510070483160881018-010918	Payables	\$319.55	
0	0	0	0	26-Jan-18	Constellation Acct BG-226800	Constellation NewEnergy Gas Division LLC	2217157	Payables	\$336.94	
0	0	0	0	19-Feb-18	Kansas Gas Service Acct No 510070483 1608810 18 4850 Rosewood Dr A	Kansas Gas Service	510070483160881018-020818	Payables	\$332.33	
0	0	0	0	23-Feb-18	Constellation Acct BG-126800	Constellation NewEnergy Gas Division LLC	2245028	Payables	\$384.57	
0	0	0	0	16-Mar-18	Kansas Gas Service Acct No 510070483 1608810 18 4850 Rosewood Dr	Kansas Gas Service	510070483160881018-030818	Payables	\$317.33	
0	0	0	0	23-Mar-18	Constellation Acct BG-126800 Inv 2267549	Constellation NewEnergy Gas Division LLC	2267549	Payables	\$341.56	
0	0	0	0	17-Apr-18	Kansas Gas Acct No 510070483 1608810 18 4850 Rosewood Dr #A	Kansas Gas Service	510070483160881018-040918	Payables	\$291.77	
0	0	0	0	25-Apr-18	Constellation Acct BG-126800 Inv 2293136	Constellation NewEnergy Gas Division LLC	2293136	Payables	\$314.38	
0	0	0	0	17-May-18	Kansas Gas Service Acct No 510070483 1608810 18 4850 Rosewood Dr	Kansas Gas Service	510070483160881018-050818	Payables	\$281.18	
0	0	0	0	21-Jun-18	Kansas Gas Acct #510070483 160881018 4850 Rosewood DR #A	Kansas Gas Service	510070483160881018-060818	Payables	\$447.07	
0	0	0	0	20-Jul-18	Kansas Gas Service Acct 510070483 1608810 18	Kansas Gas Service	510070483160881018-071018	Payables	\$252.97	
0	0	0	0	16-Aug-18	Kansas Gas Service Acct 510070483 1608810 18	Kansas Gas Service	510070483160881018-080818	Payables	\$235.92	
0	0	0	0	20-Sep-18	Kansas Gas Service Acct 510070483 1608810 18	Kansas Gas Service	510070483160881018-091118	Payables	\$322.62	

Total for Function : \$4,178.19
NET Total for Function : \$4,178.19 \$0.00

Function : 67019

TBD2	Project	Location	TBD	Trans-Date	Description	Vendor	Invoice#	Source	Debit	Credit
0	0	0	0	17-Oct-18	Kansas Gas Service Acct 510070483 1608810 18	Kansas Gas Service	510070483160881018-100818	Payables	\$569.48	
0	0	0	0	16-Nov-18	Kansas Gas Service Acct 510070483 1608810 18	Kansas Gas Service	510070483160881018-110818	Payables	\$282.07	
0	0	0	0	26-Dec-18	Kansas Gas Service Acct 510070483 1608810 18	Kansas Gas Service	510070483160881018-121018	Payables	\$171.11	

Exhibit C- 2019 FACILITY BUDGET
ROELAND PARK AQUATIC CENTER
JUSTIFICATION OF REVENUES & EXPENSES

Cost Center: 4253070
Fund: 9310
Fund Name: Enterprise Fund
Department: Aquatics
Division: Recreation

Requested Revenues: \$ 153,416
Estimated Expenses: \$ 483,362
Net Income or (Loss) Reflected in Budget: \$ (329,946)
Management Fee Paid by City to JCPRD: \$ (117,428)
Total Subsidy Provided by City: \$ (447,374)
Operating Subsidy Provided by City: \$ (326,374)

Purpose: To provide programming, as well as operation and maintenance of a leisure aquatic facility, which includes a 50-meter instructional/competitive pool (domed seasonally for indoor use), splash pool, youth pool, and vortex pool in Northeast Johnson County. Critical life-saving instruction is provided through Learn-to-Swim and Lifeguard Training and Certification Programs. Opportunities are available for all ages to participate in instructional swim, competitive swim, diving, and aquatic fitness classes. With the pool changing to "summer only" operations in 2018, participations totaled 15,132, with an additional 700 spectators.

400000	REVENUES						153,416
440000	CHARGES FOR SERVICES					148,566	
440005	General Government Charges (Subtotal)					45,556	
440410	Program Fees (June - August)					32,556	
	A. Learn to Swim Classes	# Part.	# Class	# Sess	% Part.	Cost	
	1. Weekday Morning	6	8	4	65%	60.00	7,488
	2. Weekday Evening	6	9	4	65%	60.00	8,424
	3. Saturday Morning	6	9	2	65%	60.00	4,212
	B. Water Exercise	# Part.	# Class	# Sess	% Part.	Cost	
	1. T/TH Morning	20	2	2	50%	40.00	1,600
	C. Masters						
	1. Weekday Morning	# Part.	# Class	# Sess	% Part.	Cost	
	a. Session #1	24	1	1	50%	50.00	600
	b. Session #2	24	1	1	50%	35.00	420
	2. Weekday Evening	# Part.	# Class	# Sess	% Part.	Cost	
	a. Session #1	24	1	1	50%	40.00	480
	b. Session #2	24	1	1	50%	40.00	480
	c. Session #3	24	1	1	50%	30.00	360
	3. Saturday Morning	# Part.	# Class	# Sess	% Part.	Cost	
	a. Session #1	24	1	1	50%	35.00	420
	b. Session #2	24	1	1	50%	30.00	360
		# Part.				Cost	
	4. Drop-In				52	8.00	416
	D. Water Polo	# Part.	# Class	# Sess	% Part.	Cost	
	1. Session #1	10	1	1	100%	120.00	1,200
	2. Drop-In				12	8.00	96
	E. Stingrays	# Part.		1	% Part.	Cost	
	1. Participants	75			100%	80.00	6,000
440425	Internal Program Revenue					13,000	
	A. JCPRD Summer Camps					13,000	
450800	Culture And Recreation Charges (Subtotal)					103,010	
451010	Concession Revenue					15,000	
451170	Retail Sales - Taxable	# Sold	Cost	Sales Tax			522
	1. Extra Team Shirts	30	10.00	9.225%		272	
	2. Heat Sheets	75	2.00	9.225%		136	
	3. Stingray Replacement Caps	25	5.00	9.225%		113	
451180	Participation Fees (June - August)					95,488	
	A. Daily Fees	# Part.	Cost			36,008	
	1. RP Resident	1,600	6.00			9,600	
	2. Non-Resident	3,200	8.00			25,600	
	3. RP Resident - 60+	65	5.50			358	
	4. Non-Resident-60+	60	7.50			450	
	B. Memberships	#Mships	Cost			47,100	
	1. RP Resident - Individual	60	75.00			4,500	
	2. RP Resident - Family	120	125.00			15,000	
	3. Non-Resident - Individual	50	120.00			6,000	
	4. Non-Resident - Family	120	180.00			21,600	
	5. Additional Family Members	10	5.00			50	
	C. Memberships - 60+	#Mships	Cost			2,430	
	1. RP Resident - Individual	12	55.00			660	
	2. Non-Resident - Individual	15	118.00			1,770	
	D. JoCo SuperPass	#Passes	Cost			9,950	
	1. RP Resident - Individual	15	25.00			375	
	2. Non-Resident - Individual	15	30.00			450	
	3. RP Resident - Family	125	60.00			7,500	
	4. Non-Resident - Family	25	65.00			1,625	
451230	Nontaxable Sales Discounts (Contra)					(8,000)	

460600	RENT & ROYALTIES				4,850
460655	Facility Rental			4,850	
	A. Blazers Practice			3,600	
	B. Masters Meet			680	
		#Rents	#Months	Cost	
	C. Party Rentals	2	3	95	570
500000	EXPENSES				483,362
500010	PERSONNEL SERVICES				179,659
500012	Personnel Costs Normal Wages				179,659
500020	Full-Time Salaries & Wages			36,608	
	A. Full-Time Salaries & Wages			35,542	
	B. Merit Increases			1,066	
500030	Part-Time Salaries & Wages				143,051
	A. Seasonal Salaries & Wages			143,051	
	1 Seasonal	Rate	Hrs.		143,051
	a. Headguards	11.40	1,315	14,991	
	b. Lifeguards	9.63	9,500	91,485	
	c. Swim Lesson Lead	14.40	145	2,088	
	d. Swim Lesson Instructor	11.40	750	8,550	
	e. Front Desk Attendant	8.00	910	7,280	
	f. Stingray Coaches	13.00	475	6,175	
	g. Water Exercise Instructor	16.00	60	960	
	h. Masters Swim Coach	16.00	132	2,112	
	i. New Guard Training Hours	7.50	450	3,375	
	j. Concessions	8.50	710	6,035	
500395	PAYROLL ACCRUAL (PARENT)				5,819
500400	Employer Benefit Costs				5,819
500430	Health Insurance			5,819	
510000	CONTRACTUAL SERVICES				122,907
510005	Utilities				89,200
510010	Electricity			30,000	
510020	Natural Gas/Propane			30,000	
510030	Fuel Oil-Gasoline Or Diesel			100	
510040	Water			14,000	
510050	Sewer			15,000	
510060	Trash Hauling & Related Services			100	
510100	Communications				1,100
510110	Telephone			500	
510115	Long Distance Telephone			100	
510140	Postage Via US Postal			500	
510180	Travel Costs				750
510225	Mileage Reimbursement - Local & Same Day Travel			750	
510300	Advertising				500
510310	Advertising for Recruitment			500	
510570	Memberships				435
510580	Memberships/Dues			Cost	435
	A. Team Unify		1	435.00	435
510720	Professional Fees				3,240
510750	Bank Charges			200	
510790	Management Services		# Staff	Cost	3,040
	A. Drug Testing		80	38.00	3,040
510900	Education And Training				2,162
510930	Non-CPE Continuing Professional Education				2,162
	A. Full-Time Non-Exempt Staff				2,162
	1. Personnel	# Staff	Cost		
	a. Maintenance Supervisor	1	550.00	550	320.83
	b. Aquatic Leader	1	750.00	750	437.50
	2 Lifeguard Certification Fees - Red Cross	60	39.00	2,340	1,404.00
520000	Contracting Services				22,200
520005	Pest Control			600	
520015	Inspection Services				100
	A. Fire Extinguisher Inspection			100	
520075	Printing Or Copying Services				800
	A. Copier Usage RPCC			300	
	B. Misc. Professional Signage			500	
520275	Contractual Services - Unclassified				20,700
	1 Plumbing Repair				4,200
	a. De-Winterize Heaters			700	
	b. Winterize Domestic Water Lines in PumpHouse			1,200	
	c. Backflow Preventer Tests			300	
	d. Miscellaneous Repairs			2,000	
	2 Electrical Repair				2,000
	3 HVAC				2,000

4	Commercial Aquatics			5,000	
	a. Chemtrol Board/Chlorine Units	3,000			
	b. Misc.	2,000			
5	ARC Services			2,000	
6	SuperPass			3,000	
7	When to Work			500	
8	Pool Vacuum			2,000	
520660	Repair Services				3,000
520680	Building Repair			3,000	
520820	Intergovernmental Services				320
520880	Licenses And Permits			320	
	A. JoCo Health & Environment Operator's License	100			
	B. State of Kansas Fire Marshall Boiler Permit	60			
	C. Kansas Dept. of Agriculture Food Service Permit	160			
530000	MATERIALS & SUPPLIES				53,977
530015	Office Supplies				1,000
530075	Uniforms	# Units	Cost		6,360
	A. Lifeguard Swimsuits/Shorts	100	55.00	5,500	
	B. Staff Shirts	100	5.00	500	
	C. Staff Whistles	120	3.00	360	
530090	Clothing Linen - Unclassified				60
	A. Staff Allocations	1	60	60	
530110	Food	# Staff	Cost		950
	A. Staff Recognition	75	10.00	750	
	B. Orientation Day			150	
	C. Candy for Recruitment			50	
530115	Kitchen & Food Service Supplies				50
530145	Chemicals - Unclassified				20,000
	A. Pool Chemicals			20,000	
530160	Building Improvements				500
530170	Building Materials & Supplies				4,000
530175	Electrical Supplies				200
530180	Plumbing Supplies				400
530265	Tools				200
530270	Lawn Care Supplies				1,000
	A. Lawn Chemicals			300	
	B. Misc. Lawn Supplies			200	
	C. Emerald Ash Borer Plugs & Injection			500	
530275	Janitorial Supplies				2,000
530290	Recreational & Craft Supplies	# Units	Cost		1,325
	A. Stingray Team Shirts	75	5.00	375	
	B. Extra Stingray Team Shirts	30	5.00	150	
	C. JoCo Swim & Dive League All City Meet Supplies			300	
	D. Misc.			500	
530310	Safety Supplies				800
530325	Operating Supplies - Unclassified				400
530345	Fuel				200
530402	HVAC Maint & Equip Parts	# Units	Cost		90
	A. Air Filters	6	15.00	90	
530435	Lawn, Garden, & Snow Equipment				300
530440	Furnishings & Office Equipment				200
530445	Appliances				150
530455	Food Service Equipment				150
530465	Safety Equipment				1,500
530484	Computer Hardware - Bulk Purchased	# Units	Cost		1,192
	A. Computer Replacement	2	330.00	660	
	B. Monitor Replacement	4	133.00	532	
530505	Communication Equipment				300
530515	Recreation Equipment				2,000
530535	Concessions - Cogs				7,500
530540	Nursery Stock				750
530545	Toner Cartridges				400
600000	CAPITAL IMPROVEMENTS				121,000
600220	Improvements Unclassified				
	A. Men's Shower privacy improvements				75,000
	B Replace Electrical conduit supports in pump house				5,000
	C Painting lobby and restrooms				10,000
	D Painting exterior, repair soffits, replace gutters of pump house and pool house				9,000
	E ADA accessibility improvements - parking area and walkway				20,000
	F Remove ballasts and electrical boxes for old dome lighting				2,000



INVOICE

FINANCE DEPARTMENT
JCPRD Administration Building
Shawnee Mission Park
7900 Renner Road
Shawnee Mission, KS 66219
Phone 913.826.3416, Fax 913.492.7275

Date: 02/22/2019

Invoice No.: 02222019

To: City of Roeland Park
Attn: Jennifer Jones-Lacey
4600 W. 51st St. #200
Roeland Park, KS 66205

DATE	QTY	DESCRIPTION	UNIT PRICE	AMOUNT
01/31/19	1	Roeland Park Aquatics Center Month: January 2019 Total Revenue \$ 0.00 Total Expense \$ <u>10,548.68</u> Net Income (Loss) \$ <u>(10,548.68)</u> Add Management Fee \$ <u>(16,775.43)</u> Total Due \$ <u>(27,324.11)</u>		27,324.11
TOTAL DUE				\$27,324.11

Please direct any questions concerning this invoice to
Noelle Testa @ 913.826.3416 or noelle.testa@jocogov.org
THANK YOU.

Please remit to:
Johnson County Park and Recreation District
7900 Renner Road
Shawnee Mission, KS 66219-9723

JCPRD

CC=4253070 (PRK - ROELAND PARK AQUATIC CENTER)

Current Period:JAN-2019

	Current Year YTD-Actual	Current Year PTD-Actual
REVENUES		
Charges for Services		
9310 PARK ENTER 440410 PROGRAM FEES	0.00	0.00
9310 PARK ENTER 440425 INTERNAL PROGRAM REVENUE	0.00	0.00
9310 PARK ENTER 451010 CONCESSION REVENUE	0.00	0.00
9310 PARK ENTER 451180 PARTICIPATION FEES	0.00	0.00
9310 PARK ENTER 451230 NONTAXABLE SALES DISCOUNTS (CONTRA)	0.00	0.00
9310 PARK ENTER TOTAL	0.00	0.00
Other Revenue		
9310 PARK ENTER 460655 FACILITY RENTAL	0.00	0.00
9310 PARK ENTER 480140 REIMBURSEMENT	0.00	0.00
9310 PARK ENTER TOTAL	0.00	0.00
Total Revenues	0.00	0.00
EXPENDITURES		
Personal Services		
9310 PARK ENTER 500015 SALARIES & WAGES - BUDGET ONLY	0.00	0.00
9310 PARK ENTER 500020 FULL-TIME SALARIES & WAGES	5023.11	5023.11
9310 PARK ENTER 500030 PART-TIME SALARIES & WAGES	2193.94	2193.94
9310 PARK ENTER 500040 OVERTIME WAGES	0.00	0.00
9310 PARK ENTER 500230 CELLULAR PHONE ALLOWANCE	45.00	45.00
9310 PARK ENTER 500260 OTHER SPECIAL PAY WAGES	427.42	427.42
9310 PARK ENTER 500310 VACATION	221.44	221.44
9310 PARK ENTER 500320 SICK	610.91	610.91
9310 PARK ENTER 500330 HOLIDAY	829.68	829.68
9310 PARK ENTER 500405 EMPLOYER PAID BENEFITS - BUDGET ONLY	0.00	0.00
9310 PARK ENTER TOTAL	9351.50	9351.50
Contractual Services		
9310 PARK ENTER 510010 ELECTRICITY	0.00	0.00
9310 PARK ENTER 510020 NATURAL GAS/PROPANE	179.19	179.19
9310 PARK ENTER 510030 FUEL OIL-GASOLINE OR DIESEL	0.00	0.00
9310 PARK ENTER 510040 WATER	0.00	0.00
9310 PARK ENTER 510050 SEWER	0.00	0.00
9310 PARK ENTER 510060 TRASH HAULING & RELATED SERVICES	0.00	0.00
9310 PARK ENTER 510110 TELEPHONE	361.88	361.88
9310 PARK ENTER 510115 LONG DISTANCE TELEPHONE	0.00	0.00
9310 PARK ENTER 510140 POSTAGE VIA US POSTAL	0.00	0.00
9310 PARK ENTER 510190 COMMERCIAL TRAVEL	0.00	0.00
9310 PARK ENTER 510200 LODGING COSTS	0.00	0.00
9310 PARK ENTER 510215 MEALS & TIPS - LOCAL & SAME DAY TRAVEL	0.00	0.00
9310 PARK ENTER 510216 MEALS & TIPS - OVERNIGHT TRAVEL	192.50	192.50
9310 PARK ENTER 510225 MILEAGE REIMBURSEMENT - LOCAL & SAME DAY TR.	0.00	0.00
9310 PARK ENTER 510310 ADVERTISING FOR RECRUITMENT	176.99	176.99
9310 PARK ENTER 510440 MEDICAL PREMIUM	0.00	0.00
9310 PARK ENTER 510580 MEMBERSHIPS/DUES	0.00	0.00
9310 PARK ENTER 510750 BANK CHARGES	0.00	0.00
9310 PARK ENTER 510790 MANAGEMENT SERVICES	0.00	0.00
9310 PARK ENTER 510920 CPE CONTINUING PROFESSIONAL EDUCATION (CPE)	125.00	125.00
9310 PARK ENTER 510930 NON-CPE CONTINUING PROFESSIONAL EDUCATION	0.00	0.00
9310 PARK ENTER 520005 PEST CONTROL	0.00	0.00

9310 PARK ENTER 520015 INSPECTION SERVICES	0.00	0.00
9310 PARK ENTER 520075 PRINTING OR COPYING SERVICES	32.00	32.00
9310 PARK ENTER 520272 INTERNAL CONTRACTUAL SERVICES	0.00	0.00
9310 PARK ENTER 520275 CONTRACTUAL SERVICES - UNCLASSIFIED	0.00	0.00
9310 PARK ENTER 520531 INTERNAL FACILITY RENTAL	0.00	0.00
9310 PARK ENTER 520540 EQUIPMENT & FURNISHINGS RENTAL	0.00	0.00
9310 PARK ENTER 520630 EQUIPMENT AND FURNITURE LEASES	0.00	0.00
9310 PARK ENTER 520680 BUILDING REPAIR	0.00	0.00
9310 PARK ENTER 520685 INTERIOR BUILDING MAINTENANCE	0.00	0.00
9310 PARK ENTER 520690 EQUIPMENT & FURNISHINGS REPAIR	0.00	0.00
9310 PARK ENTER 520695 SECURITY SYSTEM MAINTENANCE & REPAIR	0.00	0.00
9310 PARK ENTER 520750 HVAC EQUIPMENT MAINT & REPAIR	0.00	0.00
9310 PARK ENTER 520880 LICENSES AND PERMITS	0.00	0.00
Contractual Services Total	1067.56	1067.56

Materials & Supplies

9310 PARK ENTER 530015 OFFICE SUPPLIES	0.00	0.00
9310 PARK ENTER 530075 UNIFORMS	0.00	0.00
9310 PARK ENTER 530090 CLOTHING LINEN - UNCLASSIFIED	0.00	0.00
9310 PARK ENTER 530110 FOOD	0.00	0.00
9310 PARK ENTER 530115 KITCHEN & FOOD SERVICE SUPPLIES	0.00	0.00
9310 PARK ENTER 530135 ICE & SNOW REMOVAL CHEMICALS	0.00	0.00
9310 PARK ENTER 530145 CHEMICALS - UNCLASSIFIED	0.00	0.00
9310 PARK ENTER 530160 BUILDING-IMPROVEMENTS	0.00	0.00
9310 PARK ENTER 530170 BUILDING MATERIALS & SUPPLIES	0.00	0.00
9310 PARK ENTER 530175 ELECTRICAL SUPPLIES	0.00	0.00
9310 PARK ENTER 530180 PLUMBING SUPPLIES	0.00	0.00
9310 PARK ENTER 530265 TOOLS	0.00	0.00
9310 PARK ENTER 530270 LAWN CARE SUPPLIES	0.00	0.00
9310 PARK ENTER 530275 JANITORIAL SUPPLIES	0.00	0.00
9310 PARK ENTER 530290 RECREATIONAL & CRAFT SUPPLIES	0.00	0.00
9310 PARK ENTER 530310 SAFETY SUPPLIES	0.00	0.00
9310 PARK ENTER 530325 OPERATING SUPPLIES - UNCLASSIFIED	0.00	0.00
9310 PARK ENTER 530345 FUEL	0.00	0.00
9310 PARK ENTER 530402 HVAC MAINT & EQUIP PARTS	0.00	0.00
9310 PARK ENTER 530435 LAWN, GARDEN, & SNOW EQUIPMENT	0.00	0.00
9310 PARK ENTER 530440 FURNISHINGS & OFFICE EQUIPMENT	0.00	0.00
9310 PARK ENTER 530445 APPLIANCES	0.00	0.00
9310 PARK ENTER 530465 SAFETY EQUIPMENT	0.00	0.00
9310 PARK ENTER 530480 COMPUTER SOFTWARE	0.00	0.00
9310 PARK ENTER 530485 COMPUTER HARDWARE	0.00	0.00
9310 PARK ENTER 530505 COMMUNICATION EQUIPMENT	0.00	0.00
9310 PARK ENTER 530515 RECREATION EQUIPMENT	0.00	0.00
9310 PARK ENTER 530535 CONCESSIONS - COGS	0.00	0.00
9310 PARK ENTER 530540 NURSERY STOCK	0.00	0.00
9310 PARK ENTER 530545 TONER CARTRIDGES	0.00	0.00
9310 PARK ENTER TOTAL	0.00	0.00

Capital Outlay

9310 PARK ENTER	0.00	0.00
GAAP Expenses		
9310 PARK ENTER 540110 GAAP (NB) - DEPRECIATION EXPENSE	129.62	129.62
9310 PARK ENTER TOTAL	129.62	129.62

Total Expenditures

Net Income

10548.68 10548.68

(10548.68) (10548.68)

Add Management Fee (16,775.43)

Total (27,324.11)

NOELLE TESTA, CPA, MBA

5205 Rene St, Shawnee, Kansas 66221

Cell: 316-371-3938

Email: ntcpa2000@gmail.com

Leadership Summary

Manage the finance department of a county governmental park and recreational district.

Specialized knowledge in:

- Day-to-Day Financial Operations
- Strategic Operational and Financial Analysis
- Budget Management
- Regulatory Compliance and Debt Financing

Managed the finance department of a not-for-profit higher education institution for six years.

Specialized knowledge in:

- Day-to-Day Financial Operations
- Strategic Operational and Financial Analysis
- Regulatory Compliance
- Board of Trustee Relationship Management

Over twelve years of public accounting experience and progressive leadership advancement with the tenth largest U.S. public accounting firm. Specialized knowledge in:

- Niche Leadership in Not-for-Profit and Government Sectors
- New Business Development and Marketing Value-Added Services to Existing Clients
- All Public Accounting Practices: Audit, Tax, Consulting and Outsourcing
- Community, Business and Professional Relationship Networking

Professional Certifications and Distinctions

Licensure: Certified Public Accountant, Licensed in Kansas and California

Affiliations: Member, American Institute of Certified Public Accountants (AICPA)
Member, Kansas Society of Certified Public Accountants (KSCPA)

Professional

Accolades: Named *"Forty Under Forty"* 2010 by Wichita Business Journal

Nominated: *"Woman To Watch"* 2011 by AICPA/KSCPA

Professional History

Johnson County Park and Recreation District, Shawnee Mission, Kansas

2018-Present

(Johnson County Park and Recreation District is a component unit of Johnson County, operating and maintaining 12 developed park areas, 4 future park sites, and a streamway parks system, comprised of 10,000 acres as well as two golf courses, in addition to providing over 4,000 fee-supported recreation programs and culture events through numerous owned and managed facilities.)

Chief Financial Officer

Manage the Finance Department supporting the entire District. Oversee day-to-day operations for cash, investments, donations, grants, accounts payable, capital financing, budgeting, payroll and general accounting management. Secure debt financing, identify investment opportunities, operational and budget management, and forecasting/projection analysis. Manage a team of nine employees under the direction of the Deputy Director.

Management

- Direct management of general accounting activities, including cash, investments, donations, grants, accounts payable, capital financing, budgeting and payroll.
- Skilled in timely closing financial record, including management and Board of Commissioners reporting.

- Support all District departments regarding reporting, accounting and budgetary needs.
- Prepare an annual budget and monitor budgetary needs and utilization throughout the year.
- Serve on the District's executive team comprised of top leadership making operational and policy decisions.
- Prepare and present financial and operational reporting to Board of Commissioners for board meetings.
- Ability to handle department reorganization and assignment of duties, ensuring segregation of duties.
- Provide mentoring and guidance to direct staff personnel through formal and informal methods.
- Develop policies and procedures for District processes, implementing efficiencies with new processes.

Regulatory Compliance and Debt Financing

- Oversee annual financial statement audit, student financial audit, and employee benefit audits.
- Secured new debt financing and refinanced existing outstanding bonds.
- Ensure compliance with annual SEC EMMA regulations and event notice reporting.
- Manage submission of financial processes and procedures as part of the District's industry accreditation.

Ottawa University, Ottawa, Kansas

2012-2018

(Ottawa University is a private, not-for-profit liberal arts college providing education to traditional students as well as adult learners at six locations throughout the United States, including a second residential campus launched in the Fall of 2017.)

Director of Finance/Controller

Manage the Finance Department supporting the entire University, including adult sites. Overseeing day-to-day operations for cash, investments, donations, grants, accounts payable, capital financing, payroll and general accounting management. Perform regulatory compliance, Board of Trustee reporting, operational management, and forecasting/projection analysis. Manage a team of four to six accountants under the direction of the Executive Vice President/CFO.

Management

- Direct management of general accounting activities, including cash, investments, donations, grants, accounts payable, capital financing and payroll.
- Skilled in timely closing of monthly accounting records, including reporting to management and Board of Trustees.
- Support all University departments regarding reporting, accounting and budgetary needs.
- Ability to handle department reorganization and assignment of duties, ensuring segregation of duties.
- Provide mentoring and guidance to direct staff personnel through formal and informal methods.
- Prepare financial and operational reporting to Board of Trustees for board meetings.
- Develop policies and procedures for University processes, implementing efficiencies with new processes

Regulatory Compliance

- Oversee annual financial statement audit, student financial audit, and employee benefit audits.
- Handle student financial compliance, to include preparing and filing FISAP.
- Maintain adequate insurance coverage, oversee necessary filings and renewals, including annual workers compensation audit.
- Address retirement regulatory compliance with 3rd party administrator including annual fee disclosure.
- Prepare timely tax filings of Form 990, Form 5500, Form 1098T, Form 1099 and various state filings.
- Manage annual bond offering through the Kansas Revenue Anticipation (KANRAN) program.
- Assisted in refinancing the University's outstanding bonds as well as other financing vehicles.
- Handle various regulatory audits, including audits conducted by the IRS and Department of Education.

Forecasting/Projection Analysis

- Monitor current and projected future cash flow needs on a daily basis.
- Project bond covenants and Department of Education Financial Ratio compliance.
- Strategic operational projection and review of future financial results.
- Participated in cost structure reorganization, resulting in significant budget reductions University-wide.
- Completed a 5-year financial projection and feasibility study audited by an independent CPA firm.

BKD, LLP. Wichita, Kansas**2001-2008 & 2009-2012**

(BKD is the tenth largest CPA and Advisory Firm with subsidiaries providing services in accounting, audit, assurance, tax, risk management, technology, corporate finance, valuation services and wealth management).

Manager, (2006-2012)

As “Niche Leader” for the Not-for-Profit and Government Business Practice Area, lead a team of five to eight professionals in audit, attestation, and consulting services for this specialized industry sector. Managed over 30 large client relationships within academic, government, healthcare and not-for-profit sector. As a Mentor, set and monitored aggressive team and individual performance goals with direct staff, and other internal partners.

Marketing/Client Relationship Management

- Developed over \$850,000 in new BKD revenue channels and relationships with organizations such as: YMCA, Boy Scouts of America, Kansas Children’s Service League, United Way of the Plains, Wichita Technical College, Newman University, Southwestern College, Friends University, Wichita Area Technical College and other mid-western organizations.
- Skilled in building new relationships and marketing opportunities through extensive community involvement, volunteerism, and networking.
- Conducted educational sessions on emerging accounting and tax practices through public speaking forums and written articles.
- Supported client and community networking events to drive referral opportunities, but also to enhance a face-to-face, ongoing relationship with clients and community leaders.

Management

- Client Relationship: Chair strategy-based meetings with client management teams and board members.
- Present financial performance and services proposals to client’s board members.
- Managed business advisory relationship with clients and board members.
- Accountable for billable hours, performance metrics, and service quality initiatives/standards for “niche” team members.

Audit/Tax/Consulting

- Manage team and conduct financial audits (OMB Circular A-133 Compliance)
- Planning and Audit management, Reviews, Compilations of for-profit, not-for-profit clients and governmental entities.
- Develop and conduct “Agreed Upon Procedure” engagements.

The Coleman Company, Wichita, KS.**2008-2008**

(A leading manufacturer of camping and outdoor equipment and a subsidiary of Jarden Corporation, an SEC registrant)

Manager, General Accounting

Recruited to Coleman as Manager of the integration team responsible for initiating and implementing all Coleman accounting practices acquisition transition of Stearns in Minnesota. Teamed with Stearns accounting team to fully transition all business and technology practices into the Coleman structure. As liaison between the two companies successfully met all month-end closings, critical historical accounting analyses, general ledger credibility and all staff cross training. Performed transition analysis, defined/implemented methodologies for controller, accounts receivable/payable, and payroll responsibilities to Coleman.

- Met all Sarbanes Oxley standards and Coleman’s internal control structure relevant to audit.
- As project liaison advised and guided controller and assistant controller, managing special analysis projects such as revenue recognition; advertising spending; vacation pay, and inventory.
- Managed three Stearns financial professionals and was successful in fully integrating the finance/accounting transition functions within deadline.
- Became proficient with MAPICS and SAP applications.

Previous Career History

Rossi, Finkelstein and Company, LLP, Long Beach, CA.

1998-2001

Senior Accountant

A small regional Public Accounting firm which provided audit, tax, forensic accounting and litigation and completion of tax returns (Form 1120-SRF) and estimated tax payments for over two hundred clients. Prepared corporate, partnership, estate, trust and individual tax returns including sales and tax use and payroll tax returns.

Education

Bachelor of Science, Business Administration Accounting and Economics, 1998
California State University, Long Beach, California

Masters of Business Administration, Finance and Strategic Innovation, 2017
Ottawa University, Ottawa, Kansas

Technical Skills and Knowledge

Accounting Applications: *Oracle, Cx (Jenzabar)*

Manufacturing Applications: *MAPICS and SAP*

Not-for-Profit/Treasury Applications: *Peachtree and QuickBooks*

Other: *Excel, Word, PowerPoint, Outlook.*

Community Service

Prairie Paws Animal Shelter, Ottawa, Kansas Chairman (2015-Present) Treasurer (2013-2017) Board Member (2013-Present)	2013-Present
Junior League, Kansas City, Missouri Transfer Committee (2017-2018) Member (2017-current)	2017-Present
Junior League, Wichita, Kansas Board of Director-Finance (2011) Board of Director of Finance Elect (2010-2011) Finance Council Secretary (2009-2010) Treasurer/Tickets Committee Chair for Holiday Galleria (2008-2009) Member (2007-Present)	2007-2017
Arts Partners, Wichita, Kansas Treasurer (2011) Board Member (2009-2011)	2009-2011
DUI Victim Center of Kansas Board Treasurer and Secretary (2007-2011) Board Member (2007-2011)	2007-2011
Urban League of Kansas Board Member (2006-2011) Executive Committee Member (2009-2011) Audit Committee Chairperson (2007-2011)	2006-2011
Susan G. Komen Breast Cancer Foundation (Mid Kansas Affiliate) Board Treasurer (2005-2008) Race for the Cure Committee Chair, Treasurer (2001-2008)	2001-2008

Section E

Concession Operations



JOHNSON COUNTY

**Park & Recreation
District**

Concession Operations

Johnson County Park and Recreation District has sold concessions at a variety of recreation venues for over 25 years. With 9 current locations, these venues including both indoor and outdoor operations. Concession facilities are typically staffed with 1 supervisor as well as an appropriate number of register workers and staff assigned to food preparation.

Johnson County Park and Recreation District has sold concessions at the Roeland Park Aquatic Center during every summer swim season since the facility opened in 1997. While not a large operation (\$10,694 in sales in 2018) the concession facility provides an opportunity for families and individuals at the pool to get a snack, a cool drink, or a frozen treat to beat the heat on hot summer days.

The concession plan for the Roeland Park Aquatic Center will offer a dozen hot and cold food options, as well as multiple drink options at a reasonable price for patrons. The challenge for a concession of this size is to provide a variety of items for sale while also staffing efficiently and minimizing product waste. Concession revenues are highly dependent upon good weather and attendance, but our expectation is these operations would bring \$10,000 - \$15,000 in revenue per season.

Sample menu:

FOOD	
Hot Dogs	\$ 3.00
Cheese or Pepperoni Pizza	\$ 3.00
Nachos	\$ 3.00
Peanut Butter and Jelly	\$ 2.00
Pretzel	\$ 2.00
Pretzel with Cheese	\$ 2.50
Chips	\$ 1.25
Candy	\$ 1.50
Animal Crackers	\$ 1.50
Fruit Snacks	\$ 1.50
Ring Pops	\$ 1.00
Dipping Dots	\$ 3.50

DRINKS	
Canned Soda	\$ 1.50
Powerade	\$ 2.00
Dasani Water	\$ 2.00

Section F

Registration Software and

Attendance Tracking



JOHNSON COUNTY

**Park & Recreation
District**

Registration Software/Attendance Tracking

JCPRD currently uses A Perfect Mind registration software, allowing patrons to sign up for all classes via phone, in-person, or on our website. Memberships can be purchased via phone or in-person. This software allows staff to track the number of patrons enrolled in each class to ensure we are meeting the minimum number of participants to cover all associated expenses, as well as to manage each patron's account history.

Indicator counts showing the number of participants coming to each JCPRD owned/managed facility are submitted monthly to track trends and to aid in staff and program scheduling.

Supporting Documents: Indicator Example, Sales Information Report Example

**INDICATOR REPORT
AQUATICS & SPORTS DOME
July 2018**

	Participants	Participations
Aquatics	7	56
Kill Creek Beach	715	715
Kill Creek Marina	32	32
SMP Beach	4614	4614
SMP Marina	7184	7184
Roeland Park Aquatic Center		
RP Residents	660	1399
JoCo Residents (non-RP)	723	3759
Non-residents	605	1265
RPAC Volunteers	0	0
RPAC Spectators		0

From:

May 30, 2019

To:

Jun 02, 2019

Sales Category:

All

Location of Sale:

'Antioch Park' , 'Big Bull Creek Park' , 'Ernie Miller Park' , 'Heritage Park' , 'Heritage Park Golf Course' (and 24 others)

Product Type:

All

Location of Item:

'Roeland Park Aquatic Center'

Grouped By:

Date

Sorted By:

Department

Show:

None

Department:

'50+' , 'Admission' , 'Children Services' , 'Concessions' , 'Front Desk' (and 8 others)

Category:

All

Sub-Category:

All

Cost Center:

All

May 30, 2019

Item	# Sold	Gross Sales	Refund	Discounts	Net Sales	% of Total Sales	Inventory Cost	% of Total Inventory	Margin
RPAC - Resident Day Pass (Ages 3-59)	139	\$834.00	\$0.00	\$0.00	\$834.00	1.70%	\$0.00	0.00%	100.00%
RPAC - Resident Day Pass (2 & Under)	2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00%
RPAC - Non-Resident Day Pass (Ages 3-59)	181	\$1,448.00	\$0.00	\$0.00	\$1,448.00	2.96%	\$0.00	0.00%	100.00%
RPAC - Non-Resident Day Pass (2 & Under)	2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00%
RPAC - Merriam Super Pass	18	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00%
RPAC - Ice Cream - DOTS cookie/cream	6	\$19.23	\$0.00	\$0.00	\$19.23	0.04%	\$11.70	6.37%	39.16%
RPAC - Ice Cream - DOTS cookie dough	14	\$44.84	\$0.00	\$0.00	\$44.84	0.09%	\$27.30	14.87%	39.12%
RPAC - Food - Pretzel	42	\$76.88	\$0.00	\$1.11	\$75.77	0.16%	\$19.74	10.76%	74.32%
RPAC - Food - Pizza Cheese	22	\$60.47	\$0.00	\$0.00	\$60.47	0.12%	\$31.46	17.14%	47.97%
RPAC - Food - Nachos	29	\$79.69	\$0.00	\$0.00	\$79.69	0.16%	\$14.50	7.90%	81.80%
RPAC - Food - Hot Dogs	16	\$43.97	\$0.00	\$0.00	\$43.97	0.09%	\$8.00	4.36%	81.81%
RPAC - Condiment - Nacho Cheese	29	\$13.34	\$0.00	\$0.18	\$13.16	0.03%	\$0.00	0.00%	100.00%
RPAC - Candy - Snickers	21	\$31.56	\$2.74	\$0.27	\$28.55	0.06%	\$12.60	6.86%	56.28%
RPAC - Candy - Skittles	10	\$13.70	\$0.00	\$0.00	\$13.70	0.03%	\$6.00	3.27%	56.20%
Totals	608	\$4,021.92	\$2.74	\$2.10	\$4,017.08	8.21%	\$157.71	85.93%	96.08%

May 30, 2019

Item	# Sold	Gross Sales	Refund	Discounts	Net Sales	% of Total Sales	Inventory Cost	% of Total Inventory	Margin
RPAC - Candy - Ring Pop	29	\$26.61	\$0.00	\$0.00	\$26.61	0.05%	\$8.41	4.58%	68.40%
RPAC - Candy - M & M Plain	11	\$15.09	\$0.00	\$0.00	\$15.09	0.03%	\$6.60	3.60%	56.26%
RPAC - Candy - M & M Peanut	8	\$10.97	\$0.00	\$0.27	\$10.70	0.02%	\$4.80	2.62%	56.24%
RPAC - Can - Mr. Pibb 12oz	6	\$8.23	\$0.00	\$0.00	\$8.23	0.02%	\$2.64	1.44%	67.92%
RPAC - Can - Coca Cola 12 oz	9	\$12.34	\$0.00	\$0.27	\$12.07	0.03%	\$3.96	2.16%	67.91%
RPAC - Summer/SuperPass - 60+ - Indv - (Non Res)	5	\$700.00	\$0.00	\$0.00	\$700.00	1.43%	N/A	N/A	N/A
Parent & Tot M-TH PM (Session: 3)	1	\$60.00	\$0.00	\$0.00	\$60.00	0.12%	N/A	N/A	N/A
Novice at Prairie Village Pool M-TH AM (Session: 2)	1	\$60.00	\$0.00	\$0.00	\$60.00	0.12%	N/A	N/A	N/A
Novice SAT AM (Session: 1)	1	\$66.00	\$0.00	\$0.00	\$66.00	0.13%	N/A	N/A	N/A
Novice M-TH PM (Session: 2)	1	\$60.00	\$0.00	\$0.00	\$60.00	0.12%	N/A	N/A	N/A
Novice M-TH PM (Session: 1)	1	\$66.00	\$0.00	\$0.00	\$66.00	0.13%	N/A	N/A	N/A
Competitive Stingray (Ages 7yr-11yr)	1	\$85.00	\$0.00	\$0.00	\$85.00	0.17%	N/A	N/A	N/A
Aqua Tot at Prairie Village Pool M-TH AM (Session: 3)	1	\$60.00	\$0.00	\$0.00	\$60.00	0.12%	N/A	N/A	N/A
Aqua Tot M-TH PM (Session: 3)	1	\$60.00	\$0.00	\$0.00	\$60.00	0.12%	N/A	N/A	N/A
Totals	608	\$4,021.92	\$2.74	\$2.10	\$4,017.08	8.21%	\$157.71	85.93%	96.08%

May 30, 2019

Item	# Sold	Gross Sales	Refund	Discounts	Net Sales	% of Total Sales	Inventory Cost	% of Total Inventory	Margin
Advance Novice M-TH PM (Session: 1)	1	\$66.00	\$0.00	\$0.00	\$66.00	0.13%	N/A	N/A	N/A
Totals	608	\$4,021.92	\$2.74	\$2.10	\$4,017.08	8.21%	\$157.71	85.93%	96.08%

May 31, 2019

Item	# Sold	Gross Sales	Refund	Discounts	Net Sales	% of Total Sales	Inventory Cost	% of Total Inventory	Margin
RPAC - Prairie Village Super Pass	3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00%
RPAC - Mission Super Pass	3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00%
RPAC - Leawood Super Pass	4	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00%
RPAC - Family - Super Pass - Addt'l Member	1	\$5.00	\$0.00	\$0.00	\$5.00	0.01%	\$0.00	0.00%	100.00%
RPAC - Family - Summer Pass - Addt'l Member	1	\$15.00	\$0.00	\$0.00	\$15.00	0.03%	\$0.00	0.00%	100.00%
RPAC - Fairway Super Pass	7	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00%
RPAC - Complimentary Day Pass	2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	0.00%
RPAC - Ice Cream - DOTS Redberry	4	\$12.81	\$0.00	\$0.00	\$12.81	0.03%	\$7.80	4.25%	39.11%
RPAC - Ice Cream - Cookies & Cream	1	\$2.29	\$0.00	\$0.00	\$2.29	0.00%	\$0.00	0.00%	100.00%
RPAC - Chips - Animal Cracker	6	\$8.22	\$0.00	\$0.00	\$8.22	0.02%	\$1.44	0.78%	82.48%
RPAC - Candy - Fruit Snacks	2	\$2.74	\$0.00	\$0.00	\$2.74	0.01%	\$0.60	0.33%	78.10%
RPAC - Can - Sprite 12 oz	15	\$26.07	\$5.50	\$0.00	\$20.57	0.04%	\$6.60	3.60%	67.91%
RPAC - Bottle - Powerade Mtn Blst 12 oz	7	\$12.81	\$0.00	\$0.00	\$12.81	0.03%	\$4.41	2.40%	65.57%
RPAC - Bottle - Powerade Grape 12oz	1	\$1.83	\$0.00	\$0.00	\$1.83	0.00%	\$0.62	0.34%	66.12%
Totals	85	\$2,351.41	\$5.50	\$0.00	\$2,345.91	4.79%	\$24.95	13.59%	98.94%

May 31, 2019

Item	# Sold	Gross Sales	Refund	Discounts	Net Sales	% of Total Sales	Inventory Cost	% of Total Inventory	Margin
RPAC - Bottle - Powerade Frt Pnch 12 oz	2	\$3.66	\$0.00	\$0.00	\$3.66	0.01%	\$1.26	0.69%	65.57%
RPAC - Bottle - Dasani Water 20 oz	6	\$10.98	\$0.00	\$0.00	\$10.98	0.02%	\$2.22	1.21%	79.78%
RPAC - Summer/SuperPass - 60+ - Indv - (RP Res)	5	\$450.00	\$0.00	\$0.00	\$450.00	0.92%	N/A	N/A	N/A
RPAC - Summer - Indv - (Non Res)	15	\$1,800.00	\$0.00	\$0.00	\$1,800.00	3.68%	N/A	N/A	N/A
Totals	85	\$2,351.41	\$5.50	\$0.00	\$2,345.91	4.79%	\$24.95	13.59%	98.94%

Jun 01, 2019

Item	# Sold	Gross Sales	Refund	Discounts	Net Sales	% of Total Sales	Inventory Cost	% of Total Inventory	Margin
RPAC - Resident Day Pass (60+)	3	\$16.50	\$0.00	\$0.00	\$16.50	0.03%	\$0.00	0.00%	100.00%
RPAC - Non-Resident Drop-in - Masters	2	\$16.00	\$0.00	\$0.00	\$16.00	0.03%	\$0.00	0.00%	100.00%
RPAC - Can - Diet Coke 12 oz	2	\$2.74	\$0.00	\$0.00	\$2.74	0.01%	\$0.88	0.48%	67.88%
RPAC - Summer - 60+ - Indv - (Non Res)	9	\$990.00	\$0.00	\$0.00	\$990.00	2.02%	N/A	N/A	N/A
Parent & Tot at Prairie Village Pool M-TH AM (Session: 2)	1	\$60.00	\$0.00	\$0.00	\$60.00	0.12%	N/A	N/A	N/A
Novice M-TH AM (Session: 1)	1	\$66.00	\$0.00	\$0.00	\$66.00	0.13%	N/A	N/A	N/A
Totals	18	\$1,151.24	\$0.00	\$0.00	\$1,151.24	2.35%	\$0.88	0.48%	99.92%

Jun 02, 2019

Item	# Sold	Gross Sales	Refund	Discounts	Net Sales	% of Total Sales	Inventory Cost	% of Total Inventory	Margin
RPAC - Non-Resident Drop-in - Water Polo	1	\$10.00	\$0.00	\$0.00	\$10.00	0.02%	\$0.00	0.00%	100.00%
RPAC - Non-Resident Day Pass (60+)	1	\$7.50	\$0.00	\$0.00	\$7.50	0.02%	\$0.00	0.00%	100.00%
RPAC - Diapers - Small	1	\$1.83	\$0.00	\$0.00	\$1.83	0.00%	\$0.00	0.00%	100.00%
Water Exercise: Bliss	1	\$45.00	\$0.00	\$0.00	\$45.00	0.09%	N/A	N/A	N/A
RPAC - Summer/SuperPass - Family - (RP Res)	78	\$15,355.00	\$925.00	\$0.00	\$14,430.00	29.47%	N/A	N/A	N/A
RPAC - Summer/SuperPass - Family - (Non Res)	30	\$7,350.00	\$0.00	\$0.00	\$7,350.00	15.01%	N/A	N/A	N/A
RPAC - Summer - Indv - (RP Res)	24	\$1,800.00	\$0.00	\$0.00	\$1,800.00	3.68%	N/A	N/A	N/A
RPAC - Summer - Family - (RP Res)	57	\$7,125.00	\$0.00	\$0.00	\$7,125.00	14.55%	N/A	N/A	N/A
RPAC - Summer - Family - (Non Res)	55	\$9,300.00	\$0.00	\$0.00	\$9,300.00	18.99%	N/A	N/A	N/A
RPAC - Summer - 60+ - Indv - (RP Res)	13	\$845.00	\$0.00	\$0.00	\$845.00	1.73%	N/A	N/A	N/A
Pre-Competitive Stingray	1	\$74.00	\$0.00	\$0.00	\$74.00	0.15%	N/A	N/A	N/A
Intermediate M-TH PM (Session: 3)	1	\$66.00	\$0.00	\$0.00	\$66.00	0.13%	N/A	N/A	N/A
Competitive Stingray (Ages 12yr-18yr)	4	\$340.00	\$0.00	\$0.00	\$340.00	0.69%	N/A	N/A	N/A
Aqua Tot M-TH AM (Session: 2)	1	\$60.00	\$0.00	\$0.00	\$60.00	0.12%	N/A	N/A	N/A
Totals	268	\$42,379.33	\$925.00	\$0.00	\$41,454.33	84.65%	\$0.00	0.00%	100.00%

Date Summary

Date	# Sold	Gross Sales	Refund	Discounts	Net Sales	% of Total Sales	Inventory Cost	% of Total Inventory	Margin
May 30, 2019	608	4021.92	2.74	2.10	\$4,017.08	8.21%	\$157.71	85.93%	96.08%
May 31, 2019	85	2351.41	5.50	0.00	\$2,345.91	4.79%	\$24.95	13.59%	98.94%
Jun 01, 2019	18	1151.24	0.00	0.00	\$1,151.24	2.35%	\$0.88	0.48%	99.92%
Jun 02, 2019	268	42379.33	925.00	0.00	\$41,454.33	84.65%	\$0.00	0.00%	100.00%
Totals	979	49903.90	933.24	2.10	\$48,968.56	100.00%	\$183.54	100.00%	99.63%

Section G

Staffing



JOHNSON COUNTY

**Park & Recreation
District**

Staffing

With twenty years of aquatic experience, JCPRD staff recruit lifeguards through social media, employee referrals, job fair attendance, paid advertising, and signage. Staff are retained by offering a culture of team, value, and fun.

JCPRD will provide the following staffing for the aquatic center under normal operations and during public open swimming, although the levels for lifeguards and the concession attendant may be adjusted for cold or slow days to maintain efficiency, fiscal responsibility, and applicable safety guidelines. JCPRD may occasionally close sections of the center due to staffing shortages.

- One supervisor, defined as an: Aquatic Manager, Aquatic Specialist, Aquatic Leader and/or Head Guard
- Twelve lifeguards (if all facility amenities are staffed, ten lifeguards will be actively guarding and two lifeguards will be off duty)
- One admissions attendant
- One concession attendant

Qualified aqua instructors and coaches will lead fitness classes and the Master's program.

Supporting Documents: Seasonal Salaries and Wages Example, Staff Positions and Descriptions Example

Staff Positions & Descriptions

- Aquatics Manager – Provides the leadership, management and long-range planning and vision for recreation programs, departments and initiatives.
- Aquatics Specialist – Oversees program areas and/or facilities, recruiting, hiring, training, supervising and evaluating staff, ensuring successful programs and facility operations.
- Aquatics Leader - Creates, develops, and implements recreation programs and/or leagues.
- Assistant Aquatics Leader – Assists the Aquatics Leader with programming and oversight of the facility and staff.
- Head Guard – Assists in overseeing the swimming operation, including opening and closing the facility, chemical testing, general facility supervision and day-to-day lifeguard management. Attends and helps organize and instruct in-service training.
- Lifeguard – Monitors swimming activities to prevent accidents and provides assistance to swimmers. Attends regular in-service training.
- Front Desk Worker – Provides customer service and method of entry collections, program and membership sales, answers phones, assists with daily deposits.
- Concession Worker – Serves customers at the concessions, works with food preparation, responsible for cleaning duties in concessions, and assists with daily deposits.
- Swim Lesson Lead – Oversees swim lesson sessions acting as the liaison between swim lesson guardians and instructors.
- Swim Lesson Instructor – Teaches swimming for youth and adult patrons, and/or specialty classes, keeps class records, communicates with participants and monitors skills.
- Stingrays Head Coach – Manages the Roeland Park Stingrays Swim Team, prepares workouts, communicates with participants, hosts swim meets, and responsible for general team management and coaching.
- Stingrays Coach – Assists with running the Roeland Park Stingrays Swim Team, attends swim meets, oversees practices, teaches and demonstrates swim strokes.
- Water Exercise Instructor – Teaches and instructs aquatic exercise programs, keeps class records, communicates with participants and attends annual in-service training.

Seasonal Salaries & Wages

Seasonals		<u>Rate</u>	<u>Hrs</u>	<u>Cost</u>
a.	Assistant Aquatic Leader	16.00	900	14,400
b.	Headguards	14.40	1,658	23,875
c.	Lifeguards	10.40	11,914	123,906
d.	Swim Lesson Lead	14.40	154	2,218
e.	Swim Lesson Instructor	12.40	882	10,937
f.	Front Desk Attendant	8.50	1,176	9,996
g.	Stingray Coaches	14.00	480	6,720
h.	Water Exercise Instructor	16.00	60	960
i.	Masters Swim Coach	16.00	132	2,112
j.	New Guard Training Hours	7.50	1,100	8,250
k.	Concessions	9.15	831	7,604
				210,977

[illegible]

Section H

Operational Supply List



JOHNSON COUNTY

**Park & Recreation
District**

Operational Supply List & Estimated Costs Example

510100	Communications						1,100
510110	Telephone				500		
510115	Long Distance Telephone				100		
510140	Postage Via US Postal				500		
510180	Travel Costs					750	
510225	Mileage Reimbursement - Local & Same Day Travel				750		
510300	Advertising					500	
510310	Advertising for Recruitment				500		
510570	Memberships					435	
510580	Memberships/Dues					435	
	A. Team Unify	1		435.00		435	
510720	Professional Fees					3,240	
510750	Bank Charges				200		
510790	Management Services		# Staff	Cost		3,040	
	A. Drug Testing	80		38.00		3,040	
510900	Education And Training					1,842	
510930	Non-CPE Continuing Professional Education					1,842	
	A. Full-Time Non-Exempt Staff					1,842	
	1. Personnel		# Staff	Cost			
	a Aquatic Leader	1		750.00	750	437.50	
	2 Lifeguard Certification Fees - Red Cross	60		39.00	2,340	1,404.00	
520000	Contracting Services					13,500	
520075	Printing Or Copying Services					500	
	A. Misc. Professional Signage				500		
520275	Contractual Services - Unclassified					13,000	
	5 ARC Services				2,000		
	6 SuperPass				3,000		
	7 When to Work				500		
	8 Pool Vacuum				2,000		
	9 Miscellaneous				5,500		
530000	MATERIALS & SUPPLIES						50,587
530015	Office Supplies					1,500	
530075	Uniforms		# Units	Cost		6,360	
	A. Lifeguard Swimsuits/Shorts		100	55.00		5,500	
	B. Staff Shirts		100	5.00		500	
	C. Staff Whistles		120	3.00		360	
530090	Clothing Linen - Unclassified					60	
	A. Staff Allocations		1	60		60	
530110	Food		# Staff	Cost		950	
	A. Staff Recognition		75	10.00		750	
	B. Orientation Day					150	
	C. Candy for Recruitment					50	
530115	Kitchen & Food Service Supplies					50	
530145	Chemicals - Unclassified					22,000	
	A. Pool Chemicals					22,000	
530275	Janitorial Supplies					3,000	
530290	Recreational & Craft Supplies		# Units	Cost		1,325	
	A. Stingray Team Shirts		75	5.00		375	
	B. Extra Stingray Team Shirts		30	5.00		150	
	C. JoCo Swim & Dive League All City Meet Supplies					300	
	D. Misc.					500	
530310	Safety Supplies					800	
530325	Operating Supplies - Unclassified					400	
530440	Furnishings & Office Equipment					200	
530445	Appliances					150	
530455	Food Service Equipment					150	
530465	Safety Equipment					1,500	
530484	Computer Hardware - Bulk Purchased		# Units	Cost		1,192	
	A. Computer Replacement		2	330.00		660	
	B. Monitor Replacement		4	133.00		532	
530505	Communication Equipment					300	
530515	Recreation Equipment					2,000	
530535	Concessions - Cogs					7,500	
530540	Nursery Stock					750	
530545	Toner Cartridges					400	

Section I
Program and Swim Meet
Offerings



JOHNSON COUNTY

**Park & Recreation
District**

Program Offering Example

Group Swim Lessons

Youth group swim lessons will be offered for ages 6 months to 12 years of age with different levels to help with a variety of abilities.

A. Program Fees:

- Roeland Park Residents: \$60.00/session
- Non-Residents: \$66.00/session

B. Schedule & Levels Offered:

1. Weekday Morning Lessons:

- Session includes (8) 30-minute Lessons
- Each session is Monday – Thursday for two weeks. Fridays are reserved as make-up days.
- 4 time slots are available.
- 4 sessions tentatively scheduled.

2. Weekday Evening Lessons:

- Session includes (8) 30-minute Lessons
- Each session is Monday – Thursday for two weeks. Fridays are reserved as make-up days.
- 3 time slots are available.
- 4 sessions tentatively scheduled.

3. Saturday Morning Lessons:

- Session includes (8) 30-minute Lessons
- Lessons are on Saturday mornings.
- 3 Time Slots are available.
- 1 session tentatively scheduled.

C. Projected Revenues: \$20,124

D. Projected Expenses: \$10,638

Private Swim Lessons

This program is designed for the person wanting to participate in one-on-one instruction to better serve their swimming needs. Private lessons are sold in (4) thirty-minute class sessions.

- A. Program Fees:
 - Roeland Park Residents: \$85.00/session
 - Non-Residents: \$95.00/session
- B. Schedule
 - 1. Schedule is based on first come first serve and is based on instructor and participant availability.
- C. Potential Revenues: \$2,550
- D. Potential Expenses: \$1,560

Roeland Park Stingray Swim Team

The City's youth recreational swim team that participates in the Johnson County Swim and Dive League (JCSDL). Participating cities include: Fairway, Leawood, Lenexa, Merriam, Olathe, Overland Park, Prairie Village, Roeland Park and Shawnee. The team is separated into two groups: Pre-Competitive and Competitive. Pre-Competitive season runs late-May to late-June. Competitive season runs late-May to mid-July.

- A. Program Fees:
 - 1. Pre Competitive:
 - Roeland Park Residents: \$67.00/session
 - Non-Residents: \$74.00/session
 - 2. Competitive:
 - Roeland Park Residents: \$67.00/session
 - Non-Residents: \$74.00/session
- B. Schedule
 - Pre-Competitive season runs late-May to late-June.
 - Competitive season runs late-May to mid-July.
- C. Potential Revenues: \$6,000
- D. Potential Expenses: \$6,175

Water Fitness

Water fitness classes build cardiovascular fitness and strength, yet easy on joints. Because of their low-impact format, water aerobics classes are suitable for every age and fitness level.

- A. Program Fees:
 - Roeland Park Residents: \$40.00/session
 - Non-Residents: \$45.00/session
- B. Schedule:
 - Session includes (8) 60-minute classes

- Each course includes 2 day/week.
- 2 sessions tentatively scheduled.

C. Potential Revenues: \$1,600

D. Potential Expenses: \$960

Masters Swimming

JCPRD U.S. Masters Swimming is a training program for adults (18+ years old) interested in competitive swimming, triathlon training and fitness swimming. The word “Masters” can be intimidating or misleading but in organized adult swimming, “Masters” simply means 18 and older. This strong group is comprised of swimmers of various backgrounds. From triathletes, to amateur swimmers, to ex-college athletes there is a spot for everyone on the team.

A. Program Fees

- Fees vary with sessions and number of practices.

B. Schedule

- Morning Sessions: Tuesdays & Thursdays | 5:30 a.m. – 7:00 a.m.
 - 2 Sessions tentatively scheduled
- Evening Session: Mondays & Wednesdays | 6:15 p.m. – 7:45 p.m.
 - 3 Sessions tentatively scheduled
- Saturday Morning Sessions: Saturdays | 10:00 a.m. – 11:30 a.m.
 - 2 Sessions tentatively scheduled
- Each practice is 90-minutes

C. Potential Revenues: \$3,120

D. Potential Expenses: \$2,112

Water Polo

Whether you used to play as a kid or you are a strong swimmer looking for fun, try our KC Water Polo team. Sponsored by JCPRD and sanctioned by USA Water Polo, the KC Water Polo team is for swimmers age 15 and up. It is a great competitive sport and a fun way to stay fit.

A. Program Fees:

- RP Residents: \$77.00/session
- Non-Residents: \$85.00/session

B. Schedule

- Sundays | 10:00 a.m. – 11:30 a.m.
- Each practice is 90-minutes
- 1 session tentatively scheduled.

C. Potential Revenues: \$1,296

D. Potential Expenses: \$1,200

Section J

Marketing



JOHNSON COUNTY

**Park & Recreation
District**

Marketing

JCPRD utilizes a variety of marketing tools to ensure all programs are visible to our community. We will work closely with the city to give updated information for display on Roeland Park's Constant Contact e-mail and the city's newsletter. Tools JCPRD may use to market the Roeland Park Aquatic Center and maximize use by all patrons:

- My JCRPD magazine, distributed to over 32,000 patrons 3 times annually
- Facebook facility page
- Facebook Stingrays Swim Team page
- JCPRD website will have a link to the City of Roeland Park's website
- RPAC facility page
- Program websites
- JCPRD press releases

Management Fee

In 2019, JCPRD charged the City of Roeland Park a management fee of \$106,031.78 for services May through December, a total of 7 months at \$15,147.40/month. With the city taking on full responsibility of maintenance of the facility in 2020, our management fee calculation has been reduced to reflect those changes. For 2020, services will cover February – September, a total of 8 months. An additional 3% inflationary increase has also been added for a total of \$120,964.12 for the year 2020.

JCPRD will also be entitled to certain qualifying reimbursable expenses aside from and in addition to the management fee, as the management fee does not include the hourly operational rate and reimbursable expenses that will be billed to the city monthly. Reimbursable expenses are included in the approved annual budget and may include, for example, non-exempt personnel costs of District employees, chemicals, utilities, and supplies that are within the parameters of the approved budget. A detailed report reflecting the vendor, cost, quantity, and description of purchase on a per line item (expense account) basis shall accompany a monthly reimbursable expense request, less the monthly revenue brought in from memberships, programming, and rentals.

Item Number: **DISCUSSION ITEMS- II.-8.**
Committee **7/1/2019**
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 6/28/2019
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Discussion on Stamped Concrete and Streetlight Color Options for Roe 2020**
Item Type: Discussion

Recommendation:

Staff is looking for direction from Council on the colors for the street light poles, traffic signal poles, median areas that will be paved (stamped concrete texture and color) as well as the finishes for the benches.

Details:

Attached are 3 design options developed by Vireo for council to consider for the Roe 2020 project. Staff request that you select one of these 3 options. Close up pictures of the anthracite and champagne metallic are attached in order to provide a better depictions of these color options than what could be created in the 3 design depictions from Vireo.

The design options are in keeping with the design preferences identified by the Community during the 2017 visioning process (design panel from that process is attached). The designs were developed with the goal of creating a unique identity while being timeless (i.e. avoid dating the project).

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

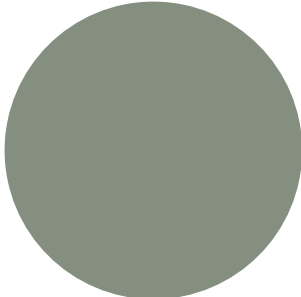
Description	Type
3 Design Options for Roe 2020 Project	Cover Memo

- ▢ Anthrecite-Champagne-Copper Examples
- ▢ Design Preferences from Visioning Phase

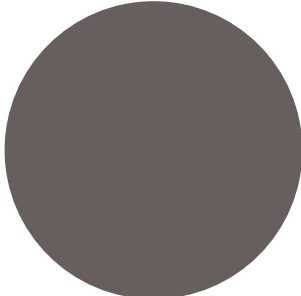
Cover Memo

Cover Memo

STAMPED CONCRETE PAVEMENT FINISH



Base Color:
Shadow Slate

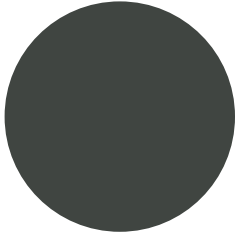


Antiquing Release:
Classic Gray

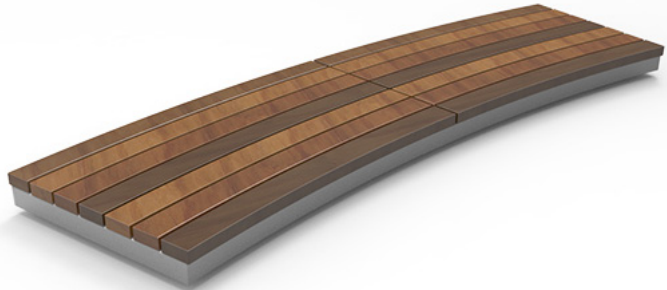


Fractured Slate

CURVED BENCH MOUNTED ON WALL

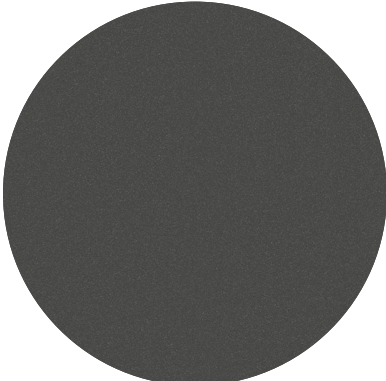


Powdercoat:
Graphite

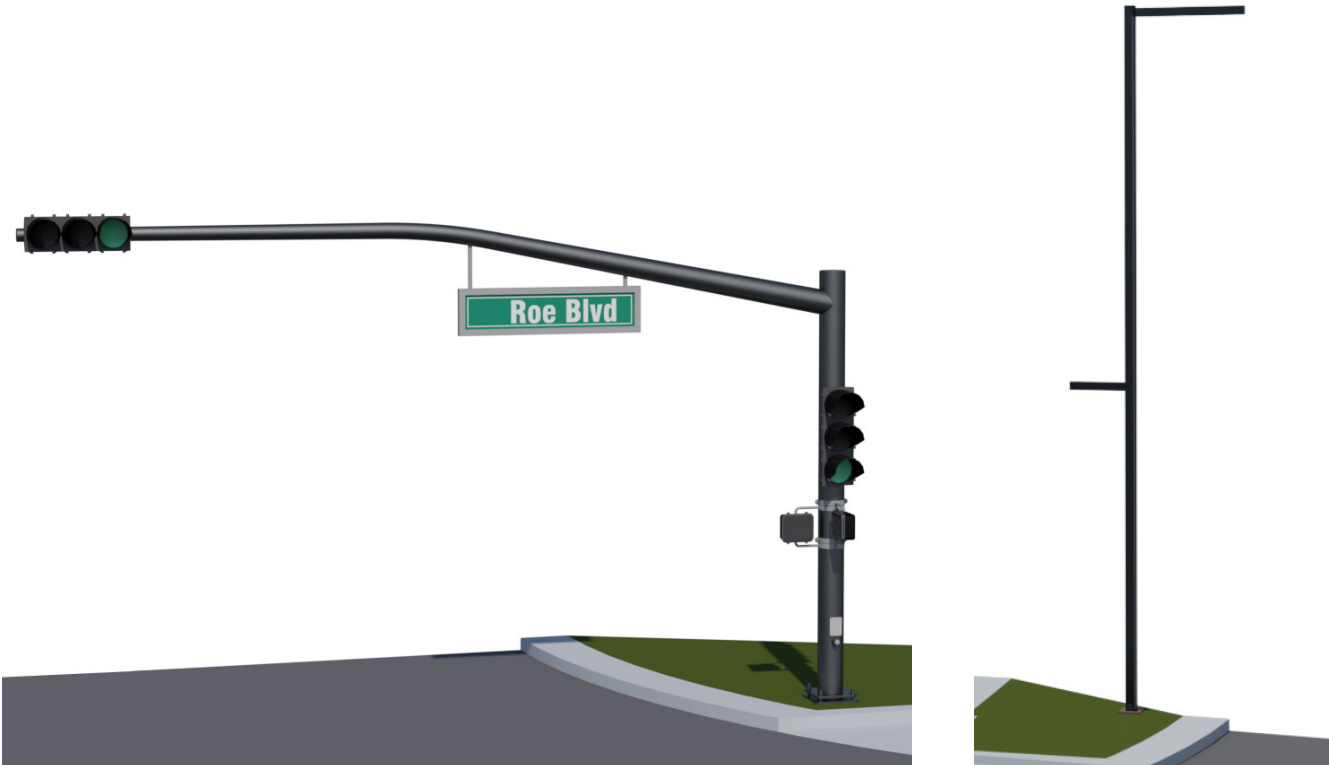


Ogden Collection
Maglin Site Furnishings

LIGHTING



Anthracite Metallic



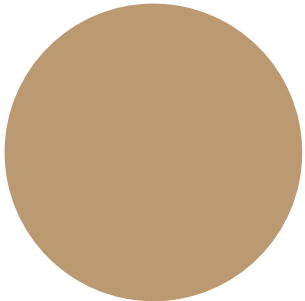
GATEWAY LETTERS



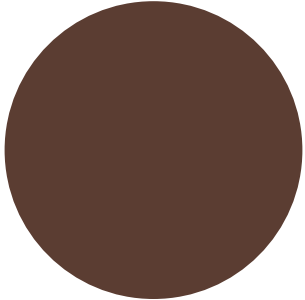
Brass



STAMPED CONCRETE PAVEMENT FINISH



Base Color:
Autumn Amber

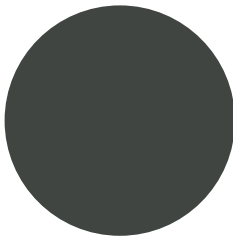


Antiquing Release:
Russet

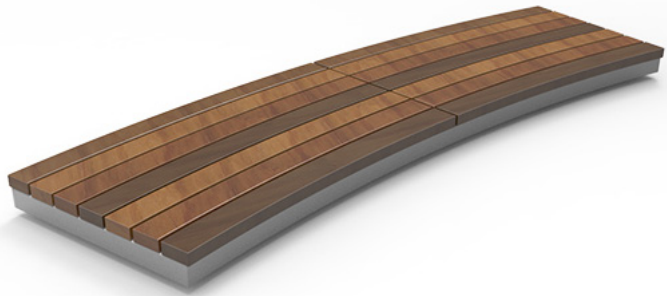


Rock Salt

BENCH

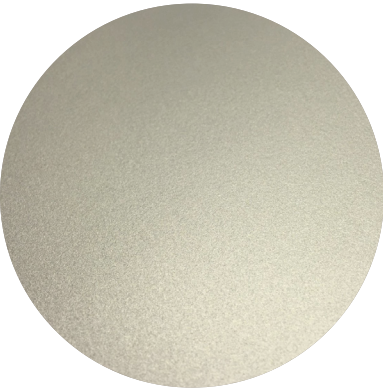


Powdercoat:
Graphite

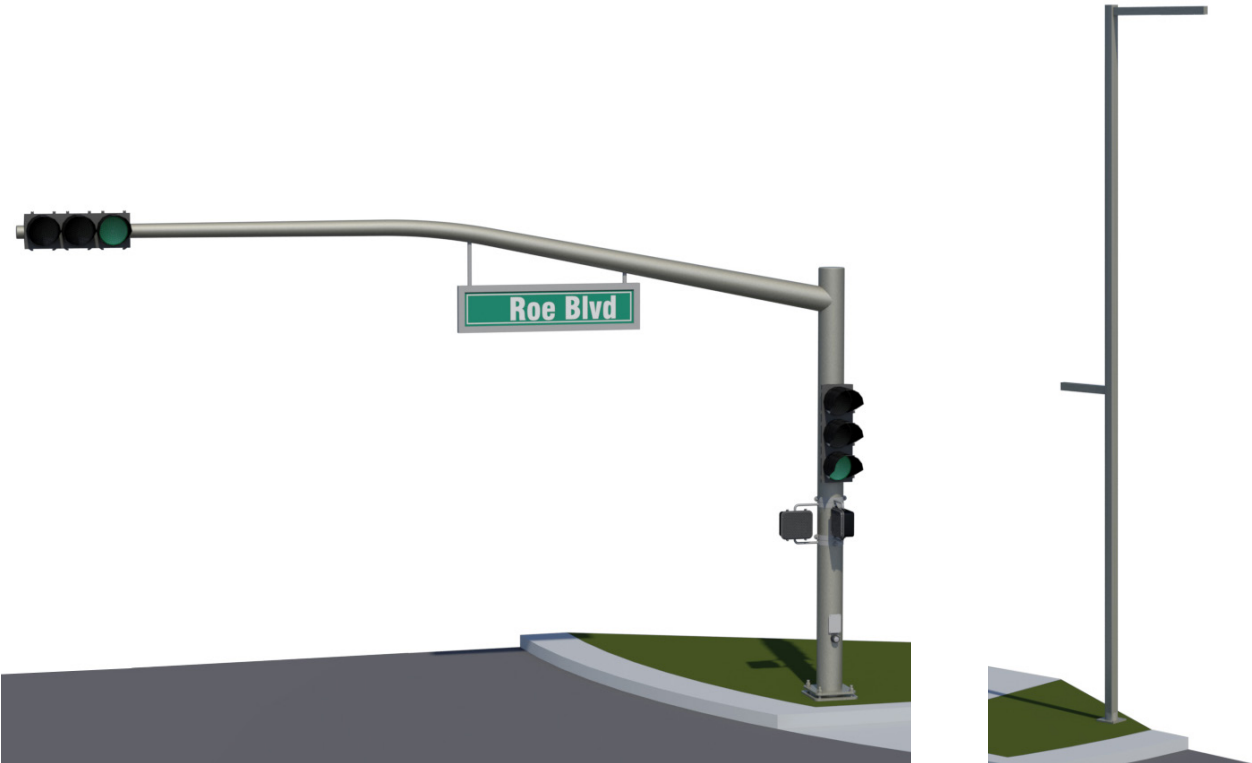


Ogden Collection
Maglin Site Furnishings

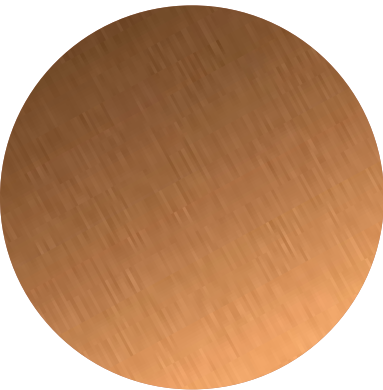
LIGHTING



Champagne
Metallic



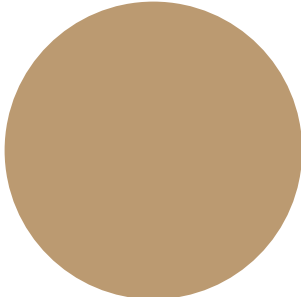
GATEWAY LETTERS



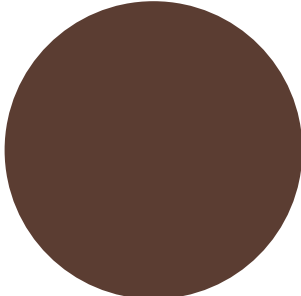
Copper



STAMPED CONCRETE PAVEMENT FINISH



Base Color:
Autumn Amber

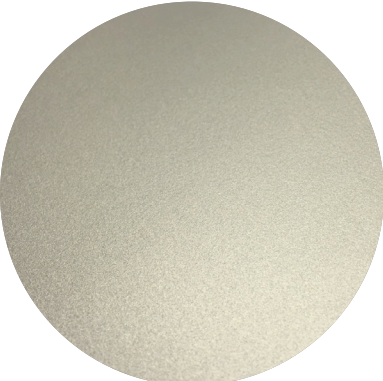


Antiquing Release:
Russet



Rock Salt

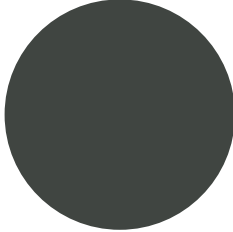
LIGHTING



Champagne
Metallic



BENCH

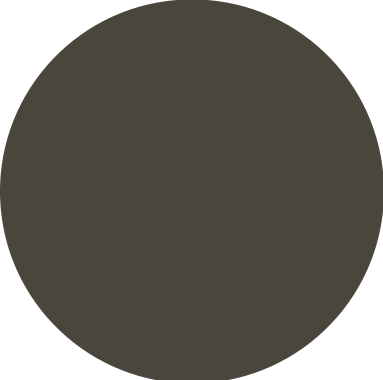


Powdercoat:
Graphite



Ogden Collection
Maglin Site Furnishings

GATEWAY LETTERS



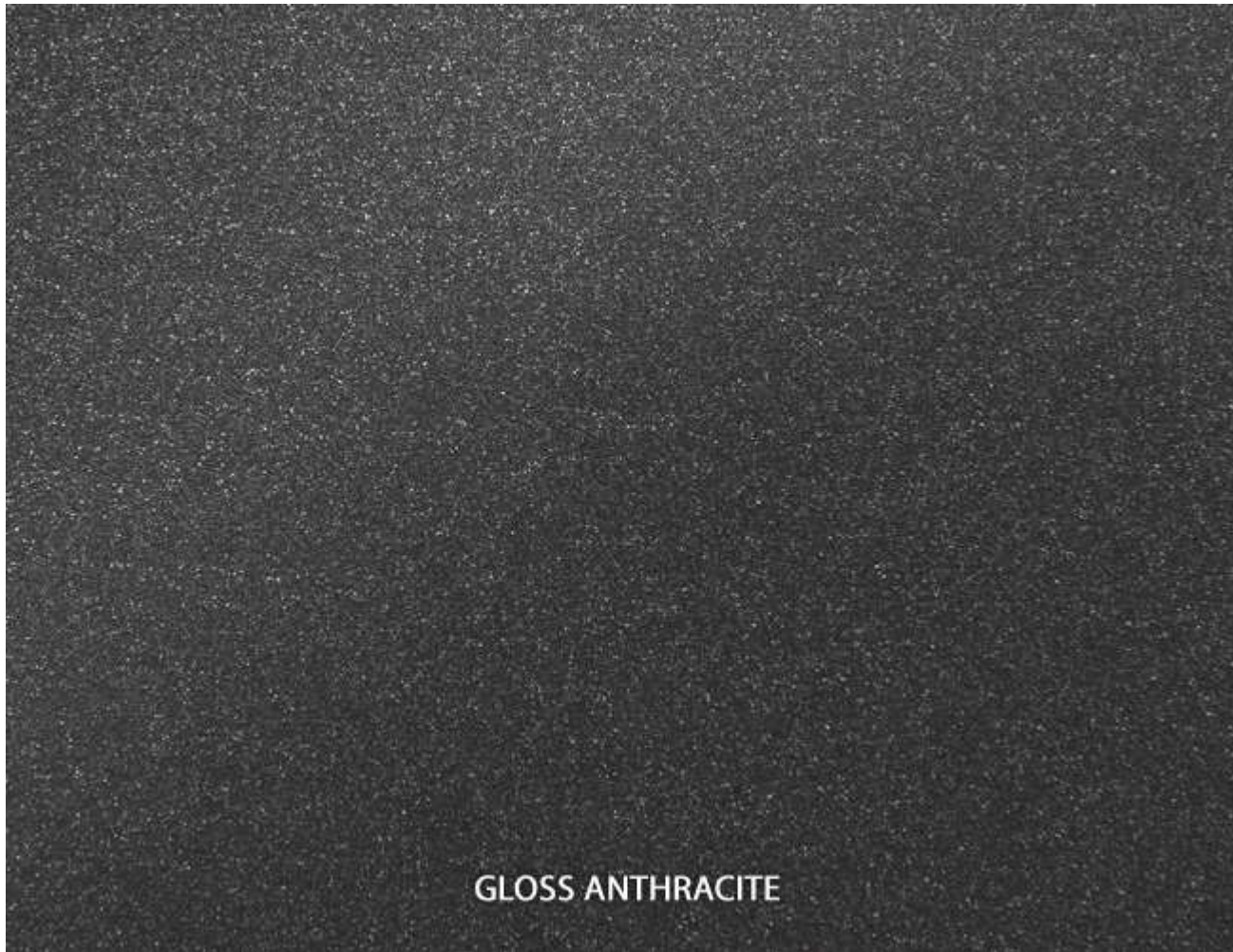
Medium Bronze



OPTION C

Material Palette | Roe Boulevard

Anthracite Examples:



Champaign Metallic Examples:



Large Rendering of Copper Finish on Monument Sign:

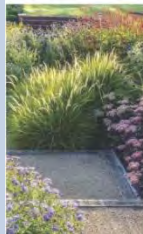
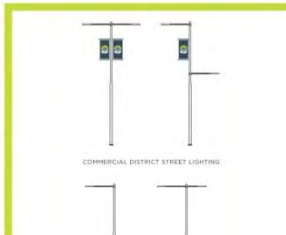




DIVERSITY GROWING SMALL TOWN FEEL
COMMUNITY MOVING FORWARD
 DYNAMIC NOT A 'PASS THROUGH' TOWN LEARNING
 WELCOME HOME RELAXING
 A PLACE TO PUT DOWN ROOTS
 GREENSPACE ALL AGES
 ARTISTIC WALKABLE WHAT DOES ROELAND PARK WANT TO BE KNOWN FOR?
 EVOLVING TREES FRIENDLY
 SAFE HAPPENING NATURAL ENVIRONMENT
 OPPORTUNITY TREND SETTERS HIP FAMILY
 REMEMBER THE PAST, LOOK TO THE FUTURE
 PROXIMITY WE ARE ALL NEIGHBORS



Create something
UNIQUE
 to set Roeland Park apart!



Item Number: DISCUSSION ITEMS- II.-9.
Committee
Meeting Date: 7/1/2019



City of Roeland Park
Action Item Summary

Date:

Submitted By:

Committee/Department:

Title:

Executive Session - Attorney/Client Privilege and acquisition of Real Estate: I move that the Governing Body recess into executive session under the attorney/client privilege exception and the exception for the acquisition of property to be included within the boundaries of Roeland Park to the Open Meetings Act in order to receive legal advice, with the open meeting to resume in the council chamber at _____."

Item Type:

Recommendation:

Details:

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?