AGENDA
CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING
ROELAND PARK
Roeland Park City Hall - 4600 W 51st St
April 16, 2018 7:00 PM

- Mike Kelly, Mayor
- Erin Thompson, Council Member
- Becky Fast, Council Member
- Michael Poppa, Council Member
- Claudia McCormack, Council Member
- Tim Janssen, Council Member
- Jim Kelly, Council Member
- Tom Madigan, Council Member
- Jennifer Hill, Council Member
- Keith Moody, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Bohon, City Clerk
- John Morris, Police Chief
- Jose Leon, Public Works Director

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

Pledge of Allegiance

Roll Call

Modification of Agenda

Public Hearing

Public Hearing on CDBG Applications

I. Citizens Comments

Members of the public are welcome to use this time to make comments about City matters that do not appear on the agenda, or about items that will be considered as part of the consent agenda. Comments about items that appear on the agenda will be taken as each item is considered. Citizens are requested to keep their comments under 5 minutes. Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.

II. Consent Agenda

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

A. Appropriation Ordinance # 915

B. March 19, 2018 Council Minutes

C. Reappointment to the Events Committee and Appointment to Community Foundation Board from the Events Committee

III. **Business From the Floor**

A. **Applications / Presentations**

1. Parks Update – Nall Park Multi Purpose Trail Sign
2. Laura Steele - Park 2 Park Run
3. Laura Steele – Safe Routes to School

IV. **Mayor's Report**

A. Roeland Park School Walkout Day Proclamation
B. Arbor Day Proclamation
C. Fair Housing Proclamation
D. Police Week Proclamation
E. Public Works Week Proclamation
F. City Clerk Week Proclamation

V. **Workshop and Committee Reports**

VI. **Reports of City Liaisons**

VII. **Unfinished Business**

VIII. **New Business**

A. Revisit Direction on Replacing Aquatic Center Dome
B. Approve Service Contract for Pool Analysis
C. Approve Solid Waste Assessment for 2019
D. Voting During Workshops
E. Maintenance Agreements for City Facilities (Plumbing, Electrical, HVAC)
F. Motorized Vehicles in City Parks and Trails
G. Add Scale to Bucket of Big Wheel Loader

IX. **Ordinances and Resolutions:**

X. **Workshop Items:**

XI. **Reports of City Officials:**

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

The City Council encourages citizen participation in local governance processes. To that end, and in compliance with the Kansas Open meetings Act (KSA 45-215), you are invited to participate in this meeting. The following rules have been established to facilitate the transaction of business during the meeting. Please take a moment to review these rules

before the meeting begins.

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

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

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

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

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

D. **Speaker Decorum.** Each person addressing the City Council, shall do so in an orderly, respectful, dignified manner and shall not engage in conduct or language that disturbs, or otherwise impedes the orderly

conduct of the Council meeting. Any person, who so disrupts the meeting shall, at the discretion of the Mayor (Chair) or a majority of the Council Members present, be subject to removal from that meeting.

E. **Time Limit.** In the interest of fairness to other persons wishing to speak and to other individuals or groups having business before the City Council, each speaker shall limit comments to five minutes. If a large number of people wish to speak, this time may be shortened by the Mayor (Chair) so that the number of persons wishing to speak may be accommodated within the time available.

F. **Speak Only Once.** Second opportunities for the public to speak on the same issue will not be permitted unless mandated by state or local law. No speaker will be allowed to yield part or all of his/her time to another, and no speaker will be credited with time requested but not used by another.

G. **Addressing the Council.** Comment and testimony are to be directed to the Mayor (Chair). Dialogue between and inquiries from citizens at the lectern and individual Council Members, members of staff, or the seated audience is not permitted. Council Members seeking to clarify testimony or gain additional information should direct their questions through the Mayor (Chair). Always speak from the microphone to ensure that all remarks are accurately and properly recorded. Only one speaker should be at the microphone at a time. Speakers are requested to state their full name, address and group affiliation, if any, before delivering any remarks.

H. Agendas and minutes can be accessed at www.roelandpark.org or by contacting the City Clerk

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

Item Number: **Public Hearing- -**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	4/13/2018
Submitted By:	Keith Moody
Committee/Department:	Admin.
Title:	**Public Hearing on CDBG Applications**
Item Type:	Other

Recommendation:

Staff recommends submitting Project #1 El Monte Street Project to CDBG. Although three projects have been developed for consideration each City is limited to applying for $200,000 in CDBG funding.

Staff recommends the street project as it has the greatest flexebility to complete and has a clearly defined "service area".

Details:

The three attached CDBG applications detail each of the proposed projects. A City is limited to $200,000 of CDBG funds per two year period, if for example $200,000 was awarded for 2019, the City could not apply for funds in 2020. Staff prefers seeking awards every other year because use of these funds requires greater administrative oversite and fiscal audit, both add cost, thus an every other year grant would be preferred. However, identifying a project that meets all of the CDBG award criteria and is over $200k in cost has proven to be a challenge.

CDBG will not allow for reimbursement of expenses incurred prior to the award of CDBG funds and the project is to be completed by 12/1/19. This requires the project to be fairly simple, requiring little engineering time, and quick execution. Not to mention that the federal government does not award the funds timely, therefore the project schedule must be flexible.

Finally, the project must occur inside of a block group which has at least 33.92% of the residents qualifying as low or moderate income. The attached map shows the areas in Roeland Park which

qualify (lots with green outline). And those who benefit from the project (the population served, may be a larger area than just the lots outlined in green) must meet this same minimum. All of these factors were considered as we developed application options.

We will briefly review each application during the hearing. The Public Hearing is an opportunity to receive community input on the applications, answer questions, and discuss. This is a step which must be completed prior to submitting an application.

Financial Impact

Amount of Request: Varies	
Budgeted Item?	Budgeted Amount: 2019 Budget Has Not Yet Been Adopted
Line Item Code/Description: N/A	

Additional Information

Also attached is the scoring criteria for CDBG applications, you may use this to determine which of the projects you feel will score best.

How does item relate to Strategic Plan?

The projects all address infrastructure in need of replacement and using these grant funds we will leverage our local dollars to complete more.

How does item benefit Community for all Ages?

Each of the projects serve to enhance the physical environment of residents from all age groups.

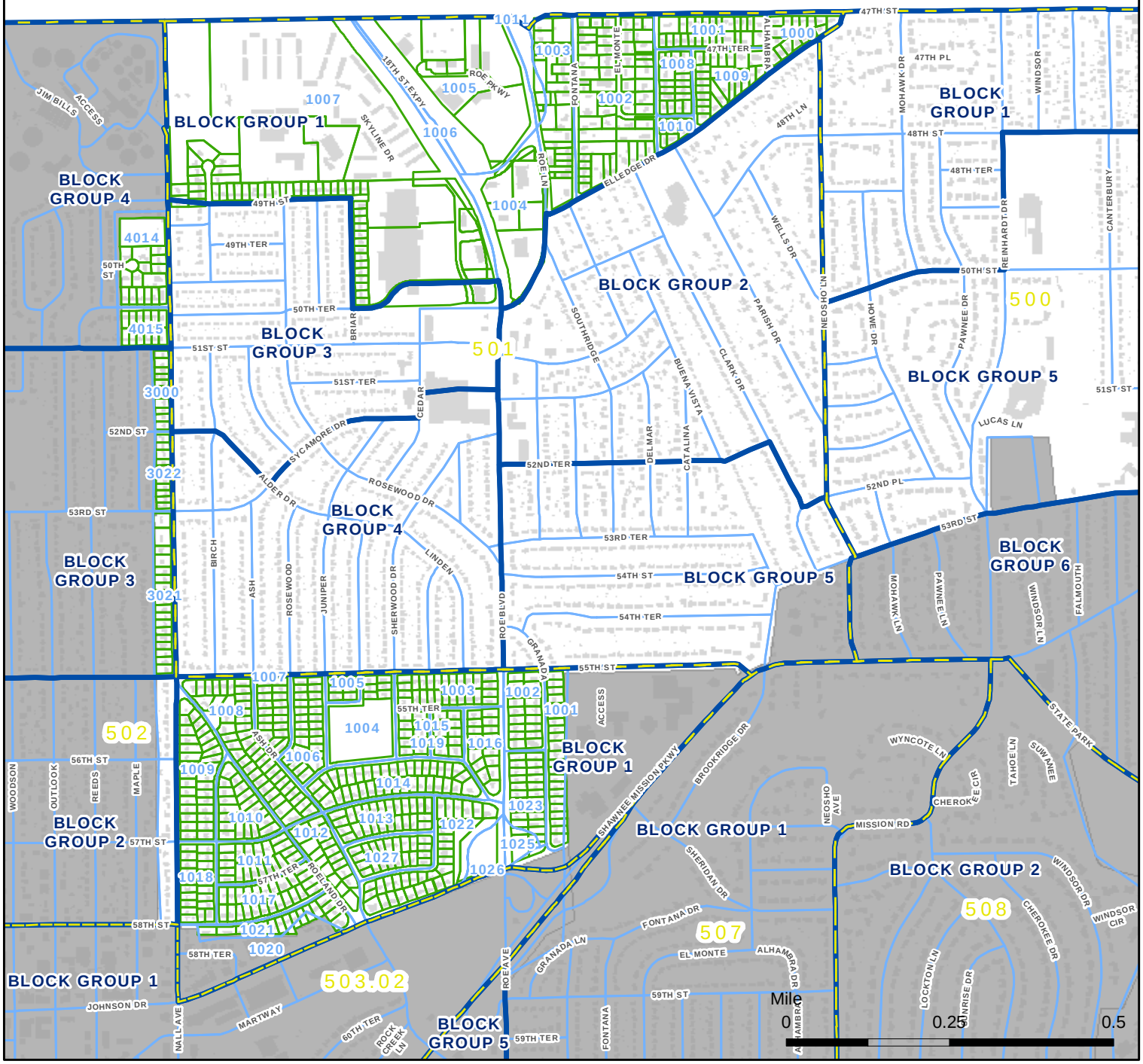
ATTACHMENTS:

Description	Type
Eligible Block Groups Map	Backup Material
CDBG Application Scoring Criteria	Cover Memo
2019 Street Project Application	Cover Memo
2019 Sidewalk Project Application	Cover Memo
2019 Community Center and Pool Project Application	Cover Memo

ROELAND PARK
CDBG ELIGIBLE AREAS

A Product of AIMS
AUTOMATED INFORMATION MAPPING SYSTEM

Date: 2/23/2017



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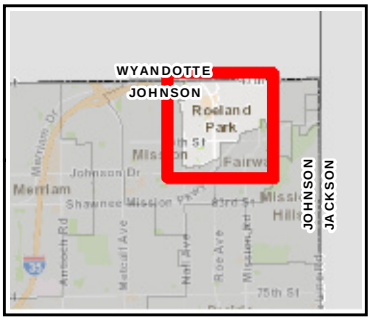


- CDBG Eligible Parcels
- Block
- Census Tract

EVALUATION RECOMMENDATIONS

As a part of the evaluation process each applicant (other than City of Olathe applicants) will make a presentation and respond to any questions before members of the Housing & Community Development Advisory Committee. At this meeting applicants will present the proposed project and field questions from the Committee.

The Housing & Community Development Advisory Committee will rate each application and make funding recommendations based on the following criteria:

Maximum Points 100	General Review Criteria
30	**NEED** ▪ The applicant clearly described the local need. ▪ Data provided is current, local and adequately substantiates the need. ▪ Demonstrates that the need is not currently or adequately being met through existing programs. ▪ The applicant provided convincing reasons why the project should be funded. ▪ The project meets a strategic priority of Johnson County.
20	**THE PROJECT** ▪ The project is based on the identified need. ▪ Project goals are clear and specific. ▪ Project beneficiaries/outputs are described. ▪ Project objectives/outcomes are realistic, measurable and appear to be achievable. ▪ Project will impact significantly on the identified need. ▪ Describes clearly the criteria for evaluating the success/impact of the project and whether objectives/outcomes were in fact met.
20	**BUDGET & TIMELINESS** ▪ Project budget demonstrates that the proposed expenditures are reasonable. ▪ Other funding sources and amounts needed to accomplish the project are identified. ▪ Project leveraged other funding sources and is not solely dependent on CDBG funds. ▪ For Housing/Public Facilities Projects – project will proceed in a timely manner. ▪ For Public Service Projects - project is cost effective in relation to cost per unit of service and the community need identified. ▪ Timeliness and deobligation of prior grants.
30	**Performance Measures** ▪ Explanation of variances. ▪ Actual accomplishments comparable to estimates on prior grants.

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 1 - PROJECT SUMMARY

For CDBG Staff Use Only.
Date Received: _____ Amount Requested: _____
Matrix Code: _____
Environmental Status: _____ Code Citation: 24 CFR 58. _____
National Objective Code: _____ Code Citation: 24 CFR 570.208_____

The Project Summary may not exceed two (2) pages.

1. **Applicant**

Name:	City of Roeland Park	Phone: 913 722 2600
Address:	4600 W 51st Street	WEB Site: www.Roelandpark.org
City/ZIP:	Roeland Park, KS 66205	DUNS #: 044744308

2. **Contact person responsible for all communications concerning this proposed project.**

Name:	Jose Leon	E-mail: jleon@roelandpark.org
Address:	4800 Roe Parkway	Phone: 913 722 5435
City/ZIP:	Roeland Park, KS 66205	

3. **Title of the proposed project**: CDBG El Monte Street Improvement Project

4. **Address/location for the proposed project:** El Monte Street- 4708 to 4816; see **Exhibit E** for complete address list.

5. **Amount of CDBG funds being requested:** $166,000
Type and Amount of funds the applicant is committing to this project:
Design & Construction Inspection $19,000 + $177,000 for Construction = $196,000

6. **In TWO sentences provide a concise description of the project.** Mill and overlay asphalt surface as well as curb replacement along street in area with largest concentration of neighborhoods containing low/mod income level families. Street lighting will be enhanced by removing City owned street lights from old KCPL poles and placing them on City specified poles adding one more light on the street for improved lighting.

7. **If this Public Facility/Improvement project benefits an area, provide each Census 2010 Tract & Block Group for the entire service benefit area. Please provide the rational for your service area.**
Census Tract(s): 501
Block Group(s): Block Group 1 of Census Tract noted above.
Boundaries of service area: The service area for the El Monte Street project (Census Tract 501, Block Group 1, Blocks: 1002 and 1008) includes those single-family lots fronting on El Monte as this is a residential cul-de-sac (dead end).
Rational for boundaries of benefit area: El Monte is not through street, it serves the lots adjacent to it, therefore the service area is limited to the lots adjacent to this street.

Income characteristics of the residents of the area: see table below

Sevice Area: El Monte Street Project					
County	Census Tract	Block Group	Lomod Population	Total Population	% of Lowmod Population in Service Area
Johnson	501	1	555	1325	41.89%
		Totals	555	1325	41.89%

Please include a map with the service area circled and all census tract/block groups in the service area labeled. Attached as **Exhibit A**

8. **How many PEOPLE will benefit from this project?** Estimate 48 people, based upon 19 single family lots benefitting with an average household of 2.5 persons.

9. **Citizen Participation- For Applications by Cities (not County Departments /Agencies)** CDBG grant application options and project scopes were discussed at an open Council Workshop on March 6, 2017 and a public hearing was held at the City Council meeting on April 16, 2018. Citizen input was solicited at these meetings, minutes from those meetings and the notice of Public Hearing are attached as **Exhibit B**.

10. **Fair Housing Activities-must be completed by all applicants. Describe what actions will be taken to further Fair Housing.** The City of Roeland Park proclaims the month of April as "Fair Housing Month", the proclamation is attached as **Exhibit C.**

11. **Does your project address any of Johnson County's strategic priorities? Yes**
If yes, please briefly explain: Strategic Priority No. 3 – Develop a vision and finance plan for transportation in the county to help increase the economic health of Johnson County, the State of Kansas and the metropolitan areas. Strategic Priority No. 4 – Advance the self-sufficiency of vulnerable populations, including those with intellectual and developmental disabilities, those with mental health needs, those who are aging and those who are housing insecure.

This project will return a border street in Roeland Park to good condition. This street is within a quarter mile of bus service and connects to the sidewalk system and established bike routes within the community. In addition, the projects will enhance the appearance and safety of this neighborhood and encourage self-sufficiency and private investment coalescing to enhance the quality of life for the vulnerable populations concentrated in the neighborhood.

12. **SIGNATURE: _____ Date: _____**

(Signature of Mayor/Director of County or City of Olathe Department/Chairman of Board)

Mayor Mike Kelly _____
Please Type/Print Name

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 2 - PROJECT NARRATIVE

The Project Narrative may not exceed two (2) pages.

NEED the Project is addressing

1. Clearly describe the specific local need this project will address.

The City completed a city-wide pavement condition assessment using lidar in 2015. Each block of street was given a condition score and related classification. The segment of El Monte to be resurfaced is classified as Poor based upon the condition score. This classification is suited to a mill and overlay as it has not reached a point where total reconstruction is necessary but is beyond the point where a sealing approach would be effective (chip seal or slurry seal). Completing a mill and overlay now will extend the life of the street a minimum of ten years.

2. Describe the major local factors that contribute to the problem.

This is a residential cul-de-sac vs collector street; this decreases the priority score making it difficult for the street to compete for limited street maintenance resources. The street has not had any maintenance performed in the last 6 years.

3. Provide current, up-to-date, county/city-specific data that substantiates the need.

The City's Capital Improvement Plan is programed out for 10 years, using a two-part scoring system to prioritize projects and allocate resources based upon priority. El Monte is not included in the Capital Improvement Plan within that 10-year period due to having more capital demands than resources available and due to the disadvantage this street has in scoring compared with higher traffic through streets.

The PROJECT – Performance Measurement
Summarize the following information using the chart on the next page:

- Clearly state the goal(s) of the 2019 project.
- Identify the inputs of the project.
- Specifically describe the activities you propose to conduct which will help achieve program goals.
- Clearly state what will be the direct products/outputs of the project.
- Clearly state the objectives/outcomes of the project.
- Clearly state how and when the achievement/impact of program objectives will be measured.

Please submit 2017 & 2018 forms from previous years' applications along with the actual results for 2017.

Roeland Park was awarded CDBG Funds for 2018, project has not yet been completed.

2019 Project Narrative

Goal	Inputs	Activities	Measurable Outputs	Outcomes	Actual Results
Enhance the quality of residential streets in Census Tract 501. Improve the quality of life in this neighborhood. Encourage private maintenance and investment in the neighborhood through public investment.	$195,000 Budget Consulting Engineer: Design, Bid, Contract Administration, Construction Inspection Administrative Staff	Administration of CDBD Grant Preparation of plans & specification. Competitive bid process. Construction observation and Davis Bacon oversight. Construction activities.	Mill and Overlay .17 Miles of residential streets Remove and Replace 492 L.F. of curb and gutter Remove and replace 240 square yards of driveway adjacent to the curb and gutter replaced. Remove and replace 3 streetlights and adding a 4th street light.	Improved street condition and safety. Increased maintenance and investment in private properties.	The City will measure the impact when the project has reached Final Completion. The quantities reflected in the pay estimates will measure achievement of program objectives. The street condition will be reassessed following completion to verify improved condition. Private investment will be measured through building permit value and change in assessed values during the subsequent 5 years.

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 3 - BUDGET and TIMELINESS

The Budget & Timeliness Section may not exceed two (2) pages.

BUDGET NARRATIVE

The information to be provided below pertains only to the proposed project for which you are requesting CDBG funds.

1. Project Title: CDBG El Monte Street Improvement

2. 2019 Total Project Budget

Revenues
(These funds must directly support and be essential to the implementation of this proposed project.)

List All Revenue Sources For This Project	Amount
Funds requested from:	
Johnson County CDBG:	166,000
Olathe CDBG:	
Overland Park CDBG:	
Shawnee CDBG:	
***Other Project Revenue:	
Other Federal Funds	
State/Local Funds	30,000
Private Funds	
Other: TIF Funds	
CARS Funds	
Total Project Revenue	**199,000**

Expenses

Source	Amount
Personnel	
Equipment	
Supplies	
Space Rent/Utilities	
Other- Consulting Engineer	20,000
Other- Construction Contract	176,000
Total Project Expenses	**196,000**

Total project revenue must equal total project expenses.
*****All other project revenue must be specified. Sources must be noted.**

3. Describe precisely what CDBG funds will be used to pay for.

2" mill and overlay of asphalt street, replace failed sections of curb and any adjacent driveway aprons as needed. Replacing street lights and adding an additional street light to better luminate the street. A project location and layout map along with the cost estimate for the project is provided in **Exhibit D.**

Timeliness

HUD imposes a timeliness requirement for the expenditure of CDBG funds on the County.

1. Will this project be ready to proceed as of January 1, 2019? Yes.

2. If not ready, when will the project proceed?

3. When is this project scheduled to be completed? December 1, 2019.

4. Describe any circumstances that might prevent this activity from being completed by December 1, 2019.

5. CDBG History

If your organization has received CDBG funding in the past, please provide the information below. Roeland Park last received CDBG funds in 2000.

Program year	**2016**	**2017**	**2018**
Award in Program Year	0	0	100,000
Expended in Program Year (Will agree to your reimbursement request forms.)	0	0	0
Number of PEOPLE served (Will agree to final project beneficiary form.)	0	0	85
Balance Remaining (if applicable)	0	0	100,000

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
ALL PROJECTS
PART 4 – ENVIRONMENTAL QUESTIONS

HUD requires that an Environmental Review be performed on any project supported by CDBG funds.

To assist us in determining the level of Environmental Review necessary for this proposed project.

Since this project is a **PUBLIC FACILITIES/IMPROVEMENTS** project:

1. **Please provide the address or location of the project**. El Monte Street-4708 to 4816; refer to **Exhibit E** for complete address list.

1. **Is the facility/improvement in place and will it be retained in the same use without change in size or capacity of more than 20 percent?__Yes__**

3. **Is the project located in a flood zone area?____No___**

4. **Is the location in a primarily residential area?__Yes__**

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PART 5 - CERTIFICATIONS

The Applicant certifies that:

(a) It possesses legal authority to make a grant submission and to execute a community development and housing program.

(b) Its governing body has in an official meeting open to the public duly adopted or passed as an official act a resolution, motion or similar action authorizing the person identified as the official representative of the sub recipient to submit the final statement and all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the sub recipient to act in connection with the submission of the final statement and to provide such additional information as may be required.

(c) The grant will be conducted and administered in compliance with:

(1) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352; 42 U.S.C. Subsection 2000 et seq.);

(2) The Fair Housing Act (42 U.S.C. 3601-20).

(d) It will affirmatively further fair housing.

(e) It has developed its proposed activity so as to give maximum feasible priority to activities that benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The proposed use of funds may also include activities which the sub recipient certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, where other financial resources are not available to meet such needs.

(f) It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under section 106 of the Act or with amounts resulting from a guarantee under section 108 of the Act by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless: (1) funds received under section 106 of the Act are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than Title 1 the Act; or (2) for purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under section 106 of the Act to comply with the requirements of subparagraph (1).

(g) It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1990 as required under Section 570.606(a) and Federal implementing regulations; the requirements in Section 570.606(b) governing the residential anti-displacement and relocation assistance plan under section 104(d) of the Act (including a certification that the sub recipient is following such a plan); the relocation requirements of Section 570.606(c) governing displacement subject to section 104(k) of the Act; and the relocation requirements of Section 570.606(d) governing optional relocation assistance under section 105(a)(11) of the Act.

(h) To the best of my knowledge and belief that:

1. No Federal appropriated funds have paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant loan, or cooperative agreement, it will complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph (h) of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

(i) It will comply with the other provisions of the Act and with other applicable laws.

_____ _____

Signature Date

Mayor/Director of County or City of Olathe Department/ Chairman of Board

Mike Kelly, Mayor

Please Print Name and Title

Exhibit A: Service Area

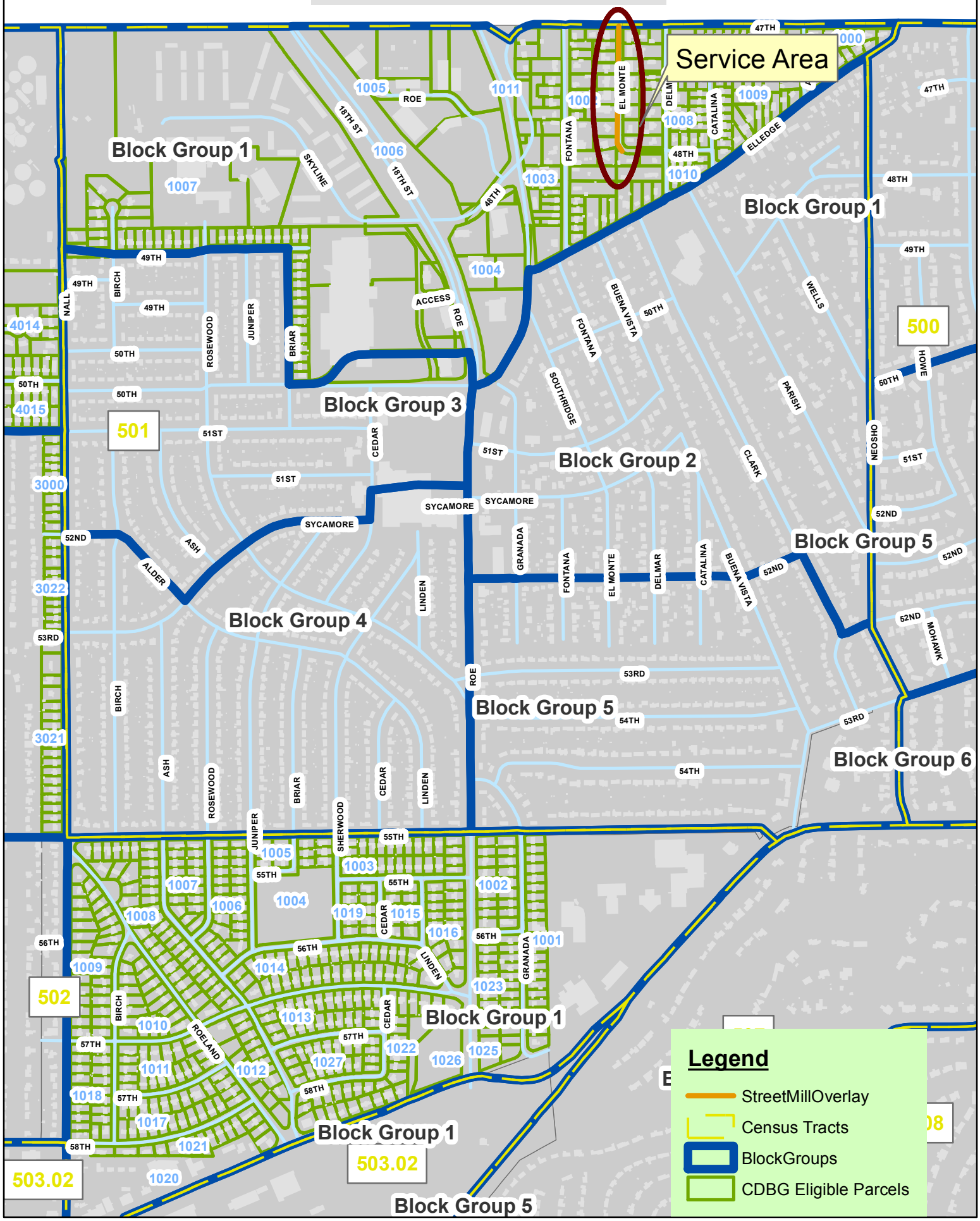
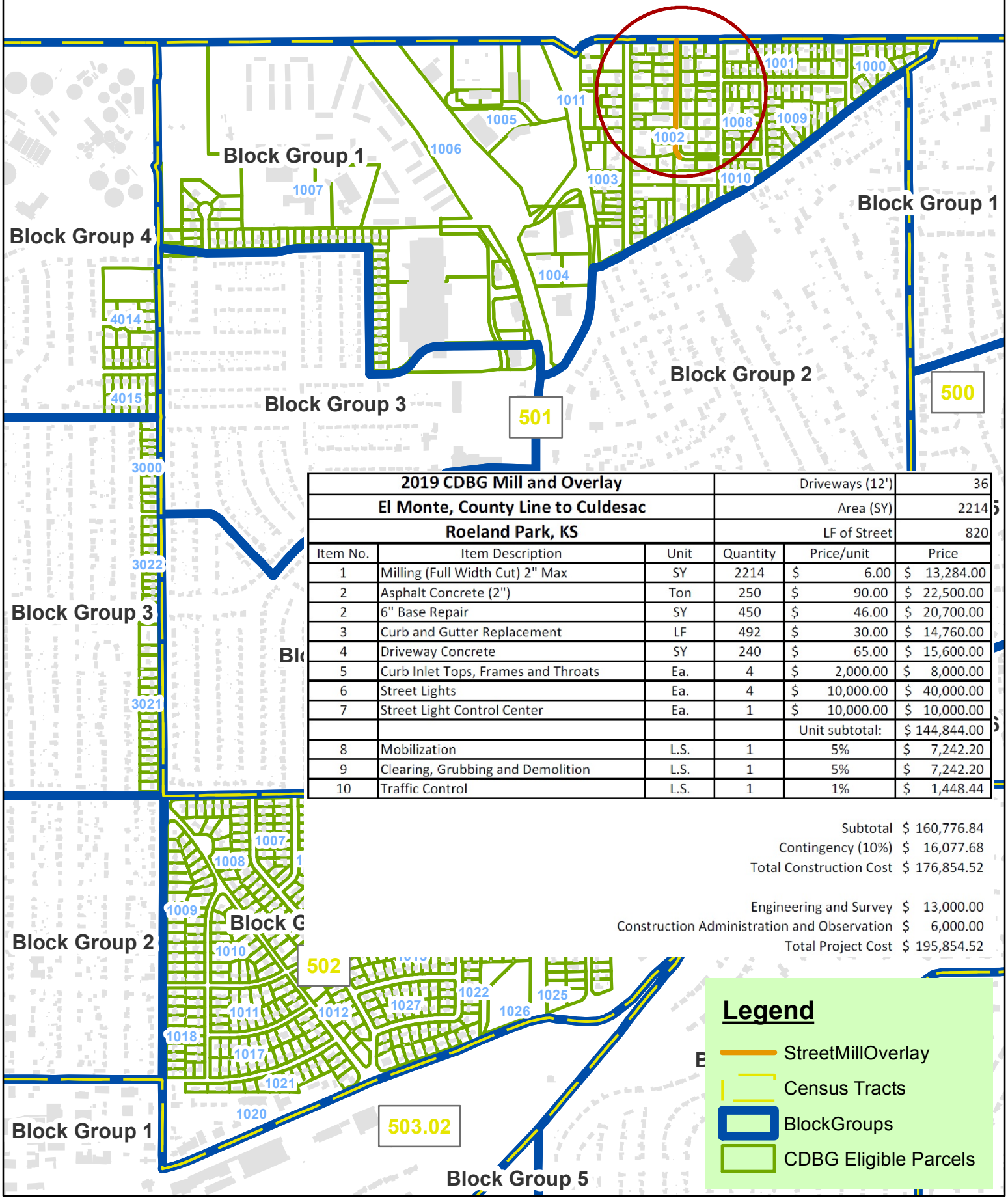


Exhibit D: Project Location and Cost Estimate



2019 CDBG Mill and Overlay				Driveways (12')	36
El Monte, County Line to Culdesac				Area (SY)	2214
Roeland Park, KS				LF of Street	820
Item No.	Item Description	Unit	Quantity	Price/unit	Price
1	Milling (Full Width Cut) 2" Max	SY	2214	$ 6.00	$ 13,284.00
2	Asphalt Concrete (2")	Ton	250	$ 90.00	$ 22,500.00
2	6" Base Repair	SY	450	$ 46.00	$ 20,700.00
3	Curb and Gutter Replacement	LF	492	$ 30.00	$ 14,760.00
4	Driveway Concrete	SY	240	$ 65.00	$ 15,600.00
5	Curb Inlet Tops, Frames and Throats	Ea.	4	$ 2,000.00	$ 8,000.00
6	Street Lights	Ea.	4	$ 10,000.00	$ 40,000.00
7	Street Light Control Center	Ea.	1	$ 10,000.00	$ 10,000.00
				Unit subtotal:	$ 144,844.00
8	Mobilization	L.S.	1	5%	$ 7,242.20
9	Clearing, Grubbing and Demolition	L.S.	1	5%	$ 7,242.20
10	Traffic Control	L.S.	1	1%	$ 1,448.44

Subtotal	$ 160,776.84
Contingency (10%)	$ 16,077.68
Total Construction Cost	$ 176,854.52
Engineering and Survey	$ 13,000.00
Construction Administration and Observation	$ 6,000.00
Total Project Cost	$ 195,854.52

Exhibit E: Service Area Addresses

Addresses- Elmonte Street Project:

Number	Street Name
4708	Elmonte St
4712	Elmonte St
4716	Elmonte St
4724	Elmonte St
4730	Elmonte St
4740	Elmonte St
4800	Elmonte St
4808	Elmonte St
4816	Elmonte St
4811	Elmonte St
4801	Elmonte St
4747	Elmonte St
4731	Elmonte St
4721	Elmonte St
4725	Elmonte St
4709	Elmonte St
4707	Elmonte St
4704	47th St
4705	47th St

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 1 - PROJECT SUMMARY

For CDBG Staff Use Only.

Date Received: _____ Amount Requested: _____
Matrix Code: _____
Environmental Status: _____ Code Citation: 24 CFR 58. _____
National Objective Code: _____ Code Citation: 24 CFR 570.208_____

The Project Summary may not exceed two (2) pages.

1. Applicant

Name: Keith Moody
Address: 4600 W 51st Street
City/ZIP: Roeland Park, KS 66205
Phone: 913 722 2600 WEB Site: www.Roelandpark.org
DUNS #: 044744308

2. Contact person responsible for all communications concerning this proposed project.

Name: Jose Leon
Address: 4800 Roe Parkway
City/ZIP: Roeland Park, KS 66205
Phone: 913 722 5435 E-mail: jleon@roelandpark.org

3. Title of the proposed project: CDBG Sidewalk Project: Nall Avenue, 49th Street to Nall Park

4. Address/location for the proposed project
(If the project is carried out at more than one location, provide complete addresses on a separate sheet. This is necessary for the Environmental Review required by HUD.)
Nall Avenue: 4801, 4901, 4909, 4917, 4921

5. Amount of CDBG funds being requested: $200,000

Type and Amount of funds the applicant is <u>committing</u> to this project:
(These are your leveraged funds.)

_Design and Construction Funds= $100,000 _____

6. In <u>TWO</u> sentences provide a concise description of the project.
*(This **MUST** be brief, clear and to the point.)*
Construct new ADA compliant sidewalk for this neighborhood to safely walk to their neighborhood park.

7. If this Public Facility/Improvement project benefits an area, provide each Census 2010 Tract & Block Group for the entire service benefit area. Please provide the rational for your service area.

Census Tract(s): 501 and 502

Block Group(s): 1 and 3 in 501 and 4 in 502

Boundaries of service area: Census tracts 501 and 502, specifically the Block Numbers 4014 and 1007.

Rational for boundaries of benefit area listed above: This sidewalk touches the block group numbers 1007 and 4014. Block Group 3 of Census Tract 501 does also use this park and that area is also benefited.

Income characteristics of the residents of the area: 42.68% of service population is low to moderate income. See below for income statistics on areas within individual Blocks served.

Percentage of low/mod income persons in the service area and data used for determining the percentage: Data provided from Johnson County CDBG administration office lists the low/mod percentage by census block. The low/mod income person percentage for the population of the service area exceeds the 33.92% minimum.

Sidewalk Improvement Project					
Sevice Area					
County	Census Tract	Block Group	Lomod Population	Total Population	% of Lowmod Population in Service Area
Johnson	501	1	555	1,325	41.89%
	501	3	85	435	19.54%
	502	4	365	595	61.34%
		Totals	1005	2355	42.68%

Please include a map with the service area circled and all census tract/block groups in the service area labeled. Attached as **Exhibit A**

8. How many PEOPLE will benefit from this project? Estimated 2,355

9. Citizen Participation
For Applications by Cities (not County Departments/Agencies)
Cities must include documentation of public notice **at least 14 days** prior to the holding a public hearing. Further information in instructions (page 4) and handbook (page 16).

Project selection was discussed at an open Council meeting on March 6, 2017 and a public hearing was held at the City Council meeting on April 16, 2018. Minutes from those meetings and the notice of Public Hearing are attached as **Exhibit B**.

10. Fair Housing Activities-must be completed by all applicants.
Describe what actions will be taken to further Fair Housing.

The City of Reoland Park proclaims the month of April as "Fair Housing Month", and urges all citizens to actively support fair housing laws. The Fair Housing Month proclamation is attached as **Exhibit C.**

11. Does your project address any of Johnson County's strategic priorities? Yes

If yes, please briefly explain: (see page 5 of application instructions for details)

Strategic Priority No. 4 – Advance the self-sufficiency of vulnerable populations, including those with intellectual and developmental disabilities, those with mental health needs, those who are aging and those who are housing insecure.

This project will enhance access to this neighborhood park for children, seniors and the disabled. This neighborhood park also serves a concentration of residents who are housing insecure due to their low to moderate incomes. This project will benefit these vulnerable populations while also providing jobs during construction and allow residence to freely access the park and assist the City in controlling unwelcomed behavior in the neighborhood park, which ultimately prevents crime in the neighborhood and park.

12. SIGNATURE: _____ Date: _____

(Signature of Mayor/Director of County or City of Olathe Department/Chairman of Board)

Mike Kelly, Mayor

Please Type/Print Name

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 2 - PROJECT NARRATIVE

The Project Narrative may not exceed two (2) pages.

NEED the Project is addressing

1. Clearly describe the specific local need this project will address.

The new sidewalk route will provide for a safe access to a neighborhood park. This stretch of sidewalk was identified by the City as a high priority connection in 2010 due to the lack of a sidewalk leading to this park causing children and parents to walk in the street. Since 2014, the City has improved the restrooms, shelter, trails and play equipment at the park. The park has since grown in popularity with the addition of multi-purpose trail (bike and hike) in 2017. This sidewalk will allow the neighborhood better and safer access to enjoy all these new and improved amenities.

2. Describe the major local factors that contribute to the problem.

This road is currently serving a large County wastewater facility. The traffic of this road has historically been the Johnson County Wastewater employee vehicles, service trucks, and park users. This stretch of street also has large grade changes which can become a visual hazard to drivers as they drive toward the park. Residents who choose to walk this route, currently must walk in the street, which is a dangerous prospect considering the hilly nature of the road .

3. Provide current, up-to-date, county/city-specific data that substantiates the need.

The City's capital improvements program has more projects than resources available to fund them.

The PROJECT – Performance Measurement

Summarize the following information using the chart on the next page:

- Clearly state the goal(s) of the 2019 project.
- Identify the inputs of the project.
- Specifically describe the activities you propose to conduct which will help achieve program goals.
- Clearly state what will be the direct products/outputs of the project.
- Clearly state the objectives/outcomes of the project.

1. Clearly state how and when the achievement/impact of program objectives will be measured.

We will measure the impact when the project has reached final completion. The quantities reflected in the pay estimates will measure achievement of program objectives.

Please submit 2017 & 2018 forms from previous years' applications along with the actual results for 2017.
Roeland Park received CDBG funds for 2018 but the project has not yet commenced

2019 Project Narrative

Goal	Inputs	Activities	Measurable Outputs	Outcomes	Actual Results
To provide a safe access route to adjoining neighborhoods by way of constructing an ADA compliant sidewalk.	$300,000 Budget Consulting Engineer: Design, Bid, Contract Administration, Construction Inspection Administrative Staff	Administration of CDBD Grant Preparation of plans & specification. Competitive bid process. Construction observation and Davis Bacon oversight. Construction activities.	5,125 S.F. of new sidewalk	Improved safety for pedestrians, bicyclists, and neighborhood. Greater connectivity and enhanced mobility options for users north and south on Nall Avenue.	

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 3 - BUDGET and TIMELINESS

The Budget & Timeliness Section may not exceed two (2) pages.

BUDGET NARRATIVE

The information to be provided below pertains only to the proposed project for which you are requesting CDBG funds.

1. Project Title: Sidewalk Project: Nall Avenue, 49th Street to Nall Park

2. 2019 Total Project Budget

Revenues
(These funds must directly support and be essential to the implementation of this proposed project.)

List All Revenue Sources For This Project	Amount
Funds requested from:	
Johnson County CDBG:	200,000
Olathe CDBG:	
Overland Park CDBG:	
Shawnee CDBG:	
***Other Project Revenue:	
Other Federal Funds	
State/Local Funds	100,000
Private Funds	
Other: TIF Funds	
CARS Funds	
Total Project Revenue	**300,000**

Expenses

Source	Amount
Personnel	
Equipment	
Supplies	
Space Rent/Utilities	
Other- Consulting Engineer	55,000
Other- Construction Contract	245,000
Total Project Expenses	**300,000**

Total project revenue must equal total project expenses.
*****All other project revenue must be specified. Sources must be noted.**

3. Describe precisely what CDBG funds will be used to pay for.

Construction (materials and labor) of sidewalks, street light relocation, driveway replacement, curb replacement and paving, and sidewalk ramp with detectable warnings. A project location and layout map along with the cost estimate for the project is provided in **Exhibit D**

Timeliness

HUD imposes a timeliness requirement for the expenditure of CDBG funds on the County.

1. Will this project be ready to proceed as of January 1, 2019? Yes.

2. If not ready, when will the project proceed?

3. When is this project scheduled to be completed? December 1, 2019.

4. Describe any circumstances that might prevent this activity from being completed by December 1, 2019.

If construction is delayed due to unforeseen utility conflicts or exceptionally rainy construction season or if CDBG funds are not available as of January 1, 2019.

5. CDBG History

If your organization has received CDBG funding in the past, please provide the information below.

Program year	**2016**	**2017**	**2018**
Award in Program Year	0	0	100,000
Expended in Program Year (Will agree to your reimbursement request forms.)	0	0	0
Number of PEOPLE served (Will agree to final project beneficiary form.)	0	0	85
Balance Remaining (if applicable)	0	0	100,000

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
ALL PROJECTS
PART 4 – ENVIRONMENTAL QUESTIONS

HUD requires that an Environmental Review be performed on any project supported by CDBG funds.

To assist us in determining the level of Environmental Review necessary for this proposed project.

Since this project is a **PUBLIC FACILITIES/IMPROVEMENTS** project:

1. **Please provide the address or location of the project. Nall Avenue: 4801, 4901, 4909, 4917, 4921**

2. **Is the facility/improvement in place and will it be retained in the same use without change in size or capacity of more than 20 percent? No**

3. **Is the project located in a flood zone area? No**

4. **Is the location in a primarily residential area? Yes**

Exhibit A - Service Area Map

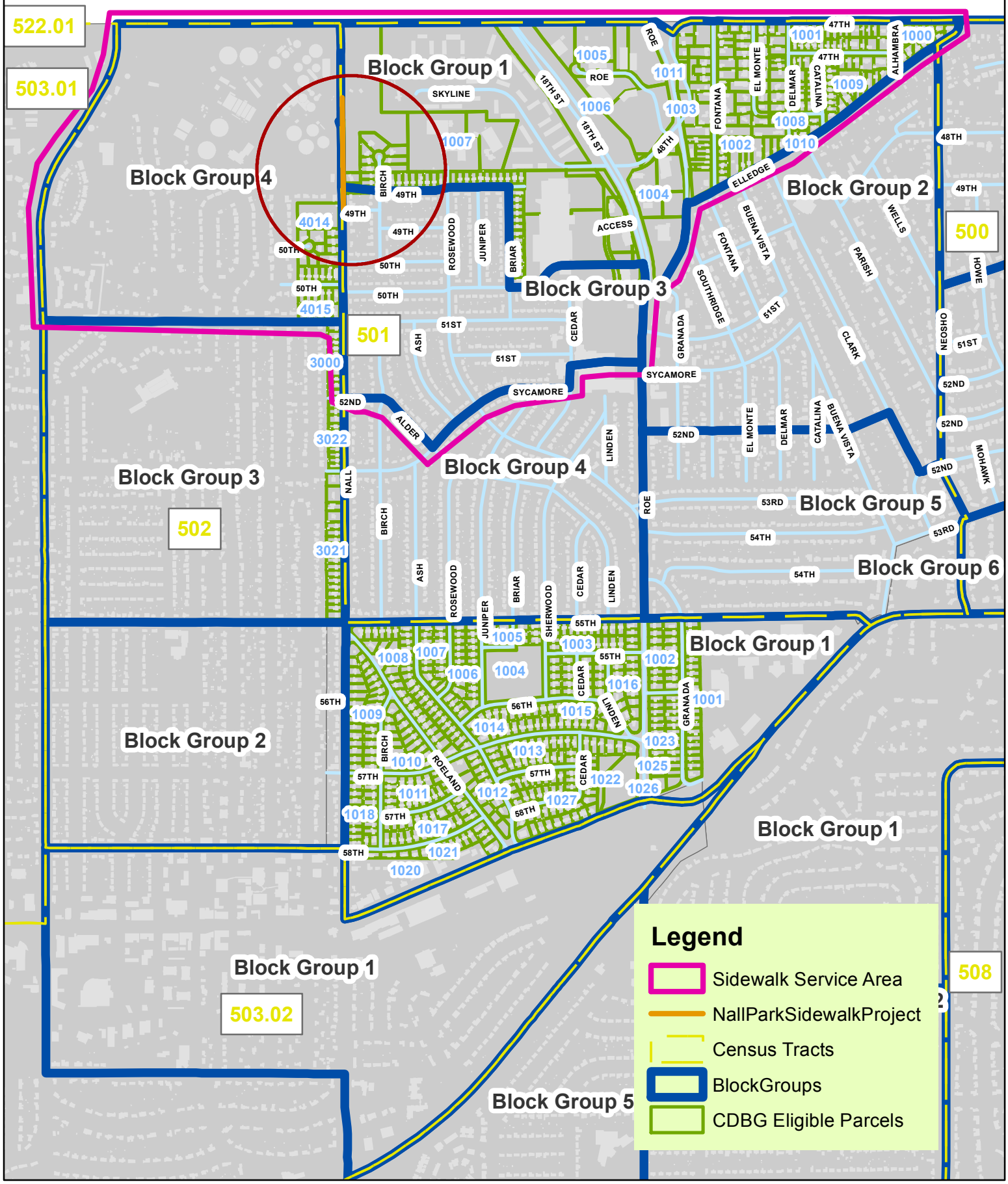
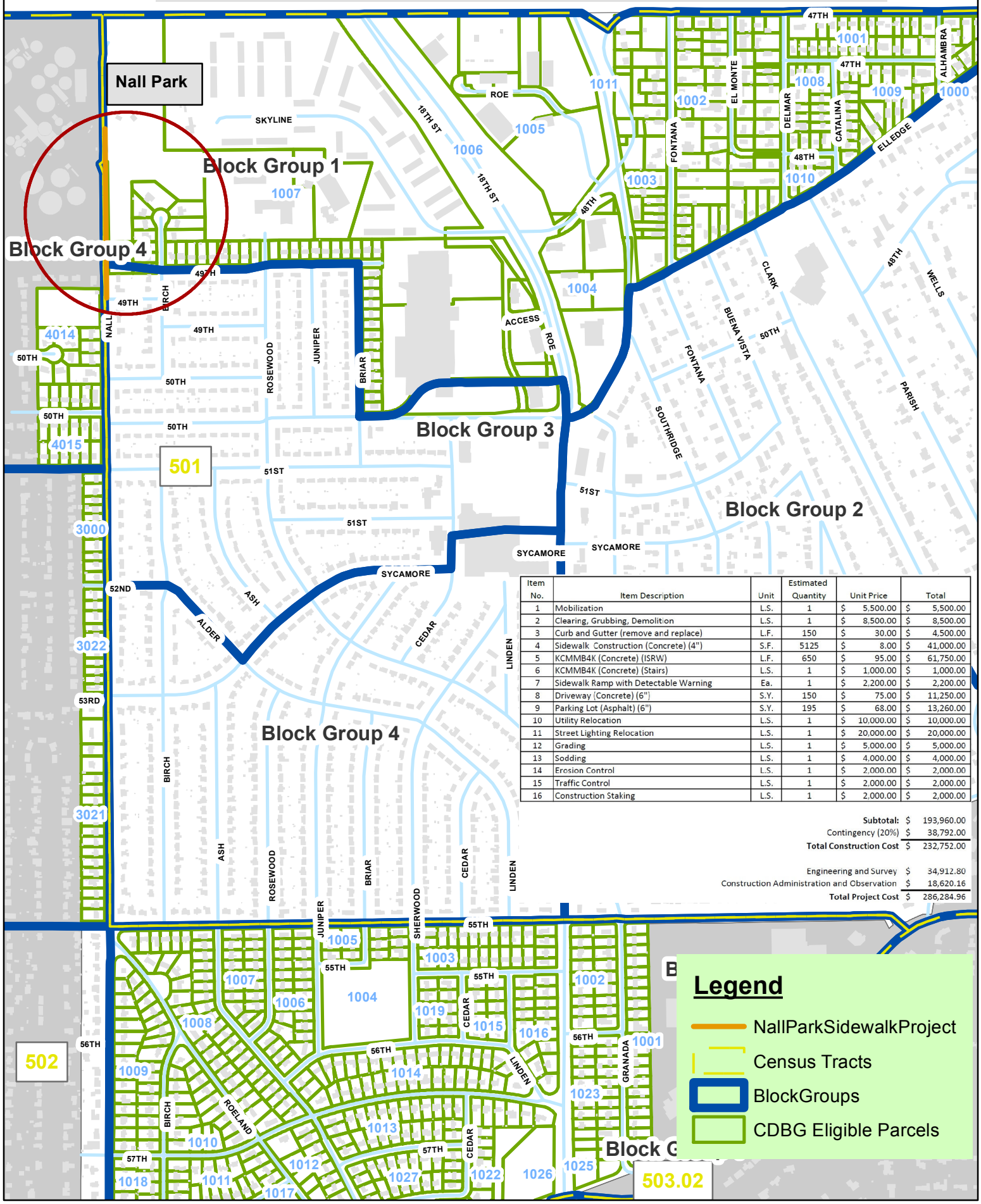


Exhibit D: Project Location and Cost Estimate



Item No.	Item Description	Unit	Estimated Quantity	Unit Price	Total
1	Mobilization	L.S.	1	$ 5,500.00	$ 5,500.00
2	Clearing, Grubbing, Demolition	L.S.	1	$ 8,500.00	$ 8,500.00
3	Curb and Gutter (remove and replace)	L.F.	150	$ 30.00	$ 4,500.00
4	Sidewalk Construction (Concrete) (4")	S.F.	5125	$ 8.00	$ 41,000.00
5	KCMMB4K (Concrete) (ISRW)	L.F.	650	$ 95.00	$ 61,750.00
6	KCMMB4K (Concrete) (Stairs)	L.S.	1	$ 1,000.00	$ 1,000.00
7	Sidewalk Ramp with Detectable Warning	Ea.	1	$ 2,200.00	$ 2,200.00
8	Driveway (Concrete) (6")	S.Y.	150	$ 75.00	$ 11,250.00
9	Parking Lot (Asphalt) (6")	S.Y.	195	$ 68.00	$ 13,260.00
10	Utility Relocation	L.S.	1	$ 10,000.00	$ 10,000.00
11	Street Lighting Relocation	L.S.	1	$ 20,000.00	$ 20,000.00
12	Grading	L.S.	1	$ 5,000.00	$ 5,000.00
13	Sodding	L.S.	1	$ 4,000.00	$ 4,000.00
14	Erosion Control	L.S.	1	$ 2,000.00	$ 2,000.00
15	Traffic Control	L.S.	1	$ 2,000.00	$ 2,000.00
16	Construction Staking	L.S.	1	$ 2,000.00	$ 2,000.00

Subtotal:	$	193,960.00
Contingency (20%)	$	38,792.00
Total Construction Cost	$	232,752.00
Engineering and Survey	$	34,912.80
Construction Administration and Observation	$	18,620.16
Total Project Cost	$	286,284.96

Legend

- NallParkSidewalkProject
- Census Tracts
- BlockGroups
- CDBG Eligible Parcels

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 1 - PROJECT SUMMARY

For CDBG Staff Use Only.

Date Received: _____ Amount Requested: _____
Matrix Code: _____
Environmental Status: _____ Code Citation: 24 CFR 58. _____
National Objective Code: _____ Code Citation: 24 CFR 570.208_____

The Project Summary may not exceed two (2) pages.

1. Applicant

Name: Keith Moody
Address: 4600 W 51st Street
City/ZIP: Roeland Park, KS 66205
Phone: 913 722 2600 WEB Site: www.Roelandpark.org
DUNS #: 044744308

2. Contact person responsible for all communications concerning this proposed project.

Name: Jose Leon
Address: 4800 Roe Parkway
City/ZIP: Roeland Park, KS 66205
Phone: 913 722 5435 E-mail: jleon@roelandpark.org

3. Title of the proposed project: Roeland Park Community Center and Aquatic Center Improvements

4. Address/location for the proposed project
(If the project is carried out at more than one location, provide complete addresses on a separate sheet. This is necessary for the Environmental Review required by HUD.)

4850 Rosewood Drive, Roeland Park, KS 66205

5. Amount of CDBG funds being requested: $200,000

Type and Amount of funds the applicant is committing to this project:
(These are your leveraged funds.)

_General Funds= $10,000_____ ___Community Center Funds= $50,000____

6. In TWO sentences provide a concise description of the project.
(This MUST be brief, clear and to the point.)
Replace failing mechanical, lighting, flooring, bathhouse and decking components at the Community Center/Aquatics Center complex. Address storm drainage deficiencies at the site.

7. If this Public Facility/Improvement project benefits an area, provide each Census

2010 Tract & Block Group for the entire service benefit area. Please provide the rational for your service area.

Census Tract(s): 501 and 502

Block Group(s): 1,2,3 and 4 for tract 501 and blocks 3 and 5 of tract 502

Boundaries of service area: Census tracts 501 and 502 in Johnson County.

Rational for boundaries of benefit area listed above: The facilities serve the immediate surrounding neighborhood which consist of the five block groups noted above.

Income characteristics of the residents of the area: 1,870 of the 5,085 residents of the service area qualify as low or moderate income.

Percentage of low/mod income persons in the service area and data used for determining the percentage: Data provided from Johnson County CDBG administration office lists the number of persons who qualify as low and moderate income as well as the population of a block group (see below), 36.77% of the service area population qualify as low or moderate income, meeting the 33.92% minimum requirement per Johnson County CDBG Administrators. Service Area Block Group specifics are below:

Community Center Aquatic Center Project					
Sevice Area					
County	Census Tract	Block Group	Lomod Population	Total Population	% of Lowmod Population in Service Area
Johnson	501	1	555	1,325	41.89%
	501	2	165	625	26.40%
	501	3	85	435	19.54%
	501	4	250	780	32.05%
	502	3	450	1,325	33.96%
	502	4	365	595	61.34%
Totals			1,870	5,085	36.77%

Please include a map with the service area circled and all census tract/block groups in the service area labeled. Please see **Exhibit A**

8. **How many PEOPLE will benefit from this project?** Estimated 5,085

9. **Citizen Participation**
For Applications by Cities (not County Departments/Agencies)
Cities must include documentation of public notice **at least 14 days** prior to the holding a public hearing. Further information in instructions (page 4) and handbook (page 16).

Project selection was discussed at an open Council meeting on March 6, 2017 and a public hearing was held at the City Council meeting on April 16, 2018. Minutes from those meetings and the notice of Public Hearing are attached as **Exhibit B**.

10. Fair Housing Activities-must be completed by all applicants.
Describe what actions will be taken to further Fair Housing.

The City of Reoland Park proclaims the month of April as "Fair Housing Month", and urges all citizens to actively support fair housing laws. The Fair Housing Month proclamation is attached as **Exhibit C.**

11. Does your project address any of Johnson County's strategic priorities? Yes
If yes, please briefly explain: (see page 5 of application instructions for details)

Strategic Priority No. 4 – Advance the self-sufficiency of vulnerable populations, including those with intellectual and developmental disabilities, those with mental health needs, those who are aging and those who are housing insecure.

Johnson County Parks and Recreation provides childcare in the Community Center and the Aquatic Center hosts child care providers, in addition both facilities host senior specific activities and programs, having these facilities in place addresses the Strategic Objective of self-sufficiency of these vulnerable populations.

12. SIGNATURE: _____ Date: _____

(Signature of Mayor/Director of County or City of Olathe Department/Chairman of Board)

Mike Kelly, Mayor

Please Type/Print Name

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 2 - PROJECT NARRATIVE

The Project Narrative may not exceed two (2) pages.

NEED the Project is addressing

1. Clearly describe the specific local need this project will address.

The project will address the need to replace failing elements of these neighborhood service facilities. Sustaining these facilities will ensure healthy social and physical opportunities remain accessible to this neighborhood.

2. Describe the major local factors that contribute to the problem.

Limited local funding to maintain the facilities is the major contributing factor.

3. Provide current, up-to-date, county/city-specific data that substantiates the need.

The City's capital improvements program has more project needs than resources available to fund them.

The PROJECT – Performance Measurement

Summarize the following information using the chart on the next page:

- Clearly state the goal(s) of the 2019 project.
- Identify the inputs of the project.
- Specifically describe the activities you propose to conduct which will help achieve program goals.
- Clearly state what will be the direct products/outputs of the project.
- Clearly state the objectives/outcomes of the project.

1. Clearly state how and when the achievement/impact of program objectives will be measured.

We will measure the impact when the project has reached final completion. The quantities reflected in the pay estimates will measure achievement of program objectives.

Please submit 2017 & 2018 forms from previous years' applications along with the actual results for 2017.
Roeland Park was awarded CDBG funds for 2018, the Project has not commenced.

2019 Project Narrative

Goal	Inputs	Activities	Measurable Outputs	Outcomes	Actual Results
Install new storm drainage systems. Replace florescent lights with LED lights, Replace failing and inefficient HVAC units with high efficiency units. Replace failed flooring and decking. Improve shower and restroom facilities at pool.	$260,000 Budget Consulting Engineer: Design, Bid, Contract Administration, Construction Inspection Construction Contractor(s) Administrative Staff	Administration of CDBD Grant Preparation of plans & specification. Competitive bid process. Construction observation and Davis Bacon oversight. Construction activities.	5 new HVAC units Functioning site storm drainage system 1 new drinking fountain New LED lights at facilities Repaired flooring and decking at facilities Storm drainage system for roofs and parking areas installed. Men's and women's shower and restroom areas renovated.	Improved energy efficiency of facilities. Improved operating dependability of facilities. Extended useful life of facilities. Proper drainage of rain water from building and surrounding traffic areas.	

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PUBLIC FACILITIES and IMPROVEMENTS
PART 3 - BUDGET and TIMELINESS

The Budget & Timeliness Section may not exceed two (2) pages.

BUDGET NARRATIVE

The information to be provided below pertains only to the proposed project for which you are requesting CDBG funds.

1. **Project Title:** **Roeland Park Community Center and Aquatic Center Improvements**
2. **2019 Total Project Budget**

Revenues ***(These funds must directly support and be essential to the implementation of this proposed project.)***

List All Revenue Sources For This Project	Amount
Funds requested from:	
Johnson County CDBG:	**200,000**
Olathe CDBG:	
Overland Park CDBG:	
Shawnee CDBG:	
***Other Project Revenue:	
Other Federal Funds	
State/Local Funds	**60,000**
Private Funds	
Other: TIF Funds	
Total Project Revenue	**260,000**

Expenses

Source	Amount
Personnel	
Equipment	
Supplies	
Space Rent/Utilities	
Other- Consulting Engineer/Architect	**20,000**
Other- Construction Contract	**240,000**
Total Project Expenses	**260,000**

Total project revenue must equal total project expenses.
*****All other project revenue must be specified. Sources must be noted.**

3. **Describe precisely what CDBG funds will be used to pay for.**

Construction (materials and labor) of storm drainage system (may require sidewalk and parking restoration), HVAC systems, flooring repair, shower and restroom improvements,

decking repair/sealing, LED lighting, and drinking fountain. A project location and layout map along with the cost estimate for the project is provided in **Exhibit D.**

Timeliness

HUD imposes a timeliness requirement for the expenditure of CDBG funds on the County.

1. **Will this project be ready to proceed as of January 1, 2019?** Yes

2. **If not ready, when will the project proceed?**

3. **When is this project scheduled to be completed?** December 1, 2019.

4. **Describe any circumstances that might prevent this activity from being completed by December 1, 2018.**
   If CDBG funds are not available as of January 1, 2019.

5. **CDBG History**
   If your organization has received CDBG funding in the past, please provide the information below.

Program year	**2016**	**2017**	**2018**
Award in Program Year	0	0	100,000
Expended in Program Year (Will agree to your reimbursement request forms.)	0	0	0
Number of PEOPLE served (Will agree to final project beneficiary form.)	0	0	85
Balance Remaining (if applicable)	0	0	100,000

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
ALL PROJECTS
PART 4 – ENVIRONMENTAL QUESTIONS

HUD requires that an Environmental Review be performed on any project supported by CDBG funds.

To assist us in determining the level of Environmental Review necessary for this proposed project.

Since this project is a **PUBLIC FACILITIES/IMPROVEMENTS** project:

1. **Please provide the address or location of the project.** 4850 Rosewood Drive, Roeland Park, KS 66205

2. **Is the facility/improvement in place and will it be retained in the same use without change in size or capacity of more than 20 percent?__Yes__**

3. **Is the project located in a flood zone area?____No___**

4. **Is the location in a primarily residential area?__Yes__**

JOHNSON COUNTY/OLATHE 2019 CDBG APPLICATION
PART 5 - CERTIFICATIONS

The Applicant certifies that:

(a) It possesses legal authority to make a grant submission and to execute a community development and housing program.

(b) Its governing body has in an official meeting open to the public duly adopted or passed as an official act a resolution, motion or similar action authorizing the person identified as the official representative of the subrecipient to submit the final statement and all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the subrecipient to act in connection with the submission of the final statement and to provide such additional information as may be required.

(c) The grant will be conducted and administered in compliance with:

(1) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352; 42 U.S.C. Subsection 2000 et seq.);

(2) The Fair Housing Act (42 U.S.C. 3601-20).

(d) It will affirmatively further fair housing.

(e) It has developed its proposed activity so as to give maximum feasible priority to activities that benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The proposed use of funds may also include activities which the subrecipient certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, where other financial resources are not available to meet such needs.

(f) It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under section 106 of the Act or with amounts resulting from a guarantee under section 108 of the Act by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless: (1) funds received under section 106 of the Act are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than Title 1 the Act; or (2) for purposes of assessing any amount against properties owned and occupied by persons of moderate income, the grantee certifies to the Secretary that it lacks sufficient funds received under section 106 of the Act to comply with the requirements of subparagraph (1).

(g) It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1990 as required under Section 570.606(a) and Federal implementing regulations; the requirements in Section 570.606(b)

governing the residential anti-displacement and relocation assistance plan under section 104(d) of the Act (including a certification that the subrecipient is following such a plan); the relocation requirements of Section 570.606(c) governing displacement subject to section 104(k) of the Act; and the relocation requirements of Section 570.606(d) governing optional relocation assistance under section 105(a)(11) of the Act.

(h) To the best of my knowledge and belief that:

1. No Federal appropriated funds have paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant loan, or cooperative agreement, it will complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph (h) of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

(i) It will comply with the other provisions of the Act and with other applicable laws.

_____ _____

Signature Date

Mayor/Director of County or City of Olathe Department/ Chairman of Board

_Mike Kelly, Mayor_____

Please Print Name and Title

Exhibit A: Service Area

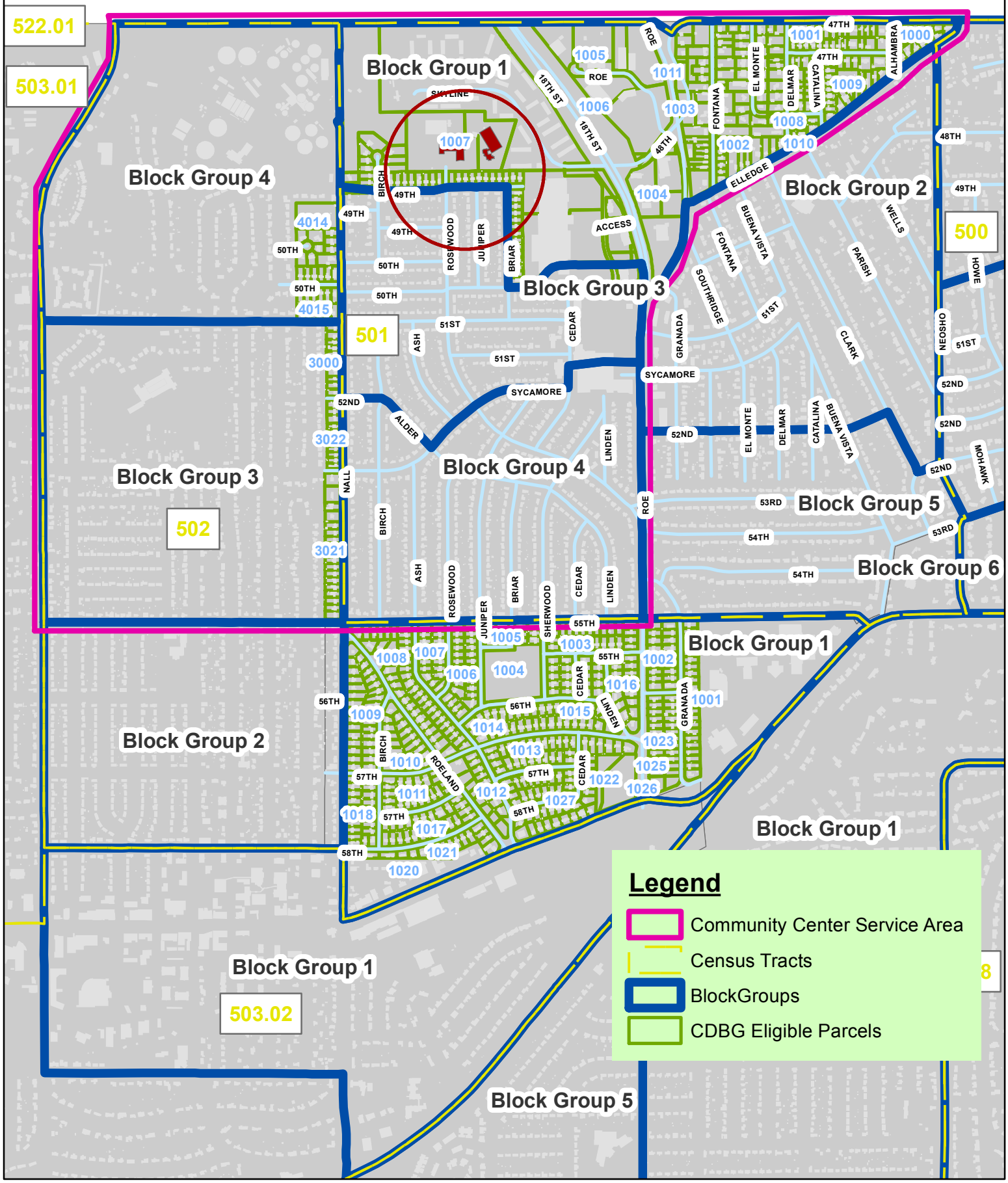
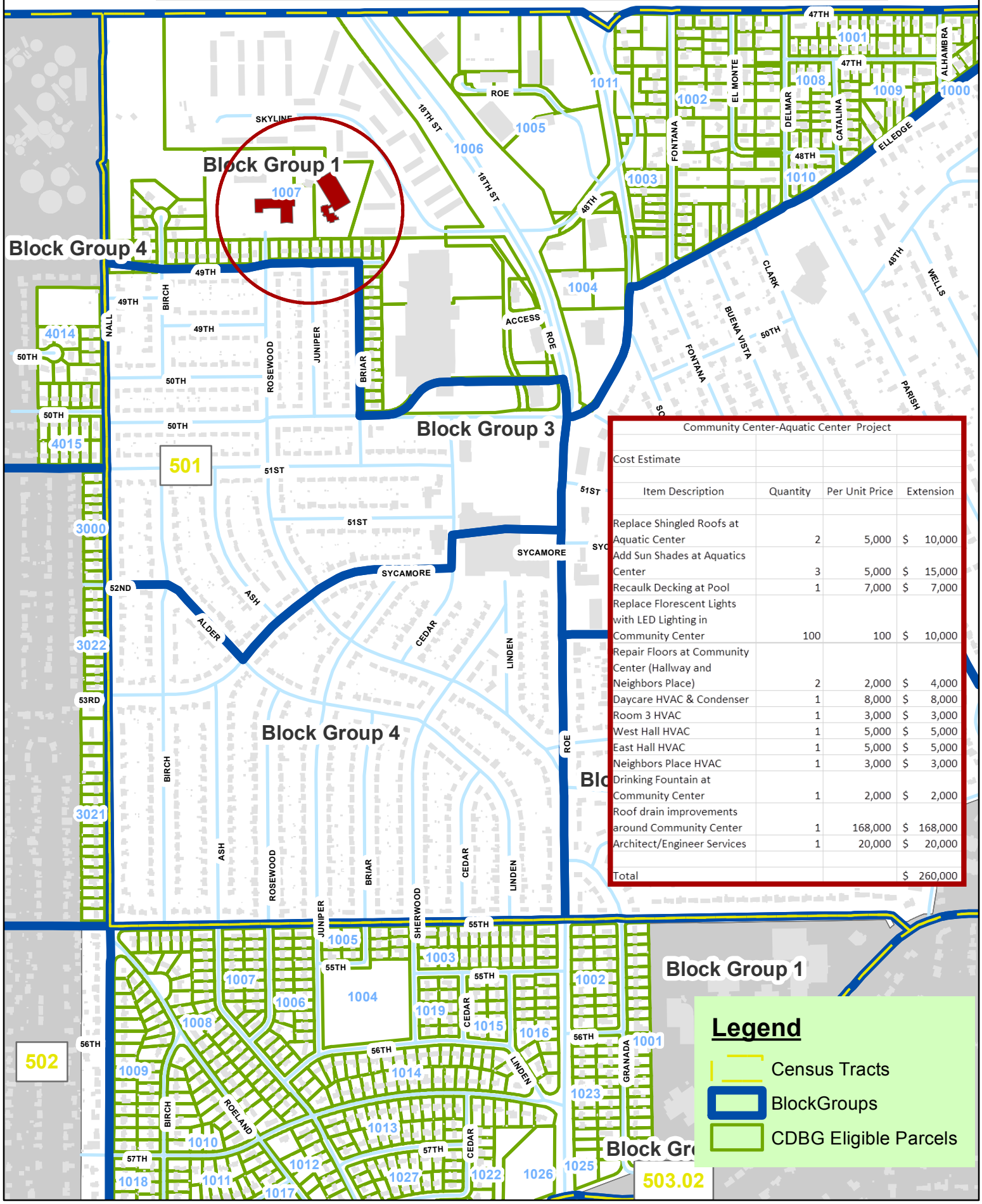


Exhibit D: Project Location and Cost Estimate



Community Center-Aquatic Center Project

Cost Estimate

Item Description	Quantity	Per Unit Price	Extension
Replace Shingled Roofs at Aquatic Center	2	5,000	$ 10,000
Add Sun Shades at Aquatics Center	3	5,000	$ 15,000
Recaulk Decking at Pool	1	7,000	$ 7,000
Replace Florescent Lights with LED Lighting in Community Center	100	100	$ 10,000
Repair Floors at Community Center (Hallway and Neighbors Place)	2	2,000	$ 4,000
Daycare HVAC & Condenser	1	8,000	$ 8,000
Room 3 HVAC	1	3,000	$ 3,000
West Hall HVAC	1	5,000	$ 5,000
East Hall HVAC	1	5,000	$ 5,000
Neighbors Place HVAC	1	3,000	$ 3,000
Drinking Fountain at Community Center	1	2,000	$ 2,000
Roof drain improvements around Community Center	1	168,000	$ 168,000
Architect/Engineer Services	1	20,000	$ 20,000
Total			$ 260,000

Legend

- Census Tracts
- BlockGroups
- CDBG Eligible Parcels

Item Number: **Consent Agenda- II.-A.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Appropriation Ordinance # 915**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Appropriation Ordinance # 915	Cover Memo

The City of Roeland Park, Kansas

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

Thursday, April 12, 2018

Appropriation Ordinance -4/16/2018 - #915

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

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

Section 2: This Ordinance shall take effect and be in force from and after its passage. Passed and approved this 16th day of April, 2018.

Attest:

City Clerk

Mayor

Total Appropriation Ordinance	**$**	**169,030.20**

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

Appropriation Ordinance -4/16/2018 - #915

Vendor	Dept	Acct #	Description	Invoice Description	Check /EFT Date	Amount	Chk #	Check Amount
A-1 Sewer & Septic Service	300	5469.300	Stormwater Maintenance	Invoice: 204995 /	4/11/2018	505.00	67881	505.00
ABC Embroidery, LLC	102	5308.102	Clothing & Uniforms	Invoice: 3032 /	3/21/2018	112.20	67839	112.20
Advance Auto Parts	102	5260.102	Vehicle Maintenance	Invoice: 5128807338986 /	3/21/2018	80.39	67840	80.39
Advance Auto Parts	106	5211.106	Maintenace & Repair Equipment	Invoice: 5128808939889 /	4/11/2018	8.03	67882	53.29
Advance Auto Parts	106	5211.106	Maintenace & Repair Equipment	Invoice: 5128809329771 /	4/11/2018	29.43	67882	
Advance Auto Parts	102	5260.102	Vehicle Maintenance	Invoice: 5128808839864 /	4/11/2018	15.83	67882	
All Copy Products Inc.	101	5214.101	Other Contracted Services	Invoice: AR2319537 /	3/21/2018	76.82	67841	144.98
All Copy Products Inc.	102	5214.102	Other Contracted Services	Invoice: AR2319537 /	3/21/2018	68.16	67841	
American Fidelity Assurance	101	2052.101	Supplemental Inusrance Payable	Invoice: B730931 /	3/28/2018	1,261.94	67854	1,261.94
American Municipal Services	103	5209.103	Professional Services	Invoice: 37704 /	4/11/2018	87.09	67883	87.09
Anderson & Son's Trucking, Inc.	300	5470.300	Park Maint/Infrastructure	Invoice: 90949 /	4/11/2018	6,150.00	67884	6,150.00
AT&T	101	5202.101	Telephone	Invoice: 3241 3/21/18 /	4/4/2018	48.98	67867	48.98
Balls Food Stores	102	5301.102	Office Supplies	Invoice: 660481 /	3/28/2018	23.96	67855	23.96
Barnhart Security & Alarm, Inc.	106	5210.106	Maintenace & Repair Building	Invoice: 4168 /	4/11/2018	75.00	67885	75.00
Bernie Electric Wholesale, Inc.	101	5210.101	Maintenance & Repair Building	Invoice: S100061631001 /	4/11/2018	50.74	67886	50.74
Blue Sky Cleaners	102	5224.102	Laundry Service	Invoice: 2106 4/3/18 /	4/11/2018	169.80	67887	169.80
Blue Valley Tractor & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 142256 /	4/11/2018	150.27	67888	196.57
Blue Valley Tractor & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 141638 /	4/11/2018	46.30	67888	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	Invoice: 1037700 /	3/21/2018	154.95	67842	384.90
Breeden Holdings, LLC	104	5260.104	Vehicle Maintenance	Invoice: 1037747 /	3/21/2018	229.95	67842	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	Invoice: 1038163 /	4/11/2018	70.00	67889	200.00
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	Invoice: 1038195 /	4/11/2018	35.00	67889	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	Invoice: 1038192 /	4/11/2018	25.00	67889	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	Invoice: 1038155 /	4/11/2018	35.00	67889	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenance	Invoice: 1038141 /	4/11/2018	35.00	67889	
Carter Waters Construction Matieria	300	5246.300	In-House Street Maintenance	Invoice: 35110577 /	4/11/2018	163.42	67890	296.10
Carter Waters Construction Matieria	106	5318.106	Tools	Invoice: 11244167 /	4/11/2018	60.25	67890	
Carter Waters Construction Matieria	106	5318.106	Tools	Invoice: 11244297 /	4/11/2018	54.04	67890	
Carter Waters Construction Matieria	106	5318.106	Tools	Invoice: 11245604 /	4/11/2018	18.39	67890	
Clarkson Power Flow, Inc.	106	5211.106	Maintenace & Repair Equipment	Invoice: 1012426 /	4/11/2018	139.77	67891	139.77
Coleman Equipment Inc.	106	5211.106	Maintenace & Repair Equipment	Invoice: 318172 /	4/11/2018	199.00	67892	199.00
Custom Tree Care, Inc.	106	5263.106	Tree Maintenance	Invoice: 16709 /	4/11/2018	277.50	67893	277.50
Design Energy Group	104	5214.104	Other Contracted Services	Invoice: 3633 /	3/21/2018	812.50	67843	812.50
dormakaba USA Inc.	290	5210.290	Maintenace And Repair Building	Invoice: 430084 /	4/11/2018	349.00	67894	349.00
E. Edwards, Inc.	106	5308.106	Clothing & Uniforms	Invoice: 11161712052 /	4/11/2018	99.75	67895	99.75
Family Support Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 3/22/18	3/21/2018	328.62	67844	328.62
Family Support Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 4/5/18	4/4/2018	328.62	67868	328.62
GBA Architects Engineers	450	5456.450	CARS Projects	Invoice: 52613 /	4/11/2018	2,848.47	67896	2,848.47
Gilmore & Bell, P.C.	370	5209.370	Professional Services	Invoice: 8034496 /	4/11/2018	500.00	67897	1,500.00

Gilmore & Bell, P.C.	370	5209.370	Professional Services	Invoice: 8034500 /	4/11/2018	1,000.00	67897	
Goodyear Auto Service Center	106	5211.106	Maintenace & Repair Equipment	Invoice: 431276711 /	4/11/2018	1,666.49	67898	3,328.37
Goodyear Auto Service Center	102	5260.102	Vehicle Maintenance	Invoice: 179489 /	4/11/2018	1,661.88	67898	
GT Distributors - Austin	102	5308.102	Clothing & Uniforms	Invoice: INV0644918 /	4/11/2018	9.95	67899	9.95
Hampel Oil, Inc.	106	5302.106	Motor Fuels & Lubricants	Invoice: 91023483 /	4/11/2018	1,275.00	67900	1,275.00
JA Traffic Products	106	5259.106	Traffic Control Signs	Invoice: 26097 /	4/11/2018	307.00	67901	307.00
Johnson County Wastewater	101	5288.101	Waste Water	Invoice: 1838/3179 3/8/18 /	3/21/2018	32.65	67845	81.49
Johnson County Wastewater	106	5288.106	Waste Water	Invoice: 1838/3179 3/8/18 /	3/21/2018	48.84	67845	
Johnson County Government	101	5218.101	IT & Communication	Invoice: 130563 /	3/21/2018	1,179.00	67846	1,179.00
Johnson County Mental Health	102	5214.102	Other Contracted Services	Invoice: 1Q2018 /	4/11/2018	1,339.32	67902	1,339.32
Johnson County Sheriff's Office	103	5227.103	Prisoner Care	Invoice: JCS4307 /	4/11/2018	840.00	67903	840.00
Jennifer Jones-Lacy	105	5206.105	Travel Expense & Training	Invoice: 3/26-31/18 EXP /	4/11/2018	64.64	67904	64.64
Kaufman Trailers of NE Inc.	360	5315.360	Machinery & Auto Equipment	Invoice: 37529 /	4/11/2018	5,180.00	67905	5,180.00
Kansas City Board of Public Utilities	101	5222.101	Traffic Signal Expense	Invoice: 2834 3/26/18 /	4/4/2018	32.76	67869	32.76
KCP & L	101	5201.101	Electric	Invoice: 3/27/18 MULTIPLE /	4/4/2018	1,481.99	67870	1,962.53
KCP & L	106	5201.106	Electric	Invoice: 3/27/18 MULTIPLE /	4/4/2018	480.54	67870	
KCP & L	106	5290.106	Street Light Electric	Invoice: 1275 4/5/18 /	4/11/2018	1,823.24	67906	1,823.24
Keller Fire & Safety	290	5210.290	Maintenace And Repair Building	Invoice: 200862 /	4/11/2018	414.50	67907	414.50
Kansas Gas Service	101	5289.101	Natural Gas	Invoice: 1745/7836 3/15/18 /	3/21/2018	453.16	67847	1,414.75
Kansas Gas Service	106	5289.106	Natural Gas	Invoice: 1745/7836 3/15/18 /	3/21/2018	961.59	67847	
Sonia Kumar Khosla	101	5203.101	Printing & Advertising	Invoice: 4/3/18 /	4/11/2018	169.50	67908	169.50
Kansas One-Call System, Inc.	101	5220.101	Street Light Repair & Maintenance	Invoice: 8030434 /	4/11/2018	128.40	67909	128.40
Kansas Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 3/22/18	3/21/2018	138.46	67848	138.46
Kansas Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 3/22/18	3/21/2018	138.92	67849	138.92
Kansas Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 4/5/18	4/4/2018	138.46	67871	138.46
Kansas Payment Center	101	2055.101	Employee Garnishment Payable	Invoice: 4/5/18	4/4/2018	138.92	67872	138.92
Kansas State Treasurer	103	5228.103	Fees Due State of Kansas	Invoice: 3/18 MUNICIPAL COURT /	4/4/2018	1,786.50	67873	1,786.50
Lamp, Rynearson & Assoc., Inc.	270	5209.270	Professional Services	Invoice: 318001010000003 /	4/11/2018	4,099.89	67910	20,310.21
Lamp, Rynearson & Assoc., Inc.	300	5221.300	Maintenance Streets-contract	Invoice: 318001020000001 /	4/11/2018	4,730.00	67910	
Lamp, Rynearson & Assoc., Inc.	450	5456.450	CARS Projects	Invoice: 317001020000009 /	4/11/2018	11,480.32	67910	
The Legal Record	101	5204.101	Legal Printing	Invoice: L72431 /	3/21/2018	21.84	67850	65.52
The Legal Record	101	5204.101	Legal Printing	Invoice: L72432 /	3/21/2018	21.84	67850	
The Legal Record	101	5204.101	Legal Printing	Invoice: L72433 /	3/21/2018	21.84	67850	
The Legal Record	101	5204.101	Legal Printing	Invoice: L72788 /	4/11/2018	15.82	67911	15.82
LE Upfitter	102	5308.102	Clothing & Uniforms	Invoice: 2525 /	3/28/2018	1,852.10	67856	5,556.30
LE Upfitter	109	5317.109	Special Law Enforcement Expenses	Invoice: 2502 /	3/28/2018	1,852.10	67856	
LE Upfitter	109	5317.109	Special Law Enforcement Expenses	Invoice: 2501 /	3/28/2018	1,852.10	67856	
Lowe's Business Acct./GEMB	106	5210.106	Maintenace & Repair Building	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	9.48	32320	853.48
Lowe's Business Acct./GEMB	106	5259.106	Traffic Control Signs	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	20.50	32320	
Lowe's Business Acct./GEMB	106	5304.106	Janitorial Supplies	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	9.10	32320	
Lowe's Business Acct./GEMB	106	5306.106	Materials	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	51.26	32320	
Lowe's Business Acct./GEMB	106	5306.106	Materials	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	51.26	32320	
Lowe's Business Acct./GEMB	106	5306.106	Materials	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	28.47	32320	

Lowe's Business Acct./GEMB	300	5469.300	Stormwater Maintenance	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	249.80	32320	
Lowe's Business Acct./GEMB	300	5469.300	Stormwater Maintenance	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	202.02	32320	
Lowe's Business Acct./GEMB	300	5469.300	Stormwater Maintenance	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	3.04	32320	
Lowe's Business Acct./GEMB	300	5469.300	Stormwater Maintenance	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	(0.27)	32320	
Lowe's Business Acct./GEMB	300	5470.300	Park Maint/Infrastructure	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	208.38	32320	
Lowe's Business Acct./GEMB	300	5470.300	Park Maint/Infrastructure	CK32320 Invoice: 1760 4/12/18 /	4/5/2018	20.44	32320	
Tom Madigan	108	5206.108	Travel Expense & Training	Invoice: 3/28/18 COSTCO /	4/4/2018	855.00	67874	855.00
Midway Ford Truck Center Inc	106	5211.106	Maintenace & Repair Equipment	Invoice: 10051520001 /	4/11/2018	45.36	67912	45.36
John Morris	102	5206.102	Travel Expense & Training	Invoice: 3/14/18 AIRFARE /	3/21/2018	300.96	67851	300.96
John Morris	102	5206.102	Travel Expense & Training	Invoice: 5/6-9/18 EXP /	4/11/2018	100.00	67913	100.00
NAPA Auto Parts	106	5211.106	Maintenace & Repair Equipment	Invoice: 2138653329 /	4/11/2018	10.99	67914	68.43
NAPA Auto Parts	106	5211.106	Maintenace & Repair Equipment	Invoice: 2138647271 /	4/11/2018	29.98	67914	
NAPA Auto Parts	106	5211.106	Maintenace & Repair Equipment	Invoice: 2138653406 /	4/11/2018	12.78	67914	
NAPA Auto Parts	106	5260.106	Vehicle Maintenance	Invoice: 2138638878 /	4/11/2018	14.68	67914	
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 3/22/18 PAYROLL /	3/21/2018	923.69	67852	923.69
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 4/5/18 PAYROLL /	4/4/2018	923.69	67875	923.69
Northeast Johnson Cty. Chamber of	105	5206.105	Travel Expense & Training	Invoice: 25247 /	4/11/2018	35.00	67915	70.00
Northeast Johnson Cty. Chamber of	106	5206.106	Travel Expense & Training	Invoice: 25247 /	4/11/2018	35.00	67915	
Newman Traffic Signs	106	5259.106	Traffic Control Signs	Invoice: TRFINV000270 /	4/11/2018	665.63	67916	718.87
Newman Traffic Signs	300	5469.300	Stormwater Maintenance	Invoice: TRFINV000138 /	4/11/2018	53.24	67916	
Pitluck Law, LLC	103	5209.103	Professional Services	Invoice: 3/27/18 /	3/28/2018	150.00	67857	150.00
Principal Life	107	5130.107	City Paid Life/ST Disability	Invoice: 3/17/18 /	3/28/2018	815.36	67858	815.36
T2 Holdings, LLC	102	5214.102	Other Contracted Services	Invoice: 100141719 /	4/11/2018	22.50	67917	45.00
T2 Holdings, LLC	105	5214.105	Other Contracted Services	Invoice: 100141719 /	4/11/2018	22.50	67917	
Wex Bank	104	5302.104	Motor Fuels & Lubricants	CK32319 Invoice: 53608433 /	3/27/2018	64.59	32319	536.42
Wex Bank	106	5302.106	Motor Fuels & Lubricants	CK32319 Invoice: 53608433 /	3/27/2018	471.83	32319	
Rejis Commission	102	5214.102	Other Contracted Services	Invoice: INV0059778 /	3/28/2018	220.86	67859	220.86
Riteway Maintenance & Supply, LLC	101	5214.101	Other Contracted Services	Invoice: 17743 /	4/4/2018	930.00	67876	930.00
RSM US LLP	101	5213.101	Audit Fees	Invoice: 5317972 /	3/28/2018	26,250.00	67860	26,250.00
George Schlegel	101	5230.101	Art Commissioner	Invoice: CHECKAPR /	4/1/2018	100.00	67865	100.00
Smitty's Lawn & Garden Equipment	106	5318.106	Tools	Invoice: 485727 /	4/11/2018	495.00	67918	495.00
Springsted Incorporated	105	5206.105	Travel Expense & Training	Invoice: 3/29/18 JONES LACY /	4/11/2018	36.00	67919	72.00
Springsted Incorporated	106	5206.106	Travel Expense & Training	Invoice: 3/29/18 JONES LACY /	4/11/2018	36.00	67919	
Staples Advantage	101	5301.101	Office Supplies	Invoice: 8049020888 /	3/21/2018	169.55	67853	169.55
Stinson Leonard Street	101	5215.101	City Attorney	Invoice: 43129088 /	3/28/2018	719.46	67861	719.46
Strasser True Value	106	5318.106	Tools	Invoice: 275572 /	4/11/2018	64.42	67920	64.42
Terminix Processing Center	101	5214.101	Other Contracted Services	Invoice: 374222169 /	4/11/2018	81.00	67921	81.00
Trailer Delivery Service	360	5315.360	Machinery & Auto Equipment	Invoice: 34643 /	4/11/2018	500.00	67922	500.00
United Way of Greater KC	101	2035.101	Other Withholding Payable	Invoice: 2018 1ST QTR /	3/28/2018	24.00	67862	24.00
US BANK	106	5206.106	Travel Expense & Training	Invoice: SCHARFF 3/26/18 /	4/5/2018	500.00	32321	662.22
US BANK	106	5206.106	Travel Expense & Training	Invoice: LEON 3/26/18 /	4/5/2018	13.00	32321	
US BANK	105	5219.105	Meeting Expenses	Invoice: BOHON 3/26/18. /	4/5/2018	61.63	32321	
US BANK	101	5267.101	Employee Related Expenses	Invoice: SCHARFF 3/26/18 /	4/5/2018	16.43	32321	

US BANK	101	5267.101	Employee Related Expenses	Invoice: SCHARFF 3/26/18 /	4/5/2018	71.16	32321	
Vance Brothers	300	5246.300	In-House Street Maintenance	Invoice: IG145261 /	4/11/2018	62.50	67923	62.50
Verizon Wireless	102	5202.102	Telephone	Invoice: 9804108656 /	4/4/2018	296.10	67877	416.13
Verizon Wireless	104	5202.104	Telephone	Invoice: 9804108656 /	4/4/2018	80.02	67877	
Verizon Wireless	106	5202.106	Telephone	Invoice: 9804108657 /	4/4/2018	40.01	67877	
Vireo	101	5249.101	Branding Implementation	Invoice: P171066 /	4/11/2018	1,296.00	67924	1,296.00
Water District No 1 of Johnson Cour	101	5287.101	Water	Invoice: 1593/1321 3/23/18 /	3/28/2018	55.31	67863	122.76
Water District No 1 of Johnson Cour	106	5287.106	Water	Invoice: 1593/1321 3/23/18 /	3/28/2018	67.45		
Water District No 1 of Johnson Cour	106	5287.106	Water	Invoice: 3/26/18 MULTIPLE /	4/4/2018	114.60	67878	114.60
WCA Waste Corporation	115	5272.115	Solid Waste Contract	Invoice: 990000377091 /	4/4/2018	43,375.07	67879	43,375.07
WCA Waste Corporation	106	5262.106	Grounds Maintenance	Invoice: 9900000354399 /	4/11/2018	544.24	67925	544.24
Zerger & Mauer LLP	101	5215.101	City Attorney	Invoice: 3/16/18 /	3/28/2018	6,460.00	67864	6,460.00
Forte	101	5214.101	Other Contracted Services	EFT#4/3/2018 Invoice: 3/30/18 ALL AC(	4/1/2018	322.05		
Forte	101	5214.101	Other Contracted Services	EFT#4/3/18 Invoice: 4/3/18 ADMIN WEE	4/3/2018	11.70		
Forte	101	5214.101	Other Contracted Services	EFT#4/3/18 Invoice: 4/3/18 ADMIN /	4/3/2018	11.70		
KPERS	101	2040.101	KPERS Accrued Employee	EFT#3/29/18 Invoice: 3/29/18 /	3/29/2018	1,898.71		
KPERS	107	5123.107	KPERS City Contribution	EFT#3/29/18 Invoice: 3/29/18 /	3/29/2018	2,971.48		
KP&F	101	2045.101	KP&F Employee Withholding Payable	EFT#3/29/18 Invoice: 3/29/18 /	3/29/2018	2,239.70		
KP&F	107	5131.107	KP&F City Contribution	EFT#3/29/18 Invoice: 3/29/18 /	3/29/2018	6,293.06		
Miller Management Systems, LLC	101	5214.101	Other Contracted Services	Invoice: EFTAPR /	4/1/2018	1,632.00		
						$ 169,030.20		

Item Number: **Consent Agenda- II.-B.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **March 19, 2018 Council Minutes**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
March 19, 2018 Council Minutes	Cover Memo

CITY COUNCIL MEETING MINUTES
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, March 19, 2018, 7:00 P.M.

- Mike Kelly, Mayor
- Becky Fast, Council Member
- Jennifer Hill, Council Member
- Tim Janssen, Council Member
- Jim Kelly, Council Member
- Tom Madigan, Council Member
- Claudia McCormack, Council Member
- Michael Poppa, Council Member
- Erin Thompson, Council Member
- Keith Moody, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Bohon, City Clerk
- John Morris, Police Chief
- Jose Leon, Public Works Director

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

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

ROLL CALL
City Clerk Bohon called the roll and all Governing Body members were present.

MODIFICATION OF AGENDA
The following items were added to the Consent Agenda from the preceding Governing Body Workshop.
Jorge Blanco Sculpture Initiative for R Park
Time and Attendance Software for Employees
2018 Aquatic Center Roof Replacement Bid Responses

I. **CITIZENS' COMMENTS**

Jim Curtright, Sr. (4729 Canterbury) Mr. Curtright spoke to the condition of his neighborhood, crime in the area, the police department and taxes. He also spoke to the speeding in the City and the parking of patrons at Taco Republic.

Mayor Kelly thanked Mr. Curtright for his military service and for his 60-plus years as a resident of Roeland Park. He said he appreciated him being a part of the community and taking the time to speak with the Council. Mayor Kelly said he will follow-up with Mr. Curtright on his concerns.

Chris Roesel (4823 Mohawk) Mr. Roesel spoke to the increase in property values and the higher taxes. He asked for the mill rate to be lowered to a level to adequately provide for the City, citing that many residents are on a fixed income. He asked for consideration of what is really needed in the City versus what the current mill rate provides.

Mayor Kelly thanked Mr. Roesel for his comments. He added that, as they start the budget process, Mr. Roesel continue to stay involved over the next few months.

II. CONSENT AGENDA
A. Appropriation Ordinance # 914
B. February 19, 2018 Council Minutes
C. Council Appointment to Committees – Arts, Parks, Sustainability, Events and Community Foundation
D. Jorge Blanco Sculpture Initiative for R Park
E. Time and Attendance Software for Employees

F. 2018 Aquatic Center Roof Replacement Bid Responses

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

III. BUSINESS FROM THE FLOOR

A. APPLICATIONS/PRESENTATIONS

1. Events Update – Stephanie Newton

Ms. Newton said the Easter Egg Hunt would be held Saturday, March 31st at the Community Center. They have been able to reuse some of the eggs and supplies from last year and were able to reduce their expenses by $200.

The Spring Fling will be held on May 5th from 11 a.m. to 1 p.m. and will coordinate with the opening of the Nall Park Trail and Arbor Day. The event is being put on in conjunction with the Parks Committee. They will have food trucks and are organizing entertainment.

The third event they usually plan is Barktoberfest but the committee is toying with the idea of changing things up for that.

Mayor Kelly thanked Ms. Newton for her presentation. He added that he appreciates the opportunities they provide to come together as neighbors to enjoy each other's company.

2. Horizon Academy Fall Festival / Dyslexia Dash 5K

Vicky Asher from Horizon Academy said they are the only school in the Kansas City area that serves children with diagnosed learning disabilities through the 12th grade. They are planning a Dyslexia Dash in partnership with the local branch of the International Dyslexia Association along with a Fall Fest on October 6th. She is asking for help in coordinating police staff to cordon off some of the streets to have that race. This is the third time they have put on this event and the route has been clearly laid out. She has already spoken with City Administrator Moody and Police Chief Morris and asked for approval from the Council.

Police Chief Morris added this is a 5K event route that they have had for seven years and not just with this organization. His department is very familiar with the traffic conditions and the roads they have to close. It does require some overtime of an in-kind donation for the event. They are looking at approximately $1,200 of in-kind recovery for the police department.

CMBR Janssen suggested in addition to the $1,200 in-kind to overtime to waive the $150 permit fee.

MOTION: CMBR JANSSEN MOVED AND CMBR MADIGAN SECONDED TO APPROVE THE HORIZON ACADEMY FALL FESTIVE AND DYSLEXIA DASH 5K ON OCTOBER 6, 2018, WITH SUPPORT BY THE POLICE STAFF TO COVER THE ROUTE AND CLOSE STREETS AS NEEDED, AS WELL AS $1,200 OF IN-KIND DONATION TO THE POLICE DEPARTMENT FOR OVERTIME AND TO WAIVE THE $150 PERMIT FEE. (THE MOTION CARRIED 8-0)

IV. MAYOR'S REPORT

No report was given.

V. WORKSHOP AND COMMITTEE REPORTS

A. 47th and Mission Update – Jen Hill

CMBR Hill reported the district is looking at moving forward with bike striping and working on obtaining grants to create separate bike lanes.

CMBR Poppa added the complete minutes of the meeting are in the packet as well as draft recommendations from the steering committee and BikeWalkKC for the striping and streetscaping that CMBR Hill mentioned.

VI. REPORTS OF CITY LIAISONS

A. MARC – Bike & Pedestrian (Claudia McCormack and Mike Kelly)

CMBR McCormack stated this is a wide-reaching committee. They are very excited about May Bike Month and will be promoting the May 5th opening event at Nall Park on their website. They are also eager to get wayfinding signs regarding recreational and transit components in our community to be consistent throughout the metro.

B. NE Animal Control (Tom Madigan and Michael Poppa)

CMBR Madigan reported they have passed the 2018 budget with no increase in fees. The City of Mission will be withdrawing at the end of 2019. They will be performing the service in-house and using two people as community officers who will provide other services in addition to animal control.

C. Storm water Management Advisory Council (Jose Leon and Tim Janssen)

Public Works Director Leon said that the SMAC is continuing to try to implement the strategic plan they did in 2016. The first phase is to assist cities in obtaining their storm water infrastructure inventory and condition. The county has issued an RFQ to perform that service. The committee will be going to the communities to present the new strategic plan and Mr. Leon may help with some of the presentations.

CMBR Fast said one problem has been a lack of leadership of SMAC in bringing cities together. She said each city has their own development plan and they are not looking at the impacts their development is making outside their own area, where the runoff is going and how it is impacting Turkey Creek.

Public Works Director Leon said SMAC has paid attention to the effects of development and is working to get communities together to especially pay attention to the watershed. They will be providing the same amount of funding but it will be split five or six different ways to address flooding, maintenance and other items it will fund. He added that they will make a formal presentation in the near future to the Council.

D. Pool Advisory Committee

CMBR Madigan, Chair of the committee, stated on March 20th, they would be reviewing two professional organizations to do a study on the pool, to provide ideas and input of whether the dome can be a long-term plan.

Mayor Kelly asked when they would get an update on the RFQ. The advisory committee stated six months, but CMBR Madigan said they do not need to go out that long and they need answers more quickly than that. He will make certain to discuss that point with each RFQ response.

CMBR Hill expressed concerned about the interviews if the companies were going to work to help find other funding sources or whether they would just give an opinion on the dome, especially if they are looking at spending between $32,000 and $82,000. CMBR Madigan said they will not spend $82,000. CMBR Hill said those are the bids and there is a lot that she would want from the company other than to use or not use the dome. CMBR Madigan said they have to abide by the request put out.

City Administrator Moody said the scope they put out is broad and is a guide. He added the Council had the opportunity to review what was put out in the RFQ and that it would be the backbone of a contract document. If they would want something clarified or a particular step completed, he suggested they review the RFQ, e-mail him and he will share their input with the Pool Advisory Committee.

CMBR Madigan added that it will be an open meeting but only the Pool Advisory Committee will be interviewing the people and they will not be taking any outside suggestions.

CMBR Janssen asked if JCPRD would be sharing in the cost. City Administrator Moody said they would not.

VII. UNFINISHED BUSINESS

There was no unfinished business discussed.

VIII. NEW BUSINESS

A. 2018 CARS Roe Lane Bid Responses

Public Works Director Leon said this project is for Roe Lane between County Line and Roe Boulevard. The design is complete and the RFP for construction services is now before the Council. The project will include new sidewalk to be constructed toward County Line Road from 48th Street. Bike lanes will be striped on Roe Lane coming into Roeland Park. They will also bump out the street corner at 48th Street to prevent cars from speeding around onto Roe Boulevard. A one-half mile of deteriorated corrugated metal pipe under Roe Lane will be replaced. Also included in the project is a base street repair, mill and overlay, streetlight improvements and new crosswalks.

The estimated cost of the project is expected to be $1.6 million. Public Works is recommending awarding the contract to Amino Brothers for $1,108,212.80, which is lower than anticipated for construction.

CMBR Fast said it is critical that since this project flows into Roe Boulevard that the streetlights match. She feels this is one of the gateways into the City and should be treated as one. She added that the City's history is a hodgepodge, things are patched and there is no defined plan.

Public Works Director Leon said the walkability and bikeability is a large connection they are adding by having the sidewalk there. They are not anticipating using Roe Boulevard type streetlights on this project because it has not yet been identified what is to be used on Roe Boulevard. They are getting the lights off wooden poles and onto metal poles. He also added KCP&L owns the traffic lights. They will make modifications for crossing timing to improve the crossing of Roe Lane and 48th Street.

CMBR Poppa said it was never anticipated during Roe 2020 to replace all the streetlights in Roeland Park to match the more decorative streetlights planned for Roe Boulevard.

MOTION: CMBR THOMPSON MOVED AND CMBR KELLY SECONDED TO APPROVE THE CONSTRUCTION AGREEMENT WITH AMINO BROTHERS COMPANY, INC. TO CONSTRUCT THE 2018 ROE LANE CARS PROJECT AT A COST NOT TO EXCEED $1,108,212.80. (MOTION CARRIED 8-0.)

B. 2018 Chip Seal Street Maintenance Responses

Public Works Director Leon directed the Council to a map in their packet of where they anticipate replacing chip seal streets for 2018. He recommended awarding the contract to Vance Brothers in the amount of $70,957.25 to perform the chip seal.

MOTION: CMBR JANSSEN MOVED AND CMBR MADIGAN SECONDED TO APPROVE THE 2018 CHIP SEAL STREET MAINTENANCE PROJECT TO VANCE BROTHERS, INC. AT A COST NOT TO EXCEED $70,957.25. (MOTION CARRIED 7-0. CMBR POPPA WAS NOT PRESENT FOR VOTE.)

C. 2018 UBAS Street Maintenance Responses

Public Works Director Leon said he picked these two streets, Buena Vista and 51st Street, as they have higher traffic flows and they want to see how this type of street maintenance performs over time with larger traffic amounts. The project also fell right within their budget. He recommended Council approve awarding the contract to McAnany Construction at a cost not to exceed $102,904 for UBAS.

Mr. Leon added that their budget is roughly $210,000. Between the chip seal and the UBAS, the work is about 174,000. They will try to use the remaining portion of those funds to contract out for their curb repair and replacement program. They have about 1,100-1,200 linear feet of curb that follows along where they are doing their in-house street maintenance. By contracting it out they hope to get it completed in a timely manner.

CMBR Janssen asked if they can do that much with the under $35,000 left. Public Works Director Leon said it would be pretty close, adding that if they get into a funds issue, they still have Special Street funds available.

CMBR Janssen asked how the UBAS performed on 50th Terrace. Public Works Director Leon said the work was done last year and so far so good. They have also gotten a lot of good resident feedback about it. The work was done on a cul-de-sac and has performed better than what they thought it would at this point. Mr. Leon said going forward any cul-de-sac in Roeland Park should have that type of surface treatment or better.

MOTION: CMBR HILL MOVED AND CMBR MCCORMACK SECONDED TO APPROVE THE 2018 UBAS STREET MAINTENANCE PROJECT TO MCANANY CONSTRUCTION INC. AT A COST NOT TO EXCEED $102,904.00. (MOTION CARRIED 8-0)

D. Appointment to Events and Board of Zoning Appeals

MOTION: CMBR POPPA MOVED AND CMBR THOMPSON SECONDED TO APPROVE THE APPOINTMENT OF AMY STOECKER TO THE BOARD OF ZONING APPEALS AND CAROL MUEHLBERGER TO THE EVENTS COMMITTEE. (MOTION CARRIED 8-0.)

E. Discuss City Serving as General Contractor for R Park Shade Structures

City Administrator Moody said he had been meeting with a volunteer architect and a volunteer contractor, Jan Duncan, who has provided work to the City in the past. Mr. Duncan is willing to donate his time on the construction of both of the shelters for R Park. By completing the construction with a volunteer contractor, the City can avoid going through the bid process and avoid the expense of preparing bid documents and administering the process. The City engineer would review the structural components and provide a seal so that the City knows that what is being built is safe. This could potentially save the City over $3,000.

CMBR Thompson asked about insurance for the project. City Administrator Moody said they would ask Mr. Duncan to provide property casualty and worker's compensation insurance certifications so that they know he is insured for the work he will be doing.

CMBR Madigan asked if something goes wrong, then who is responsible. City Administrator Moody said if it is a material issue, then the City takes on the risk as the general contractor. If it is a workmanship issue, they can go back to Mr. Duncan and say they feel that this is something he should be responsible for repairing. City Administrator Moody added that these are fairly simple structures to construct.

CMBR Poppa asked the city attorney if there was a conflict of interest in such a project and City Attorney Mauer said there is no conflict.

MOTION: CMBR THOMPSON MOVED AND CMBR HILL SECONDED THAT THE CITY SERVE AS THE GENERAL CONTRACTOR FOR THE 2 SMALL SHADE STRUCTURES PROPOSED AT R PARK. (MOTION CARRIED 8-0.)

F. Review and Preliminary Approval of Objectives

A. Enhance Communication and Engagement with the Community

1. Engage Youth through Revamped Youth Advisory Committee

Mayor Kelly said this is already an item within the Roeland Park Code for a Youth Advisory Committee. He believes it would be helpful to utilize this opportunity to engage them. Mayor Kelly said he has met with Social Studies teachers from Bishop Miege and Shawnee Mission North and believes this is a great opportunity to engage a block of the community.

There was consensus to move forward with this item.

2. Enhance Data for Decision-Making through Updated Community Satisfaction Survey

City Administrator Moody said the Citizen Satisfaction Survey completed in 2016 was approximately $15,000. The $20,000 figure now reflects an additional business component to the survey.

CMBR Madigan said they have completed four surveys in the last four years and believes every two years is too soon. He recommended every three, possibly four years.

CMBR McCormack said three years is a good amount of time.

CMBR Fast wants the $20,000 to provide more information than they have gotten in the past. She said they all know citizens like the police, have problems with codes enforcement, et cetera.

There was a majority consensus to move forward and continue the discussion at a later time.

3. Educate and Support Greener Yard Waste Management

CMBR McCormack believes the price of $6,000 is high for the first year. She did not think the City should provide the actual compost bins to residents as it takes up a lot of room to use them. She would like to see a rebate to residents who utilize the bins. She also felt the success of the program hinges on advertising and making the citizens aware.

CMBR Poppa said the item could go back to the Sustainability Committee to come up with the educational program and then look at a rebate system in 2020.

Mayor Kelly added that from what he knows the Sustainability Committee would be willing to help where they can. Where education is necessary, they can find the right people to speak on the topic.

CMBR Hill said she liked the idea and would like to see something about rain barrels. She added that she would be happy to take that to Sustainability.

CMBR Janssen said the county had a similar program in the 90s for a compost barrel and maybe they could contact them for any support.

CMBR Poppa suggested the possibility of passing the savings onto residents if the City could purchase bins at cost. CMBR McCormack said they would take up two pallets and did not want the Public Works Department to have to lose that amount of space by storing them while they're waiting to be purchased.

There was majority consensus to move forward with this item.

4. Roeland Park Community Center Open House Event

CMBR Madigan wanted to promote the Community Center along with the National Night Out. He said with the ever-changing population many residents may not be aware of all the center has to offer.

There was majority consensus to move forward with this item.

5. Draft Council Meeting and Workshop Minutes to be Available to Public and Governing Body within Two Weeks of Meeting Date

The preparer of the minutes is making every effort to meet the two-week timeline requested.

There was majority consensus to move forward with this item.

B. Improve Community Assets

1. Build a Replica of the Roe House as a Play and Historical Structure for a City Park.

CMBR Janssen thought it might be a neat way to reflect on the historical roots of the City as they do not have any real historical icons in the city. He did feel the estimated $10,000 figure as a bit high. He has reached out to Mayor Emeritus Marquardt, who is an architect, and said that he would be happy to volunteer and help with that objective.

CMBR Fast would like for CMBR Janssen to talk to the Parks Committee. She likes the Community Center idea but does not see that there is any room at R Park for the play structure and also it does not fit into Nall Park.

They did credit former Councilmember Sherri McNeil for this idea.

There was majority consensus to move forward with this item.

2. Implement a "Neighbors Helping Neighbors" Program that will Assist Low-Income and Elderly Homeowners with Property Maintenance Code Violations using Volunteers when Possible.

CMBR Poppa said this item came from the Strategic Plan. He has spoken with residents and has garnered a lot of support from the community. This would also tie into the Youth Advisory Committee as they could provide a service to the community. They would allow them to help with the planning and implementation as well as the workload of the Neighbors Helping Neighbors to complete service hours and also provide manpower to do some of the physical labor.

Ms. Jones-Lacy added the Youth Advisory Committee would be responsible for coordinating the events, soliciting volunteers and also performing some of the work. The work to be done would be focusing on property maintenance code violation issues that homeowners cannot afford or are unable to complete. The pilot program could possibly help fund some of those projects.

CMBR McCormack asked how they would differentiate eligibility between rental properties and owner-occupied. Ms. Jones-Lacy stated the property has to be owner-occupied. They are looking to model the program after Mission's program, Mission Possible.

CMBR Janssen also asked how this program is different than the minor home repair program. Ms. Jones-Lacy said it is similar to the minor home program except that it is not exclusively focusing on property code violations or just on exterior repairs but that it would also include interior repairs such as ADA and HVAC improvements. John Jacobson, the City's Building Official, offered to oversee the smaller projects with volunteer labor. If they need to hire someone, they would do that with the funds from the program.

City Administrator Moody said there is a potential to have some program overlap but this is an opportunity to get into the gap and has an opportunity to have a visual impact in someone's neighborhood.

There was majority consensus for a preliminary approval on this item.

3. Replace Nall Park receptacles, benches and picnic tables

There was Consensus to move forward with this objective.

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

1. Work toward Lowering Ecological Impact through Climate Mayors, Global Compact of Mayors

Mayor Kelly said this is an international organization where mayors are working together to provide assistance through their citizens making a commitment to lower their emissions. Mayor Sly James of Kansas City is one of the founders of the program. This will have an impact to not only help lower some of the costs on utilities used by the City but has a side benefit of keeping the air cleaner. The Sustainability Committee has been working on this to begin an emissions inventory.

CMBR Janssen asked how it would be monitored. Mayor Kelly said the software is provided by the organization and it works with utilities to monitor how much the City spends.

There was a general consensus to move forward with this item.

2. Add K-9 Unit to Police Force

CMBR Janssen asked how the fundraising is going. Police Chief Morris said they're close to $7,000 and got $100 tonight. He added they are working hard to reach the $75,000 goal.

There was full consensus to move forward with this item.

3. Add Motorcycle Unit to Patrol Fleet

Police Chief Morris said Roeland Park is one of two agencies in Johnson County that does not have a motorcycle unit. This would be another tool to enhance traffic safety and it is sometimes difficult stopping speeders. He did not have final numbers but his preliminary information shows the motorcycle program would pay for itself in six months.

Chief Morris said he has several officers that are certified riders that would receive additional in-house training who have expressed interest in the program.

There was a full consensus to move forward with this item.

4. Promote National Night Out with the Police Department and the Ability to do a Ride-Along with the Police

CMBR Madigan said this can have an impact on young people and adults when they need a police officer and they would be more apt to call the Police Department when they see something suspicious rather than posting on NextDoor and Mr. Madigan posting asking if they have called the police. He said they need to get the community more involved in calling the police directly. This would work together with the Community Center Open House.

Mayor Kelly suggested inviting the Consolidated Fire District to the open house as well. CMBR Madigan said in the past Chief Morris has had people from the fire district present.

There was preliminary approval to move forward with this item.

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

1. Pilot Program- Contract for Public Information and Branding Services

CMBR Poppa said a lot is going on in the City, new development, new business openings, and a lot of community events. They have a need to publicize the events and make sure the community is aware of them. With a new website coming up and a newsletter eight times a year a lot was placed on staff. He said it would behoove the City to have someone dedicated to communications and marketing even if only on a contract basis.

Mayor Kelly said they have a leaner staff per capita than most cities in Johnson County. There is a lot of work to be done as a Public Information Officer to effectively communicate with the constituents and is vital with the community not only to promote events but to make sure staff and the Governing Body are accountable and keeping a pulse on the City as to what the residents feel is important. Such a position goes a long way to make the community more engaging for everyone and makes them better public servants if they can hear more from their constituents.

CMBR Fast said she had this as a goal last year and has been working with City Clerk Bohon and Ms. Jones-Lacy as well as Andy from the City of Merriam. She added that $15,000 had been allocated last year.

City Administrator Moody recommended developing an RFQ. He said with the size of their community it is hard to justify a full-time staff member but maybe they can find a committed part-time person to get the information and the City's brand out there.

CMBR Poppa said the crux is expertise, having someone who is trained in the field and knows the work. He has spoken with councilmembers from other cities who might be willing to push forward a shared officer in the future.

CMBR Fast said she is fine with this item and would like to see this integrated into her goal from last year because some of the work has already been done as they started the pilot program last year.

CMBR Madigan how much time would be required of a part-time person. City Administrator Moody said the original estimate is about 300 hours a year. They could give the person access to City information and they can do their work from a remote location.

CMBR Poppa added that this objective does pick up where Ms. Fast's objective began as the original information they got was very general. He would like to see them take that information and expand on it and implement it.

There was consensus to move this item forward.

2. Marketing Summer Aquatic Pool Activities

CMBR Fast would like to see a summer postcard advertising what's happening in the summer as well as the opening of the pool.

CMBR Madigan said this is appropriate as he is fielding a lot of questions about the pool. They need to get more customers to the pool and it is imperative to let the people know what's going on.

CMBR Poppa said he noticed there's a lot of filler being put into the newsletter. CMBR Fast said they could have a newsletter dedicated to the pool. Her issue is if it is stapled, some people don't open it up. If it's a postcard, then it goes on the refrigerator. She suggested maybe instead of a newsletter, they could print a big postcard.

CMBR Kelly said that subject of a discount came up at the Pool Advisory Committee meeting. The feedback they received back from JCPRD is that they did not believe that was a valid option.

CMBR McCormack's recollection was that the pool discount was under-utilized when they had it and, frankly, now they cannot afford to offer it.

CMBR Hill recommended the outside folded half could act as a pool postcard that has the information they are trying to get out.

CMBR Madigan said journalism teaches to get above the fold and to be the first thing on the front page they see. He added they need to prioritize what goes into the newsletter.

There was agreement to move forward to incorporate into the summer *Roeland Parker* issue to be dedicated to summer activities.

City Clerk Bohon said the next newsletter is in April and the May newsletter is dedicated to budget. She added the other side of the addressee page could be the pool info.

3. Develop and Consider Adoption of a Stormwater Utility Fee

City Administrator Moody said this concept not unique. City revenues are used to support stormwater infrastructure as well as the maintenance and street sweeping plays into that as well. He will work with the Public Works committee to develop a concept to be presented to the full Council for consideration. He said they need to take into consideration the character of Roeland Park. Mr. Moody said three areas of the City are currently subject to a stormwater assessment through drainage basin improvements in those neighborhoods. The assessments would not be assessed for a specific project and would be equally administered to residences.

CMBR Kelly asked what the $12,000 would be spent on. City Administrator Moody said that would go towards an engineer to assist in looking at different models and developing a policy.

CMBR Madigan asked how sensitive they would be to the fact that he currently pays $300 a year for a stormwater assessment. Mr. Moody said the Public Works Committee would be very sensitive to that fact and influences the different options that are out there. Some of those options might be to base a rate on a property's impervious surface, lot square footage, or a flat fee for all residents regardless of lot size.

City Administrator Moody said he has seen fees that range from $50 per year to over $500 a year.

CMBR Fast said they chose to do a benefit stormwater district. She worked for Congressman Moore and helped secure over a million dollars to assist the City. She said this is not good timing to discuss adding another fee especially following the increase in property values. She also added that 40 percent of the residents assessed a stormwater fee do not pay it.

City Administrator Moody said that residents that currently have an assessment would be exempt from the stormwater fee but would be to implement it on the residential and commercial areas that currently do not have an assessment. He added that when the current assessments retire, then those properties would become subject to the new assessment and would more than likely be at a reduced rate.

Public Works Director Leon added the request is not to implement an assessment but to study it, understand the options and their costs as well as answer questions that have already been asked.

CMBR Kelly recommended they wait on discussing this further. He said they have approved everything so far that maybe they can let this one go for now. City Administrator Moody added that timing is relevant and it is also a political issue. There is no sense in bringing something up that does not have any support at the Council level that is

then going to be opposed by the residents. Mr. Moody said this is a beneficial tool to have but the timing of these issues is important.

CMBR Poppa asked if they would mind considering an edit to reflect Public Works Director Leon's comments about researching the item in 2019.

City Administrator Moody said he would rather put the item off as he would want to have the involvement of the committee and have fresh information.

The Council did not reach a consensus to move forward with this item.

4. Public Works Summer Engineering Intern

CMBR Hill stated that this would be a well-paid intern. Public Works Director Leon said it would be an engineering student. He added a lot of cities are hiring engineering interns for the summer and he compared what they are being paid, adding that he did not believe Roeland Park should be the cheapest.

There was a general consensus to move forward with this item.

5. Purchase Paint Striping Machine for Traffic Pavement Markings

CMBR Madigan asked what life expectancy would be on this piece of equipment. Public Works Director Leon said he would find out but his best guess would be more than ten years with proper maintenance and use. They are doing a lot more striping than they've ever done and are having to rent or borrow equipment, which puts them at the mercy of another city's schedule.

CMBR Madigan said when amortized over ten years it is an acceptable price.

There was a general consensus to move forward with this item.

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

1. Look at Options for City to Match Employee Self-Directed Retirement Contributions That Do Not Increase Cost to the City

City Administrator Moody anticipates the Finance Committee and the Employee Advisory Committee will look at the options within the tight parameters they have outlined.

There was a general consensus to move forward with this item.

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

1. Incorporate Review of Residential Development Guidelines in the Comprehensive Plan Update

Mayor Kelly said the Comprehensive Plan Update is already scheduled for 2019. They have talked about a good time to do a Residential Review Guideline and given the dynamics of the tear-downs in Roeland Park, this is a necessary endeavor so they don't end up having to grandfather in too many things. They will include the Residential Redevelopment Guidelines as part of the Comprehensive Plan Update.

City Administrator Moody said the $15,000 is in addition to funds currently allocated for the Comprehensive Plan Update.

CMBR Janssen asked about a joint meeting between the Council and the Planning Commission.

Ms. Jones-Lacy will discuss that with the Planning Commission a schedule for a joint meeting but that it would probably take place after the budget, possibly in November.

There was a general consensus to move forward with this item.

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

CMBR Fast said a lot of cities have historical markers and the City is not doing anything to mark their history. She loves the history of the Community Center and feels like people should know the history. Also, many residents are passing away and they are not documenting their contribution to Roeland Park. She said they have Sweany Park in honor of a City Clerk of 30 years. She also said they have an incredible history with the Strang Line Road stop. They tore down the Roe family house and she would love to see a sign where the Roe family was. She would also like to see markers at R Park denoting the history of the school and markers for when the city was founded. She said items like this create a sense of community. CMBR Fast also said the person who created the name of Roe passed recently. She has contacted Johnson County History Museum who would be willing to work with the city. Ms. Fast said she recognizes it is a high-budget item but she would at least like to start the process.

City Administrator Moody said funding set aside for wayfinding is not enough to purchase the historic signs but agreed that the timing is good.

CMBR Hill said she loves this idea. She wants to see this happening and thinks it is great timing with Roe 2020 and the geocaches all along Roe Boulevard.

CMBR Poppa also loved the idea and supports the project.

Mayor Kelly also suggested incorporating information into the new website either using QR codes or a device scanner.

CMBR Madigan said he is embarrassed that when people ask him about the history of Roe he has to take them to Overland Park to see a sign. He said the Roe Family for whom the City and Roe Boulevard are named after did so much for this community it's unbelievable. The Roe sisters gave the City half of what is now Nall Park and he thinks it is time to have history recorded in Roeland Park.

There was a general consensus to move forward and get more information on the cost to determine if this would also be a multi-year project.

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

CMBR Fast said they have a done a lot to move the site forward. It has a retro image and she believes there could be more done with the retro image to bring it up to date. She feels they could use the space so that it didn't feel so much like a 1950s school. CMBR Fast has spoken with Mayor Emeritus Marquardt who said he is willing to volunteer some time on this. She felt this is kind of a strategic plan item but is more an artistic design versus use. She would like to update the building to draw upon what it is.

CMBR Poppa thinks this is a great idea and that, frankly, the updates done recently were underwhelming. He asked would the design inform the functionality or would the programming and functionality inform the design. He would

lean towards the functionality and the programming of the Community Center informing the design of the Community Center. He would like to see where JCPRD is with regards to that and what the City can bring in.

CMBR Hill stated her constituents tell her they are going to Mission because our Community Center does not take Silver Seekers. They are spending their money elsewhere because Roeland Park is not offering the programs they want. She too would love to see a beautiful community center.

There was majority consensus to move forward with this item.

4. Create Property Tax Assistance Program

Mayor Kelly said that given the large property tax increases, the highest in the county, seniors on fixed incomes or others on fixed incomes would still be able to afford the increases with the help of this program. They could create a rebate program to allow a portion of the increase that the City is going to receive from the increased property value and put that in a fund to help those genuinely in need and won't be able to afford the increase in their property tax assessment. He added that other communities in Johnson County do this. The application process would be very stringent. This would be limited to owner-occupied properties and a significant investigation would take place to make sure the need is legitimate.

CMBR Kelly said he supports this and thinks it is a great idea.

CMBR Fast thinks this is a great idea. She said they have three similar programs that are barely funded and would like to see one well-funded program.

CMBR Madigan said he too liked the idea.

City Administrator Moody added that they will likely roll back the mill levy. Ms. Jones-Lacy estimated it would be about 1.4 mills to comply with the tax lid laws. She said that is a very preliminary number as she does not have all the figures as of yet.

5. Install Bike Lane Striping Along 47th Street from Mission Road to Fontana Street

CMBR Hill said that once Mr. Leon gets his striping machine this will not be a problem. She said the road is wide enough to do the striping but they will need to fix some grades. It would also narrow the travel lanes and act to slow traffic down and provide connectivity. She noted there were huge discrepancies in price by BikeWalkKC and what Public Works Director Leon estimated.

CMBR Janssen said he would like to see Kansas City, Kansas on board to provide a cohesive trail. Public Works Director Leon will talk with their public works department.

CMBR Hill said they are talking with the 47th & Mission District for coordination.

There was preliminary approval to move forward with this item.

G. Work to Implement Strategic Plan Goals – in concert with the Strategic Plan Advocate Group.

1. Provide a Quarterly Progress Report on Strategic Plan Goals

Mayor Kelly said he would like staff to provide a quarterly progress report on where they are on strategic goals.

There was consensus to move forward with this item.

2. Reinstate and Fund Citywide Art Program (formerly Art in R Park)

CMBR Poppa said that in reinstating the art program it would provide the opportunity to showcase the art and also allow for the annual maintenance of the City's art to avoid the problem they are having now where they have degrading pieces of art throughout the City.

For 2019, it is proposed that the program focuses on art along Roe Boulevard making sure that it is not in conflict with Roe 2020. The Art Committee has been cataloging and working to either fix, maintain, or relocate other pieces of art throughout the city. This will also allow them to procure some other pieces. Nall Park has been identified as a potential for another piece of art.

There was a general consensus to move forward with this item.

IX. ORDINANCES AND RESOLUTIONS

There were no ordinances or resolutions presented.

X. WORKSHOP ITEMS

There were no items discussed.

XI. REPORTS OF CITY OFFICIALS

There were no reports given.

XII. ADJOURN

MOTION: CMBR FAST MOVED AND CMBR JANSSEN SECONDED TO ADJOURN. (MOTION CARRIED 8-0)

(Roeland Park City Council Meeting Adjourned at 9:38 p.m.)

Mike Kelly, Mayor

Kelley Bohon, City Clerk

Item Number: **Consent Agenda- II.-C.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	3/28/2018
Submitted By:	Staff
Committee/Department:	Admin.
Title:	**Reappointment to the Events Committee and Appointment to Community Foundation Board from the Events Committee**
Item Type:	Other

Recommendation:

To reappoint Amie Logan to Events committee and Community Foundation.

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Amie Logan	Cover Memo

Committee Volunteer Application

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

Mon 10/16/2017 2:19 PM

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

Committee Volunteer Application Form

Email:	‘
Date:	10/16/2017
Name:	Amie Logan
Daytime Phone Number:	
Evening Phone Number:	
Address:	4746 Reinhardt Dr Roeland Park, Ks 66205 United States of America
Place of Employment:	Zoloz
How long have you been a resident of Roeland Park?:	19 years
How much time do you have to devote per month?:	20 or so hours
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	I served on the Events committee last year and I want a more active role in my city. I have enjoyed learning more about how the city works and now I want to make more of a difference. I would prefer to be on Sustainability, but if there are no spots, I wouldn't mind being on the Parks committee instead. Thanks I had to put my resume in the wrong location, die to the fact that it didn't like my extension and cut and paste didn't work. I am a problem solver as well.
Select which Board or Committees you are interested in serving on: (only one per application):	Sustainability
Additional, comments:	Amie Wolff Logan

(If any):

4746 Reinhardt
Roeland Park, KS 66205
913-972-2332
E-mail: amiewlogan@gmail.com

Objective
To obtain a position where I may use my extensive experience and skills in a fast paced, forward-thinking company.

Education
2001 The University of Kansas Lawrence, KS
Bachelor of Science Communication Studies

2011 Johnson Community College Overland Park, KS
PHR Certification Class Completion

Work History
2014-Present ZOLOZ(Eyeverify) Kansas City, MO

Director of HR and Operations

ZOLOZ is the result of the combination of biometrics and authentication expertise from Ant Financial and EyeVerify, which Ant Financial acquired in 2016. Today, ZOLOZ has 120 employees in the China, Singapore and the United States. Over 200 million people worldwide use ZOLOZ's technology, and with the launch of a comprehensive, hosted-identity platform, the company intends to make trust simple for billions of people in generations to come.

- Office Operations
- Onboard new employees / Contractors
  - Employees
    - New Hire Orientation Checklist
    - Employee Handbook
    - Employment Agreement
- Human Resources
  - Healthcare, Vision, Dental, Life Insurance
  - Assist in processing H1B Visas and Green Cards

2011 –2014 Bob Hamilton Plumbing Overland Park, KS
Office, Marketing and Production Manager

Hiring and training company employees
Worker's Comp Administrator
Completed OSHA Audit
Associate Relations
Handling and creating media in print, radio and commercial

Update and create Social Media campaigns and programs
Plan meetings for company for internal and external clients
Coordinate all travel for internal and external clients
Handling payroll and commission for entire company
Scheduling all company functions and outings
Updated and edited current employee handbook
Work as a mediatory figure between sales and potential client base
Stepped in as Operations Manager when Operations Manager went on Maternity Leave

	2010-2011 Logan Business Machines Topeka, KS Office Manager Handled and maintained accounts payable Hired and trained all new employees Handled all forms of marketing to attract a bigger client base Worked with health insurance providers to negotiate rates Wrote and edited employee handbook Processed Payroll and Associate Relations 2010-Present Soirée Marketing Roeland Park, KS Owner Updated, maintained and set up social media outlets for clients Skills and Experience Twenty five years General Manager Experience in retail sales with Eddie Bauer, Lucy, Talbots and American Eagle. Software SuccessWare, Microsoft Office, Windows (all editions), ERGOS, OMD Management Hiring, training, operations, payroll, recruiting, accounts payable Customer service Training Eddie Bauer University, Talbots Manager Training, Throwing Fish, Correcting Behavior, How to Market Your Business When You Just Stay Home, Train the Trainer, Nexstar Service System, Nexstar Call Center School
File Upload:	
HTML:	

This email was built and sent using Visual Form Builder.

Item Number: **Applications/Presentations- A.-1.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	4/12/2018
Submitted By:	Jose Leon, Director of Public Works
Committee/Department:	Parks Committee
Title:	**Parks Update – Nall Park Multi Purpose Trail Sign**
Item Type:	Discussion

Recommendation:

Staff would like the Governing Body to provide consensus approval on the revised design of the Nall Park Trail Head sign.

Details:

The Parks Committee and staff has continued to work with 2A Marketing to complete the design of the trail head sign. The revised design incorporates the City's new logo and branding color palette. The orientation of the sign is change to vertical which provides more space to show other areas of the park which are now noted (bathroom, shelter, parking, etc). We also now show the existing asphalt walking trail.

The rules of the park are an important feature as well. The logo show to the governing body back in January no longer includes any mechanical looking features. There is an adult female walker with her leashed dog, a tree, and a bike. The different names of the multpurpose trail, along with some warnings, are now noted by name.

In all, staff and the Parks Committee now believes the sign is complete. Staff has asked Urban Trail & Public Works Committee Chair members their thoughts on the sign. Urban Trails Co. provided some recommended changes which have all been incorporated.

Financial Impact

Amount of Request: 0	
Budgeted Item?	Budgeted Amount: 0
Line Item Code/Description: 0	

Additional Information

Staff will approve payment of $660 to 2A Marketing for completing the design of the sign. Staff will also work with Midtown Signs to provide a cost of using a similar structure setup as our City WayFinding system to incorporate this sign. This effort will keep City signage cohesive.

Urban Trail Co. and staff will continue to discuss how much support they will have in providing funding for the signage. Staff will come back at a later date to inform the Council on the direction before we purchase any signs from Midtown.

A banner with the approve design will be placed for the trail grand opening (Spring Fling) on May 5th to show everyone the coming new trail signage!

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Nall Park Multi-Use Trail Head Sign	Backup Material

NALL PARK SINGLETRACK

— ALL PURPOSE TRAIL —

TRAIL RULES

- RIDERS MUST WEAR HELMETS
- ALWAYS RIDE WITHIN YOUR LIMITS
- DOGS MUST BE LEASHED
- STAY ON MARKED TRAILS
- LEAVE NO TRACE BEHIND
- RESPECT OTHERS AND ENJOY NATURE
- DO NOT BUILD OR MODIFY TRAIL
- MOTORIZED VEHICLES PROHIBITED

LEGEND

- P PARKING
- PLAYGROUND
- RESTROOMS
- SHELTER
- WATER FOUNTAIN
- PAVED TRAIL
- AUNTY ENTITY (STEEP USE CAUTION)
- MASTER BLASTER
- BEYOND THUNDERDOME
- ROPOFLO
  (WARNING: BIKES ONLY; ONE WAY ➔; ADVANCED TRAIL RIDING FEATURES; INSPECT BEFORE USE)

ROELAND PARK
est 1951

URBAN TRAIL Co

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W E
S

FOR MORE INFORMATION VISIT **WWW.ROELANDPARK.NET**

Item Number: **Applications/Presentations- A.-2.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date: 4/13/2018
Submitted By:
Committee/Department:
Title: **Laura Steele - Park 2 Park Run**
Item Type:

Recommendation:

Staff supports approval of the run.

Details:

Laura Steele will present an overview on the Park 2 Park run. Staff has reviewed the proposed route, need for volunteers to staff the route and the timing of the event with Laura.

Financial Impact

Amount of Request: $1,500 in kind contribution by City for staff support	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Run Application	Cover Memo
Map	Cover Memo
Site Map	Cover Memo

The City of Roeland Park, Kansas

4600 West Fifty-First Street
Roeland Park, Kansas 66205
Police Department (913) 677-3363 – Fax (913) 722 -3745

Street Run/Parade Permit

Permit Fee $150

Date: 9/29/2018 Start Time: 8am End Time: 11am

Applicant

Name: Laura Steele Daytime/Cell Phone: 816 679 9748

Address: 4917 Rosewood Dr. City, State, Zip: Roeland Park, KS 66205

Chairperson

Name: Laura Steele Daytime/Cell Phone: _____

Address: _____ City, State, Zip: _____

Organization Information

Organization: Park 2 Park Run Phone: 816 679 9748

Address: _____ City, State, Zip: _____

Assembly Area: RP Community Ctr Starting Point: RP Comm Ctr Ending Point: RP Comm. Ctr

Route of Travel: (Attach Map) Approximate Number of Persons: 125-150 Animals: Ø Vehicles: _____

Portion of street to be utilized: See map Min/Max Speed of Parade: 6-12 min/mile

Expected interval between parade units: _____ Max length of Parade: _____

Rain Date: Ø Number of volunteers to assist with route access: 20+

Signature of Applicant: L. Steele Signature of Chairperson: L. Steele

To be completed by City:

Endorsed by Chief of Police or designee: _____ Yes: _____ No: _____ If No attach reason

If designee (printed name) _____

Dated: _____

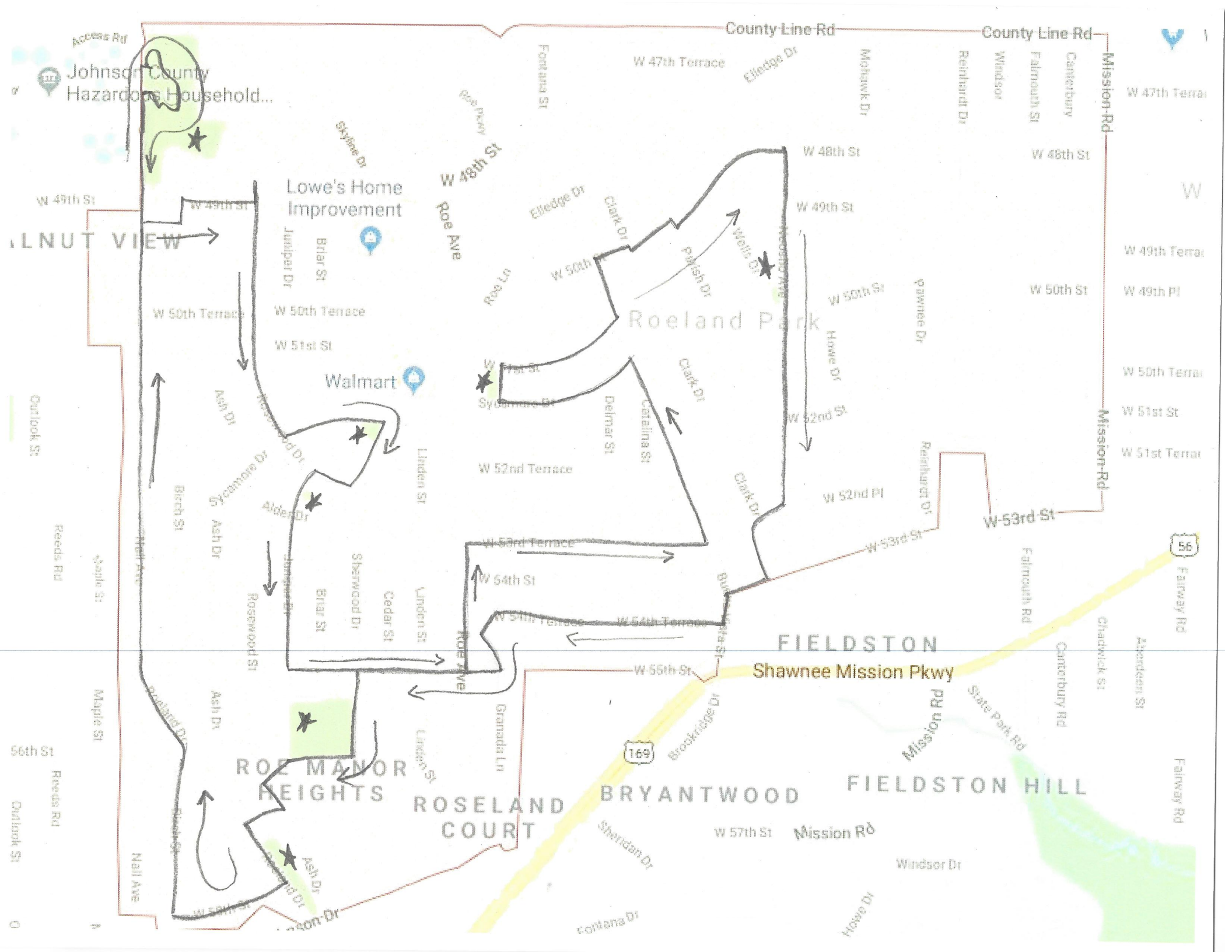
Date presented to the City Council: _____

Approved: _____ Denied: _____ Alternate Permit Offered: _____

Copy to City Clerk on: _____ Copy to City Attorney on: _____

Copy to Public Works on: _____ Copy to Police Department on: _____

Copy to Fire Department on: _____ Copy to City Administrator on : _____


Johnson County Hazardous Household...
Lowe's Home Improvement
Walmart
Roeland Park
FIELDSTON
Shawnee Mission Pkwy
ROE MANOR HEIGHTS
ROSELAND COURT
BRYANTWOOD
FIELDSTON HILL
County Line Rd
Mission Rd
W 47th Terrace
W 48th St
W 49th St
W 50th Terrace
W 50th St
W 51st St
W 52nd St
W 52nd Terrace
W 52nd Pl
W 53rd St
W 53rd Terrace
W 54th St
W 55th St
W 57th St
Roe Ave
Roe Pkwy
Roe Ln
Elledge Dr
Clark Dr
Delmar St
Catalina St
Linden St
Cedar St
Sherwood Dr
Briar St
Juniper Dr
Ash Dr
Sycamore Dr
Birch St
Maple St
Rosewood St
Granada Ln
Brookridge Dr
Sheridan Dr
Windsor Dr
Howe Dr
Fairway Rd
Fairmouth Rd
Canterbury Rd
Chadwick St
Aberdeen St
State Park Rd
Reinhardt Dr
Mohawk Dr
Fontana St
Skyline Dr
Nail Ave
Reeds Rd
Outlook St
56th St
W 49th Terrace
W 49th Pl
W 50th Terrace
W 51st Terrace
56
169

Access Rd
Johnson County Hazardous Household...
County Line Rd
County Line Rd
Mission Rd
Mission Rd
W 47th Terrace
W 48th St
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W 55th St
W 57th St
Mission Rd
Lowe's Home Improvement
Walmart
Roe Ave
Roe Ave
Roe Pkwy
Roe Ln
Roeland Park
FIELDSTON
Shawnee Mission Pkwy
FIELDSTON HILL
BRYANTWOOD
ROSELAND COURT
ROE MANOR HEIGHTS
Fontana St
Ellledge Dr
Mohawk Dr
Reinhardt Dr
Windsor
Fairmouth St
Canterbury
Skyline Dr
Juniper Dr
Briar St
Clark Dr
Parish Dr
Wells Dr
Neosho Ave
Pawnee Dr
Howe Dr
Sycamore Dr
Delmar St
Catalina St
Linden St
Ash Dr
Birch St
Alder Dr
Sycamore Dr
Rosewood Dr
Sherwood Dr
Cedar St
Granada Ln
Brookridge Dr
Sheridan Dr
Windsor Dr
Fairway Rd
Abercrombie St
Chadwick St
Canterbury Rd
State Park Rd
Falmouth Rd
Outlook St
Reeds Rd
Maple St
Nall Ave
56th St
W 49th St
W 49th Terrace
W 49th Pl
W 50th Terrace
W 51st St
W 51st Terrace
56
169

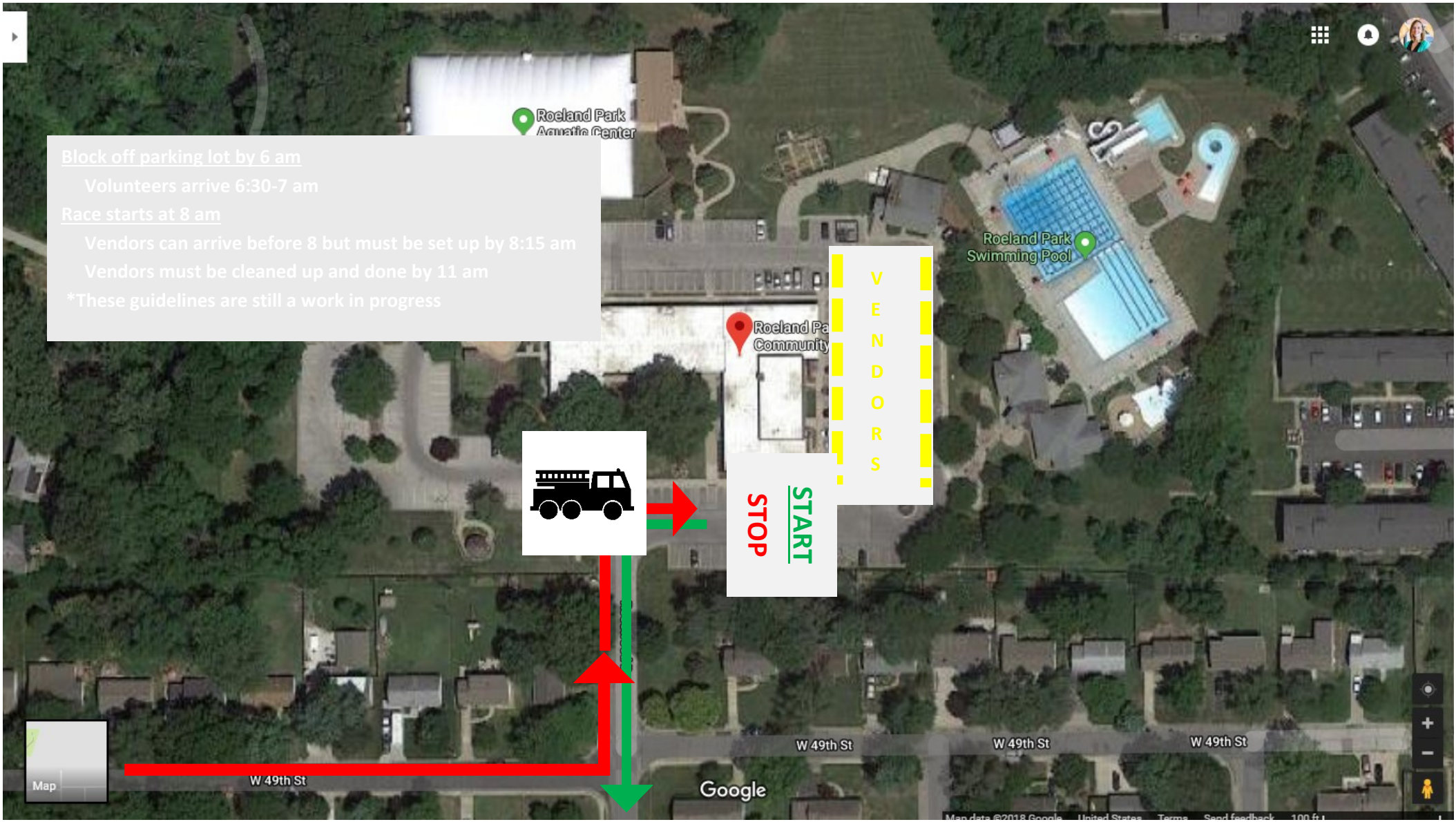
Park2Park Run Site Map

September 29th, 2018

8-11am

- Start/Stop location: Roeland Park Community Center, 4850 Rosewood Drive, Roeland Park, KS
- No participant parking will be allowed in the community center lots: we are working to secure possible parking in Price Chopper and Lowe's parking lots

Laura Steele, Race Director, 816-679-9748, park2park.ks@gmail.com



Item Number: **Applications/Presentations- A.-3.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	4/13/2018
Submitted By:	Laura Steele
Committee/Department:	
Title:	**Laura Steele – Safe Routes to School**
Item Type:	Presentation

Recommendation:

This is an informational item, no action anticipated.

Details:

Laura Steele will present the Safe Routes to School report produced in concert with the County, the City, the School District and BikeWalk KC. The process and work product are intended to serve as a best practices resource guide for other communities/schools to follow in assessing school routes and traffic safety.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

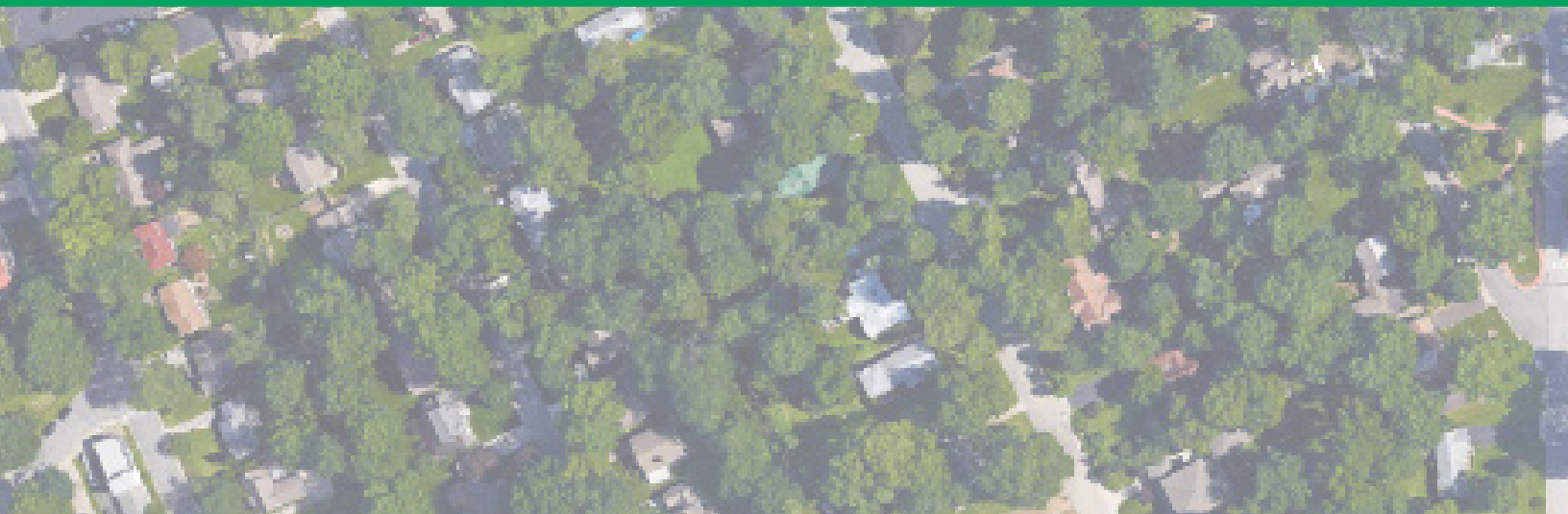
ATTACHMENTS:

Description	Type
Safe Routes to School	Cover Memo

Roesland Elementary

Safe Routes to School Case Study & Checklist

January 2018



Introduction: A Coalition is Born at Roesland Elementary

2017 was a watershed year for active transportation at Roesland Elementary in Roeland Park, Kansas. But progress didn't start that year. In fact, the partners it took to make the 2017 changes had been working in separate silos toward similar goals for years.

Roesland worked with city officials to encourage walking to school with an annual Walk to School Day initiated in 2014. The event often included the high school band, a few words from the mayor, and a police escort. When the PTA turned toward expanding active transportation with a Bike to School Day, safety concerns mounted.

Conversations between parent advocates, school officials, district leadership, city staff, and elected leaders brought additional partners with recourses to the table. County health department programming, non-profit bike educators, advocates, and volunteers joined the coalition that ultimately applied for a national grant to improve the biking and walking infrastructure around the school.

This guide tells the story of Roesland's efforts, highlighting the best practices and "lessons learned" that parents, school officials, municipal staff, and elected leaders can use to promote active transportation at schools and in neighborhoods across the Kansas City region.

How to use this guide

This guide is organized into four sections:

1. **Why Safe Routes? / The 6 E's** An introduction to safe routes projects and their benefits.
2. A **Quick-Reference Checklist** Basic steps that each safe routes project should take to deliver a successful project.
3. **Safe Routes Success: Roesland** A case study of the Roesland process with sidebars to highlight best practices used and lessons learned throughout the project.
4. A **Resource Guide** A summary of existing documents and web resources that help in planning and executing a safe routes project.

Why Safe Routes?

In 1960, half of kids walked or biked to school. Today fewer than 15% of kids walk or bike to school. Decreasing levels of physical activity are among the reasons for an increase in rates of chronic disease among younger and younger people. In fact, today's kids are the first generation of Americans with a shorter life expectancy than their parents.

"Safe Routes to School" (SRTS) refers to a national movement dedicated to getting more kids walking and biking to school. Organizing a walking school bus with neighbors, asking the city to install a crosswalk across a busy street, adding bike racks at schools, and reforming city and district policies are all steps that schools, parents, and community members can take to make it safer and easier to walk and bike to school.

Benefits of safe routes, active schools

Creating safer routes to school brings with it numerous benefits, both to students and to the wider community.

Students who walk or bike to school have been shown to be more alert and ready to learn. Overall academic performance is higher in students who travel to school via these means.

As the number of students walking to school has fallen over the past several decades, the rate of obesity in kids has climbed. Walking or cycling is physical activity. Walking one mile in both the morning and afternoon gives kids two-thirds of their daily recommended activity. Students who walk or cycle to school build overall confidence and self-reliance as they learn to navigate their neighborhoods and to interact with traffic.

By promoting a safe walking and cycling culture, schools benefit from safer arrival and dismissal procedures, lower bus transportation costs, and more engaged students and parents.

The community as a whole wins when active transportation is promoted around schools. Infrastructure safety improvements such as new sidewalks, upgraded crosswalks, improved signage, and lower speed limits make all road users safer. In the past, safe routes campaigns have identified and addressed public safety concerns like criminal activity, dangerous dogs, and vacant structures. Resolving these issues for the sake of students' safety has also resulted in safer streets for all residents. Often, the immediate neighborhood benefits from less traffic congestion and pollution associated with parents' cars at arrival and dismissal.

The Six E's

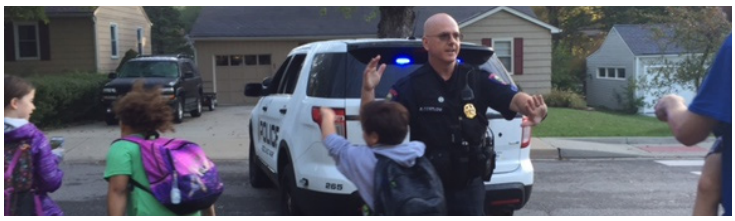
The Safe Routes to School Partnership conducts research, publishes best practices, and has designed model programming for schools, parents, and elected officials. According to the partnership, successful Safe Routes to School projects include six stages or components, known as the "Six E's:"

Evaluation develops an understanding of a school's active transportation needs. School officials and parents may have a sense of the issues, but evaluation develops a clearer picture and helps build a case for improvements. This stage often involves surveys of parents or students, and school arrival/dismissal observations, which gauge rates of walking and biking and perceptions of safety issues.

The **Engineering** phase focuses on the built environment. Barriers to bicycling and walking often exist in the way streets or sidewalks are built, or in the lack of elements like safe crossings or signage. This stage involves an assessment of the physical conditions of the neighborhood around a school. Working with city officials, specific design improvements can then be identified.

Education seeks to alter behavior. Many schools offer classes to teach students how to walk or bicycle safely. Younger elementary school students are often taught the basics of interacting with traffic and crossing the street while walking, while older students are taught bicycle handling and maintenance. Education gives children the ability and confidence to be safer on the road.

Encouragement aims to inspire students and parents to travel to school by bike or on foot. Many schools organize Walk to School or Bike to School days when all students are encouraged to travel to school via active transportation. Encouragement can also engage teachers and school and elected officials to promote active transportation.



Enforcement involves working with law enforcement to make sure traffic laws are being followed where students might be traveling. Crossing guards and student safety patrols can help improve the safety and flow of arrival/dismissal.

The **Equity** focus ensures that programs to boost walking and cycling address barriers and support equitable outcomes, particularly in low-income neighborhoods or communities of color.

The Six E's in Detail

Engineering	Education	Enforcement
• Identify and develop safe routes, where safety improvements should be directed • Plot safe routes with the city, parents, community members • Identify short-term fixes, including signs and crosswalks • Bike racks: Provide safe storage for bikes at schools	• Offer Bicycle Lesson and Safety Training (BLAST) through PE classes • Develop Earn-A-Bike after-school club • Convene a Community Forum to share opportunities, lessons learned • Host a teacher in-service day on how to support biking and walking • Share information at ice cream socials, back to school events, and kindergarten roundup	• Work with local law enforcement and codes administrators to ensure traffic enforcement, maintenance of property, clearing of sidewalks during the winter • Post crossing guards at key crossings • Coordinate parent volunteers or student safety patrol to manage crossings, direct arrival/dismissal
Encouragement	**Equity**	**Evaluation**
• Plan bike and walk-to-school days • Promote Bike Month for school and district employees • Institute recognitions and awards for biking or walking • Distribute free helmets and bike locks to students	• Ensure that efforts to engage parents reach parents of students in need (These parents may not be connected via the PTA, for instance) • Offer Earn-A-Bike course and free helmets and locks to students • Where needed, develop printed materials and social media in non-English languages • Partner with local organizations that work with populations in need	• Collect pre- and post-event information (e.g. conduct same survey with parents and students before and after the project) • Count the number of students walking and biking before and after the project • Measure participation year-over-year; get older students involved to help collect data and create charts

Safe Routes to School Checklist, page 1

Every school and every community is different, but a successful project to grow walking and biking to school will likely include these steps:

☐ Identify early champions/partners

Because safe routes projects seek to effect change in the community as well as in students, attracting partners from the community is an important first step for a successful, impactful project. School administration, school district officials, and PTA members, are essential to any project. Community groups, health and active living advocates, and local elected officials can be valuable resources for technical assistance, funding, and other support.

☐ Align with existing efforts

Safe routes efforts never occur in a vacuum. Local government and other schools and organizations in the area have probably taken on similar projects before. Organizations like the Mid-America Regional Council and BikeWalkKC are familiar with efforts occurring across the Kansas City region. Reaching out to them or your existing partners early on will reveal opportunities for collaboration and funding.

☐ Get organized

Getting organized helps a working group produce results more quickly rather than getting hung up on process. The Roesland coalition agreed on regular monthly meetings. Outside of meetings, good, frequent communication was maintained through email.

☐ Gather data - Build an understanding of the challenges

At some point during a safe routes project, data will be important. Data may be used to build understanding of a problem or to make a case for support to potential funders or partners. This data will often include demographic data, police crash data, school attendance areas, student residences, and school bus stops.

Safe Routes to School Checklist, page 2

☐ Make a map

Visuals will get you everywhere. A map of the area under discussion will provide citizens an opportunity to share local knowledge of areas of concern. Maps will also help those partners who do not live in the neighborhood have an "on the ground" understanding.

☐ Work with local officials

Ideally, a local official or two will be key champions in your safe routes project. Engaging local officials will be important to delivering a project and ensuring lasting progress on active transportation. Officials will often need to review and approve infrastructure projects.

☐ Record, Evaluate & Share

Because safe routes work will likely continue at a school, understanding the successes and setbacks of your project can only help future efforts. Depending on your project, before and after surveys of parents and students, community forums, and wrap-up meetings may all be helpful for understanding strengths and weaknesses of an effort, and ensure someone takes pictures at walk-to-school day or similar events, in order to easily promote the event in the future or to share with future partners or other schools.

☐ Host an event

Events, especially walk- or bike-to-school days, are an excellent opportunity to engage many of the Six E's mentioned in the previous section. While being an obvious way to develop Encouragement, the planning and outreach involved can easily mix in Education, Evaluation, Engineering, Enforcement, and Equity.

☐ Identify solutions (and funding)

Once an understanding of the challenges is developed, solutions should be identified. These solutions might relate to any of the Six E's. Each school may require vastly different solutions, amounts of work, and funding to put into action.

Safe Routes Success: Roesland Elementary

In just one year, an idea for improved bike-to-school outreach at Roesland Elementary became a reality – and produced wider results than originally anticipated. What contributed to the success of the project?

Roesland benefited from existing relationships between a range of partners and stakeholders. This allowed the initial idea for safe routes work to be turned into action quickly and effectively.

The project was also helped by an alignment of efforts, in several senses. The desired outcome of the project fit the goals of the partners who helped the project, meaning these partners could easily devote resources to it. For instance, the project's active transportation goals could easily be supported by partners aiming to improve community health outcomes, while the infrastructure issues at play were also of concern to the municipal government. The school also found itself in a unique situation geographically, with its attendance boundary nearly matching the city limits of Roeland Park, further simplifying collaboration between the school and city officials.

Shared Challenges

Roesland's location highlights one of several challenges students face in being able to walk or bike to school. Almost all of Roesland's students live in the city of Roeland Park -- the active transportation challenges faced by Roesland students are experienced by city residents as well.

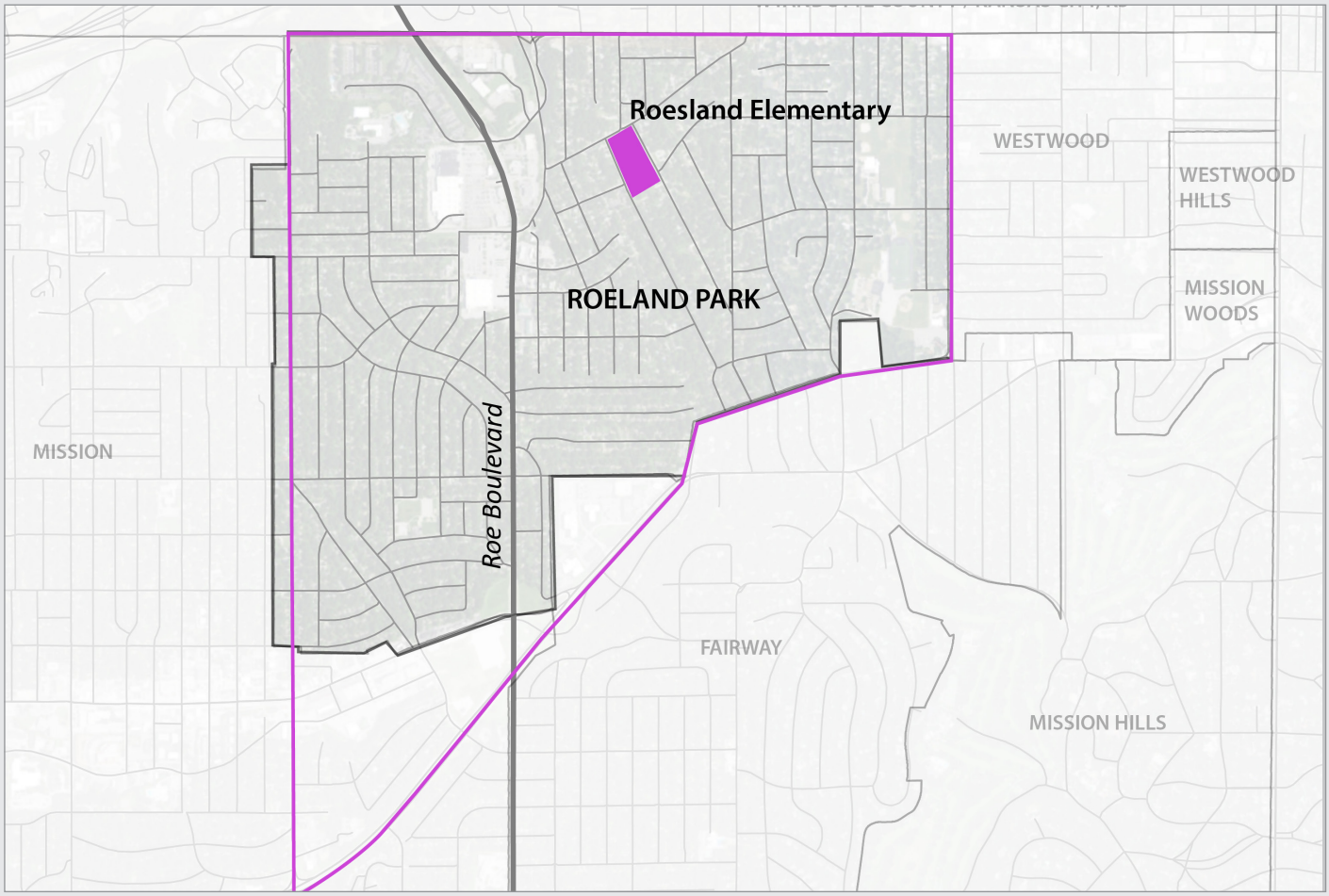
The challenge at Roesland is its specific location. Roesland Elementary is located a few blocks east of Roe Boulevard, a major north-south artery that divides the city roughly in half (see map on opposite page). The street is busy throughout the day, carrying commuters to a nearby interstate and serving the busy Roeland Park Shopping Center. With the street's wide roadway and fast-moving traffic, safe crossings for pedestrians and cyclists are limited – one city councilmember characterizes the street as the "River of Roe."

The school's location to the east of Roe is significant because half of students live to the west of the boulevard. These students face a major barrier walking to school. The Roe Boulevard challenge may be the most visible and obvious, but parents and school staff also noticed a number of additional challenges in the built environment for students, including intersections without crosswalks, fast-moving traffic, and confusion during morning arrival and afternoon dismissal.

Addressing these challenges provides students an important transportation alternative to riding the bus or riding in cars. The availability of active transportation is often especially important to students who receive free and reduced lunch or are English Language Learners.

A wide roadway with limited crossings makes Roe Boulevard a major hazard for students hoping to walk or bike to school at Roesland Elementary

A Unique Fit



Roesland Elementary is a public elementary school located in the city of Roeland Park, Kansas, and part of the Shawnee Mission School District, which serves northeastern Johnson County, Kansas.

The school serves 394 students, kindergarten through sixth grade. The school reflects the increasing diversity across the district and county. About half of students receive free or reduced lunch. Students are 55% white, 29% Hispanic, 7% African American, 5% multi-racial, 3% Asian/Pacific and 1% American Indian. Twelve percent are English Language Learners.

Roesland's attendance area largely matches the city limits of Roeland Park, with some of the attendance area including Mission, Kansas. Almost all Roesland students live in Roeland Park. This makes the Roesland safe routes project a good case study for coordination between a school and the local government.

Roeland Park, meanwhile, is a suburban city of 6,800 residents and an area of 2.25 square miles. The city's size and residential scale make parts of it walkable and bikeable. An inconsistent street network, sidewalk gaps, and several busy streets leave room for improvement, however. Many key destinations, such as the grocery store or school, are not easily accessible without a car for many residents. Addressing active transportation challenges for the school provides the city an opportunity to tackle these wider issues.

Planning: Laying the Groundwork

Roeland Park has been working for years to address the city's current active transportation challenges. As far back as 2010, the city's comprehensive plan called for a "walkable community." The following year, the city council passed a complete streets resolution, calling for future roadways to be designed with all transportation modes in mind. Meanwhile, in 2015 Roeland Park received Communities for All Ages "Bronze" status for its commitment to become an age-friendly city. As part of this effort, the city pledged to assess how the city's built environment could be improved to support an active lifestyle.

The following spring, a Pedestrian and Bicycle Safety Ad-Hoc Committee, made up of residents and other stakeholders, released a report highlighting challenges for getting around the city by bicycle and on foot. The report noted the issues presented by Roe Boulevard and recommended key improvements, including installation of safer crossings across that street. In 2017, the city undertook an update of its Sidewalk Master Plan, recently adopting a new plan that prioritized sidewalks and crossings near the city's major destinations, including schools.

Meanwhile, planning had begun on a redesign of Roe Boulevard. Scheduled for construction in 2020, the new design will likely include improved pedestrian crossings and a shared-use path.

Roesland Elementary's work on Safe Routes was a seed planted in fertile ground. The parent group's desires dovetailed with the city's plans. The school group was able to capitalize on the conversation that had begun at the city. City leaders - including City Councilmember Teresa Kelly - were involved from the beginning and connected the citizen efforts with the city's plans. When the opportunity arose for funding, the group had easy access to existing data about the active transportation issues within the city and committee recommendations for the reports about potential solutions.

By taking advantage of the work that was already done, the group saved time and money; the city was immediately supportive of these efforts too, because the school group was able to localize the citywide conversation that was already taking place.

The Roeland Park Pedestrian and Bicycle Safety committee is among several recent efforts in the city to improve active transportation there

+ Identify early champions/partners

Because safe routes projects seek to effect change in the community as well as in students, attracting partners from the community is an important first step for a successful, impactful project. School administration, school district officials, and PTA members are essential to any project. Community groups, health and active living advocates, and local elected officials can be valuable resources for technical assistance, funding, and other support. Finding committed partners is also important to ensuring effective delivery of a project.

+ Align with existing efforts

Safe routes efforts never occur in a vacuum. Local government and other schools and organizations in the area have probably taken on similar projects before. Organizations like the Mid-America Regional Council and BikeWalkKC are familiar with efforts occurring across the Kansas City region. Reaching out to them or your city partners early on may reveal previous lessons learned, as well as opportunities for collaboration and funding.

ABC✓ from the Bike Club

Taking the Next Step

The Roesland bike-walk coalition started by accident, during an unrelated meeting. In the spring of 2016, Caring for Kids convened their regular quarterly meeting about bringing community resources to students at Roesland. In attendance, among others, were the PTA president, the school district's sustainability coordinator, and City Councilmember Teresa Kelly – all of whom would later be important in making the Roesland project happen. It was the PTA president who pitched the idea of a bike-to-school day event to complement the school's walk-to-school day event. The others agreed to move forward with the idea.

In June, a large group of potential stakeholders met to brainstorm. Not all of those who attended this early meeting would go on to be actively involved in the project, but the large group was useful for sharing ideas and identifying longer term partners. This group included BikeWalkKC, which had begun working with Roesland on bicycle education, and representatives from the county health department, which had active living and wellness resources.

The initial bike-to-school idea was expanded to something more inclusive, which encompassed not just bicycling but walking and active transportation for mobility-impaired students and those too young to safely bike to school. The possibility of organizing further bicycle education courses in conjunction with this event was discussed at this meeting, too.

Lesson learned

Having partners that were able to dedicate time to tasks like meeting coordination, grant writing, and administration was crucial for the Roesland project.

Lesson learned

Like the best ideas, safe routes projects can develop from organic, informal discussions. The Roesland safe routes project developed from an idea shared at an unrelated meeting. What eventually made it a success was the ability to move from idea to implementation effectively.

+ Get organized

Getting organized - establishing a timeline, goals, and roles for the workgroup members - helps produce results more quickly rather than getting hung up on process. The Roesland coalition agreed on regular monthly meetings and established workgroups to tackle different aspects of the project. Outside of meetings, good, frequent communication was maintained through email. Staff from the school district and county managed meetings and logistics, helping the project planning process move ahead smoothly. Establishing regular meetings and key roles was important to delivering a successful project.

Ideally, one organization or volunteer needs to "own" the process and be responsible for agendas, scheduling, follow up, etc. Developing work groups that focus on completing different tasks can mean each person at the table feels like they are responsible for some piece of the overall outcomes. Essentially, develop an efficient process so that members do not feel like they are wasting time when they attend meetings.

Fall 2016: Taking Advantage of an Opportunity

The Johnson County liaison to Safe Kids Worldwide was part of the coalition. Safe Kids, an international organization focused on preventing accidental injury in children, offered a Safe School Zone grant and technical assistance to schools interested in improving the safety of the infrastructure around their buildings. The liaison brought the grant opportunity to the group's attention and the rest, as they say, is history.

In November, Safe Kids invited the coalition to submit a full application for the Safe Zone grant. The full application required a more significant dedication of time and resources; this turning point marks the moment when the coalition moved from coordination to true collaboration and benefited from the participation of specific partners. The data used in the application came from multiple coalition partners, who either held the information themselves or had the relationships to access it quickly.

Partner expertise contributed to the group's ability to find and overlay police crash data, maps of students' homes, and school bus hubs. Findings from the sustainability committee report were also included to help describe the infrastructure issues students face. Coalition representatives from the Johnson County Department of Health and Environment and the Shawnee Mission School District lent their technical knowledge and time to actually write and submit the application. These partners were able to dedicate attention to the project because the coalition's goals fit into already-established priorities for public health improvement and sustainability identified by their respective agencies.

In January 2017, the coalition learned that its application had been approved and the coalition received a grant for $25,000 to support infrastructure safety improvements, including improved sidewalks and signage, around Roesland Elementary.

+ Gather data

At some point during a safe routes project, data will be important. Data may be used to build understanding of a problem, or to make a case for support to potential funders or partners. This data will often include demographic data, police crash data, school attendance areas, student residences, and school bus stops. Some of this data, such as census demographic data, is readily available online.

Other data, such as student addresses, is available from the school or district. Your partners will likely be a valuable resource for acquiring the information you need. Consider that you may need multiple data points from various sources. Do your best to develop a single list of needed data and make a single, reasonable request of community groups and partners.

+ Make a map

Visuals will get you everywhere. A map of the area under discussion will provide citizens an opportunity to share local knowledge of areas of concern. Maps will also help those partners who do not live in the neighborhood have an "on the ground" understanding. The tools you develop here will be useful later: a final Safe Routes map might be posted in schools; copies can be distributed before a Walk to School Day event, or in packets sent home for kindergarteners and new students.

Results: Focus on the Six E's

Part of the Safe Kids grant award was a two-day technical assistance workshop for the coalition. The action plan developed from the workshop addressed the Six E's.

In April 2017, Roesland Elementary hosted Peter Lagerwey, a national expert bicycle-pedestrian planner. Members of the coalition attended the workshop, along with stakeholders and planners from the neighboring city of Mission, Kansas, and the regional planning organization.

Attendees spent the first day building a shared language and deeper understanding of common pedestrian safety issues and solutions that are considered best practices. One of the most valuable portions was applying what they had learned to key sites during field visits throughout the city; almost none of the coalition members have a city planning background, but this experience allowed them to address the environmental issues acting as barriers to walking and biking.

From Walking to Biking: Roesland's Foundation

Roesland's PTA organized a Walk to School Day event annually for the past three years. Parents were encouraged to bring their students to City Hall, just a few blocks from the school. School officials requested the buses also drop students off at City Hall, ensuring all students could participate. Students then walked together to the school, often with the fanfare and fun of a band, comments from the mayor, and a police escort. These events helped attract attention to the cause; city council members and the police chief attended Walk to School Day and saw first-hand the safety challenges for students.

In October 2016, Roesland partnered with BikeWalkKC to offer Bike Lesson and Safety Training (BLAST) at the school, which teaches fifth and sixth graders how to operate a bicycle safely and skillfully. Some children learned how to ride a bike for the first time. In the spring, an after-school Earn-a-Bike club offered students and some parents a chance to earn a bike by completing the classes. Beyond equipping families with new skills, they now have the tools to bike for transportation and recreation.

Lesson learned

Although the workshop proved to be a great learning opportunity, a community does not need a workshop to make progress on a bike-walk plan. Shared learning opportunities may come in the form of a conference, webinar, or a short educational session provided by an active living advocacy organization or city planner in your area. Look for or create opportunities for coalition members to attend. Take a group walking tour of the areas you are trying to address; standing on the street corner and processing the environment as a group also leads to stronger, more realistic action steps.

Result: Focus on the 6 E's: Cont'd

The coalition then prioritized the sites they had seen on the tour that most needed addressing for children to have safe routes around the school. This activity identified the infrastructure improvements that grant dollars could address.

In tandem with workshop planning, the group addressed *Encouragement* and *Education* components of the Six E's. In the weeks leading up to the Walk, Roll and Stroll day, a second group of students completed BLAST and Earn-A-Bike programs. The 5th and 6th graders who participated shared what they learned about bicycle safety, helmet fitting, hand signaling and bicycle safety checks at an all-school safety assembly. BikeWalkKC and Safe Kids Johnson County provided helmets for all students in need to address *Equity* issues around biking to school.

Walk, Roll, and Stroll Day

Planning also moved ahead for the Walk, Roll and Stroll Day event. The group engaged the police department and community volunteers to help establish crossing points where students could cross the street safely on the day of the event. Specific recommended routes were also identified and sent to parents.

+ Work with local officials

Ideally, a local official or two will be key champions in your safe routes project. If not, remember that engaging this group eventually will be important to delivering a project and ensuring lasting progress on active transportation. Officials will often need to review and approve infrastructure projects. Local government can be an important source of funding for initiative, and will be a necessary partner in any projects involving state or federal Safe Routes to School funding.

A couple of notes for working with this group: even if local elected are not directly involved, keep them in the loop on your activities. They may have competing issues for their attention, but it may be useful for both parties if they are updated as you achieve milestones or encounter roadblocks. When the cameras are rolling and you are celebrating your achievements, invite them to share the glory. Be generous with credit; they may not have been involved with your particular project, but perhaps they helped create an environment where it could move forward. You may find you are building a champion as the process moves along.

+ Record, evaluate & share

Because safe routes work will likely continue at a school, understanding the successes and setbacks of your project can only help future efforts. Depending on your project, before and after surveys of parents and students, community forums, and wrap-up meetings may all be helpful for understanding strengths and weaknesses of an effort. Ensure someone takes pictures at walk-to-school day or similar event, in order to easily promote the event in future or to share with future partners or other schools. Invite district communications staff to develop and share stories from the project. See the video created for the Roesland Walk, Roll and Stroll Day at https://www.youtube.com/watch?v=e9QEGW37bNE.

The news media might also be interested, especially if the effort is part of a district-wide project. Lean on your community partners to help with press releases, contacts and interview techniques. Finally, share the wealth! You will likely learn a lot in this process, so be willing to help the next school along on their Safe Routes to School journey.

Lesson learned

City officials can benefit greatly from a safe routes project, as the process often helps them identify funding priorities for infrastructure.

The tour during the workshop led the coalition to observe a hazardous crossing at a nearby private school within Roeland Park. In an effort to share what they had learned and resources, the Roesland group offered to use some of the Safe Kids funding to upgrade the crosswalk in front of this school to best practice standards.

Continuing work
The coalition's work continues. The group is working closely with the city to determine exactly how the Safe Kids funds will be spent. Building on the work of the SafeKids workshop, several key intersections have been identified and the city has begun researching the cost of improved signage and pavement markings that would calm traffic.

The coalition's will serve as a foundation as the school encourages similar events at other sites across the district.

Next steps
The coalition has accomplished much of what it set out to do. Today, the bike rack outside of the front door to Roesland Elementary is often full of students' bikes. Soon, safer crossings will be installed at four intersections near the school.

All the same, there is other work to do, particularly concerning infrastructure. The coalition has signaled it would like to see a hazardous mid-block crossing located next to the school removed. Meanwhile, the Roe 2020 project will likely bring a major safety improvement for students to the west of Roe Boulevard. The extent to which the coalition can or will be involved in these projects is unclear. However, the expertise and relationships it developed over the past year and a half put it in a good position to be an agent for further change for Roesland and the surrounding community.

+ Host an event

Events, especially walk- or bike-to-school days, are an excellent opportunity to engage many of the Six E's mentioned in the previous section. While an obvious way to develop *Encouragement*, the planning and outreach involved can easily mix in *Education, Evaluation, Engineering, Enforcement*, and *Equity*. Many schools organize walk-to-school events and invite local officials and community members to be involved. Events like this "put a face" on your project and help promote your school's active transportation efforts.

+ Identify solutions (and funding)

Once an understanding of the challenges is developed, the same group should identify potential solutions. These solutions might relate to any of the Six E's and may require vastly different amounts of work and funding to put into action.

Do not let the funding or challenge of the potential solutions stop you. Record the proposed actions so if the opportunity arises for funding or inclusion in a city plan, they are ready to go.

Making these solutions happen will require funding, some more than others. An individual school may be able to sponsor a bike education class or a bike rack, while infrastructure improvements to the school site or surrounding streets will require district or municipal funding.

Larger-scale safe routes education or infrastructure efforts (such as district-wide) can be supported by federal transportation funding, though pursuing that level of support usually requires a multiyear process, which is usually led by a local government. Your partners will be a valuable resource for researching and connecting funding to your school's project.

Coalition partners

A project will on be as impactful as its partners and stakeholders are committed. The Roesland project benefited from a group of dedicated and active partners.

Roesland Elementary
Roesland PTA

Roesland's previous work around active transportation provided an easy jumping-off point for new initiatives. The PTA president and members advocated for the latest safe routes projects.

Shawnee Mission School District

The school district serves northeastern Johnson County, Kansas. The district's sustainability programming includes a focus on active transportation. The district's Sustainability Coordinator was able to devote substantial time to coordinating the coalition.

Johnson County Kansas / Safe Kids Johnson County / LiveWell Johnson County

The county government's Department of Health and Environment supported the coalition's efforts. The safe routes to school focus fit well within the department's LiveWell initiative, dedicated to wellness through active living and healthy eating. The county's liaison for SafeKids was among the department's staff. She and a program manager provided significant support to the coalition.

Bike Walk KC

This local nonprofit focuses on promoting cycling and walking as viable recreation and transportation options in the Kansas City region. It has extensive experience guiding safe routes projects at area schools. The organization worked with Roesland on Walk to School Day events and Earn-A-Bike workshops.

City of Roeland Park, Kansas

City Councilmember Teresa Kelly helped generate the initial interest in the Roesland safe routes project. Down the line, the public works and police departments were important partners in delivering the Walk, Roll, and Stroll and Safe Zone projects.

Caring for Kids Kansas City

The nonprofit describes itself as "a neutral convener to engage the community – churches, businesses and civic groups – around a neighborhood school." Caring for Kids had assembled the group where the initial idea for a bike-to-school day event at Roesland was discussed.

Resource Guide

The Safe Routes Guide

The Pedestrian Bicycle Information Center (PBIC) produces an extensive guide to delivering safe routes projects. Each section contains a detailed guide for each of the six E's.

http://guide.saferoutesinfo.org/pdf/SRTS-Guide_full.pdf

Local Organizations

Shawnee Mission School District

Joan Leavens
Coordinator, Sustainability and Community Engagement
913-993-8722
JoanLeavens@smsd.org

BikeWalkKC

Laura Steele
Education and Outreach Coordinator
816-205-7056, ext. 13
laura.steele@bikewalkkc.org

Mid-America Regional Council

Aaron Bartlett
Senior Transportation Planner
816-701-8238
abartlett@marc.org

Johnson County, KS Department of Health and Environment

Barbara Mitchell
LiveWell Johnson County
913-477-8364
Barbara.Mitchell@jocogov.org

Katie Schatte
Coordinator, Safe Kids Coalition, Johnson County
913-477-8312
katie.schatte@jocogov.org

Johnson County KS AIMS mapping

913-715-1600
mapper@jocogov.org

Caring for Kids

Terry Geenens
Partnership Director
816-875-0252
terry@caringforkidskc.org

Other resources

New Jersey Engineering Solutions for Designing Your Safe Routes

New Jersey Department of Transportation

A concise guide to some of the infrastructure improvements that can improve routes to school

http://www.nj.gov/transportation/community/srts/pdf/engsolutions.pdf

At the Intersection of Transportation and Equity

Safe Routes to School National Partnership

A comprehensive guide to the challenges and approaches to creating a safe routes project that reaches students in need.

https://www.apha.org/~/media/files/pdf/topics/environment/srts_activetranspequity_report_2015.ashx

Tools for Evaluation

National Safe Routes to School Walkability Checklist

Federal Highway Administration

A one-page survey on the walkability of a neighborhood

http://archive.saferoutesinfo.org//sites/default/files/walkabilitychecklist.pdf

Sample Safe Routes Parent Survey

National Center for Safe Routes to School

English: http://saferoutesdata.org/downloads/Parent_Survey_English.pdf

Spanish: http://saferoutesdata.org/downloads/Parent_Survey_Spanish.pdf

Pedestrian Environment Quality Index

Center for Occupational & Environmental Health, UCLA

A more detailed survey for analyzing the pedestrian environment, including infrastructure and other factors, along particular streets and intersections

http://stpp.ucla.edu/node/496

Arrival and Dismissal Observation Field Exercise Guide

Safe Routes to School Virginia

A guide for performing observations during morning arrival and afternoon dismissal, which help understand how students travel and the challenges they may face walking and biking

http://www.virginiadot.org/programs/resources/safeRouteResources/5es/VDOT_LDL_Observing_Dismissal_Field_Guide.pdf

BikeWalkKC conducts more detailed arrival/dismissal observations for local schools. Contact BikeWalkKC for more information

Data

Demographic data

For the surrounding community

- US Census Bureau
  https://factfinder.census.gov

Transportation data

Traffic counts, road maps, recreational trails

- Mid-America Regional Council (MARC), the metropolitan planning organization
  http://www.marc.org/Data-Economy/Maps-and-GIS/GIS-Data/GIS-Datasets
- Johnson County AIMS, the county government's mapping division
  http://maps.jocogov.org/ims/

Traffic safety data

Including pedestrian- or bicycle-involved incidents

- Med-Act (Johnson County EMS)
- Local police department/sheriff
- Kansas Highway Patrol

School/Student data

- Enrollment, district boundaries, students bussed and free and reduced lunch are freely available via the Kansas Dept of Education
  http://datacentral.ksde.org/
- Other data may be requested from the school district administration

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ONE WAY

BikeWalkKC
3269 Gillham Road, Suite C
Kansas City, MO 64109
816-205-7056
info@bikewalkkc.org

Item Number: **Mayor's Report- IV.-A.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Roeland Park School Walkout Day Proclamation**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Roeland Park School Walkout Day Proclamation Cit	Cover Memo

Proclamation

Roeland Park School Walkout Day
April 20, 2018

WHEREAS, America has faced far too many tragic school shootings; and

WHEREAS, This problem is a uniquely American epidemic which needs to change; and

WHEREAS, The vast majority of Americans favor common sense regulations to protect ourselves and our schools from gun violence, including mandatory universal background checks; and

WHEREAS, Legislators from both our State and Federal Government have failed to take concrete action to rectify this problem; and

WHEREAS, on April 20, 2018, students from across the country will participate in over 2000 National School Walkout events seeking concrete steps toward preventing gun violence; and

WHEREAS, students from Roeland Park will lead their own event and share their voices in this national day of discourse and action; and

WHEREAS, schools should be a place where students feel encouraged and inspired, not fearful for their safety; and

WHEREAS, Roeland Park proudly supports these students' efforts to exercise their First Amendment rights and congratulate them on organizing their own event;

NOW THEREFORE, I Mike Kelly, Mayor of Roeland Park, do hereby proclaim April 20, 2018 as

ROELAND PARK SCHOOL WALKOUT DAY

In the City of Roeland Park and encourage the citizens of Roeland Park to recognize our students' call for safety in their schools.

Seal here

MIKE KELLY
Mayor

Item Number: **Mayor's Report- IV.-B.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Arbor Day Proclamation**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Arbor Day Proclamation	Cover Memo

Proclamation

ARBOR DAY 2018

Whereas, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Mike Kelly, Mayor of the City of Roeland Park, therefore do hereby proclaim April 27, 2018 as Arbor Day in the City of Roeland Park, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

In testimony whereof, I have hereunto set my hand and caused to be affixed the Seal of the City of Roeland Park, this 16th day of April, 2018.

Seal here

MIKE KELLY
Mayor

Item Number: **Mayor's Report- IV.-C.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Fair Housing Proclamation**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Fair Housing Proclamation	Cover Memo

Proclamation

Fair Housing Month

WHEREAS, the Congress of the United States passed the Civil Rights Act of 1968, of which Title VIII declared that the law of the land would now guarantee the rights of equal housing opportunity; and

WHEREAS, the City of Roeland Park is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all, and today, many realty companies and associations support fair housing laws; and

WHEREAS, the Fair Housing groups and the U.S. Department of Housing and Urban Development have, over the years, received thousands of complaints of alleged illegal housing discrimination and found too many that have proved, upon investigation, to be in violation of the fair housing laws; and

WHEREAS, equal housing opportunity is a condition of life in our City that can and should be achieved;

Therefore, be it resolved that Mayor Mike Kelly on behalf of its citizens of Roeland Park, proclaims the month of April

Fair Housing Month

And expresses the hope that this year's observance will promote fair housing practices throughout the City

Dated this 16th day of April, 2018.

MIKE KELLY
Mayor

Seal here

Item Number: **Mayor's Report- IV.-D.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Police Week Proclamation**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
police week proclamation	Cover Memo

Proclamation

NATIONAL POLICE WEEK

May 13– 19, 2018

To recognize National Police Week 2018 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Roeland Park Police Department;

WHEREAS, there have been 58,627 assaults against law enforcement officers in 2016, resulting in approximately 16,677 injuries;

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, 360 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 129 officers killed in 2017 and 231 officers killed in previous years;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 30th Annual Candlelight Vigil, on the evening of May 13, 2018

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 13-19

WHEREAS, May 13 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half staff;

THEREFORE, BE IT RESOLVED that I Mike Kelly Mayor and the Roeland Park Governing Body formally designated May 13-19, 2018, as **Police Week in Roeland Park**, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Seal here

MIKE KELLY
Mayor

Item Number: **Mayor's Report- IV.-E.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **Public Works Week Proclamation**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Public Works Week Proclamation	Cover Memo

Proclamation

NATIONAL PUBLIC WORKS WEEK

May 21– 27, 2018

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, solid waste collection, parks and canal maintenance; and

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel, who staff public works departments, is materially influenced by the people's attitude and understanding of the importance of the work they perform.

WHEREAS, APWA has selected “The Power of Public Works” as its theme for 2018’s National Public Works Week. The theme is about the quality of life brought to communities around the world. We are able to have clean water, safe streets and neighborhoods, efficient traffic and safe clean communities “Because of Public Works…”

NOW, THEREFORE, Mayor Mike Kelly of the City of Roeland Park, Kansas does hereby proclaim the week of May 21-27, 2018 as

NATIONAL PUBLIC WORKS WEEK

in the City of Roeland Park, and calls upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works; and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Seal here

MIKE KELLY
Mayor

Item Number: **Mayor's Report- IV.-F.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **City Clerk Week Proclamation**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Municipal Clerk Week Proclamation	Cover Memo

Proclamation

Municipal Clerks Week
May 6-12, 2018

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Mike Kelly, Mayor of the City of Roeland Park, do recognize the week of May 6 through May 12, 2018, as

Municipal Clerks Week,

and further extend appreciation to our Municipal Clerk, Kelley Bohon and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 16th day of April, 2018.

Seal here

MIKE KELLY
Mayor

Item Number: **New Business- VIII.-A.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	3/30/2018
Submitted By:	Keith Moody
Committee/Department:	Pool Advisory Committee
Title:	**Revisit Direction on Replacing Aquatic Center Dome**
Item Type:	Other

Recommendation:

Staff is looking for confirmation from Council to continue pursueing replacement of the pool dome and lighting.

Details:

Please review the attached minutes from the Pool Advisory Committee meetings as well as the attached update memo from JCPRD concerning the dome replacement. These documents detail hurdles that are being worked on currently in order to meet the October 2018 dome installation target. These hurdles could push delivery past the October 2018 date and lead to no winter pool season for 2018/2019. In addition if the cost of the dome and lighting replacement exceeds current estimates JCPRD may request the City participate in these additional costs (please note this in the attached memo).

Does this new information impact the Governing Body's direction to JCPRD to file a claim with their insurance provider to replace the dome and lights?

Financial Impact

Amount of Request: TBD	
Budgeted Item?	Budgeted Amount: $0

Line Item Code/Description:

Additional Information

During the Aril 2, 2018 City Council workshop the governing body was updated on the status of the dome replacement project. The City Council provided direction to Johnson County Parks and Recreation District (JCPRD) on January 8, 2018 requesting that JCPRD file a claim to replace the dome and interior lighting that was damaged in the fall of 2017. Development of plans and specifications for the replacement of the damaged elements has revealed a series of hurdles. One significant hurdle is, due to changes in technology, the lighting system previously used is no longer available. A second significant hurdle is completing this complex project in a relatively short timeframe under the substantial purchasing, bid award and Core 4 tax clearance requirements followed by JCPRD. The final major hurdle is a building code requirement for inflated structures to provide a support system that holds the dome off the ground and pool in the event it deflates. This requirement was not a part of the building code at the time the facility was originally constructed. The purpose of the support structure is to provide a safe means of egress for occupants in the case of deflation. Retrofitting a support structure at the existing pool will require installation of footings around the existing pool deck, which could delay completion of the dome beyond the 2018/2019 winter season. The support structure would also become an element that would require removal along with the dome to convert the pool back to its summer season configuration. Confirmation from JCPRD's insurance provider concerning the support structure's coverage under the claim for replacement of the dome is currently pending. If the support structure is not covered, the cost of the dome replacement significantly increases. The support structure may also prevent use of the diving boards while the dome is installed.

The implications of the new support structure are material, as is the high potential for delays occurring during the bid/award process.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Update from JCPRD on Dome Replacement 4-13-18	Cover Memo
Update from JCPRD on Dome Replacement 3-30-18	Cover Memo
Pictures of Interior Support System for a Dome	Cover Memo
Letter Confirming Need for Support Structure	Cover Memo
3-20-18 Pool Advisory Committee Meeting Minutes	Cover Memo
3-27-18 Pool Advisory Committee Meeting Minutes	Cover Memo

JOHNSON COUNTY
Park & Recreation District

BOARD OF PARK & RECREATION COMMISSIONERS 2018
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Michael Pirner, *Vice Chair*
Steven Baru, *Secretary*
Jeff Meyers, Board Member
Leslee Rivarola, *Asst Secretary*
George Schlagel, *Asst Treasurer*
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Steven C. Klika, *BOCC Member*

EXECUTIVE DIRECTOR
Jill Geller

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

JCPRD ADMINISTRATION
SHAWNEE MISSION PARK
7900 Renner Road
Shawnee Mission, KS 66219
(913) 438-7275 (PARK)

BOARD OF COUNTY COMMISSIONERS
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Ronald L. Shaffer, First District
James P. Allen, Second District
Steven C. Klika, Third District
Jason Osterhaus, Fourth District
Michael Ashcraft, Fifth District
Mike Brown, Sixth District

April 13, 2018

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

RE: RPAC Dome Replacement Update

Mr. Moody:

The purpose of this letter is to provide the City of Roeland Park with an update on the project for the replacement of the Roeland Park Aquatic Center (RPAC) Dome and inform the City Council and staff of issues related to the insurance replacement claim and allowable reimbursement expenses regarding the additional requirements for the dome safety restraint system.

Earlier today, JCPRD staff, Travelers Insurance representatives and consultants, and the project architect from SFS Architecture participated in a conference call to discuss code interpretation, project code requirements, and other issues involving the schedule and cost for dome replacement at RPAC. Travelers Insurance staff expressed concerns regarding the coverage of the dome safety restraint system in the replacement claim for the RPAC dome as well as the cost of any lighting upgrade requirements that are part of the dome safety restraint system.

In review of the claim amount for loss and the potential reimbursement amount for replacement of the dome, the best information to date is the following:
Travelers has allowed $163,169.10 for the loss of the dome minus the $25,000 deductible for a total payment of $138,169.10. Travelers will cover an additional net replacement claim amount of $157,403.62 for the replacement cost of the dome. This would provide a total of $295,572.72 to fund both hard and soft costs for the replacement of the dome. Additional costs for the dome safety restraint systems, additional exit doors, and other code requirements will require additional funds.

The JCPRD Board created a project and funded it to a total of $400,000 at their regular meeting in January. Additional funds may be required to provide the dome safety restraint system and additional fire exit. With early cost projections, the dome replacement project may come in between $450,000 and $500,000, resulting in funding beyond the insurance claim that could reach more than $200,000. Bidding the project with a reasonable amount of contingency is neccessary as there is not time to re-bid the project and still receive a dome before winter weather makes installation infeasble. Additionally, concerns that the safety restraint system will interfere with the diving boards during the indoor season and alter the appearance of pool deck in the summer season remain.

Again, we are working diligently to provide information as the details of the project become more clear. We still have the ability to keep the project on track for bid if the request by the City of Roeland Park is such. Please consider this letter as an official request for a written confirmation of the final action by the City of Roeland Park by 5 P.M. on Tuesday, April 17 and the city's intent to provide additional funding for the project, if the action is to proceed with the dome replacement.

Regards,

Jim Wilson, JCPRD Project Manager

JOHNSON COUNTY
Park & Recreation District

BOARD OF PARK & RECREATION COMMISSIONERS
2018
Nancy Wallerstein, *Chair*
Michael Pirner, *Vice Chair*
Steven Baru, *Secretary*
Chris Carroll, *Treasurer*
Leslee Rivarola, *Asst Secretary*
George Schlagel, *Asst Treasurer*
Paul Snider, *Board Member*
Steven C. Klika, *BOCC Member*

EXECUTIVE DIRECTOR
Jill Geller

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Ronald L. Shaffer, First District
James P. Allen, Second District
Steven C. Klika, Third District
Jason Osterhaus, Fourth District
Michael Ashcraft, Fifth District
Mike Brown, Sixth District

March 30, 2018

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

RE: RPAC Dome Replacement Update

Mr. Moody:

The purpose of this letter is to provide the City of Roeland Park with an update on the project for the replacement of the Roeland Park Aquatic Center Dome and inform the City Council and staff of issues related to the bid and the likely schedule as the bid process begins.

Over the last few weeks our consultants have been in contact with dome manufacturer representatives, code and fire officials, and made site visits to the facility to confirm existing conditions and constraints for the project. At the last JCPRD Board meeting, I presented a request to our board to allow for flexibility in the bid documents for the consideration of non-standard payment options that are typically required by the dome manufacuturers. Generally, the dome manufacurers require pre-payment on their contracts because of the extreme custom nature of their products and the high cost of input labor and materials during design and manufacturing. Our board approved the request for this consideration on March 21 and cleared the way to finalize the bid documents. With a limited number of potential bidders, JCPRD staff has concerns that we may not obtain competitive bids within the projected estimated cost due to the lengthy JCPRD standard bidding requirements, the short bid timeframe, and the complexity of the work. The JCPRD bid statute (KSA 19-2881) requires that all bids above the estimated cost of the work be rejected, which precludes the ability to negotiate on high bids. We are hopeful that the flexibility granted by our Board in this bid process will help obtain bids that can be awarded.

On March 23, the project team consisting of JCPRD staff, SFS Architecture, Hoss & Brown engineers, and Waters Edge Aquatic Design met for our final bid document coordination meeting to discuss the review process for manufacturer submittals, bid schedule, and viability of the electrical system for the lighting retrofits as well as code interpretations for the plan review submittal required by the City of Roeland Park code official and the fire marshall. It was determined at this meeting that the existing electrical infrastrure will likely support the LED lighting retrofit to be designed and provided by the dome manufacturers. JCPRD will need to work with an electrical contractor to re-wire the high voltage ballast system for the old lights to provide the line voltage requirements for the new LED system.

SFS Architecure and JCPRD staff met with the Roeland Park codes official on March 27 to verify proposed code interpretations as made by SFS Architecture. An air-

support structure that is a seasonal installation over a pool environment is not a building type that fits neatly into a code review process and requires a great deal of interpretation. It was determined that changes in the building code since the original dome was permitted require the addition of another exit door and a safety restraint system for the dome. The safety restraint system is likely a post and cable assembly that will be designed to suspend the dome fabric at least seven feet above the pool water surface, in the event of a rapid deflation of the dome. This system was not in place on the previous dome, and was not originally anticipated by staff to be a requirement of the dome replacement.

On March 28, SFS Architecture, JCPRD Staff, and the Roeland Park codes official met with Todd Kerkoff, Fire Marshall forConsolidated Fire District No. 2 to confirm the code assumptions and requirements. The safety restraint system requirement and the additional fire door requirement were confirmed by the fire marshall.
Both JCPRD staff and SFS architecture have been working with the various manufacturers to obtain design and cost information on the dome safety restraint systems. We do not have cost information at this time. One of our potential providers indicated that they do designs and manufacture these systems in-house. The original manufacutrer of the dome at Roeland Park Aquatic Center does not design or manufacture the restraint systems in-house. They indicated to our architect that the safety system is typically a third party design and provision. Additional infomation on the foundation requirements and swim clearance requirements for this restraint system are being gathered for analysis with regard to the use of the pool. The original pool deck was not designed as a foundation for this type of system and installation of the system may require concrete cutting, excavation, and piering for the posts / columns on the safety restraint system. The post and cable system may also encroach into the safety clearance zone of the diving boards and may require that the diving boards not be installed or utilized while the dome is installed.

The JCPRD Board authorized funding in the amount of $400,000 and created a project account from the CIP Bank funds. With the addition of the safety restraint system and the additional exit door and associated footings, this amount may not be adequate to award the bid and cover all hard and soft costs for the project. JCPRD staff are still working with our insurance carrier for clarification on whether these additional costs are covered in the insurance claim for the dome replacement. It is likely that an additional request will need to be made to the JCPRD Board in April to increase the project fund to cover these unanticipated costs. When these costs and the reimbursement strategies are established, the additional costs on this project may trigger requests for additional funding participation in the project by the City of Roeland Park.

Based up the best possible assumptions with the information gathered to date, the bid documents for the dome replacement were transmitted to the architect and will be issued for bid on April 2, 2018. At present, the safety restraint system is listed on the bid form as an alternate and is defined by a performance specification and code requriements. Including the restraint system as an alternate will allow JCPRD the option to design a custom system in the event the dome manufacturers decline to

bid this component. The bid opening is set for 2:00PM on April 24 with one week to evaluate the bids, the product submittals for each vendor, and compliance with bid specifications. A staff recommendation on the bid will be presented to the JCPRD Recreation Committee on May 7 with action by the full JCPRD Board on May 16. A successful bid award on May 16 would allow for a May 17 Notice of Award to the contractor. We would then anticipate having the contracts, bonds, tax clearance and other bid paperwork finalized before the end of June with a Notice to Proceed date prior to July 1, 2018.

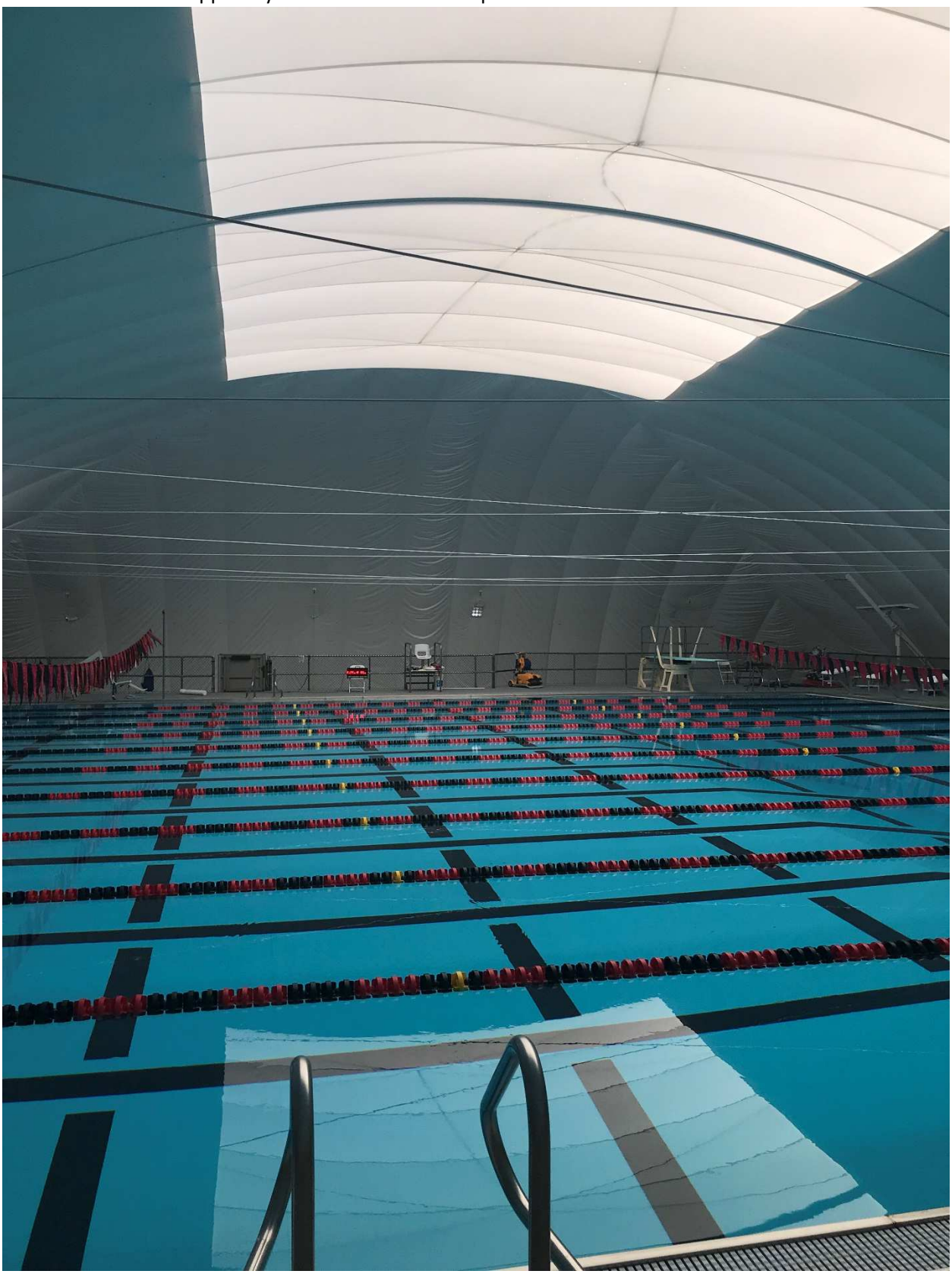
The manufacturers have indicated a preliminary delivery schedule of 1 month for engineering and 3 months for fabrication and delivery of the dome. The early finish date could be October 17 with a late finish date of November 1. Most of this timeframe is dependent upon the time required by the contractor to obtain bonds and tax clearance certifications from the Core4 tax officials.

In summary, JCPRD staff and our consultants are working diligently to provide the best possible solution for a complex project. The uniqueness of the dome and its code implications are presenting the project team with some challenges. We plan to overcome these challenges and meet a difficult delivery schedule on this project. We will provide an update during the bid process with additional information on the cost and feasibility of the safety restraint system when we know more.

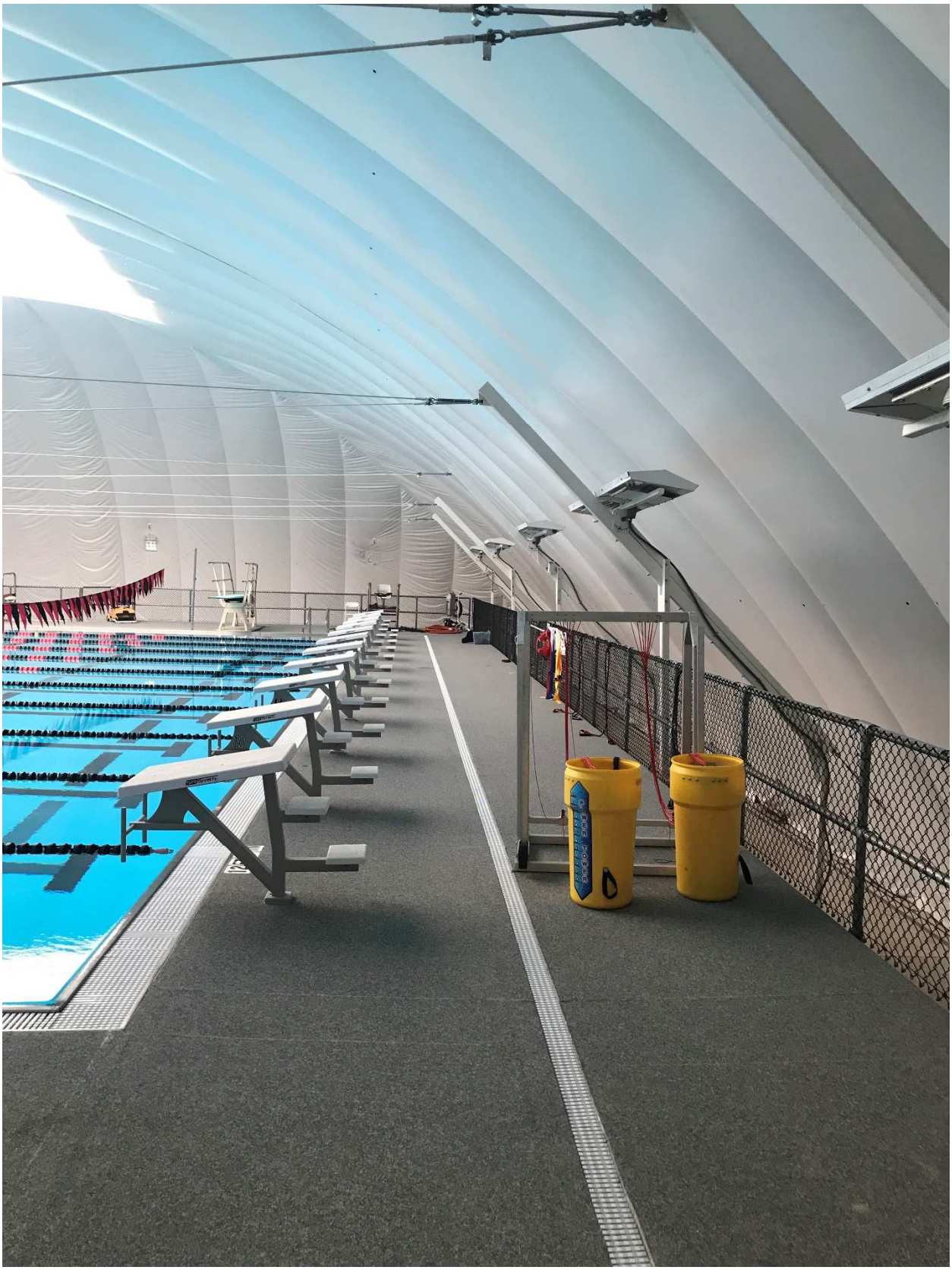
Regards,

Jim Wilson
JCPRD Project Manager

Pictures of Interior Support System in a dome with a pool inside:



EXIT



ROELAND PARK
est 1951

City of Roeland Park
4600 W. 51st Street
Roeland Park, KS 66205
(913) 722-2600

March 29, 2018
Jim Wilson, Project Manager
Johnson County Parks and Recreation
7900 Renner Road
Shawnee Mission 66219

RE: Inflatable Dome Permitting

Dear Jim,

Please let this letter serve as official notification of required project compliancy with 3102.8.3 "Support Provisions "of the *2012 International Building Code*.

Specifically, this section requires "A system capable of supporting the membrane in the event of deflation shall be provided for in air-supported and air-inflated structures where covering a swimming pool regardless of occupant load."

Clearly, the code language is mandatory and not permissive in its application. As such, no permit can be issued for the project until a suitable system meeting these requirements and additional specifications of 3102.8.3 is designed, reviewed and approved.

If you have additional questions please contact me at 913 722 2600.

Sincerely,

John Jacobson

Building Official
City of Roeland Park

Roeland Park Aquatic Center
Pool Advisory Committee
Minutes

March 20, 2018
5:00PM

Johnson County Park & Recreation	**City of Roeland Park**
Leslee Rivarola, Board Member	Jim Kelly, Council Member
Rhonda Pollard, Superintendent of Recreation	Tom Madigan, Council Member
Jim Wilson, Project Manager III	Claudia McCormack, Council Member
Marshall McKinney, Aquatics Manager	

Advisory Committee Members Present: Rhonda Pollard, Marshall McKinney, Jim Kelly, Tom Madigan, Claudia McCormack, Jim Wilson
Members Absent: Leslee Rivarola
Others Present: Keith Moody-Roeland Park City Administrator, Shockey Consulting Representatives, Waters Edge Representatives.

A. Interview Shockey Consulting

- Shockey's team presented the Committee an overview of the team members as well as their approach to the pool analysis project. Schedule was discussed as were options to reduce cost.

B. Interview Waters Edge Consulting

- Waters Edge's team presented the Committee an overview of the team members as well as their approach to the pool analysis project. Schedule was discussed as were options to reduce cost.

C. General Discussion

- The committee discussed the timing of the dome replacement steps to be completed and that hurdles remain to be cleared in order to have the dome available for installation in October of 2018. The lighting is a key hurdle. A replacement alternative to the original interior deck mounted lights is proving a challenge since replacement parts are not available, alternative options are heavier, alternative options produce less foot candles, the outlets are fixed in the pool decking, alternatives may require larger conductor (wires), the lights and mounts cannot damage the dome in the event it deflates. If a solution to the lighting replacement issue is not found by May 23, the dome will not be ready to go up by October 2018, causing us to lose the 2018-19 winter season. If this occurs the City Council should revisit their direction on having JCPRD's insurance replace the dome/lighting/doorways.
- The committee discussed how the 6-month schedule to complete the pool analysis would influence the 2019 budget adoption process. It was determined that the 2019 budget can be approached under the assumption that the pool will continue to operate year-round with the entire cost of that operation shouldered by the City. If the City Council sets a new direction based upon the results of the pool analysis there would not be a need to modify the budget.
- The committee discussed their opinions concerning the strengths of each firm interviewed. No decision was made concerning a preferred firm. The Committee directed staff to follow up with Shockey, requesting ideas on how they could reduce their fee.

Meeting adjourned at approximately 8:10 p.m.

NEXT MEETING:
Date: Tuesday, March 27, 2018 Time: 6:00 PM Location: Roeland Park City Hall

Roeland Park Aquatic Center
Pool Advisory Committee
Minutes

March 27, 2018
6:00PM

Johnson County Park & Recreation	**City of Roeland Park**
Leslee Rivarola, Board Member	Jim Kelly, Council Member
Rhonda Pollard, Superintendent of Recreation	Tom Madigan, Council Member
Jim Wilson, Project Manager III	Claudia McCormack, Council Member
Marshall McKinney, Aquatics Manager	

Advisory Committee Members Present: Rhonda Pollard, Marshall McKinney, Tom Madigan, Claudia McCormack, Jim Wilson
Members Absent: Leslee Rivarola, Jim Kelly
Others Present: Keith Moody-Roeland Park City Administrator

A. General Discussion

- Conversion of lighting to LED appears to be a hurdle that can be overcome; the electrical engineer (Hoss & Brown) indicated that the conductors appear adequate to supply power to the replacement LED lights.
- Conversation about the new dome needing to have a structure that holds up the dome in the event the dome deflates, this is per the 2012 International Building Code adopted by Roeland Park. City Building Official and Architect concur that support structure is required and even as a temporary structure. The diving boards may not be usable when the dome is up with the required support structure in place. Incorporating a support structure into the bid could cause the delivery of the dome to go past the October 2018 anticipated delivery date.
- JCPRD still need confirmation from their insurer on the scope of costs that will be covered. Soft costs for engineering work to address the lighting and dome issues were not part of the initial coverage discussions nor was an interior support structure. This could increase the cost of replacing the dome to the insurer and JCPRD.
- Bids for the dome/lights/support structure must be awarded by May 16, 2018 so the contractor can start work by July 1, 2018 to meet October 2018 installation. This timeframe allows for contracts, bonds, PO's and pre-payments to be issued and executed in the time between the award and the actual notice to proceed date. The manufacturer is indicating a 3-month fabrication timeline (August, September, October) with a 1 month engineering period (July) in advance of that timeframe. The original draft schedule did not include the engineering period as the manufacturer had anticipated this portion of the work to start early and be pre-paid in advance of a bid process. The original scope did not include the design or fabrication of the restraint system as well. If everything goes well we can still hit a mid October date for the installation of the dome, but it could end up around Nov 1 if unforeseen issues arise along the way. This is a very aggressive schedule for a very complicated project.
- If bids come in over the engineers estimate this will also cause delay as the project would have to be rebid per JCPRD purchasing requirements.
- Delaying installation past the October 2018 deadline impacts the groups which use the facility in the winter. They must secure lanes at other facilities, they may not be willing or able to rent the Roeland Park facility after having secured lanes elsewhere.

B. Discuss Pool Advisory Consultant

- The Committee discussed the consultants they interviewed as well as supplemental materials concerning timelines, fees and modifications to the scope provided by the firms. The Committee recommends Water's Edge based on experience, their familiarity with the facility, extent of pubic engagement and price.

Meeting adjourned at approximately 6:50 p.m.

NEXT MEETING:

Date: Tuesday, April 10, 2018 Time: 6:00 PM Location: Roeland Park Community Center

Item Number: **New Business- VIII.-B.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	3/30/2018
Submitted By:	Keith Moody
Committee/Department:	Pool Advisory Committee
Title:	**Approve Service Contract for Pool Analysis**
Item Type:	Other

Recommendation:

The Pool Advisory Committee recommends Waters Edge as consultant to complete the pool analysis. Staff from Waters Edge, the City and JCPRD support the terms of the propsoed agreement and the City Attorney has approved its form.

Details:

The Pool Advisory Committee reviewed the 3 pool analysis proposals received. The Committee interviewed two firms (both local). They recommend employing Waters Edge as they are experienced, familiar with the market, familiar with this pool, reflected significant public engagement in their approach and were the most affordable (estimated cost of $31,100).

The scope of services reflected in the attached agreement are direct from the RFP. In addition, a Transition Analysis component has been added so as to have the consultant aid in evaluating alternative management options for the pool and providing an implementation plan for a preferred management approach. The fee remains as presented in the original proposal by Waters Edge.

Financial Impact

Amount of Request: $31,100	
Budgeted Item?	Budgeted Amount: $0
Line Item Code/Description: Cost will be reflected in the General Fund Projected 2018 Budget, developed in	

June

Additional Information

The General Fund is the source of funding for the Aquatics Center. The cost of the consulting service will be incorporated into the Projected 2018 Budget, which is completed in June.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Pool Analysis Service Contract	Cover Memo
RFP for Pool Analysis	Cover Memo
Waters Edge Proposal- Part 1	Cover Memo
Waters Edge Proposal- Part 2	Cover Memo

AGREEMENT FOR A FEASABILITY STUDY OF ROELAND PARK AQUATIC CENTER

THIS AGREEMENT made as of the ____ day of _____, 2018___, by and between the City of Roeland Park, Kansas, its successors and assigns, (hereinafter the "City"), and Waters Edge Aquatic Design a Limited Liability Corporation of Kansas, (hereinafter the "Consultant").

The City intends to obtain a feasibility study ("study") for the Roeland Park Aquatic Center. The City is authorized and empowered to contract with the Consultant for the purpose of obtaining services in connection with the study. The City and the Consultant in consideration of their mutual covenants herein agree in respect to the performance of professional services by the Consultant and the payment for those services by the City, as set forth below. The Consultant will serve as the City's professional Aquatic Center representative in those phases of the Project to which this Agreement applies and will give consultation and advice to the City during the performance of its services.

I. SCOPE OF SERVICES

The scope of services to prepare the feasibility study of the Roeland Park Aquatic Center shall be as follows:

A) FACILITY ASSESSMENT

- Update existing facility assessment
- Identify the cost and timeline for the maintenance/replacement of items

B) SERVICE AREA IDENTIFICATION

- Defined by standard geographies, drive times, concentric radius by miles and/or hand-drawn shapes
- Demographic characteristics/community profile
- Age distribution/income/ethnicity
- Review City's existing facilities, programs and services by evaluating the following:
    - Master plan and existing studies
    - Organizational structure and wage scales
    - Department policies and procedures
    - Existing aquatic and recreation program statistics

- Demand for programs, services and facilities

C) COMPETITIVE MARKET ANALYSIS

- Evaluate the key competing facilities located within the identified service area.
- Evaluation of the following topics:
  - Alternative aquatic service providers
  - Facilities and services offered
  - Admission rates and attendance numbers

D) COMPARATIVE ANALYSIS

- Comparison of regional and local participation statistics and trends in order to obtain a unique participation percentage for City.
  - NSGA/NEA standards
  - Potential participation levels

E) MARKET ANAYLSIS

- Segment determination of the following areas:
  - Determination of user groups
  - Impact of user group needs on facility component listing

F) PROGRAMMING

- Identify existing aquatics programs provided in the City and their current enrollment and participation
- Determine the best options for possible programs in the future with consideration given to programs offered in the market area by competitors

G) ALTERNATIVE FACILITIES AND OPERATIONS ASSESSMENT

- Project the net income (loss) for the following alternatives:
  - Operating the pool year-round with a removable dome enclosure
  - Operating the pool year-round with a permanent free standing flexible membrane structure
  - Operating the pool, an extended summer season without a structure
  - Operating the pool, a standard 3 months summer only season
  - Operating the pool as summer only expanded to more of a water park with amenities such as elaborate splash features, climbing wall, inflatables, etc.

H) PUBLIC INPUT

- Obtain community input at public forums
- Obtain community input through social media and on-line tools
- Obtain input from existing and potential user groups

I) OPERATIONS ANALYSIS

- Assess and document the following items regarding the current and future operations of the Roeland Park Aquatic Center:

1) **Attendance estimates**
   - Daily
   - By season
   - By program

2) **Fee structure**
   - Daily fee
   - Memberships, season passes and punch cards
   - Family, corporate, group
   - Rentals

3) **Sources of income**
   - Identify and verify revenue sources, including assigning to summer or winter season
   - Identify grant opportunities for operations and capital
   - Identify private partnership opportunities
   - Identify potential to expand user fees through marketing

4) **Operating cost projects**
   - Review line item budgets
   - Review personnel by position and staffing level needs
   - Contractual services
   - Commodities
   - Capital replacement

5) **Revenue generation projects**
   - Develop a line item accounting
   - Admissions
   - Annual/multiple admissions
   - Programs and services
   - Rentals
   - Other revenue sources

6) **Revenue/expenditure comparisons**
   - Cost recovery level
   - Project recommendations/profitability of components
   - Marketing strategy
   - Program/service considerations

J) TRANSITION PLAN

- Review alternative options for management of pool facility and report the financial implications of each option as well as the pros and cons of each option
- Provide a plan for transitioning to management method selected by City.

K) FINAL REPORT AND RECOMMENDATIONS

- Work in concert with an advisory committee consisting of City and Johnson County Parks & Recreation District ("JCPRD") representatives
- Prepare final report documenting the study
- Present study recommendations and findings to City
- Present capital improvement plans and budget to City
- Present schedule and priorities to City
- Present operational implications to City

II. TERM

The Term of this Agreement shall be six months from the date the agreement is executed.

III. COMPENSATION

The fees for the completion of these services are: $31,100.

IV. OBLIGATIONS OF THE CITY

City, at its own expense, will provide the following:

1. Make available to Consultant on request with reasonable notice, at City's offices, all existing records, maps, plans and other data possessed by the City when such are necessary, advisable or helpful to the Consultant in the prosecution of its work under this Agreement.

2. Designate in writing a person to act as the City's representative with respect to the services to be performed or furnished by the Consultant under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define the City's policies and decisions with respect to the Consultant's services for the Project. In the absence of any such designation, or until such designation is made by City, its City Administrator shall serve as the designated representative.

V. TERMINATION OF THE AGREEMENT

This Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party; provided however, that in any such case, the Consultant,

to the extent not in default, shall be paid for all services actually rendered and all costs reasonably incurred up to the time of termination on the basis of the payment provisions of this Agreement. In all events, the City shall have the right to terminate the services of the Consultant, irrespective of whether the Consultant is default, upon such date as shall be specified in a notice to be delivered in writing to the Consultant. Copies of all completed or partially completed designs, plans, and specifications prepared under this Agreement shall be delivered to the City when, and if, this Agreement is terminated.

VI. COMISSIONS AND FEES

The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon resulting from the award or making of the Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability, or, in the City's discretion, to deduct from the Agreement price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

VII. GENERAL CONSIDERATIONS

1. Ownership of Documents:

The City acknowledges the Consultant's plans and specifications as instruments of professional service. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the City upon completion of the work or as provided above. The City recognizes that new circumstances, not the least of which is the passage of time, may make reuse of such plans and specifications not advisable. If and to the extent necessary for the City's

ownership of such plans and specifications and all other contract documents, Consultant hereby assigns all copyright rights therein to the City and, if, and to the extent such rights are not so assignable, grants an irrevocable exclusive right and license to use thereof by City without payment of any additional compensation.

The instruments of professional service prepared by Consultant are not intended or represented to be suitable for reuse by the City or others on extensions to or modifications of the Project or on any other project. Any reuse or modification without the prior written consent of the Consultant will be at the City's sole risk and without any liability of Consultant. The City agrees, to the fullest extent permitted by law, to indemnify and hold the Consultant harmless from any claim, liability or cost (including reasonable attorneys' fees and defense costs) arising or allegedly arising out of any unauthorized reuse or modification of the instruments of professional service by the City or any person or entity that acquires or obtains the instruments of professional service from or through the City without the written authorization of the Consultant.

The only parties interested in this Agreement are named herein and this Agreement is made without collusion with any person, firm or corporation. No member of the City Council, officer or agent of the City is directly or indirectly financially interested in the Agreement

2. Notices

Any notice required under this Agreement will be in writing, addressed to the appropriated party at the address which appears on the signature page to this Agreement (as modified in writing from item to time by such party) and given personally, by registered or certified mail, return receipt requested, by facsimile or by a nationally recognized overnight courier service. All notices shall be effective upon the date of receipt.

3. Controlling Law

This Agreement is to be governed by the law of the State of Kansas.

VIII. NON-DISCRIMINATION

1. Consultant shall observe the provisions of the Kansas Act Against Discrimination and shall not discriminate against any person in the performance of work under this Agreement because of race, religion, color, sex, disability, national origin, ancestry, sexual orientation, gender identity or military status. Nothing in this Agreement shall be construed to mean that Consultant shall be forced to hire unqualified or incompetent personnel, or discharge qualified or competent personnel. In all solicitations or advertisements for employees, Consultant shall include the phrase "Equal Opportunity Employer" or a similar phrase approved by the Kansas Human Rights Commission.

2. If the manner in which Consultant reports to the Kansas Human Rights Commission fails to comply with the Provisions of K.S.A. 44-1031 and amendments thereto, Consultant shall be deemed to have breached this Agreement and the Agreement may be cancelled, terminated, or suspended, in whole or in part by City.

3. If Consultant is found guilty of violating the Kansas Act Against Discrimination under decision or order of the Kansas Human Rights Commission, and the decision or order becomes final, Consultant shall be deemed to have breached the Agreement and this Agreement may be canceled, terminated or suspended in whole or in part by City.

4. Consultant shall include provisions comparable to paragraph 1, 2, 3, and this paragraph in every subcontract and purchase order so that such provisions will be binding upon each such subcontractor or vender.

5. Notwithstanding anything expressed or implied elsewhere in this Agreement, if City exercises any of its rights under the provisions of the preceding four paragraphs, Consultant shall have no right to recompense or additional payments by reason of such action by City.

6. The provisions of this section shall not apply to an agreement entered into by a Consultant: (1) who employs fewer than four employees during the term of such contract; or (2) whose contracts with the City letting such contract cumulatively total $5,000 or less during the fiscal year of the City.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

Waters Edge Aquatic Design

By _____

Title _____

Address:
11205 W 79th St.
Lenexa, KS 66214

CITY OF ROELAND PARK, KANSAS

By _____

Title _____

Address:
4600 W. 51st Street
Roeland Park, Kansas 66205

ATTEST:

_____
City Clerk

Approved as to form:

_____

City Attorney

Request for Qualifications

Roeland Park Aquatic Center Feasibility Study

City of Roeland Park, Kansas

Information for Respondents

The City of Roeland Park (City) is seeking qualifications for consultants that specialize in aquatic facility operations, maintenance, planning and designing.

Interested consultants should submit an electronic statement of qualifications via email with 'RFQ for Aquatic Feasibility Study' in the subject line by **12:00 p.m. (CST) on March 2, 2018** to:

kmoody@roelandpark.org

Contact Person

Keith Moody, City Administrator

Background

The City is a community of approximately 6,800. It is in northeast Johnson County Kansas, and is part of the contiguous Kansas City metro area.

The Roeland Park Aquatic Center is a cooperative venture between the City of Roeland Park and Johnson County Parks & Recreation Department (JCPRD). JCPRD manages and operates the facility year-round. The current interlocal agreement between JCPRD and the City expires in May 2019, JCPRD has expressed interest in continuing to operate/mange the pool without financial responsibility. JCPRD will be managing and operating the new Shawnee Mission School District Aquatic center, this new facility will influence use of the Roeland Park Aquatic Center particular by competitive swimmers. The Roeland Park Aquatic Center offers programs and activities such as "Learn to Swim" programs for patrons ages six months through adult, youth diving classes, lifeguard training and water exercise programs for our 50 Plus patrons. The facility is also used to train our Kansas City Blazers, the Stingrays summer youth league swim team and the Kansas City Water Polo Team. During the summer season, the facility serves as an outdoor recreational pool as well as training and competition facility.

Currently the aquatic center is within city limits. The facility is located at 4843 Rosewood Drive, Roeland Park, Kansas. The facility consists of bathhouse, a mechanical/filter building and 4 bodies of water – main pool, slide pool vortex pool and toddler pool.

During the summer operating season – May thru August – all 4 bodies of water are available to patrons. During the winter operating season – September April – the main pool is available via an air-support dome.

Over the years numerous projects have been completed. They are, but not limited to, the following:

Facility assessment report – 2006
UV disinfection system addition – 2008
Electrical upgrades for remote pump pits – 2009
Drain cover replacement – 2009
Update facility assessment report – 2011
Heater replacement – 2015
Basin recoating – 2016

During 2018 the following capital improvements are planned:

Replacement of the dome, interior lights and doorways (anticipated by October of 2018)
Replacement/repair of the bulkhead
Repair of main drain valve
Replacing shingles on the two buildings
Repainting of vortex and slide pools
Deck caulking
Repairing vaulted joints in concrete decking
Installation/replacement of shade structures

The following documents are available to the firms as a resource to gain additional understanding of the current operations and facilities:

Ad Hoc Aquatics Committee Report
Intergovernmental Agreement for Aquatic Center Operation
Aquatic Center Financials 2013-2017
Engineering Plans for pool and dome

Scope of Service

Timeline – The City anticipates the process taking as long as 6 months due to the involvement of the Aquatics Committee, holding of public meetings and surveying residents. We ask that a theoretical timeline reflecting your proposed process with milestones accompany your response to this RFQ.

Facility Assessment – As part of this feasibility study the consultants shall update the existing facility assessment, identifying the cost and timeline for maintenance/replacement items.

Service area Identification – To be defined by standard geographies, drive times, concentric radius by miles and/or hand-drawn shapes. Demographic Characteristics & Community Profile - Part of the market analysis will evaluate the demographics of the identified market area including age distribution, income, and ethnicity. The local demographic data will be combined with published nation-wide swimming participation data that are adjusted for regional differences. The combination will provide a user demand for swimming in the market area. Review of existing city facilities, programs and services - Evaluations of the following topics:

- Master plan and existing studies
- Organizational structure and wage scales
- Department policies and procedures
- Existing aquatic and recreation program statistics
- Demand for programs and services and facilities

Competitive Market Analysis - An evaluation of key competing facilities located within the identified service area. Evaluation of the following topics:

- Alternative aquatic service providers
- Facilities and services offered
- Admission rates and attendance numbers

Comparative Analysis - Comparison with regional and local participation statistics and trends which will result in a unique participation percentage for the client.

- NSGA/NEA standards
- Potential participation levels

Market Analysis - Segment determination of the following areas:

- Determination of user groups
- Impact of user group needs on facility component listing

Programming - During this task the team will identify existing aquatics programs provided in the City and their current enrollment and participation. Determine the best options for possible programs in the future with consideration given to programs offered in the market area by competitors. It is these programs that will help define and guide the type and design of future facilities and programs.

Alternative Facilities and Alternative Operations Assessment – The team will project the net income (loss) for the following alternatives:

- Operating the pool year-round with a dome cover.
- Operating the pool year-round with a fixed cover.
- Operating the pool 8 months per year without a cover.
- Operating the pool, a standard 3 months summer only season.
- Operating the pool as summer only expanded to more of a water park with amenities such as elaborate splash features, climbing wall, inflatables, ect.

Public Input - Public input builds consensus and support within the community. This information gives City leaders the insight to know the desires of the community when they are asked to make the important decisions. There are many tools available for collecting community input, we anticipate two public forums to be held as well as an on-line survey to gather public input. The public forums can be held at the Community Center. The survey can be advertised through the local newspaper and by email blast. The team would work with City staff to define the appropriate questions for the survey. To supplement the response, the survey can also be conducted in person at various locations and/or predetermined events.

Operations Analysis - The consultant shall assess and document the following items regarding the current and future operations of the Roeland Park Aquatic Center.

Attendance estimates

- Daily
- By Season
- By program

Fee structure

- Daily fee
- Memberships, season passes and punch cards
- Family, corporate, group
- Rentals

Sources of income

- Identification and verification of revenue sources, including assigning to summer or winter season
- Identify grant opportunities for operations and capital
- Identify private partnership opportunities
- Identify potential to expand user fees through marketing

Operating cost projections

- Review line item budgets
- Review Personnel by position and staffing level needs
- Contractual services
- Commodities
- Capital replacement

Revenue generation projections

- Develop a line item accounting
- Admissions
- Annual/multiple admissions
- Programs and services
- Rentals
- Other revenue sources

Revenue/expenditure comparisons

- Cost recovery level
- Project recommendations/profitability of components
- Marketing strategy
- Program/service considerations

Final Report and Recommendations – The consultant will work in concert with an advisory committee consisting of City and JCPRD representatives. A final report will be prepared documenting the study. The study recommendations will be presented along with a capital improvements plan and budget, implementation schedule and priorities, and operational implications. The team will present the findings and recommendations to the City.

RFQ Submittal Document:

The submittal shall provide identify the firm's experience with relevant projects. Provide an explanation of how each of the Scope of Service elements above will be approached/addressed by the firm. Include resumes for the team that will work on the project and identify the project manager. We also ask that you include an estimated fee (or fee range) for the scope as described above.

waters edge
AQUATIC DESIGN

Statement of Qualifications

Roeland Park Aquatic Center Feasibility Study

ROELAND PARK
est 1951

March 2nd, 2018

waters edge
AQUATIC DESIGN

March 2nd, 2018

Keith Moody,
City Administrator
The City of Roeland Park

Re: Statement of Qualifications (RFQ)

Dear Mr. Moody:

We greatly appreciate the opportunity to submit our qualifications as the City of Roeland Park, KS explores options for the facility operations for the Roeland Park Aquatic Center. Waters Edge Aquatic Design understands the tremendous impact an aquatics facility can have on a community and the importance of the ongoing analysis of aquatic trends to ensure the facility remains dedicated to the community it serves.

Our aquatics experience began more than 40 years ago and we understand what works in the aquatic industry. Waters Edge is uniquely qualified for this project due to our experience in conducting feasibility studies and master plan studies for aquatic facilities, as well as our history of successful projects. Our qualified staff will work as an integrated part of the team to complete the scope of the project, and provide reports and recommendations that are focused and actionable.

Waters Edge offers a comprehensive and well-rounded team with the expertise and experience necessary for completion of the Roeland Park Aquatic Center Feasibility Study. Our team is uniquely formed with former aquatics directors, former aquatic program administrators, innovative designers and engineers with advanced degrees in a variety of aquatic fields. With this blend of experience, we are able to offer forward-thinking review processes with viewpoints from multiple disciplines.

We value community and agency partners. To show this, we work closely with the project team and the community to create an outcome that best fits the goals and needs of each stakeholder. We do not use cookie-cutter concepts and processes. Rather, we determine preferences, and ultimately action plans, based on project goals, site considerations, programming needs, and operational requirements. We use all of this information to create cost estimates, comparative analysis and operational feasibility studies. We strive for excellence and will ensure that you receive the best value and delivery of services in a prompt and cohesive manner.

At the end of the day Roeland Park deserves a team with a track record of successful performance; one with a passion that brings a creative collaborative attitude, and who understands the importance of the small details while listening to your needs. Aquatics are our passion and innovation is our drive. Our success is a direct correlation to our belief that your desires are not only unique, but are the key in unlocking the project success you want and deserve. Our team is both enthusiastic and honored to be given this opportunity to work with the City of Roeland Park.

Sincerely,

Jeff Bartley
Principal
jbartley@wedesignpools.com

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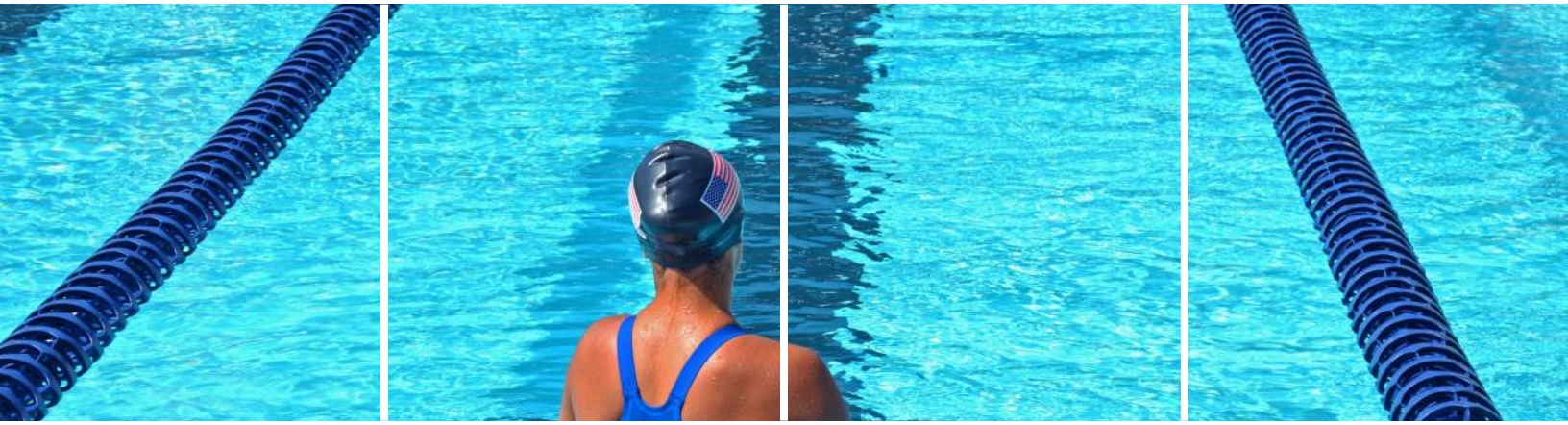

Letter of Interest

Firm Overview

Resumes of Team Members

Related Experience

Project Understanding & Approach

References

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2. FIRM OVERVIEW

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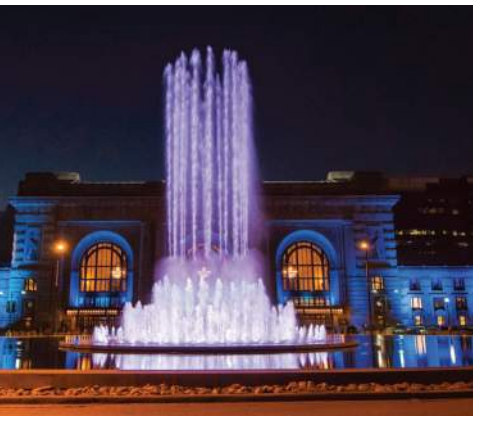

Firm Overview

Waters Edge Aquatic Design, is an aquatic engineering firm with decades of award winning aquatic planning and design experience. We specialize in the evaluation, planning, and design of aquatic centers, natatoriums, water parks, fountains, and spray grounds. We focus on creating visually stunning, energy efficient, sustainable aquatic facilities that are also functional and easy to operate.

With a diverse team of licensed engineers, experienced designers, knowledgeable project managers, former aquatics directors, USA Swimming national program administrators and lifeguards, we are able to provide a distinct insight and a properly executed plan. Our expertise and experience allow us to review every concept with a detailed approach and an operator's perspective. Providing the opportunity for each facility to become more efficient and strategically planned.

We believe that every project is unique to its community and site; therefore, we understand each aquatic project deserves an equally unique solution. We do not approach projects with a one-size-fits-all model. Instead, we incorporate community history and preferences, user-group and programing needs, budget, and the goals of the City to create a project that is individually tailored.

To us, water is a form of art that adds excitement to life, which is why we are in the aquatics business. Since its founding, our firm's portfolio has grown to encompass every type of project imaginable, but our philosophy remains the same: a commitment to helping communities grow and prosper through the unique design of tailored, dream-like aquatic features & facilities.

AQUATIC PROJECTS

590

AQUATIC AWARDS

19

...AND COUNTING...

What Sets Us Apart

Teamwork

Our staff is in constant collaboration, which benefits the overall project team. We understand that last minute situations arise, and we contribute positively to their timely resolution. Quick and accurate response is our standard practice.

Listening & Understanding

Listening to the City's requirements and needs for the project is not only an important step, but the foundation for creating ideas and making decisions that serve the City and the project. Through active listening and information gathering, we are able to take what we have heard and understand, and move forward with implementation in a manner that is in service to your project.

Efficiency of Design

Efficiency of design is critical for the bottom line, including the demand for hiring, staffing, and scheduling. We have built-in processes during each phase of our project approach, that allows for the designing of facilities that take these areas into account; utilizing different disciplines and perspectives to ensure the facility design is operationally efficient and sustainable.

Life Cycle Operating Costs

Successful planning for aquatic facilities, and the ongoing success of operating those facilities, includes feasibility studies. By looking at initial capital investment, and what it costs to operate and maintain a facility, we can then plan what type and amount of revenue could and should be expected to be produced. The same life cycle operating analysis applies to the systems and products that are incorporated into the project. All systems, materials and products are analyzed on the initial cost, as well as the maintenance costs and efforts, and life expectancy. Cost recovery and planning ahead for projected costs and revenues allows cities and their facilities to keep their promise of financial integrity and maintain the trust of its constituents.

Education of Product Choice

It is our approach to begin every new project individually geared towards creating a successful and unique end result. Researching product options begins with us, which will involve looking at specifications, requirements, durability, cost, and usefulness factors. This information is then shared with the team in a clear and easy to understand manner in order to provide education on the options. It is our experience that there are rarely individual products and systems that are consistently the best choice for every project. We do not sell or push systems and products, as we do not have a benefit or financial advantage with any manufacturer or supplier. We put the work in to offer options that are a fit for your project, and we are dedicated to offering options that benefit the communities we serve.

Innovative Products

Integrating innovative ideas and products is an important element when creating a facility that is unique and distinct. By developing and maintaining professional contacts and relationships with a multitude of companies who provide goods and services, and by not aligning with any one product selection, our team is able to keep track of trends and new products. Innovation comes with open communication plus discovery, and we are the partner to navigate this fun-filled process.

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3. RESUMES OF TEAM MEMBERS

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Project Manager - Operations Analyst
Lauren Ozburn

Education
BA | Psychology | University of Kansas, Lawrence, KS

Certifications
Aquatic Facility Operator (AFO)
Certified Parks and Recreation Professional (CPRP)
CPR/AED & First Aid Instructor - *StarGuard*
Emergency Medical Technician (EMT)
Lifeguard Instructor - *StarGuard*

Community Involvement
Johnson County Crypto Task Force
Kansas City Metro Aquatics Council
Kansas City Metro Programmers Group
Kansas Recreation and Parks Association, Aquatics Branch
Kansas Recreation and Parks Association, Professional Development
Former President of the Johnson County Swim and Dive League

Lauren Ozburn joined the Waters Edge Aquatic Design team after 17 years in the public sector. Her immersion into the aquatics industry started when she became a Lifeguard at the age of 15. This lead to her becoming a Swim Lesson Instructor, Head Lifeguard, Swim Lesson Coordinator, Pool Manager, and an Assistant Building Supervisor for a large community center. She then moved on to become a Recreation Supervisor with a specialty in aquatics, working in both the recreation and aquatics divisions. Throughout her career, Lauren has developed extensive knowledge of facility operations and programming. She works to inspire, and think critically on, aquatic facility planning and design, with the focus on being an engaged advocate for the strategic growth and support of communities through recreation.

Experience of Note:

Recreation Supervisor, Aquatics | City of Lenexa, KS

Facility and staff management
Lead and supervised outdoor aquatic centers, & indoor aquatic facility. Managed concession operations, pool pass sales & retention, marketing & contract execution, O&M, SOP, & EAP creation. Recruited, hired & trained over 200 seasonal, variable, and part-time employees.

Budget and finance
Managed seven budget accounts, totaling $1.13 million. Responsible for budget planning, justification, & tracking, including purchasing & reconciliation.

Programming
Created & implemented recreation and aquatic programs, activities & special events. Served over 200 athletes on the swim and dive team, 900 summer participants in swim & dive lessons, & 1,200 indoor swim lesson participants annually in aquatic programming.

Aquatics/Recreation Supervisor | City of Bonner Springs, KS
Lead and supervised outdoor aquatic center, including budget management, concession and maintenance operations, pool pass sales and retention, and policy creation. Recruited, hired & trained over 50 seasonal employees. Coordinated recreation and aquatic programs, activities and special events.

Waters Edge Project Roles

Concept and design review
Full facility operations analysis
Program and activity development
Staffing plans & process review
Budget development, planning expenditure, & revenue sources
Community marketing, communications, & outreach
Agency and community needs assessments
Owner support & engagement

Analyst + Emphasis Programming

Harriett Gunderson

Education

BA | Spanish | Cornell College, Mount Vernon, Iowa

Former Certifications

Certified Lifeguard - *YMCA, American Red Cross, Ellis & Associates*
Certified Lifeguard Instructor - *American Red Cross*
CPR/AED & First Aid Instructor - *American Red Cross*
Certified Swim Lesson Instructor - *YMCA, American Red Cross*

Community Involvement

Kansas City Metro Aquatics Council

Harriett Gunderson joined Waters Edge Aquatic Design in 2017. She brings with her an enormous amount of aquatic operations and programming experience. Her love for aquatics started at a young age when she began competitively swimming at the age of 5 and started her career in the aquatics industry as a lifeguard at the age of 16. During this time she earned multiple lifeguarding and instructor certifications, and gained an unparalleled understanding which lead her to the role of Aquatics Director. Harriett's knowledge and previous responsibilities, provide an advantage when planning and programming facilities. With over 13+ years of aquatic experience she is a strong asset to the Water's Edge Team, and the communities that they serve.

Experience of Note:

USA Swimming Foundation & USA Swimming | Colorado Springs, CO

Make A Splash Initiative
Managed national swimming and water safety campaign

Annual $300k Grant Program
Reviewed 150+ applicants & managed 50+ awards and grants issued annually

Regional Education & Networking
Planned and executed speaker summits
Recruited & trained 700+ partners & 100+ volunteers
Managed & created social media content for website & newsletter
Annual national event with Olympic Ambassadors

YMCA of Greater Kansas City | Kansas City, MO

Program Director
Supervised all program staff and community programs
Managed program budget & collaborated with the Executive Director on programs

Program Coordinator
Managed marketing of community programs, conducted in-service staff trainings

Instructor & Lifeguard
Designed and taught swim lessons of all ages
Reported progress & feedback to participants & parents
Maintained proper training, enforced rules and safety protocols

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Principal
Jeff Bartley, PE, LEED AP

Education

Master of Civil Engineering | The University of Kansas, Lawrence, KS
Emphasis in Water Resources/Hydraulics
BS | Civil Engineering - The University of Kansas

Registrations

Professional Engineer (PE): *Kansas, Missouri, Illinois, Oklahoma, Minnesota, Hawaii, Iowa, New Mexico, South Dakota, Nebraska, Virginia, Maine, Texas, Pennsylvania, Louisiana, Colorado, Florida, Arkansas*

National Council of Examiners for Engineering and Surveying (N.C.E.E.S.)

Professional Certifications

LEED Accredited Professional, Green Building Certification Institute,
National Swimming Pool Foundation, Certified Pool Operator
Illinois Swimming Facility Professional Engineer - IDPH

Jeff Bartley has over 25 years of experience in the aquatic design and consulting field, providing him the knowledge and skills necessary to lead aquatic projects. Jeff takes great pride in directing all aspects of planning, design, construction administration, and operator training of aquatic facilities. He is committed to designing tailored, energy-efficient, and sustainable facilities that optimize the site and budget, and exceed client expectations and goals.

Jeff has extensive technical knowledge of water modeling due to his graduate studies at the University of Kansas in hydraulics and water resources. During this time, Jeff conducted research studies in water flow modeling and taught a lab for water resources design to undergraduate students.

Jeff's research and project experience have given him the tools to understand the technical design aspects, as well as the planning issues involved with the unique challenges of creating remarkable aquatic facilities.

Projects of Note

Sabetha Aquatic Center*
outdoor aquatic center
Sabetha, Kansas

Hesston Aquatic Center*
outdoor aquatic center
Hesston, Kansas

Shawnee Splash Waterpark*
outdoor renovation & spray ground
2016 Dream Design Award
Shawnee, Oklahoma

Blue Valley Recreation Center
indoor aquatic center
Overland Park, Kansas

R-7 Aquatic Center*
indoor high school natatorium
Lee's Summit, Missouri

Chilli Bay Water Park
outdoor renovation
Chillicothe, Missouri

Schifferdecker Aquatic Center*
outdoor aquatic center
2014 Dream Design Award
Joplin, Missouri

The Falls Aquatic Center*
outdoor aquatic center &
sprayground
Cedar Falls, Iowa

Northview & Cico Community Pools
aquatic master plan
1 indoor and 2 outdoor facilities
Manhattan, KS

Dodge City, Kansas*
aquatic master plan
outdoor and indoor facilities
feasibility study

Matt Ross Community Center
indoor aquatic center
Overland Park, KS

Pawnee Plunge Expansion
lap pool and FlowRider additions
Columbus, Nebraska

**Projects included Feasibility Study*

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Engineer
Michael Fisher, PE

Education

BS | Civil Engineering
The University of Missouri - Columbia, Missouri

Registrations

Professional Engineer (PE): *Kansas, Missouri, Iowa*

National Council of Examiners for Engineering and Surveying (N.C.E.E.S.)

Professional Training

Trained Pool Operator

Michael understands that both high quality customer service and products are extremely important to his clients. He also realizes that maintaining the project budget and schedule is necessary for his clients to achieve their overall goals. He has continually demonstrated that innovation and creativity can be applied in practical designs without increasing costs or extending schedules.

Michael is recognized by his peers, clients, and contractors as being thorough and having a notable attention to detail in both the design and construction phases. Due to an improved awareness and attention to construction efforts, he has seen an overall substantial increase in construction quality.

Projects of Note

Hampton Aquatic Center
new outdoor aquatic center
Hampton, Iowa

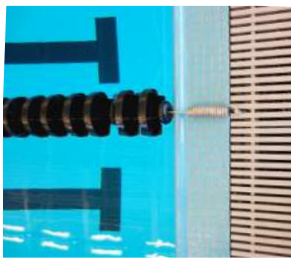
Garner Aquatic Center
new outdoor aquatic center
Garner, Iowa

Vivion Road Outdoor Aquatics
outdoor pool/mechanical renovation
Kansas City, Missouri

Trail Point Aquatics & Wellness Center
new indoor competitve pool
and indoor therapy pool
Ankeny, Iowa

Winterset Aquatic Center
new outdoor aquatic center
Winterset, Iowa

Chilli Bay Water Park
outdoor renovation
Chillicothe, Missouri



Eldora Community Pool
outdoor community pool
Eldora, Iowa

Wellmark YMCA - Prairie Meadows
new competitive swimming pools
Des Moines, Iowa

Waukee Family YMCA
new indoor pool
Waukee, Iowa

Glenwood and Wintersmith*
two outdoor aquatic centers
Ada, Oklahoma

The Bay Waterpark*
outdoor waterpark
Kansas City, MO

Odessa Aquatic Center
outdoor aquatic center
Odessa, Missouri

**Projects included Feasibility Study*

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4. RELATED EXPERIENCE

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Our Aquatic Experience

We genuinely care about our clients and the communities they serve. We are passionate about taking a unique approach to each project and creating innovative solutions that please the communities. Below is a sampling of projects completed in the last 10 years. We feel this list coupled with our strong list of references affirms our ability to successfully complete both the planning and implementation phases of your aquatic project. ***Projects listed in bold with asterisk evolved from feasibility studies/master plans conducted with Waters Edge****

CURRENTLY UNDER DEVELOPMENT

- ***Norman, OK - Outdoor Waterpark****
- ***Hesston, KS - Outdoor Aquatic Center****
- Monett, MO - Outdoor Aquatic Center
- Guardian Angel Training Center - Patrick Air Force Base
- Sioux Center, IA - Addition to Existing Aquatic Center
- Shawnee Mission, KS - BE Smith Children's Center SMMC

SUCCESSFULLY COMPLETED PROJECTS

- Brookfield, MO - Outdoor Aquatic Center
- ***Sabetha, KS - Outdoor Aquatic Center****
- Story City, IA - Outdoor Aquatic Center
- ***Ada, OK - Glenwood Aquatic Center****
- Ankeny, IA - DMACC Natatorium
- Des Moines, IA - Wellmark YMCA
- ***Dodge City, KS - Outdoor Waterpark****
- ***Garden City, KS - Indoor Waterpark****
- Kansas City, MO - Linwood YMCA
- Nora Springs, IA - Outdoor Aquatic Center
- Wichita, KS - Country Club Outdoor Pool
- Wichita, KS - YMCA Outdoor Addition
- ***Ada, OK - Winterset Aquatic Center****
- ***Moore, OK - Outdoor Aquatic Center****
- Kansas City, MO - Zoo Orangutan exhibit water feature
- Westminster, CO - Indoor pool remediation
- Yankton, SD - Meridian Bridge Plaza water feature
- Columbus, NE - Pawnee Plunge expansion
- ***Shawnee, OK - Shawnee Splash Waterpark****
- Lansing, KS - High School competitive pool
- Midwest City, OK - Renovation of Rose State College facility
- Wellington, TX - Community Aquatic Center
- Kansas City, MO - The Bay Water Park & FlowRider expansion
- Wentzville, MO - Splash Station Aquatic Center
- Eldora, IA – Eldora Aquatic Center
- ***Waterloo, IA – Cedar Valley SportsPlex****
- Chillicothe, MO – Chilli Bay Water Park
- ***Joplin, Missouri - Schifferdecker Aquatic Center****
- Indianola, IA - Wellness Center Indoor Pool
- ***Kansas City, MO - The Bay Aquatic Water Park****
- Lenexa, KS - Flat Rock Creek Pool Improvements
- ***Marshalltown, IA – Marshalltown Aquatic Center****
- ***Cedar Falls, IA – The Falls Aquatic Center****
- Kansas City, MO – Shoal Creek Valley Aquatic Center
- Austin, TX – Texas State School for the Blind
- Springfield, MO – Grant Beach Pool Improvements
- Manhattan, KS - CiCo Pool Expansion
- Manhattan KS - Northview Aquatic Center
- Pella, IA – Natatorium Renovation
- ***Ankeny, IA – Cascade Falls Water Park****
- ***Ames, IA – Furman Outdoor Aquatic Center****
- Lenexa, KS – Lakeview Village Indoor Pool
- Stuart, IA – Family Aquatic Center
- ***Fort Dodge, IA – Rosedale Rapids Aquatic Center****
- Vandalia, MO – Vandalia Aquatic Center
- ***Pella, IA – Pella Aquatic Center****
- Lyons, KS – Outdoor Aquatic Center
- Springfield, MO – Silver Springs Pool Improvements
- ***Olathe, KS – Black Bob Bay Aquatic Center****
- Topeka, KS – Capitol Federal Natatorium Expansion
- Hampton, IA – Aquatic Center
- Moberly, MO – Outdoor Aquatic Center
- Odessa, MO – Outdoor Aquatic Center
- Corning, IA – Family Aquatic Center
- Algona, IA – Family YMCA Indoor Pool
- Topeka, KS – Capital Federal Natatorium Expansion
- ***Gladstone, MO – Gladstone Community Center****
- Clive, IA – YMCA Healthy Living Center (Indoor Pools)
- Urbandale, IA – Indoor Pool Renovation
- ***Topeka, KS – Shawnee North Aquatic Center****
- Ardmore, OK – Chickasaw Nation Wellness Center Indoor Pool
- ***Sioux Falls, SD – Drake Springs Aquatic Center****
- Waukee, IA – Family YMCA Indoor Pools
- ***Lee's Summit, MO – R-7 Schools Indoor Aquatic Center****

Aquatics International Dream Design Awards

Aquatics International is a publication dedicated exclusively for the aquatics industry. Every year they celebrate what they identify as industry leading aquatic designs. Each of our designs below were honored with the Dream Design Award various years.

Long Branch Lagoon - Dodge City, Kansas

Black Bob Bay
Olathe, Kansas

Shawnee Splash Waterpark
Shawnee, Oklahoma

Schifferdecker Aquatic Center
Joplin, Missouri

R-7 Aquatic Center
Lee's Summit, Missouri

Waukee YMCA
Waukee, Iowa

Shawnee County Aquatic Center
Topeka, Kansas

Cascade Falls Aquatic Center
Ankeny, Iowa

Gladstone Community Center
Gladstone, Missouri

Furman Aquatic Center
Ames, Iowa

Pella Aquatic Center
Pella, Iowa

Oleson Park Spray ground
Fort Dodge, Iowa

Rock River Rapids
Derby, Kansas

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Dodge City, Kansas

Long Branch Lagoon Waterpark

Signature Aquatic Features

- Zero-depth entry
- 8-lane 50-meter competition lap/diving pool
- 700 ft lazy river with waves
- Drop slide
- Family slide
- 3 large feature slides
- Interactive play structure
- Rockscaping with waterfalls
- Sprays
- Wave pool
- Diving
- Rockscaping

After more than 10 years of pool planning for the City of Dodge City, Waters Edge began designing a new outdoor aquatic park. The pool site is in Wright Park, a major park located just south of the downtown area. A previous pool was built at the same site location, but became a detention basin along the Arkansas River.

Long Branch Lagoon features a four pool design, consisting of a 50 meter competition pool, a lazy river with an integrated wave pool, and a shallow water leisure pool. Each pool is packed with exciting aquatic features, including rockscaping with waterfalls, various water slides, playful sprays, deep water diving, climbing walls, and a large interactive play structure with a dumping bucket.

Project Reference

For more information regarding this project, please contact:

Ray Slatterly, Director of Engineering Services
(620) 225-8106
rays@dodgecity.org

2017 *Aquatics International* Dream Design Award
2017 *APWA - Kansas (American Public Works Association)* Project of the Year
2016 *ACEC - Kansas (American Council of Engineering Companies)* 1st Place Public Improvement Project

Let's not forget the Boomerango feature water slide, which is the first of it's kind in the region and is a major attraction for thrill-seekers! Additionally, the facility includes a raised sun deck area great for sunbathing while viewing the park, a large concessions, a stage area for performances, and a western/prairie theme that serve to further enhance the experience of it's patrons.

Quick Facts

Cost: *$14 Million*

Acreage: *3.6 Acres*

Project Completion: *May 2016*

Publications / Features

Athletic Business
Aquatic Design Portfolio - January/February 2018

Parks & Rec Business
A Pioneer Project: A Waterpark in the Frontier of the Old West - July 2017

Aquatics International
Dream Designs 2017 - July/August 2017

World Waterpark Magazine
Why Not A Waterpark - July/August 2016

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Shawnee, Oklahoma

Shawnee Splash Waterpark

Signature Aquatic Features

- Zero-depth entry
- 1 and 3 meter diving
- Log roll
- 2 Climbing walls
- Current Channel
- Inter active play structure with dumping bucket
- Water bench with shade
- Underwater bench
- Body slide
- Family slide
- Spray ground

Waters Edge Engineers provided the city of Shawnee, OK, with a feasibility study of the existing WPA pool which was built in the 1930's. Like many communities, the leaders of Shawnee wanted to provide the citizens with a modern aquatic center, but do so as financially efficient as possible. Many options were studied, which ranged from simple renovations to complete replacement. The results of the study allowed the city to save portions of the bathhouse and the diving well structure, which allotted more of the budget to modern aquatic play features

Since the existing diving basin was too shallow for one-meter and three-meter diving, Waters Edge designers took an unusual approach to deepening the pool by raising the walls and surrounding the deck of the swimming pool. The end result is a very unique elevated diving well with a cascading water fall along the entire face of the pool.

Project Reference

For more information regarding this project, please contact:

James Bryce, Director of Operations
(405) 878-1529
jbryce@shawneeok.org

2016 *Aquatics International* Dream Design Award

The facility also complements the surrounding park by providing a spray ground and concession area that can be utilized during events in the park, with a unique barrier fence approach. Including hosting swim meets as well as recreational activities.

The project also restored the appearance of the bathhouse closer to its original 1930's appearance. Which was important in keeping with part of the historical significance to the park.

The City was excited with Waters Edge ability to design a modern and unique park while still remaining to salvage the original history and enjoyment the park has brought, and continues to bring to Shawnee over the years.

Publications / Features

Aquatics International
Dream Design 2016 - July/August 2016

Quick Facts

Cost: *$3.7 Million*

Acreage: *2.74 acres*

Project Completion: *June 2015*

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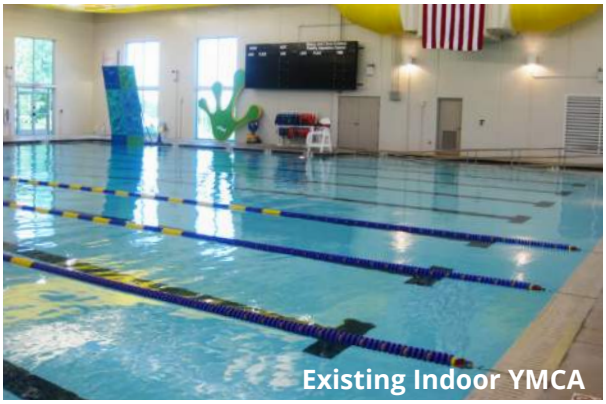
Monett, Missouri

Outdoor Aquatic Center Addition to Indoor YMCA



Signature Aquatic Features

- Zero-depth entry
- 10-lane, 25-yard lap pool
- Underwater bubblers
- Water bench with sunshade
- Drop slide
- Family slide
- 2 large feature slides
- Water tower spray feature
- Cabanas
- Grill area
- Concession area

The City of Monett was operating an outdoor pool with YMCA assistance since 2004. The existing outdoor pool was built in 1964, with a renovation in 1998 and was in poor condition. Knowing this a pool planning committee was established. A previous pool study was done 1997 prior to the City hiring Waters Edge to evaluate and prepare a current and more relevant pool study.

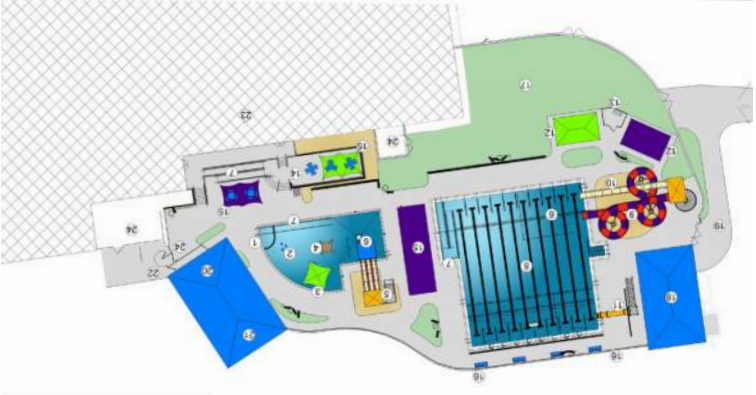
Waters Edge conducted an evaluation prior to planning and design. Creating a summary of their findings as well as multiple options for the city ranging from a basic renovation and extending the life of the current outdoor pool, to an enhanced renovations, and finally a new facility. During this time while working with the City staff as well as the community newsletters, social media campaigns, and surveys were created to gather feedback and work towards an ideal design.

Project Reference

For more information regarding this project, please contact:

Dennis, Pyle, City Administrator
(417) 235-3355
dpyle@cityofmonett.com

Currently Under Construction Opening Summer 2018



Upon receiving feedback, a new facility was the ideal solution for Monett. A proposed location attached to the existing indoor YMCA facility was chosen and Waters Edge worked through the conceptual and design phases.

Realistic 3D Renderings were created to help the City promote the new aquatic center, including a large billboard sign of the new park. The outdoor center will feature two new pools, a competition 25 meter lap pool with multiple deep and shallow water slides as well as a shallow rec pool. The shallow rec pool includes an ADA entry ramp as well as, a shaded water bench, a tall water tower feature and a family slide.

The facility is currently under construction and is scheduled to open Summer of 2018.

Fun Facts

How about a Billboard Display!
To help promote the new facility the City of Monett hired Waters Edge to create a realistic 3D Rendering of the project on the site. They used the image to display the new facility along the adjacent highway billboard, during construction for all passing by to see!

Quick Facts

Cost: *$3.2 Million*

Acreage: *1 acre*

Project Scheduled Completion: *Summer 2018*

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Kansas City, Missouri
The Bay Water Park

Signature Aquatic Features

- Zero-depth entry
- 2 raft water slides
- Swirl bowl slide
- Family slide
- Interactive play structure
- Spray features
- Lazy river with waves and waterfall
- Basketball goal
- Floatables
- 6-lane, 25 yard lap pool
- Learners platform

Waters Edge was pleased to provide comprehensive planning, design, and construction administration for a modern water park for the city of Kansas City, Missouri. Working closely with the community, stakeholders from multiple arenas were actively engaged in the design process and amenity selection.

The aquatic park was planned and developed to be a family-friendly facility and provide water recreation to surrounding areas as well. This modern park caters to all age groups with an array of features including various large slides integrated into a lazy river, as well as a zero depth entry shallow pool fitted with various sprays and a play structure. The recreational lap pool is also usually full of families on a hot summer day wanting to lounge in the open swim area.

Project Reference

For more information regarding this project, please contact:

Mark L. McHenry, Parks and Recreation Director
(816) 513-7503
Mark.McHenry@kcmo.org

In 2013 Waters Edge was again commissioned by the city for the planning and design of a FlowRider wave simulation machine addition. The new and extremely popular amenity opened the summer of 2014. Adding an exciting new element to the already unique park. Waters Edge staff even had to test out the machine and try their hand at surfing on dry land.

Publications / Features

World Waterpark Magazine
Keeping the Heat at Bay - July/August 2012

Quick Facts

Cost: *$7.3 Million*

Acreage: *3 acres*

Final Project Completion: *Summer 2014*

Phase I Waterpark: Summer 2012
Phase II FlowRider Addition: Summer 2014

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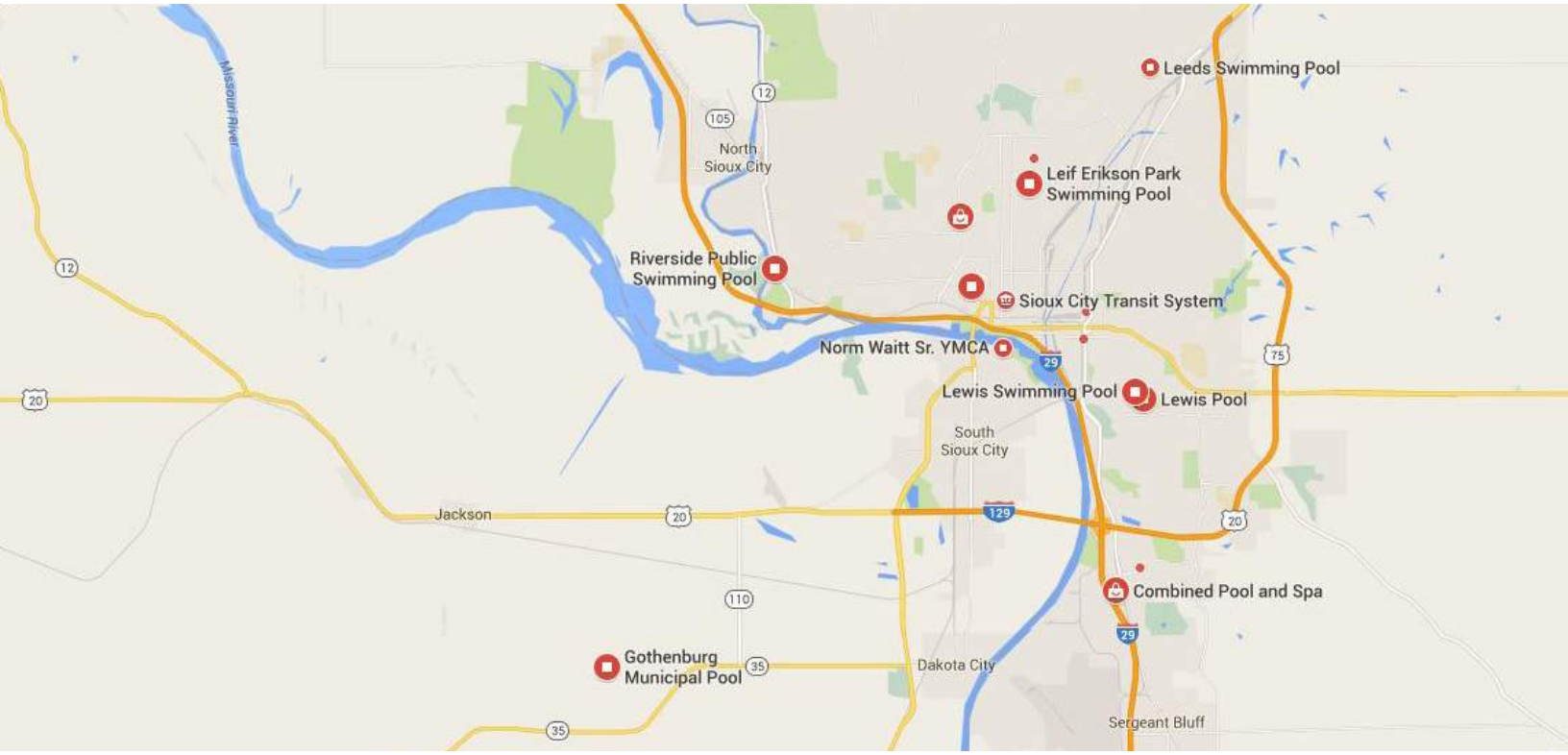
Sioux City, IA

Sioux City Aquatic Master Plan



Located along the Missouri River in Northwest Iowa, Sioux City operates five outdoor pools. Their pool operations were declining, resulting in a collective subsidy increase. Attendance at three of the pools were very low, prompting questions about possible pool closures. Waters Edge was chosen by Sioux City to evaluate the current pools and review their operations.

We began the project by holding public meetings in each pool's neighborhood. As one might expect, proponents for each pool attended the meetings not wanting to lose their pool. Patrons requested lower fees, more programs and longer hours. The availability of lifeguards became a key issue of discussion.

We identified a physical problems with a few of the pools and repair/renovation costs were provided. The final report recommended closing two pools and enhancing the remaining three pools. Building a new water park was the final recommendation. This would be located in a growing area without easy access to any of the existing pools.

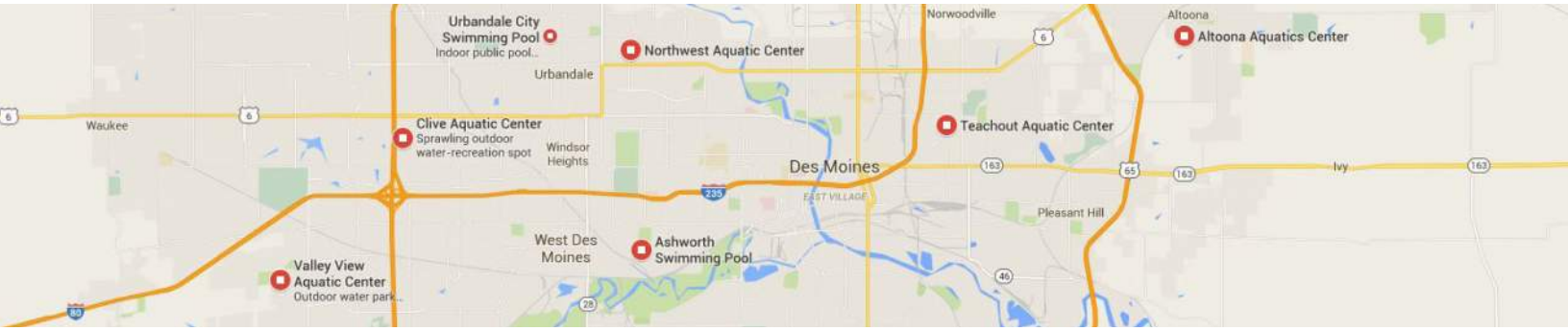
Project Reference

For more information regarding this project, please contact:

Matt Salvatore
Parks & Recreation Director
(712) 279-6109

Des Moines, Iowa

Aquatic Master Plan



The City of Des Moines currently operates five aquatic facilities. Two of those facilities, Ashworth Pool and Birdland, are older traditional pools with deep water, lap swimming, and separate wading pool areas. The other three facilities (Teachout, Nahas, and Northwest) were either constructed new or renovated in the 1990's. Those three followed a common trend in the early 1990's, which was to remove deep water diving, minimize lap pool areas, and to add sand play areas.

Waters Edge Aquatic Design was retained to evaluate the existing facilities and also conduct an overall master plan for aquatic facilities operated by the City. The intent of the report was to give City leaders information they need to choose the future path for the five aquatic facilities. Options presented in the report ranged from maintaining the status quo, to full replacement of the facilities. In the end, Water's Edge provided recommendations to meet the expressed goals of the City-along with available funding.

We determined that each of the five facilities were appropriately located in separate and distinct service areas, and also provided specific programs to meet the needs of their individual constituents. Therefore, there was merit to continuing to operate each facility, with improvements to enhance the experience and result in higher attendance.

Recommendations

- Making modest improvements to the Ashworth Pool – maintaining its character of serving older kids and swim teams. Improvements recommended focused on enhancing the experience for older kids with higher adventure aquatic activities (climbing wall, speed slides)
- Preservation of the competitive swimming character of Birdland Pool, with the addition of enhanced shallow water play area and shaded lounging spaces to better serve the families in the area
- Expanding the Teachout and Northwest Aquatic Centers to include a wider variety of aquatic activities (such as lazy rivers), but also to add back in traditional components that have been missed since their removal in the 1990's (lap area and diving)
- Expansion of the Nahas Aquatic Center with water park features to convert the facility to a more regional-serving aquatic park for the southeast Des Moines metro area.

Since the time of the report in 2005, Waters Edge has continued to consult the city – adapting to new criteria and conditions. Each time considering new approaches and thoughts, such as closing each of the five facilities and constructing three new facilities with the effort focused on providing three more regional-focused aquatic parks that have more efficient operations.

Project Reference

For more information regarding this project, please contact:

Kevin Moran
Senior Park Planner
(515) 248-6357

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5. PROJECT UNDERSTANDING & APPROACH

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Project Understanding

Roeland Park Aquatic Center

The City of Roeland Park, Kansas is home to the Roeland Park Aquatic Center, an aquatics venue that is well-known in the Kansas City metropolitan area. From competitive and recreational swim team, to swim and dive lessons, to lifeguard training and exercise classes, to water polo, to Super Pass participation, Roeland Park Aquatic Center has been involved in the Johnson County aquatics scene since 1997.

With elements including long-course and short-course swimming options, zero-depth entry, a 1-meter and 3-meter diving board, slides, and a youth pool. One of the most iconic elements that is affiliated with the Roeland Park Aquatic Center is the air-supported dome, which allows for year-round swimming in the main pool from September to May, giving it the nickname “The Dome” from the local Johnson County community.

Since opening in 1997, the City of Roeland Park and the Johnson County Parks and Recreation District (JCPRD) have been in an interlocal agreement, which permitted JCPRD to operate and manage the facility, with a shared responsibility for covering the operating loss. With this agreement expiring in May 2019, the City will soon be solely responsible for covering the operating loss at 100%. This change in financial responsibility and operation, in addition to ongoing maintenance considerations, has led the City to conduct a feasibility study to analyze existing operating conditions and determine viability of operations moving forward.

The City has provided the following documents as additional resources to gain an understanding of the current operations and facilities:

- Ad Hoc Committee Report
- Intergovernmental Agreement for Aquatic Center Operations
- Aquatic Center Financials 2013- 2017
- Engineering Plans for Pool and Dome

Successful planning for public aquatic facilities relies on a collaborative process that includes understanding what you have, listening to what the citizens want, and offering options and recommendations to meet the collective aquatic needs. The intent of this study is to provide informed recommendations and a reasonable rationale for making improvements to the facility. This will be done through comprehensive review of the operations, including the physical facility assessment. The project goal is to offer recommendations that can be used for long-term planning and recommendations for immediate operational improvements.

Project Approach

THE INITIAL STEPS

An effective pool study incorporates a variety of evaluations, areas for analysis, and method for collecting information and data to make well informed decisions and recommendations.

The project approach can be broken down into three major steps:

Step 1

Facility Evaluation

- **Listening and understand your project goals.**
- **Gather information from you, including your goals as well as struggles**
- **Evaluate your existing facility & operational elements**

Step 2

Public Input

- **Public forums & survey**
- **Preliminary report**

Step 3

Recommendation & Final Report

- **Summarize previous steps & provide you with an opportunity to review & help develop the final report.**
- **Final report & recommendations**
- **City presentation**

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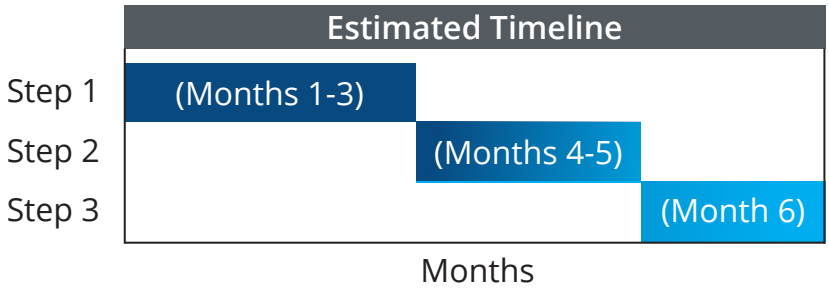
Project Scope

Timeline: 6 Months

It is anticipated that The Roeland Park Aquatic Center Feasibility Study will take up to six (6) months to complete. A general timeline is provided to understand the process of conducting the feasibility study.



Step 1 - Facility Evaluation (Months 1-3):

- Meet with City staff & facility operators to understand current facility status, goals & collect internal feedback
- Evaluate existing facility operations
- Review of existing facilities
- Facility assessment
- Service area identification
- Competitive market analysis
- Comparative analysis
- Programming
- Alternative facilities and alternative options assessment
- Operations analysis

Step 2 - Public Input (Months 4-5):

- Public forum #1
- Preliminary report
- Public forum #2

Step 3 - Recommendation & Final Report (Month 6):

- Complete recommendations and final report
- Present findings and recommendations to the City

Project Scope

Facility Assessment

To begin your facility evaluation, it begins with understanding your goals. It is important that we listen to your operating staff describe their challenges and frustrations, as well as reach out to the community for their feedback on your current facilities. During the facility evaluation, we will review the original design drawings and specifications, and tour the facilities to observe the actual operating conditions. The intention of the facility evaluation is to understand where the facilities are in regards to functionality, and what the known and actual conditions of the facilities are. Having a good understanding about existing conditions allows us to determine what type and kind of recommendations are the best suited for your specific project.

To give you a better understanding of what to expect, some of the key items we test and evaluate are:

- Pool condition
- Deck & structures
- Features & amenities
- Water quality
- Water test log reviews
- Water loss potential
- ADA & VGB compliance
- Diving clearances
- Lighting levels
- Comparison with State and City standards
- Chemical systems
- Filter systems
- Recirculation systems
- Building condition
- Building systems
- Roofing systems
- HVAC systems
- Electrical systems
- Plumbing systems
- Indoor Air Quality

Main Goals of this Section:

- Updated Facility Assessment, including cost and timeline for maintenance/replacement

Service Area Identification

In the Kansas City metropolitan area, there are a tremendous number of options for people to choose from in relation to how their recreational needs are met; this is particularly true in the aquatics arena. Knowing where those options are and what they consist of provides a basis of understanding for what the competition may be, but also where service gaps may exist.

Our approach to identifying the aquatic market around the City begins with an inventory of public and private pools, and determining pool locations within a 5, 10 and 15 mile radius. We will create a map showing their locations, and will document those pool sizes, feature and fees.

Main Goals of this Section:

- Service Map with Facility Offering Tracking
- Demographic & Community Profile
- Participation Data

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Project Scope

Review of Existing City Facilities, Programs & Services

Reviewing the existing facility and the services offered within it is important in gaining project understanding. Compiling and analyzing existing data provides the foundation and story of your facility.

Areas for Review Include:

- Master plan and existing studies
- Organizational structure and wage scales
- Department policies and procedures
- Existing aquatic and recreation program statistics
- Demand for programs, services and facilities
- Staff numbers, training and schedules

Main Goals of this Section:

Identification of:

- Efficiencies
- Inefficiencies
- Elements for Further Review

Competitive Market Analysis, Comparative Market Analysis & Market Analysis

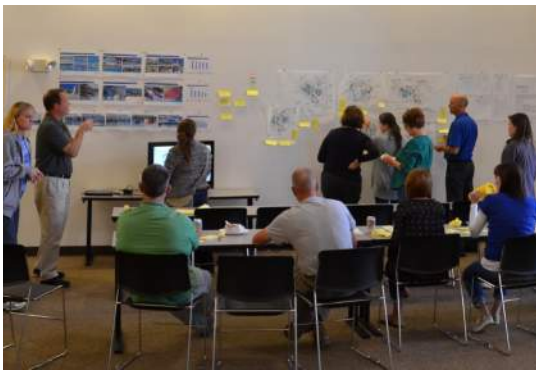
Benchmarking the facility against area facilities and participation statistics provides a basis for identifying areas that are both going well and what could improve at your facility. Studying how people are using services in the area and what their options are for participation will provide insight as to how your facility fits into the equation.

The following areas will be analyzed to understand the market:

- Alternative aquatic service providers
- Facilities and services offered
- Admission rates and attendance numbers
- National and regional standards
- Participation levels
- Determine user groups
- Impact of user groups

Main Goals of this Section:

- Benchmarking
- Tracking & Analysis



Project Scope

Programming

Activities and program analysis will allow for further understanding of who is participating in the utilization of the facility, and how they are doing so. Identifying strong programs that run at or above cost recovery, and also those that run below cost recovery goals and are supplemented, will show where improvement can be made. By understanding participation numbers, demand, duplication of service, and potentially inefficient offerings, program recommendations can be made so that efforts and resources are directed at programs that are deemed the most valuable or critical.

When looking at programming and activities, we will be interested in asking these types of questions:

- What activities or programs has the user participated in? How long ago?
- What does the user want and need in their programming options?
- How satisfied are users with existing offerings?
- Where could the facility improve?
- Where does the community fulfill their aquatics programming needs?
- What activities does the community want?

Main Goals of this Section:

- Identification of High Priority & Lower Priority Programs
- Identifying Service Gaps & Program Suggestions

Alternative Facilities & Alternative Operations Assessment

Unique to the Roeland Park Aquatic Center is the utilization of the dome over the main pool throughout the year. With growing maintenance and the history of repair of the dome, in addition to the options of modifying the operational structure of the facility, studying the impact of the following options will be key in educating the team in the viability and sustainability of each option.

Operating options for assessment:

- Year-round + dome
- Year-round + fixed cover
- 8-months + no cover
- 3-month (summer) season only + no cover
- 3-month (summer) season only + waterpark features

Main Goals of this Section:

- Breakdown Of Operating Costs & Implications For Each Option

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Project Scope

Public Input

Gaining input from the public can be key to understanding the facility from the user's perspective, and to develop a plan that will be supported by the public. Input from the public is generally only as good as the awareness the public has with respect to possibilities, constraints, and financial impact. All public input should begin with an educational component. We will produce promotional/informational media for use in educating the public about the project and the goals behind the project.

Along with attending and supporting public meetings, other promotional channels can be useful. For those who cannot attend formal or in-person meetings, and for those who may not feel comfortable speaking in front of others, social media, emails, and online and in-person surveys allow for more input and feedback. Building community support and consensus is an integral part in planning for City services, including the direction and future of the operations at the Roeland Park Aquatic Center.

It is understood that two (2) public forums and an online survey will be conducted as a part of the scope of this feasibility study.

Main Goals of this Section:

- Compilation Of Public Feedback
- Including Needs & Priorities

Operations Analysis

We will conduct an evaluation and analysis of the operations of the existing facility. This allows us to look at how your facility is performing when the doors are open, identifying what areas are going well and areas that may need improvement or modification.

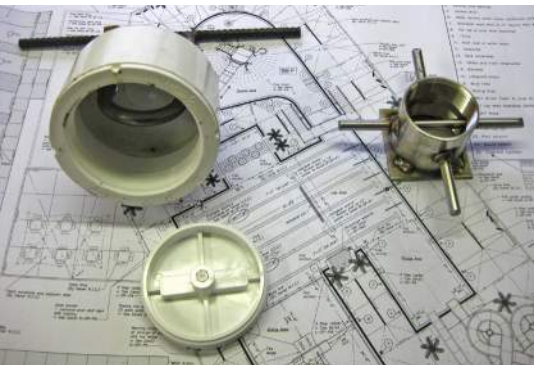
The final report will include the tracking and data logs created to show trends over time, and will be used as the justification method for projections.

Key areas of evaluation include:

- Attendance
- Fees
- Sources of Income
- Operating Costs
- Revenue Generation
- Revenue/Expenditure Comparisons

Main Goals of this Section:

- Trending And Future Projections
- Identification Of Areas That Could Undergo Immediate Operational Modification To Increase Efficiencies



Project Scope

Final Report & Recommendations

A final report will be prepared to recap the findings of the study and offer recommendations for determining the operational future of the Roeland Park Aquatic Center. Our recommendations will be based on the analysis of all areas identified in the Scope, and will include operating and maintenance costs for each recommendation. We will use an annualized economic analysis to help you understand and compare the combination of capital costs, repairs, and operating costs.

The Final Written Report Will Include:

- Updated facility assessment
- Capital improvements plan and costs
- Implementation schedule and priorities
- Operational considerations and implications
- Market analysis
- Support photos
- Tables
- Data sets
- Public feedback

In addition to the final written report, the team will present the study findings to the City, including facility recommendations.

Estimated Fee (or Fee Range)

It is the philosophy of our firm to provide a high quality of service without extra layers and steps, helping to reduce additional costs for the project. We place a focus on remaining efficient in our staffing and project execution, keeping the study in-house and keeping fees reasonable.

The estimated total cost for our services is $31,100, with a total number of estimated hours of 292.

The cost and hour estimates was formulated based off of project assumptions to be able to provide an estimate. The accuracy of these estimates are contingent on those assumptions being met.

Those Project Assumptions Are:

- Scope as listed in the RFP is complete.

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6. REFERENCES

Additional References

waters edge
AQUATIC DESIGN

We work very hard for our clients, which has resulted in a long list of strong references. We are particularly proud of these references, and therefore prefer to provide additional references to those listed with our project profiles.

City of Shawnee Parks & Rec
Shawnee, KS
Sean Keenan, Aquatics Specialist
(913) 742-6404

Joplin Parks and Recreation
Joplin, MO
Paul Bloomberg, Director
(417) 625-4750

Westwood Family Aquatic Center
Norman, OK
Jud Foster, Parks and Rec Director
(405) 366-5472

Long Branch Lagoon
Dodge City, KS
Ray Slatterly, Director of Engineering
(620) 225-8106

Blue Valley Recreation Indoor
Overland Park, KS
Jim Hook, Special Projects
(913) 685-6000

The Falls Aquatic Center
Cedar Falls, IA
Bruce Verink, Recreation Director
(319) 273-8636

Rock River Rapids
Derby, KS
Darcie Parkhurt, Assistant Director
(316) 788-3781

Kenwood Cove Study
Salina, KS
Chris Cotten, Parks and Rec Director
(785) 309-5765

Chillicothe Parks and Recreation
Chillicothe, MO
Josh Norris, Director Parks & Rec
(660) 646-8859

City of Manhattan Parks & Rec
Manhattan, KS
Eddie Eastes, Director
(785) 587-2757

Gladstone Community Center
Gladstone, MO
Justin Merkey, Director
(816) 316-4883

Flat Rock Creek Community Pool
Lenexa, KS
Logan Wagler, Park Superintendent
(913) 477-7110

Shawnee North Family Aquatic Center
Shawnee County, KS
John Knight, Director Parks and Rec
(785) 251-2600

Black Bob Bay
Olathe, Kansas
Konni Knabe
(913) 971-8600

Topeka Sports Park Natatorium
USD 501, Topeka, KS
Mike Godbout, Manager
(785) 295-3756

City of Sabetha
Sabetha, KS
Doug Allen, City Administrator
(785) 284-2158

Pawnee Plunge
Columbus, NE
Doug Moore, Public Property Director, (515) 282-9622

Kansas City Parks & Recreation
Kansas City, MO
Mark McHenry, Director
(816) 513-7503

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waters edge
AQUATIC DESIGN

Statement of Qualifications

Roeland Park Aquatic Center Feasibility Study

ROELAND PARK
est 1951

March 2nd, 2018

waters edge
AQUATIC DESIGN

March 2nd, 2018

Keith Moody,
City Administrator
The City of Roeland Park

Re: Statement of Qualifications (RFQ)

Dear Mr. Moody:

We greatly appreciate the opportunity to submit our qualifications as the City of Roeland Park, KS explores options for the facility operations for the Roeland Park Aquatic Center. Waters Edge Aquatic Design understands the tremendous impact an aquatics facility can have on a community and the importance of the ongoing analysis of aquatic trends to ensure the facility remains dedicated to the community it serves.

Our aquatics experience began more than 40 years ago and we understand what works in the aquatic industry. Waters Edge is uniquely qualified for this project due to our experience in conducting feasibility studies and master plan studies for aquatic facilities, as well as our history of successful projects. Our qualified staff will work as an integrated part of the team to complete the scope of the project, and provide reports and recommendations that are focused and actionable.

Waters Edge offers a comprehensive and well-rounded team with the expertise and experience necessary for completion of the Roeland Park Aquatic Center Feasibility Study. Our team is uniquely formed with former aquatics directors, former aquatic program administrators, innovative designers and engineers with advanced degrees in a variety of aquatic fields. With this blend of experience, we are able to offer forward-thinking review processes with viewpoints from multiple disciplines.

We value community and agency partners. To show this, we work closely with the project team and the community to create an outcome that best fits the goals and needs of each stakeholder. We do not use cookie-cutter concepts and processes. Rather, we determine preferences, and ultimately action plans, based on project goals, site considerations, programming needs, and operational requirements. We use all of this information to create cost estimates, comparative analysis and operational feasibility studies. We strive for excellence and will ensure that you receive the best value and delivery of services in a prompt and cohesive manner.

At the end of the day Roeland Park deserves a team with a track record of successful performance; one with a passion that brings a creative collaborative attitude, and who understands the importance of the small details while listening to your needs. Aquatics are our passion and innovation is our drive. Our success is a direct correlation to our belief that your desires are not only unique, but are the key in unlocking the project success you want and deserve. Our team is both enthusiastic and honored to be given this opportunity to work with the City of Roeland Park.

Sincerely,

Jeff Bartley
Principal
jbartley@wedesignpools.com

Waters Edge Aquatic Design | 11205 W 79th St | Lenexa, KS 66214
913.438.4338 | www.wedesignpools.com

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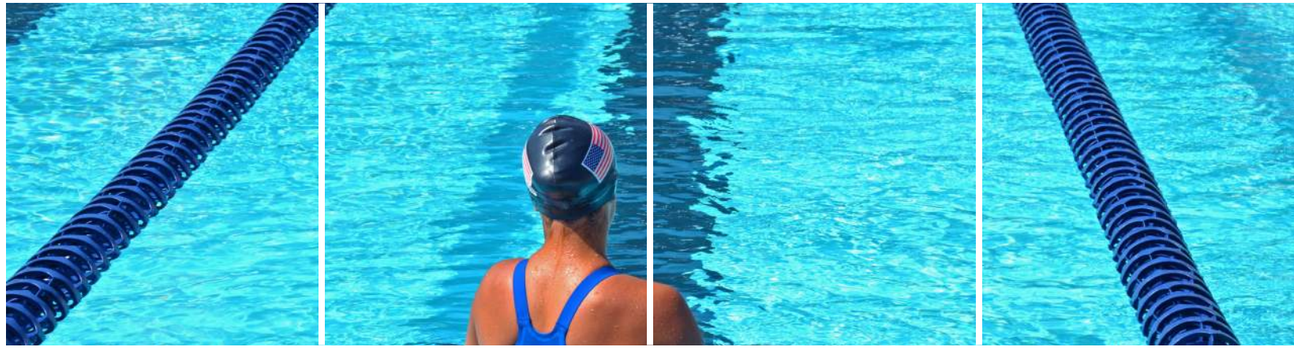

Letter of Interest

Firm Overview

Resumes of Team Members

Related Experience

Project Understanding & Approach

References

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2. FIRM OVERVIEW

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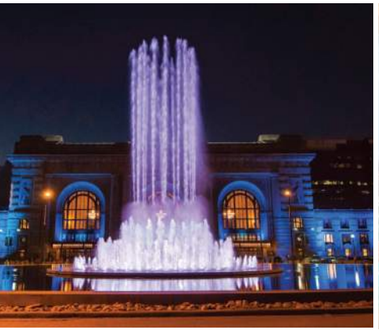

Firm Overview

Waters Edge Aquatic Design, is an aquatic engineering firm with decades of award winning aquatic planning and design experience. We specialize in the evaluation, planning, and design of aquatic centers, natatoriums, water parks, fountains, and spray grounds. We focus on creating visually stunning, energy efficient, sustainable aquatic facilities that are also functional and easy to operate.

With a diverse team of licensed engineers, experienced designers, knowledgeable project managers, former aquatics directors, USA Swimming national program administrators and lifeguards, we are able to provide a distinct insight and a properly executed plan. Our expertise and experience allow us to review every concept with a detailed approach and an operator's perspective. Providing the opportunity for each facility to become more efficient and strategically planned.

We believe that every project is unique to its community and site; therefore, we understand each aquatic project deserves an equally unique solution. We do not approach projects with a one-size-fits-all model. Instead, we incorporate community history and preferences, user-group and programing needs, budget, and the goals of the City to create a project that is individually tailored.

To us, water is a form of art that adds excitement to life, which is why we are in the aquatics business. Since its founding, our firm's portfolio has grown to encompass every type of project imaginable, but our philosophy remains the same: a commitment to helping communities grow and prosper through the unique design of tailored, dream-like aquatic features & facilities.

AQUATIC PROJECTS

590

...AND COUNTING...

AQUATIC AWARDS

19

What Sets Us Apart

Teamwork

Our staff is in constant collaboration, which benefits the overall project team. We understand that last minute situations arise, and we contribute positively to their timely resolution. Quick and accurate response is our standard practice.

Listening & Understanding

Listening to the City's requirements and needs for the project is not only an important step, but the foundation for creating ideas and making decisions that serve the City and the project. Through active listening and information gathering, we are able to take what we have heard and understand, and move forward with implementation in a manner that is in service to your project.

Efficiency of Design

Efficiency of design is critical for the bottom line, including the demand for hiring, staffing, and scheduling. We have built-in processes during each phase of our project approach, that allows for the designing of facilities that take these areas into account; utilizing different disciplines and perspectives to ensure the facility design is operationally efficient and sustainable.

Life Cycle Operating Costs

Successful planning for aquatic facilities, and the ongoing success of operating those facilities, includes feasibility studies. By looking at initial capital investment, and what it costs to operate and maintain a facility, we can then plan what type and amount of revenue could and should be expected to be produced. The same life cycle operating analysis applies to the systems and products that are incorporated into the project. All systems, materials and products are analyzed on the initial cost, as well as the maintenance costs and efforts, and life expectancy. Cost recovery and planning ahead for projected costs and revenues allows cities and their facilities to keep their promise of financial integrity and maintain the trust of its constituents.

Education of Product Choice

It is our approach to begin every new project individually geared towards creating a successful and unique end result. Researching product options begins with us, which will involve looking at specifications, requirements, durability, cost, and usefulness factors. This information is then shared with the team in a clear and easy to understand manner in order to provide education on the options. It is our experience that there are rarely individual products and systems that are consistently the best choice for every project. We do not sell or push systems and products, as we do not have a benefit or financial advantage with any manufacturer or supplier. We put the work in to offer options that are a fit for your project, and we are dedicated to offering options that benefit the communities we serve.

Innovative Products

Integrating innovative ideas and products is an important element when creating a facility that is unique and distinct. By developing and maintaining professional contacts and relationships with a multitude of companies who provide goods and services, and by not aligning with any one product selection, our team is able to keep track of trends and new products. Innovation comes with open communication plus discovery, and we are the partner to navigate this fun-filled process.

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3. RESUMES OF TEAM MEMBERS

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Project Manager - Operations Analyst
Lauren Ozburn

Education
BA | Psychology | University of Kansas, Lawrence, KS

Certifications
Aquatic Facility Operator (AFO)
Certified Parks and Recreation Professional (CPRP)
CPR/AED & First Aid Instructor - *StarGuard*
Emergency Medical Technician (EMT)
Lifeguard Instructor - *StarGuard*

Community Involvement
Johnson County Crypto Task Force
Kansas City Metro Aquatics Council
Kansas City Metro Programmers Group
Kansas Recreation and Parks Association, Aquatics Branch
Kansas Recreation and Parks Association, Professional Development
Former President of the Johnson County Swim and Dive League

Lauren Ozburn joined the Waters Edge Aquatic Design team after 17 years in the public sector. Her immersion into the aquatics industry started when she became a Lifeguard at the age of 15. This lead to her becoming a Swim Lesson Instructor, Head Lifeguard, Swim Lesson Coordinator, Pool Manager, and an Assistant Building Supervisor for a large community center. She then moved on to become a Recreation Supervisor with a specialty in aquatics, working in both the recreation and aquatics divisions. Throughout her career, Lauren has developed extensive knowledge of facility operations and programming. She works to inspire, and think critically on, aquatic facility planning and design, with the focus on being an engaged advocate for the strategic growth and support of communities through recreation.

Experience of Note:

Recreation Supervisor, Aquatics | City of Lenexa, KS

Facility and staff management
Lead and supervised outdoor aquatic centers, & indoor aquatic facility. Managed concession operations, pool pass sales & retention, marketing & contract execution, O&M, SOP, & EAP creation. Recruited, hired & trained over 200 seasonal, variable, and part-time employees.

Budget and finance
Managed seven budget accounts, totaling $1.13 million. Responsible for budget planning, justification, & tracking, including purchasing & reconciliation.

Programming
Created & implemented recreation and aquatic programs, activities & special events. Served over 200 athletes on the swim and dive team, 900 summer participants in swim & dive lessons, & 1,200 indoor swim lesson participants annually in aquatic programming.

Aquatics/Recreation Supervisor | City of Bonner Springs, KS
Lead and supervised outdoor aquatic center, including budget management, concession and maintenance operations, pool pass sales and retention, and policy creation. Recruited, hired & trained over 50 seasonal employees. Coordinated recreation and aquatic programs, activities and special events.

Waters Edge Project Roles

Concept and design review
Full facility operations analysis
Program and activity development
Staffing plans & process review
Budget development, planning expenditure, & revenue sources
Community marketing, communications, & outreach
Agency and community needs assessments
Owner support & engagement

Analyst + Emphasis Programming
Harriett Gunderson

Education
BA | Spanish | Cornell College, Mount Vernon, Iowa

Former Certifications
Certified Lifeguard - *YMCA, American Red Cross, Ellis & Associates*
Certified Lifeguard Instructor - *American Red Cross*
CPR/AED & First Aid Instructor - *American Red Cross*
Certified Swim Lesson Instructor - *YMCA, American Red Cross*

Community Involvement
Kansas City Metro Aquatics Council

Harriett Gunderson joined Waters Edge Aquatic Design in 2017. She brings with her an enormous amount of aquatic operations and programming experience. Her love for aquatics started at a young age when she began competitively swimming at the age of 5 and started her career in the aquatics industry as a lifeguard at the age of 16. During this time she earned multiple lifeguarding and instructor certifications, and gained an unparalleled understanding which lead her to the role of Aquatics Director. Harriett's knowledge and previous responsibilities, provide an advantage when planning and programming facilities. With over 13+ years of aquatic experience she is a strong asset to the Water's Edge Team, and the communities that they serve.

Experience of Note:

USA Swimming Foundation & USA Swimming | Colorado Springs, CO

Make A Splash Initiative
Managed national swimming and water safety campaign

Annual $300k Grant Program
Reviewed 150+ applicants & managed 50+ awards and grants issued annually

Regional Education & Networking
Planned and executed speaker summits
Recruited & trained 700+ partners & 100+ volunteers
Managed & created social media content for website & newsletter
Annual national event with Olympic Ambassadors

YMCA of Greater Kansas City | Kansas City, MO

Program Director
Supervised all program staff and community programs
Managed program budget & collaborated with the Executive Director on programs

Program Coordinator
Managed marketing of community programs, conducted in-service staff trainings

Instructor & Lifeguard
Designed and taught swim lessons of all ages
Reported progress & feedback to participants & parents
Maintained proper training, enforced rules and safety protocols

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Principal
Jeff Bartley, PE, LEED AP

Education

Master of Civil Engineering | The University of Kansas, Lawrence, KS
Emphasis in Water Resources/Hydraulics
BS | Civil Engineering - The University of Kansas

Registrations

Professional Engineer (PE): *Kansas, Missouri, Illinois, Oklahoma, Minnesota, Hawaii, Iowa, New Mexico, South Dakota, Nebraska, Virginia, Maine, Texas, Pennsylvania, Louisiana, Colorado, Florida, Arkansas*
National Council of Examiners for Engineering and Surveying (N.C.E.E.S.)

Professional Certifications

LEED Accredited Professional, Green Building Certification Institute,
National Swimming Pool Foundation, Certified Pool Operator
Illinois Swimming Facility Professional Engineer - IDPH

Jeff Bartley has over 25 years of experience in the aquatic design and consulting field, providing him the knowledge and skills necessary to lead aquatic projects. Jeff takes great pride in directing all aspects of planning, design, construction administration, and operator training of aquatic facilities. He is committed to designing tailored, energy-efficient, and sustainable facilities that optimize the site and budget, and exceed client expectations and goals.

Jeff has extensive technical knowledge of water modeling due to his graduate studies at the University of Kansas in hydraulics and water resources. During this time, Jeff conducted research studies in water flow modeling and taught a lab for water resources design to undergraduate students.

Jeff's research and project experience have given him the tools to understand the technical design aspects, as well as the planning issues involved with the unique challenges of creating remarkable aquatic facilities.

Projects of Note

Sabetha Aquatic Center*
outdoor aquatic center
Sabetha, Kansas

Hesston Aquatic Center*
outdoor aquatic center
Hesston, Kansas

Shawnee Splash Waterpark*
outdoor renovation & spray ground
2016 Dream Design Award
Shawnee, Oklahoma

Blue Valley Recreation Center
indoor aquatic center
Overland Park, Kansas

R-7 Aquatic Center*
indoor high school natatorium
Lee's Summit, Missouri

Chilli Bay Water Park
outdoor renovation
Chillicothe, Missouri

Schifferdecker Aquatic Center*
outdoor aquatic center
2014 Dream Design Award
Joplin, Missouri

The Falls Aquatic Center*
outdoor aquatic center &
sprayground
Cedar Falls, Iowa

Northview & Cico Community Pools
aquatic master plan
1 indoor and 2 outdoor facilities
Manhattan, KS

Dodge City, Kansas*
aquatic master plan
outdoor and indoor facilities
feasibility study

Matt Ross Community Center
indoor aquatic center
Overland Park, KS

Pawnee Plunge Expansion
lap pool and FlowRider additions
Columbus, Nebraska

**Projects included Feasibility Study*

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Engineer

Michael Fisher, PE

Education

BS | Civil Engineering
The University of Missouri - Columbia, Missouri

Registrations

Professional Engineer (PE): *Kansas, Missouri, Iowa*

National Council of Examiners for Engineering and Surveying (N.C.E.E.S.)

Professional Training

Trained Pool Operator

Michael understands that both high quality customer service and products are extremely important to his clients. He also realizes that maintaining the project budget and schedule is necessary for his clients to achieve their overall goals. He has continually demonstrated that innovation and creativity can be applied in practical designs without increasing costs or extending schedules.

Michael is recognized by his peers, clients, and contractors as being thorough and having a notable attention to detail in both the design and construction phases. Due to an improved awareness and attention to construction efforts, he has seen an overall substantial increase in construction quality.

Projects of Note

Hampton Aquatic Center
new outdoor aquatic center
Hampton, Iowa

Garner Aquatic Center
new outdoor aquatic center
Garner, Iowa

Vivion Road Outdoor Aquatics
outdoor pool/mechanical renovation
Kansas City, Missouri

Trail Point Aquatics & Wellness Center
new indoor competitve pool
and indoor therapy pool
Ankeny, Iowa

Winterset Aquatic Center
new outdoor aquatic center
Winterset, Iowa

Chilli Bay Water Park
outdoor renovation
Chillicothe, Missouri

Eldora Community Pool
outdoor community pool
Eldora, Iowa

Wellmark YMCA - Prairie Meadows
new competitive swimming pools
Des Moines, Iowa

Waukee Family YMCA
new indoor pool
Waukee, Iowa

Glenwood and Wintersmith*
two outdoor aquatic centers
Ada, Oklahoma

The Bay Waterpark*
outdoor waterpark
Kansas City, MO

Odessa Aquatic Center
outdoor aquatic center
Odessa, Missouri

**Projects included Feasibility Study*

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4. RELATED EXPERIENCE

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Our Aquatic Experience

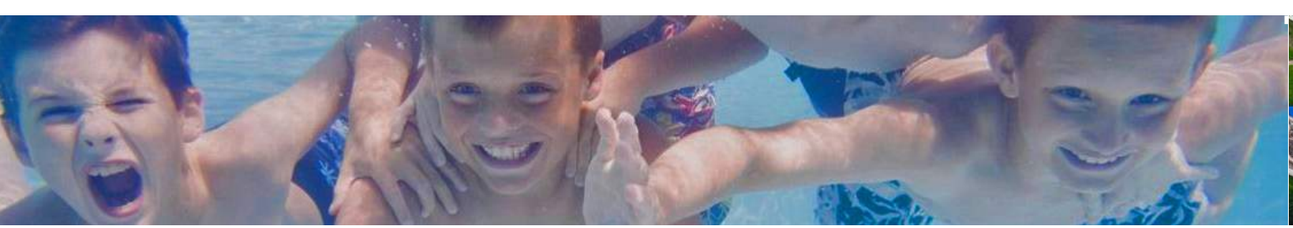
We genuinely care about our clients and the communities they serve. We are passionate about taking a unique approach to each project and creating innovative solutions that please the communities. Below is a sampling of projects completed in the last 10 years. We feel this list coupled with our strong list of references affirms our ability to successfully complete both the planning and implementation phases of your aquatic project. ***Projects listed in bold with asterisk evolved from feasibility studies/master plans conducted with Waters Edge****

CURRENTLY UNDER DEVELOPMENT

- ***Norman, OK - Outdoor Waterpark****
- ***Hesston, KS - Outdoor Aquatic Center****
- Monett, MO - Outdoor Aquatic Center
- Guardian Angel Training Center - Patrick Air Force Base
- Sioux Center, IA - Addition to Existing Aquatic Center
- Shawnee Mission, KS - BE Smith Children's Center SMMC

SUCCESSFULLY COMPLETED PROJECTS

- Brookfield, MO - Outdoor Aquatic Center
- ***Sabetha, KS - Outdoor Aquatic Center****
- Story City, IA - Outdoor Aquatic Center
- ***Ada, OK - Glenwood Aquatic Center****
- Ankeny, IA - DMACC Natatorium
- Des Moines, IA - Wellmark YMCA
- ***Dodge City, KS - Outdoor Waterpark****
- ***Garden City, KS - Indoor Waterpark****
- Kansas City, MO - Linwood YMCA
- Nora Springs, IA - Outdoor Aquatic Center
- Wichita, KS - Country Club Outdoor Pool
- Wichita, KS - YMCA Outdoor Addition
- ***Ada, OK - Winterset Aquatic Center****
- ***Moore, OK - Outdoor Aquatic Center****
- Kansas City, MO - Zoo Orangutan exhibit water feature
- Westminster, CO - Indoor pool remediation
- Yankton, SD - Meridian Bridge Plaza water feature
- Columbus, NE - Pawnee Plunge expansion
- ***Shawnee, OK - Shawnee Splash Waterpark****
- Lansing, KS - High School competitive pool
- Midwest City, OK - Renovation of Rose State College facility
- Wellington, TX - Community Aquatic Center
- Kansas City, MO - The Bay Water Park & FlowRider expansion
- Wentzville, MO - Splash Station Aquatic Center
- Eldora, IA – Eldora Aquatic Center
- ***Waterloo, IA – Cedar Valley SportsPlex****
- Chillicothe, MO – Chilli Bay Water Park
- ***Joplin, Missouri - Schifferdecker Aquatic Center****
- Indianola, IA - Wellness Center Indoor Pool
- ***Kansas City, MO - The Bay Aquatic Water Park****
- Lenexa, KS - Flat Rock Creek Pool Improvements
- ***Marshalltown, IA – Marshalltown Aquatic Center****
- ***Cedar Falls, IA – The Falls Aquatic Center****
- Kansas City, MO – Shoal Creek Valley Aquatic Center
- Austin, TX – Texas State School for the Blind
- Springfield, MO – Grant Beach Pool Improvements
- Manhattan, KS - CiCo Pool Expansion
- Manhattan KS - Northview Aquatic Center
- Pella, IA – Natatorium Renovation
- ***Ankeny, IA – Cascade Falls Water Park****
- ***Ames, IA – Furman Outdoor Aquatic Center****
- Lenexa, KS – Lakeview Village Indoor Pool
- Stuart, IA – Family Aquatic Center
- ***Fort Dodge, IA – Rosedale Rapids Aquatic Center****
- Vandalia, MO – Vandalia Aquatic Center
- ***Pella, IA – Pella Aquatic Center****
- Lyons, KS – Outdoor Aquatic Center
- Springfield, MO – Silver Springs Pool Improvements
- ***Olathe, KS – Black Bob Bay Aquatic Center****
- Topeka, KS – Capitol Federal Natatorium Expansion
- Hampton, IA – Aquatic Center
- Moberly, MO – Outdoor Aquatic Center
- Odessa, MO – Outdoor Aquatic Center
- Corning, IA – Family Aquatic Center
- Algona, IA – Family YMCA Indoor Pool
- Topeka, KS – Capital Federal Natatorium Expansion
- ***Gladstone, MO – Gladstone Community Center****
- Clive, IA – YMCA Healthy Living Center (Indoor Pools)
- Urbandale, IA – Indoor Pool Renovation
- ***Topeka, KS – Shawnee North Aquatic Center****
- Ardmore, OK – Chickasaw Nation Wellness Center Indoor Pool
- ***Sioux Falls, SD – Drake Springs Aquatic Center****
- Waukee, IA – Family YMCA Indoor Pools
- ***Lee's Summit, MO – R-7 Schools Indoor Aquatic Center****



Aquatics International Dream Design Awards

Aquatics International is a publication dedicated exclusively for the aquatics industry. Every year they celebrate what they identify as industry leading aquatic designs. Each of our designs below were honored with the Dream Design Award various years.

Long Branch Lagoon - Dodge City, Kansas

Black Bob Bay
Olathe, Kansas

Shawnee Splash Waterpark
Shawnee, Oklahoma

Schifferdecker Aquatic Center
Joplin, Missouri

R-7 Aquatic Center
Lee's Summit, Missouri

Waukee YMCA
Waukee, Iowa

Shawnee County Aquatic Center
Topeka, Kansas

Cascade Falls Aquatic Center
Ankeny, Iowa

Gladstone Community Center
Gladstone, Missouri

Furman Aquatic Center
Ames, Iowa

Pella Aquatic Center
Pella, Iowa

Oleson Park Spray ground
Fort Dodge, Iowa

Rock River Rapids
Derby, Kansas

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Dodge City, Kansas

Long Branch Lagoon Waterpark

2017 *Aquatics International* Dream Design Award
2017 *APWA - Kansas (American Public Works Association)* Project of the Year
2016 *ACEC - Kansas (American Council of Engineering Companies)* 1st Place Public Improvement Project

Signature Aquatic Features

- Zero-depth entry
- 8-lane 50-meter competition lap/diving pool
- 700 ft lazy river with waves
- Drop slide
- Family slide
- 3 large feature slides
- Interactive play structure
- Rockscaping with waterfalls
- Sprays
- Wave pool
- Diving
- Rockscaping

After more than 10 years of pool planning for the City of Dodge City, Waters Edge began designing a new outdoor aquatic park. The pool site is in Wright Park, a major park located just south of the downtown area. A previous pool was built at the same site location, but became a detention basin along the Arkansas River.

Long Branch Lagoon features a four pool design, consisting of a 50 meter competition pool, a lazy river with an integrated wave pool, and a shallow water leisure pool. Each pool is packed with exciting aquatic features, including rockscaping with waterfalls, various water slides, playful sprays, deep water diving, climbing walls, and a large interactive play structure with a dumping bucket.

Let's not forget the Boomerango feature water slide, which is the first of it's kind in the region and is a major attraction for thrill-seekers! Additionally, the facility includes a raised sun deck area great for sunbathing while viewing the park, a large concessions, a stage area for performances, and a western/prairie theme that serve to further enhance the experience of it's patrons.

Quick Facts

Cost: *$14 Million*

Acreage: *3.6 Acres*

Project Completion: *May 2016*

Publications / Features

Athletic Business
Aquatic Design Portfolio - January/February 2018

Parks & Rec Business
A Pioneer Project: A Waterpark in the Frontier of the Old West - July 2017

Aquatics International
Dream Designs 2017 - July/August 2017

World Waterpark Magazine
Why Not A Waterpark - July/August 2016

Project Reference

For more information regarding this project, please contact:

Ray Slatterly, Director of Engineering Services
(620) 225-8106
rays@dodgecity.org

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Shawnee, Oklahoma

Shawnee Splash Waterpark

2016 *Aquatics International* Dream Design Award

Signature Aquatic Features

- Zero-depth entry
- 1 and 3 meter diving
- Log roll
- 2 Climbing walls
- Current Channel
- Inter active play structure with dumping bucket
- Water bench with shade
- Underwater bench
- Body slide
- Family slide
- Spray ground

Waters Edge Engineers provided the city of Shawnee, OK, with a feasibility study of the existing WPA pool which was built in the 1930's. Like many communities, the leaders of Shawnee wanted to provide the citizens with a modern aquatic center, but do so as financially efficient as possible. Many options were studied, which ranged from simple renovations to complete replacement. The results of the study allowed the city to save portions of the bathhouse and the diving well structure, which allotted more of the budget to modern aquatic play features

Since the existing diving basin was too shallow for one-meter and three-meter diving, Waters Edge designers took an unusual approach to deepening the pool by raising the walls and surrounding the deck of the swimming pool. The end result is a very unique elevated diving well with a cascading water fall along the entire face of the pool.

The facility also complements the surrounding park by providing a spray ground and concession area that can be utilized during events in the park, with a unique barrier fence approach. Including hosting swim meets as well as recreational activities.

The project also restored the appearance of the bathhouse closer to its original 1930's appearance. Which was important in keeping with part of the historical significance to the park.

The City was excited with Waters Edge ability to design a modern and unique park while still remaining to salvage the original history and enjoyment the park has brought, and continues to bring to Shawnee over the years.

Publications / Features

Aquatics International
Dream Design 2016 - July/August 2016

Quick Facts

Cost: *$3.7 Million*

Acreage: *2.74 acres*

Project Completion: *June 2015*

Project Reference

For more information regarding this project, please contact:

James Bryce, Director of Operations
(405) 878-1529
jbryce@shawneeok.org

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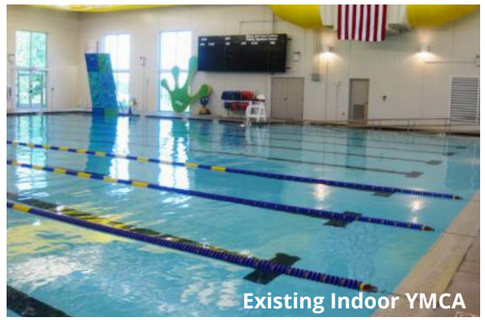
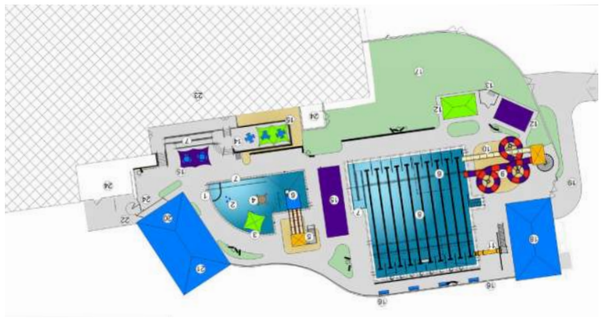
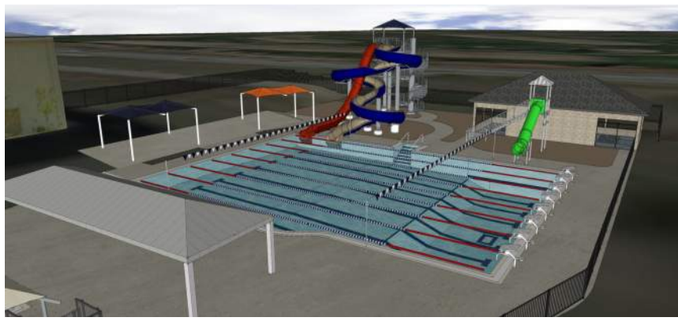
Monett, Missouri

Outdoor Aquatic Center Addition to Indoor YMCA

Currently Under Construction Opening Summer 2018







Signature Aquatic Features

- Zero-depth entry
- 10-lane, 25-yard lap pool
- Underwater bubblers
- Water bench with sunshade
- Drop slide
- Family slide
- 2 large feature slides
- Water tower spray feature
- Cabanas
- Grill area
- Concession area

The City of Monett was operating an outdoor pool with YMCA assistance since 2004. The existing outdoor pool was built in 1964, with a renovation in 1998 and was in poor condition. Knowing this a pool planning committee was established. A previous pool study was done 1997 prior to the City hiring Waters Edge to evaluate and prepare a current and more relevant pool study.

Waters Edge conducted an evaluation prior to planning and design. Creating a summary of their findings as well as multiple options for the city ranging from a basic renovation and extending the life of the current outdoor pool, to an enhanced renovations, and finally a new facility. During this time while working with the City staff as well as the community newsletters, social media campaigns, and surveys were created to gather feedback and work towards an ideal design.

Upon receiving feedback, a new facility was the ideal solution for Monett. A proposed location attached to the existing indoor YMCA facility was chosen and Waters Edge worked through the conceptual and design phases.

Realistic 3D Renderings were created to help the City promote the new aquatic center, including a large billboard sign of the new park. The outdoor center will feature two new pools, a competition 25 meter lap pool with multiple deep and shallow water slides as well as a shallow rec pool. The shallow rec pool includes an ADA entry ramp as well as, a shaded water bench, a tall water tower feature and a family slide.

The facility is currently under construction and is scheduled to open Summer of 2018.

Fun Facts

How about a Billboard Display!
To help promote the new facility the City of Monett hired Waters Edge to create a realistic 3D Rendering of the project on the site. They used the image to display the new facility along the adjacent highway billboard, during construction for all passing by to see!

Quick Facts

Cost: *$3.2 Million*

Acreage: *1 acre*

Project Scheduled Completion: *Summer 2018*

Project Reference

For more information regarding this project, please contact:

Dennis, Pyle, City Administrator
(417) 235-3355
dpyle@cityofmonett.com

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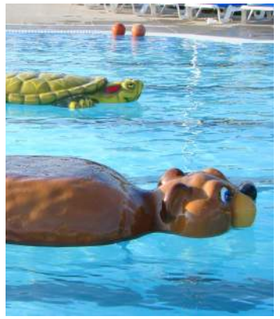
Kansas City, Missouri
The Bay Water Park



Signature Aquatic Features

- Zero-depth entry
- 2 raft water slides
- Swirl bowl slide
- Family slide
- Interactive play structure
- Spray features
- Lazy river with waves and waterfall
- Basketball goal
- Floatables
- 6-lane, 25 yard lap pool
- Learners platform

Waters Edge was pleased to provide comprehensive planning, design, and construction administration for a modern water park for the city of Kansas City, Missouri. Working closely with the community, stakeholders from multiple arenas were actively engaged in the design process and amenity selection.

The aquatic park was planned and developed to be a family-friendly facility and provide water recreation to surrounding areas as well. This modern park caters to all age groups with an array of features including various large slides integrated into a lazy river, as well as a zero depth entry shallow pool fitted with various sprays and a play structure. The recreational lap pool is also usually full of families on a hot summer day wanting to lounge in the open swim area.

In 2013 Waters Edge was again commissioned by the city for the planning and design of a FlowRider wave simulation machine addition. The new and extremely popular amenity opened the summer of 2014. Adding an exciting new element to the already unique park. Waters Edge staff even had to test out the machine and try their hand at surfing on dry land.

Publications / Features

World Waterpark Magazine
Keeping the Heat at Bay - July/August 2012

Quick Facts

Cost: *$7.3 Million*

Acreage: *3 acres*

Final Project Completion: *Summer 2014*

Phase I Waterpark: Summer 2012
Phase II FlowRider Addition: Summer 2014

Project Reference

For more information regarding this project, please contact:

Mark L. McHenry, Parks and Recreation Director
(816) 513-7503
Mark.McHenry@kcmo.org

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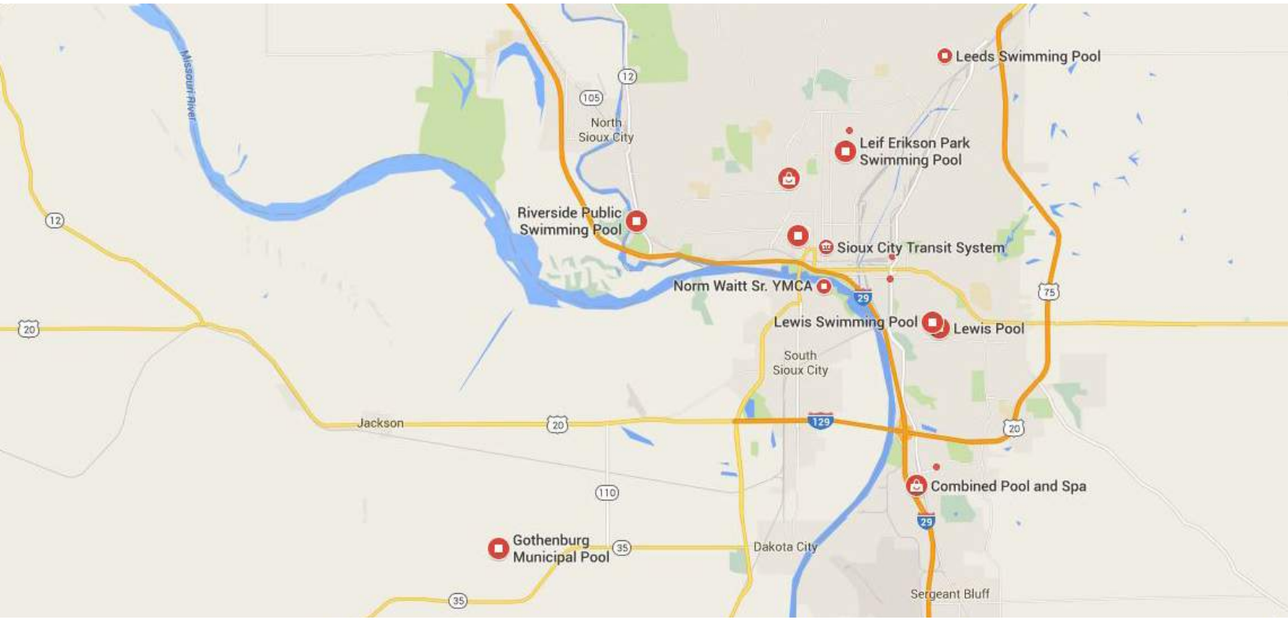
Sioux City, IA

Sioux City Aquatic Master Plan



Located along the Missouri River in Northwest Iowa, Sioux City operates five outdoor pools. Their pool operations were declining, resulting in a collective subsidy increase. Attendance at three of the pools were very low, prompting questions about possible pool closures. Waters Edge was chosen by Sioux City to evaluate the current pools and review their operations.

We began the project by holding public meetings in each pool's neighborhood. As one might expect, proponents for each pool attended the meetings not wanting to lose their pool. Patrons requested lower fees, more programs and longer hours. The availability of lifeguards became a key issue of discussion.

We identified a physical problems with a few of the pools and repair/renovation costs were provided. The final report recommended closing two pools and enhancing the remaining three pools. Building a new water park was the final recommendation. This would be located in a growing area without easy access to any of the existing pools.

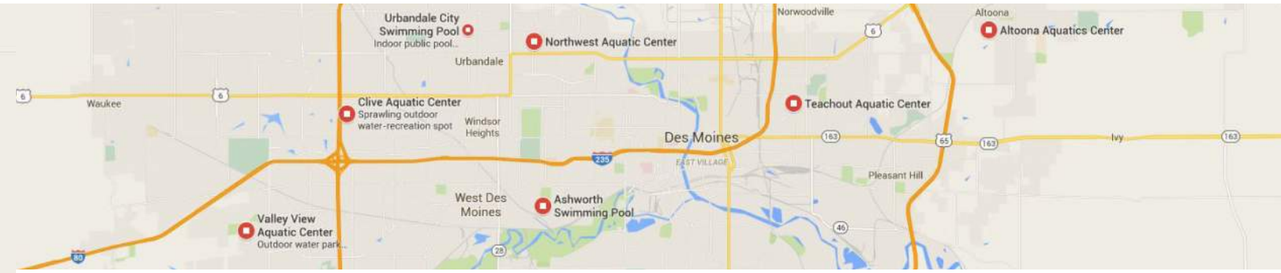
Project Reference

For more information regarding this project, please contact:

Matt Salvatore
Parks & Recreation Director
(712) 279-6109

Des Moines, Iowa

Aquatic Master Plan



The City of Des Moines currently operates five aquatic facilities. Two of those facilities, Ashworth Pool and Birdland, are older traditional pools with deep water, lap swimming, and separate wading pool areas. The other three facilities (Teachout, Nahas, and Northwest) were either constructed new or renovated in the 1990's. Those three followed a common trend in the early 1990's, which was to remove deep water diving, minimize lap pool areas, and to add sand play areas.

Waters Edge Aquatic Design was retained to evaluate the existing facilities and also conduct an overall master plan for aquatic facilities operated by the City. The intent of the report was to give City leaders information they need to choose the future path for the five aquatic facilities. Options presented in the report ranged from maintaining the status quo, to full replacement of the facilities. In the end, Water's Edge provided recommendations to meet the expressed goals of the City-along with available funding.

We determined that each of the five facilities were appropriately located in separate and distinct service areas, and also provided specific programs to meet the needs of their individual constituents. Therefore, there was merit to continuing to operate each facility, with improvements to enhance the experience and result in higher attendance.

Recommendations

- Making modest improvements to the Ashworth Pool – maintaining its character of serving older kids and swim teams. Improvements recommended focused on enhancing the experience for older kids with higher adventure aquatic activities (climbing wall, speed slides)
- Preservation of the competitive swimming character of Birdland Pool, with the addition of enhanced shallow water play area and shaded lounging spaces to better serve the families in the area
- Expanding the Teachout and Northwest Aquatic Centers to include a wider variety of aquatic activities (such as lazy rivers), but also to add back in traditional components that have been missed since their removal in the 1990's (lap area and diving)
- Expansion of the Nahas Aquatic Center with water park features to convert the facility to a more regional-serving aquatic park for the southeast Des Moines metro area.

Since the time of the report in 2005, Waters Edge has continued to consult the city – adapting to new criteria and conditions. Each time considering new approaches and thoughts, such as closing each of the five facilities and constructing three new facilities with the effort focused on providing three more regional-focused aquatic parks that have more efficient operations.

Project Reference

For more information regarding this project, please contact:

Kevin Moran
Senior Park Planner
(515) 248-6357

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5. PROJECT UNDERSTANDING & APPROACH

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Project Understanding

Roeland Park Aquatic Center

The City of Roeland Park, Kansas is home to the Roeland Park Aquatic Center, an aquatics venue that is well-known in the Kansas City metropolitan area. From competitive and recreational swim team, to swim and dive lessons, to lifeguard training and exercise classes, to water polo, to Super Pass participation, Roeland Park Aquatic Center has been involved in the Johnson County aquatics scene since 1997.

With elements including long-course and short-course swimming options, zero-depth entry, a 1-meter and 3-meter diving board, slides, and a youth pool. One of the most iconic elements that is affiliated with the Roeland Park Aquatic Center is the air-supported dome, which allows for year-round swimming in the main pool from September to May, giving it the nickname “The Dome” from the local Johnson County community.

Since opening in 1997, the City of Roeland Park and the Johnson County Parks and Recreation District (JCPRD) have been in an interlocal agreement, which permitted JCPRD to operate and manage the facility, with a shared responsibility for covering the operating loss. With this agreement expiring in May 2019, the City will soon be solely responsible for covering the operating loss at 100%. This change in financial responsibility and operation, in addition to ongoing maintenance considerations, has led the City to conduct a feasibility study to analyze existing operating conditions and determine viability of operations moving forward.

The City has provided the following documents as additional resources to gain an understanding of the current operations and facilities:

- Ad Hoc Committee Report
- Intergovernmental Agreement for Aquatic Center Operations
- Aquatic Center Financials 2013- 2017
- Engineering Plans for Pool and Dome

Successful planning for public aquatic facilities relies on a collaborative process that includes understanding what you have, listening to what the citizens want, and offering options and recommendations to meet the collective aquatic needs. The intent of this study is to provide informed recommendations and a reasonable rationale for making improvements to the facility. This will be done through comprehensive review of the operations, including the physical facility assessment. The project goal is to offer recommendations that can be used for long-term planning and recommendations for immediate operational improvements.

Project Approach

THE INITIAL STEPS

An effective pool study incorporates a variety of evaluations, areas for analysis, and method for collecting information and data to make well informed decisions and recommendations.

The project approach can be broken down into three major steps:

Step 1

Facility Evaluation

- **Listening and understand your project goals.**
- **Gather information from you, including your goals as well as struggles**
- **Evaluate your existing facility & operational elements**

Step 2

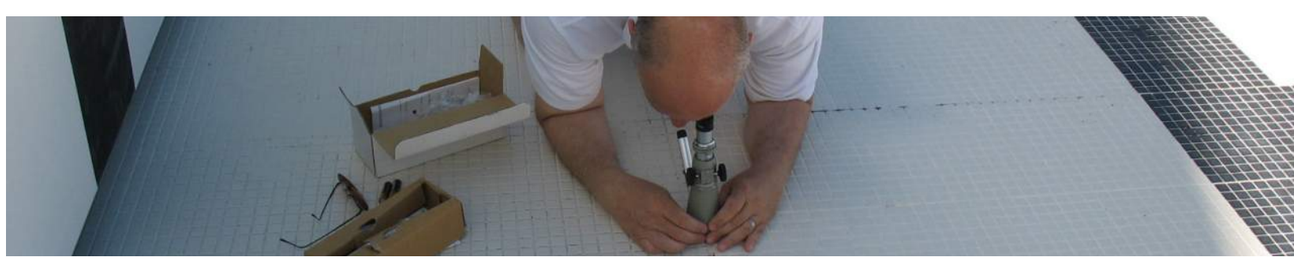
Public Input

- **Public forums & survey**
- **Preliminary report**

Step 3

Recommendation & Final Report

- **Summarize previous steps & provide you with an opportunity to review & help develop the final report.**
- **Final report & recommendations**
- **City presentation**



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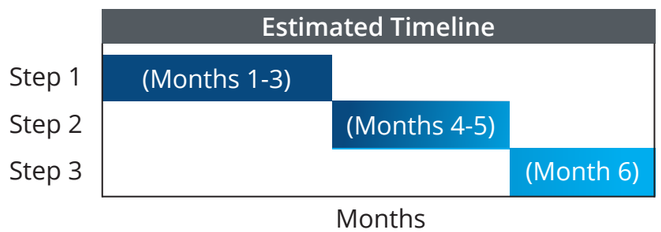
Project Scope

Timeline: 6 Months

It is anticipated that The Roeland Park Aquatic Center Feasibility Study will take up to six (6) months to complete. A general timeline is provided to understand the process of conducting the feasibility study.



Step 1 - Facility Evaluation (Months 1-3):

- Meet with City staff & facility operators to understand current facility status, goals & collect internal feedback
- Evaluate existing facility operations
- Review of existing facilities
- Facility assessment
- Service area identification
- Competitive market analysis
- Comparative analysis
- Programming
- Alternative facilities and alternative options assessment
- Operations analysis

Step 2 - Public Input (Months 4-5):

- Public forum #1
- Preliminary report
- Public forum #2

Step 3 - Recommendation & Final Report (Month 6):

- Complete recommendations and final report
- Present findings and recommendations to the City

Project Scope

Facility Assessment

To begin your facility evaluation, it begins with understanding your goals. It is important that we listen to your operating staff describe their challenges and frustrations, as well as reach out to the community for their feedback on your current facilities. During the facility evaluation, we will review the original design drawings and specifications, and tour the facilities to observe the actual operating conditions. The intention of the facility evaluation is to understand where the facilities are in regards to functionality, and what the known and actual conditions of the facilities are. Having a good understanding about existing conditions allows us to determine what type and kind of recommendations are the best suited for your specific project.

To give you a better understanding of what to expect, some of the key items we test and evaluate are:

- Pool condition
- Deck & structures
- Features & amenities
- Water quality
- Water test log reviews
- Water loss potential
- ADA & VGB compliance
- Diving clearances
- Lighting levels
- Comparison with State and City standards
- Chemical systems
- Filter systems
- Recirculation systems
- Building condition
- Building systems
- Roofing systems
- HVAC systems
- Electrical systems
- Plumbing systems
- Indoor Air Quality

Main Goals of this Section:

- Updated Facility Assessment, including cost and timeline for maintenance/replacement

Service Area Identification

In the Kansas City metropolitan area, there are a tremendous number of options for people to choose from in relation to how their recreational needs are met; this is particularly true in the aquatics arena. Knowing where those options are and what they consist of provides a basis of understanding for what the competition may be, but also where service gaps may exist.

Our approach to identifying the aquatic market around the City begins with an inventory of public and private pools, and determining pool locations within a 5, 10 and 15 mile radius. We will create a map showing their locations, and will document those pool sizes, feature and fees.

Main Goals of this Section:

- Service Map with Facility Offering Tracking
- Demographic & Community Profile
- Participation Data

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Project Scope

Review of Existing City Facilities, Programs & Services

Reviewing the existing facility and the services offered within it is important in gaining project understanding. Compiling and analyzing existing data provides the foundation and story of your facility.

Areas for Review Include:

- Master plan and existing studies
- Organizational structure and wage scales
- Department policies and procedures
- Existing aquatic and recreation program statistics
- Demand for programs, services and facilities
- Staff numbers, training and schedules

Main Goals of this Section:

Identification of:

- Efficiencies
- Inefficiencies
- Elements for Further Review

Competitive Market Analysis, Comparative Market Analysis & Market Analysis

Benchmarking the facility against area facilities and participation statistics provides a basis for identifying areas that are both going well and what could improve at your facility. Studying how people are using services in the area and what their options are for participation will provide insight as to how your facility fits into the equation.

The following areas will be analyzed to understand the market:

- Alternative aquatic service providers
- Facilities and services offered
- Admission rates and attendance numbers
- National and regional standards
- Participation levels
- Determine user groups
- Impact of user groups

Main Goals of this Section:

- Benchmarking
- Tracking & Analysis

Project Scope

Programming

Activities and program analysis will allow for further understanding of who is participating in the utilization of the facility, and how they are doing so. Identifying strong programs that run at or above cost recovery, and also those that run below cost recovery goals and are supplemented, will show where improvement can be made. By understanding participation numbers, demand, duplication of service, and potentially inefficient offerings, program recommendations can be made so that efforts and resources are directed at programs that are deemed the most valuable or critical.

When looking at programming and activities, we will be interested in asking these types of questions:

- What activities or programs has the user participated in? How long ago?
- What does the user want and need in their programming options?
- How satisfied are users with existing offerings?
- Where could the facility improve?
- Where does the community fulfill their aquatics programming needs?
- What activities does the community want?

Main Goals of this Section:

- Identification of High Priority & Lower Priority Programs
- Identifying Service Gaps & Program Suggestions

Alternative Facilities & Alternative Operations Assessment

Unique to the Roeland Park Aquatic Center is the utilization of the dome over the main pool throughout the year. With growing maintenance and the history of repair of the dome, in addition to the options of modifying the operational structure of the facility, studying the impact of the following options will be key in educating the team in the viability and sustainability of each option.

Operating options for assessment:

- Year-round + dome
- Year-round + fixed cover
- 8-months + no cover
- 3-month (summer) season only + no cover
- 3-month (summer) season only + waterpark features

Main Goals of this Section:

- Breakdown Of Operating Costs & Implications For Each Option

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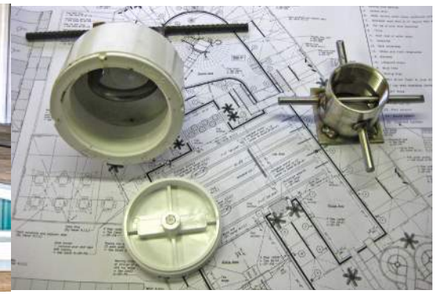

Project Scope

Public Input

Gaining input from the public can be key to understanding the facility from the user's perspective, and to develop a plan that will be supported by the public. Input from the public is generally only as good as the awareness the public has with respect to possibilities, constraints, and financial impact. All public input should begin with an educational component. We will produce promotional/informational media for use in educating the public about the project and the goals behind the project.

Along with attending and supporting public meetings, other promotional channels can be useful. For those who cannot attend formal or in-person meetings, and for those who may not feel comfortable speaking in front of others, social media, emails, and online and in-person surveys allow for more input and feedback. Building community support and consensus is an integral part in planning for City services, including the direction and future of the operations at the Roeland Park Aquatic Center.

It is understood that two (2) public forums and an online survey will be conducted as a part of the scope of this feasibility study.

Main Goals of this Section:

- Compilation Of Public Feedback
- Including Needs & Priorities

Operations Analysis

We will conduct an evaluation and analysis of the operations of the existing facility. This allows us to look at how your facility is performing when the doors are open, identifying what areas are going well and areas that may need improvement or modification.

The final report will include the tracking and data logs created to show trends over time, and will be used as the justification method for projections.

Key areas of evaluation include:

- Attendance
- Fees
- Sources of Income
- Operating Costs
- Revenue Generation
- Revenue/Expenditure Comparisons

Main Goals of this Section:

- Trending And Future Projections
- Identification Of Areas That Could Undergo Immediate Operational Modification To Increase Efficiencies

Project Scope

Final Report & Recommendations

A final report will be prepared to recap the findings of the study and offer recommendations for determining the operational future of the Roeland Park Aquatic Center. Our recommendations will be based on the analysis of all areas identified in the Scope, and will include operating and maintenance costs for each recommendation. We will use an annualized economic analysis to help you understand and compare the combination of capital costs, repairs, and operating costs.

The Final Written Report Will Include:

- Updated facility assessment
- Capital improvements plan and costs
- Implementation schedule and priorities
- Operational considerations and implications
- Market analysis
- Support photos
- Tables
- Data sets
- Public feedback

In addition to the final written report, the team will present the study findings to the City, including facility recommendations.

Estimated Fee (or Fee Range)

It is the philosophy of our firm to provide a high quality of service without extra layers and steps, helping to reduce additional costs for the project. We place a focus on remaining efficient in our staffing and project execution, keeping the study in-house and keeping fees reasonable.

The estimated total cost for our services is $31,100, with a total number of estimated hours of 292.

The cost and hour estimates was formulated based off of project assumptions to be able to provide an estimate. The accuracy of these estimates are contingent on those assumptions being met.

Those Project Assumptions Are:

- Scope as listed in the RFP is complete.

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6. REFERENCES

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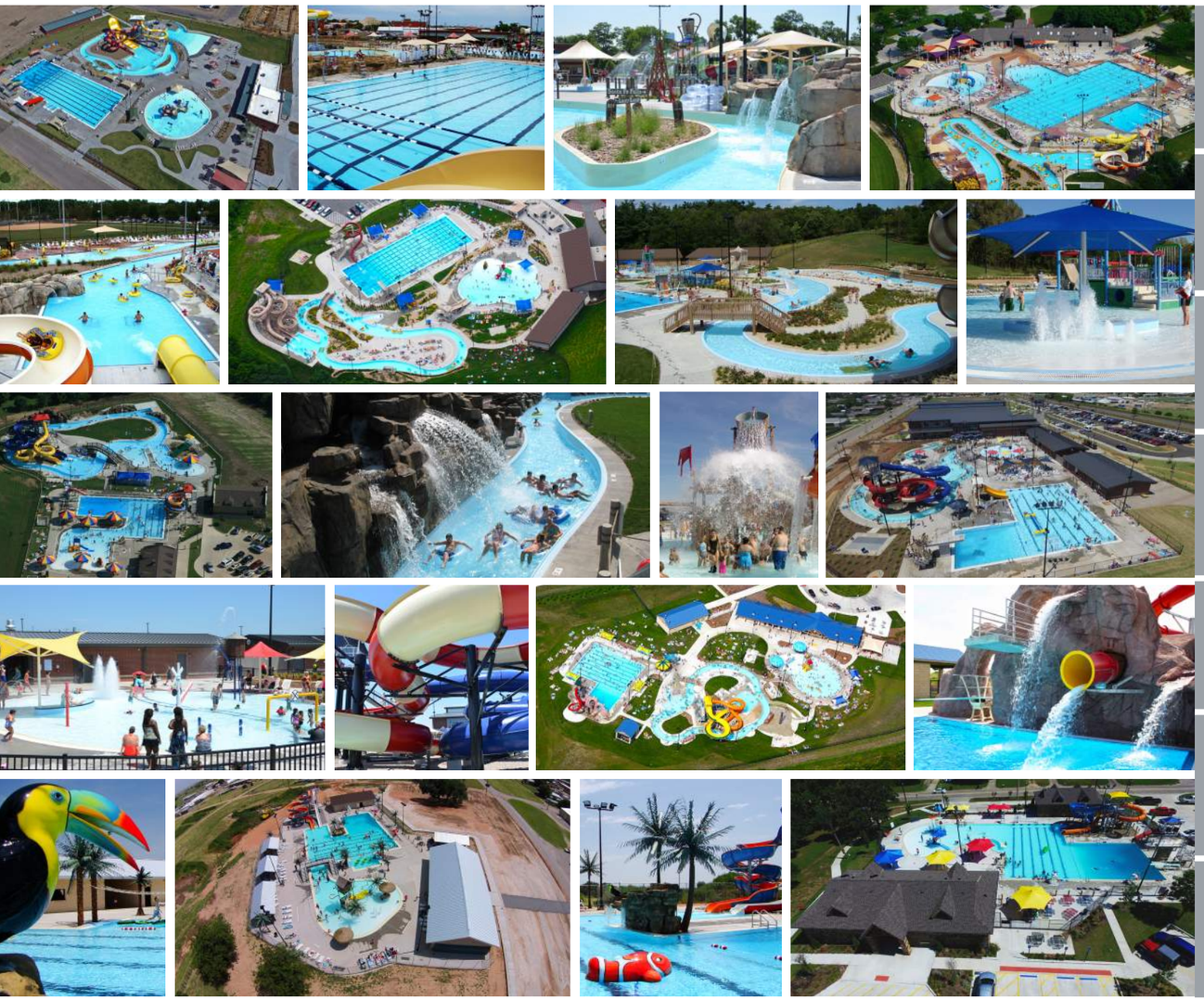
Additional References



Waters Edge AQUATIC DESIGN

We work very hard for our clients, which has resulted in a long list of strong references. We are particularly proud of these references, and therefore prefer to provide additional references to those listed with our project profiles.

City of Shawnee Parks & Rec
Shawnee, KS
Sean Keenan, Aquatics Specialist
(913) 742-6404

Joplin Parks and Recreation
Joplin, MO
Paul Bloomberg, Director
(417) 625-4750

Westwood Family Aquatic Center
Norman, OK
Jud Foster, Parks and Rec Director
(405) 366-5472

Long Branch Lagoon
Dodge City, KS
Ray Slatterly, Director of Engineering
(620) 225-8106

Blue Valley Recreation Indoor
Overland Park, KS
Jim Hook, Special Projects
(913) 685-6000

The Falls Aquatic Center
Cedar Falls, IA
Bruce Verink, Recreation Director
(319) 273-8636

Rock River Rapids
Derby, KS
Darcie Parkhurt, Assistant Director
(316) 788-3781

Kenwood Cove Study
Salina, KS
Chris Cotten, Parks and Rec Director
(785) 309-5765

Chillicothe Parks and Recreation
Chillicothe, MO
Josh Norris, Director Parks & Rec
(660) 646-8859

City of Manhattan Parks & Rec
Manhattan, KS
Eddie Eastes, Director
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Gladstone Community Center
Gladstone, MO
Justin Merkey, Director
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Flat Rock Creek Community Pool
Lenexa, KS
Logan Wagler, Park Superintendent
(913) 477-7110

Shawnee North Family Aquatic Center
Shawnee County, KS
John Knight, Director Parks and Rec
(785) 251-2600

Black Bob Bay
Olathe, Kansas
Konni Knabe
(913) 971-8600

Topeka Sports Park Natatorium
USD 501, Topeka, KS
Mike Godbout, Manager
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City of Sabetha
Sabetha, KS
Doug Allen, City Administrator
(785) 284-2158

Pawnee Plunge
Columbus, NE
Doug Moore, Public Property Director, (515) 282-9622

Kansas City Parks & Recreation
Kansas City, MO
Mark McHenry, Director
(816) 513-7503

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Item Number: **New Business- VIII.-C.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	3/30/2018
Submitted By:	Keith Moody
Committee/Department:	Admin.
Title:	**Approve Solid Waste Assessment for 2019**
Item Type:	

Recommendation:

Staff recommends setting the solid waste service assessment for 2019 based upon the cost estimates developed for the new leaf pick up program.

Details:

Attached is the 2019 Solid Waste Rate Analysis, two assessment options for 2019 are reflected. Option 1 inludes the cost of staff time employed to deliver the leaf pick up program ($212/year). Option 2 excludes the cost of staff time employed to deliver the leaf pick up program ($197/year). In the KC metro the average cost of solid waste service paid per home as of 1/1/2016 was $178. This did not include a special curb side leaf pick up program such as that offered in Roeland Park.

The assessment includes the estimated cost of delivering the leaf pick up program through a single person automated leaf vacuum truck. Staff has expanded the period of the leaf pick up program from 6 to 12 weeks. This has been done to provide enough work hours for public works staff to provide 3 pick up opportunities per house. This has the added benefit of providing a broader window for resident's leaves to fall and take advantage of the program. The PW staff will rotate through the leaf pick-up duty, starting early for the morning shift and staying late on the afternoon shift to avoid overtime during the week. They will also rotate duty on Saturdays, which will be at an overtime rate. These costs are reflected in the attached cost estimate. Even with the extended 12 week term, the cost estimate for the new approach ($81,570) is less than the previous approach ($87,645).

The fee the City pays to WCA is fixed for 2018, 2019 and 2020.

The annual assessment per home for Option 1 is $212, a $13 increase over the 2018 assessment. Option 2 reflects an annual assessment of $197 (a $2 decrease), this option does not include the personnel costs of the leaf pickup program. Option 2 results in $44,700 of the cost of the program being covered by taxes vs. the assessment. Another way you can think of this is that .5 mills of the tax levy is supporting this service.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
2019 Leaf Pick Up Program Cost Estimate	Backup Material
2019 Solid Waste Rate Analysis	Backup Material

2019 Leaf Pickup Program Cost Estimate

Personnel Costs	Rate/Hr	Hours Worked	Cost	Notes:
PW Staff - Leaf Vacuum Operator	$ 34.07	600	$ 20,442.00	Assumes 3 pickups per residence over a 12 week period from 11/5 to 2/1. Assumes 1 man, working for 15 minutes at 100% of 2,850 Single family homes. 15 minutes is a conservative estimate based on staff's experience watch Cedar Rapids operations. Take's into account pickup, dump travel time, and refuel time. 600 Hours worked in straight time (10 hour days x 5 days x 12 weeks) 8 hours overtime every Saturday for 12 weeks (9 hours x 1 day x 12 weeks) equals 108 Hours total overtime.
PW Staff - Leaf Vacuum Operator (Overtime Hours)	$ 51.11	108	$ 5,519.34	
PW Staff - Sweeper Operator	$ 34.07	60	$ 2,044.20	Assumes 1 man, working 6 hours a day sweeping streets for final 10 days
PW Director	$ 57.36	120	$ 6,883.20	Assumes 2 hr per day for 12 weeks (November 5th - February 1st)
PW Superintendent	$ 47.61	180	$ 8,569.80	Assumes 3 hr per day for 12 weeks
Administrative Assistant	$ 20.13	60	$ 1,207.80	Assumes 1 hr per day for 12 weeks
				Rate per hour includes wages, benefits and 15% added for
		Subtotal	$ 44,666.34	overhead.
Asset Depreciation Costs	**Annual Depreciation**	**Leaf Program %**	**Cost Allocation**	
Single User Automated Vacuum Truck - 30 cubic yard capacity with articulating vacuum boom	$ 13,333.33	100%	$ 13,333.33	Assumes a new truck cost of $170,000, kept for 12 years with $10k residual value.
#201 - Sweeper	$ 17,991.54	20%	$ 3,598.31	Sweeper time percentage drops because leaves no longer in street
#202 - Front Wheel Loader	$ 2,023.00	1%	$ 20.19	Wheel loader time percentage drops because amount of leaves at PW Facility drops
#205/#206 - Trackless Machine w/ Leaf Attachment	$ 7,696.50		$ -	
		Subtotal	$ 16,951.83	
Leaf Disposal Cost				
Containers	**Quantity ***	**Cost/Per**	**Cost**	Assumes same cubic yards in 2017 = 2,620
40 Cubic Yard Dumpsters	19	$ 144.00	$ 2,736.00	Subtract sweeping cubic yards (750) for dumpsters, remaining to Missouri Organics
Missouri Organics	95	$ 32.67	$ 3,103.65	2,620 - 750 = 1,870 cubic yards to Missouri Organics
				750 divided by 40 yards = amount of dumpsters
			$ 5,839.65	1,870 divided by 25 yards = amount of Missouri Organics dumps
Fuel Cost				Staff added 25% more dumps to Missouri Organics to be conservative
Asset	**Fuel Usage (Gallons)**	**Avg Cost/Per**	**Cost**	
Single User Automated Vacuum Truck - 30 cubic yard capacity with articulating vacuum boom	355	$ 2.63	$ 933.65	Assumes same amount of fuel used in both dump trucks
#201 - Sweeper	100	$ 2.63	$ 263.00	Assumes 1/3 of the fuel because of less sweeping
#202 - Front Wheel Loader	30	$ 2.63	$ 78.90	Assumes 1/3 of fuel because of less loading of leaves at PW
#205 - Trackless Machine		$ 2.63	$ -	No longer in program
		Subtotal	$ 1,275.55	
Maintenance & Repair Costs				
Asset	**Avg Cost/Per Year**	**Leaf Program %**	**Cost**	
Single User Automated Vacuum Truck - 30 cubic yard capacity with articulating vacuum boom	$ 8,500	100%	$ 8,500.00	Estimated average annual Leaf Vacuum costs over 10 years.
#201 - Sweeper	$ 7,500	20%	$ 1,500.00	
#202 - Front Wheel Loader	$ 2,500	1%	$ 24.95	
#205/#206 - Trackless Machine w/ Leaf Attachment	$ 10,455	0%	$ -	No Longer using in program
		Subtotal	$ 10,024.95	
Misc. Cost				
#201 - Sweeper water usage - 450 gallons			$ 211.50	Water usage less because less sweeping
Public Education & Outreach (video)			$ 1,500.00	
Cost for individual mailers			$ 350.00	
Cost for newsletter portion (one page)			$ 550.00	
Cost for Maps			$ 200.00	
		Subtotal	$ 2,811.50	
	Total Program Costs		**$81,570**	
	Cost Excluding Personnel		**$36,903**	

*Notes: The analysis assumes 3 pickups per residential property (same as prior approach). Staff believes the time required to perform 3 pickups will require a 72 workday schedule. 60 days straight time and 12 days overtime, as noted above. This will cover 12 calendar weeks, double the number of days of the prior program, which provides residents even greater opportunity to utilize the program.

2019 Solid Waste Rate Analysis

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.

Administrative Assistant Cost with Benefits and 15% Overhead	$	21.14
Appx Man Hours		**260**
	$	5,495.49

Summary of Program Costs

Year of Service:	2012	2013	2014	2015	2016	2017	2018	2019- Option 1- Personnel Cost of Leaf Program Included	2019- Option 2 Personnel Cost of Leaf Program Not Included
History of Solid Waste Fee Charged City by Contractor (Per Home Per Year)	$ 150.48	$ 138.96	$ 142.92	$ 145.44	$ 145.44	$ 149.76	$ 182.04	$ 182.04	$ 182.04
Percent Increase		-7.66%	2.85%	1.76%	0.00%	2.97%	21.55%	0.00%	0.00%
Total Homes Subject to Assessment	2,845	2,846	2,846	2,846	2,846	2,845	2,849	2,850	2,850
Summary of Solid Waste Program Costs:									
Administrative Costs		$ 4,228.00	$ 4,228.00	$ 4,228.00	$ 4,228.00	$ 4,228.00	$ 4,228.00	$ 5,495.49	$ 5,495.49
Leaf Pick Up Costs		$ 80,000.00	$ 80,000.00	$ 80,000.00	$ 80,000.00	$ 80,000.00	$ 88,000.00	$ 81,600.00	$ 36,900.00
Solid Waste Service Costs	$ 5,137,387	$ 395,480.16	$ 406,750.32	$ 413,922.24	$ 413,922.24	$ 426,067.20	$ 518,631.96	$ 518,814.00	$ 518,814.00
Total program cost		$ 479,708.16	$ 490,978.32	$ 498,150.24	$ 498,150.24	$ 510,295.20	$ 610,859.96	$ 605,909.49	$ 561,209.49
Estimated Cost Per Property		$ 168.56	$ 172.52	$ 175.04	$ 175.04	$ 179.37	$ 214.41	$ 212.60	$ 196.92

Annual Assessment Breakdown:

Annual Solid Waste Charge per property		**$ 142.95**	**$ 145.44**	**$ 148.00**	**$ 148.00**	**$ 149.76**	**$ 183.00**	**$ 183.00**	**$ 183.00**
Solid Waste Revenue		$ 406,836	$ 413,922	$ 421,221	$ 421,221	$ 426,067	$ 521,367	$ 521,550	$ 521,550
Administrative Fee Charged per property:		**$ 7.53**	**$ 0.86**	**$ 0.24**	**$ 1.09**	**$ 0.13**	**$ -**	**$ -**	**$ 1.05**
Administrative Service Fee Revenue		$ 21,430.38	$ 2,447.56	$ 683.04	$ 3,102.14	$ 369.85	$ -	$ -	$ 2,992.50
Leaf Program Charge Per property:		**$ -**	**$ 27.62**	**$ 27.96**	**$ 27.12**	**$ 28.12**	**$ 16.00**	**$ 29.00**	**$ 12.95**
Leaf Program Revenue		$ -	$ 78,618.04	$ 79,587.00	$ 77,179.00	$ 80,000.00	$ 45,584.00	$ 82,650.00	$ 36,900.00
Per Property / Year Cost	$ 150.48	**$ 150.48**	**$ 173.92**	**$ 176.21**	**$ 176.21**	**$ 178.01**	**$ 199.00**	**$ 212.00**	**$ 197.00**
Per Property / Per Month Cost		**$ 12.54**	**$ 14.49**	**$ 14.68**	**$ 14.68**	**$ 14.83**	**$ 16.58**	**$ 17.67**	**$ 16.42**
Annual Surplus or (Deficient)/Home		$ (18.08)	$ 1.41	$ 1.17	$ 1.18	$ (1.36)	$ (15.41)	$ (0.60)	$ 0.08
Total Estimated Surplus or (Deficiency)		$ (51,442.08)	$ 4,009.52	$ 3,340.42	$ 3,351.52	$ (3,858.15)	$ (43,908.96)	$ (1,709.49)	$ 233.01

History of Solid Waste Assessment

Solid Waste Assessment	$ 150.48	$ 150.48	$ 173.92	$ 175.47	$ 175.47	$ 178.00	$ 199.00	$ 212.00	$ 197.00
Equivalent Monthly Rate	$ 12.54	$ 12.54	$ 14.49	$ 14.62	$ 14.62	$ 14.83	$ 16.58	$ 17.67	$ 16.42

*Notes: In 2012 the City was charged $150.48 per property per year for Solid Waste Services by Town and Country. Using 2012 as the starting year results in an annual change in the solid waste service fee of 3.5%. The deficiency shown in 2018 of $43,908 reflects not including city staff related time working on the leaf pick up program in the solid waste assessment fee. Personnel cost for 2019 are estimated at $44,700 for the leaf program. This has the affect of reducing revenue to the General Fund by this amount (equal to .5 mill).

Item Number: **New Business- VIII.-D.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	1/19/2018
Submitted By:	Keith Moody
Committee/Department:	Admin.
Title:	**Voting During Workshops**
Item Type:	Other

Recommendation:

Staff recommends council record votes when providing direction on items during workshops. This will provide a clear record of that direction for council, staff and resident reference.

Details:

The City Council can vote in a workshop to give direction to City staff, but no binding action such as passing resolutions or ordinances may be taken in the workshop. I could not find many ordinances in Kansas that specifically addressed this issue, but I found other states that have written into their code that while no binding action may be taken at a workshop, the Council may be polled at the workshop to obtain an unofficial sense of the position of the Council on an issue being discussed at the workshop.

Wichita, KS: Order of Council Business at Workshop Meetings:
Sec. 2.04.195(C): The items appearing on the agenda shall be considered collectively as a consensus agenda and an affirmative vote of the council on the agenda will allow and be construed as an affirmative vote to take the recommended action as stated on each item.

Derby, KS Code of Meeting Procedure:
Workshops- “informal meeting of governing body, no agenda is required and no binding action may be taken.”

DeSoto, KS specifically prohibits votes from being taken in a workshop.

Roberts Rules:

Committees and Boards 57. Informal Consideration. In ordinary societies the meetings of which are not large, instead of going into committee of the whole or considering questions as if in committee of the whole, it is more usual to consider the question informally… while the consideration of the main question and its amendments is informal, all votes are formal, the informality applying only to the number of speeches allowed in debate. **If the question is considered in either the regular committee of the whole or the quasi committee of the whole, it is necessary formally to report the action to the assembly and then take action on the report**. Thus, it will be seen that informal consideration is much simpler than either of the methods described in the previous two sections. It can be used to advantage in assemblies that are not very large, instead of the committee of the whole. **While this is not a motion to commit, yet it is used for practically the same purpose as the committee of the whole.**

KS Code of Procedure: "No binding action may be taken during a work session."

Financial Impact

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

Additional Information

Electronic voting capability is available through NOVUS (our meeting agenda software provider). The cost of adding this capability is $?/yr. The governing body would need to have a tablet or laptop with wifi capability in order to access the site and vote. This system has the benefit of creating a record of how each person voted on each issue. It also eliminates the disadvantage created by calling roll, as a the roll call even if conducted in random order can creates an advantage to the persons voting last. Although video recording does create a record of individual votes, it is not easily searchable and it does not address the disadvantage of a roll call vote.

How does item relate to Strategic Plan?

N/A

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description	Type
Electronic Voting Objective	Cover Memo

1. Electronic Voting Log System for Council Chambers

Justification: Deploying an electronic method of voting will ensure votes are impartial and accurate. Electronic voting can ensure each council member has entered a vote and that vote is not displayed until the conclusion of voting. A system could be implemented to record votes as part of the computer system in the Council Chambers. Novus offers this capability currently (additional $600 per year fee), to use this system the Governing Body would need to have access to tablets or lap tops at the dais.

Cost Estimate: $4,500 **Account 5211.101 Equipment**
$600 **Account 5305.101 Dues/Subscriptions**

Completion Date: February 28, 2018

Responsible Party: Administrative Staff

Submitted By: Michael Rhoades

Item Number: **New Business- VIII.-E.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	3/28/2018
Submitted By:	Jose Leon, Director of Public Works
Committee/Department:	Public Works
Title:	**Maintenance Agreements for City Facilities (Plumbing, Electrical, HVAC)**
Item Type:	

Recommendation:

Staff recommends to approve the 2018 through 2020 On-Call Building Services for electrical services with Mark One Electric, for HVAC services with Lippert Mechanical, and for plumbing services with Lexington Plumbing.

Details:

Staff issued an RFP for on-call building services for the following trades due to the limited resources we have to complete certain tasks. Staff time is limited but necessary when having to seek quotes to perform certain small tasks that are out of the skill set of public works, building codes, and community center/aquatic center staff. Director of Public Works found it necessary to find a way to limit staff time in obtaining bids through an on-call agreement.

This agreement is very similar to the agreements City of Prairie Village holds with their on-call facilities maintenance contractors. Similar to the On-Call Tree Contractor, staff will only use this agreement to provide services for our facilities when necessary. The HVAC ensures our HVAC units and boiler units are all maintained annually. This has not taken place in past years. All agreements will ensure consistency for these services in each of the City owned facilities.

Financial Impact

Amount of Request: 0	

Budgeted Item?	Budgeted Amount: $10,000 in 5210.101, $3,500 in 5210.106, $15,000 in 5210.290

Line Item Code/Description: City Hall Building M&R 5210.101, PW Building M&R 5210.106, CC M&R 5210.290

Additional Information

This agreement will also serve well for staff when emergency type situations occur at our facilities that need to be addressed more rapidly. The agreements require the contractor to provide a staff member on site within 3 hours of notification.

How does item relate to Strategic Plan?

N/A

How does item benefit Community for all Ages?

N/A

ATTACHMENTS:

Description	Type
Lippert Mechanical	Backup Material
HVAC Services Bid Tab	Backup Material
Mark One Electric	Backup Material
Electrical Services Bid Tab	Backup Material
Lexington Plumbing	Backup Material
Plumbing Services Bid Tab	Backup Material

LIPPERT
MECHANICAL SERVICE CORP.

Heating
Piping
Air Conditioning
Controls
Refrigeration
Design & Build

Since 1965

INTRODUCTION TO
LIPPERT MECHANICAL SERVICE CORP

Lippert Mechanical Service Corp has been in the business of servicing, repairing, installing, retrofitting commercial/industrial HVAC systems, and providing customized Preventive Maintenance Contracts since 1965. HVAC is all we do, allowing us to focus and provide absolutely the best possible service to our customers.

We are a C-Corporation incorporated in the state of Illinois and licensed in the states of Missouri and Kansas as a Mechanical Contractor. We maintain many city and county business/contractor licenses in both states. With offices in Kansas City, MO, Lawrence, KS, and Saint Joseph, MO, we have the ability to cover a large area of the Kansas City Region. Along with an A+ rating with the Better Business Bureau, we can be found on Dun & Bradstreet, #929042968.

Lippert Mechanical employs 40+ highly trained and qualified field technicians, most of whom have an average of 21 years industry experience. All are STAR certified, EPA certified, and stay in touch with changing times, methods, and equipment with factory training and certification, and safety training. Along with our technical expertise, safety is a high priority for Lippert Mechanical Service Corp – our 2018 EMR is .72!

We are also the only mechanical contractor that includes a complete Boiler Division that employs boilermakers. Pursuant to state regulations, our boilermakers and Boiler Division is R-stamp certified with the ability to weld on all ASME pressure vessels and heat exchangers. This work is never "subcontracted!"

Lippert Mechanical Service Corp serves our customers 24/7/365. Outside of normal business hours, we provide a live answering service to respond to service requests – not an answering machine to leave a message on!

Lippert Mechanical Service Corp enjoys the reputation as one of the Kansas City area's most respected mechanical service companies. We appreciate the opportunity to allow our highly skilled service technicians, sophisticated testing equipment, and courteous, knowledgeable office staff demonstrate how we earned our reputation.

Regards,

Tom Cleaver

Tom Cleaver, Business Development Manager
816-918-0700
tcleaver@lippertmechanical.com

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 2/5/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
HUB International Midwest Limited
55 East Jackson Boulevard
Chicago IL 60604

CONTACT NAME: CSU Chicago Midwest
PHONE (A/C, No, Ext): 312-922-5000 FAX (A/C, No):
E-MAIL ADDRESS: CSUChicago@hubinternational.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Cincinnati Insurance Company	10677
INSURER B : XL Specialty Insurance Company	37885
INSURER C : Cincinnati Casualty	28665
INSURER D : Safety National Casualty Corporation	15105
INSURER E :	
INSURER F :	

INSURED
Lippert Mechanical Service Corp
1600 N Topping Ave.
Kansas City, MO 64120

REEDINDU

COVERAGES

CERTIFICATE NUMBER: 250361559

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [ ] OCCUR [X] GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [ ] PRO-JECT [X] LOC [ ] OTHER:			CPP0895550	3/1/2018	3/1/2019	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 500,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			CAA5878350 XS1156172	3/1/2018 3/1/2018	3/1/2019 3/1/2019	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 2,000,000 $ $ $ $
B	X UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED X RETENTION $ 10,000			US00066630LI18A	3/1/2018	3/1/2019	EACH OCCURRENCE AGGREGATE $	$ 10,000,000 $ 10,000,000 $
C D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [N] (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		EWC0474721 SP4058288	3/1/2018 3/1/2018	3/1/2019 3/1/2019	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
A	Install. Floater Leased/Rent Equip			CPP0895550	3/1/2018	3/1/2019	Any One Job Agg. Deductible	$550,000 $175,000/Item $50k $1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Sample Certificate to exemplify our coverages. A COI conforming to contractual requirements will be issued upon award.

CERTIFICATE HOLDER

Sample Certificate

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael J. Ahlert

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3.0 **Fees**

3.1 The fees for the completion of this service are:

LOCATION	2018 Quarterly Fee	2019 Quarterly Fee	2020 Quarterly Fee
City Hall & Police Department Building - 4600 W. 51st Street			
Spring Maintenance Service	$420.00	$450.00	$460.00
Fall Maintenance Service	$420.00	$450.00	$460.00
Community Center - 4850 Rosewood Drive			
Spring Maintenance Service	$482.25	$482.25	$495.00
Fall Maintenance Service	$482.25	$482.25	$495.00
Aquatic Center - 4843 Rosewood Drive			
Spring Maintenance Service	$125.00	$135.00	$150.00
Fall Maintenance Service	$125.00	$135.00	$150.00
Public Works - 4800 Roe Parkway			
Spring Maintenance Service	$125.00	$135.00	$150.00
Fall Maintenance Service	$125.00	$135.00	$150.00
~~Geothermal Quarterly Testing~~	N/A	N/A	N/A

3.2 **Additional Fees**

DESCRIPTION	2018 PRICING	2019 PRICING	2020 PRICING
Labor Cost per Hour:	$108.00	$109.00	$110.00
Labor Cost per Overtime Hour:	$150.00	$155.00	$160.00
Materials - Actual Cost Plus Mark Up %:	25%	25%	25%
Freon - Cost Per Pound for Refrigerant	N/A	N/A	N/A

5.0 **References**

5.1 The Contractor will provide three (3) references of comparable work from the last twelve (12) months.

5.2

Company: City of Kansas City, Missouri Contact: Bill Eagleburger

Phone #: 816-513-9157 Email: bill.eagleburger@kcmo.org

Brief Description on Work: Ongoing maintenance contract for 30+ years. Maintain all HVAC and chiller systems for the City. We also perform various repairs, major projects, and installations.

Company: Kansas City Power & Light Contact: Alana Pierce

Phone #: 816-556-2200 Email: alana.pierce@kcpl.com

Brief Description on Work: We have been providing services for KCP&L for over 10 years including maintenance, repairs, service, installations, and major project work at KCP&L facilities and power plants. We also have three current maintenance contracts for specific locations with KCP&L

Company: Kansas City Water Services Contact: Debra Smith

Phone #: 816-513-0293 Email: debra.smith@kcmo.org

Brief Description of Work: We have been providing services for Water Services for over 10 years including maintenance, repairs, service, installations, and major project work at various facilities. We also have multiple current maintenance contracts which include chiller and boiler maintenance.

Contractor Contact: Tom Cleaver

Company Name: Lippert Mechanical Service Corp

Address: 1600 N. Topping Ave.

Kansas City, MO 64120

Telephone Number: 816-241-4442

Email: tcleaver@lippertmechanical.com

/s/ 03/22/18
Contractor Agent Date

ATTEST:

/s/
Kelley Bohon, City Clerk Date

/s/
Steven Mauer, City Attorney Date

/s/
Keith Moody, City Administrator Date

4.0 Units covered by this agreement

4.1 **City Hall & Police Department Building, 4600 W 51st Street**

MFG	MODEL #	SERIAL #	TYPE
	WHN399	H11430037453	Boiler
	WHN399	I11H30041574	Boiler
TRANE	RAUJC50EBC03AB	C12C01842	Air Conditioner
	DF00020		
TRANE	CSAA035UAC00	K12C29940	Air Handler
PRICE	FDVLP5 3014X8	785266-004-001	Fan Power Box
PRICE	FDVLP5 2008	785266-003-001	Fan power Box
PRICE	FDVLP5 2008	785266-001-001	Fan Power Box
PRICE	FDVLP5 2008	785645-005-001	Fan Power Box
PRICE	FDVLP5 3014X8	785646-012-001	Fan Power Box
PRICE	FDVLP5 3014X8	785645-002-001	Fan Power Box
PRICE	FDVLP5 2008	785645-007-001	Fan Power Box
PRICE	FDVLP5 2008		Fan Power Box
PRICE	FDVLP5 3014X8	785266-002-001	Fan Power Box
PRICE	FDVLP5 3013X9	785645-004-001	Fan Power Box
PRICE	FDVLP5 2008	785645-006-001	Fan Power Box
PRICE	FDVLP5 2008	785645-003-001	Fan Power Box
PRICE	FDVLP5 3014X8	785645-001-001	Fan Power Box
PRICE	FDVLP5 3014X8	785645-011-001	Fan Power Box
PRICE	FDVLP5 2008	785645-008-001	Fan Power Box
PRICE	FDVLP5 2008	785645-010-001	Fan Power Box
PRICE	FDVLP5 3014X8	785645-009-001	Fan Power Box
PRICE	FDVLP5 3014X8	785266-005-001	Fan Power Box

4.2 Community Center, 4850 Rosewood Drive

MFG	MODEL #	SERIAL #	LOCATION
Lennox	2353342/RT-48-AFU	06426-3492	Room 3
Lennox	C33-50/60C-2F-6	6012E43279	Cardio Room
American Standard	4TXCD061BC3HCBA	6012E43279	Weight Room
Lennox	CX35-60D-6F-1	6017G18280	CDC
Carrier	23RD149000	U779027	Room 6
American Standard	TWE090A100BB	L425LCK5H	Main Hallway/Office
American Standard	TWE090A100BB	L425K8F5H	East Hallway
Lennox	C33-62C-2F-6	6014M10634	MPR
Lennox	C33-62C-2F-6	6015H07970	NP
Lennox	C33-38B-2F-6	6015G40680	Room 1
Lennox	C33-50/60C-2F-6	6012E43280	Room 2
Lennox	2SC13LC16CT	1612G07108	Outside South Side
Lennox	TSA060S4N44Y	5815B01482	Outside South Side
Lennox	TSA060S4N44Y	5815C10864	Outside East Side
Lennox	TSA060S4N44Y	5815C10867	Outside East Side
Lennox	13ACXN036-230-17	1915K17767	Outside North Side
Lennox	13ACX-036-230-17	1912G23077	Outside North Side
Carrier	38EH036330DL	R609826	Outside North Side
Lennox	13ACX-036-230-17	1912G23075	Outside North Side
Lennox	2SCU13LC160T-3	1616E15391	Outside North Side
Lennox	14ACX-060-230-15	1917E41213	Outside North Side
Carrier	3687E04172	38EN048520	Outside West Side
Lennox	HS29-090-3Y	5603E 13305	Outside West Side

4.3 **Aquatic Center, 4843 Rosewood Drive**

MFG	MODEL #	SERIAL #	LOCATION
Lennox	HS29-681-1P	5897C 46931	Outside
Payne	PG95SAS42100CBA A	1015A46477	Mechanical Room
Payne	PG95SAS60100CBA A	4614A50833	Mechanical Room
Lennox	C26-65EAP-1	6097B25349	Snack Bar
Lennox	C26-65EAP-1	6097B25349	Pool House

4.4 **Public Works Building, 4800 Roe Parkway**

MFG	MODEL #	SERIAL #	LOCATION
LENNOX	LF24-250A-2	6396J17480	SHOP, CEILING
LENNOX	LF24-250A-2	6396J17479	SHOP, CEILING
LENNOX	LF24-250A-2	6396J17477	SHOP, CEILING
TRUE VALUE COMPANY	MWJ-12ERN1-MI8	D20219384011432 150235	OFFICE
LENNOX	C33-38B-2-6	6012B42025	LOCKER ROOM
			CLOSET
LENNOX	13ACX-36-230-17	1912D04703	GROUND, OUTSIDE
			UNIT
MFG.	MODEL #	SERIAL #	LOCATION

4.5 **Nall Park, 4801 Nall Avenue**

Microban	FCME301245002-S	7114H17485	Bathroom Mechanical Room

Bid Tab: HVAC

Opened on March 23, 2018

	2018 Rate	2019 Rate	2020 Rate		2018 Rate	2019 Rate	2020 Rate		2018 Rate	2019 Rate	2020 Rate		2018 Rate	2019 Rate	2020 Rate		2018 Rate	2019 Rate	2020 Rate
Bidder:	COBB Refigeration LLC			Bidder:	DMC Service Inc			Bidder:	Lippert Mechanical			Bidder:	O'Dell			Bidder:	Builind Control Solutions		
Location	Cost	Cost	Cost		Cost	Cost	Cost		Cost	Cost	Cost		Cost	Cost	Cost		Cost	Cost	Cost
City Hall - Spring	$ 1,530.00	$ 1,575.00	$ 1,618.00		$ 2,065.00	$ 2,189.00	$ 2,320.00		$ 420.00	$ 450.00	$ 460.00		$ 1,248.00	$ 1,248.00	$ 1,261.00		$ 450.00	$ 475.00	$ 500.00
City Hall - Fall	$ 997.50	$ 1,024.00	$ 1,050.00		$ 2,065.00	$ 2,189.00	$ 2,320.00		$ 420.00	$ 450.00	$ 460.00		$ 1,248.00	$ 1,248.00	$ 1,261.00		$ 450.00	$ 475.00	$ 500.00
Community Center - Spring	$ 1,962.50	$ 2,022.50	$ 2,082.50		$ 1,175.00	$ 1,245.00	$ 1,325.00		$ 482.25	$ 482.25	$ 495.00		$ 1,152.00	$ 1,152.00	$ 1,164.00		$ 750.00	$ 750.00	$ 800.00
Community Center - Fall	$ 757.50	$ 780.00	$ 802.50		$ 1,175.00	$ 1,245.00	$ 1,325.00		$ 482.25	$ 482.25	$ 495.00		$ 768.00	$ 768.00	$ 776.00		$ 600.00	$ 625.00	$ 650.00
Public Works - Spring	$ 517.50	$ 525.50	$ 547.50		$ 752.00	$ 797.00	$ 845.00		$ 125.00	$ 135.00	$ 150.00		$ 288.00	$ 288.00	$ 291.00		$ 150.00	$ 160.00	$ 170.00
Public Works - Fall	$ 322.50	$ 330.00	$ 340.00		$ 752.00	$ 797.00	$ 845.00		$ 125.00	$ 135.00	$ 150.00		$ 288.00	$ 288.00	$ 291.00		$ 150.00	$ 160.00	$ 170.00
Aquatic Center - Spring	$ 470.00	$ 485.00	$ 497.50		$ 621.00	$ 658.00	$ 698.00		$ 125.00	$ 135.00	$ 150.00		$ 288.00	$ 288.00	$ 291.00		$ 150.00	$ 160.00	$ 170.00
Aquatic Center - Fall	$ 322.50	$ 330.00	$ 340.00		$ 621.00	$ 658.00	$ 698.00		$ 125.00	$ 135.00	$ 150.00		$ 288.00	$ 288.00	$ 291.00		$ 150.00	$ 160.00	$ 170.00
Nall Park - Spring	$ 220.00	$ 225.00	$ 232.50										$ 96.00	$ 96.00	$ 97.00				
Nall Park - Fall	$ 220.00	$ 225.00	$ 232.50										$ 96.00	$ 96.00	$ 97.00				
Additional Fees																			
Labor Cost per Hour	$ 95.00	$ 98.50	$ 101.00		$ 95.00	$ 98.00	$ 104.00		$ 108.00	$ 109.00	$ 110.00		$ 96.00	$ 96.00	$ 97.00		$ 82.00	$ 84.25	$ 87.00
Labor Cost per Overtime Hour	$ 142.50	$ 147.00	$ 151.50		$ 142.50	$ 147.00	$ 156.00		$ 150.00	$ 155.00	$ 160.00		$ 144.00	$ 144.00	$ 145.50		$ 114.50	$ 117.95	$ 121.80
Materials - Actual Cost Plus Mark Up %	30%	30%	30%		20%	20%	20%		25%	25%	25%		30%	30%	30%		20%	20%	20%
Freon - Cost per Pound Refrigerant	Cost x 2	Cost x 2	Cost x 2		$ 85.00	$ 95.00	$ 115.00	R410A	N/A	N/A	N/A	R410A	$ 9.39	9.39	Market	R410A	$ 25.00	$ 27.00	$ 30.00
Freon - Cost per Pound Refrigerant								R22				R22				R22	$ 56.00	$ 72.00	N/A
Service Cost	$21,960.00	$ 22,566.00	$ 23,229.00		$ 18,452.00	$ 19,556.00	$ 20,752.00		$ 6,913.50	$ 7,213.50	$ 7,530.00		$17,280.00	$17,280.00	$17,460.00		$ 8,550.00	$ 8,895.00	$ 9,390.00
Hourly 50 hours Reg - 5 hours OT	$ 5,462.50	$ 5,660.00	$ 5,807.50		$ 5,462.50	$ 5,635.00	$ 5,980.00		$ 6,150.00	$ 6,225.00	$ 6,300.00		$ 5,520.00	$ 5,520.00	$ 5,577.50		$ 4,672.50	$ 4,802.25	$ 4,959.00
Materials $250	$ 325.00	$ 325.00	$ 325.00		$ 300.00	$ 300.00	$ 300.00		$ 312.50	$ 312.50	$ 312.50		$ 325.00	$ 325.00	$ 325.00		$ 300.00	$ 300.00	$ 300.00
Annual Total	$27,747.50	$ 28,551.00	$ 29,361.50		$ 24,214.50	$ 25,491.00	$ 27,032.00		$ 13,376.00	$ 13,751.00	$ 14,142.50		$23,125.00	$23,125.00	$23,362.50		$ 13,522.50	$ 13,997.25	$ 14,649.00
3 Year Total	$		85,660.00		$		76,737.50		$		41,269.50		$		69,612.50		$		42,168.75

ROELAND PARK

est 1951

CITY OF ROELAND PARK, KANSAS
On-Call Building Maintenance Electrical Services

NOTICE TO BIDDERS

Sealed bids for 2018-2020 Electrical Services Bid will be received by the City of Roeland Park, at the office of the City Clerk, City Hall, 4600 W. 51st Street, Roeland Park, Kansas 66205, until **10:00 a.m.** local time on **March 23, 2018**. At the time all sealed bids will be transferred to the City Council Chamber, City Hall, where they will be publicly opened and read aloud. Any bid received after the designated closing time will be returned unopened.

All bids shall be submitted in sealed envelopes addressed to the City Clerk of Roeland Park, Kansas, and marked **"Electrical Services Bid"**.

Copies of bid documents can be obtained on-line at www.roelandpark.net in their BIDS link. Any questions regarding the bid documents should be directed to Jose Leon, Director of Public Works at 913-722-2600.

CONTRACTORS SHOULD READ AND BE FULLY FAMILIAR WITH ALL CONTRACT DOCUMENTS BEFORE SUBMITTING A BID. IN SUBMITTING A BID, THE BIDDER WARRANTS THAT HE HAS READ THE CONTRACT DOCUMENTS AND IS FULLY FAMILIAR THEREWITH AND THAT HE HAS VISITED THE SITE OF THE WORK TO FULLY INFORM HIMSELF AS TO ALL EXISTING CONDITIONS AND LIMITATIONS AND SHALL INCLUDE IN HIS BID A SUM TO COVER THE COST OF ALL ITEMS OF THE WORK.

Bids shall be made upon the form provided, in ink or typewritten. Numbers shall be stated both in writing and in figures; the signature shall be long hand; and the complete form shall be without alteration or erasure.

CITY OF ROELAND PARK, KANSAS
KELLEY BOHON, CITY CLERK

AGREEMENT for ELECTRICAL SERVICES

This Agreement, made this_____day of_____, _____, by and between _____, hereinafter referred to as Contractor, and the CITY OF ROELAND PARK, KANSAS, hereinafter referred to as City, shall be in full force and effect during calendar years 2018 through 2020 with the following terms and conditions.

The Contractor proposes and agrees to provide all necessary machinery, tools, and equipment; and to do all the work specified in these documents of the agreement in the manner herein prescribed and according to the requirements of the City as herein set forth.

This document will be the only executed agreement. Any additions or changes must be added as a written supplement to this agreement at time of proposal. City Council must approve each year the terms of this agreement based on the budgetary allowance.

1.0 **Service Specifications**

1.1 The Contractor will provide electrical repair services and data cabling in City buildings and on City grounds.

1.2 The Contractor is required to have a valid City of Roeland Park Non-Domicile Business License while under contract with the City. License and information can be obtained at the City Hall located at 4600 W. 51st Street.

1.3 A permit shall be applied for through the City of Roeland Park Building Inspector's Office for all repairs, at no cost to the Contractor.

1.4 The City, in accordance with City Council Purchasing Policy Adopted 3/16/2015 will retain the right to obtain competitive pricing on any singular item costing more than $7,500.

1.5 The Contractor will supply a contact name, direct phone number and email and will notify the City if this contact information changes during the Contract period.

1.6 The Contractor is admonished that their employees will be properly attired, refrain from abusive language, refrain from improper behavior, and be aware that they are representing the City.

2.0 **General**

2.1 This signed agreement will be the authorization for the Contractor to provide the described services as requested by the City.

2.2 John Jacobson, Building Inspector, at phone-(913) 722-2600, Email-jjacobson@roelandpark.org, will be the City coordinator for City Hall & Police Department. Donnie Scharff, Superintendent, at phone (913) 722-2600, Emial - dscharff@roelandpark.org will be the City coordinator for Public Works and Parks. Jeremy Hight, Building Maintenance Supervisor, at phone (913) 826-3160 Email- Jeremy.Hight@jocogov.org will be the City coordinator for Community Center & Aquatic Center.

2.3 The Contractor will contact the site representatives to schedule work. All work should be performed between 7:30am through 3:30pm weekdays unless otherwise scheduled or approved by the City.

phrase "Equal Opportunity Employer" or a similar phrase approved by the Kansas Human Rights Commission.

If the manner in which Contractor reports to the Kansas Human Rights Commission fails to comply with the Provisions of K.S.A. 44-1031 and amendments thereto, Contractor shall be deemed to have breached this Agreement and the Agreement may be cancelled, terminated, or suspended, in whole or in part by City.

If Contractor is found guilty of violating the Kansas Act Against Discrimination under decision or order of the Kansas Human Rights Commission, and the decision or order becomes final, Contractor shall be deemed to have breached the Agreement and this Agreement may be canceled, terminated or suspended in whole or in part by City.

Contractor shall include provisions comparable to paragraph 1, 2, 3, and this paragraph in every subcontract and purchase order so that such provisions will be binding upon each such subcontractor or vender.

Notwithstanding anything expressed or implied elsewhere in this Agreement, if City exercises any of its rights under the provisions of the preceding four paragraphs, Contractor shall have no right to recompense or additional payments by reason of such action by City.

The provisions of this section shall not apply to a contract entered into by a contractor: (1) Who employs fewer than four employees during the term of such contract; or (2) whose contracts with the City letting such contract cumulatively total $5,000 or less during the fiscal year of the City.

2.11 Contractor shall defend, indemnify and hold harmless City from and against all claims arising out of or resulting from all acts or omissions in connection with this Agreement caused in whole or in part by Contractor or Contractor's agents, servants, and employees, regardless of whether or not caused in part by any act or omission, including negligence, of the City. Contractor is not obligated to indemnify the City for the sole negligence of the City.

2.12 Applicable Laws and Permits:

A. The Contractor shall observe and comply with all applicable federal, state, and local laws, regulations, standards, ordinances or codes and shall be in compliance with all applicable licensure and permitting requirements at all times.

B. Pursuant to K.S.A. No. 16-113, if the Contractor does not have a resident agent in the State of Kansas, it shall execute and file "Certificate of Appointment of Process of Agent" with the Clerk of the District Court at the Johnson County, Kansas Courthouse. These forms may be obtained at the Office of the Clerk of the District Court. After execution of the documents, it shall be filed with the Clerk of the District Court. Contractor shall be responsible for the filing fee. This certificate is pursuant to the General Statutes of Kansas, and shall be filed prior to the formal execution of the Contract Documents. Failure to comply with these requirements shall disqualify the Contractor for the awarding of this Contract.

2.13 The Contractor warrants to the City that any materials furnished under this Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these

3.0 Fees

3.1 The fees for the completion of these services are:

Contractor Rates	2018 Rate	2019 Rate	2020 Rate
Hourly Rate	sixty four dollars $64.00	sixty five dollars $65.00	sixty six dollars $66.00
Overtime Rate	eighty nine dollars and sixty cents $89.60	ninety one dollars $91.00	ninety two dollars and fourty cents $92.40
Holiday Rate	eighty nine dollars and sixty cents $89.60	ninety one dollars $91.00	ninety two dollars and fourty cents $92.40

Equipment Rates	2018 Daily Rate	2018 Hourly Rate		2019 Daily Rate	2019 Hourly Rate		2020 Daily Rate	2020 Hourly Rate	
Scaffold	one hundred seventy five dollars $175.00	twenty two dollars $22.00		one hundred seventy five dolairs $175.00	twenty two dollars $22.00		one hundred seventy five dollars $175.00	twenty two dollars $22.00	
Scissor Lift	one hundred seventy five dollars $175.00	twenty two dollars $22.00		one hundred seventy five dollars $175.00	twenty two dollars $22.00		one hundred seventy five dollars $175.00	twenty two dollars $22.00	
Genie Lift	one hundred seventy five dollars $175.00	twenty two dollars $22.00		one hundred seventy five dollars $175.00	twenty two dollars $22.00		one hundred seventy five dollars $175.00	twenty two dollars $22.00	
Bucket Truck	one hundred seventy five dollars $175.00	twenty two dollars $22.00		one hundred seventy five dollars $175.00	twenty two dollars $22.00		one hundred seventy five dollars $175.00	twenty two dollars $22.00	

Materials	2018 % of Markup	2019 % of Markup	2020 % of Markup
Purchase Invoice Cost Plus	7% (seven Percent)	7% (seven percent)	7% (seven percent)

4.0 **References**

4.1 The Contractor will provide three (3) references of comparable work from the last twelve (12) months.

Company: City Of Prairie Village Kansas Contact: Steve Mills

Phone #: 913-385-4643 Email: smills@pvkansas.com

Brief Description on Work: Maintenance and repair of electrical, data, phone, and fire alarm.

Company: City Of Kansas City Missouri Contact: Eric Bosch

Phone #: 816-564-0877 Email: eric.bosch@kcmo.org

Brief Description on Work: Maintenance and repair of electrical, data, phone, and fire alarm.

Company: Kansas City Missouri Parks Contact: Pat McNamara

Phone #: 816-513-8585 Email: patrick.mcnamara@kcmo.org

Brief Description of Work: Maintenance and repair of electrical, data, phone, and fire alarm.

Contractor Contact: Rusty Mudgett

Company Name: Mark One Electric Co. Inc.

Address: 909 Troost Ave

Kansas City MO 64106

Telephone Number: 816-842-7023

Fax Number: 816-842-8955

Email: rmudgett@markone.com

/s/ 03/13/18
Contractor Agent Date

ATTEST:

/s/
Kelley Bohon, City Clerk Date

/s/
Steven E. Mauer, City Attorney Date

/s/
Keith Moody, City Administrator Date

Bid Tab: Electrical

Opened on March 23, 2018

	2018 Rate		2019 Rate		2020 Rate	
Bidder:	**Mark One Electric**					
Regular Hourly Employees	**Hourly**		**Hourly**		**Hourly**	
Hourly Rate	$ 64.00		$ 65.00		$ 66.00	
Overtime Rate	$ 89.60		$ 91.00		$ 92.40	
Holiday Rate	$ 89.60		$ 91.00		$ 92.40	
Equipment Rates	**Daily**	**Hourly**	**Daily**	**Hourly**	**Daily**	**Hourly**
Scaffold	$ 175.00	$ 22.00	$ 175.00	$ 22.00	$ 175.00	$ 22.00
Scissor Lift	$ 175.00	$ 22.00	$ 175.00	$ 22.00	$ 175.00	$ 22.00
Genie Lift	$ 175.00	$ 22.00	$ 175.00	$ 22.00	$ 175.00	$ 22.00
Bucket Truck	$ 175.00	$ 22.00	$ 175.00	$ 22.00	$ 175.00	$ 22.00
26-ft Electric Scissor Lift						
Excavator						
Materials	**Markup**		**Markup**		**Markup**	
Purchase invoice cost plus	7%		7%		7%	

	2018 Rate		2019 Rate		2020 Rate	
Bidder:	**McGuire Electric**					
	Hourly		**Hourly**		**Hourly**	
Hourly Rate	$ 65.00		$ 67.50		$ 70.00	
Overtime Rate	$ 97.50		$ 101.25		$ 105.00	
Holiday Rate	$ 130.00		$ 135.00		$ 140.00	
	Daily	**Hourly**	**Daily**	**Hourly**	**Daily**	**Hourly**
Scaffold	Rent Cost Plus Mark Up					
Scissor Lift	$ 70.00	N/A	$ 70.00	N/A	$ 70.00	N/A
Genie Lift	Rent Cost Plus Mark Up					
Bucket Truck	Rent Cost Plus Mark Up					
26-ft Electric Scissor Lift	$ 100.00	N/A	$ 100.00	N/A	$ 100.00	N/A
Excavator	$ 150.00	N/A	$ 150.00	N/A	$ 150.00	N/A
	Markup		**Markup**		**Markup**	
	25%		25%		25%	

** All Contractor Owned equipment is subject to availability and delivery/pickup fee's of $80 **

	2018 Rate		2019 Rate		2020 Rate	
Bidder:	**Teague Electric**					
	Hourly		**Hourly**		**Hourly**	
Hourly Rate	$ 75.00		$ 75.00		$ 75.00	
Overtime Rate	$ 105.00		$ 105.00		$ 110.00	
Holiday Rate	$ 125.00		$ 125.00		$ 125.00	
	Daily	**Hourly**	**Daily**	**Hourly**	**Daily**	**Hourly**
Scaffold	$ 250.00		$ 250.00		$ 250.00	
Scissor Lift	Rental Fee		Rental Fee		Rental Fee	
Genie Lift	$ 150.00		$ 150.00		$ 150.00	
Bucket Truck		$ 95.00		$ 95.00		$ 105.00
26-ft Electric Scissor Lift						
Excavator						
	Markup		**Markup**		**Markup**	
	15%		15%		15%	

AGREEMENT for PLUMBING SERVICES

This Agreement, made this 23 day of MARCH, 2018, by and between LEXINGTON PLUMBING, hereinafter referred to as Contractor, and the CITY OF ROELAND PARK, KANSAS, hereinafter referred to as City, shall be in full force and effect during calendar years 2018 through 2020 with the following terms and conditions.

The Contractor proposes and agrees to provide all necessary machinery, tools, and equipment; and to do all the work specified in these documents of the agreement in the manner herein prescribed and according to the requirements of the City as herein set forth.

This document will be the only executed agreement. Any additions or changes must be added as a written supplement to this agreement at time of proposal. City Council must approve each year the terms of this agreement based on the budgetary allowance.

1.0 **Service Specifications**

1.1 The Contractor will provide plumbing services in City buildings and on City grounds.

1.2 The Contractor will annually check and test all backflow preventers to WaterOne standards in these locations:

City Hall & Police Department

4600 W. 51st Street	Serial #304982	Heating/Cooling	Size 4.00
4600 W. 51st Street	Serial #LF -1295	Fire Protection	Size .75
4600 W. 51st Street	Serial #204212	Detector Assembly	Size 2.50
4600 W. 51st Street	Serial #194756	Office Building	Size 1.00

Community Center

4850 Rosewood Drive	Serial #MC03-2296694-248	Size 1.00
	Serial# 678002	Size .75

Aquatic Center

4843 Rosewood Drive	Serial #1543M000818	Filter house	Size 1.5
	Serial# 1101A004061	Snack Bar	Size .75

Grounds & Irrigation

5198 Granada	Serial #037244	Granada Park	Size .75
4801 Nall Avenue	Serial #027338	Nall Park - Restroom Mechanical Room	Size 1.00
5535 Juniper	Serial #053909	R Park - Drinking Fountain	Size .75
5003 Wells Drive	Serial #BC 6749	Sweany Park	Size 1.00
4600 W. 51st Street	Serial #287466	City Hall - Irrigation	Size .75
5200 Sycamore Drive	Serial #BC 6503	Carpenter Park - Irrigation	Size 1.00

1.3 A permit shall be applied for through the City of Roeland Park Building Inspector's Office for all repairs, at no cost to the Contractor.

1.4 The Contractor is required to have a valid City of Roeland Park Non-Domicile Business License while under contract with the City. License and information can be obtained at the City Hall located at 4600 W. 51st Street.

1.5 The City, in accordance with City Purchasing Policy 3/17/2015 will retain the right to obtain competitive pricing on any singular item costing more than $7,500.

1.6 The Contractor will supply a direct contact name, phone number and email and will notify the City if this contact information changes during the Contract period.

1.7 The Contractor is admonished that their employees will be properly attired, refrain from abusive language, refrain from improper behavior, and be aware that they are representing the City.

2.0 **General**

2.1 This signed agreement will be the authorization for the Contractor to provide the described services as requested by the City.

2.2 City Hall & Police Department - John Jacobson, Building Inspector, at (913) 722-2600 Email - jjacobson@roelandpark.org, Community Center & Aquatic Center - Jeremy Hight,

Building Maintenance Supervisor, at (913) 826-3160 Email- Jeremy.Hight@jocogov.org, Grounds & Irrigation - Donnie Scharff, Public Works Superintendent, at phone-(913)722-2600, Email- dscharff@roelandpark.org will be the City coordinator for the Contractor for providing any service and responding to any special needs.

2.3 The Contractor will contact the site representatives to schedule work. All work should be performed between 7:30am through 3:30pm weekdays unless otherwise stated by the City.

2.4 All work performed by the Contractor will be of acceptable workmanlike quality and installation normally associated with this trade and shall occur to the satisfaction of the City before payment will be made by the City to the Contractor.

2.5 All invoices should be grouped by location, with a copy of the service report attached, and are to be sent to City Hall, 4600 W. 51st Street, Roeland Park, KS 66205.

2.6 Invoices shall be submitted for payment within thirty days of completion of work.

2.7 Insurance:

A. The Contractor shall procure and maintain, at its expense, the following insurance coverage: (a) Workers' Compensation -- Statutory Limits, with Employer's Liability limits of $100,000 each employee, $500,000 policy limit; (b) Commercial General Liability for bodily injury and property damage liability claims with limits of not less than $1,000,000 per occurrence and $2,000,000 in the aggregate; and (c) Commercial Automobile Liability for bodily injury and property damage with limits of not less than $1,000,000 each accident for all owned, non-owned and hired automobiles.
B. All property damaged shall be repaired or replaced to a condition immediately prior to the time of damage, and to the satisfaction of the City.
C. All loss or damage arising out of the nature of the work to be done, or from the action of the elements, or from floods or overflows, or from ground water, or from unusual obstructions or difficulties, or any other natural or existing circumstances either known or unforeseen, which may be encountered in the prosecution of the said work shall be sustained and borne by the Contractor at its own cost and expense.
D. The City shall be a named insured on such policies. Satisfactory certificates of insurance shall be filed with the City prior to starting any construction work on this Contract. The certificates shall state that thirty (30) days written notice will be given to the City before any policy coverage thereby is changed or canceled.

2.8 It is the express intent of the parties that this Contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the City and employees of the City shall not be deemed to be employees of the Contractor. The Contractor and the City shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the City's employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.

2.9 Contractor shall defend, indemnify and hold harmless City from and against all claims arising out of or resulting from all acts or omissions in connection with this Agreement caused in whole or in part by Contractor or Contractor's agents, servants, and employees, regardless of whether or not caused in part by any act or omission, including negligence, of the City. Contractor is not obligated to indemnify the City for the sole negligence of the City.

2.10 Applicable Laws and Permits:

A. The Contractor shall observe and comply with all applicable federal, state, and local laws, regulations, standards, ordinances or codes and shall be in compliance with all applicable licensure and permitting requirements at all times.

B. Pursuant to K.S.A. No. 16-113, if the Contractor does not have a resident agent in the State of Kansas, it shall execute and file "Certificate of Appointment of Process of Agent" with the Clerk of the District Court at the Johnson County, Kansas Courthouse. These forms may be obtained at the Office of the Clerk of the District Court. After execution of the documents, it shall be filed with the Clerk of the District Court. Contractor shall be responsible for the filing fee. This certificate is pursuant to the General Statutes of Kansas, and shall be filed prior to the formal execution of the Contract Documents. Failure to comply with these requirements shall disqualify the Contractor for the awarding of this Contract.

2.11 The Contractor warrants to the City that any materials furnished under this Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. The Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. This warranty shall be in addition to and not in limitation of any other warranty or remedy required by law or by the Contract Documents.

2.12 Contractor shall observe the provisions of the Kansas Act Against Discrimination and shall not discriminate against any person in the performance of work under this Agreement because of race, religion, color, sex, disability, national origin, ancestry, sexual orientation, gender identity or military status. Nothing in this Agreement shall be construed to mean that Contractor shall be forced to hire unqualified or incompetent personnel, or discharge qualified or competent personnel. In all solicitations or advertisements for employees, Contractor shall include the phrase "Equal Opportunity Employer" or a similar phrase approved by the Kansas Human Rights Commission.

If the manner in which Contractor reports to the Kansas Human Rights Commission fails to comply with the Provisions of K.S.A. 44-1031 and amendments thereto, Contractor shall be deemed to have breached this Agreement and the Agreement may be cancelled, terminated, or suspended, in whole or in part by City.

If Contractor is found guilty of violating the Kansas Act Against Discrimination under decision or order of the Kansas Human Rights Commission, and the decision or order

becomes final, Contractor shall be deemed to have breached the Agreement and this Agreement may be canceled, terminated or suspended in whole or in part by City.

Contractor shall include provisions comparable to paragraph 1, 2, 3, and this paragraph in every subcontract and purchase order so that such provisions will be binding upon each such subcontractor or vender.

Notwithstanding anything expressed or implied elsewhere in this Agreement, if City exercises any of its rights under the provisions of the preceding four paragraphs, Contractor shall have no right to recompense or additional payments by reason of such action by City.

The provisions of this section shall not apply to a contract entered into by a contractor: (1) Who employs fewer than four employees during the term of such contract; or (2) whose contracts with the City letting such contract cumulatively total $5,000 or less during the fiscal year of the City.

2.13 The Contractor may not use any subcontractors without the prior written consent of the City, which may be withheld for any reason at the City's discretion.

2.14 If, on account of a continued default or breach by either party of such party's obligations under the terms of this agreement after any notice and opportunity to cure as may be required hereunder, it shall be necessary for the other party to employ one or more attorneys to enforce or defend any of such other party's rights or remedies hereunder, then, in such event, any reasonable amounts incurred by such other party, including but not limited to attorneys' fees, experts' fees and all costs, shall be paid by the breaching or defaulting party.

2.15 This Contract shall not be assigned by Contractor to any other party without first obtaining the written consent of the City.

2.16 This Contract shall be governed by and interpreted in accordance with the laws of the State of Kansas without giving effect to Kansas's choice of law provisions. The City and Contractor (1) submit to the jurisdiction of the state and federal courts located in Johnson County, Kansas; (2) waive any and all objections to jurisdiction and venue; and (3) will not raise forum non conveniens as an objection to the location of any litigation.

2.17 This Agreement is for the period of January 1, 2018 through December 31, 2020. Either party may terminate this agreement by giving sixty (60) days prior written notice to the other party. If this Agreement is terminated, the City shall be liable only for payment for services rendered before effective date of termination. Contractor shall prepare an accounting of the services performed and money spent by Contractor up to the effective date of termination and shall return to City any remaining sums within thirty (30) days of such date.

2.18 The Contractor will commence work within ten (10) calendar days from and after receiving instructions from the City.

3.0 Fees

3.1 The fees for the completion of this service is:

	2018		2019		2020	
Regular Hourly Employees	**Hourly Rate**	**Overtime Rate**	**Hourly Rate**	**Overtime Rate**	**Hourly Rate**	**Overtime Rate**
Supervisor	$95	$120	$95	$120	$100	$130
Journeyman Plumber	$95	$120	$95	$120	$100	$130
Apprentice Plumber	$75	$100	$75	$100	$80	$105
Helper	$75	$100	$75	$100	$80	$105
Equipment Operator	$110	$130	$110	$130	$120	$140
Equipment Rates	**Hourly Rate**	**Daily Rate**	**Hourly Rate**	**Daily Rate**	**Hourly Rate**	**Daily Rate**
Backhoe w/transport	$110	$800	$110	$800	$120	$900
Air compressor	N/C	N/C				
Electric Jack Hammer	N/C	N/C				
Dump Truck	$110	$800	$110	$800	$120	$900
2-1/2" Pump	N/C	N/C				
Materials	**Percentage Markup**		**Percentage Markup**		**Percentage Markup**	
Purchase invoice cost plus	25%		25%		25%	

4.0 **References** (see attached)

4.1 The Contractor will provide three (3) local references of comparable work from the last twelve (12) months.

Company:_____ Contact:_____

Phone #:_____ Email:_____

Brief Description on Work:_____

Company:_____ Contact:_____

Phone #:_____ Email:_____

Brief Description on Work:_____

Company:_____ Contact:_____

Phone #:_____ Email:_____

Brief Description of Work:_____

Contractor Contact: TOM AXTELL

Company Name: LEXINGTON PLUMBING

Address: 1620 TROOST
KANSAS CITY, MO

Telephone Number: 816-231-2251

Fax Number: 816-241-3782

Email: tom@lexingtonplumbing.com

/s/ 3/22/18
Contractor Agent Date

ATTEST:

/s/
Kelley Bohon, City Clerk Date

/s/
Steven E. Mauer, City Attorney Date

/s/
Keith Moody, City Administrator Date

Thursday, March 22, 2018

Lexington Plumbing & Heating Co., Inc.

1620 Troost Avenue, Kansas City, MO 64108

Phone: 816-231-2254 Fax: 816-241-3782

SERVICE PRICING SCHEDULE (effective 01-01-2018)

TRUCK CHARGE ADDED TO 1ST HOUR $ 35.00 per hour

PLUMBING:

Straight time for tech. (Apprentice)	$ 95.00 per hour	($75.00)
Overtime for tech. (Apprentice)	$ 120.00 per hour	($ 100.00)
Double time for tech. (Apprentice)	$ 150.00 per hour	($130.00)

DRAIN CLEANING:

- **Auger stool:**

Straight time for tech and machine	$ 95.00 per hour
Overtime for tech and machine	$ 120.00 per hour
Double time for tech and machine	$ 150.00 per hour

- **Sink lines and 2" floor drains up to 75 feet of cable are:**

Straight time for tech and machine	$ 100.00 per hour
Overtime for tech and machine	$ 125.00 per hour
Double time for tech and machine	$ 155.00 per hour

- **3" Sewer or larger and up to 100 feet of cable from an accessible cleanout:**

Straight time for tech and machine	$ 125.00 per hour
Overtime for tech and machine	$ 155.00 per hour
Double time for tech and machine	$ 180.00 per hour

Additional Cable is Charged At $15.00 For Each Additional 50 Feet Of Cable.

- **Camera video inspections (2 hour minimum) are:**

Straight time for tech and machine	$ 150.00 per hour
Overtime for tech and machine	$ 175.00 per hour
Double time for tech and machine	$ 200.00 per hour

- **Locator (2 hour minimum) is:**

Straight time for tech and machine	$ 150.00 per hour
Overtime for tech and machine	$ 175.00 per hour
Double time for tech and machine	$ 200.00 per hour

- **Pressure Jet Drain Cleaning (2 hour minimum) is :**

Straight time for tech and machine	$ 150.00 per hour
Overtime for tech and machine	$ 175.00 per hour
Double time for tech and machine	$ 200.00 per hour

THAW WATER LINES: (2 hour minimum)

Straight time for tech and machine	$ 155.00 per hour
Overtime for tech and machine	$ 185.00 per hour
Double time for tech and machine	$ 205.00 per hour

BACKFLOW PREVENTERS (NOT IN A PIT, VAULT OR OTHER CONFINED SPACE).

Straight time for tech and tester	$ 95.00 per hour
Overtime for tech and tester	$ 120.00 per hour
Double time for tech and tester	$ 150.00 per hour

A $35.00 charge is added to each backflow tested to file the proper paper work with the City. This includes a yearly inspection notification.

BACKFLOW PREVENTERS LOCATED IN A PIT, VAULT OR OTHER CONFINED SPACE.

To meet OSHA requirements, the following additional charges must be added to the cost of testing backflows in a confined space:

1. The hourly rate for the employee stationed at the retrieval device. This employee cannot be the owners employee or another person not trained by LEXINGTON PLUMBING & HEATING CO., INC.
2. $150.00 per day for the retrieval equipment and monitor.

RUBBER TIRED BACKHOE/MINI EXCAVATOR & OPERATOR: (4 hour minimum)

Straight time for tech and machine	$ 110.00 per hour
Overtime for tech and machine	$ 130.00 per hour
Double time for tech and machine	$ 165.00 per hour

TANDIUM DUMP TRUCK W/ DRIVER: (4 hour minimum)

Straight time for tech and machine	$ 110.00 per hour
Overtime for tech and machine	$ 130.00 per hour
Double time for tech and machine	$ 165.00 per hour

Bid Tab: Plumbing

Opened on March 23, 2018

	2018 Rate		2019 Rate		2020 Rate	
Bidder:	**LEXINGTON PLUMBING**					
Regular Hourly Employees	**Hourly**	**OT**	**Hourly**	**OT**	**Hourly**	**OT**
Supervisor	$ 95.00	$ 120.00	$ 95.00	$ 120.00	$ 100.00	$ 130.00
Journeyman Plumber	$ 95.00	$ 120.00	$ 95.00	$ 120.00	$ 100.00	$ 130.00
Apprentice Plumber	$ 75.00	$ 100.00	$ 75.00	$ 100.00	$ 80.00	$ 105.00
Helper	$ 75.00	$ 100.00	$ 75.00	$ 100.00	$ 80.00	$ 95.00
Equipment Operator	$ 110.00	$ 130.00	$ 110.00	$ 130.00	$ 120.00	$ 140.00
Equipment Rates	**Hourly**	**Daily**	**Hourly**	**Daily**	**Hourly**	**Daily**
Backhoe w/transport	$ 110.00	$ 800.00	$ 110.00	$ 800.00	$ 120.00	$ 900.00
Air compressor	N/C	N/C	N/C	N/C	N/C	N/C
Electric Jack Hammer	N/C	N/C	N/C	N/C	N/C	N/C
Dump Truck	$ 110.00	$ 800.00	$ 110.00	$ 800.00	$ 120.00	$ 900.00
2-1/2" Pump	N/C	N/C	N/C	N/C	N/C	N/C
Materials	**Markup**		**Markup**		**Markup**	
Purchase invoice cost plus	25%		25%		25%	

	2018 Rate		2019 Rate		2020 Rate	
Bidder:	**Building Control Solutions**					
	Hourly	**OT**	**Hourly**	**OT**	**Hourly**	**OT**
	$ 82.00	$ 114.80	$ 84.25	$ 117.95	$ 87.00	$ 121.80
	$ 78.00	$ 109.20	$ 80.15	$ 112.20	$ 82.75	$ 115.85
	$ 64.00	$ 89.60	$ 65.75	$ 92.05	$ 67.90	$ 95.00
	$ 50.00	$ 70.00	$ 51.37	$ 71.90	$ 53.05	$ 74.25
	$ 72.00	$ 100.80	$ 74.00	$ 103.60	$ 77.00	$ 107.80
	Hourly	**Daily**	**Hourly**	**Daily**	**Hourly**	**Daily**
	$ 212.00	$ 900.00	$ 220.00	$ 950.00	$ 230.00	$ 1,000.00
	$ 50.00	$ 250.00	$ 52.00	$ 275.00	$ 54.00	$ 300.00
	$ 40.00	$ 175.00	$ 40.00	$ 175.00	$ 40.00	$ 175.00
	$ 175.00	$ 1,050.00	$ 190.00	$ 1,140.00	$ 205.00	$ 1,230.00
	$ 40.00	$ 175.00	$ 40.00	$ 175.00	$ 40.00	$ 175.00
	Markup		**Markup**		**Markup**	
	20%		20%		20%	

	2018 Rate		2019 Rate		2020 Rate	
Bidder:	**DMC Services, Inc.**					
	Hourly	**OT**	**Hourly**	**OT**	**Hourly**	**OT**
	$ 95.00	$ 142.50	$ 98.00	$ 147.00	$ 104.00	$ 156.00
	$ 95.00	$ 142.50	$ 98.00	$ 147.00	$ 104.00	$ 156.00
	$ 95.00	$ 142.50	$ 98.00	$ 147.00	$ 104.00	$ 156.00
	$ 95.00	$ 142.50	$ 98.00	$ 147.00	$ 104.00	$ 156.00
	$ 95.00	$ 142.50	$ 98.00	$ 147.00	$ 104.00	$ 156.00
	Hourly	**Daily**	**Hourly**	**Daily**	**Hourly**	**Daily**
	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%
	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%
	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%
	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%
	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%	Cost + 15%
	Markup		**Markup**		**Markup**	
	20%		20%		20%	

	2018 Rate		2019 Rate		2020 Rate	
Bidder:	**EW Plumbing**					
	Hourly	**OT**	**Hourly**	**OT**	**Hourly**	**OT**
	$ 108.00	$ 136.00	$ 110.00	$ 139.00	$ 112.00	$ 142.00
	$ 102.00	$ 125.00	$ 104.00	$ 132.00	$ 106.00	$ 135.00
	$ 79.00	$ 99.00	$ 83.00	$ 104.00	$ 87.00	$ 111.00
	$ 39.00	$ 58.00	$ 44.00	$ 63.00	$ 49.00	$ 68.00
	$ 75.00	$ 113.00	$ 77.00	$ 116.00	$ 79.00	$ 119.00
	Hourly	**Daily**	**Hourly**	**Daily**	**Hourly**	**Daily**
	$ 80.00	$ 645.00	$ 80.00	$ 645.00	$ 80.00	$ 645.00
	$ 105.00	$ 838.00	$ 105.00	$ 838.00	$ 105.00	$ 838.00
	$ 5.00	$ 40.00	$ 5.00	$ 40.00	$ 5.00	$ 40.00
	$ 100.00	$ 800.00	$ 100.00	$ 800.00	$ 100.00	$ 800.00
	$ 28.00	$ 114.00	$ 28.00	$ 114.00	$ 28.00	$ 114.00
	Markup		**Markup**		**Markup**	
	15%		15%		15%	

Item Number: **New Business- VIII.-F.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	3/22/2018
Submitted By:	Madigan, Fast, McCormack, Janssen, Hill
Committee/Department:	Admin.
Title:	**Motorized Vehicles in City Parks and Trails**
Item Type:	Ordinance

Recommendation:

Councilors Kelly and Madigan recommend adoption of the attached ordinance.

Details:

Councilors Maidgan and Kelley developed the attached ordinance in concert with staff and the City Attorney which details restrictions on motorized vehicles in city parks.

Motorized Vehicles can cause immense harm to the parks and trails of the City Parks and create a safety problem for park visitors.

Financial Impact

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

Additional Information

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Prohibiting Motorized Vehicles in Parks Ordinance	Cover Memo

ORDINANCE NO. ___

AN ORDINANCE PROHIBITING MOTORIZED VEHICLES IN CITY PARKS; ADDING NEW SECTION 12-115 TO THE CODE OF THE CITY OF ROELAND PARK, KANSAS.

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

SECTION 1. Section 12-115 is hereby added to the Code of the City of Roeland Park, Kansas, and shall read as follows:

12-115. VEHICLES IN CITY PARKS. Unless otherwise permitted by the City, it is unlawful to run, stand or park any motorized vehicle through or across or over any part of any city park, other than roadways or designated parking areas.

(a) "Motorized Vehicle" means any motorized conveyance including, but not limited to: cars, trucks, motorcycles, tractors, farm machinery, four-by-four's, golf carts, motorized scooters, minibikes, dune buggies or ATV's. This shall not include motorized wheelchairs.

(b) "Non-motorized Vehicle" means any non-motorized conveyance including but not limited to: bicycles, unicycles, inline skates, roller skis, skateboards, scooters, wheelchairs, wagons, bicycle trailers and motorized wheelchairs.

(c) Non-motorized vehicles shall be allowed in City Parks unless otherwise posted.

(d) This section shall not apply to authorized city employees while engaged in the maintenance and care of the park.

(e) Any violation of any provision of this Section shall be a public offense and shall be subject to the penalties, fines and civil remedies as set forth in section 1-117 of the Roeland Park City Code.

PASSED by the City Council this ____ day of _____, 2018. APPROVED by the Mayor.

_____
Mike Kelly, Mayor

ATTEST:

_____
Kelley Bohon, City Clerk

APPROVED AS TO FORM

_____
Steven E. Mauer, City Attorney

Item Number: **New Business- VIII.-G.**
Committee Meeting Date: **4/16/2018**

City of Roeland Park

Action Item Summary

Date:	4/12/2018
Submitted By:	Jose Leon, Director of Public Works
Committee/Department:	Public Works
Title:	**Add Scale to Bucket of Big Wheel Loader**
Item Type:	Agreement

Recommendation:

Staff recommends for Council to approve the purchase of the scale weighing system from Loup Electronics at a cost not to exceed $6,180.00

Details:

Currently, Public Works utilizes our wheel loader to load salt into trucks during snow operations. Our dump trucks hold roughly eight tons of material per load. We currently assume we are loading the approximate amount of tonnage by filling the truck with material up to the top of the sides of the bed. Depending on the storm, Public Works will use an average of 40-60 tons of salt per event. With the new scale system, Public Works will be able to accurately measure the amount being loaded into trucks to ensure vehicles are not over-loaded. Excess weight can cause the vehicle to be more prone to suspension problems or breakage. This system allows precise weighing options for multiple attachments, ability to track multiple vehicles at any given time. This scale system will increase the accuracy and efficiency of our material usage saving city dollars.

The system will also allow accurate documentation for staff to understand how much material is being used on any given storm.

Financial Impact

Amount of Request: $6,180.00	
Budgeted Item?	Budgeted Amount: 0

Line Item Code/Description: 5315.360

Additional Information

The auctions for the three items council approved selling (old Wheel Loader, small trailer, and a push mower) resulted in proceeds of $36,150. Staff estimated proceeds would total $29k. We used Purplewave to sell the items, the site has a strong construction/contractor following so these items do well, better than we expected.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
Scale System Quote	Cover Memo
Scale System Information	Cover Memo

3/27/18

Donnie Scharff
City of Roeland Park
Roeland Park, KS 66205
dscharff@roelandpark.org

Dear: Donnie

Thanks for your interest in Loup Electronics. We would be happy to discuss your needs in further detail if you have that desire. Below are the prices of the Loup Electronics On-Board Weighing Systems for your Cat 918M wheel loader for review.

Pricing:

Description	**Cost**
Weighlog 3030	**$4,580**
Installation, Calibration & Training	**$1,600**
	Total Cost: $6,180 (Tax except)

All prices are FOB Lincoln Nebraska and do not include State or Local sales or use taxes as they may apply to this purchase.

The system has a **2 year warranty against defects in material or workmanship** for any part of the system. **Support services are available 24/7/365** by calling our toll-free number 877-489-5687.

Please contact us if you have any questions.

Thank you,

Mike Meese
Loup Electronics Inc.
3030 North 40th Street
Lincoln, NE 68504
402-464-7131
Fax: 402-464-7104
Toll-free: 877-489-5687
Email: mmeese@loupelectronics.com

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LOUP electronics

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Data Collection via USB or SD Memory

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