

COMMITTEE OF THE WHOLE MEETING AGENDA
ROELAND PARK
Roeland Park City Hall - 4600 W 51st St
Monday, April 27, 2015 6:00 PM

- Joel Marquardt, Mayor
- Erin Thompson, Council Member
- Becky Fast, Council Member
- Michael Poppa, Council Member
- Ryan Kellerman, Council Member

- Tim Janssen, Council Member
- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Rhoades, Council Member

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

Admin

Chair, Kellerman
Co-Chair, Janssen

Finance

Chair, Poppa
Co-Chair, Rhoades

Safety

Chair, Kelly
Co-Chair, McNeil

Public Works

Chair, Thompson
Co-Chair, Fast

I. REPORTS OF COMMITTEES:

1. Finance - Columbia Capital Presentation on Possible Investment of Ideal Funds
2. Finance - February Financials
3. Finance - Fee Resolution Update
4. Finance - 2016 Solid Waste Fee
5. Finance - Review CIP 2016-2020
6. Finance - Background Documents
7. Finance - 2015 Timeline Review
8. Admin - League of Kansas Municipalities City Administrator Search Contract

II. NON-ACTION ITEMS:

III. 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: **REPORTS OF COMMITTEES:- I.-**
1.

Committee **4/27/2015**
Meeting Date:



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

Committee **4/27/2015**
Meeting Date:



ATTACHMENTS:

Description	Type
 2.15 financial report update	Cover Memo
 treasurer report february	Cover Memo
 Financial Statement February	Cover Memo



City of Roeland Park

4600 West Fifty-First Street
Roeland Park, Kansas 66205
City Hall (913) 722-2600
Fax (913) 722-3713
www.roelandpark.org

To: The Roeland Park Governing Body

From: Aaron Otto, City Administrator

Re: February 2015 Financial Statements

Attached is a copy of the February Financial Statements. This report format was created by working with members of the governing body to highlight key financial information for the benefit of the governing body and residents overall.

A few important items to call attention to in this document include:

p. 3- Revenues are at 30.76 percent compared to the 16.6 percent target (1/6 of the year = the two month executed thus far). The actual figure is higher than the few months average due one of the two major payments of property taxes being received in January from the County. This percentage will start to come into alignment with the monthly target during the next few months. Overall expenses minus reserves are at 11.34 percent which is approximately 5 percent below the 16.6 percent two month target.

p. 4- Total Revenue year to date collection are down \$1548 (-.1 percent) compared to the budget. Additionally, approximately \$207,000 of property tax receipts that go directly to the Tax Increment Finance (TIF) Districts rather than the General Fund. If this is taken into account revenues are up \$ (\$207,000 divided by the two primary property tax payments January and July equals approximately \$101,952 per payment). With only one of the two major installment payments from the County have been received for property taxes, having the variance that is nearly positive and does not include the \$207,000 TIF transfer estimate is a generally favorable position for the City's overall budget at this time.

p. 4- The General Fund allocation of sales tax (3/8th cent City wide sales tax and county sales taxes) through February, 2015 figures were \$8,740 lower than budgeted or 3.5 percent decrease.

p. 5- Franchise tax can be difficult to estimate in the budget because natural gas and electricity franchise fees are heavily dependent on weather conditions and can vary greatly from year to year. Additionally, payment remittance dates from utilities can vary slightly causing payments to be received in a different month then previous years. Year to date franchise collections are up by \$19,457 positive variance. The FY15 budget estimates were based on past performance trends for the franchise fees. This overage could partly be explained by a colder January then previous Januarys which caused increased use of utilities and therefore increase franchise fees were generated.

p. 5- Property Tax Revenue remain unchanged from January's report and appear to be down by \$27,792 or 3.3 percent. However, it is estimated that \$207,000 goes directly into the TIF verses the general fund. Once that has been accounted (\$207,000 in property tax revenue that typically is retained in TIF districts and dividing that number by 2 to better reflect the two property tax payments received from the County) property taxes are performing at \$95,283 over budget or 9 percent favorable.

p. 6- Court Fine collections are higher year to date by \$16,628. The City continues to submit unpaid tickets to AMS collections to try to increase payments. Additionally the City has submitted the work to the state's set off program to participate in the debt collection effort in the future.

p. 6- Other revenue –intergovernmental Transfers - City/County Alcohol, Motor Vehicle, RV and Heavy Truck are lower than the budget year to date collections by \$22,083. Personal property tax is an area of revenue that will need to have continued monitoring to better gage the full impact of a statutory change in how personal property is assessed.

p. 7- Other revenue - licenses (e.g., contractor license, liquor license), permits (e.g., building permits, streetcut permits), earning on investments are up for the year by \$20,991 or 6.3 percent.

p. 8- Expenditures- overall were \$590,642 making year to date expenditures are lower than the budget estimate by \$186,602 (24 percent).

p. 9- There was one individual expenditure line items that was over the 16.6 percent execution target. Adjustments made in removing the one extra month of health insurance which is billed in advance one month would bring the employee benefits line item down to 12.13 percent.

p. 12- The County sales taxes are coming in ahead of budget estimated figures for a year to date gain of \$65,690. Important to note, as mentioned above, this report has been modified from the past to show actual (accruals) collections for each month, rather than the 2-month delay in collections (actual cash basis). From 2014 to 2015, the sales tax is running 2.31 percent higher.

p. 14- The City's 27 sales tax accounts are coming in approximately 6.56 percent (or \$120,747) ahead in year to date. Important to note, as mentioned above, this report has been modified from the past to show actual (accruals) collections for each month, rather than the 2-month delay in collections (actual cash basis). From 2014 to 2015 the sales tax is running 5.56 percent lower.

p. 21- Under the title of "Other Funds Continued" is a list of the Capital Improvement Plan (CIP) as adopted in the FY15 budget for reference. This graph shows the lease payments continued to be made for the street sweeper and dump trucks. Thus far the 2015 police cars have been purchased but yet delivered. The Public Works one ton truck has not been purchased.

p. 22- TIF Districts continue to generate revenue sufficient to satisfy the budgeted expenditures. However, both TDD #1 and TDD #2 continue to underperform similar to the results seen in 2014. Additionally, since January, 2013, a one percent increase in sales tax for the Community Improvement District (CID) at the Roeland Park Shopping Center has been collected. In February it was estimated that \$42,482 was collected for this CID which will be received in March from the Kansas Department of Revenue. The total cash balance for the CID at the end of January was \$833,338.36 (not including two months of accruals) for future use on a

reimbursement basis to improve that property. There have been no request for expenditures for FY15 from the CID account.



February 2015 Financial Update

City of Roeland Park

www.roelandpark.org



GENERAL FUND MONTHLY FINANCIAL PERFORMANCE-AT-A- GLANCE

February, 2015

	Current Month	Year to Date	Reference
Revenue vs. Expenditures	Positive	Favorable	Page 3
Total Revenue	Positive	Watching	Page 4
Sales Tax Revenue	Positive	Watching	Page 4
Franchise Fee Revenue	Positive	Positive	Page 5
Property Tax Revenue	Watching	Watching	Page 5
Court Revenue	Positive	Positive	Page 6
Other Revenue - Intergov't/Trans	Positive	Watching	Page 6
Other Revenue - City Generated	Positive	Positive	Page 7
Expenditures	Positive	Positive	Page 8

PERFORMANCE INDICATORS ACTUALS vs BUDGET

Positive

= No concerns noted

Watching

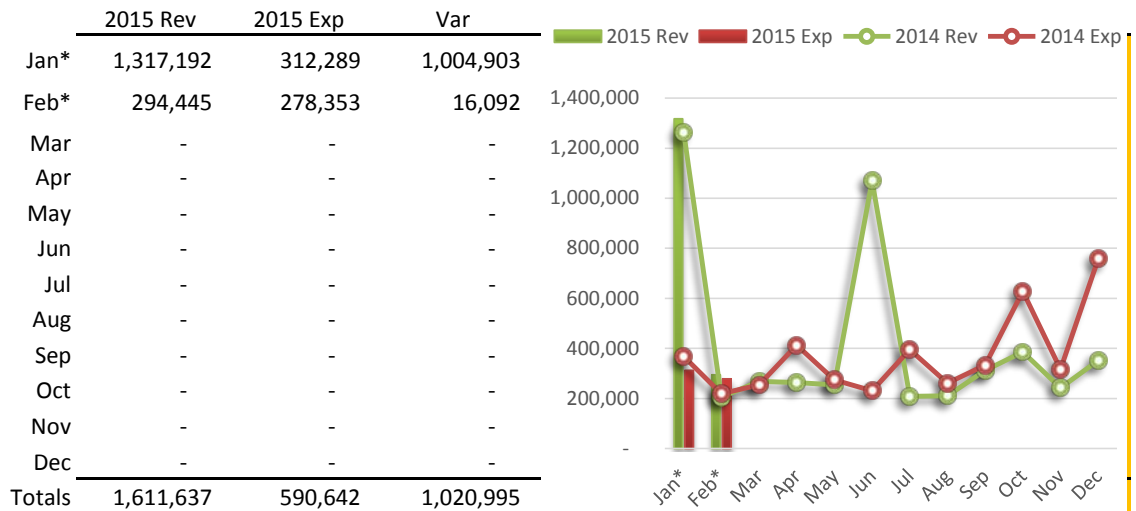
= Staff monitoring current variance

Negative

= Staff currently taking action on variance (Adjustments to 2014 Budget will be reviewed)

Revenue Vs. Expenditures

Positive



*includes estimated accruals for Franchises and Sales Tax

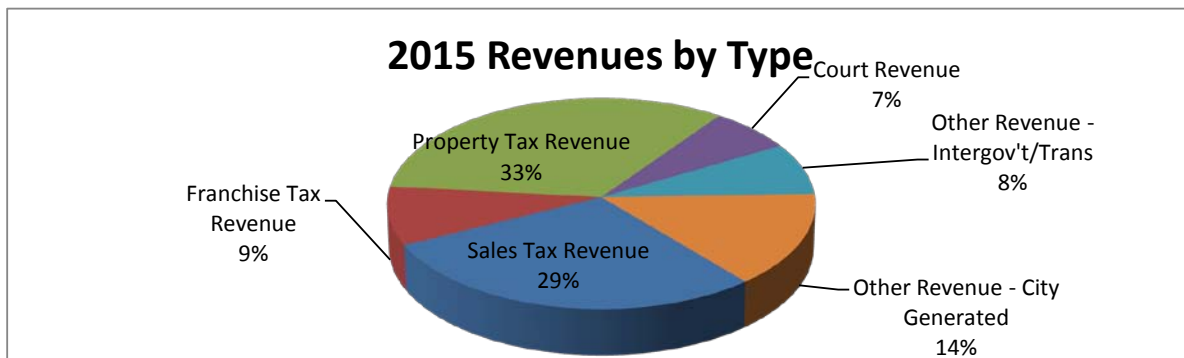
February 2015 generated a positive cash flow month with revenues higher than expenses by \$16,092.

Historically revenues are greater than expenditures in January and June due to the timing of property tax collections. Overall revenues are 76.8% greater than expenses for the year.

General Fund Balances	Adopted Budget	2015 MTD ACTUAL W/ACCRUALS	% of Budget
Cash Carryforward **UNAUDITED	1,784,554		0.00%
*Revenues	5,239,468	1,327,950	25.35%
Accruals	-	283,687	30.76%
Expenditures	5,209,896	590,642	11.34%

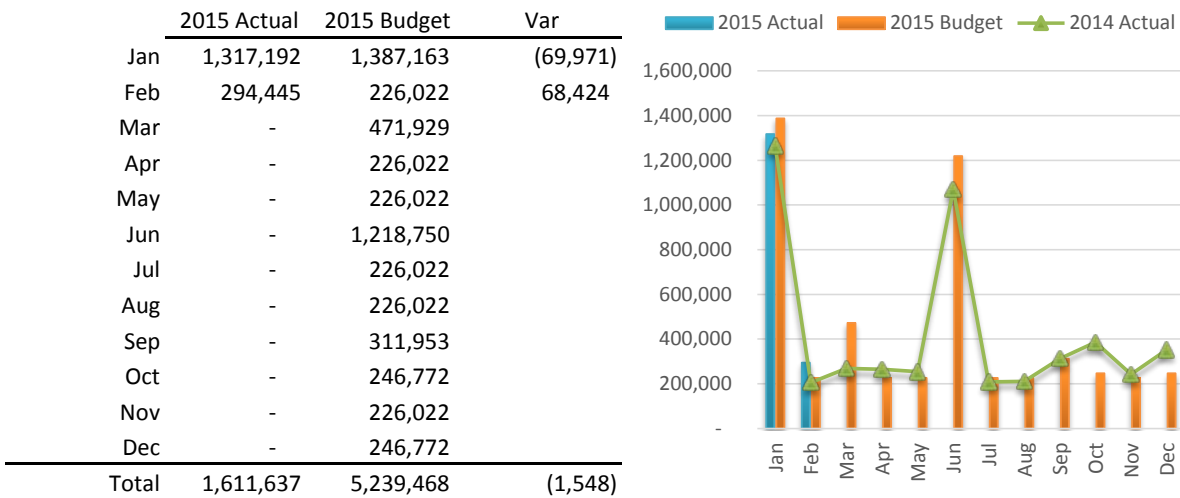
Revenues do not include cash carry forward, provided on separate line.

*Revenues MTD Actual matches actual YTD Revenues reported by MMS on Page (40-41)



Total Revenue (excludes cash carryforward)

Positive

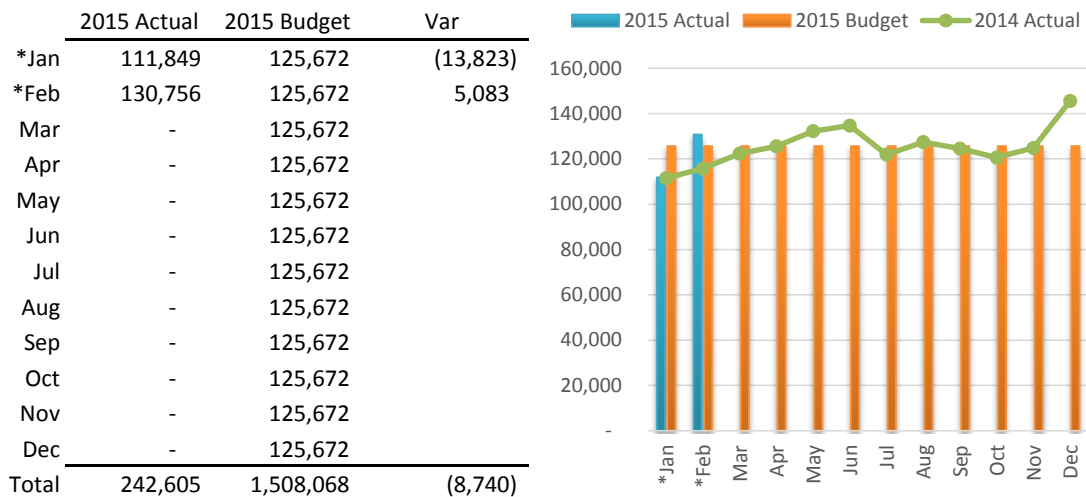


Annual 2015 General Fund revenue collections were more than the previous year by 8.2%. Total Revenues include approximately \$207,000* of property tax receipts that go directly to the TIF Districts rather than the General Fund. Overall total revenues are down by \$1,548 compared to annual budget projections. Revenues include accruals of \$283,686 for money due, but not yet received. **Adjusted as a result of value of property in TIF Districts.*

GENERAL FUND REVENUE ANALYSIS:

Sales Tax Revenue

Positive

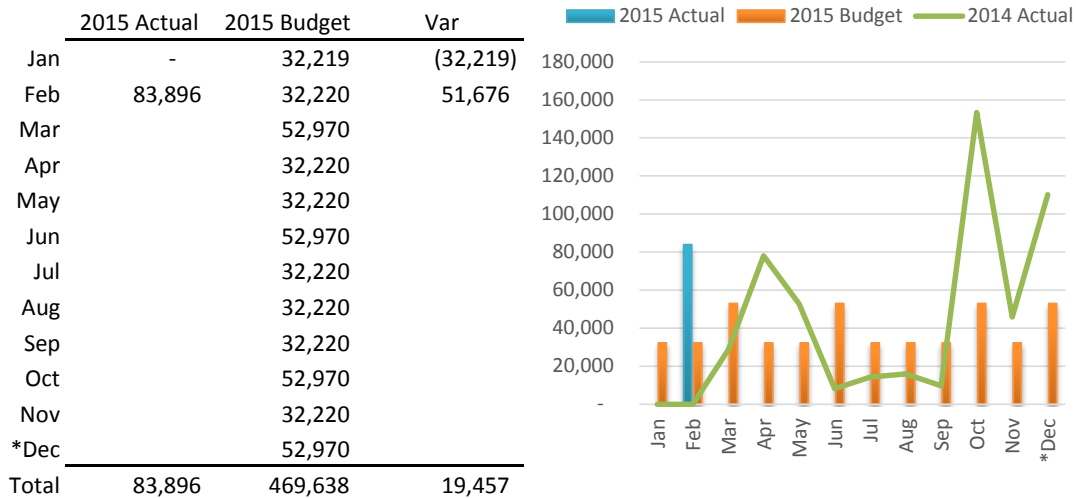


* Accrual - Estimated at \$ 225,656

Sales Tax Revenue represents 29% of the General Fund Budget. The General Fund allocation of sales tax will be remitted to the City in April for collection by merchants in February. The amount included is an estimate based upon current year budget and trend of previous year receipts. February projected revenues are estimated at 11.9% higher than the same time last year, and 4% higher than 2015 budget. February receipts include adjustments from December sales tax estimate collected in February. Overall projected Sales Tax Revenues are \$8,740 less than budget. We anticipate this is primarily due to the post-holiday drop in consumer sales and will rebound.

Franchise Fee Revenue

Positive

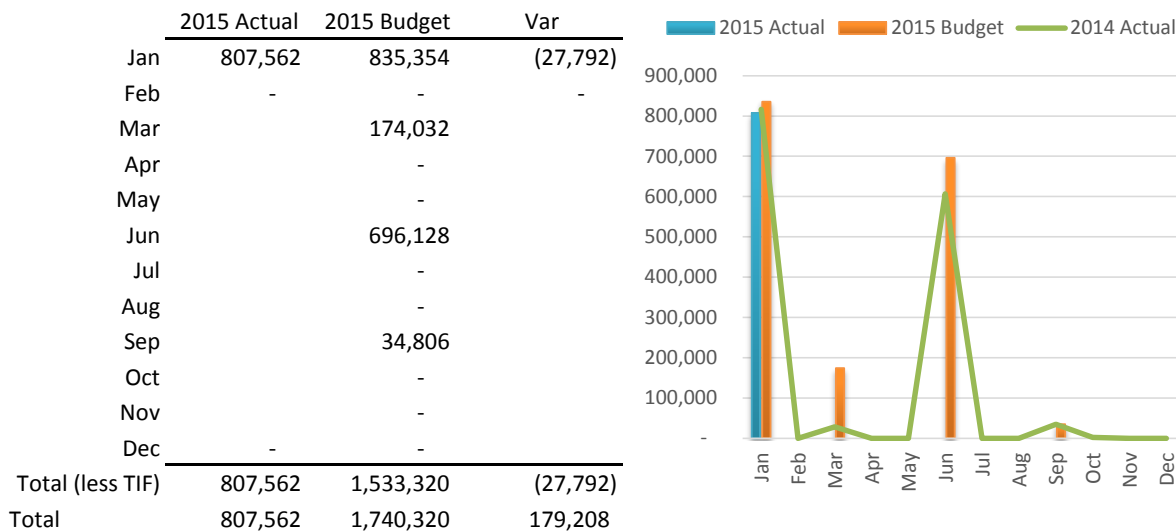


* Accrual - Estimated at \$ 58,030

Franchise Fees represents approximately 9% of the General Fund Budget. Franchise fee is erratic due to Gas and Electricity being heavily dependent on weather. Franchise Fee collections in February are not received until March or April. Estimates (Accruals) of \$58,030 in unreceived revenues from February and January are included in February receipts. Overall revenues are up 60.4% for the year compared to due Budget.

Property Tax Revenue

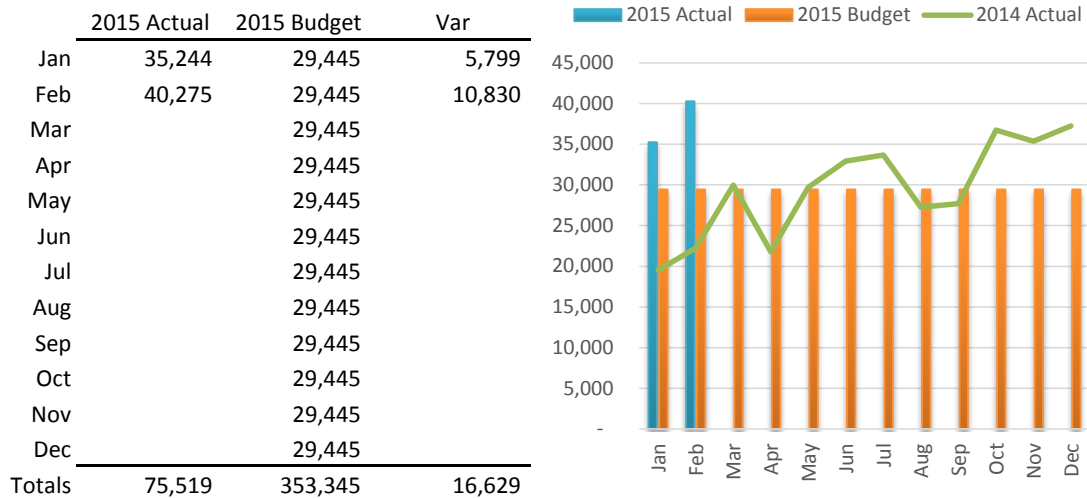
Watching



Property taxes represent 33% of the overall General Fund Budget. They are remitted in two large installments received in January and June and two to three smaller installments received in March, September and/or October, while some individuals may pay in full in January. More than 85% of the levy has typically been remitted to the City by the end of June each year. Year-to-date collections are lower than the budget by \$27,792. Actual property tax revenues are below projected receipts for the year by 3.3%. The normal delinquency rate is 2-2.5%.

Court Revenue

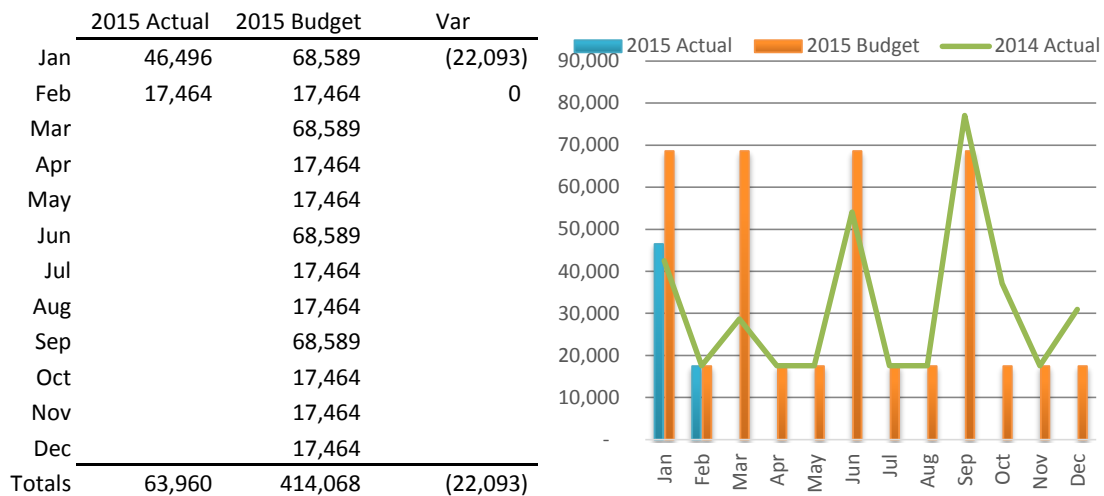
Positive



Court Revenue represents approximately 7% of the General Fund Budget. February 2015 Court Fine collections were greater than the previous year by 44.8%. Monthly revenues are up \$10,830 or 36.8% compared to budget projections.

Other Revenue -Intergov't/Transfers

Positive

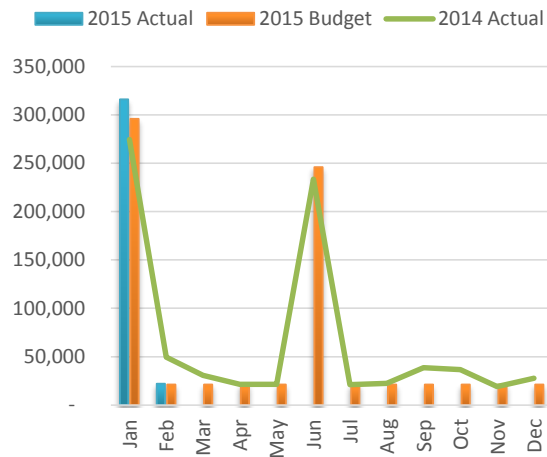


Other revenue -Intergov't/Transfers - City/County Alcohol, Motor Vehicle, RV Heavy Truck taxes and grant revenue represent 7% of the General Fund Budget. Other revenue collections/ transfers were less than February 2014 by 0.4%. Motor Vehicle, RV, Heavy Truck and City/County Alcohol collections are received in January, March, June, September and October. Overall receipts are up 8.5% compared to the prior year and on par with budget expectations. January, March, June and September would reflect months the City typically receives personal property taxes. These taxes are expected to decline in the future due to state legislative changes.

Other Revenue - City Generated Revenues

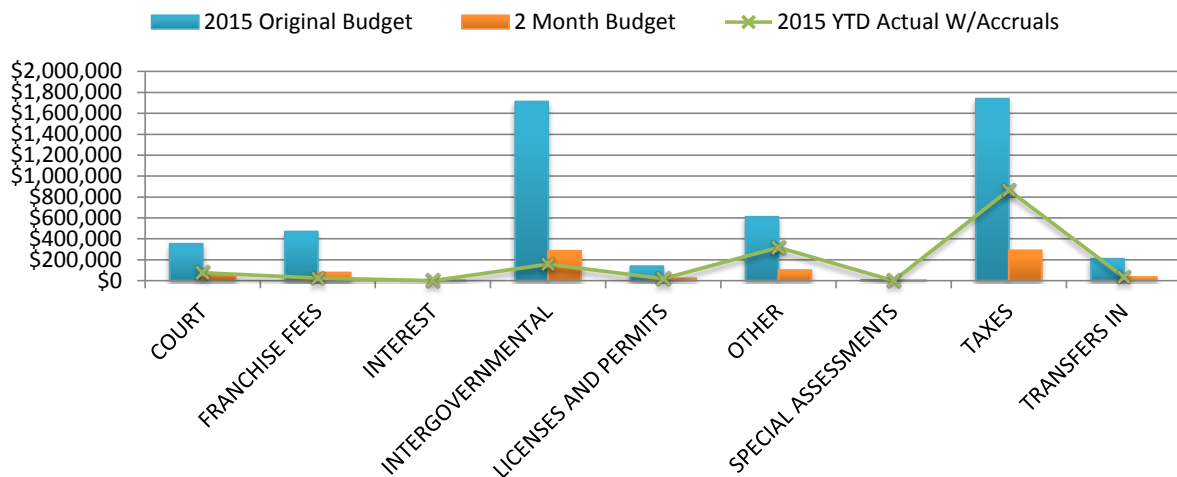
Positive

	2015 Actual	2015 Budget	Var
Jan	316,041	295,883	20,157
Feb	22,054	21,220	834
Mar		21,220	
Apr		21,220	
May		21,220	
Jun		245,945	
Jul		21,220	
Aug		21,220	
Sep		21,220	
Oct		21,220	
Nov		21,220	
Dec		21,220	
Totals	338,095	754,029	20,991



Other Revenue consists of licenses (e.g., contractor license, liquor license), permits (e.g., building permits, street cut permits), earning on investments, Solid Waste and miscellaneous revenues and represents 15% of the General Fund Budget. The volume of activity (ie building permits and licenses) will fluctuate month to month. Other Revenue collections were less than February 2014 by 124.5%. This is due to the annual payment to the Roeland Park Property Owners Assoc. being deposited in February last year whereas it was deposited in January of this year. Year-to-date collections are greater than the budget by \$20,991 (5.4%). Solid waste collections are included in Other Revenue; however, only received in January, June, September, and November as a part of property tax collections.

2015 Budget to Actual Comparison (Revenues)

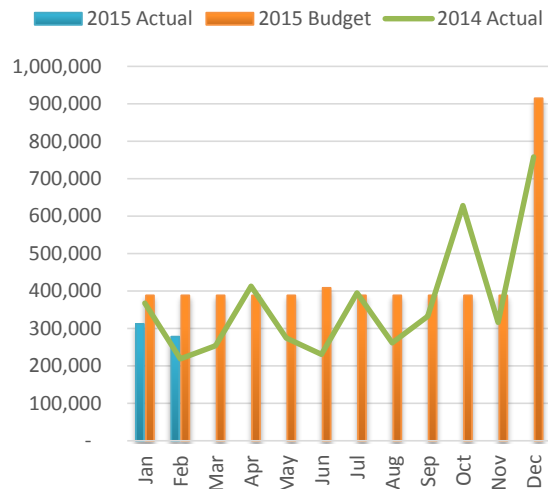


EXPENDITURE ANALYSIS:

Total Expenditures (less reserves)

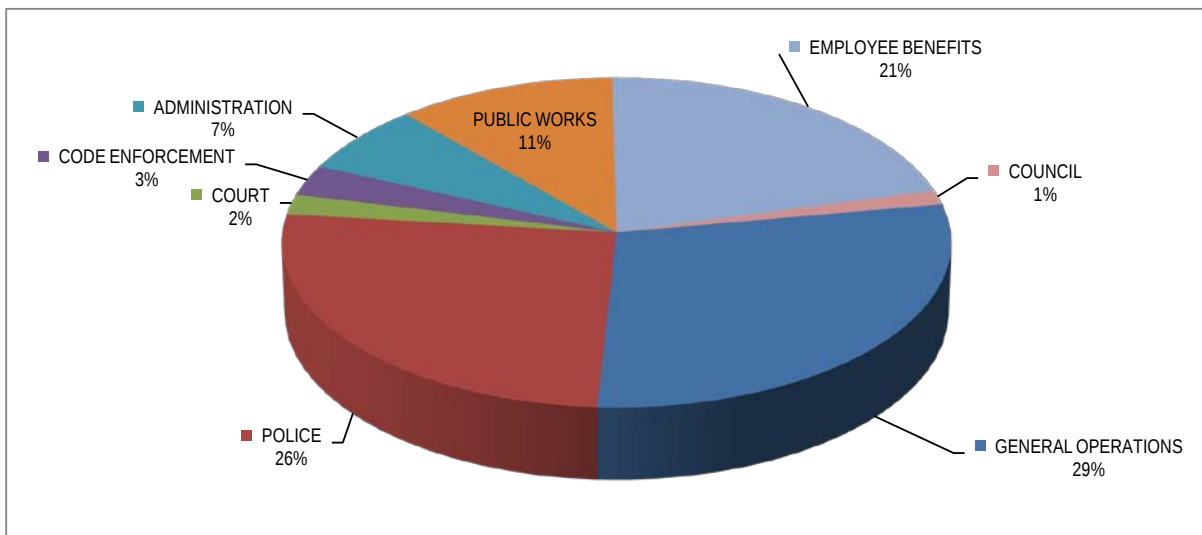
Positive

	2015 Actual	2015 Budget	Var
Jan	312,289	388,622	(76,333)
Feb	278,353	388,622	(110,269)
Mar		388,622	
Apr		388,622	
May		388,622	
Jun		408,712	
Jul		388,622	
Aug		388,622	
Sep		388,622	
Oct		388,622	
Nov		388,622	
Dec		914,966	
Totals	590,642	5,209,896	(186,602)
	Reserve	1,784,554	
Total Expenditures		6,994,450	



February 2015 expenses are 15.2% higher than February 2014 and \$110,269 or 28.4% less than Budget. Primary expenses for the month include the salaries, employee health insurance payment and solid waste expenses. See the General Fund Expenses for more detail.

2015 Budgeted Expenditures



General Fund Expenses

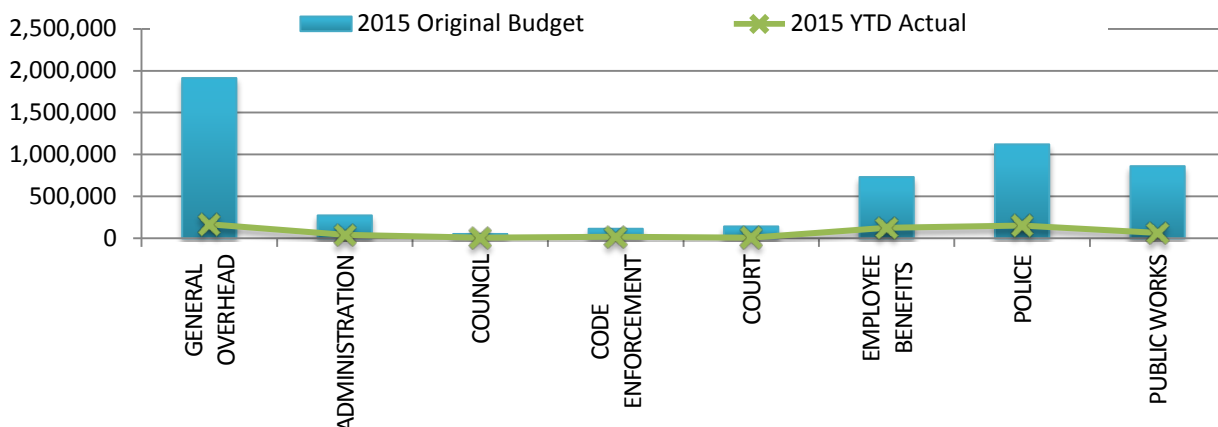
Department Expenses:	2015 Original Budget	2 Month Budget	2015 YTD Actual	% of Est Budget
GENERAL OVERHEAD	1,912,831	318,805	169,117	8.84%
ADMINISTRATION	273,720	45,620	40,083	14.64%
COUNCIL	52,110	8,685	8,135	15.61%
CODE ENFORCEMENT	114,360	19,060	17,800	15.56%
COURT	142,208	23,701	11,529	8.11%
EMPLOYEE BENEFITS	731,560	121,927	124,408	17.01%
POLICE	1,121,700	186,950	153,112	13.65%
PUBLIC WORKS	861,407	143,568	66,458	7.72%
GENERAL FUND RESERVE	1,784,554	0	0	0.00%
Total Expenditures	6,994,450	868,316	590,642	8.44%
Expenses less Reserves	5,209,896		590,642	11.34%

Expenses equalled 11.34% of the Budget excluding reserves. The City reduced expenses by 5.32% for the month compared to Budget.

Employee Benefits include the annual payment of 2015 Workers Compensation. The actual annual payment was \$38,466 over budget by 9.9%. This is due to the increase in rates statewide as the City has a positive safety record and continues to receive a 5% safety discount. Otherwise, employee benefits expenditures were below budget for the year by 29.51%.

The Police Budget includes the annual payment of 2015 Northeast Animal Control Commission. The cost of animal control is set per capita. The 2010 Census reduced our per capita cost by approximately \$2,000 annually. The budget for animal control is \$9,166 for FY 2015. The invoice will be paid in March 2015.

2015 Budget to Actual Comparison (Expenditures)

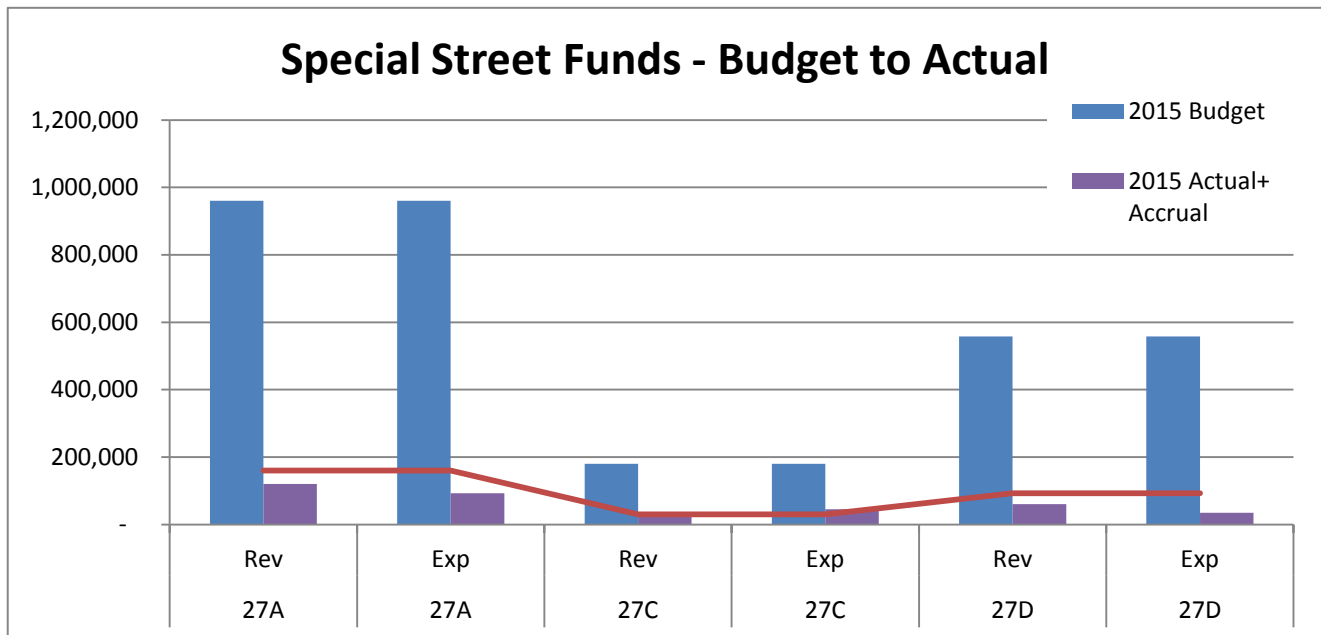


Special Street Funds

Special Sales Tax Funds		2015 Budget	2015 2 Mo Proj.	2015 Actual+ Accrual	% of Budget
27A- 0.5% tax for the purpose of maintenance, repair and improvements to Streets, Curbs and Sidewalks	Rev	960,110	160,018	119,957	12.49%
	Exp	960,110	160,018	92,500	9.63%
27C- 0.125% tax acquisition and utilization of the Community Center. Funds may be supplemented to General Fund.	Rev	180,000	30,000	29,989	16.66%
	Exp	180,000	30,000	44,934	24.96%
27D- 0.25% tax for the purpose of infrastructure improvements to the City (Expires 2023)	Rev	557,589	92,932	59,978	10.76%
	Exp	557,589	92,932	34,928	6.26%

Comments:

Revenue for special street funds include actual collections for January - October and accruals for November and December which are collected in 2016.



27A- 0.5% tax for the purpose of maintenance, repair and improvements to Streets, Curbs and Sidewalks

Budgeted Expenses for 2015 include:

Street Maintenance \$80,000 projected for Future Projects and Roe Blvd CARS Engineering for \$240,000.

On March 16th, the Council approved improvements to the Community Center parking lot and Nall Park Trail (phase I) for \$15,420.

See Statement of Activities - Special Street Fund 27 - A

27C- 0.125% tax acquisition and utilization of the Community Center. Funds may be supplemented to General Fund.

Budgeted Expenses for 2015 include:

Budgeted expenditures include Maintenance of Building/Repairs of Equipment, Operating Costs and transfers for additional building reserves.

On March 16th, the Council approved improvements to the Community Center (phase I) for \$35,591.

See Statement of Activities - Special Street Fund 27 - C

27D- 0.25% tax for the purpose of infrastructure improvements to the City (Expires 2023)

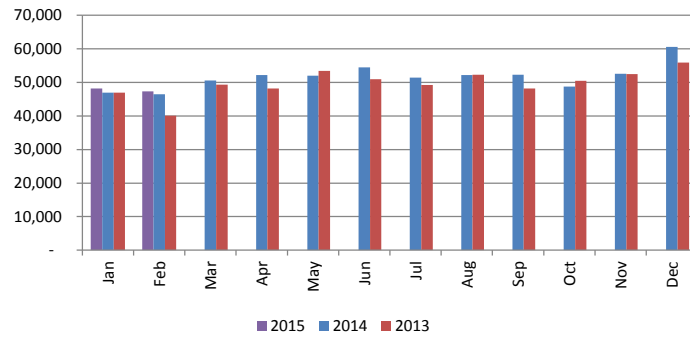
Budgeted Expenses for 2015 include:

Budgeted expenditures include \$97,000 for corrugated pipe, contingency and a transfer to the General Fund for annual debt service on the pool.

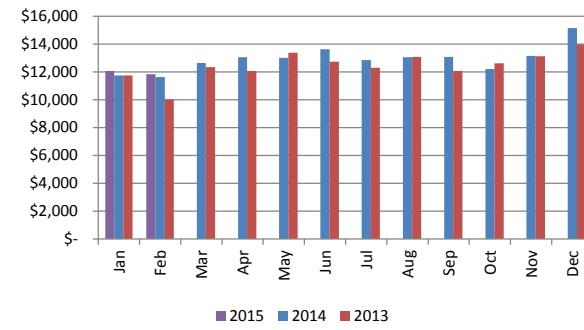
See statement of Activities - Special Stret Fund 27 - D

February, 2015												
Revenue For:	County Sales			County Jail			Safety			Total County Sales Tax Received		
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013
Jan	48,237	46,947	46,937	12,059	11,737	11,734	12,059	11,737	11,734	72,356	70,421	70,406
Feb	47,371	46,504	40,125	11,843	11,626	10,031	11,843	11,626	10,031	71,056	69,757	60,187
Mar	-	50,584	49,329	-	12,646	12,332	-	12,646	12,332	-	75,876	73,994
Apr	-	52,201	48,220	-	13,049	12,055	-	13,050	12,055	-	78,300	72,330
May	-	52,038	53,448	-	13,009	13,362	-	13,009	13,362	-	78,057	80,172
Jun	-	54,506	50,921	-	13,626	12,730	-	13,626	12,730	-	81,759	76,382
Jul	-	51,403	49,203	-	12,851	12,301	-	12,851	12,301	-	77,104	73,805
Aug	-	52,231	52,327	-	13,058	13,082	-	13,058	13,082	-	78,346	78,491
Sep	-	52,336	48,232	-	13,084	12,058	-	13,084	12,058	-	78,504	72,348
Oct	-	48,796	50,453	-	12,199	12,613	-	12,199	12,613	-	73,194	75,679
Nov		52,593	52,518		13,148	13,130		13,148	13,130	-	78,890	83,880
Dec		60,573	55,920		15,143	13,980		15,143	13,980	-	90,859	83,880
YTD	95,608	620,712	597,634	52,194	155,177	149,409	23,902	155,178	149,409	145,427	931,067	901,554
Jan - Feb	95,608	93,452	87,062	23,902	23,363	21,765	23,902	23,363	21,765	143,412	140,178	130,593
2015 Budget	\$ 621,778	\$ 565,000	Ave/Mo	\$ 155,445	\$ 141,000	Ave/Mo	\$ 155,445	\$ 141,000	Ave/Mo	\$ 932,668	\$ 847,000	Ave/Mo
Ave Budget												
Over(Under)	\$ 43,793	7.04%		\$ 10,948	7.04%		\$ 10,948	7.04%		\$ 65,690	7.04%	
										2.31%	7.34%	

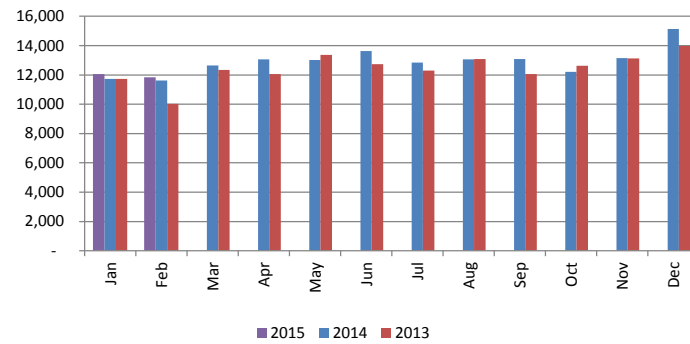
County Sales Tax



County Safety Tax



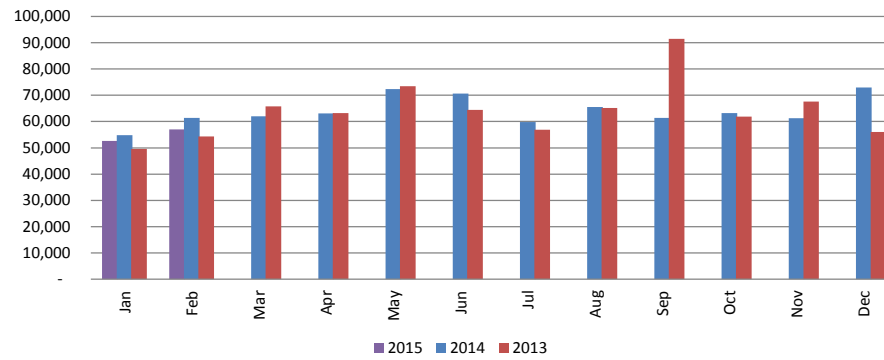
County Jail Tax



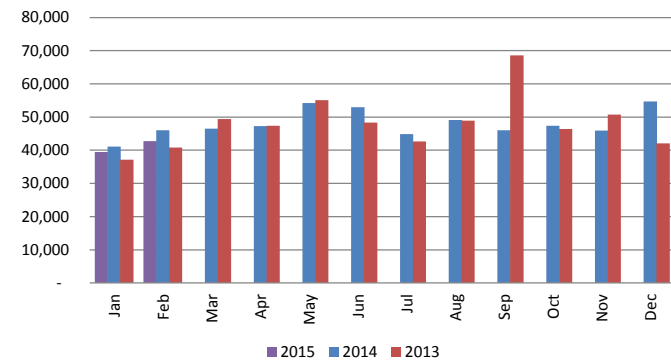
February, 2015

Revenue For:	27A			27B			27C			27D			Total City Sales		
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013
Jan	52,658	54,767	49,569	39,493	41,075	37,176	13,164	13,692	12,392	26,329	27,384	24,784	131,645	136,918	123,921
Feb	57,001	61,344	54,367	42,751	46,008	40,775	14,250	15,336	13,592	28,501	30,672	27,183	142,503	153,361	135,917
Mar	-	61,964	65,815	-	46,473	49,361	-	15,491	16,454	-	30,982	32,908	-	154,909	164,538
Apr	-	63,056	63,206	-	47,291.92	47,404	-	15,764	15,801	-	31,528	31,603	-	157,640	158,015
May	-	72,304	73,453	-	54,228.33	55,090	-	18,076	18,363	-	36,152	36,727	-	180,761	183,633
Jun	-	70,593	64,454	-	52,944.67	48,340	-	17,648	16,113	-	35,296	32,227	-	176,482	161,134
Jul	-	59,776	56,900	-	44,832.34	42,675	-	14,944	14,225	-	29,888	28,450	-	149,441	142,250
Aug	-	65,463	65,215	-	49,097	48,911	-	16,366	16,304	-	32,731	32,607	-	163,657	163,037
Sep	-	61,425	91,477	-	46,069	68,608	-	15,356	22,869	-	30,712	45,738	-	153,562	228,692
Oct	-	63,198	61,900	-	47,398.54	46,425	-	15,800	15,475	-	31,599	30,950	-	157,995	154,749
Nov		61,222	67,636		45,916.42	50,727		15,305	16,909		30,611	33,818	-	153,055	140,145
Dec		72,985	56,058		54,739.05	42,043		18,246	14,014		36,493	28,029	-	182,463	140,145
YTD	109,659	768,098	770,049	82,244	576,073	577,537	27,415	192,024	192,512	54,829	384,049	385,024	274,147	1,920,245	1,896,176
Jan - Feb	109,659	116,111	103,935	82,244	87,083	77,952	27,415	29,028	25,984	54,829	58,056	51,968	274,147	290,278	259,839
2015 Budget Ave Budget	\$ 723,800	\$720,000	Ave/Mo	\$575,400	\$545,000	Ave/Mo	\$ 180,000	\$180,000	Ave/Mo	361,600	\$355,000	Ave/Mo	\$ 1,840,800	\$1,800,000	Ave/Mo
Over(Under)	\$ 49,342	6.82%		\$ 34,294	5.96%		\$ 12,415	6.90%		\$ 24,696	6.83%		\$ 120,747	6.56%	
													-5.56%	11.71%	

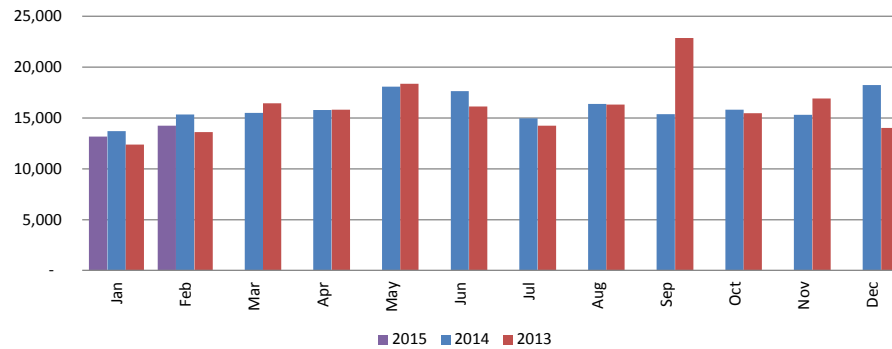
Special Street - 27A



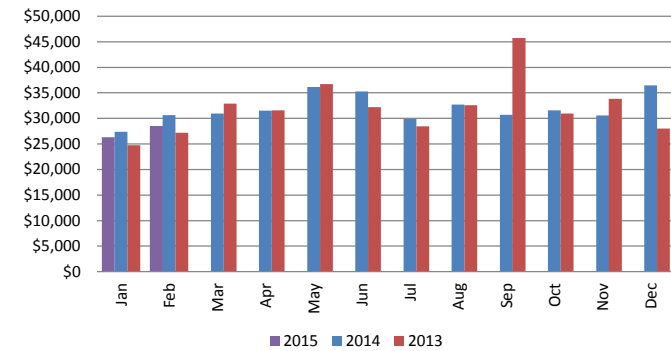
Special Street - 27B



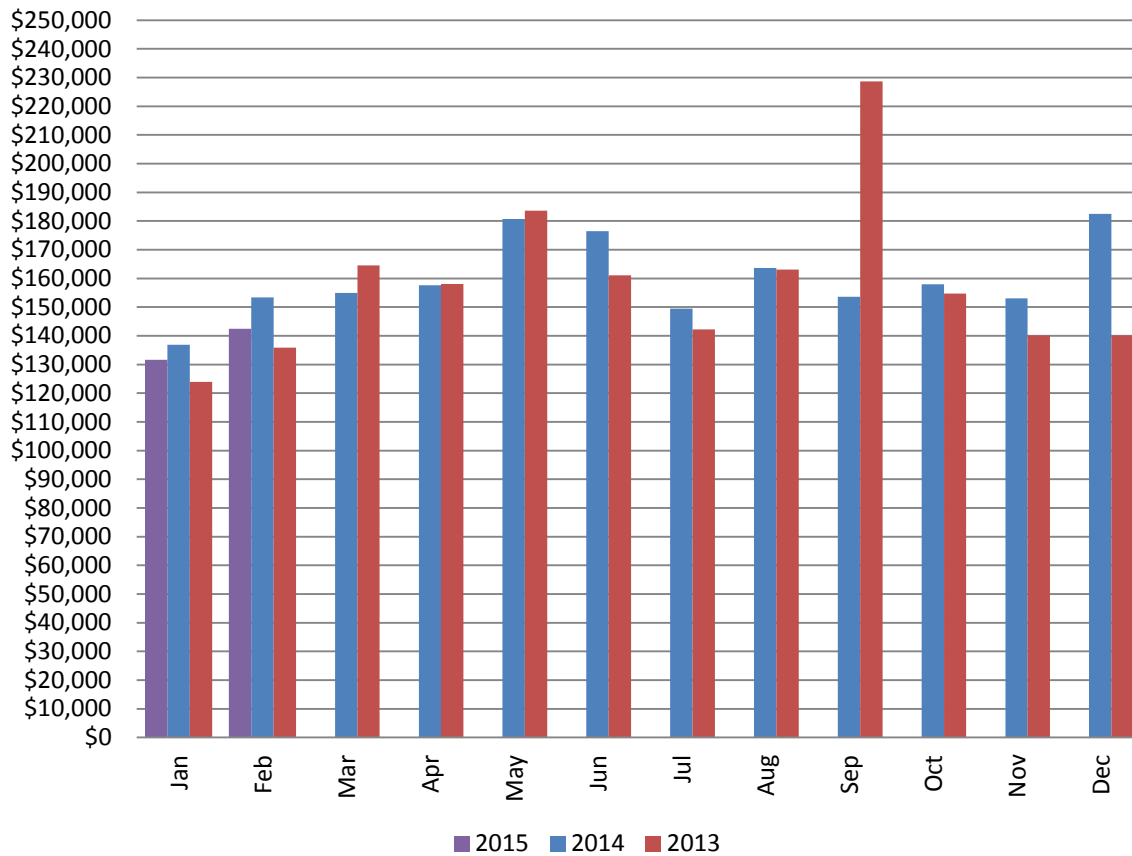
Special Street - 27C



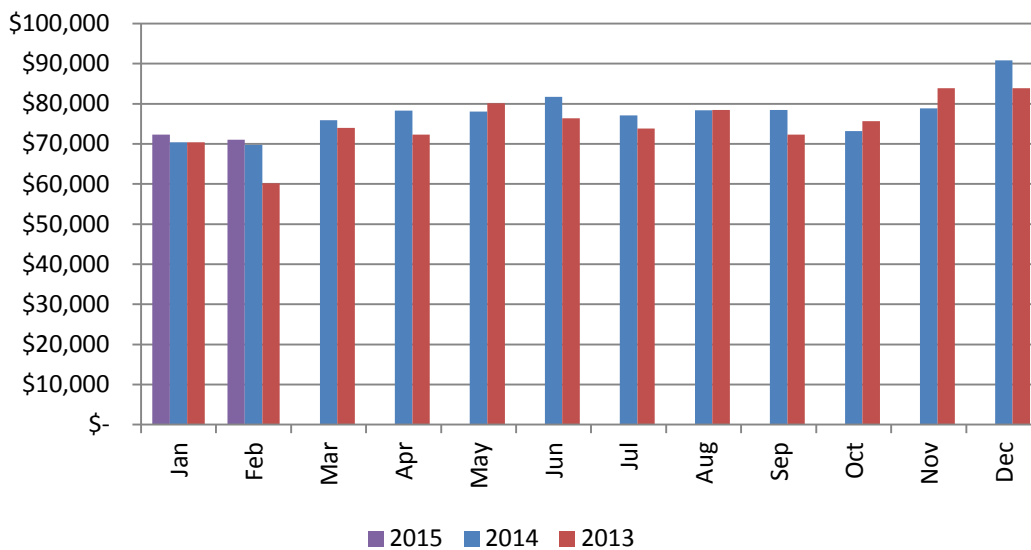
Special Street - 27D



Total City Sales Tax Received



Total County Sales Tax Received



Bond & Interest - Debt Service

Debt Issue	Approved by Council	Date Issued	Original Amount	Interest Rate	1/1/2015 Balance	Date Expire	2015 Principal Payment
Long-term debt:							
General Obligations Bonds:							
 2008 Bond Issue RC12-013 Street Improvements RC12-013 Stormwater Improvements CARS Roe Blvd County Line Nall Avenue Elledge Drive	2003 2003 2001 2003 2004 2005	Aug-08	\$ 4,185,000	3.15-4.30	\$ 705,000	12/1/2023	\$ 345,000
 2010 Bond Issue: RC12-012 Street Improvements RC12-012 Stormwater Improvements Clark Drive Drainage CARS Roe Lane	2004 2004 2007 2008	Aug-10	\$ 3,345,000	1.50-3.50	\$ 2,485,000	12/1/2025	\$ 385,000
 2011-1 Bond Issue: Park Land Improvements	2005 Purchase 2007 Demolition	May-11	\$ 525,000	0.91-1.00	\$ 210,000	9/1/2016	\$ 105,000
 2011-2 Bond Issue: RC12-014 Stormwater CARS 53rd & Buena Vista CARS 55th Street	2007 2010 2011	Aug-11	\$ 1,565,000	2.00-3.40	\$ 1,380,000	9/1/2026	\$ 70,000
 2012-1 Bond Issue: Refunding Portion 2008-1	Various See original issue	May-12	\$ 1,970,000	.65-2.4	\$ 1,810,000	12/1/2023	\$ 35,000
2012-1 Bond Issue (not shown on graph) City Hall Improvements - Paid From TIF Proceeds	2011	May-12	\$ 980,000	.65-1.7	\$ 970,000	12/1/2019	\$ 160,000
 2014-1 Bond Issue: Streetlight Purchase	2014	Nov-14	\$ 650,000	2.25	\$ 650,000	9/1/2016	\$ 102,000
					\$ 7,560,000		

*Lease purchase for equipment not included in this schedule- See Bldg/Equipment Reserve

Capital Lease Obligation*:

 Pool, Refunding		Jan-10	\$ 1,750,000	2.0-4.0%	\$ 720,000	12/1/2018	\$ 184,500
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*Lease purchase for equipment not included in this schedule- See Bldg/Equipment Reserve

\$ 720,000

Special Obligation Tax Increment

Revenue Bonds:

Series 2000, Valley State Bank Project		Feb-00	\$ 695,000	7.00	\$ 405,147		\$ 40,000
Series 2005, Roeland Park Redevelopment LLC Project		Feb-05	\$ 4,495,000	4.60-5.75	\$ 3,000,000		\$ 240,000
					\$ 3,405,147		

Revenue Bonds:

Transportation Development District:

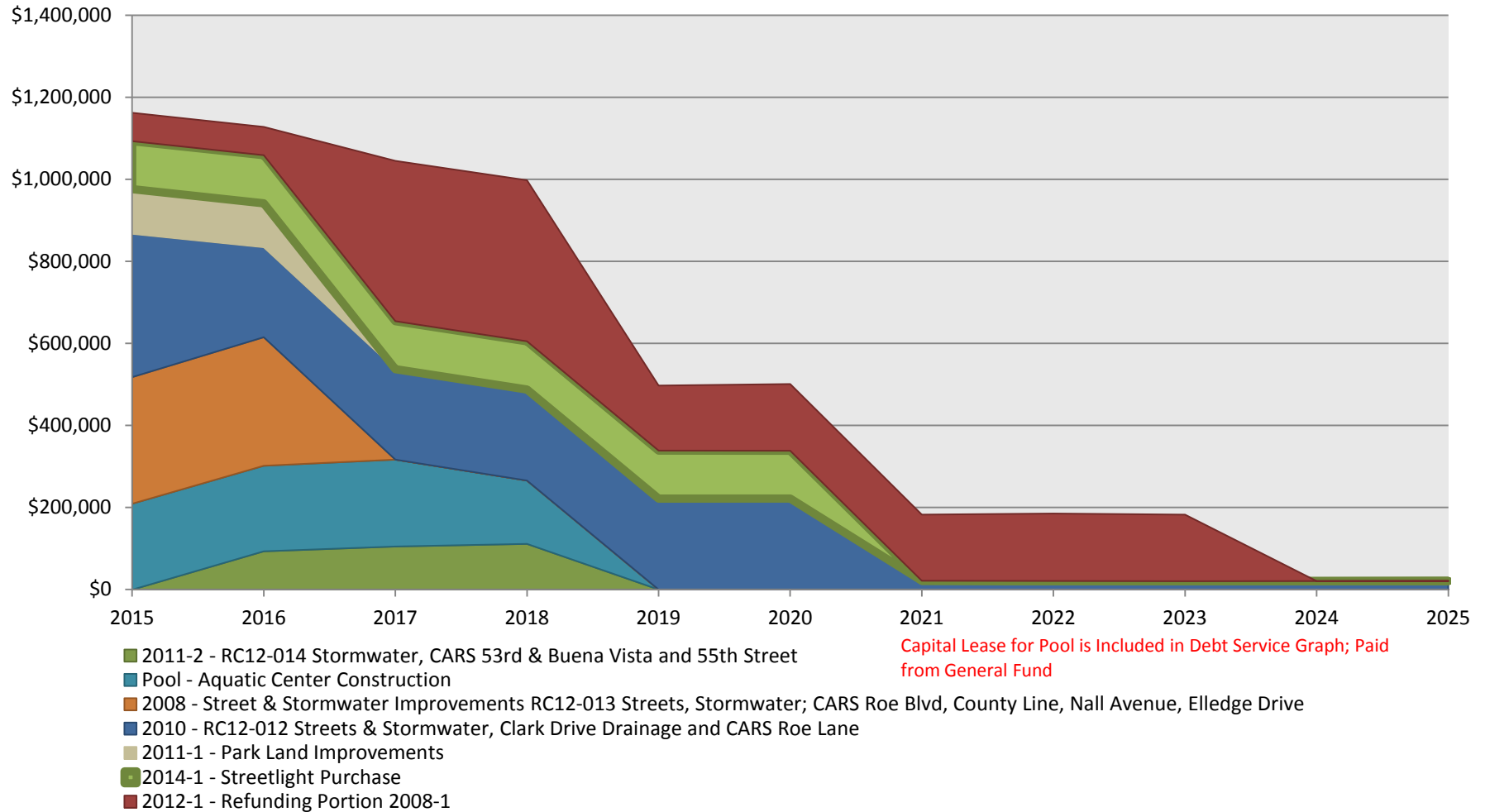
Sales Tax Revenue Bonds, 2005		Nov-05	\$ 3,555,000	4.50-5.75	\$ 2,005,000	12/1/2025	\$ 160,000
Sales Tax Revenue Bonds, 2006A		Jan-06	\$ 1,090,000	5.875	\$ 465,000	12/1/2025	\$ 35,000
Sales Tax Revenue Bonds, 2006B		Jan-06	\$ 1,690,000	5.125 - 5.875	\$ 1,155,859	12/1/2025	\$ 135,000
					\$ 3,625,859		

Roeland Park Debt Service 2015 - 2025

General Obligation Debt

Debt Graph only reflects current and future payments (Historical Data is available at City Hall)

Does not include Temporary Debt Issues



Dates shown above reflect the year a bond series was issued. The actual decision to move forward with a project and perform the work may have been made as early as 4-5 years prior to bonds being issued.

Other Funds

Other Funds		2015 Original Bud.	2015 YTD Actual	% of Budget
Fund: 020 - BOND AND INTEREST FUND	Cash Carryforward		479,137.42	
	Rev	1,670,304.00	373,899.92	0.53
	Exp	1,131,311.00	31,005.00	0.03
Fund: 025 - SPECIAL HIGHWAY FUND	Cash Carryforward		48,877.83	
	Rev	180,000.00	0.00	-
	Exp	180,000.00	29,814.89	0.17
Fund: 036 - EQUIPMENT & BLDG. RESERVE FUND	Cash Carryforward		364,227.67	
	Rev	353,997.00	61,238.60	0.57
	Exp	353,997.00	0.00	-
Fund: 052 - ROELAND PARK PROP. OWNERS ASSOCIATION	Cash Carryforward		10,722.01	
	Rev	42,640.00	33,487.00	0.97
	Exp	42,640.00	31,878.00	0.75

Bond and Interest Fund (B&I)

B&I Revenues includes property taxes that are paid to the TIF Districts rather than the Bond & Interest fund, this offset accounts for an additional \$33,580.

Property tax payments fund approximately 29% of the Principal & Interest Payments, the remaining funds come from Special Assessments (23%), and Transfers from Sales Tax Funds (48%).

Special Highway - Special Highway funding is received quarterly. Expenditures reflect a portion of Public Works salaries and monthly transfers to the Equipment Reserve Fund.

Equipment & Bldg Reserve - Transfers to be made from the General Fund/Community Center and Special Highway include:

Expenses to be Paid During 2015:	Source	Unexpended 2014	2015 Budget	2015 Actual
Current Lease - STREET SWEEPER 2010	Sp Hwy		31,251	31,251
Current Lease - DUMP TRUCK (2) 2011	Sp Hwy		26,718	26,718
2014 Equipment (Servers)	GF-Operations	916	7,000	
2014 Police Equipment (Vehicles)	GF - Police/Res		75,300	
2014 Public Works Equipment (Truck)	GF - Pwks	20,620	50,000	
Community Center Roof Reserve	Cmty Ctr	134,479	-	
		2015 Beginning of Year Balance		
2013 Equipment	GF- Pwks	3,500	6,000	
Nall Park Restroom Repair	GF - Admin		10,000	
City Hall Building	GF- Admin	-	46,600	
Salt Dome Reserve	Sp Hwy	97,668	11,954	
Public Works Building	GF-Operations	17,910	434	
Parks Structures	GF-Operations	5,500	2,500	
Community Center	GF-Operations	37,000	21,000	
Pool	GF-Operations	46,635	25,466	

Property Owners Association - Payment to the Property Owners Association has been made for the year.

Other Funds Continued

TIF Funds (UPDATED QUARTERLY)	2015 Original Bud.	2015 YTD Actual	% of Budget
Fund: 037 - TIF 1A/B - Bella Roe/WalMart Cash Carryforward		1,508,082.21	
Rev	438,000.00	122,219.18	27.90%
Exp	438,000.00	0.00	0.00%
Fund: 045 - TIF 2A/D - McDonalds/City H&Cash Carryforward		364,325.65	
Rev	460,074.00	151,199.98	32.86%
Exp	460,074.00	0.00	0.00%
Fund: 048 - TIF 2C - VALLEY STATE BANCash Carryforward		-93.00	
Rev	47,740.00	35,561.32	74.49%
Exp	47,740.00	0.00	0.00%
Fund: 051 - TIF 3C - OLD POOL AREA/BLVD APTS		594,605.86	
Rev	764,597.00	122,155.97	15.98%
Exp	764,597.00	0.00	0.00%

TIF - What it is?

Tax Increment Financing uses the increased property taxes that a new real estate development generates to finance costs of the development. The year that the TIF is created becomes the base year and each year thereafter, if there is an increase in property value, there is an increment that is paid to the city to help pay the debt of the development.

TIF Revenues - The increments for the TIF areas have declined in the Bella Roe / Walmart area due to the change in the way the County is to determine the assessed property valuations.



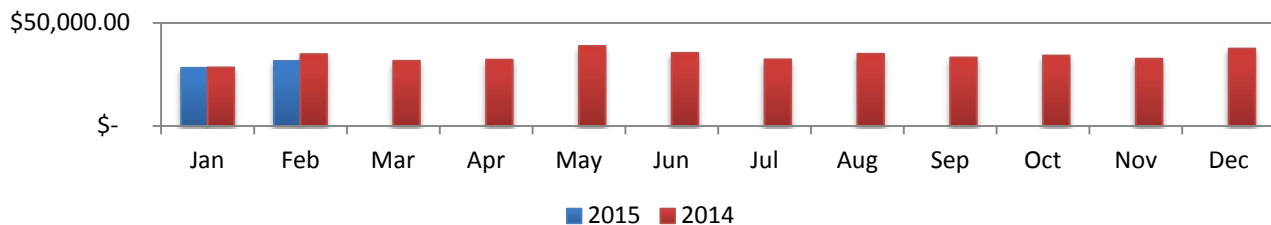
TDD Funds (UPDATED QUARTERLY)		Other Funds Continued		
		Original Bud.	YTD Actual+Accrual	% of Budget
Fund: 040 - TDD#1-PRICE CHOPPER	Cash Carryforward	Actual	57,538.58	
	Rev	432,588.00	45,418.08	10.50%
	Exp	432,588.00	0.00	0.00%
Fund: 041 - TDD#2-LOWES	Cash Carryforward	Actual	-1,330,357.26	
	Rev	153,756.00	16,184.32	10.53%
	Exp	153,756.00	0.00	0.00%

TDD - What is it?

Transportation Development Districts can impose a sales tax in increments of 1/8% up to one percent (1%) for work

TDD revenues - TDD sales taxes for the year were up in January and February, March and April are estimated down compared to previous year.

TDD #1/#2 Bella Roe Shopping Center



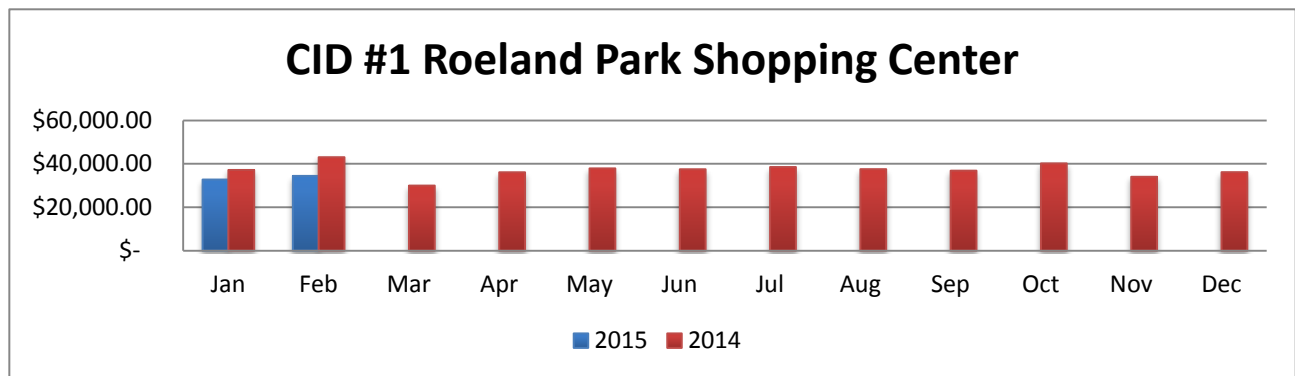
CID Funds		Original Bud.	YTD Actual+Accrual	% of Budget
Fund: 042 - CID#1 RP SHOPPING CENTR	Cash Carryforward	Actual	833,335.36	
	Rev	1,103,434.00	94,023.90	n/a
	Exp	1,103,434.00	0.00	n/a

CID - What is it?

A Community Improvement District is designed to finance public or private facilities, improvements or services for an area determined in partnership between the City and landowners. In many ways, CIDs are similar to home associations - providing shared improvements and services paid with revenue generated from a sales tax initiated by the owners within the District.



CID revenues - CID sales taxes are revenues for the purpose of the Roeland Park Shopping Center. CID Revenues are up overall compared to last year.



Cash In- Flow Schedule

FINES & FORFEITURES	Monthly
FRANCHISE TAXES:	
Cable	Semi Annual June / Dec
Gas	Monthly
Electric	Monthly
Telephone	Monthly
Video	Quarterly Mar/Jun/Sept/Dec
INTEREST	Monthly
INTERGOVERNMENTAL REVENUE:	
Heavy Truck/Rec. Vehicle Tax	3-4 times annually
City/County Sales & Use Tax	Monthly
County Jail Tax	Monthly
TDD#1 / TDD#2	Monthly
Safety Tax	Monthly
LICENSES AND PERMITS	Monthly Largest Distribution in December (Dec 1 Occupation License Renewal)
OTHER: (PD Reports, Leases, etc.)	Monthly
SPECIAL ASSESSMENTS:	Quarterly
Solid Waste	Jan/Mar/Jun/Sept
Abatements	Jan/Mar/Jun/Sept
TAXES: Ad Valorem	Quarterly Jan – Large distribution
TIF	March – TIF/delinquents
	June – Large distribution
	Oct/Nov – TIF/delinquents
TRANSFERS IN	Monthly

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

Committee **4/27/2015**
Meeting Date:



City of Roeland Park Action Item Summary

Date: 3/20/2015
Submitted By: Aaron Otto
Committee/Department: Finance
Title: **Finance - Fee Resolution Update**
Item Type: Discussion

Recommendation:

To gain a recommendation of the Governing Body to APPROVE Resolution 641 – A RESOLUTION ADOPTING A SCHEDULE OF FEES AND CHARGES TO TAKE EFFECT July 1, 2015

Modification to the Fee Resolution for water heaters, air condition and heater inspections

Details:

At the September 17, 2012 City Council meeting, Resolution 626 was adopted and contained information about fees charged by the City that previously were outlined in City ordinances.

In 2012 - 2014 the City completed its codification review process and there were a few lesser used fees that were not previously removed from City Code and included in the 2014 fee resolution.

On March 16, the Council approved Resolution 640 fee schedule which included removing some services that are no longer provided and increasing the fees for plan review which had previously not been reviewed for at least 10 years. Additionally, a few new fees were added including for a second rental property re-inspection and water line check by the building inspector. The rest of the fees for the Police Department and City Hall largely remain unchanged.

Resolution 641 would add an inspection rate for water heaters, air conditioner, and heater inspections at a reduced rate for multi unit dwellings. There is time saved when multiple inspections can be conducted at one time. The current residential rate for water heaters is \$20 and would be reduced to \$15multi unit dwellings. For air condition inspections the current rate is \$65 and would be reduced to \$45 and the same would be the case for heater inspections.

ATTACHMENTS:

Description	Type
 641 resolution	Cover Memo

RESOLUTION # 641

**A RESOLUTION ADOPTING A SCHEDULE OF FEES AND CHARGES
TO TAKE EFFECT July 1, 2015**

WHEREAS, the City Council has determined it is proper to review and update a schedule of fees;

WHEREAS, the City Council of the City of Roeland Park, Kansas, previously adopted fees by ordinance and now seeks to do so via resolution;

WHEREAS, these fee schedules for the Police Department and City Hall will remain in place until a new resolution is adopted by the City Council;

NOW THEREFORE be it resolved by the governing body of the City of Roeland Park, Kansas, that the following Schedule of Fees and Charges shall take effect on **July 1, 2015**.

City of Roeland Park, Kansas Schedule of Fees and Charges

BOUND REPORTS AND OTHER PUBLICATIONS

Budget	Available online Free	\$12.00
Annual Financial Report	Available online Free	\$25.00
Comprehensive Plan	Available online Free	\$15.00
Municipal Code (Hard Copy)	Available online Free	\$85.00
Municipal Code (CD)	Available online Free	\$5.00
Zoning and Subdivision Regulations	Available online Free	\$10.00
Zoning Maps	Available online Free	\$5.00

BUSINESS LICENSE (Chapter 5)

Adult Businesses	
Entertainment License	\$250.00
Manager's license	\$20.00
Entertainer's license	\$20.00
Server's licenses	\$20.00
Amusement Devices	
Operator License	\$100.00
Distributor License	\$200.00
Home Occupational License	\$40.00
Massage Establishments	\$150.00
Massage Therapist	\$50.00
Non-Domicile License	\$80.00
	½ Year Prorate \$40.00
Payday Loans	\$1,000.00
Peddlers, Solicitors	\$20.00 per day per person
Businesses with permanently established house to house or wholesale business shall receive such license upon the payment of \$50.00 for any year.	
Rental License	
Single/Duplex (Per Unit)	\$75.00
Multi-Family (Per Square Foot of living space)	\$0.04

Retail/Office Space		
	Square Footage	License Fee
	0 — 499 sq.ft.	\$50.00
	500 — 999 sq.ft.	\$65.00
	1,000 — 1,999 sq.ft.	\$100.00
	2,000 — 2,999 sq.ft.	\$125.00
	3,000 — 3,999 sq.ft.	\$150.00
	4,000 — 4,999 sq.ft.	\$180.00
	5,000 — 5,999 sq.ft.	\$210.00
	6,000 — 6,999 sq.ft.	\$230.00
	7,000 — 7,999 sq.ft.	\$290.00
	8,000 — 8,999 sq.ft.	\$360.00
	9,000 — 9,999 sq.ft.	\$430.00
	10,000 — 10,999 sq.ft.	\$500.00
	11,000 — 12,999 sq.ft.	\$560.00
	13,000 — 14,999 sq.ft.	\$620.00
	15,000 — 17,999 sq.ft.	\$710.00
	18,000 — 20,999 sq.ft.	\$780.00
	21,000 — 24,999 sq.ft.	\$950.00
	25,000 and over sq.ft. —	\$950.00 + \$30/1000 sq.ft.
Service Station		Retail/Office Space Schedule + Pump Fee \$10 per handle
Solid Waste/Trash Trucks		\$50.00 Per Truck

FRANCHISE APPLICATION FEES

Telecommunication franchise application (one-time fee)	\$2,000.00
Telecommunication franchise renewal (one-time fee)	\$1,000.00
Cable franchise application	\$2,000.00
Cable franchise renewal	\$1,000.00
Utility franchise application	\$2,000.00
Utility franchise renewal	\$1,000.00

LICENSE FEES

<i>Alcohol and Liquor</i>		
CMB Licenses	Consumption on premises (Includes State Stamp) Fee Set By State	\$200.00
CMB Licenses	Non Consumption on premises (Includes State Stamp) Fee Set By State	\$75.00
Liquor Store (Occupational Tax)	Fee Set By State Annual license fee	\$300.00
Liquor Store (Occupational Tax)	Fee Set By State Biennial license fee	\$600.00
Temporary Liquor or CMB	Fee Set By State Annual license fee	\$25.00
Change of location (CMB)	Fee Set By State Annual license fee	\$50.00
Fireworks - Application for Public Exhibition (7-408 refunded if denied)		\$100.00
Garage Sale Permit		\$5.00
<i>Pet Licenses (Chapter 2)</i>		
Chickens/Hens:		

New Applications	\$80.00
Renewal	\$20.00
Dogs/Cats:	
Spayed/Neutered - Annual Tag	\$10.00
Not Spayed/Neutered - Annual Tag	\$25.00
Late charge on Dog/Cat Tags	
30 days but less than 60 days, following the expiration of the registration period	\$5.00
60 days but less than 90 days following the expiration of the registration period	\$10.00
90 days or more following the expiration of the registration period	\$20.00
Replacement Tag	\$1.00
Special Pet Permit - Dogs/Cats (More than 2 of each) - Annual	\$100.00

OTHER FEES

Administration	
Copies (items readily available)	\$0.25/Per page
Copies (all other items)	\$0.25/page + staff cost
Copies to CD	\$5.00/CD
Research Fee	\$35.00 per hour
Second Reinspection of Rental Property	\$40.00 per inspection
Court/Police	
Copies:	
Accident Reports & Pictures	\$10.00
DUI Report & Video	\$30.00
Fax	\$5.00
Offense Reports & Pictures	\$10.00
	\$10.00
Video only (per disc)	\$25.00
Fingerprinting - Residents	\$5.00
Fingerprinting - Non-Residents	\$25.00
Clerk Research Fee	\$ \$35.00 per hour
Returned Check Fee	\$40.00

PERMITS

After hours inspection fee	\$50.00 per hour; minimum 2 hours
House Moving	\$40.00
Portable Storage Unit/Dumpster	\$20.00; If purchased after delivery \$30 penalty

Building Permits - Remodeling/Tenant Finish		
	Value of Work	
	\$.00 - 1,000	\$20.00
	\$ 1,000.01 - 1,200	\$45.00
	\$ 1,200.01 - 1,300	\$48.00
	\$ 1,300.01 - 1,400	\$51.00
	\$ 1,400.01 - 1,500	\$54.00
	\$ 1,500.01 - 1,600	\$57.00
	\$ 1,600.01 - 1,700	\$60.00
	\$ 1,700.01 - 1,800	\$63.00
	\$ 1,800.01 - 1,900	\$66.00

\$ 1,900.01 - 2,000	\$69.00
\$ 2,000.01 - 10,000	\$ 69.00 for the first \$2,000 plus \$20.00 for each additional \$1,000 or fraction thereof (with the cost rounded up to an even dollar amount)
\$ 10,000.01 - 15,000	\$245.00
\$ 15,000.01 - 20,000	\$290.00
\$ 20,000.01 - 25,000	\$325.00
\$ 25,000.01 - 50,000	\$ 325.00 for the first \$25,000 plus \$5.00 for each additional \$1,000 or fraction thereof (with the cost rounded up to an even dollar amount)
\$ 50,000.01 - 100,000	\$ 450.00 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof (with the cost rounded up to an even dollar amount)
\$100,000.01 and higher	\$ 675.00 for the first \$100,000 plus \$3.00 for each additional \$1,000 or fraction thereof (with the cost rounded up to an even dollar amount)
Building Permits - Single/Duplex Family Dwellings - Flat Fee Permits	
Building Permit New Construction Residential \$.20/Square Foot	
Building Permit New Construction Commercial \$.35/Square Foot	
Driveway	\$100.00
Electrical (upgrades)	\$50.00
Fence	\$40.00
Foundation Repair	\$125.00
Full HVAC Replacement (includes AC and Furnace)	\$125.00
Furnace and AC (separate)	\$65.00
Furnace and AC (separate) in a multi unit dwelling	\$45.00
Water Heater	\$20.00
Water Heater in a multi unit dwelling	\$15.00
Roof Replacement	\$130.00
Waterline	\$75.00
Demolition Permit	
Value of Work	
\$.00 – 200	\$20.00
\$ 200.01 -1,500	\$40.00
\$ 1,500.01 - 7,000	\$100.00
Demolition Permit	
\$ 7,000.01 - 50,000	\$ 100.00 for the first \$7,000 plus \$2.50 for each additional \$1,000 or fraction thereof
Over 50,000	\$ 7,000 plus \$2.50 for each additional \$1,000 \$350 for the first \$50,000 plus \$2.50 for each additional \$1,000 or fraction thereof.
Plan Review	
Residential 10% of total building permit fee; \$25.00 Minimum	

Commercial 65% of total building permit fee; \$50.00 Minimum	
Re-inspection Fee Building Permit	\$40.00 each
Sign Permits *	
For new, rebuilt or altered signs	\$100.00 for the first 100 square feet and \$10.00 for each 100 square feet or portion thereof in excess of 100 square feet.
Renovation of an existing sign	\$50.00.
On all Building Permits - Fees doubled if permit not purchased before work commences	
BUILDING PERMIT FEE REFUNDS.	
(a) The full amount of any fee paid hereunder that was erroneously paid or collected.	
(b) Not more than seventy-five (75%) percent of the permit fee when no work has been done under a permit issued in accordance with this code.	
The Code Official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than sixty (60) days after the date of the fee payment.	

SPECIAL EVENTS PERMITS

Type 1 - Fund raising or non-commercial events held outside an enclosed permanent structure for non-profit religious, educational or community service organizations that periodically and routinely operate in the city; including any on-site signs and structures in conjunction with the event	No Cost
Type 2 - Seasonal Sales, including Christmas tree sales, garden centers, farmers' markets (1 Per year)	\$50.00
Type 3 - Promotional activities or devices intended to attract attention to a specific place, business, organization, event or district such as banners as defined in Section 16-903(e) hereof, and attention-attracting devices as defined in Section 16-903(c) hereof (Up to 10 per year)	\$50.00
Type 4 - Significant commercial activities intended to sell, lease, rent or promote specific merchandise, services or product lines, such as tent sales, trade shows, or product demonstrations; (Up to 10 per year)	\$50.00
Type 5 - Significant public events intended primarily for entertainment or amusement, such as carnivals, concerts or festivals. (up to 10 per year)	\$75.00

STREETS & SIDEWALKS

Curb Cut Permit	\$85.00
Excavation	
Streets without non-woven fabric	\$85.00 + See 13-203
Streets containing non-woven fabric	See 13-204
Parade Permits	\$150.00
Right-of-Way Permit	\$85.00

WEED/NUISANCES

Mowing	1st Offense	\$125.00 Minimum
	2nd Offense	\$150.00 Minimum
	3rd Offense or more	\$175.00 Minimum
Additional Clean Up		Actual Costs

ZONING

Board of Zoning Appeals	
Appeal	\$50.00
Residentially Zoned April and August Meetings	No Cost
Variance	\$100.00

Rezoning to Single Family Resident District, Duplex Resident District or Multiple Resident

A District

0 to 5 acres	\$200.00
5+ to 10 acres	\$250.00
10+ to 20 acres	\$300.00
20+ acres	\$350.00

B Rezoning to Office Building District or Retail Business District

0 to 5 acres	\$350.00
5+ to 15 acres	\$400.00
15+ to 25 acres	\$450.00
25+ acres	\$500.00

C Rezoing to District CP-O (included preliminary development plan review)

0 to 5 acres	\$450.00
5+ to 15 acres	\$500.00
15+ to 25 acres	\$550.00
25+ acres	\$600.00

D Rezoing to District CP-1 or CP-2 (included preliminary development plan review)

0 to 5 acres	\$500.00
5+ to 15 acres	\$550.00
15+ to 25 acres	\$600.00
25+ acres	\$650.00

E Rezoing to District P-1 (included preliminary development plan review)

0 to 5 acres	\$500.00
5+ to 20 acres	\$550.00
20+ acres	\$600.00

F Mixed zone change application for conventional districts (applications for any combination of districts listed in subsections A or B above)

0 to 10 acres	\$400.00
10+ to 20 acres	\$450.00
20+ to 40 acres	\$500.00
40+ acres	\$550.00

G Mixed zone change application for conventional districts (applications for any combination of districts listed in subsections A or B above)

0 to 10 acres	\$400.00
10+ to 20 acres	\$450.00
20+ to 40 acres	\$500.00
40+ acres	\$550.00

H Special Use Permits

0 to 5 acres	\$250.00
5+ to 10 acres	\$350.00
10+ acres	\$500.00

Site Plans (Non residential development in residential district	\$150.00
Preliminary Revised Preliminary Development Plan	\$400.00
Final Development Plan or Revised Final Development Plan	\$ 650.00
Landscaping Plan	\$125.00
Preliminary Plat	
0-5 lots	\$100.00 plus \$8.00 per lot
6-10 lots	\$100.00 plus \$7.00 per lot
11-20 lots	\$100.00 plus \$6.50 per lot
21 or more lots	\$110.00 plus \$6.00 per lot
Final Plat	
0-5 lots	\$150.00 plus \$8.00 per lot
6-10 lots	\$150.00 plus \$7.00 per lot
11-20 lots	\$150.00 plus \$6.50 per lot
21 or more lots	\$160.00 plus \$6.00 per lot
Lot Split	\$150.00
Nonconforming Situation Permits	\$75.00
Vested rights permits	\$100.00
Zoning - In addition to the above application fees, applicants shall be responsible for the cost of all legal publications, ie Public Notices of Hearings, Publication of ordinances, etc.	

The Resolution is hereby introduced and adopted by the City Council at the regular meeting held on _____, **2015**. This Resolution shall become effective upon being adopted by the City Council with the fees to take effect **July 1, 2015**.

Joel Marquardt, Mayor

ATTEST:

Kelley Bohon, City Clerk

SEAL:

Item Number: **REPORTS OF COMMITTEES:- I.-**
 4.

Committee **4/27/2015**
Meeting Date:



ATTACHMENTS:

Description

Type

 solid waste cost breakdown

Cover Memo

Solid Waste Breakdown

2014-2018 Actual and Estimated Costs

Trash Service Cost:

Includes solid waste, yard debris, unlimited recycling, large item pickup (excluding white goods*)

Leaf Program Cost:

Citywide curbside leaf pickup program

Administrative Cost:

Staff administrative time for questions, new residents trash/recycling startup, etc.

Average Staff Cost with Benefits (2)	\$	42,700.00	\$	20.53
Appx Man Hours				200
	\$	4,105.77		

included on tax bill as of:	December, 2013	December, 2014	December, 2015	December, 2016	December, 2017	December, 2018
Total City Properties	2846	2846	2834	2834	2834	2834
Total Assessment	\$ 494,947.86	\$ 492,540.28	\$ 488,124.32	\$ 497,213.76	\$ 505,622.17	\$ 514,198.75

Annual Assessment Breakdown:

Trash Service Cost:

Percent Increase	2%	1.73%		2.00%	2.00%	2.00%
Solid Waste Charge per property	\$ 142.95	\$ 145.44	\$ 145.44	\$ 148.35	\$ 151.32	\$ 154.34
Solid Waste Charges	\$ 406,836	\$ 413,922	\$ 412,177	\$ 420,420	\$ 428,829	\$ 437,405
Administrative Cost per property:	\$ 2.90	\$ -			\$ -	\$ -
Based upon Budget Estimate	\$ 8,253.40	\$ -	\$ -	\$ -	\$ -	\$ -
Leaf Program Cost:	\$ 28.06	\$ 27.62	\$ 26.80	\$ 27.10	\$ 27.10	\$ 27.10
Based upon Budget Estimate	\$ 79,858.76	\$ 78,618.04	\$ 75,947.36	\$ 76,793.26	\$ 76,793.26	\$ 76,793.26
Projected Leaf Actuals		\$ 70,438.04				
Per Property / Per Month						
Cost	\$ 42.87	\$ 39.74	\$ 38.92	\$ 39.46	\$ 39.71	\$ 39.96
Total Cost	\$ 173.91	\$ 173.06	\$ 172.24	\$ 175.45	\$ 178.41	\$ 181.44
Surplus or Deficient	\$ -	\$ 2.40	\$ 3.23	\$ 0.02	\$ (2.94)	\$ (5.97)
Annual Balance	\$ -	\$ 6,840.29	\$ 9,157.66	\$ 68.22	\$ (8,340.19)	\$ (16,916.77)
Projected Leaf Actuals Savings		\$ 8,180.00				
Running Balance	\$ -	\$ 15,020.29	\$ 24,177.95	\$ 24,246.17	\$ 15,905.98	\$ (1,010.79)

Alternate Option (three year average)

	2013	2014	2015	2016	2017	2018
City Annual Assessed Rate	\$ 173.91	\$ 175.47	\$ 175.47	\$ 175.47	\$ 175.47	\$ 175.47
Total City Properties	2846	2846	2834	2834	2834	2834
Total Assessment	\$ 173.91	\$ 175.47	\$ 175.58	\$ 175.58	\$ 175.47	\$ 175.47

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

Committee **4/27/2015**
Meeting Date:



ATTACHMENTS:

Description	Type
 cip2016-2020 draft 1	Cover Memo
 CIP 2016-20 - D2	Cover Memo
 CIP CMP 5-year Stormwater CIP	Cover Memo
 cip Roe Lane -- Replacing CMP with RCP	Cover Memo
 police April 2015 vehicle report	Cover Memo

City of Roeland Park

2016-2020

Capital Improvement Program



Draft

4/21/2015

**2015-2020
Capital Improvement Program
Draft 1 – 4/22/2014**

Governing Body

Mayor

Joel Marquardt

Ward 1

Becky Fast Sheri McNeil

Ward 2

Tim Janssen Michael Rhoades

Ward 3

Ryan Kellerman Erin Thompson

Ward 4

Michael Poppa Teresa Kelly

CITY ADMINISTRATOR

Aaron Otto

CITY CLERK

Kelley Bohon

CITY TREASURER

Debra L. Mootz

DIRECTOR OF FINANCE

Jennifer Jones Lacy

CITY ATTORNEY

Neil R. Shortlidge, Esq.

MUNICIPAL COURT JUDGE

Karen Torline

CHIEF OF POLICE

John Morris

PUBLIC WORKS DIRECTOR

Jose Leon

Capital Improvement Program

The goal of Roeland Park's Capital Improvements Program (CIP) is to forecast substantial public infrastructure and facility improvements and capital equipment purchases and to provide data concerning need, cost, timing, funding sources, budget impacts and alternatives. The document is a planning tool to ensure that the City's infrastructure needs are addressed in an organized fashion, and so that the City can plan for major expenditures.

The City's Capital Improvement Program is to be updated annually to address any changes that came about during the current year. The CIP is a fully funded program based on future revenue projections. In formulating a five year CIP, it is necessary to forecast the funds available each year in the plan. The forecast is formulated based upon certain facts and educated assumptions based on prior year trends and data. In most instances, funds are not available to finance all desired projects. With suggestions and input from City staff and the citizens of the community, the Council must undertake the task of prioritizing the numerous projects and allocating them to the future years as funds are available.

The CIP is not a capital improvement budget separate from the City's annual operating budget. Rather, the CIP serves as a guide in assisting the City in developing the annual budget each year. The plan is a result of the City Council's analysis and allocation of funds during the budget process based on the community's needs.

DEFINITION OF A CAPITAL IMPROVEMENT

An investment of public and/or private funds, which includes equipment, new technology or an improvement project that is an asset that adds value to the City. Projects and equipment that are appropriate for the CIP are placed in categories or types including:

- Streets/Sidewalks/Trails
- Vehicles/Machinery
- Building/Equipment
- Street Lights

CAPITAL IMPROVEMENTS PROGRAM - PROJECTS AND FUND SOURCES 2016-2020

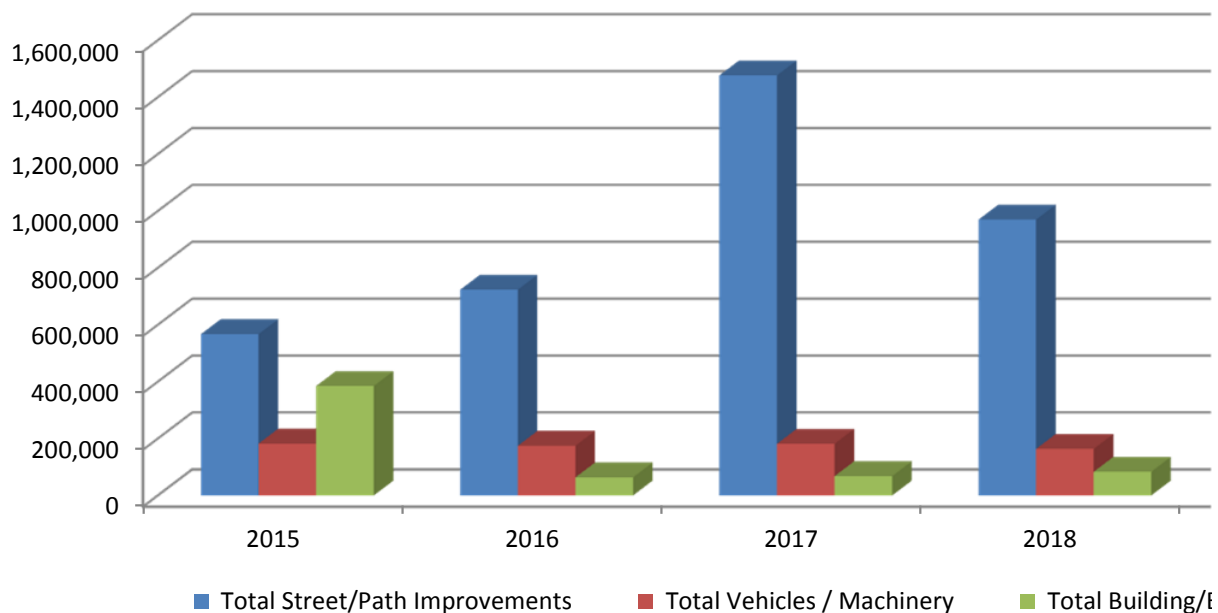
LOCATION/ DEPARTMENT	PROJECT DESCRIPTION	Useful Life	Const/Purch ase Year	Purchase/Co nstruction Year	Total Est. Project Cost	City Portion	Other Funding \$	Funding Source	2015	2015F	2016	2017	2018	2019	2020	2016-2020
Aquatic Center	POOL HOUSE FLOOR EPOXY			2012	\$ 12,500			360	-		-	-	-	-	-	-
Aquatic Center	REPLACE HIGH DIVE			2012	\$ 7,500			360	-		-	-	-	-	-	-
Aquatic Center	FILTER MEDIA REPLACEMENT			2013	\$ 11,500			360	-		-	-	-	-	-	-
Aquatic Center	ELECTRICAL IMPROVEMENTS			2013	\$ 11,500			360	-		-	-	-	-	-	-
Aquatic Center	REPAINT POOL			2014	\$ 18,500			360	-		-		-	-	-	-
Aquatic Center	CONCESSION SHADE STRUCTURE REPLACEMENT			2017	\$ 8,000			101				8,000	-	-	-	8,000
Aquatic Center	VORTEX POOL RENOVATION			n/a				101					-	-	-	-
Aquatic Center	SPRAYGROUND			n/a				101					-	-	-	-
Aquatic Center	POOL MAIN DRAIN REPAIR			n/a				101					-	-	-	-
Aquatic Center	UNDESIGNATED REPAIR/MAINTENANCE			ANNUAL	Up to 25,000			101	25,000		25,000	25,000	25,000	25,000		100,000
City Hall	PHONE SYSTEM	12	2000	2013	\$ 10,000			360	-		-	-	-	-	-	-
City Hall	COMPUTER SERVERS	4	2010	2014, 2018	\$ 20,000			360	7,000		-	-	20,000	-	-	20,000
City Hall	HOT WATER HEATER	10	1998	2014	\$ 1,000			360								-
City Hall	BOILERS	15		2027	\$ 50,000											-
City Hall	ROOF VENT FAN	10			\$ 6,000											-
City Hall	ROOF REPLACEMENT			2023												-
City Hall	AIR HANDLER															-
City Hall	STAIR CARPET	10														-
City Hall	ROOM CARPET	15														-
City Hall	CONDENSOR UNIT (EXTERIOR)															-
City Hall	PLUMBING FIXTURES															-
City Hall	LIGHTS FIXTURES															-
City Hall	ELEVATOR (HYDROLICS)															-
City Hall	ELEVATOR (CAB)															-
City Hall	SECURITY CAMERAS															-
City Hall	SOUND SYSTEM	8	2012	2020	\$ 25,000			360								-
Community Center	Fitness Room Air Handler / Furnance	12	1987	2014	\$ 2,400			290	-		-	-	-	-	-	-
Community Center	Room 4 Condenser Unit - 3 Ton	12	1987	2014	\$ 3,000			290	-		-	-	-	-	-	-
Community Center	10.5 Ton Condenser Unit MPR Room	3	2015	2027	\$ 15,000			290	-		-	-	-	-	-	-
Community Center	Roof Vent Fan	3	2017	2017	\$ 2,000			290	-		-	2,000	-		-	2,000
Community Center	Roof Vent Fan-Backup	3	2018	2018	\$ 2,000								2,000			2,000
Community Center	Gazebo (Built in 2000 for \$12,520)		2000													-
Community Center	MPR Air Handler Unit / Furnance	12	1986	2016	\$ 7,000			290	-		7,000	-	-	-	-	7,000
Community Center	Room 1 Condenser Unit - 3 Ton	12	1986	2016	\$ 3,000			290	-		3,000	-	-	-	-	3,000
Community Center	Room 1 Air Handler Unit / Furnance	12	1986	2016	\$ 3,000			290	-		3,000	-	-	-	-	3,000
Community Center	Room 2 Air Handler Unit / Furnance	12	1986	2017	\$ 3,000			290	-		-	3,000	-	-	-	3,000
Community Center	Room 3 Condenser Unit - 3 Ton	12	1986	2018	\$ 3,200			290					3,200	-	-	3,200
Community Center	Room 3 Air Handler Unit / Furnance	12	1986	2018	\$ 3,000			290					3,000	-	-	3,000
Community Center	West Hallway Air Handler / Furnance	12	1986	2018	\$ 5,000			290					5,000	-	-	5,000
Community Center	Daycare Condenser Unit - 5 Ton	12	1987	2018	\$ 5,500			290					5,500	-	-	5,500
Community Center	Daycare Air Handler / Furnance	12	1986	2019	\$ 3,000			290						3,000	-	3,000
Community Center	Room 6 Condenser Unit - 4 Ton	12	1987	2019	\$ 4,500			290						4,500	-	4,500
Community Center	Neighbors Place Condenser Unit - 6 Ton	12	2001	2019	\$ 5,500			290						5,500	-	5,500
Community Center	Gazebo Roof	20	2000	2020	\$ 3,000			290	-		-	-	-	-	3,000	3,000
Community Center	Neighbors Place Air Handler / Furnance	12	1987	2020	\$ 3,000			290						-	3,000	3,000
Community Center	East Hallway Air Handler / Furnance	12	1986	2020	\$ 5,000			290						-	5,000	5,000
Community Center	West Hallway Condenser Unit - 7.5 ton	12	2004	2020	\$ 8,000			290						-	8,000	8,000
Community Center	Room 6 Air Handler / Furnance	12	2008	2023	\$ 3,000			290						-	-	-
Community Center	Fitness Room Condenser Unit - 3 Ton	12	2012	2024	\$ 4,000			290	-		-	-	-	-	-	-
Community Center	Room 2 Condenser Unit - 3 Ton	12	2012	2024	\$ 4,000			290	-		-	-	-	-	-	-
Community Center	East Hallway Condenser Unit - 5 Ton	12	2013	2025	\$ 7,000			290	-		-	-	-	-	-	-
Community Center	Room 4 Air Handler Unit / Furnance	12	2012	2027	\$ 3,000			290	-		-	-	-	-	-	-
Community Center	Community Center Roof	15	2014	2030	\$ 260,000			360	-		-	-	-	-	-	-
Community Center	Sunken Floor Main Hallway	12	1998	2015	\$ 10,000			290	10,000		-	-	-	-	-	-
Community Center	Drinking Fountain waste vent line repair	12	1953	2015	\$ 10,000			290	10,000		-	-	-	-	-	-
Community Center	Sunken Floor in Neighbors place room	12	1998	2015	\$ 10,000			290	10,000		-	-	-	-	-	-

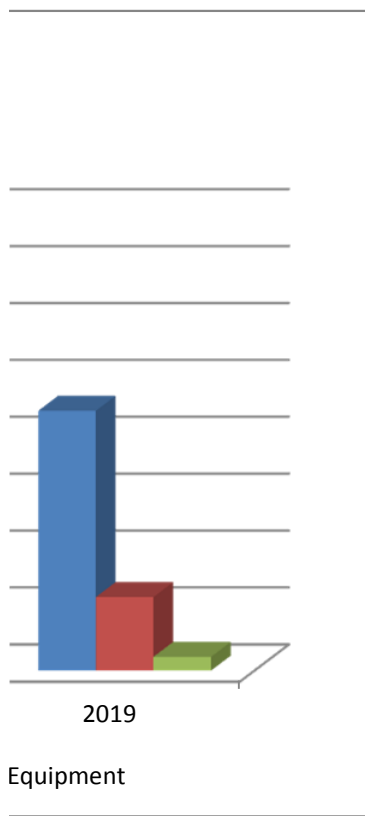
Community Center	*Community Center Replace all T-12 Light fixtures	12		1970's	2015	\$		37,300			290	37,300			-	-	-	-	-	-	-
Granada Park	PLAYGROUND EQUIPMENT				TBD															-	
Granada Park	GRANDA PARK IMPROVEMENTS				2014	\$		560,000			450	60,000	60,000		500,000						500,000
Nail Park	PLAYGROUND EQUIPMENT				TBD															-	
Nail Park	Shelter House/Facilities				2016	\$		5,000			360									-	
Nail Park	WALKING TRAIL				2014	\$		10,000	10,000		27A, 27D									-	
Neighborhood Services	Building Inspection Vehicles	10		2007	2017	\$		30,000			360	-		-	30,000	-	-	-	-	30,000	
Neighborhood Services	CODE ENFORCEMENT VEHICLE	10		2010	2020	\$		30,000			360	-		-	-	-	-	-	30,000	30,000	
Police	Dodge Pickup with equipment	5			2014	\$		30,000			360	-		-	-	-	-	-	-	-	
Police	Ford Explorer With Equipment	5			2014	\$		30,000			360	-		-	-	-	-	-	-	-	
Police	In Car Computers (2)	3-5			2015	\$		8,000			360	8,000		-	-	-	8,000	12,000		20,000	
Police	Patrol Vehicle	5			2015	\$		33,650			360	33,650		-	-	-	-	-	-	-	
Police	Patrol Vehicle	5			2015	\$		33,650			360	33,650		-	-	-	-	-	-	-	
Police	In Car Computers	3-5			2016	\$		12,000			360	-		12,000	-	-	-	-		12,000	
Police	Patrol Vehicle and equipment	5			2016	\$		34,700			360	-		34,700	-	-	-	-		34,700	
Police	Patrol Vehicle and equipment	5			2018	\$		34,500			360	-				35,500	-	-		35,500	
	Patrol Vehicle and equipment	5			2017	\$		35,500			360				35,500						
	Patrol Vehicle and equipment	5			2017	\$		35,500			360				35,500						
Police	Tasers	5		2014	2019	\$		7,000			102						7,000			7,000	
Police	In Car Video	3-5		2017	2020	\$		33,000			360	-		17,200			-			17,200	
Police	Replace Dodge Pickup with equipment	5		2014	2019	\$		35,500			360	-		-			\$ 35,500	-		35,500	
Police	Patrol Vehicle and equipment	5		2011	2016	\$		34,700			360	-		\$ 34,700						34,700	
Police	Patrol Vehicle	5		2015	2020	\$		37,500			360	-		-		-		\$ 37,500		37,500	
Police	Patrol Vehicle	5		2015	2020	\$		37,500			360	-		-		-		\$ 37,500		37,500	
Police	Radar	3-5				\$		15,000			360			5,000		5,000		\$ 5,000			
Police	Weapons			2016		\$		5,000			360			2,500	2,500					5,000	
Police	Body Cameras	10			2025	\$		7,000			360	-		700	700	700	700	700	700	3,500	
Public Works	REFLECTOMETER (Shared Cost 3 cities)				2012	\$		10,260			360	-		-	-	-	-	-	-	-	
Public Works	Public Works Building Lighting Replacement				2014-2015	\$		15,000			360	7,500		-	-	-	-	-	-	-	
Public Works	Street Lights			2014	2014-2020	\$		645,000			Bonds/101	125,000		125,000	125,000	125,000	125,000	125,000	125,000	625,000	
Public Works	SALT DOME				2015	\$		60,000			360	10,000		-	-	-	-	-	-	-	
Public Works	#201 STREET SWEEPER	10		2011	2011-2018	\$		212,550			360	31,251		31,251	31,251	31,251	-	-	-	93,753	
Public Works	#201 STREET SWEEPER REPLACEMENT	10		2021	2021-2031	\$		280,000			360						31,251	31,251		62,502	
Public Works	#101 -102 F750 DUMPTRUCK W/ LEAF/WINTER EQUIPMENT	10		2011	2011-2017	\$		162,800			360	27,794		27,794	27,794	-	-	-	-	55,588	
Public Works	#101 F750 DUMPTRUCK REPLACEMENT (2)	10		2021	2021-2031	\$		200,000			360					13,897	13,897	13,897		41,691	
Public Works	#102 F750 DUMPTRUCK REPLACEMENT (2)	10		2021	2021-2031	\$		200,000			360					13,897	13,897	13,897		41,691	
Public Works	#107 Chevy K3500 one ton	10		1998	2015	\$		65,000			360	50,000		-	-	-	-	-	-	-	
Public Works	TRACKLESS - PLOWING ATTACHMENT	10		2004	2016	\$		6,000			Lease/Purchase	6,000		-	-	-	-	-	-	-	
Public Works	#103 1-TON F350 - PICKUP & EQUIPMENT	10		2012	2012	\$		65,000			360	-		-	-	-	-	-	-	-	
Public Works	#104 F250 - PICKUP & EQUIPMENT	10		2000	2014	\$		40,000			360	-		-	-	-	-	-	-	-	
Public Works	LAWN MOWER	10		1999	2014	\$		11,500			106	-		-	-	-	-	-	-	-	
Public Works	#205 TRACKLESS REPLACEMENT	12		2004	2016	\$		150,000			Lease/Purchase	-		30,000	30,000	30,000	30,000	30,000	30,000	150,000	
Public Works	TRACKLESS - LEAF ATTACHMENT	12		2004	2016	\$		50,000			Lease/Purchase	-		10,000	10,000	10,000	10,000	10,000	10,000	50,000	
Public Works	LAWN MOWER	10		2007	2016	\$		12,500			360	-		12,500	-	-	-	-	-	12,500	
Public Works	#202 CATERPILLAR LOADER REPLACEMENT	20		1994	2017	\$		150,000			Lease/Purchase	-		30,000	30,000	30,000	30,000	30,000	30,000	150,000	
Public Works	#204 Case 1845 C SKIDSTEER REPLACEMENT	20		1996	2015	\$		70,000			Lease/Purchase	-		10,000	-		-	-	-	10,000	
Public Works	1-TON FLATBED & EQUIPMENT	10			2019	\$		70,000			360	-		-	-		35,000	35,000		70,000	
Public Works	DODGE POLICE - MEDIUM DUTY PICKUP & EQUIPMENT	5		2014	2019	\$		15,000			360	-		-	-	-	15,000			15,000	
Public Works	FORD EXPLORER POLICE - MEDIUM DUTY	10		2014	2019	\$		-			360	-		-	-	-	-			-	
Public Works	#105 Chevy HD 2500	10		2008	2018	\$		40,000			360	-		-	-	40,000				40,000	
Public Works	1-TON F350 - PICKUP & EQUIPMENT	10		2008	2022	\$		40,000			360	-		-	-	-		40,000		40,000	
Public Works	#203 SKIDSTEER Case 85XT Replacement	20		2003	2023	\$		70,000			360	-		-			15,000	15,000		30,000	
Public Works	#108 GMC Senoma 2W Replace with Codes T	10		2000	2017	\$		-			360	-		-	-	-	-	-	-	-	
R Park	PLAYGROUND EQUIPMENT				TBD															-	
R Park	R Park Master Plan				TBD	\$		435,000				-		-	-	-	-	-		-	
Streets	Roe Blvd/48th Street Intersection Improvements & 47th Street Roe Ln to Mississippi				2015	\$		591,069	237,069	354,000	0 Fund - Cash, Grants	237,069			-	-	-	-	-	-	
Streets	CONTRACTED STREET MAINTENANCE				ANNUALLY			--	--	-	27D and GF	250,000		300,000	400,000	500,000	500,000	500,000	500,000	2,200,000	
Streets	IN-HOUSE STREET MAINTENANCE				ANNUALLY			--	--	-	106	80,000		80,000	80,000	80,000	80,000	80,000	80,000	400,000	

Streets	51st Street (W City Limit - Cedar), North on Cedar to 50th Terrace, and 50th Ter (Cedar - Roe Blvd). New Commerce Bank intersection. Striping on Roe Blvd.			2016	\$	558,388	312,697	245,691	BONDS			312,697				-		312,697
Streets	58th Street - 51st Street			2017	\$	695,741	389,615	306,126	BONDS				389,615					389,615
Streets	Roe Blvd - N City Limits			2018	\$	594,285	332,800	261,485	BONDS					332,800				332,800
Streets	County Line to Johnson Drive			2019	\$	1,875,000	1,050,000	825,000	BONDS							1,050,000		1,050,000
Streets	47th Street - 53rd Street			2020	\$	245,500	137,480	108,020	BONDS								137,480	137,480
Streets	Roe Blvd - Roe Lane				\$	612,709	350,000		BONDS							-		-
Streets	Roe Lane - 47th Street				\$	260,000	195,000		BONDS							-		-
Streets	Roe Blvd - Ash				\$	170,000	127,500		BONDS							-		-
Streets	47th Street - 53rd Street				\$	245,500	245,500		BONDS							-		-
Streets	Buena Vista (SMP-53rd St) 53rd Street - Buena Vista - Reinhardt				\$	320,000	145,000		BONDS							-		-
Streets	Roe Blvd - Shawnee Mission Parkway				\$	245,000	110,000		BONDS							-		-
Streets	2015 - Roe Lane Line 3-4, 22-21, 1-2			2015	\$	101,270	\$	101,270		\$	101,270.00					\$	-	-
Streets	2016 - Roe Lane Lines 20 a - 20, 18 -20, 33-32 (Birch)			2016	\$	145,655	\$	145,655				\$	145,655			\$	-	145,655
Streets	2017 - Roe Lane lines 15-20a, 23-22, 2-3, 7-6, 6-9			2017	\$	194,928	\$	194,928					\$	194,928		\$	-	194,928
Streets	2018 - Roe Lane lines 16-15, 12-15, 10-12, 4-6, 9-10			2018	\$	277,144	\$	277,144						\$	277,144	\$	-	277,144
Streets	2019 - Roe Lane lines 8-7, 11-10, 29-28, 27-26			2019	\$	105,515	\$	105,515								\$	105,515	105,515
Streets	2020 - Roe Lane lines 19-19a, 19a-19b, 19b-20a			2020	\$	105,812	\$	105,812								-	\$	105,812
Streets	2021 - Roe Lane lines 14-13, 13-12, 31-31A, 31A -30			2021	\$	130,327	\$	130,327								-		-
Streets	2022 Ellidge, and others?			2022												-		-
City Hall	Buildling Reserve Fund		1994		\$	127,520			GF	46,600		40,460	40,460					
R Park	Building Reserve Fund		Varies		\$	8,000			GF	2,500		8,000						
Public Works	Buildling Reserve Fund		1970		\$	26,880			GF	434		16,536						
Aquatic Center	Building Reserve Fund		1994		\$	70,000			GF	25,466		27,534						
										1,235,484		1,852,227	1,501,248	1,588,889	2,143,760	1,309,037		8,176,171

	2015	2016	2017	2018	2019
Total Street/Path Improvements	567,069	723,117	1,476,541	969,615	912,800
Total Stormwater	97,003	79,888	206,829	85,694	171,191
Total Vehicles / Machinery	182,345	174,445	181,545	163,751	258,000
Total Building/Equipment	384,800	63,500	68,000	83,200	48,000
	1,231,217	1,040,950	1,932,915	1,302,260	1,389,991

Capital Improvement Programs By Category For 2014-2018





	2015	2016	2017	2018	2019
Aquatic Center Total	25,000	25,000	25,000	25,000	25,000
City Hall Total	7000	0	0	20,000	0
Community Center Total	327,300	16,500	3,000	20,200	13,000
Neighborhood Services Total	-	-	30,000	-	-
Police Total	75,300	74,900	57,500	55,500	123,000
Public Works Total	132,545	121,545	134,045	126,251	145,000
Streets / Infrastructure Total	664,072	803,005	1,683,370	1,055,309	1,083,991
	1,231,217	1,040,950	1,932,915	1,302,260	1,389,991

Proposed PW Vehicle / Equipment Replacement

* Repair data only available from 2001 to present. Available data is limited to directly from PO system.

Year	Vehicle Description	Admin	Street/Parks Cleaning	Mowing
1999	Grasshopper			1
2000	Grasshopper			1
2004	Trackless MT5			1
2004	Leaf Attachment			
2004	Trackless plow			
1994	Caterpillar Loader		1	
1998	K3500 1 Ton		1	1
2000	GMC Senoma 2wd		1	1
2007	Ferris			1
1996	Case 1845C skidsteer		1	1
2007	Chevy K3500		1	1
2008	Chevy HD2500		1	1
2003	Case 85XT		1	1
2010	Sweeper		1	
2012	Ford F350	1	1	1
2011	Ford F750 DT		1	
2011	Ford F750 DT		1	
1990	Chevy Pickup			1
1997	*Ford Explorer	1		

Proposed PW Vehicle / Equipment Replacement

* Repair data only available from 2001 to present. Available data is limited for all vehicles. This data that has been retrieved directly from PO system.

All Year Use
Partial Use
*Lifetime Repair

Year	Vehicle Description	Typical Use	All Year Use	Partial Year Use
1997	C7500 #18	Heavy hauling, Leaf Pickup, Winter Operations	Yes	
1997	C7550 #21	Heavy hauling, Leaf Pickup, Winter Operations	Yes	
1998	K3500 1 Ton	Medium Hauling, Mowing duties, Winter Operation	X	
2000	Grasshopper	Mowing		X
2004	Trackless MT5	Plowing, mowing, leaf pickup	X	
2004	Leaf Attachment	Trackless - Leaf pickup only		X

2004	Trackless plow	Winter plowing		X
1994	Caterpillar Loader	Leaf Pickup, Storm damage, dumpster load, winter operations.	X	
2004	Trackless mower deck	Mowing		X
1999	Grasshopper	Mowing		X
2007	Ferris	Mowing		X
1993	Case 1845C skidsteer	Leaf Pickup, Storm damage, dumpster load, winter operations.	X	
2007	Chevy K3500	Medium Hauling, Mowing duties, Winter Operation	X	
2008	Chevy HD2500	Medium Hauling, Mowing duties, Winter Operation	X	

2011	Ford F750 DT 101	Heavy hauling, Leaf Pickup, Winter Operations	X	
2011	Ford F750 DT 102	Heavy hauling, Leaf Pickup, Winter Operations	X	
2011	Sweeper	Sweeping duties, Leaf Pickup		X
2012	F350 4x4	Heavy hauling, Leaf Pickup, Winter Operations	X	
2015	F250	Medium Hauling, Mowing duties, Winter Operation	X	
2003	Case 85XT	Plowing, salt loading, tilling, emergency cleanup, loading of mulch into trucks.	X	
1997	*Ford Explorer	Admin., meetings, parts running (especially Winter due to 4x4), general patrolling of City, Does not perform leaf or Winter duties.	X	

nt Plan - YEARS 2012 -2021

or all vehicles. This data that has been retrieved

All Year Use

Partial Use

*Lifetime Repairs

Snow	Leaf	Street Maintenance	All Year Use	Partial Year Use	Current Hours	Current Mileage
				X	1788	na
				X	1751	na
1	1		X		1669.6	8142.2
	1			X	na	na
1				X	na	na
1	1	1	X		4227.2	na
1		1	X		5181.5	48689
		1		X	973.1	73736
				X	222.5	na
1	1	1	X		1610	na
1		1	X		2048.1	19379
1		1	X			25791
1	1	1	X		621.1	na
	1	1		X	473.1	2378
1	1	1	x			
1	1	1	X			
1	1	1	X			
		1		X	6989.1	78969
		1	X		8082.6	84091

nt Plan - YEARS 2014 -2025

	Winter and/or Leaf Pickup Duties
	Only performs basic duties, light hauling, mowing duties. Does not ha
s	Winter back up duties in case of vehicle breakdowns. Partial use vehicle
	Data found only goes back to 2011. There could be additional repairs
	been recorded.

Current Hours	Current Mileage	Repair \$ Last 2 Years	*Lifetime Repairs	Estimated replacement costs	Useful Life in years	Proposed Replacement Year
3270.7	29902	\$957.53	\$0.00	Replaced		2011
3156.6	27741.8	\$4,293.32	\$0.00	Replaced		2011
6509	59875	\$0.00	\$0.00	#####	7 to 10	2015
1982	na	\$0.00	\$0.00	#####	7 to 10	2015
2191	10672	\$0.00	\$0.00	#####	10 to 12	2016
na	na	\$0.00	\$0.00	#####	10 to 12	2016

na	na	\$0.00	\$0.00	\$6,000.00	7 to 10	2016
4646	na	\$0.00	\$0.00	#####	15 to 20	2017
na	na	\$0.00	\$0.00	\$0.00	7 to 10	2017
2175	na	\$0.00	\$0.00	\$0.00	7 to 10	2017
325		\$0.00	\$0.00	#####	8 to 10	2017
1690	na	\$0.00	\$0.00	#####	15 to 20	2018
2191	28540	\$0.00	\$0.00	#####	7 to 10	2019
na	43360	\$0.00	\$0.00	#####	7 to 10	2020

na	5795	\$0.00	\$0.00	#####	10 to 12	2020
na	5000	\$0.00	\$0.00	#####	10 to 12	2021
2215	9600	\$0.00	\$0.00	#####	10	2022
na	9256			#####	7 to 10	2022
						2022
781	na	\$0.00	\$0.00	#####	15 to 20	2023
8723	93822	\$0.00	\$0.00	#####	7 to 10	Possible replacement with used PD vehicle

Winter and/or Leaf Pickup Duties

Only performs basic duties, light hauling, mowing duties. Does not have capability to perform Winter backup duties incase of vehicle breakdowns. Partial use vehicles when replaced should be replaced with Year Round Data found only goes back to 2001. There could by additional repair costs that have not been recorded.

2012 Repair Costs	*Lifetime Repairs	Estimated replacment costs	Useful Life in years	Proposed Replacement Year	Age at time of proposed replacement
	\$6,130.44	\$11,500.00	7	2014	15
	\$4,147.57	\$11,500.00	7	2014	14
	\$2,105.00	\$150,000.00	10	2015	11
	\$52,335.93	\$50,000.00	10	2015	11
	\$1,229.48	\$6,000.00	7	2015	11
	\$4,431.29	\$150,000.00	15	2016	22
	\$25,280.55	\$55,000.00	7	2017	19
	\$5,538.21	\$35,000.00	7	2018	18
	\$3,339.77	\$12,000.00	8	2018	11
	\$1,110.58	\$70,000.00	15	2018	22
	\$584.47	\$65,000.00	7	2019	12
	\$53.99	\$40,000.00	7	2020	12
	\$3,722.93	\$70,000.00	15	2021	18
	\$0.00	\$280,000.00	10	2022	12
		\$40,000.00	7	2022	
	\$0.00	\$100,000.00	10	2023	12
	\$0.00	\$100,000.00	10	2024	13
	\$1,140.99	\$40,000.00	7	2025	35
	\$4,916.94	\$35,000.00	7	backbone vehicles	?

ve capability to perform
s when replaced should
in costs that have not

Age at time of proposed replacement	Remarks
14	Parts no longer available for vehicle
14	Parts no longer available for vehicle
17	includes stainless bed, that could be used on new truck when replaced
15	Replace 2 mowers with 1 new Front Mount mower
12	If we continue Leaf Pickup indefinitely - Mounting points are wearing out, Shawnee Welding completed some repairs. \$216,000.00 to replace MT5 Tractor and all attachments at same time.
12	High cost due to damage (hammer, concrete blocks, etc.).

12	Usual dents, bends, broken welds that come with plowing. Could remove when 2000 Senoma replaced with plow truck
23	Cab is in bad shape, Engine Power decreasing. Could be replaced with used.
13	DO NOT REPLACE - sell or trade in
18	Remove from inventory if Mowing contract works - trade or sell
10	Possibly not replace -if Mowing contract works - trade or sell
25	Remove if purchase of milling attachment that will fit 85XT
12	
12	

9	
10	
11	2215 front 1930 back hours
10	
7	NOT Delivered yet!!!!!!
20	If salt dome is in place, do away with 1845c and replace 85XT in 2018
?	*Police Dept. does borrow if needed in Winter time. Remove if PD brings on additional 4x4 vehicles



Functions	Annual Value	Admin	Street/Parks Cleaning	Mowing	Snow
1	\$1,642.86			\$ 1,642.86	
1	\$1,642.86			\$ 1,642.86	
3	\$15,000.00			\$ 5,000.00	\$ 5,000.00
1	\$5,000.00				
1	\$857.14				\$ 857.14
4	\$10,000.00		\$ 2,500.00		\$ 2,500.00
4	\$7,857.14		\$ 1,964.29	\$ 1,964.29	\$ 1,964.29
3	\$5,000.00		\$ 1,666.67	\$ 1,666.67	
1	\$1,500.00			\$ 1,500.00	
5	\$4,666.67		\$ 933.33	\$ 933.33	\$ 933.33
4	\$9,285.71		\$ 2,321.43	\$ 2,321.43	\$ 2,321.43
4	\$5,714.29		\$ 1,428.57	\$ 1,428.57	\$ 1,428.57
5	\$4,666.67		\$ 933.33	\$ 933.33	\$ 933.33
3	\$28,000.00		\$ 9,333.33		
6	\$5,714.29	\$ 952.38	\$ 952.38	\$ 952.38	\$ 952.38
4	\$10,000.00		\$ 2,500.00		\$ 2,500.00
4	\$10,000.00		\$ 2,500.00		\$ 2,500.00
2	\$5,714.29			\$ 2,857.14	
2	\$5,000.00	\$ 2,500.00			
		\$ 3,452.38	\$ 27,033.33	\$ 22,842.86	\$ 21,890.48

Leaf	Street Maintenance
\$ 5,000.00	
\$ 5,000.00	
\$ 2,500.00	\$ 2,500.00
	\$ 1,964.29
	\$ 1,666.67
\$ 933.33	\$ 933.33
	\$ 2,321.43
	\$ 1,428.57
\$ 933.33	\$ 933.33
\$ 9,333.33	\$ 9,333.33
\$ 952.38	\$ 952.38
\$ 2,500.00	\$ 2,500.00
\$ 2,500.00	\$ 2,500.00
	\$ 2,857.14
	\$ 2,500.00
\$ 29,652.38	\$ 32,390.48

Community Center CIP List	Date installed	Description of condition	Est. repair	Est. replacement
Item	if known		replace date	costs
Fitness Room Air Handler / Furnance	1987	Fan running rough	2014	\$2,400.00
Room 4 Condenser Unit - 3 Ton	1987	Has had several repairs over the years	2014	\$3,000.00
Community Center Roof	1995	Blistered, cracked,leaks, 17 years old	2014	\$260,000.00
10.5 Ton Condenser Unit MPR Room	1986	Has had several repairs over the years	2014	\$15,000.00
Sunken Floor Main Hallway	1998	last repaired in 1998	2015	\$10,000.00
Drinking Fountain waste vent line repair	1953	broken and leak sewer gas under hallway	2015	\$10,000.00
Sunken Floor in Neighbors place room	1998	last repaired in 1998	2015	\$10,000.00
*Replace all T-12 Light fixtures	1970's	As per Energy Audit	2015	\$37,300.00
MPR Air Handler Unit / Furnance	1986	Has had several repairs over the years	2016	\$7,000.00
Room 1 Condenser Unit - 3 Ton	1986	Has had several repairs over the years	2016	\$3,000.00
Room 1 Air Handler Unit / Furnance	1986	Has had several repairs over the years	2016	\$3,000.00
Room 2 Air Handler Unit / Furnance	1986	Has had several repairs over the years	2017	\$3,000.00
Room 3 Condenser Unit - 3 Ton	1986	Has had several repairs over the years	2018	\$3,200.00
Room 3 Air Handler Unit / Furnance	1986	A-coil has been repaired	2018	\$3,000.00
West Hallway Air Handler / Furnance	1986		2018	\$5,000.00
Daycare Condenser Unit - 5 Ton	1987	Has had several repairs over the years	2018	\$5,500.00
Daycare Air Handler / Furnance	1986	A-coil has been repaired	2019	\$3,000.00
Room 6 Condenser Unit - 4 Ton	1987	Has had several repairs over the years	2019	\$4,500.00
Neighbors Place Condenser Unit - 6 Ton	2001	Replaced in 2001	2019	\$5,500.00
Neighbors Place Air Handler / Furnance	1987	A-coil has been repaired	2020	\$3,000.00
East Hallway Air Handler / Furnance	1986	Has had several repairs over the years	2020	\$5,000.00
West Hallway Condenser Unit - 7.5 ton	2004	Replaced in 2004	2020	\$8,000.00
Room 6 Air Handler / Furnance	2008	New 12/08	2023	\$3,000.00
Fitness Room Condenser Unit - 3 Ton	2012	New as of 8-9-2012	2024	\$4,000.00
Room 2 Condenser Unit - 3 Ton	2012	New as of 8-9-2012	2024	\$4,000.00
East Hallway Condenser Unit - 5 Ton	6/13/2013	New 5 Ton unit	2025	\$7,000.00
Room 4 Air Handler Unit / Furnance	2012	New - Has been replaced	2027	\$3,000.00

Useful life of Furnance / A/C Unit average 12-15 years

Totals	\$430,400.00
--------	--------------

* New regulations go into effect July 2012, limited amounts of T12 stockpiles will be available after 2012, however pricing for these lamps will be substantial.

Estimated Repair Totals by year

Highlighted area most likely will need to be done this year (2014)

2014	\$280,400.00
2015	\$67,300.00
2016	\$13,000.00
2017	\$3,000.00
2018	\$16,700.00
2019	\$13,000.00
2020	\$16,000.00
2023	\$3,000.00
2024	\$8,000.00
2025	\$7,000.00
2027	\$3,000.00

Total Repairs	\$430,400.00
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PROJECT DESCRIPTION	Possible Funding Sources	Total Est. Project Cost
	(Fund)	
Roe Blvd/48th Street Intersection Improvements & 47th Street Roe Ln to Mission Rd	Bonds 270, 300	591,069
In-House Street Maintenance (Crack Seal, Sidewalk Repair, Small Full Depth Patch)	106	80,000
Contracted Street Maintenance (Surface Treatments, Curb/Gutter, Sidewalk Replacement)	270, 300	250,000
2015 Corrugated Metal Pipe	300	97,003
Computer Update (Server Alt)	101	7,000
Patrol Vehicle	360	33,650
Patrol Vehicle	360	33,650
<i>Street Sweeper (2011 Lease Purchase payments)</i>	<i>360</i>	<i>212,550</i>
<i>2- F750 Dump Trucks W/ Leaf/Winter Equipment (2011 Lease Purchase payments)</i>	<i>360</i>	<i>162,800</i>
**1-Ton Flatbed Truck	360	65,000
Trackless - Plowing Attachment	360	6,000
Community Center Roof	360	260,000
Sunken Floor Main Hallway	290	10,000
Drinking Fountain Waste Vent Line Repair	290	10,000
Sunken Floor In Neighbors Place Room	290	10,000
*Community Center Replace All T-12 Light Fixtures	290	37,300
Aquatic Center Repair and Maintenance	101	25,000
Police - In Car Computers (2)	360	8,000
** Public Works Building Lighting Replacement	360	15,000
** Salt Dome	360	60,000
Total 2015 CIP		1,974,022

Other Funding \$	Proposed Budget Costs
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354,000	237,069
	80,000
	250,000
	97,003
	7,000
	33,650
	33,650
	31,251
	27,794
	50,000
	6,000
	260,000
	10,000
	10,000
	10,000
	37,300
	25,000
	8,000
	7,500
	10,000
354,000	1,231,217

Corrugated pipe replacement on Roe Lane, Birch and 47th and Mohawk

Year	Description	Amount
2015	Line 3 - 4	\$ 61,229.00
2015	Line 22-21	\$ 27,686.00
2015	Line 1 - 2	\$ 12,355.00
Total		\$ 101,270.00

2016	Line 20A - 20	\$ 81,301.00
2016	Line 18 - 20	\$ 24,354.00
2016	Line 32- 33	\$40,000
Total		\$ 145,655.00

2017	Line 15 - 20A	\$ 39,674.00
2017	Line 23 -22	\$ 23,379.00
2017	Line 2 - 3	\$ 28,536.00
2017	Line 7 - 6	\$ 29,302.00
2017	Line 6 - 9	\$ 74,037.00
Total		\$ 194,928.00

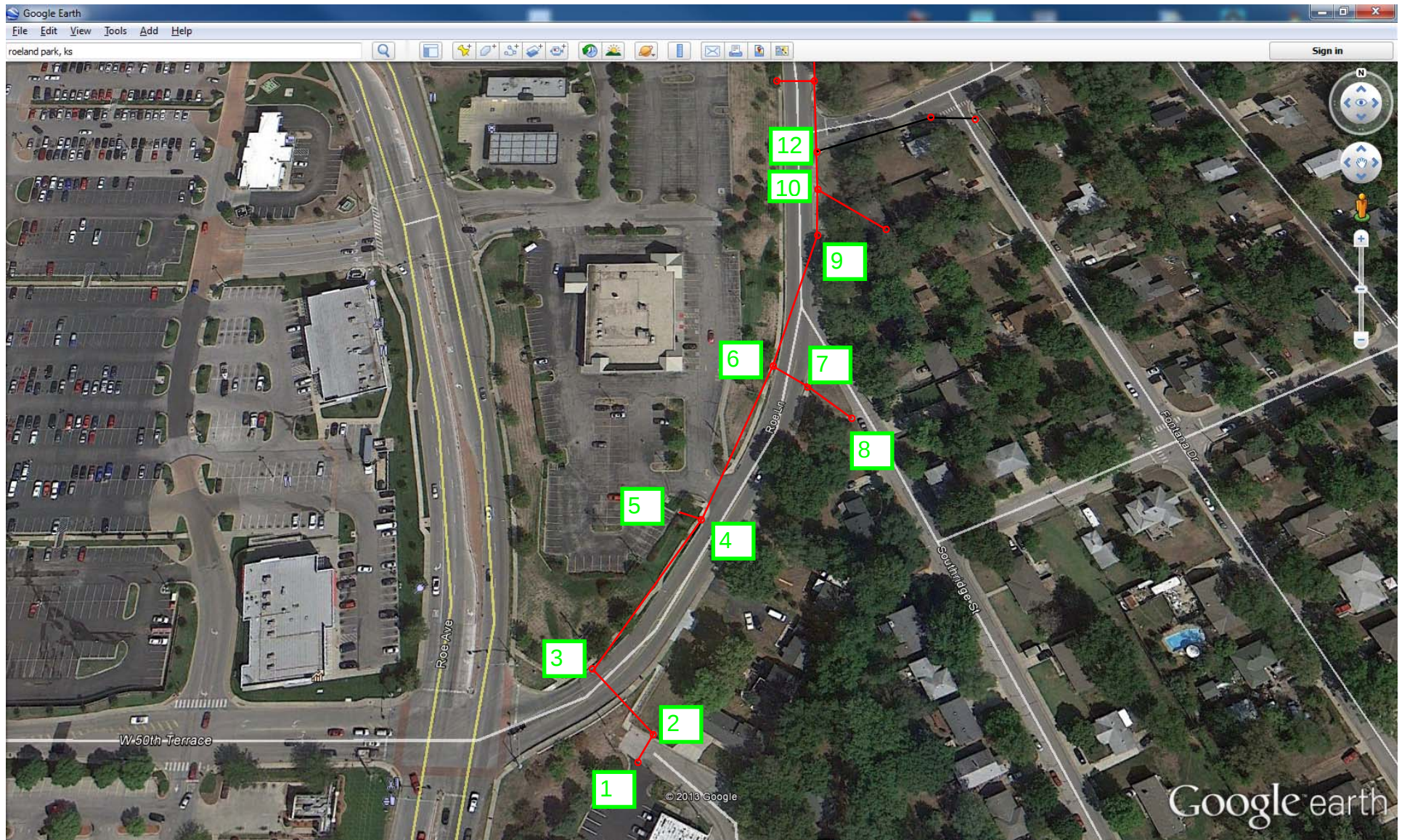
2018	Line 16 - 15	\$ 24,943.00
2018	Line 12 - 15	\$ 85,465.00
2018	Line 10 - 12	\$ 60,113.00
2018	Line 4 - 6	\$ 64,306.00
2018	Line 9 - 10	\$ 42,287.00
Total		\$ 277,114.00

2019	Line 8 - 7	\$ 25,940.00
2019	Line 11 - 10	\$ 35,266.00
2019	Line 29 - 28	\$ 28,029.00
2019	Line 27 - 26	\$ 16,280.00
Total		\$ 105,515.00

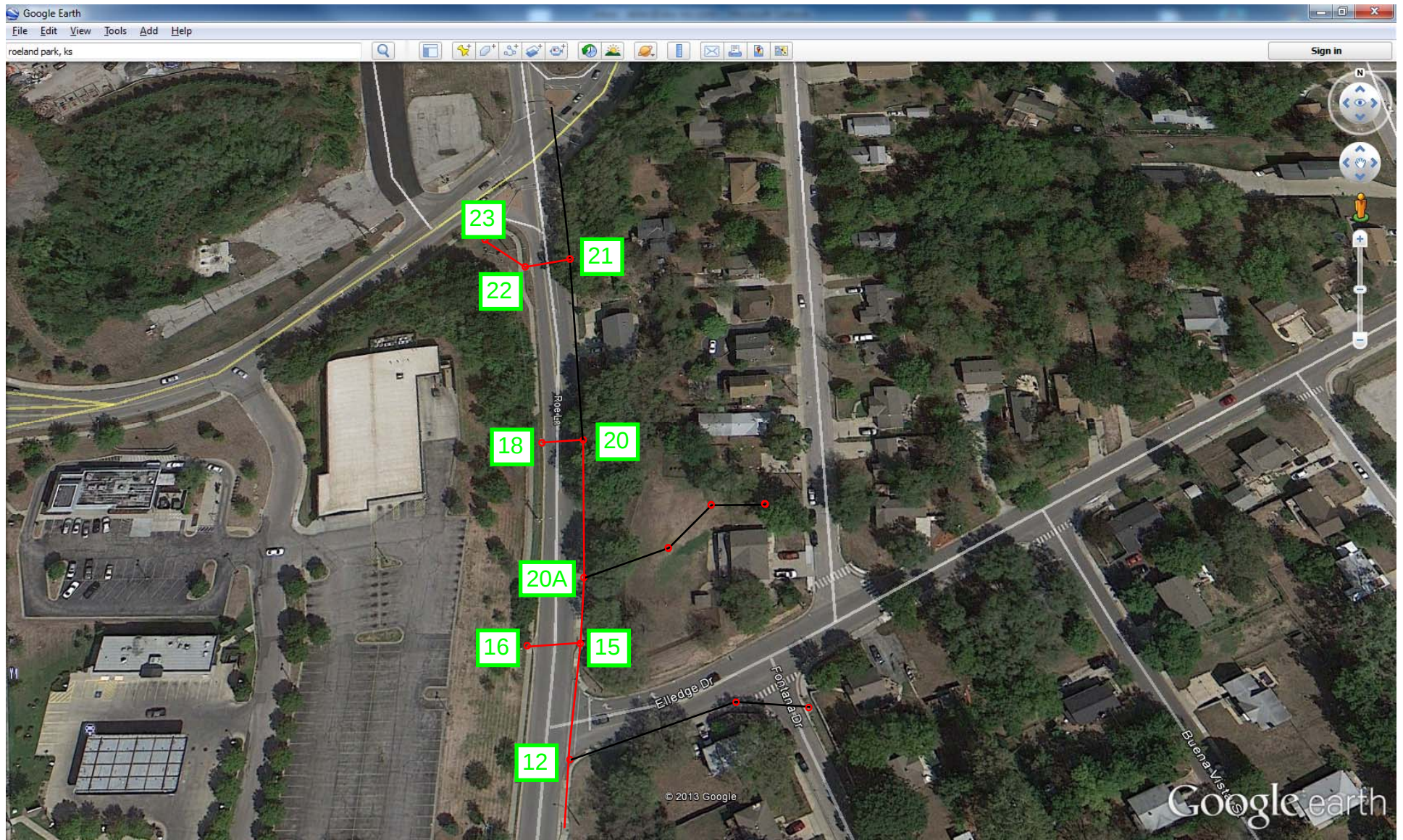
2020	19 - 19A	\$ 35,000.00
2020	19A - 19B	\$ 51,978.00
2020	19B - 20A	\$ 18,834.00
Total		\$ 105,812.00

2021	Line 14 - 13	\$ 23,757.00
2021	Line 13 - 12	\$ 31,259.00
2021	Line 31 - 31A	\$ 47,092.00
2021	Line 31A - 30	\$ 28,219.00
Total		\$ 130,327.00

Lines	Costs	Rating
1 to 2	\$ 12,355.00	Poor
2 to 3	\$ 28,536.00	Poor
3 to 4	\$ 61,229.00	Critical
4 to 6	\$ 64,306.00	Fair
5 to 4	\$ 19,258.00	Fair
5 to 5A	\$ -	Fair
6 to 9	\$ 74,037.00	Poor
7 to 6	\$ 29,302.00	Poor
8 to 7	\$ 25,940.00	Poor
9 to 10	\$ 42,287.00	Fair
10 to 12	\$ 60,113.00	Poor
11 to 10	\$ 35,266.00	Poor
12 to 15	\$ 85,465.00	Fair
13 to 12	\$ 31,259.00	Fair
14 to 13	\$ 23,757.00	Fair
15 to 20A	\$ 39,674.00	Poor
16 to 15	\$ 24,943.00	Poor
18 to 20	\$ 24,354.00	Poor
19A to 19B	\$ 51,978.00	Fair
19A to 20A	\$ 18,834.00	Fair
19 to 19A	\$ 35,000.00	Poor
20A to 20	\$ 81,301.00	Poor
20 to 21	\$ 97,723.00	2014
22 to 21	\$ 27,686.00	Critical
23 to 22	\$ 23,379.00	Poor
25 to 24	\$ 311,850.00	Poor
27 to 26	\$ 16,280.00	Poor
29 to 28	\$ 28,029.00	Poor
31 to 31A	\$ 47,092.00	Poor
31A to 30	\$ 28,219.00	Fair
32 to 33	\$ 40,000.00	Critical
33 to 34	\$ -	
34 to 35	\$ -	
51 to 36	\$ -	
37 to 38	\$ -	
38 to 39	\$ -	
39 to 40	\$ -	
40 to 41	\$ -	
Total	\$ 1,489,452.00	



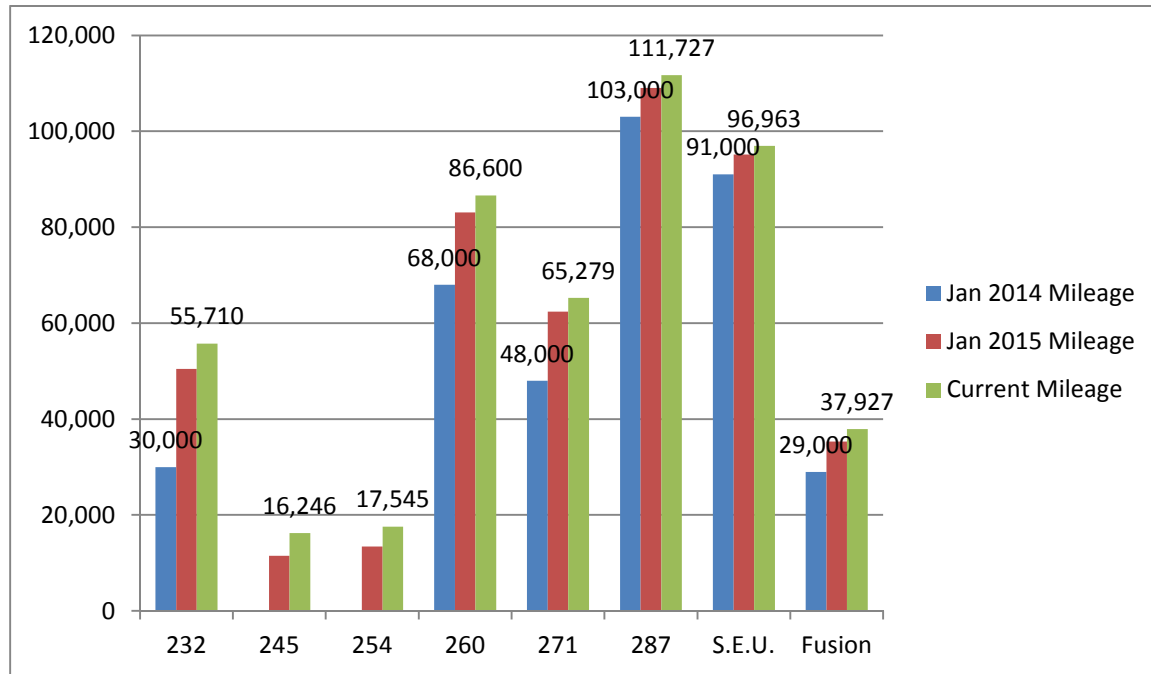
Roe Lane between Roe Avenue and Elledge Drive



Roe Lane between Elledge Drive & 48th Street

ROELAND PARK POLICE DEPARTMENT / FLEET INFORMATION SHEET

April 2015



Car #	Year	Mileage	Purpose	Action	NOTE	New Assignments	
232	2012	55,710	Patrol	None		232	Patrol
244	2014	16,246	Sgt.	None		244	Sgt.
254	2014	17,545	Patrol	None		254	Patrol
260	2010	86,600	Patrol	2015 Surplus	New Unit 265	265	Patrol
271	2011	65,279	Patrol	To Travel S.E.U	Replace 287	275	Patrol
287	2007	111,727	Chief	2015 Surplus	New Unit 275	281 S.E.U	Travel
286 S.E.U	2006	96,963	Travel	To Chief	To Chief	286	Chief
Fusion	2012	37,927	Det.	None		Fusion	Det.

This is the current list as of April 1st, 2015. We just had two new 2015 vehicles arrive April 12th and are awaiting emergency equipment installation. The usual rotation is approximately 5 years depending on the integrity of the vehicle.

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

Committee **4/27/2015**
Meeting Date:



ATTACHMENTS:

Description	Type
 how to get 700k	Cover Memo
 shifts in past budget historical document	Cover Memo
 tif district worksheet	Cover Memo

CITY OF ROELAND PARK, KANSAS



SALES TAX REVENUE PROJECTIONS

FY	Walmart				Retail Neighbors				Local Grocers				Convenience Neighbors				All Other Sale / Use				Total	
End 12/31	Before	Loss	Recovery	After	Before	Loss	Recovery	After	Before	Loss	Recovery	After	Before	Loss	Recovery	After	Before	Loss	Recovery	After	Change	
2014	\$ 937,500			\$ 937,500	\$ 937,500			\$ 937,500	\$ 150,000			\$ 150,000	\$ 118,750			\$ 118,750	\$ 2,732,964			\$ 2,732,964	\$ -	
2015	938,594			938,594	153,375			938,594	153,375			153,375	121,422			121,422	2,794,455			2,794,455	4,538,437	
2016	980,162			980,162	186,826	(31,363)		833,138	125,461			125,461	134,154			134,154	2,857,331			2,857,331	3,890,422	
2017	1,002,216			1,002,216	160,355	(32,071)		851,883	126,947			126,947	126,947	(49,662)		76,168	2,921,621			2,921,621	4,744,964	
2018	1,024,766			1,024,766	163,962	(32,792)	3,279	947,908	134,449			134,449	129,804	(51,921)	25,961	103,843	2,987,357			2,987,357	784,265	
2019	272,918			272,918	1,047,823	(157,173)	3,353	799,059	137,474			137,474	132,724	(53,090)	26,545	106,179	3,054,573			3,054,573	4,960,889	
2020	285,338			285,338	1,071,399	(160,710)	3,428	1,071,399	140,568			140,568	135,711	(74,424)	27,142	108,568	3,123,301			3,123,301	5,072,509	
2021	291,758			291,758	1,095,505	(164,326)	3,506	1,013,342	143,730			143,730	138,764	(55,506)	27,753	111,011	3,193,575			3,193,575	5,186,641	
2022	298,322			298,322	1,120,154	(168,021)	3,584	1,036,143	149,964			149,964	141,896	(66,594)	29,377	113,590	3,265,430			3,265,430	5,303,340	
2023	305,035			305,035	1,145,358	(171,804)	85,902	1,059,456	150,271			150,271	145,079	(68,031)	29,016	116,063	3,338,902			3,338,902	5,422,665	

ASSUMPTIONS

Base Assumptions
Walmart's 2014 Sales Tax Revenues
Walmart's Depreciation
FY 14 Citywide Sales/Use Tax (FY13*(1+2.25%))
Average Annual Growth in Sales Tax Revenue

Walmart's Replacement
Recovery Rate of Lost Revenues
Recovery Begins _____ Months After Walmart Departs

Retail Neighbors (Dollar Tree, etc.)
FY 2014 Revenues (\$75.0 MM * 1.25%)
Revenues Lost at Walmart's Departure
Recovery of Lost Revenues in 24 months

Local Grocers (Aldi, Price Chopper)
FY 2014 Revenues (\$12.0 MM * 1.25%)
Revenues Lost at Walmart's Departure
Recovery of Lost Revenues in 24 months

Convenience Neighbors (Fico Bull, etc.)
FY 2014 Revenues (\$9.5 MM * 1.25%)
Revenues Lost at Walmart's Departure
Recovery of Lost Revenues in 24 months

Projected Sales/Use Tax Revenue

Before & After Walmart's Departure

Before
\$6,000,000
After
\$4,438,569
2.25%

Before
\$5,000,000
After
\$4,000,000
20.00%

Before
\$3,000,000
After
\$2,000,000
33.33%

Before
\$2,000,000
After
\$1,000,000
50.00%

Before
\$1,000,000
After
\$500,000
50.00%

Columbia Capital Management, LLC

January 26, 2015

Budget Reductions and Additions 2009 Base Year, 2010-2015

	Base Year 2009 Budget	2010 Budget Year	2011 Budget Year	2012 Budget Year	Amount of Funding 2013 (Budgeted)	Amount of Funding 2014 (Budgeted)	Amount of Funding 2015 (Budgeted) (Proposed)
Raises	3% raises were included annually		None	Bonuses	2.50%	* 1% KPERS / .15% KPF	3% merit raises included
Salary - Admin	\$ 243,000	\$ 239,500		\$ 236,360	\$234,450 - Returned to full time Position	\$ 215,250	\$252,450 - market adjustment for targeted positions
Salary - Court	\$ 59,400	\$ 39,400	\$ 40,600	\$40,600	\$40,500	\$ 40,895	\$ 42,052.00
Salary - Code Enforcement	\$ 100,750	\$ 99,975	\$ 105,000	\$103,500	\$103,650	\$ 104,520	\$ 106,000.00
Salary - PD	\$ 922,000	\$ 928,640	\$891,000 - Reduced by \$37,000 for DARE Officer	\$ 893,800	\$ 891,000	\$839,000 - Deputy Chief position unfunded	\$860,000 - market adjustment for targeted positions
Salary - PW	\$ 220,000	\$ 125,946	\$ 199,597	\$ 161,700	\$ 249,700	\$ 259,500	\$283,000 - market adjustment for targeted positions
Salary - Elected/Appointed	\$ 55,200	\$ 55,200	\$ 46,920	\$ 46,920	\$ 46,920	\$ 46,920	\$ 46,920.00
<i>Ordinance Change approved in 2010 for appointed/elected including pay increase; reduced in 2011 - 15% reduction -Governing Body, Judge and Prosecutor</i>							
EasyRide	\$ 16,500	\$ 16,500	Reduced by 16,500		Program terminated due to cost increases to all members		
Arts Commissioner	None	None	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
Art in R Park	\$ 25,000	\$ 15,000	Reduced by 10,500 to \$4,500	Not listed	Not listed	Not listed	Not listed
NLC (and all NLC affiliates)	\$18,000 - part of Dues, Subscriptions, Books -Admin	17000 - part of Dues, Subscriptions, Books -Admin	15500 - part of Dues, Subscriptions, Books - Admin	\$ 1,117	\$ 1,117	\$ 1,117	\$ 1,117
City Hall Janitorial	not broken out	\$ 13,000	Services provided by Public Works \$1,000	\$ 14,000	\$ 11,040	\$ 11,040	\$ 11,040
City Treasurer	\$ 1,200	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 2,400
Community Events	Roefest 14,000 with offsetting revenue of 7,000	\$ 10,000	\$ 5,000	\$ 2,500	\$ 2,500	\$ -	\$ 2,000
SIM Foundation	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Council Training	\$ 15,000	\$ 8,000	\$ 4,000	\$ 4,000	\$ 4,500	\$ 2,250	\$ 3,850
Newsletter	\$ 12,000	\$ 10,000	\$ 6,000	\$ 11,360	\$ 4,500	\$ 4,800	\$ 5,000
Public Relations	\$ 5,000	\$ 5,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 3,000	\$ 3,000
Fireworks	Included as part of Community Events		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,500	\$ 2,500
Police Department Training and Training Supplies	\$ 15,000	\$ 15,500	\$ 7,500	\$ 9,500	\$ 9,500	\$ 6,500	\$ 8,000
Police Vehicle(s)	\$ 50,000	\$ 25,000	\$ 12,500	\$ 45,000	\$ 50,000	\$ 30,000	\$ 67,300
Uniform purchases	\$ 8,000	\$ 8,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 7,500
Ammunition	\$ 4,000	\$ 4,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,500
Community Police Program	\$ 4,000	\$ 3,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Community Garden	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -
Tree Maintenance	Part of Trees, Plants, ... Budget	\$ 15,000	\$ -	\$ -	\$ -	\$ 10,000	\$ 20,200
Ash Tree Removal and Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,000
Retirement Matching Fund	\$ 30,000	Not listed	\$ 38,000	\$ -	\$ -	\$ -	\$ -
Public Works Software Upgrade	one time expense		\$ -	\$ -	\$ -	\$ -	\$ 0
Street Maintenance (non-CARS)	\$ 773,671	\$ 452,322	\$ -	\$ 416,121	\$ 145,778	\$ 280,000	\$ 330,000.00
Health Insurance funding	\$ 350,000	\$ 338,000	\$ 305,558	\$ 318,288	\$ 327,000	\$ 298,000	\$ 318,860
Citywide Notification System	\$ -	\$ -	\$ -	\$ 6,472	\$ 3,750	\$ 4,500	\$ 4,500
R Park Porta Potties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,750
Sunflower Grant Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000

* Offset for a state mandatory Employee Contribution

Roeland Park 2A and 2C - City Hall/McDonalds/Mission Bank TIF

Roeland Park 2A	Kaw Associates General	PF251204-3021	\$	12.35
Roeland Park 2A	Roelane Partners, LLC	PF251204-3022	\$	9.81
Roeland Park 2A	Meredith Properties, Inc.	PP58000001 T0III	\$	16,240.61
Roeland Park 2A	Meredith Properties, Inc.	PP58000001 OT0I	\$	11,533.01
Roeland Park 2A	Meredith Properties, Inc.	PP58000001 OT0II	\$	18,923.51
Roeland Park 2A	McDonalds Corp.	PP59000000 0001	\$	31,122.29
Roeland Park 2A	Walgreen Co.	PP62000000 0001	\$	74,767.21
Roeland Park 2A	Walgreen Co.	PP62000000 0001A	\$	1,308.01
Roeland Park 2A	Kansas Petroleum, LLC	PP62000000 0002	\$	34,120.95
Roeland Park 2A	JL Group Holdings	PP62000000 0003	\$	39,179.70
Roeland Park 2A	Aldi, Inc.	PP62000000 0004	\$	14,022.48
Roeland Park 2A	Aldi, Inc.	PP62000000 0005	\$	49,520.21
Roeland Park 2A	City of Roeland Park	PP67010000 0U03	\$	9,023.75
Roeland Park 2A	City of Roeland Park	PP67010000 0U04	\$	8,060.89
Roeland Park 2A		PP67250000 0003B	\$	1,484.07
Roeland Park 2A		PP67250000 0004A	\$	3,507.03
Roeland Park 2A		PP67250000 0005A	\$	2,317.22
Roeland Park 2A	Wiard, Jeffrey L.	PP81000009 0015	\$	4,617.37
Roeland Park 2A	Diercks, Dan Richard	PP81000009 0017	\$	653.57
Roeland Park 2A	Martin, Phillip	PP81000009 0018	\$	1,228.14
Roeland Park 2A	Parra, Delbert	PP81000009 0019A	\$	2,148.63
Roeland Park 2A	Lopez, Julio	PP81000009 0021	\$	1,734.69
Roeland Park 2A	Poppa, Michael	PP81000009 0022	\$	1,822.66

Roeland Park 2A	Ndungu, Joseph	PP81000009 0023	\$	1,745.44					
Roeland Park 2A	Video Works, Inc.	PP81000010 0001	\$	6,379.00					
			\$	335,482.60	\$	(57,191.79)	\$	(9,259.22)	\$ 14,104.70 \$ 2,283.52

Roeland Park 2A and 2C - City Hall/McDonalds/Mission Bank TIF

RPC 2C	Mission Bank	PP63500000 0001	\$	38,642.63					
RPC 2C	Roe Marketplace, LLC	PP63500000 0002	\$	38,105.38					
RPC 2C	Moseley, Frank	PP81000019 0018A	\$	2,707.33					
			\$	79,455.34	\$	(10,329.76)	\$	(1,672.37)	\$ 6,667.48 \$ 1,079.45

Roeland Park 3A/3C - Blvd Apartments & Old Pool Site

	Roe Associated, LLC	PP64000000 0000	\$	121,873.18					
	City of Roeland Park	PF251204-1004	\$	25.67					
	Boelle-Hall Litho, Inc.	PF251204-1019	\$	14,083.89					
	Tom Martin Construction Company, Inc.	PF251204-1020	\$	14,940.06					
	E.J. Webb, LLC	PF251204-1022	\$	18,700.15					
			\$	169,622.95	\$	(40,660.70)	\$	(6,582.88)	\$ 36,210.66 \$ 5,862.43

General Fund Bond & Interest

Total Revenue going to TIFs inception-2013	\$	(207,414.73)	\$	(33,580.00)
Total Revenue going to City Funds	\$	123,207.00	\$	19,946.95

Item Number: **REPORTS OF COMMITTEES:- I.-**
 7.

Committee **4/27/2015**
Meeting Date:



ATTACHMENTS:

Description	Type
 budget schedule	Cover Memo



City of Roeland Park

4600 West Fifty-First Street
Roeland Park, Kansas 66205
City Hall (913) 722-2600
Fax (913) 722-3713

Dear Mayor and Councilmembers,

This memo is to inform you that staff is working on the process for the Roeland Park 2016 Budget. As the governing body, your first priority is to set policy and finalize the Roeland Park Budget for 2016. As a result, you will note listed below, is the draft "2016 Budget Schedule and Items to be Discussed".

We would like to keep each budget session to two (2) or three (3) agenda items for discussion. The intent for each Budget Workshop session is to come to a final consensus on each agenda item by the end of the meeting to keep the 2016 Budget process on schedule.

Baseline for RP Budget Discussions:

Developers for the Gateway Project (Wal-Mart) stated the time frame for completion of the Gateway Site will be 18 months from start of construction. Using this information would assume Wal-Mart leaving in September 2016. Staff is projecting sales tax revenues from Wal-Mart to continue to September 2017 if it is a simply (non dense) traditional construction or February, 2017 if is multi store complex construction project until new information is provided.

Budget Session

Schedule of Meetings and Deadlines

(All dates are subject to change, additional dates may be added)

Public Input Opportunities at regular scheduled council and committee meetings

FEBRUARY 9TH (STAFF)

- Distribution Capital Improvement (CIP) Draft to Department Heads for Updating

FEBRUARY 23RD (STAFF)

- Finalize CIP
- Distribution Department Budget Worksheets

MARCH 30TH (STAFF)

- Department 2016-2019 Requests due to City Administrator
- Review 2015-2017 Requests with City Administrator

APRIL 13 (STAFF)

- Assemble Staff Maintenance Budget

APRIL 27TH BUDGET WORKSHOP #1

- 2015 Timeline Review
- Review of CIP 2016-2020
- Columbia Capital Presentation on Possible Investment of Ideal Funds
- Solid Waste Assessment for 2016

APRIL 29TH COMMUNITY FORUM AT ROELAND PARK COMMUNITY CENTER

- Presentation of the Strategic Plan Report

MAY 4TH BUDGET WORKSHOP #2 (COMMITTEE OF THE WHOLE)

Review:

- Audit 101 by city auditors
- Reserves
- Background Documents

MAY 6TH BUDGET WORKSHOP #3

- Begin Department level review of staff prepared budgets from Police, Court, Council, Employee Benefits
- TIF / TDD/ CID & TIF Offset line item increase

MAY 11TH BUDGET WORKSHOP #4 (COMMITTEE OF THE WHOLE)

- Proposed Budgets Presentations – Public Works, Neighborhood Services, Administration
- Revenues
- Statistical Information

MAY 12TH BUDGET WORKSHOP #5

- Review of Previous Council Goals Completed and Remaining Undone. Review Strategic Plan Report and establish any additional priorities for consideration in the 2015 budgeting process. Creation of budget line item in support of strategic planning initiatives

MAY 18TH BUDGET WORKSHOP #6 (COUNCIL)

- Presentation of the Audit by the City's Auditors

JUNE 1ST - BUDGET WORKSHOP #7 (COMMITTEE OF THE WHOLE)

- Continue Strategic Planning Discussion (possible funding in FY16 budget)
- Presentation of the working maintenance Budget

JUNE 8TH - BUDGET COMMUNITY FORUM MEETING #1

- Update 2016 budget schedule and agenda
- City statistical information
- Working Budget

JUNE 22ND - BUDGET WORKSHOP #8

- What items should be in an ongoing budget but aren't?
- Major Topic Discussion #1 Tree trimming or removal in the ROW (Topics will be determined based on May discussion of strategic planning and council)
- Major Topic Discussion #2 Community Event Funding / In kind line item funding

JUNE 29TH - BUDGET WORKSHOP #9

- Major Topic Discussion #3
- Major Topic Discussion #4
- Major Topic Discussion #5

JULY 6TH BUDGET WORKSHOP #10 (COMMITTEE OF THE WHOLE)

- New draft of 2016 Budget to include any additional major topics or strategic planning or council priorities

JULY 13TH BUDGET WORKSHOP #11 (COMMITTEE OF THE WHOLE)

- Presentation of 2016 Budget to include any additional major topics or strategic planning or council priorities

JULY 14TH BUDGET COMMUNITY FORUM MEETING #2

- Working Budget Presentation
- Touch a Budget

JULY 20TH – PERMISSION TO PUBLISH (COUNCIL MEETING)

- Consider publication of Notice of Budget Hearing
 - *Monday, 7/20 - Council Meeting - Permission to Publish 2016 Proposed Budget*
 - *Tuesday, 7/28- Budget Published in the Legal Record*
 - *Monday, 8/17 Council or special Council meeting on 8/10? – Budget Hearing – Consider Adoption of 2016 Proposed Budget*
 - *Submit 2015 Budget to the State - Monday, August 24, 2013*

Item Number: **REPORTS OF COMMITTEES:- I.-
8.**

Committee **4/27/2015**
Meeting Date:



City of Roeland Park Action Item Summary

Date: 4/23/2015
Submitted By: Aaron Otto
Committee/Department: Admin.
Title: **Admin - League of Kansas Municipalities City
Administrator Search Contract**
Item Type:

Recommendation:

Contract with the League of Kansas Municipalities to conduct a search for a city administrator

To gain the direction of the Governing Body to enter into an agreement with the League of Kansas Municipalities to conduct a search for a city administrator.

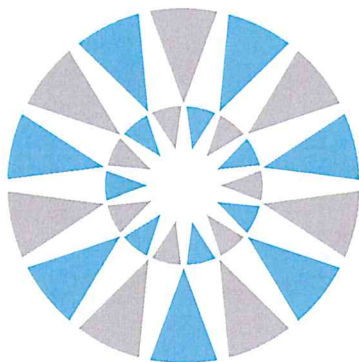
Details:

Attached is a contract and process overview with LKM through their League Executive/Administrative Position Search process. There is a tentative time line included in this proposal as well. Research was conducted and two alternative private sector companies were identified that could provide similar services however their costs were several thousands of dollars higher then this proposal from the League.

ATTACHMENTS:

Description	Type
 lkm part 1	Cover Memo
 lkm part 2	Cover Memo
 lkm search contract	Cover Memo

Roeland Park



LEAPS

League Executive/Administrative Position Search

Process Overview

THE PLANNING SESSION

League Staff will provide the Governing Body with an overview of the entire LEAPS process. The presentation will cover roles and responsibilities, as well as a timeline for completing the search.

GOVERNING BODY ASSESSMENT

Each member of the Governing Body will complete two surveys to help shape the position and the candidate pool. The “Who is Responsible?” profile will further clarify the responsibilities for the position. This instrument will also help determine the position description and assist in screening applicants.

The “Ideal Candidate” profile will determine the specific skills and management style that governing body members would like to see in the person filling the position. This instrument will help build the position description, advertisement, and determine the criteria used for screening resumes.

SALARY GUIDANCE

We will conduct a salary and benefits survey to provide the Governing Body with information regarding the level of City Administrator compensation.

ADVERTISING

League Staff will create advertisements and produce a plan to properly advertise the position. We use state, regional, and national resources to reach highly qualified candidates.

PROCESSING RESUMES

The League creates a database of all candidates and checks resumes for completeness and compliance with the requirements set forth by the Governing Body. We will express our recommendations to help the Governing Body select candidates for interviews. The city will make the final determination of how many and which candidates to interview.

INTERVIEWING CANDIDATES

League Staff will provide advice on scheduling interviews. We will also contact the candidates and arrange interviews at a time agreeable to the city. League Staff will also provide a selection of questions to ask candidates during the interviews. These questions will allow the Governing Body to determine the skills, communications style, and knowledge of candidates.

WE GUIDE YOU THROUGH THE ENTIRE PROCESS

Before an offer is made, League Staff will help your city with background checks to thoroughly evaluate the final candidates. We will also provide the city with information regarding criminal background checks. Once the city has made a formal offer of employment and has a signed employment contract, the League will notify all candidates that the position has been filled.

EXPERIENCE

The League has the experience of conducting more than 60 LEAPS searches since the program was started in 1998. We know Kansas Municipalities and this experience will provide a service to your city that is both economical and beneficial!



LKM Professional Recruiting Program

LEAGUE OF KANSAS MUNICIPALITIES

QUOTE FOR SERVICES: CITY OF ROELAND PARK

The quoted price includes all of these services:

Administer Characteristics Profile/Who's Responsible Surveys, which will build consensus and aid in reviewing the City Administrator description.

Help the City create a job description, which will aid in candidate selection and build a firm foundation for the position.

Conduct a salary survey, which will show what comparable cities are paying City Administrator's.

Assist the City in drafting an advertisement for the position based on the determined characteristics and job description. The League will place all ads in locations selected by the City and bill the City at the completion of the project for advertising costs.

Review the resumes for compliance with the selected characteristics criteria and job description requirements.

Recommend candidates to the City for the purpose of narrowing the interview process. Assist the City in arranging interviews and preparing interview questions. We provide information on those questions considered appropriate, as well as questions that address the selected characteristics criteria.

Check professional references, educational background, previous employment of final candidate(s), and provide information to the City regarding criminal background checks.

Pay for the first year of the new city administrator's membership for Kansas Association for City/County Management.

Notify all candidates after the position has been filled.

Staff time and expenses for up to two trips to Roeland Park to administer this plan.

Total Cost: \$4,969.61 + advertising (generally \$600 - \$1,500)



Ten Reasons to Utilize LEAPS

1. YOU SET THE STANDARDS

The League will ask each governing body member to complete a Characteristics Profile Checklist and a Distribution of Responsibility Checklist. This establishes the most important characteristics your community desires in a new City Administrator.

2. WE KNOW KANSAS

For nearly a century, the League of Kansas Municipalities has served cities and counties in the State of Kansas. We understand the type of leaders needed in Kansas communities. We can help you find them.

3. WE PROVIDE A PLANNING SESSION

A League Representative will be available to visit your community, discuss the process, provide guidance, and answer any questions.

4. WE PERSONALIZE THE JOB DESCRIPTION

The League will use the governing body's desired characteristics to establish a job description specifically for your community.

5. WE PROPOSE AN ADVERTISING PLAN

The League will create sample advertisements, suggest potential advertising locations, and provide a fee estimate, but the governing body will have the final say on the city's advertising cost. The League receives discounted rates from several of our partners.

6. WE COMMUNICATE WITH THE APPLICANTS

All applicants will send their resumes to the League. We will create a database of the candidates and closely screen each resume for compliance with the advertisement. We will also field the phone calls regarding the application process to provide you with a neutral third-party during the hiring process.

7. WE RECOMMEND THE TOP CANDIDATES

The League will provide a booklet of the top candidates along with their resumes and interview packets of each candidate. We include a summary of the applicants and will discuss the advantages and potential concerns.

8. WE UNDERSTAND PUBLIC HIRING

We provide guidance on the area of public hiring, which includes the Kansas Open Meetings Act and Executive Sessions. We can also help you create a list of useful interview questions and help you avoid unlawful questions.

9. WE SERVE AS A CLEARINGHOUSE

You can direct all calls from candidates to our office. As a third-party, we will provide a fair and neutral hiring process. The League will also formally notify those candidates who were not successful during the interview process.

10. WE SAVE YOU MONEY

The League offers the executive search service to members for thousands less than executive recruitment firms. We also serve as a neutral advisor exclusively representing cities to assure you get the best candidate for your community.



Estimated Timetable for City Administrator Recruitment

May 18:	Approval of position advertisement
May 20:	Placement of position announcement ads
July 6:	Preferred deadline for resume submission
July 10:	Receive report from Ranking Committee recommending finalists for position
July 13:	Select finalists for interviews
July 15-18:	Conduct initial interviews
August 17 (week of):	Interview finalists; convene meetings between finalists and department heads
August 23 (week of):	Select preferred candidate and extend conditional employment offer
August 30 (week of):	Approve employment agreement and announce new City Administrator
September 28: (or as soon as possible)	New City Administrator begins work

DISTRIBUTION OF RESPONSIBILITY ♦ WHO IS RESPONSIBLE?

Duties	Citizens	City Commission	City Manager	City Staff	Advisory Boards	Other Groups
Hiring and firing of city personnel	☐	☐	☐	☐	☐	☐
Setting goals and objectives for city programs	☐	☐	☐	☐	☐	☐
Establishing local committees to evaluate programs	☐	☐	☐	☐	☐	☐
Supervising city staff on a day-to-day basis	☐	☐	☐	☐	☐	☐
Orienting new city commission members	☐	☐	☐	☐	☐	☐
Decision on city utility service charges	☐	☐	☐	☐	☐	☐
Determining basic needs of the community	☐	☐	☐	☐	☐	☐
Approving city budgets	☐	☐	☐	☐	☐	☐
Researching information on policy making	☐	☐	☐	☐	☐	☐
Preparing the commission agenda	☐	☐	☐	☐	☐	☐
Developing ideas for improving the community	☐	☐	☐	☐	☐	☐
Sharing information about city programs	☐	☐	☐	☐	☐	☐
Encouraging citizen participation	☐	☐	☐	☐	☐	☐
Coordinating activities between local agencies	☐	☐	☐	☐	☐	☐
Coordinating activities between city departments	☐	☐	☐	☐	☐	☐

From ICMA's *Elected Officials Handbook*

DEFINING THE IDEAL CANDIDATE

Please answer the following questions and send to:

League of Kansas Municipalities

Attn: Michael Koss

300 SW 8th Avenue, Ste. 100

Topeka, KS 66603

(1) How many years of professional experience should the ideal candidate have for this City Management position? _____

(2) Please state the minimum educational requirement for this City Management position? (i.e. masters degree required/preferred, bachelor's degree required/preferred) _____

(3) Describe the ideal candidate in comparison to you and the successful City Manager applicant? _____

(4) Please provide a short description of the ideal candidate. Describe attributes such as management and communication styles, and any specialized skills the person filling the position will need in order to be successful. _____



League Executive/Administrative Position Search

League of Kansas Municipalities
300 SW 8th Avenue, Ste. 100
Topeka, Kansas 66603-3951
www.lkm.org



City of Roeland Park

City Administrator Search



The League Executive/Administrative Position Search

LEAPS

Status Report

City: Roeland Park

Position: City Administrator

Date: April 15, 2015

The League has currently received [##] applications for the Roeland Park City Administrator position. We have included a brief description of the top [##] candidates, including name, education, and relevant/recent experience. If you have any questions regarding this information or the search process, please contact me at mkoss@lkm.org or (785) 215-1794.

CITY ADMINISTRATOR CANDIDATES

1. Bill Jones

Mr. Jones has served as planning director for Nowhere, KS (pop. 11,028) since 2007. He has a BA from KU and an MPA from the University of Nebraska – Omaha. Prior to his current position he was a management intern for the public works department in Somewhere, OK.

2. Emily Smith

Ms. Smith is the Assistant County Manager for Good County, KS. She started her current position after briefly serving as the County's management intern. Ms. Smith has an MPA from Kansas State and a BA from Pittsburg State.

3. Jane Johnson

Ms. Smith ac iam ad inatum que clum publingultum huis Marte postric ulicaestili senim nitriss enaricaet fitio postre ca porum invendendem patu etium rentem terte cae enamdiurnim inatum poeremnem et vil virmis bonsum orus obsedenimmo videfatissil ver porte plic mendiem ad in.

4. Joe Doe

Mr. Doe ac iam ad inatum que clum publingultum huis Marte postric ulicaestili senim nitriss enaricaet fitio postre ca porum invendendem patu etium rentem terte cae enamdiurnim inatum poeremnem et vil virmis bonsum orus obsedenimmo videfatissil ver porte plic mendiem ad in.

5. Mike Wilson

Mr. Wilson ac iam ad inatum que clum publingultum huis Marte postric ulicaestili senim nitriss enaricaet fitio postre ca porum invendendem patu etium rentem terte cae enamdiurnim inatum poeremnem et vil virmis bonsum orus obsedenimmo videfatissil ver porte plic mendiem ad in.

Additional applications (alphabetical)

- [illegible]

LEAGUE OF KANSAS MUNICIPALITIES

CONTRACT FOR LEAGUE EXECUTIVE/ ADMINISTRATIVE POSITION SEARCH

City of Roeland Park

This agreement is made and entered into between the City of Roeland Park, hereinafter referred to as the "City," and the League of Kansas Municipalities, hereinafter referred to as the "League." This agreement is made and entered into on the later of the two dates listed at the end of this contract.

Part I

The League agrees to assist the City in filling their position of City Administrator. In assisting with this process, the League will provide the services described below:

- (a) The League will administer the Distribution-of-Responsibility Surveys and the Ideal Candidate Profile to be completed by the Mayor, City Council, and/or search committee.
- (b) The League will use the data obtained from the surveys as well as any applicable job descriptions to review the City's current job description for the position of City Administrator and make recommendations for possible changes.
- (c) Based on the job description and the data obtained in the surveys, League staff will assist the City in creating an advertisement. The League will place ads in the locations selected by the City and bill the City for the costs associated with advertising at the completion of the executive search.
- (d) The League will receive all resumes and check them for compliance with the selected characteristics criteria and job description requirements. The League will provide the City with the complete pool of applicants no later than twenty-four (24) hours before the applicant-review meeting between the League and City. To ensure a fair and impartial process, the League will not provide the city with the applications until the twenty-four (24) hour window before the review meeting.
- (e) Based on the job description and the data obtained from the City, League staff will review the applicants for the City position and recommend applicants for interviews. The City will determine the number of candidates to interview and which applicants to interview.
- (f) The League will schedule all selected candidates for interviews on a date mutually agreeable to the City within ten (10) days of the resume-review date.

(g) The League will assist the City in the interview process by preparing interview questions, providing information to avoid potentially illegal questions, and providing information on calling an executive session to interview candidates.

(h) Upon notification from the City, the League will provide relevant information to guide the city through the background-check process prior to a formal offer being made.

(i) Once a formal offer has been made and accepted, the League will notify all candidates that the position has been filled.

Part II

The League understands that the position for which we are assisting in the search process is the position of City Administrator.

At the completion of each step in the search process, copies of the relevant documents will be sent to the City.

Part III

City agrees to pay the League a base fee of \$4,969.61 for the services provided under this agreement. The City will pay half of the base fee (\$2,484.80) upon accepting the League's offer to provide the City with an executive search program. The balance of the base fee, \$2,484.81, will be paid upon the completion of the selection and hiring process or upon the termination of this agreement, as specified in Part IV, whichever occurs first. The base fee includes League staff time and expenses for up to two trips to the City. All additional trips to the City shall be billed at the rate of \$150.00 per trip plus mileage at the rate of \$0.575 per mile from Topeka, Kansas. In addition to trip fees, the City is responsible for all advertising expenses. Trip fees and advertising expenses will be billed to the City as incurred by the League, but not more frequently than monthly, and shall be due upon receipt.

Part IV

The executive search program will commence upon the League's receipt of the first payment required in Part III and will be conducted on a schedule mutually agreed to by the parties. Both parties agree that they will not unreasonably withhold agreement to such schedule. The process will continue until the City has filled the position or April 1, 2016, whichever occurs first. By the agreement of the parties the termination date may be extended one or more times, but in no event for more than a total of 90 days beyond the stated date. Upon termination, the City must immediately pay the balance of the base fee, all unpaid trip expenses, and all advertising expenses. Additionally, upon termination, the League's obligations are complete. Upon full payment, all obligations and responsibilities for both

parties shall terminate. Additional executive search services will not be performed until, and unless, a new service agreement is entered into by the parties.

Part V

The City and the League agree that this constitutes the whole agreement between the parties, and it may not be altered except by subsequent written agreement. The League's responsibility under this professional services agreement shall be to assist the City in its search for a new City Administrator as described in this contract. The City shall hold the League harmless from any liability and shall indemnify the League for any expenses, costs, or damages in connection with any complaint or proceeding in regard to filling the position of City Administrator. In the event a court of competent jurisdiction finds the League liable for negligence in the performance of its duties under this contract, the League will hold harmless and indemnify the City of Roeland Park to the extent of the League's liability. The League will not be liable for any hiring decision made by the City of Roeland Park.

The City also agrees not to reproduce the Characteristics Profile or the Who's Responsible surveys without express written consent of the League except as specifically authorized in this agreement.

LEAGUE OF KANSAS MUNICIPALITIES

Erik Sartorius
Executive Director _____
Date

CITY OF ROELAND PARK

Joel Marquardt
Mayor _____
Date

ATTEST:

Kelley Bohon, City Clerk _____
Date