

**GOVERNING BODY WORKSHOP AGENDA
ROELAND PARK
Roeland Park City Hall - 4600 W 51st St
Monday, March 6, 2017 6:00 PM**

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

Fast

Kelly

Finance

Janssen

Thompson

Safety

Rhoades

Kellerman

Public Works

McNeil

Poppa

I. DISCUSSION ITEMS:

1. Branding Presentation (est. time 20 min.)
2. Parrrty in Arrr Park Event
3. Discuss Weed Control Along Curb Line (est. time 10 min.)
4. Year End Financials (est. time 10 min.)
5. Trash and Recycle Bin Placement and Shielding (est. time 15 min.)
6. Discussion of Establishing Hotel Motel Tax (est. time 10 min.)
7. Ordinance No. 941 - Amendment Related to City Code on Signs (est. time 30 min.)
8. Changes to Type 1 Special Event Terms (est. time 15 min.)
9. Governing Body Workshop Meeting Location (est. time 15 min.)
10. Review CDBG Applications (est. time 5min.)
11. Niche Police Reporting System Agreement (est. time 5 min.)

II. NON-ACTION ITEMS:

III. ADJOURN

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

Below are the Procedural Rules of the Committee

The governing body encourages citizen participation in local governance

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

- A. **Audience Decorum.** Members of the audience shall not engage in disorderly or boisterous conduct, including but not limited to; the utterance of loud, obnoxious, threatening, or abusive language; clapping; cheering; whistling; stomping; or any other acts that disrupt, impede, or otherwise render the orderly conduct of the Committee of the Whole meeting unfeasible. Any member(s) of the audience engaging in such conduct shall, at the discretion of the City Council President (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or removal from that meeting. **Please turn all cellular telephones and other noise-making devices off or to "silent mode" before the meeting begins.**
- B. **Public Comment Request to Speak Form.** The request form's purpose is to have a record for the City Clerk. Members of the public may address the Committee of the Whole during Public Comments and/or before consideration of any agenda item; however, no person shall address the Committee of the Whole without first being recognized by the Chair or Committee Chair. Any person wishing to speak at the beginning of an agenda topic, shall first complete a Request to Speak form and submit this form to the City Clerk before discussion begins on that topic.
- C. **Purpose.** The purpose of addressing the Committee of the Whole is to communicate formally with the governing body with a question or comment regarding matters that are on the Committee's agenda.
- D. **Speaker Decorum.** Each person addressing the Committee of the Whole, shall do so in an orderly, respectful, dignified manner and shall not engage in conduct or language that disturbs, or otherwise impedes the orderly conduct of the committee meeting. Any person, who so disrupts the meeting shall, at the discretion of the City Council President (Chair) or a majority of the Council Members, be declared out of order and shall be subject to reprimand and/or be subject to removal from that meeting.
- E. **Time Limit.** In the interest of fairness to other persons wishing to speak and to other individuals or groups having business before the Committee of the Whole, each speaker shall limit comments to two minutes per agenda item. If a large number of people wish to speak, this time may be shortened by the Chair so that the number of persons wishing to speak may be accommodated within the time available.

- F. **Speak Only Once Per Agenda Item.** Second opportunities for the public to speak on the same issue will not be permitted unless mandated by state or local law. No speaker will be allowed to yield part or all of his/her time to another, and no speaker will be credited with time requested but not used by another.
- G. **Addressing the Committee of the Whole.** Comment and testimony are to be directed to the Chair. Dialogue between and inquiries from citizens and individual Committee Members, members of staff, or the seated audience is not permitted. Only one speaker shall have the floor at one time. Before addressing Committee speakers shall state their full name, address and/or resident/non-resident group affiliation, if any, before delivering any remarks.
- H. **Agendas and minutes** can be accessed at www.roelandpark.org or by contacting the City Clerk

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

Item Number: DISCUSSION ITEMS- I.-1.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date:	3/3/2017
Submitted By:	Keith Moody
Committee/Department:	Branding Committee
Title:	Branding Presentation (est. time 20 min.)
Item Type:	Presentation

Recommendation:

The Branding Committee recommends the Council adopt the final branding report completed by Benedictine. The Branding Committee has narrowed the logo options to three, these concepts will require further refinement but represent a solid starting point. If the Council does not wish to pursue the use of the three logo concepts including in the final branding document the Branding Committee recommends that the Council use the Final Branding Report as the basis for developing a logo that meets their approval.

Details:

The final branding report will be compiled using the four segments attached (data analysis, positioning statement, creative brief, launch plan). The final (4th) attachment is the Launch component and is the only segment that the Council has not yet seen. Clay Johnston of Benedictine will make a final presentation at the workshop (his presentation is the 1st attachment). Members of the Branding Committee will also be available to answer questions and share their thoughts.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description		Type
	Presentation	Presentation
	Branding Data Analysis	Backup Material
	Position Statement	Backup Material
	Creative Breif	Backup Material
	Branding Launch Plan	Backup Material

ROELAND PARK REBRANDING COMMITTEE

DESIGN RECOMMENDATIONS



Research Phase

- Three Benedictine classes totaling 87 students:
 - Research Report
 - Positioning Statement
 - Creative Brief
 - Logo Contest Design

Deliverables

1. Research
2. Design
3. Brand Launch Plan

Research Report

- 2 resident focus groups designed, conducted, and analyzed
- 6 Citizen Survey questions, 250+ responses each, analyzed
- 6 non-resident interviews conducted and analyzed
- 17-page summary available

Research Report

- The degree of satisfaction with the quality of life among residents is very high. It stems from a sense of community among their neighbors, who they know well, as well as the perceived quality of the city services.
- Recurring themes of positivity include:
 - Location/Proximity
 - Quiet
 - Progressive social values
 - Nature
 - Lack of a defined identity

What three words would you use to describe Roeland Park?

Friendly	88	8.70%
Safe	67	6.62%
Quiet	50	4.94%
Convenient	49	4.84%
Proximity	43	4.25%
Community	40	3.95%
Location	38	3.75%
Affordable	33	3.26%



If you were writing a commercial about Roeland Park what would it look like and say?

- *“Small town feel in the heart of a big city. Charming, friendly, inviting.*
- *“Five minutes away from what's happening with a hometown feel for everyday life.”*
- *“A place for everybody, Young, old, families, singles. Small community feel, easy access to popular things in places in all directions. “*

Positioning Statement

- A brand's **position** is “the space a brand or product occupies in its target audience’s minds, relative to its competition.”
- **Positioning** is choosing specific tactics that will lead target audiences to form attitudes, beliefs, opinions and feelings about a brand that closely reflect the brand’s desired position, or “mind space.”
- A **positioning statement** is a concise, formal statement that clarifies a brand’s position.
 - It’s not a tagline or advertising copy
 - It’s a resource to be used in crafting marketing strategy.

Positioning Statement

For residents and businesses, present and future,
**Roeland Park is an oasis in the city,
where neighbors and nature thrive together,
just moments from anywhere.**

Creative Brief

- Guides the creative team, providing:
 - Concise, key information
 - Specific project objectives
 - Target audiences
 - Constraints
 - Research and resources

Creative Brief

- Target Audiences: Current residents, prospective residents, prospective businesses
- Brand attributes: Proximity, affordability, friendliness of neighborhoods

Creative Brief

- **Design Imperatives:**

- Must be relatable to the majority of people Must symbolize unique characteristics that only Roeland Park possesses
- Must not be hard to digest in the sense that people will be able to gain the knowledge as to what we as a city are offering them
- Design should be dynamic, unique, creative, and incorporate the full name of the city

Design Phase

- 9 Roeland Park Residents
 - Submitted 18 Designs
- 16 Benedictine College Students
 - Submitted 25 Designs

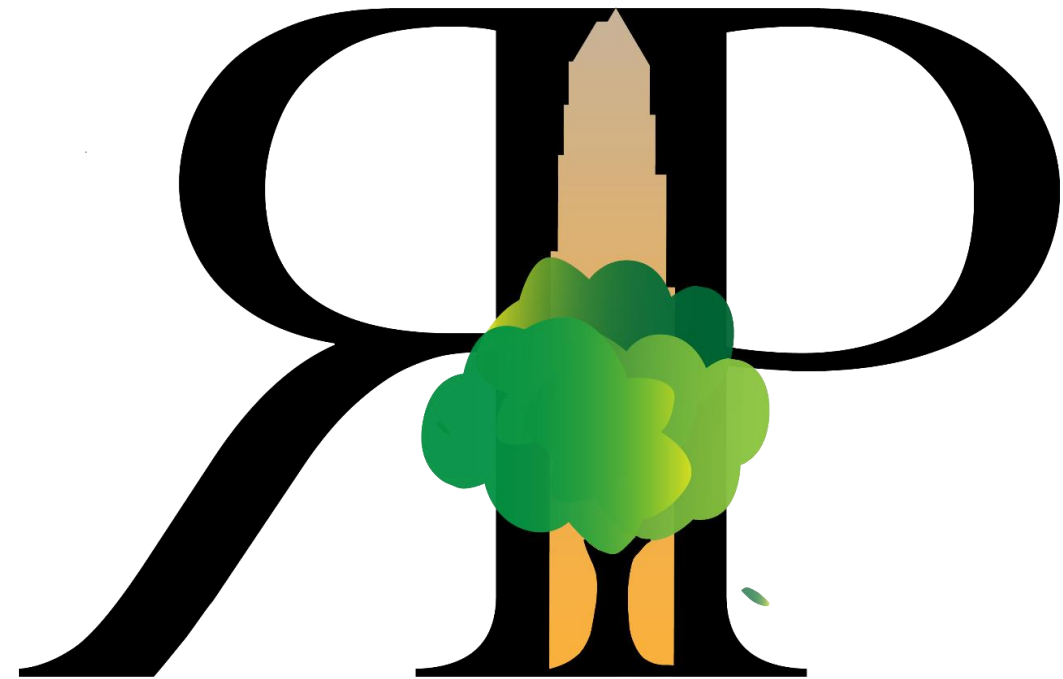
- Three design concepts chosen by committee.
- Multiple variations included.
- More rounds of revision available.
 - Designs not necessarily in “final” state.

DESIGN #1

ROELAND PARK REBRANDING COMMITTEE







ROELAND PARK

DESIGN #2

ROELAND PARK REBRANDING COMMITTEE



ROELAND PARK

DESCRIPTION

"Small-town feel in the middle of the metro. Great neighbors. Great location."

-Current resident

Homes modeled after actual homes in Roeland Park.

The trees represent the peaceful and quiet atmosphere.

Location within the city is accessible, peaceful, and provides character to the neighborhood.

Representing Kansas City's Bartle Hall, The Plaza, and the Kaufman Concert Hall.

COLOR PALETTE



OFL Sorts Mill Goudy

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll
Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv
Ww Xx Yy Zz



ROELAND PARK



ROELAND PARK

DESCRIPTION

"Small-town feel in the middle of the metro. Great neighbors. Great location."

-Current resident

Homes modeled after actual homes in roeland park.

The trees represent the peaceful and quiet atmosphere.

Location within the city is accessible, peaceful, and provides character to the neighborhood.

The black and white color palette provides simplicity and transparency.

OFL Sorts Mill Goudy

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll
Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv
Ww Xx Yy Zz







1



2



3



4



5



6



7



8



9



10



11



12

DESIGN #3

ROELAND PARK REBRANDING COMMITTEE





Brand Launch Phase

- Suggested actions based on research phase
- Essential to maximize the value of the brand
 - Avoid the proverbial “tree in the woods” scenario

Launch Plan Objectives

- Increase the visibility and awareness of Roeland Park in the KC metro
- Communicate the unique brand of Roeland Park, along with the story of its rebranding effort, to the Kansas City metro
- Enhance the general satisfaction and engagement of current residents and business owners
- Assist in attracting and retaining residents and businesses
- Increase media presence of Roeland Park in the KC metro

Strategy: Media Asset Update

1. Update Media Assets

- Print

- Letterhead
- Business Cards
- Public Circulars

- Digital

- Official city website:
update CSS design
- Facebook
- Next Door
- Constant Contact
- Citizen Serve, Municode,
Novicagenda

Strategy: Media Asset Update

- Singage
 - Door entrances of City Hall
 - Cedar Roe Library
 - Community Center
 - Pool
 - Nall Park
 - R Park
 - Skate Park
 - Public Works
- Window/Auto Graphics
 - Police
 - Public Works
 - Neighborhood Services

Strategy: Content Marketing

A strategy of delivering the content an audience is seeking in all the places they are searching for it. It is the effective combination of created, curated and syndicated content.

- Employee or Intern Actions:
 - Article content research and creation
 - Media relations and online publishing
 - Monitoring and optimizing for search

Strategy: Public Relations

- The creation and promotion of specific messages through the KC Metro media. Effective message management increases the trustworthiness of this newsworthy story.
- Employee/Intern Actions:
 - Identify and prioritize media outlets
 - Customize a unique story and/or talking points for each outlet
 - Conduct a media relations campaign to “sell” each story
 - Track media mentions, shares and impressions

Strategy: Social Media Managment

Focused, ongoing social media strategy will enhance the rebranding efforts, position the city as a responsive, vibrant community, and engage residents

- Identify and appoint volunteer 2-3 Social Media “Street Team” members, and train in the city’s branding objectives, media voice, and posting guidelines.
- Appoint a city employee to serve as the Social Media Project Manager, approving social media posts and scheduling and guidance to the “Street Team”
- Track media mentions, shares and impressions

Strategy: Community Launch Event

Possible events include:

- 5K/10K Race
 - Attracts people across the metro and puts them into the strength of the community: the neighborhoods
- Art and Music Festival
 - Builds on importance of arts to community, and draws active art community
- Coordinated Neighborhood Christmas Lighting Displays
 - Builds sense of community and draws metro residents to visit at leisurely pace

Budget and Schedule

- All activities are dependent on final brand image chosen
- Budget will vary based on chosen event
- Version provided: \$11,120

Thank you.





Qualitative Research Report

Prepared for: City of Roeland Park Branding Committee

Prepared by: Benedictine College Marketing Program Students
Atchison, KS

October 25, 2016

Introduction

The City of Roeland Park has contracted with the students of the Benedictine College School of Business Marketing Program to undertake a city rebranding effort. This research report serves as the informational basis of the rebrand, and will guide the creative and media placement efforts of the new brand design, positioning statement, and media launch plan.

Purpose and Scope

The main objective of this research is to uncover qualitative insights from the residents and workers of Roeland Park regarding the core identity of the city, as well as the best elements of living and working there. Studies have found that while city rebranding efforts have a low success rate of short-term acceptance, (<http://www.citymetric.com/business/why-do-most-city-branding-campaigns-fail>), those with the highest rate of success are those that “link up research with an authentic message that resonates” (<http://www.governing.com/topics/economic-dev/gov-municipal-branding-campaigns-worth-price.html>). To this end, our research has set out to identify not what residents and workers would “like” the brand to be, but to identify what is already authentically, verifiably great about living and working in Roeland Park.

Specific Objectives

Sample Design

Focus Group participants were chosen by convenience sampling of residents supplied by city council members to ensure all wards of the city were represented. Interview participants were selected from this list, as well as with a mall intercept in front of the local Fantastic Sam’s storefront. Also, text analytics were completed of the Citizen Survey responses to the branding-specific, open-ended questions.

Data Analysis

Due to the large sample size and amount of data collected, the ETC Citizen Survey open-ended questions provided a large source of quantifiable insights from a variety of citizens.

Question 22: What has brought you to or kept you here in Roeland Park?

The most common category of positive responses to this question related to “Location within the city” (249 out of 428 responses), followed by “Quality of living/people” (144/428), and “Low cost of Living” (112/428).

- Location: 249/428
- Quality Living Area/Quality People: 144/428
- Cost of Living: 112/428
- Build & Structure of Housing/House/Home Ownership & Inheritance: 55/428
- Work Related: 54/428
- Safety: 52/428
- Schools: 51/428
- Other: 45/428
- Born & Raised Here/Lived Here For a Long Time: 29/428
- Size: 27/428
- Family/Friends: 26/428
- Snow/Leaf Pick Up: 16/428
- Trees: 17/428
- Diversity: 11/428

Location insights:

Common themes refer to proximity to KC Metro amenities, as well as the ease of work commutes. However, the “walkability” factors of the community were evident here, as well. Positive comparisons were made with other metro neighborhoods, especially within Johnson County.

- *“Good location in relation to the city without being in Missouri or KCK”*
- *“I like how accessible it is to the whole metro area. Living in Roeland Park, my husband and I are smack in the middle between my parents in Brookside and his mother in Merriam. Being so close to I-35, we can easily get around the broader metro region. We like being so close to restaurants and cultural events in midtown, downtown, Mission, SW Blvd, etc.”*
- *“I like that I'm within walking distance of parks the pool and Wal-Mart Lowes and price chopper”*
- *“We moved here for the great central location because we work downtown, but*

wanted to live in Johnson County.”

Neighborhood Quality insights:

- *“Quiet and peaceful with friendly neighbors. City services and reputation for concerns of citizens”*
- *“Also loved the mature neighborhoods with character (houses are different, huge trees, etc)”*
- *“Love the peacefulness as compared to crowded areas out south”*
- *“We like our neighbors. We like that Roeland Park seems to be free of the right-wind nuts (sorry!) that seem to have taken over other parts of the Kansas-side of metro.”*

Low cost of living insights:

- *“I grew up here and moved away. I came back after living in prairie village because it was better cost of living.”*
- *“ROELAND PARK IS ESSENTIALLY SOUTH PLAZA IN TERMS OF LOCATION AND HISTORY/ARCHITECTURE BUT FOR A FRACTION OF THE PRICE.”*

Question 24: What three words would you use to describe Roeland Park?

With 373 responses to a question specifying a fixed number of words, a word count analysis was combined with categorical analyses. Each entry was broken into 3 pieces and analyzed as 3 separate entries.

Words receiving more than 10 mentions are listed in the table below:

Friendly	88	8.70%
Safe	67	6.62%
Quiet	50	4.94%
Convenient	49	4.84%
Proximity	43	4.25%
Community	40	3.95%
Location	38	3.75%
Affordable	33	3.26%
Clean	29	2.87%
Nice	28	2.77%
Home	21	2.08%
Small	21	2.08%
Diverse	17	1.68%
Downtown	17	1.68%
Neighborly	17	1.68%
Peaceful	16	1.58%
Quaint	16	1.58%
Family-friendly	15	1.48%
Comfortable	14	1.38%
Neighborhoods	14	1.38%
Progressive	13	1.28%
Accessible	12	1.19%
Trees	11	1.09%
Loyalty	10	0.99%
Neat	10	0.99%
Plaza	10	0.99%
Relaxed	10	0.99%



Only 299 responses to this question could indicate a reluctance to answer or a difficulty processing the question. Similar themes arise with categorical analyses.

- *"I have relatives from Denver who have said that they can think of NO WHERE in Denver where there is a community like Roeland Park. The friendliness pride of home owners, which is shown in how homes and yards look the community center/aquatic center the fact that I can WALK to the library."*
- *"Roeland Park is a progressive city committed to taking care of all residents. I am proud of the non-discrimination stance the city took to support all residents."*
- *"The safety of the community, the friendliness of the neighbors."*

The next largest category referred to Government Services (69/299), followed by the city's cleanliness (58/299), and "friendliness" (52/99)

- *"Community spirit, welcoming attitude, attention to quality of community, while remaining relaxed and accepting of difference. I love the community center! I love that you allow chickens."*
- *"I am proud that we are willing to lead the way on issues that are good not just for our community but for, well, the future of humanity, like equal treatment for LGBTQ persons, the skateboard park, the charging stations for electric vehicles. We also have a somewhat diverse community, a friendly community, and our own library. I cannot stress how much I think the library is important for Roeland Park. It's an important resource for so many in NE JOCO, and I personally use it several times a week."*

Other significant response categories:

KC Access (51)

Diversity (38)

Nature (33)

Beauty (27)

Small Town (24)

What about Roeland Park makes you proud to be a resident?

- *I would also like to see the continued improvement of the city parks ... realizing that it takes money and time. There needs to be a master plan put forth for each of the two larger parks."*



Question 34: If you were writing a commercial about Roeland Park what would it look like and say?

Out of the 200 responses received for this particular question, 97 of those responses mentioned the location of Roeland Park in a positive manner. Nearly 50 percent of responses talked about the location at one point or another, with the next closest category being “friendly environment” at 71 mentions. After the top two categories identified, there is a steep drop off to where our other categories averaged those responses around 10 percent of the time.

CATEGORY PERCENT OF TOTAL

Safe	11.5%
Location	48.5%
Price	6.5%
Friendly Environment	35.5%
Sarcastic/ Irrelevant	17.5%
Work	6%
Quality of Living	10%
Small Town	11%
Diversity	4%
Family	16%

- *"A former mayor once said that RP was the domain of the "newly wed and nearly dead." If we are going to keep RP vibrant, we need to attract the millennial as our "nearly dead" are even nearer. That means we use our funky to our advantage. We capitalize on the art, the antique chic architecture, the accessibility of city politics, our awesome police force, the warm and welcoming, the "be who you really are in Roeland Park" thing. We have vibrant events - so those too. And location. Location. Location."*
- *"Small town feel in the heart of a big city. Charming, friendly, inviting."*
- *"Five minutes away from what's happening with a hometown feel for everyday life."*
- *"A place for everybody, Young, old, families, singles. Small community feel, easy access to popular things in places in all directions. "*
- *"I THINK ANY COMMERCIAL I MADE WOULD HIGHLIGHT ROELAND PARKS PROXIMITY TO THE COUNTRY CLUB PLAZA, DOWNTOWN KC, PRAIRIE VLG, WESTPORT, FAIRWAY/MISSION HILLS. I WOULD ALSO SHOWCASE THE BEAUTY OF HISTORIC NEIGHBORHOODS. I THINK ROELAND PARK IS A HIDDEN GEM IN THAT IT HAS ALL THE BEST ATTRIBUTES OF SOUTH PLAZA AND PRAIRIE VLG BUT SOME PEOPLE DON'T KNOW IT EXISTS OR CONFUSE IT AS BEING PARK OF MISSION"*

Focus Group and Interview Data

The first focus group consisted of 8 community members, 7 of which had at least one child living in the home. The discussion centered around community identity, current branding, and future dreams of Roeland Park.

- The decision to move to Roeland Park is often due to a family or career change, as is the decision to leave. However, residents are quick to list off reasons to stay.
 - *So I guess that means “space.” We’ve got almost a half acre two blocks away, so it’s pretty remarkable in parts of RP you can have that much land right in the middle of town, which is cool, so we have space for children. We’ve got woods in our lot, thick woods, which attract deer, which is annoying. (laughter)”*
 - *It’s wonderful to be so close to the middle of the city and still be able to have green space, and but still be able to be close to things that I enjoy doing. Everything! 10 minutes to Kauffman, I can walk to the library. Yes. We’ve got it all. Except a nice restaurant (laughter)*
 - *“I tell people all the time about our neighbors that this is a place we meant to stay for a year, or two, and our community keeps us here. The longer we are here, the more connections we make, and the harder it gets to think about leaving. So, we tell people all the time that it’s close, it’s affordable, and we are surrounded by great people, and you are able to get involved, and you can see the same people at the park every night when you go by if you want to, and sometimes you can see different people every night you’re there. So, there’s a great community feel to it.”*
- There is a common sense that Roeland Park lacks an identity and recognition from the rest of the metro area
 - *“I generally have to say it’s west of the Plaza. Most of the time people don’t know RP and the other, this is probably a bad association, but, the Walmart on Roe. Everyone seems to either know the Walmart on Roe for one reason or another, or the Price Chopper that seems to have all the Mexican produce. Those are 2 main factors that can usually tie to RP, but its west of the plaza that’s the descriptor.”*
 - *I did I had a friend that was like “you live in Roeland Park? That is where you get to push your things to the curb!” And I was like “yeah, I mean I don’t really”.. that is something we are known for among certain groups of people (laughter)*

- *"There's no downtown. There's no strip."*
- There's a sense that residents are quite happy leaving things the way they are.
 - *I think that's one of the things that's kind of attractive in a way. We're all residents, and I'd rather be in a neighborhood feel community, than have these features. They're close enough. The plaza's close enough, Mission's close enough. They're all close enough that I'm okay keeping them on the peripheral...because of the traffic that it brings through neighborhoods. Because there are a lot of kids playing."*
 - *I totally agree because I feel like when people have a kid and then they move out south. I hope more millennials who feel like they don't need these huge houses to raise a family in. When we got pregnant with our second people assumed we would be leaving.*
- They like things walkable, green, and progressive, and feel like they get that here.
 - *I think that it is a great neighborhood. I think it is really neat that you are walking around and you see people year round walking and going to the parks and stuff so I think I just wish they knew more of that.*
 - *There is no business that we have that I am really ashamed of and that when I look at social justice issues and the loan you know the pay day loan companies and so forth and our community really took a stand and again I was really pleased and proud of that. And I think we have do I dare I really think that we are probably the most progressive area in the whole of Johnson County and I really like that.*
- A city's brand doesn't seem valuable at first blush to them, but they're aware of the current state of branding, and have a few descriptors as to what future brand elements could hold.
 - *You could have no logo and I think I'd still love the city of Roeland Park.*
 - *I'd like to see little houses that would show the community. That's the best part.*
 - *Walkability, community service, library is another one. So that would play on this idea of these small tight knit neighborhoods and communities.*
- They see a future of small, incremental, positive changes for Roeland Park.

- *I wouldn't go as far to say entertainment district, but a coffee shop. I want a coffee shop and don't tell me QuikTrip, I know it's cheap, but come on there is better coffee than QuikTrip.*
- *Something that brings people to the city as a destination point, but not lots of people.*
- *A craft brewery*
- And there's a real sense of community pride and togetherness that occurs daily, and weekly in neighborhoods and events in parks.
 - *And it's your neighbors you are seeing... the pirate event... we see the same kids that we play with at the park... I don't know what's driving people from all over the metro, but I'm okay with that.*
 - *You see a lot of your neighbors there... we see lots of your neighbors there and it's a community feel... and I love these small events and I would love to see this to continue on rather than just we do it for five years and nobody else wants to continue until it stops.*

The second focus group consisted of 7 residents age 55+ with children out of the home.

- They are long-term Roeland Park residents; only one had been a resident for under 10 years; two had been in the same home since the 1950s.
- They are huge fans of city services.
 - *Great library.*
 - *We love the community center. It's a big part of the community.*
 - *There's not a lot of bureaucracy in the city management; if you have problems, you can reach out and get feedback.*
- They know its history intimately and long for businesses and buildings long since past
 - A "downtown" district
 - The Katz Drug Store
 - The Skyline School
- Many said they had initially planned to leave eventually when they moved to Roeland Park, but never did because they couldn't find a reason.
- There was strong agreement on the good police, the well-built and affordable houses, the good location, the nice trees, the idea of getting a nice restaurant, the nice parks, the walkability of the area, and the desire for a new 'downtown' shopping area.

- Like the first group, there was broad agreement that it is hard to describe what Roeland Park is - it has a lack of recognition and identity.

Non-Resident Interviews

- Most non-residents interviewed found the town clean and quiet, and would consider moving there.
 - *It seems safe. Safer than where I am now.*
 - *I have a friend that lives over that way. There are some nice apartments over there.*
 - *The police are always out.*
 - *It's a great area. Really quiet and the people are nice.*
 - *I wouldn't move back here. It's too quiet. I needed something more urban.*
- Location and proximity to other metro amenities were apparent, even to short-term workers.
 - *A lot of convenient places to go.*
 - *About 15 minutes from anything.*
- Like the residents, they perceived a lack of recognition.
 - *They say "where's that? They think it's far because of how it sounds.*
 - *It looks like a new area, so I think there will be a lot more landmarks, like a car dealership or something like that, but not much more, since it's already so new.*



Roeland Park Positioning Statement

Prepared for: City of Roeland Park Branding Committee

Prepared by: Benedictine College Marketing Program Students

Atchison, KS

October 25, 2016

For residents and businesses, present and future,
Roeland Park is an oasis in the city,
where neighbors and nature thrive together,
just moments from anywhere.

Definition and Discussion

“Oasis” refers to the calm, quiet quality of life inherent in the neighborhoods of Roeland Park. As a “first tier” suburb, located so centrally to much of Kansas City’s amenities and districts, its secure serenity is a welcome contrast to its neighboring communities. An oasis is defined as a fertile spot in a desert where people gather, which also reflects the natural beauty of its green spaces, and the thriving community within.

“Neighbors and Nature” brings to light the true identity and strengths of life in Roeland Park, the people who share in the community and the green trees and spaces that define its walkable streets and parks.

“Thrive Together.” The neighbors and nature of Roeland Park are dependent upon one another. The trees and elements of nature are symbols of residents’ civic pride while they provide the calming aesthetic of their neighborhoods. Together, they grow the quality of life that attracts more great neighbors and businesses that form a community.

“Moments from Anywhere.” More residents, workers, and shoppers praise Roeland Park’s location than any other attribute. Its proximity to some of the metro area’s most-visited districts and amenities, while retaining its uniquely quiet, walkable, family-friendly lifestyle is one of Roeland Park’s defining characteristics.

A Positioning Statement

In marketing, a brand's "position" is defined as "the space a brand or product occupies in its target audience's minds, relative to its competition." Positioning is a marketing practice of choosing specific tactics that will lead target audiences to form attitudes, beliefs, opinions and feelings about a brand that closely reflect the brand's desired position, or "mind space."

A positioning statement is a concise, formal statement that clarifies a brand's position. Though they often sound similar to a piece of advertising copy, it is not a tagline, or even meant to share with the public. Rather, it is a resource to be used in crafting marketing strategy.

A positioning statement serves a number of purposes:

- It describes how Roeland Park wishes to be perceived by our target audiences.
- It acts as a guide to marketing decision makers, giving direction to marketing strategy, and providing a "filter" for marketing decisions
- It focuses messaging and marketing strategy when used consistently, which strengthens the target audience's brand perception.



Roeland Park Rebranding Creative Brief

Prepared for: City of Roeland Park Branding Committee

Prepared by: Benedictine College Marketing Program Students

Atchison, KS

October 25, 2016

Background/Overview

Roeland Park is engaged in a rebranding campaign for their city. The Benedictine College Marketing team is tasked with differentiating Roeland Park from surrounding cities. The goal is to properly display the values of this close-knit community. We need to captivate the current residents, people searching to live here, and people who do business in Roeland Park. This may be challenging because of the fierce competition of surrounding cities, but sticking to Roeland Park's friendliness, location, and pricing (housing) will attract the right crowd.

Objectives:

The objective of this rebranding opportunity is to establish Roeland Park's identity properly through a new logo and town slogan. If implemented correctly, this will assist in efforts to attract new residents and businesses, and will strengthen the current townspeople's sense of pride in their city.

- For new residents the objective is to show Roeland Park's community values and perfect location to live for KC metro jobs.
- Regarding new business opportunities, it is our goal to attract businesses to come into this thriving location.
- The objective of the rebranding for the current residents is to properly represent their thoughts and love for their hometown.

Target Audiences:

1. Current Residents

- Our largest group of residents are Generation X and Millennials (23% are from 25-34; 18% are 45-54). With an average household size of 2.2 and a population density of 4,212 per square mile on average, we can deduce that Roeland Park is a relatively densely populated town but with a low percentage of families. With an average of 2.2 per home we can see that most homes house single residents or a couple.
- Our objective for current residents is to keep them informed as to plans for the future we envision for Roeland Park as well as progress being made to make that vision realized.
 - Details would include our interest in business growth, town "walkability", regular events, etc.

3. Potential Residents

- This is our main target market which we will dedicate most of our energy and resources. We will market towards younger to middle-aged families looking for a good town to reside in.
- To market Roeland Park, we will emphasize the following such things as public safety (Roeland Park currently boasts a phenomenal police force), and because of Roeland Park's accessibility to Kansas City, it creates an attractive balance between city and suburb life.
- In addition to these, Roeland Park has a low cost of living, and boasts excellent civil upkeep services and lastly has an existing sense of community which can only be improved. Roeland Park has an existing strong community, such as its seasonal festivals that it holds annually (including the Christmas decoration festival), but for our marketing we will make it a point to emphasize our optimization of this sense of belonging through increased community events and small businesses.

2. Businesses

- Start-up companies
 - Since Roeland Park already has the "essential" businesses already present (such as Walmart and CVS), Roeland Park has the potential to host small businesses: this would be optimal for the small businesses with willing local buyers and it could increase community.

Primary Message:

The main message needs to communicate that we are a place to not just start a family but to sustain one. We want people not to just use us as a stepping stone onto another city but think of Roeland Park as a thriving place to live their whole life.

Competition:

Westwood- Right next door to Roeland Park. Commonly viewed as a more expensive, upscale neighbor to Roeland Park. Liked for its convenient location to the Country Club Plaza.

Mission- Mission is a big competitor to Roeland Park due to the fact that it also looks to get residents with low cost living close to the city. They draw young couples to their city are considered a direct competitor to Roeland Park

Overland Park- Expensive cost of living and further from the city. But very well-known and recognized for its safety of living and high rated school system. Homes have larger yards and typically more spread out from their neighbors.

Prairie Village- Very popular as of recently for young couples to live and younger people. It has nice restaurants and shopping areas and is enjoying success currently. Also hosts a Jazz Festival and House Crawl that have really helped bring in a younger crowd.

Leawood- Known as one of the top suburbs in the KC Metro area. It boasts many parks and highly rated schools. Known as a very expensive area to live and is located 6 miles south of Roeland Park

Lenexa- Longer commute to the city than Roeland Park. Lenexa has large family homes with large yards. Most homes in Lenexa can be found at a fair price but it does not share the location as close to the city as Roeland Park.

Brand Attributes:

1. Location- Roeland Park's proximity to the everything Kansas City is its strongest attribute. Roeland Park is located right on the outside of downtown and this attribute is very attractive to people looking to buy a house and raise a family, yet still get to experience part of the city life.

2. Price (affordability)- Price is the next strongest attribute that Roeland Park has. Roeland Park has a very attractive price range to living there. They are able to preach affordability to younger house buyers that make them a more realistic option in a respectable community.

3. Friendly Environment- The residents of Roeland Park take pride in a friendly, diverse, and safe environment that you can raise a family in.

Design Imperatives:

- Must be relatable to the majority of people (namely stretching from younger Millennials to older Generation X.)
- Must symbolize unique characteristics that only Roeland Park possesses
- Must not be hard to digest in the sense that people will be able to gain the knowledge as to what we as a city are offering them
- Your design should be dynamic, unique, creative, and incorporate the full name of the campaign: "TAGLINE" The logo may incorporate other imagery, abstract symbols, so long as the full Campaign name is included somewhere in the image. To this extent, the

full Campaign name should be displayed in a smaller font size than the main image, if there exists a main image.

- Please submit the design in .jpg file format (Resolution of 300 dpi) AND as a .pdf file (less than 10MB). If the logo incorporates non-standards fonts, provide us with the font with your submission.

Support Materials:

The positioning statement for the branding of the city is “Roeland Park is an oasis in the city, where neighbors and nature thrive together, just moments from anywhere.”

The degree of satisfaction with the quality of life among residents is very high. It stems from a sense of community among their neighbors, who they know well, as well as the perceived quality of the city services.

- Recurring themes of positivity include:
 - **Location.** Unsurprisingly, proximity to popular areas of the KC metro is a key decision factor not only in moving to RP, but to remaining.
 - **Quiet.** This term in varying iterations was expressed frequently, which contrasts and complements the proximity to other “noisy” areas of the metro.
 - **Progressive social values.** Many take pride in, and point to the contrast of the perceived inclusiveness of Roeland Park to the rest of Johnson County and the state of Kansas.
 - **Nature.** While being the “City of Trees” was generally not perceived to be the central identity of Roeland Park, nature is very important to residents, and they have a great deal of satisfaction with Roeland Park in this area
 - **Lack of a defined identity.** Beyond the contentious Wal-Mart, residents feel that the city lacks a unique identity or iconic feature. This could indicate an openness to a new brand identity.

Rebranding Launch Proposal Plan

Prepared for: City of Roeland Park Branding Committee

Prepared by: Benedictine College School of Business

Atchison, KS

February, 2017

This is a prospective plan. The information and proposed activities within are suggestions based on the research conducted by Benedictine College. This plan is non-binding, and acceptance of this document does not require actions upon any of the content within.

1 Executive Overview

Roeland Park is engaging in a rebranding process in an effort to assist in attracting new residents and businesses to the area, as well as to increase the satisfaction and cultural identity of current residents and businesses. Research has revealed that the top three reasons people choose to live and work in Roeland Park are the location, quality of life, and the affordable cost of housing. The new brand will illustrate these three identifying characteristics of the city.

This Integrated Marketing Communications plan is designed to launch the new brand identity within the city of Roeland Park, as well as the Kansas City metropolitan area as a whole. Using events, content marketing, public relations efforts, and updating media assets.

1.1 *Scope of this Integrated Marketing Communications Plan*

This plan outlines the communications objectives, strategies, and tactics required for a successful execution of integrated marketing. Additionally, this plan provides the framework for the product launch communications activities.

1.1.1 **MARKETING OBJECTIVES**

- Increase the visibility and awareness of Roeland Park in the Kansas City metro
- Communicate the unique brand of Roeland Park, along with the story of its rebranding effort, to the Kansas City metro
- Increase the general satisfaction and enthusiasm of current residents and business owners with the identity of their community
- Assist in efforts to attract new residents and businesses, as well as retain current residents and businesses
- Increase media presence of Roeland Park in the Kansas City metro

1.2 *Communications Strategies*

- **Media Assets Updates.** The first phase of the brand launch will include the planned replacement and update of existing branding to city-owned assets. The redesign of digital media assets, such as websites, social media, and other outbound-facing digital media, as well as the redesign and manufacturing of print materials such as business cards and letterhead can be accomplished in a relatively short period. The manufacture and installation of signage and applied graphics to vehicles, signs, and other assets can be a phased rollout as budget allows.

These media assets include, but are not limited to:

- Digital Assets:
 - Official city website: update CSS design
 - Facebook
 - Next Door
 - Constant Contact
 - Citizen Serve
 - Municode
 - Novicagenda
- Print assets:
 - Letterhead

- Business Cards
- Public circulars:
 - Roeland Parker
 - Pamphlets
 - City Maps
- Signage:
 - Door entrances of City Hall
 - Cedar Roe Library
 - Community Center
 - Pool
 - Nall Park
 - R Park
 - Skate Park
 - Public Works
- Window/Auto Graphics:
 - Police
 - Public Works
 - Neighborhood Services
- Areas of Opportunity within Media Assets:
 - City entrances
 - Roeland Park water tower
 - Temporary banners
 - Pop-up tent canopy graphics for outreach events
- **Content Marketing.** Using a combination of social media outreach, as well as digital public relations strategies, the stories highlighting the strengths of Roeland Park will be strategically published and promoted using social media and SEO strategies.

Students at Benedictine College will produce a series of 6 videos illustrating the lives of different families and residents of Roeland Park at different stages of their family life cycle: New College Graduate, First-Time Parents, Young Single Commuter, Outdoor Enthusiast, Busy Full Nest Family, Active Retirees. These brief vignettes will be released over a 1 year period on the City of Roeland Park's YouTube channel, and promoted via social media sharing strategies.

In addition, a number of brief articles and posts will be crafted and published on various online content hubs and media sites focusing on specific quality of life issues of which Roeland Park's strengths are highlighted (ex. Best KC suburbs for Millennials, etc.) These will be promoted via SEO tactics and shared through social media.

- This strategy will:
 - Promote awareness in the KC metro
 - Shape a positive brand image among potential residents
 - Sustain the rebranding effort in the media for a full year
 - Increase community pride and involvement by encouraging social media shares.
 - Increase curatable content for future content marketing strategies
- Actions needed:
 - Article content research and creation
 - Media relations and online publishing
 - Identifying and recruiting 6 residents/families

- Crafting and approving scripts
- Shooting and editing
- Creation of YouTube channel
- SEO and social media sharing strategy
- Recruiting and training volunteer “Social Media Coordinators,” or a “Virtual Street Team.” These volunteer ambassadors of the city would be assigned “beats” to cover in order to increase and enhance social media presence. All social media content created would be held for approval by an appointed city employee before being shared or broadcast.

- **Public Relations.** The creation and promotion of specific messages to KC Metro media is essential in order to achieve the objectives of this plan. The creation of this new brand, as well as the launch and outreach of this promotion project is a newsworthy story that has a high likelihood to generate positive press if managed effectively.

By identifying local media with the highest likelihood of sharing our branding message and creating the appropriate message for each, we can manage the sharing of the story of this rebranding effort. Local lifestyle blogs (Finding Kansas City, KC Mom’s Blog, KCParent, etc.), local lifestyle magazines (435, HERlife, Simply KC, etc.), daytime news shows (KSHB’s Kansas City Live, KCTV’s “Better Kansas City, etc.), and local radio shows (KMBZ’s Dana and Parks or TrendKC) are strong targets for our message with a high probability of positive coverage.

- This strategy will:
 - Promote awareness and a positive brand image in the KC metro among potential residents and business owners
 - Increase media relations with the City of Roeland Park
 - Create more content to curate, share and promote
- Actions needed:
 - Identify and prioritize media outlets
 - Customize a unique story and/or talking points for each outlet
 - Conduct a media relations campaign to “sell” each story
 - Track media mentions, shares and impressions

- **Social Media Strategy.** A focused, ongoing social media strategy will enhance the rebranding efforts, and help in positioning the city as a responsive, vibrant community. Also, this will aid in the content marketing efforts, increasing the positive digital “footprint” of Roeland Park, and engage more citizens in discussion and sharing of photos, videos, events, and discussion.

While social media is not without an investment in time and resources, much of the activities can be delegated to devoted, trained volunteers and interns with city staff supervision and approval.

- This strategy will:
 - Promote awareness and a positive brand image in the KC metro among potential residents and business owners
 - Increase digital media assets of Roeland Park, and aid in search optimization
 - Enhance citizen engagement
 - Promote events and activities in the city
- Actions needed:
 - Identify and appoint volunteer 2-3 Social Media “Street Team” members, and train in the city’s branding objectives, media voice, and posting guidelines.
 - Appoint a city employee to serve as the Social Media Project Manager, approving social media posts and scheduling and guidance to the “Street Team”
 - Track media mentions, shares and impressions

- **Community Event.** A signature, kick-off community event will draw neighbors and neighborhoods together in service and in recreation, as well as draw people from the wider metro to visit Roeland Park, perhaps for the first time.

Sponsorships and volunteers can help alleviate much of the expense.

- Many possibilities for events have been proposed by Benedictine student plan. Effective event plan concepts *may include, but are not limited to:*
 - 5K/10K race
 - Communicates importance of healthy lifestyles to the community
 - Draws active, young, diverse running community to Roeland Park
 - Runners experience Roeland Park neighborhoods in an authentic setting
 - Art and music festival
 - Communicates the importance of the arts to the community
 - Brings people to central location to experience community
 - Draws active art community to Roeland Park
 - Coordinated neighborhood Christmas lighting displays
 - Buy-in from neighborhoods builds sense of community
 - Draws metro residents into Roeland Park to experience neighborhoods at a slow pace
 - High likelihood of press coverage

2 Situation Analysis

2.1 SWOT analysis

- Strengths
 - Proximity to metro amenities
 - Affordability
 - Safety
 - Housing types attractive to Millennials, small families
 - Positive resident perception
 - School Districts & Churches
 - Established green spaces
 - City services
 - Aquatic & Community Centers
- Weaknesses
 - Number of businesses in Roeland Park
 - Amount of jobs available in Roeland Park
 - Resident perception of low awareness in metro
 - Housing types not attractive to larger families with adults in prime earning years
 - Lack of differentiation from other cities in the minds of consumers
- Opportunities
 - Recruiting new businesses
 - Attracting new residents
 - Growth of current businesses
 - Diversity of residents
 - Enhancing media relations and metro perception
 - Enhancing already high resident satisfaction

- Threats
 - Competing suburbs
 - Changes in housing market
 - Changes in economy
 - Poor reception of new brand assets

3 Target Audiences

This plan focuses on three main target audiences:

1. Current residents
2. Potential residents
3. Future businesses

Current Residents

Our goal is to influence permanence by energizing hometown pride and enthusiasm. In other words, we are aiming to reduce “turnover” where residents “come and go” and emphasize the following attributes of Roeland Park:

- A sense of belonging
- City Pride
- The cohesive and concrete community.

Our strategy for these goals is to implement more “reasons” for Roeland Park’s residents to become excited and involved in Roeland Park through annual events that will strengthen community pride and create a reason for excitement at specific seasonal gathering.

By focusing first on current residents, we are able to further establish the bedrock of Roeland Park to build upon it for new residents and businesses. If we are successful it will stimulate both hometown spirit and permanence. The other method to enhance town pride is to communicate our message effectively to the current residents. The efforts already taken to rebrand Roeland Park and enhance the resident experience in Roeland Park is proof of the genuine care the administration of Roeland Park has taken, and that alone can show a strong commitment to community. Thus, our strategy for current residents is to increase and emphasize the strengths of Roeland Park, and to make our message and branding efforts known to execute our finished integrated marketing plan.

Potential Residents

Potential residents are also a target for Roeland Park since a growing population is healthy for a city’s economy and sense of community. This group most likely consists of first-time home buyers, young married couples, empty nesters, and small/new families. This young population not only brings energy to for Roeland Park, but will likely be the most responsive to Roeland Park’s qualities of being a serene and safe neighborhood just miles from Kansas City’s best amenities.

Potential Businesses

Business openings are often a lagging indicator of population and economic factors. If greater awareness is established throughout the metro, and more potential residents take notice, it will increase overall attractiveness of Roeland Park among entrepreneurs and expanding businesses.

3.1 Target Audience

AUDIENCE	GOAL
College Graduate	Inform them that Roeland Park is an ideal city to place roots because of its proximity to job opportunities, recreation, and night life at a lesser expense than other areas in the city with similar proximity.
First Time Home Buyer	Communicate that Roeland Park provides a quality community in which to start out, combining proximity to city amenities with the quality of neighbors and nature, with walkable neighborhoods.
Young Family	Promote safety, affordability, and convenience of location. Having kids means needing places to take them to burn energy, buy clothes, refuel, educate, etc. Families are going to want to live in safe areas where they can feel okay about their kids playing in the yard or crossing the street to get their football.
Empty Nest	Promote that Roeland Park is a calm, quiet, and nostalgic neighborhood. It is near all major necessities and is a community filled with friendly and outgoing people.

4 Branding and Messaging

4.1 Positioning Statement

- For residents and businesses, present and future, Roeland Park is an oasis in the city, where neighbors and nature thrive together, just moments from anywhere.

4.2 Value Propositions

According to the research conducted by Benedictine College, and contained in the included research documents, the Value Propositions identified by community members include:

- Location/Proximity
- Community
- Safety
- Parks
- Cost of Living

4.3 Major Messages

- Safe, inviting community
- Optimal location
- Desirable, affordable housing
- Beauty of nature

4.3.1 MAJOR MESSAGES FOR CUSTOMERS

MAJOR MESSAGES FOR FAMILIES

MESSAGE NAME and Core Message	Message Substantiation
Welcoming	Diversity Traditional neighborhoods
Safe	Low crime rates Neighbor reliance
Quality and Affordable Living	Schools and churches Affordable, well-built real estate

MAJOR MESSAGES FOR THE FIRST TIMER

MESSAGE NAME and Core Message	Message Substantiation
Location	First-tier suburb of Kansas City 15-minute commute to downtown, Wesport, the Plaza, Overland Park
Affordability	Affordable real estate Low cost of living, travel
Community	Small town feel, big city access Strong sense of unity within the community Library, Community Center, etc.

5 Communications Vehicles

- YouTube, Facebook, Instagram
 - Volunteer Community Marketing Coordinators (Virtual Street Team?)
 - Content Marketing on blog sites
- Public relations outreach
 - Daytime local “lifestyle news” programs
 - Local talk radio
 - Regional lifestyle magazines
 - Local lifestyle blogs
- Event
 - 5K
 - Coordinated Neighborhood Christmas lighting displays
 - Music and arts festival

6 Tactical Calendar

COMMUNICATIONS VEHICLES TACTICAL CALENDAR

Vehicle	Owner	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
City Assets: Digital	Designee	Approve digital redesign, implement across site DDS, social media, other assets	Monitor site engagement				
City Assets: Print	Designee	Approve print redesigns, Approve vendors for printing and publishing	Harvest old design media, rollout replacement of new media				
City Assets: Signage	Designee	Approve signage designs, RFP for manufacturing and installation vendors	RFPs approved, orders placed, installation schedule approved	Oversee installation across sites			
Social Media	Street Team	Account setup, design, media training and schedule coordination	Social Media Team assigned "beats," begin promotion	Continued promotions, coordinated with events calendars	Continued promotions, coordinated with events calendars	Continued promotions, coordinated with events calendars	Continued promotions, coordinated with events calendars
Event	Branding Committee	Event identified, date and location selected	Sponsors acquired, social media and promotion begins, website created	Event logistics acquired: permits, staging, volunteers, entertainment, vendors, facilities	Continued promotion and collection of entry fees (race) or vendor fees (event)	Media coverage coordinated; volunteer jobs assigned, contracts finalized	Event production, cleanup, project post mortem
Public Relations	Intern	Creation of press releases and talking point memos; targeted media relations; establish collection and reporting methods	Con'd media relations, begin appearances and publication. Maintain media metrics and reporting, curate for content marketing	Con'd media relations, begin appearances and publication. Maintain media metrics and reporting, curate for content marketing	Plan schedule of media releases on social media sites		
Content Marketing	Intern	Research and creation of stories and lists; identification of publishers	Publish and optimize content for search	Research and creation of stories and lists; identification of publishers	Publish and optimize content for search	Research and creation of stories and lists; identification of publishers	Publish and optimize content for search

7 Budget

COMMUNICATIONS VEHICLES BUDGET

Vehicle	Explanation	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
City Assets: Digital	Designer fees, Web designer fees	\$1,200					
City Assets: Print	Designer fees, printing fees.	\$1,200					
City Assets: Signage	Interior metal cut signs, fleet car graphics	\$3,920					
Social Media	Web designer fees, intern	\$600	\$100	\$100	\$100	\$100	\$100
Event		\$0	\$200	\$500	\$4,500	\$100	\$0
Public Relations	intern	\$200	\$200	\$200	\$200	\$200	\$200
Content Marketing	intern	\$200	\$200	\$200	\$200	\$200	\$200
TOTAL							\$11,120

7.1 Budget Assumptions

Print media:

- Business cards will be issued as needed by employees, and will not incur additional non-budgeted printing costs.
- Letterhead: \$470 for 5,000 full color prints (OvernightPrints.com)
- Brochures: \$492 for 5,000 full color tri-fold brochures (OvernightPrints.com)

Signage and Graphics:

- Automotive decals: \$35.99 per decal, 2 decals per city owned vehicle, 30 vehicles (StickerYou.com) Installation est. \$25 per vehicle
- Entry door vinyl graphics: 12 decals \$235 (signs.com) Installation est. \$20 per graphic
- Brushed Aluminum custom cut 60" indoor sign: 6 signs at \$235 (signs.com) Installation est. \$50 per sign

Item Number: DISCUSSION ITEMS- I.-2.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 3/6/2017
Submitted By: Events Committee
Committee/Department: Admin.
Title: **Parrty in Arrr Park Event**
Item Type: Other

Recommendation:

Details:

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
☐ Parrty in Arrr ParkBanner	Cover Memo
☐ Parrty in Arrr Park Flier	Cover Memo

Parrty in Arrr Park

Saturday, June 10th

Kids' Treasure Quest

11 am - 1 pm

Amusement for All

1 pm - 6pm



More info at www.RoelandPark.net

Parrty in Arrr Park

Saturday, June 10th

Kids' Treasure Quest

11 am - 1 pm



Bring your little buccaneers for a fREE fun-filled celebration of the treasure that is R Park!

- ☠ Treasure Quest Activities
- ☠ Pirate Prizes
- ☠ Enjoy the Fables of Red Beard
- ☠ Mr. Stinky Feet Concert
- ☠ Food & Fun

Amusement for All

1 pm - 6pm

Ahoy Mateys! Want to know your neighbors? Here's your chance! Bring your lawn chairs & sun hats, and enjoy:

- ☠ Food Trucks (lots of choices)
- ☠ Live Music
- ☠ Activities for All Ages
- ☠ Pirate Costume Prizes



If it is raining at 10am on June 10, the Parrty will take place in the
Roeland Park Community Center Sports Dome.
Check the City of Roeland Park Facebook page for updates.

Item Number: DISCUSSION ITEMS- I.-3.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 8/31/2016
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Discuss Weed Control Along Curb Line (est. time 10 min.)**
Item Type: Discussion

Recommendation:

Staff recommends a pilot weed control program along the curb (front and back sides) in the spring of 2017 using Option 1 approach. This limits public works staff time on what is essentially a new program and it is the most cost effective option.

Details:

The City has in the past sent post card notices to property owners with weeds growing between the back of curb and their sidewalk or driveway. Attached is a summary reflecting \$4,424 in total cost (\$2,678 in out of pocket costs) anticipated to complete this enforcement action once per year on a city wide basis.

Also attached is a summary reflecting \$3,153 in total cost (\$2,392 in out of pocket costs for the first year and \$1,395 in subsequent years) for once a year weed control (via spraying) along the front and back side of the curb (not in the sidewalk however). Year one is more expensive based on the purchase of a trailer mounted sprayer that would be pulled with an existing mower. This system could also be used to apply pre-emergent to the lawns owned by the City (prevents dandelions). A single spring pre-emergent treatment for all lawns owned by the City would cost \$3,125 if completed by a landscape company. The payback period on the sprayer if only used to treat our lawns is one season.

Option 2 approach reflects the use of a vinegar weed control product. This will require 3 applications with an estimated cost of \$11,813,

Option 1 - Total Kill with one-time application annually

Option2 - Green Product vinegar based with three-time application annually

Pros - Option 1

- More effective product
- One time application keeps lower cost
- Kills roots of weeds so grow back in minimal
- Keeps PW resources at a minimum for weed control

Cons - Option 1

- Hard chemical with potential environmental impacts
- Could kill property owner grass if not used properly
- Complaints about City using chemicals in street gutter
- Smell complaints because of City wide use

Pros - Option 2

- More environmentally friendly product
- Less smell and chemicals in street gutters
- Less potential to kill property owner grass

Cons - Option 2

- Does not kill root system which would require three (3) applications
- Three applications increase cost for City first year and annually
- Utilizes more PW time and resources for weed control

The amount of staff time as well as the out of pocket expense is lower for the Option 1 spraying approach. Another advantage to spraying vs sending letters is that it is proactive vs. reactive. Finally, the City is responsible for the weeds on the front side of the curb; with this approach both areas can be treated in the same pass.

In order to establish an understanding of the scope of this work for future Councils and residents, staff recommends a resolution be adopted spelling out the parameters of the service.

How does item relate to Strategic Plan?

Employs innovative approach to addressing a problem while reducing costs.

How does item benefit Community for all Ages?

Enhances the appearance of the community.

Additional Information

The City would continue to encourage property owners to control weeds along the backside of the curb as well as in the sidewalk abutting their property.

ATTACHMENTS:

Description	Type
☐ Weed Enforcement Cost Estimate	Backup Material
☐ Option 1 Cost Estimate	Backup Material

Cost Projection

Code Enforcement of Weeds in Sidewalks

Staff	Cost/Hr	Hours	Cost	Description
Code Enforcement Officer	36.37	48	\$ 1,745.76	32 hours total to complete field inspections, addressing/mailling, and rechecking. Estimated 16 hours spent on those addresses that do not comply which entails additional field checks and notices; a second notice sent certified mail (\$6.46/each) and then court summons (\$6.46/each).
Materials	Cost/item	Quantity	Cost	
Stationary			\$ -	
First Notice (post card)	\$ 0.34	1500	\$ 513.75	approximate for what there was 3 years ago
2nd Notice (certified mail)	\$ 6.56	300	\$ 1,968.00	approximate for what there was 3 years ago
3rd Notice (court summons)	\$ 6.56	30	\$ 196.80	approximate for what there was 3 years ago
			\$ 4,424.31	Total

Annual Out of Pocket Expense =

\$ 2,678.55 Assuming one enforcement process per year.

Option 1 - Cost Projection				
Spraying 64.5 miles of curb for weeds				
Equipment Purchase	Quantity	Cost/Item	Number of Times Needed	Cost
60 gallon sprayer tank on mini-trailer	1	\$ 997.00	1	\$ 997.00
PW Equipment Usage	Cost/Hr	Hours	Number of Times Needed	Cost
Grasshopper Mower	\$ 5.83	17	1	\$ 99.11
Misc. Hours for maint.	\$ 4.00	2	1	\$ 8.00
Pick-Up Truck	\$ 19.45	1	1	\$ 19.45
				\$ 126.56
Staff	Cost/Hr	Hours	Number of Times Needed	Cost
PW Employee	28.84	22	1	\$ 634.48
Materials	Cost/item	Quantity	Number of Times Needed	Cost
Total Kill	\$ 465.00	3	1	\$ 1,395.00
				\$ 3,153.04

Hours = 64.5 miles divided by 4 mph Cost includes fuel and depreciation value

Hours = 2 hours for refueling and general maintenance

Subtotal

Hours = 17 to spray, 2 general maintenance, and 3 hours travel & assemble

55 gallon drum Total Kill. Estimated need at 3 for 64.5 miles

Total

First Year Out of Pocket Expense = \$2,392

Annual Out of Pocket Expense = \$1,395

Option 2 - Cost Projection				
Spraying 64.5 miles of curb for weeds				
Equipment Purchase	Quantity	Cost/Item	Number of Times Needed	Cost
60 gallon sprayer tank on mini-trailer	1	\$ 997.00	1	\$ 997.00
PW Equipment Usage	Cost/Hr	Hours	Number of Times Needed	Cost
Grasshopper Mower	\$ 5.83	17	3	\$ 297.33
Misc. Hours for maint.	\$ 4.00	2	3	\$ 24.00
Pick-Up Truck	\$ 19.45	1	3	\$ 58.35
				\$ 379.68
Staff	Cost/Hr	Hours	Number of Times Needed	Cost
PW Employee	28.84	22	3	\$ 1,903.44
Materials	Cost/item	Quantity	Number of Times Needed	Cost
Green Product	\$ 948.15	3	3	\$ 8,533.35
				\$ 11,813.47

Hours = 64.5 miles divided by 4 mph Cost includes fuel and depreciation value

Hours = 2 hours for refueling and general maintenance

Subtotal

Hours = 17 to spray, 2 general maintenance, and 3 hours travel & assemble

55 gallon drum Total Kill. Estimated need at 3 for 64.5 miles

Total

First Year Out of Pocket Expense = \$9,530.35

Annual Out of Pocket Expense = \$8,533.35

Item Number: DISCUSSION ITEMS- I.-4.
Committee 3/6/2017
Meeting Date:



City of Roeland Park
Action Item Summary

Date: 3/5/2017
Submitted By: Jennifer Jones-Lacy, Asst. City Administrator/Finance Director
Committee/Department:
Title: **Year End Financials (est. time 10 min.)**
Item Type:

Recommendation:

For informational purposes only.

Details:

Please see attached year-end financial report, account detail report and latest CERl report.
How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

ATTACHMENTS:

Description	Type
☐ Year-End Financial Report	Cover Memo
☐ December Financial Details - Miller	Backup Material
☐ CERl Report-Jan 2017	Backup Material

Year-End Financial Status Report

December 31, 2016



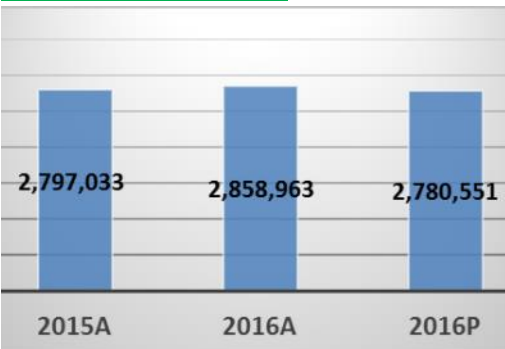
KEY REVENUE INDICATORS OVERVIEW—ALL FUNDS

The ad valorem tax revenues are derived from taxes levied on real property, personal property and state assessed utilities. This is the second largest revenue sources for the City of Roeland Park, with ad valorem taxes levied for the General and Bond Funds. Property tax collections for 2016 generated \$1.83 million, a 5% increase over the 2015 collections or 99.7% of the 2016 Budget estimates. The City receives property tax allocations from the County primarily twice a year in January and June with smaller allocations in the fall.

PROPERTY TAX



SALES/USE TAX



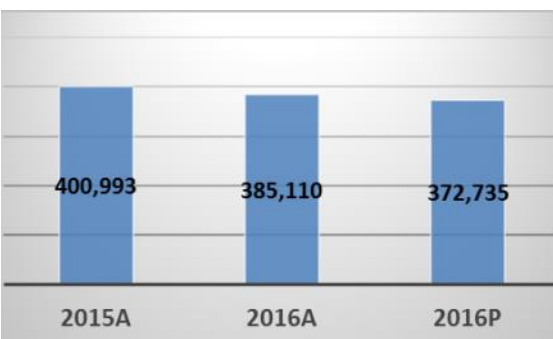
The City receives 1.25 cent sales tax for general purposes with the following allocation: 1/2 cent - street infrastructure (27A), 1/8 cent - community center operations and improvements (27C), 1/4 cent - general infrastructure (27D), and 3/8 cent - General Fund (27B). In addition, the City receives distributions from the County sales/use taxes. Sales taxes for 2016 are 2.8% above target for the year and 2.2% higher than 2015. The City receives monthly disbursements from the State. The information in the chart includes accruals. See page 8 for more details on retail sales data. This does not include tax receipts from the overlay districts.

Franchise agreements are long term and result in payments to the City of 5% of utility revenues. All franchise fee revenues are credited to the General Fund. Collections are down 0.5% in 2016 compared with the prior year which would have been lower if not for a 9% (\$24,700) uptick in electric fees from 2015. Gas receipts are down 17% and video collections are down 18% from 2015. These two account for a reduction of about \$24,000 in franchise fees from the prior year. Phone and cable receipts are also down to a lesser extent. However, the City ended 1.0% above budget projections.

FRANCHISE FEES



COURT FINES



Court fines and fees represent about 7% of General Fund revenue. Court fines are less than the prior year, down 4.0% in 2016 and revenue was 1.0% more than budgeted projections at year-end. The revenues include funds sent to the state for fees, court costs and drug and alcohol reimbursements. The judge adopted a new fine structure which began in April 2016 which lowered court fines and fees.

POSITIVE

CAUTION

NEGATIVE

*Graphs indicate 2015 and 2016 Actuals and 2016 Projected

December 31, 2016



2016 Year-End Cash Balances by Fund

Unaudited Cash Carryforward			
	2015 Year End Cash Carry Forward	2016 Year-End Cash Carry Forward (unaudited)	Difference Increase/ (Decrease)
General Fund	\$ 2,445,219	\$ 2,947,231	\$ 502,012
<i>The Fund balance in the General Fund grew by \$502,000 or \$365,830 more than anticipated mid-year 2016. Of that increase, 22% of the additional growth in revenue and the remaining 78% of that growth resulted from cost savings primarily in employee benefits, aquatics operations and employee overtime. The City increased the mill levy by 7.5 mills for the 2014 Budget, the General Fund Balance has increased from \$1.47 million at year-end 2013 to \$2.95 million at the end of 2016.</i>			
Bond & Interest Fund	\$ 421,227	\$ 363,620	\$ (57,607)
<i>Cash carry forward decreased due to planned bond and interest payments. 2016 marked the final year of debt payments for 2011-1 and 2008-A issues. We anticipate a slightly positive cash flow in 2017 in this fund.</i>			
Equipment & Bldg Reserve Fund	\$ 372,371	\$ 318,572	\$ (53,799)
<i>Reserves in the Equipment Reserve Fund were reduced by \$53,800 in 2016 as the City used some of the reserves available for a new skidsteer for public works and an emergency bulk head repair for the pool.</i>			
	Reserves:		Accumulated Year End Cash Reserve
	City Hall Servers and Equipment		\$ 5,529
	Nall Park Restrooms		\$ 1,937
	Public Works Equipment		\$ 120,923
	Police Equipment		\$ 5,761
	Maintenance Reserve for Facilities		\$ 184,422
			\$ 318,572

December 31, 2016



2016 Year-End Cash Balances by Fund

Unaudited Cash Carryforward

	2015 Year End Cash Carry Forward	2016 Year-End Cash Carry Forward (unaudited)	Difference Increase/ (Decrease)
Special Tax Funds			
Special Highway Fund	\$ 76,722	\$ 136,839	\$ 60,117
<i>The increase in fund balance for the Special Highway fund is a result of less expense for salt and sand than projected. In the future, more street maintenance expense is planned for this fund.</i>			
Special Street Fund 27 - A	\$ 397,506	\$ 398,020	\$ 514
<i>The final fund balance includes \$189,050 in outstanding grant revenue from the County CARS program. These are reimbursements for construction projects associated with the full access intersection on Roe and Johns and the turn around on 47th Street and Roe.</i>			
Community Center Fund 27 - C	\$ 257,389	\$ 351,873	\$ 94,484
<i>The primary reason for growth in this fund is because there were no major repairs or replacements in 2016. Most of the scheduled replacement took place in 2015 due to necessity. The primary expenses were associated with operations.</i>			
Special Infrastructure 27 - D	\$ 195,274	\$ 96,781	\$ (98,493)
<i>In an effort to realize some cost savings, the City completed work on Nall Park, including a new restroom and water fountain, in 2016 which included some unexpected costs associated with sanitary sewer lines. This reduction was anticipated.</i>			
Operating Funds - Total Cash Carry Forward	\$ 4,165,708	\$ 4,612,936	\$ 447,228
	2015 Year End Cash Carry Forward	2016 Year-End Cash Carry Forward (unaudited)	Difference Increase/ (Decrease)
Special Revenue Funds			
TIF 1A/B - Bella Roe / Walmart	\$ 833,278	\$ 1,038,280	\$ 205,002
TDD#1 - Price Chopper	\$ (20,770)	\$ (40,196)	\$ (19,426)
TDD#2 - Lowes	\$ (1,071,687)	\$ (1,079,287)	\$ (7,600)
CID #1 - Roeland Park Shopping Ctr	\$ 1,306,293	\$ 1,763,542	\$ 457,249
TIF 2A/D - McDonalds / City Hall	\$ 328,490	\$ 284,447	\$ (44,043)
TIF 2C - Valley State Bank	\$ 605	\$ 1,170	\$ 565
TIF 3A/C - Boulevard Apts/Caves	\$ 758,162	\$ 280,602	\$ (477,560)
Property Owners Association	\$ 12,651	\$ 14,580	\$ 1,929
<i>The negative balances reflected in the TDDs reflect the default status of these bonds which do not have an impact on the City's financial status. Work in TIF 2 included two storm sewer projects impacting the distric. In 2016, work began on filling the caves to prepare the site for development. \$600,600 of the total \$1.15 million contract was paid in 2016.</i>			

Monthly Financial Status Report

December 31, 2016



GENERAL FUND OVERVIEW

REVENUE

General Fund revenue collected through year-end 2016 is \$5,138,938. Controlling for transfers, revenues are up \$103,338 compared to the prior year. Including transfers, revenues are up \$228,338 compared with 2015. Revenues in the General fund exceeded budgeted projections by 4.1% (\$79,000). The City received its second major property tax payment in June. We received an additional \$36,750 in Ad Valorem taxes in the General Fund in September and will not receive another payment until January 2017.

Licenses and Permits are the lowest performing revenue category. Business licenses are down from the prior year due to a lower number of business registrations (down 7.3% from 2015). Licenses and permits overall are down 9.5% in 2016 compared to the prior year. Court fines are below last year's collections which was anticipated in our mid-year projections. Sales/use taxes in the General Fund came in slightly higher than the prior year in the General Fund and 2.2% better than projections. Other revenues consist of lease payments, solid waste fees, donations, interest earnings, reimbursed expenses and miscellaneous revenues. The primary reason for the increase in this category compared with the prior year is higher revenues from lease payments from the 3rd floor west rental suite and higher solid waste revenues than the prior year.

General Fund Operating						
Department	Actuals			As of December 31, 2016 (100% of budget year)		
	Budget			2016 Projections	% of 2016 Total Projected Budget	\$ Diff Compared to 2016 Projections
	2015 YTD	2016 YTD	Difference			
BEGINNING FUND BALANCE	\$ 1,922,771	\$ 2,287,719	\$ 364,948			
Revenues						
Property Taxes & Assessments	\$ 1,484,309	\$ 1,566,440	\$ 82,131	\$ 1,559,559.00	100.44%	\$ 6,881
Franchise Fees	\$ 489,428	\$ 486,927	\$ (2,501)	\$ 481,938	101.04%	\$ 4,989
Intergovernmental/Grants	\$ 191,699	\$ 200,076	\$ 8,377	\$ 201,455	99.32%	\$ (1,379)
Sales Tax	\$ 1,495,156	\$ 1,507,992	\$ 12,835	\$ 1,475,966	102.17%	\$ 32,026
Licenses and Permits	\$ 171,629	\$ 155,400	\$ (16,229)	\$ 154,311	100.71%	\$ 1,089
Fines/forfeitures	\$ 400,993	\$ 385,110	\$ (15,883)	\$ 372,735	103.32%	\$ 12,375
Other/Interest Income	\$ 677,387	\$ 711,994	\$ 34,607	\$ 689,148	103.32%	\$ 22,846
Transfers In	\$ -	\$ 125,000	\$ 125,000	\$ 125,000	100.00%	\$ -
TOTAL REVENUES	\$ 4,910,600	\$ 5,138,938	\$ 228,338	\$ 4,935,112	104.13%	\$ 78,826
Expenditures						
General Overhead	\$ 1,314,130	\$ 1,296,252	\$ (17,878)	\$ 1,329,976	97.46%	\$ 33,724
Police Department	\$ 1,030,510	\$ 1,063,630	\$ 33,120	\$ 1,132,543	93.92%	\$ 68,913
Court	\$ 110,957	\$ 103,712	\$ (7,245)	\$ 134,210	77.28%	\$ 30,498
Neighborhood Services	\$ 111,762	\$ 115,526	\$ 3,764	\$ 121,692	94.93%	\$ 6,166
Administration	\$ 276,173	\$ 280,198	\$ 4,025	\$ 288,476	97.13%	\$ 8,278
Public Works	\$ 418,146	\$ 541,814	\$ 123,668	\$ 625,123	86.67%	\$ 83,309
Employee Benefits	\$ 764,420	\$ 719,027	\$ (45,393)	\$ 791,976	90.79%	\$ 72,949
City Council	\$ 51,620	\$ 51,427	\$ (193)	\$ 56,020	91.80%	\$ 4,593
Solid Waste	\$ 467,177	\$ 465,340	\$ (1,837)	\$ 458,916	101.40%	\$ (6,424)
TOTAL EXPENDITURES	\$ 4,544,895	\$ 4,636,926	\$ 92,031	\$ 4,938,932	93.89%	\$ 302,006
INCREASE/DECREASE TO FUND BALANCE	\$ 365,705	\$ 502,012				
ENDING FUND BALANCE	\$ 2,288,476	\$ 2,789,731	\$ 501,255			

Fund Balances reflect unrestricted cash. An additional \$157,500 is being held for pool debt which will return to the General Fund as unrestricted in 2019 after the debt is retired.

Monthly Financial Status Report

December 31, 2016



GENERAL FUND OVERVIEW (CONT)

EXPENDITURES

General Fund expenditures through year-end were 2% higher than actual expenditures in 2015. In 2016, the City has spent 93.9% of projected budget. Savings were found in health insurance and employee pension contributions, workman's compensation and unemployment insurance. The year-to-date report includes the \$55,883 annual fee for animal control services, the annual workman's compensation payment of \$36,527, annual property liability insurance of \$37,062, annual debt service on the pool of \$208,530 and annual pool operational expenses of \$175,973, which is almost \$6,000 less than in 2015. This is due to the reduced operation hours due to maintenance closures. The savings in General Overhead is primarily attributable to debt service for 2014-1 being paid from the general fund in 2015 and the Bond fund in 2016. Increases in the Police expenses are primarily attributable to an increase in transfers to equipment reserves along with standard salary increases. The additional expenses in Public Works are due to higher transfers to Equipment Reserve and transferring additional maintenance expenses to the Special Infrastructure fund in 2015. The General Fund has enjoyed considerable decreases in utility and light pole rental fees in 2016 compared with 2015.

Pooled Cash & Investments

Type of Investment	Actual %	Invested Value	Yield to Maturity
Fixed Income			
Government Bonds	7%	\$ 621,201	1%
Agency Bonds	55%	\$ 3,917,513	1%
Cash and Equivalents			
TD Ameritrade and US Bank	38%	\$ 2,021,154	
Subtotal of Investments		\$ 6,559,868	1%
Duration of Investments (expressed in years)			0.68
Accrued Interest as of December 31, 2016		\$ 26,774	

Starting in December 2015 the City began to invest its idle cash using Columbia Capital Management as the City's asset managers. The City's initial investment was \$2,423,718. The Cash and Equivalents value illustrates the amount held in cash in the City's bank and investment accounts. Actual interest accrues at bond maturity. The yield to maturity is the anticipated return on a bond if held to maturity expressed in annual rate percentage terms. At year-end the City is required to record the annual market gains/losses in addition to any accrued interest. As of December 2016, the market losses for the City's portfolio were fairly significant at \$42,229 whereas accrued interest in all funds was \$69,002. While the market losses must be recorded once annually, the City will not experience any investment value loss as we will hold all bonds until maturity which we anticipate a return of about 1% on average on all investments.

Monthly Financial Status Report

December 31, 2016



ALL BUDGETED FUNDS ACTUAL COMPARED TO PROJECTIONS

Fund	YTD Actual		2016 YTD Revenue		Difference	% of Total Projection	
	Revenues		Projections				
General	\$ 5,138,938	\$	5,060,112	\$	78,826	102%	
Bond & Interest	\$ 1,121,887	\$	1,161,001	\$	(39,114)	97%	
Special Highway	\$ 182,426	\$	179,470	\$	2,956	102%	
Special Street (27A)	\$ 1,014,011	\$	849,323	\$	164,688	119%	
Community Center (27C)	\$ 192,996	\$	185,317	\$	7,679	104%	
Special Infrastructure (27D)	\$ 390,234	\$	378,000	\$	12,234	103%	
Equip & Building Reserve	\$ 327,321	\$	327,321	\$	-	100%	
TIF 1 A/B-Bella Roe	\$ 582,622	\$	582,826	\$	(204)	100%	
TDD #1 - Price Chopper	\$ 268,001	\$	270,346	\$	(2,345)	99%	
TDD #2 - Lowes	\$ 135,781	\$	120,000	\$	15,781	113%	
CID #1 - Bella Roe/Walmart	\$ 457,249	\$	457,024	\$	225	100%	
TIF 2A/D-McDonalds	\$ 310,738	\$	300,000	\$	10,738	104%	
TIC 2C - Valley State Bank	\$ 57,598	\$	47,740	\$	9,858	121%	
TIF 3A/C - 4800 Roe/Blvd Apts	\$ 229,313	\$	228,300	\$	1,013	100%	
Property Owners Association	\$ 33,847	\$	33,847	\$	-	100%	
TOTAL	\$ 10,442,962	\$	10,180,627	\$	262,335	103%	

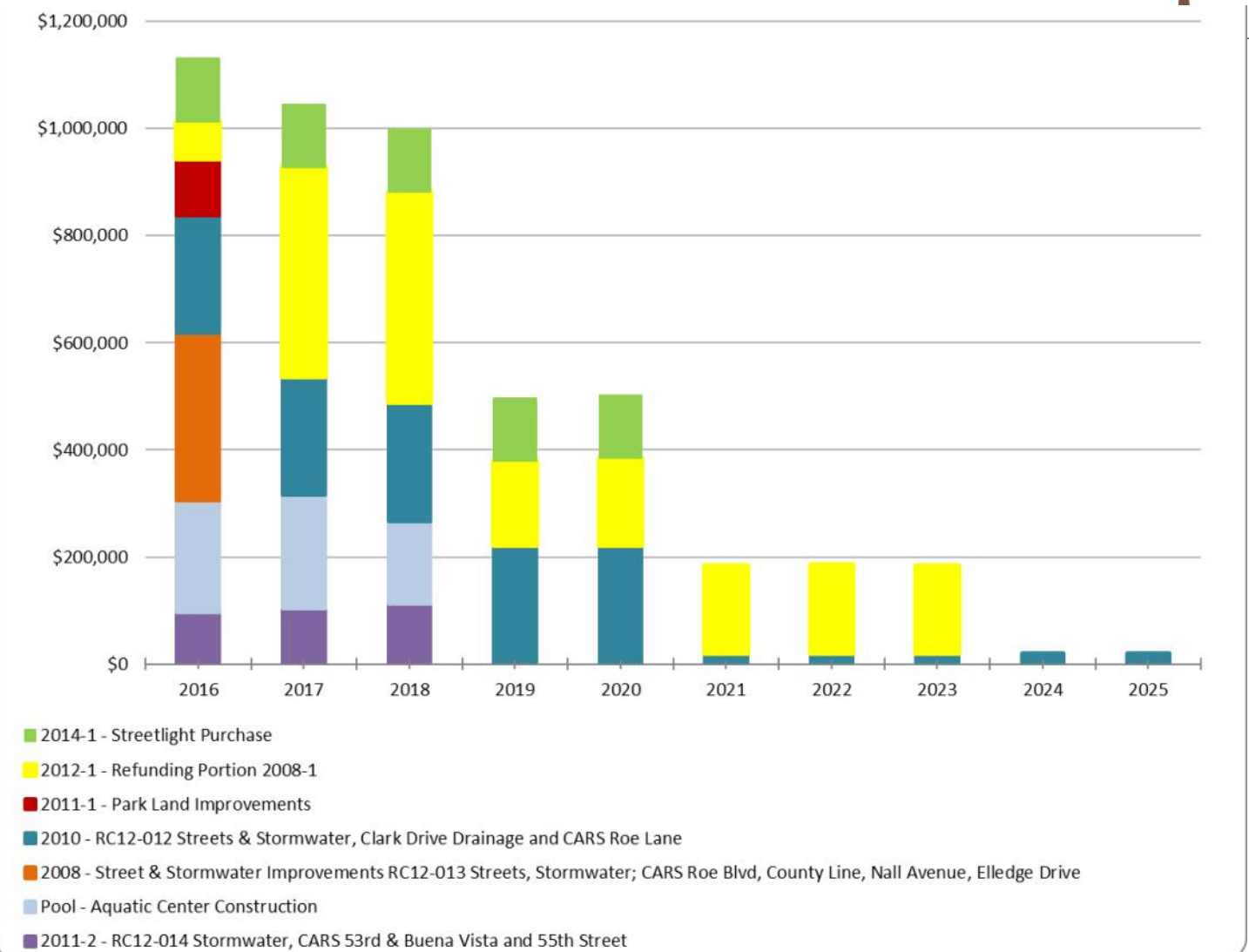
Fund	YTD Actual		2016 YTD Expen.		Difference	% of Total Projection	
	Expenditures		Projections				
General	\$ 4,636,926	\$	4,938,932	\$	302,006	94%	
Bond & Interest	\$ 1,179,494	\$	1,587,519	\$	408,025	74%	
Special Highway	\$ 122,308	\$	142,727	\$	20,419	86%	
Special Street (27A)	\$ 1,013,467	\$	692,841	\$	(320,626)	146%	
Community Center (27C)	\$ 98,512	\$	126,415	\$	27,903	78%	
Special Infrastructure (27D)	\$ 488,727	\$	550,000	\$	61,273	89%	
Equip & Building Reserve	\$ 381,120	\$	702,558	\$	321,438	54%	
TIF 1 A/B-Bella Roe	\$ 377,620	\$	375,894	\$	(1,726)	100%	
TDD #1 - Price Chopper	\$ 287,427	\$	270,346	\$	(17,081)	106%	
TDD #2 - Lowes	\$ 143,380	\$	120,000	\$	(23,380)	119%	
CID #1 - Bella Roe/Walmart	\$ -	\$	-	\$	-	100%	
TIF 2A/D-McDonalds	\$ 354,781	\$	315,270	\$	(39,511)	113%	
TIC 2C - Valley State Bank	\$ 57,032	\$	47,740	\$	(9,292)	119%	
TIF 3A/C - 4800 Roe/Blvd Apts	\$ 706,872	\$	405,000	\$	(301,872)	175%	
Property Owners Association	\$ 31,918	\$	31,875	\$	(43)	100%	
TOTAL	\$ 9,879,584	\$	10,307,117	\$	427,533	96%	

Monthly Financial Status Report

December 31, 2016



DEBT MANAGEMENT



Bonds	2016	2017	2018	2019	2020	2021
Pool	\$ 208,530	\$ 211,860	\$ 154,440			
2008	\$ 313,390					
2010	\$ 219,265	\$ 220,454	\$ 221,871	\$ 221,633	\$ 221,767	\$ 21,417
2011-1	\$ 107,153					
2011-2	\$ 96,110	\$ 104,310	\$ 112,310			
2012	\$ 68,938	\$ 90,803	\$ 392,593	\$ 158,468	\$ 162,568	\$ 161,173
2014	\$ 17,330	\$ 16,968	\$ 117,560	\$ 117,085	\$ 116,565	
Total Debt*	\$ 1,130,715	\$ 1,044,395	\$ 998,774	\$ 497,185	\$ 500,900	\$ 182,590

*Total Debt is less reimbursements from special assessments. Chart reflects principal & interest payments.

Monthly Financial Status Report

December 31, 2016



BOND & INTEREST—DEBT SERVICE							
<i>Debt Issue</i>	<i>Approved by Council</i>	<i>Date Issued</i>	<i>Original Amount</i>	<i>Interest Rate</i>	<i>1/1/2016 Balance (w/ interest)</i>	<i>Date Expire</i>	<i>2016 Total Payment</i>
General Obligations Bonds:							
2008 Bond Issue RC12-013 Street Improvements RC12-013 Stormwater Improvements CARS Roe Blvd County Line Nall Avenue Elledge Drive	2003 2003 2001 2003 2004 2005	Aug-08	\$ 4,185,000	3.15-4.30	\$ 373,140	12/1/2023	\$ 373,140
2010 Bond Issue: RC12-012 Street Improvements RC12-012 Stormwater Improvements Clark Drive Drainage CARS Roe Lane	2004 2004 2007 2008	Aug-10	\$ 3,345,000	1.50-3.50	\$ 2,136,005	12/1/2025	\$ 311,860
2011-1 Bond Issue: Park Land Improvements	2005 Purchase 2007 Demolition	May-11	\$ 525,000	0.91-1.00	\$ 107,153	9/1/2016	\$ 107,153
2011-2 Bond Issue: RC12-014 Stormwater CARS 53rd & Buena Vista CARS 55th Street	2007 2010 2011	Aug-11	\$ 1,565,000	2.00-3.40	\$ 1,407,488	9/1/2026	\$ 199,698
2012-1 Bond Issue: Refunding Portion 2008-1 (streets/stormwater)	Various See original issue	May-12	\$ 1,970,000	.65-2.4	\$ 2,090,438	12/1/2023	\$ 68,938
2012-1 Bond Issue (not shown on graph) City Hall Improvements - Paid From TIF Proceeds	2011	May-12	\$ 980,000	.65-1.7	\$ 685,035	12/1/2019	\$ 169,270
2014-1 Bond Issue: Streetlight Purchase	2014	Nov-14	\$ 650,000	2.25	\$ 585,514	9/1/2020	\$ 117,331
*Lease purchase for equipment not included in this schedule- See Bldg/Equipment Reserve					\$ 7,384,773		\$ 1,347,390
Capital Lease Obligation*:							
Pool, Refunding		Jan-10	\$ 1,750,000	2.0-4.0%	\$ 622,388	12/1/2018	\$ 208,530
*Lease purchase for equipment not included in this schedule- See Bldg/Equipment Reserve					\$ 622,388		\$ 208,530
Special Obligation Tax Increment							
Revenue Bonds: *Debt service resources are limited to TIF revenues received - City is not liable for debt							
Series 2000, Valley State Bank Project		Feb-00	\$ 695,000	7.00	\$ 357,000		\$ 97,400
Series 2005, Roeland Park Redevelopment LLC Project		Feb-05	\$ 4,495,000	4.60-5.75	\$ 2,230,000		\$ 373,894
					\$ 2,587,000		\$ 488,295
Revenue Bonds:							
Transportation Development District: *Debt service resources are limited to TDD revenues received - City is not liable for debt							
Sales Tax Revenue Bonds, 2005 - Price Chopper/Shopping Center		Nov-05	\$ 3,555,000	4.50-5.75	\$ 2,440,000	12/1/2025	\$ 175,000
Sales Tax Revenue Bonds, 2006A - Price Chopper/Shopping Center		Jan-06	\$ 1,090,000	5.875	\$ 835,000	12/1/2025	\$ 40,000
Sales Tax Revenue Bonds, 2006B - Lowes		Jan-06	\$ 1,690,000	5.125 - 5.875	\$ 1,141,714	12/1/2025	\$ 1,141,714
					\$ 4,416,714		\$ 1,356,714

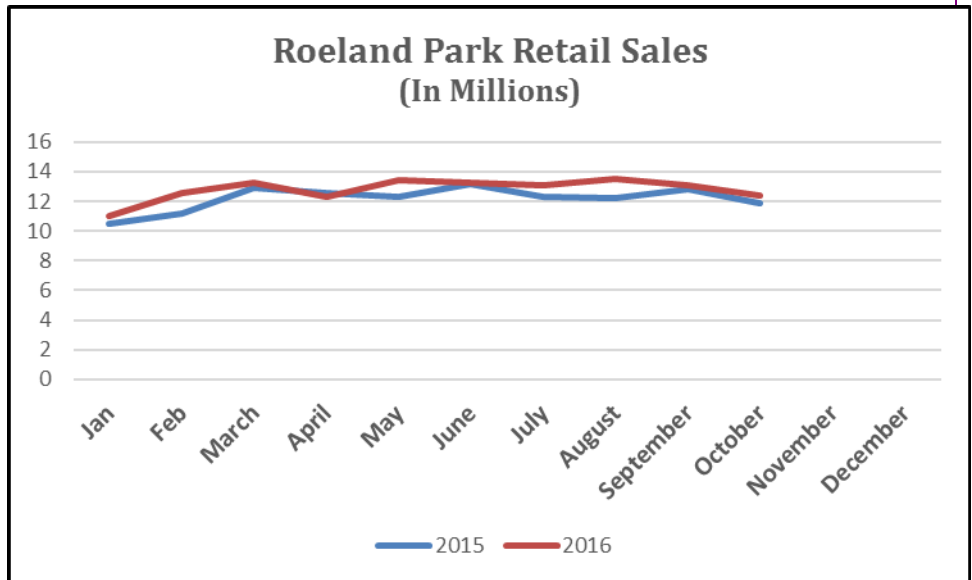
Monthly Financial Status Report

December 31, 2016



COMMUNITY STATISTICS

Retail Sales: The County Economic Research Institute (CERI) provides information for the thirteen largest cities in Johnson County. CERI has provided retail sales figures through October 2016 which shows a 5.0% increase in retail sales year-to-date compared to this time in 2015. The financial statements represent 12 months of collections which include accruals (estimates) for months that have yet to be collected. Sales tax receipts are remitted by the state and are issued to the City two months after actual collection.



Attached is the latest report from CERI. Through October Johnson County as a whole has seen a 4.1% increase year-to-date from the prior year.

Building Permits: While the City of Roeland Park does not see a lot of new building construction, there continues to be a significant amount of permitting activities for a variety of improvements, primarily to residential properties. These improvements include building additions, HVAC replacements, remodels, roof, patio, deck installations, etc. Improvements provide an indicator as to the economic health and reinvestment in the community. The chart below illustrates the number and value of building permits through year-end comparing the current and prior years. Permits have remained relatively constant over time. Through the fourth quarter of 2016, permits approving work within Roeland Park had a value of roughly \$4.65 million for 467 permits, or an average value of \$9,957 per permit. The final

quarter of 2016 included permits for three new homes. In addition there have been several remodels and additions throughout Roeland Park, causing the value to go up. In 2017 we anticipate issuing permits for Commerce Bank and the new hospital, additional new home construction and potentially, new businesses at the caves site.

Building Permits through Year-End 2016



City of Roeland Park
Statement of Net Assets
12/31/2016

Assets

Cash

Cash in General Checking - Pooled

1010	General Fund	\$	321,035.98	
1010	Bond & Interest Fund		107,996.96	
1010	Special Highway Fund		90,754.90	
1010	Special Street Fund 27 - A		75,002.02	
1010	Community Center Fund Fund 27 - C		318,888.35	
1010	Special Infrastructure 27 - D		30,810.80	
1010	Equipment & Bldg Reserve Fund		330,420.47	
1010	TIF 1A/B - Bella Roe / Walmart		270,898.07	
1010	TDD #1 - Price Chopper		52,342.58	
1010	TDD #2 - Lowes		37,748.02	
1010	CID #1 - RP Shopping Center		306,044.65	
1010	TIF 2A/D - McDonalds / City Hall		136,369.98	
1010	TIF 2C - Valley State Bank		1,170.31	
1010	TIF 3A - Boulevard Apts		-	
1010	TIF 3C - Old Pool Area		44,588.03	
1010	KCP&L Streetlights		-	
1011	TIF 1A/B - Bella Roe / Walmart		127,000.00	
1012	Special Law Enforcement Fund		7,912.83	

Total Cash in General Checking - Pooled 2,258,983.95

Cash in Other Accounts

1020	Cash - Municipal Court		21,765.38	
1040	Cash - Pool Bond Reserve		157,500.08	
1050	Cash - Property Owners Association		14,580.01	
1090	Petty Cash Funds		200.00	

Total Cash in Other Accounts 194,045.47

Restricted Cash

1060	Cash - Debt Service - Revenue Restricted		3,809.30	
1070	Cash - Restricted Asset - Bond Reserve		465,352.84	
1080	Cash - With Trustee		190,879.93	

Total Restricted Cash 660,042.07

Total Cash 3,113,071.49

1310 **Invested Assets** 4,538,719.83

Other Current Assets

1110..1115	Accounts Receivable		2,296,821.74	
1140	Interfund Receivable		-	
1130..1135	Interest & Taxes Receivable		4,209,205.57	
1210	Prepaid Expenses		-	

Total Other Current Assets 6,506,027.31

Total Assets **\$ 14,157,818.63**



City of Roeland Park
Statement of Net Assets
12/31/2016

Liabilities & Net Assets

Current Liabilities		
2005	Accounts Payable	342,152.23
2006	Accrued Wages	31,363.91
2010	Federal Withholding Payable	15,923.09
2020	State Withholding Payable	2,426.02
2030	City Withholding Payable	273.28
2040	KPERS Accrued Employee	(727.77)
2045	KP&F Employee Withholding Payable	335.69
2050	Insurance Withholding Payable	764.52
2035,2052	Other Withholding Payable	(800.84)
2055	Employee Garnishment Payable	-
2060	Section 457 Employee Payable	(1,221.40)
2065	Due to General Fund	-
Total Current Liabilities		<u>390,488.73</u>
Other Liabilities		
2080	Liability for Court Bonds	21,765.38
2110	Deferred Revenue	5,563,347.11
2805	Bond Payment Liability	<u>1,298,229.00</u>
Total Other Liabilities		<u>6,883,341.49</u>
Total Liabilities		7,273,830.22
Net Assets		
2910..2970	Net Assets - General	2,947,230.78
2910..2970	Net Assets - Special Law Enforcement Fund	7,912.83
2910..2970	Net Assets - Debt Service	363,620.37
2910..2970	Net Assets - Special Revenue Projects	3,232,072.60
2910..2970	Net Assets - Capital Projects	318,571.82
2910..2970	Net Assets - Property Owners Association	<u>14,580.01</u>
Total Net Assets		<u>6,883,988.41</u>
Total Liabilities & Net Assets		<u>\$ 14,157,818.63</u>



City of Roeland Park
Statement of Net Assets - BY FUND GROUP
12/31/2016

	General	Debt Service	Special Revenue	Capital Projects	TOTAL
Assets					
Cash					
Cash in General Checking - Pooled					
General Fund	\$ 321,035.98				\$ 321,035.98
Bond & Interest Fund		107,996.96			107,996.96
Special Highway Fund			90,754.90		90,754.90
Special Street Fund 27 - A			75,002.02		75,002.02
Special Street Fund 27 - C			318,888.35		318,888.35
Special Infrastructure 27 - D			30,810.80		30,810.80
Equipment & Bldg Reserve Fund				330,420.47	330,420.47
TIF 1A/B - Bella Roe / Walmart			270,898.07		270,898.07
TDD#1 - Price Chopper			52,342.58		52,342.58
TDD#2 - Lowes			37,748.02		37,748.02
CID #1 - RP Shopping Center			306,044.65		306,044.65
TIF 2A/D - McDonalds / City Hall			136,369.98		136,369.98
TIF 2C - Valley State Bank			1,170.31		1,170.31
TIF 3A - Boulevard Apts			-		-
TIF 3C - Old Pool Area			44,588.03		44,588.03
KCP&L Streetlights				-	-
TIF 1A/B - Bella Roe / Walmart			127,000.00		127,000.00
Special Law Enforcement Fund	7,912.83	-	-	-	7,912.83
Total Cash in General Checking - Pooled	<u>328,948.81</u>	<u>107,996.96</u>	<u>1,491,617.71</u>	<u>330,420.47</u>	<u>2,258,983.95</u>



City of Roeland Park
Statement of Net Assets - BY FUND GROUP
12/31/2016

	General	Debt Service	Special Revenue	Capital Projects	TOTAL
Assets (continued)					
Cash in Other Accounts					
Cash - Municipal Court	21,765.38				21,765.38
Cash - Pool Bond Reserve	157,500.08				157,500.08
Cash - Property Owners Association			14,580.01		14,580.01
Petty Cash Funds	200.00	-	-	-	200.00
Total Cash in Other Accounts	<u>179,465.46</u>	<u>-</u>	<u>14,580.01</u>	<u>-</u>	<u>194,045.47</u>
Restricted Cash					
Cash - Debt Service - Revenue Restricted	-	-	3,809.30	-	3,809.30
Cash - Restricted Asset - Bond Reserve	-	-	465,352.84	-	465,352.84
Cash - With Trustee	-	-	190,879.93	-	190,879.93
Total Restricted Cash	<u>-</u>	<u>-</u>	<u>660,042.07</u>	<u>-</u>	<u>660,042.07</u>
Total Cash	<u>508,414.27</u>	<u>107,996.96</u>	<u>2,166,239.79</u>	<u>330,420.47</u>	<u>3,113,071.49</u>
Invested Assets	<u>2,526,391.86</u>	<u>255,623.41</u>	<u>1,756,704.56</u>	<u>-</u>	<u>4,538,719.83</u>
Other Current Assets					
Accounts Receivable	1,940.04	2,105,831.40	189,050.30	-	2,296,821.74
Interest & Taxes Receivable	2,319,830.46	350,608.08	1,538,767.03	-	4,209,205.57
Prepaid Expenses	-	-	-	-	-
Total Other Current Assets	<u>2,321,770.50</u>	<u>2,456,439.48</u>	<u>1,727,817.33</u>	<u>-</u>	<u>6,506,027.31</u>
Total Assets	<u>\$ 5,356,576.63</u>	<u>\$ 2,820,059.85</u>	<u>\$ 5,650,761.68</u>	<u>\$ 330,420.47</u>	<u>\$ 14,157,818.63</u>



City of Roeland Park
Statement of Net Assets - BY FUND GROUP
12/31/2016

	General	Debt Service	Special Revenue	Capital Projects	TOTAL
Liabilities & Net Assets					
Current Liabilities					
Accounts Payable	330,303.58	-	-	11,848.65	342,152.23
Accrued Wages	31,363.91	-	-	-	31,363.91
Federal Withholding Payable	15,923.09	-	-	-	15,923.09
State Withholding Payable	2,426.02	-	-	-	2,426.02
Payroll Payables	367.28	-	-	-	367.28
KPERS Accrued Employee	(727.77)	-	-	-	(727.77)
KP&F Employee Withholding Payable	335.69	-	-	-	335.69
Insurance Withholding Payable	764.52	-	-	-	764.52
Supplemental Insurance Payable	(894.84)	-	-	-	(894.84)
Employee Garnishment Payable	-	-	-	-	-
Section 457 Employee Payable	(1,221.40)	-	-	-	(1,221.40)
Due to General Fund	-	-	-	-	-
Total Current Liabilities	378,640.08	-	-	11,848.65	390,488.73
Other Liabilities					
Liability for Court Bonds	21,765.38	-	-	-	21,765.38
Liability for Temporary Notes	-	-	-	-	-
Deferred Revenue	2,001,027.56	2,456,439.48	1,105,880.07	-	5,563,347.11
Bond Payment Liability	-	-	1,298,229.00	-	1,298,229.00
Total Other Liabilities	2,022,792.94	2,456,439.48	2,404,109.07	-	6,883,341.49
Total Liabilities	2,401,433.02	2,456,439.48	2,404,109.07	11,848.65	7,273,830.22
Net Assets					
Net Assets	2,214,058.85	421,227.33	1,240,532.13	342,370.50	4,218,188.81
Net Assets - Debt Service	239,373.00	-	1,803,380.70	-	2,042,753.70
Net Assets - Reserved Future Projects	-	-	-	-	-
Net Assets - Reserved for Encumbrances	-	-	-	-	-
Net Assets - Restricted Special Law	-	-	-	-	-
Net Assets - Building Reserve	-	-	-	30,000.00	30,000.00
Net Assets - Contingency	-	-	30,000.00	-	30,000.00
Total Beginning Net Assets	2,453,431.85	421,227.33	3,073,912.83	372,370.50	6,320,942.51
Current Fund Balance	501,711.76	(57,606.96)	172,739.78	(53,798.68)	563,045.90
Total Net Assets	2,955,143.61	363,620.37	3,246,652.61	318,571.82	6,883,988.41
Total Liabilities & Net Assets	\$ 5,356,576.63	\$ 2,820,059.85	\$ 5,650,761.68	\$ 330,420.47	\$ 14,157,818.63



City of Roeland Park
Schedule of Cash Balances
For the Period Ended 12/31/2016

		12/31/2015 Balance	2016 Activity		Transfers to/from Trustee Accounts	12/31/2016 Balance
Cash & Cash Equivalents			Receipts	Disbursements		
Cash in US Bank - Pooled						
1010	General Fund	996,305.14	5,136,812.57	5,812,081.73	-	321,035.98
1010	Bond & Interest Fund	197,509.56	1,120,736.07	1,210,248.67	-	107,996.96
1010	Special Highway Fund	39,817.20	181,318.05	130,380.35	-	90,754.90
1010	Special Street Fund 27 - A	274,013.97	823,161.73	1,022,173.68	-	75,002.02
1010	Community Center Fund Fund 27 - C	226,351.11	192,897.22	100,359.98	-	318,888.35
1010	Special Infrastructure 27 - D	130,123.46	390,036.40	489,349.06	-	30,810.80
1010	Equipment & Bldg Reserve Fund	372,370.50	327,321.00	369,271.03	-	330,420.47
1010	TIF 1A/B - Bella Roe / Walmart	234,636.78	565,827.29	1,086.00	(528,480.00)	270,898.07
1010	TDD #1 - Price Chopper	75,682.71	269,120.87	3,629.00	(288,832.00)	52,342.58
1010	TDD #2 - Lowes	45,114.17	135,535.25	616.40	(142,285.00)	37,748.02
1010	CID #1 - RP Shopping Center	219,616.88	456,200.28	369,772.51	-	306,044.65
1010	TIF 2A/D - McDonalds / City Hall	328,489.75	310,233.18	502,352.95	-	136,369.98
1010	TIF 2C - Valley State Bank	699.99	57,597.32	127.00	(57,000.00)	1,170.31
1010	TIF 3A - Boulevard Apts	-	-	-	-	-
1010	TIF 3C - Old Pool Area	777,045.66	228,327.20	960,784.83	-	44,588.03
1011	TIF 1A/B - Bella Roe / Walmart	127,000.00	-	-	-	127,000.00
1012	Special Law Enforcement Fund	8,212.83	-	300.00	-	7,912.83
Total Cash in US Bank - Pooled		4,052,989.71	10,195,124.43	10,972,533.19	(1,016,597.00)	2,258,983.95
Cash in Other Accounts						
1020	Cash - Municipal Court	22,169.38	3,000.00	3,404.00	-	21,765.38
1040	Cash - Pool Bond Reserve	157,500.08	-	-	-	157,500.08
1050	Cash - Property Owners Association	12,651.01	33,847.00	31,918.00	-	14,580.01
1090	Petty Cash	200.00	-	-	-	200.00
Total Cash in Other Accounts		192,520.47	36,847.00	35,322.00	-	194,045.47
Restricted Cash						
1060	Cash - Debt Service - Revenue Restricted	1,480.62	16.75	11,225.00	13,536.93	3,809.30
1070	Cash - Restricted Asset - Bond Reserve	466,176.21	16,763.55	-	(17,586.92)	465,352.84
1080	Cash - With Trustee	22,098.09	28.76	851,893.91	1,020,646.99	190,879.93
Total Restricted Cash		489,754.92	16,809.06	863,118.91	1,016,597.00	660,042.07
Total Cash		\$ 4,735,265.10	\$ 10,248,780.49	\$ 11,870,974.10	\$ -	\$ 3,113,071.49



City of Roeland Park
Statement of Activities
Year-to-Date Fund Summary
For the Period Ended 12/31/2016

	<u>General</u>	<u>Debt Service</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Total Funds</u>
Total Revenue	\$ <u>5,138,939.10</u>	\$ <u>1,121,886.59</u>	\$ <u>3,854,813.76</u>	\$ <u>327,321.00</u>	\$ <u>10,442,960.45</u>
Total Expenditures	\$ <u>4,637,227.34</u>	\$ <u>1,179,493.55</u>	\$ <u>3,682,073.98</u>	\$ <u>381,119.68</u>	\$ <u>9,879,914.55</u>
Change in Net Assets	\$ <u>501,711.76</u>	\$ <u>(57,606.96)</u>	\$ <u>172,739.78</u>	\$ <u>(53,798.68)</u>	\$ <u>563,045.90</u>



City of Roeland Park
Statement of Activities
For the Period Ended 12/31/2016

I-All

		Unencumbered						
		Current Month	Year to Date	Budget to Date	Variance	Annual Budget	Balance	% Used
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 6,494,666.00	\$ (6,494,666.00)	\$ 6,494,666.00	\$ 6,494,666.00	0.00%
4020	Recreational Vehicle Tax	-	895.93	661.00	234.93	661.00	(234.93)	135.54%
4021	Commercial Vehicle Tax	-	-	969.00	(969.00)	969.00	969.00	0.00%
4040	Heavy Trucks Tax	-	636.98	81.00	555.98	81.00	(555.98)	786.40%
4050	Ad Valorem Tax	-	1,804,071.93	2,114,424.00	(310,352.07)	2,114,424.00	310,352.07	85.32%
4060	Motor Vehicle Tax	-	233,044.37	235,795.00	(2,750.63)	235,795.00	2,750.63	98.83%
4070	Personal Property Tax-delinquen	-	320.52	50.00	270.52	50.00	(270.52)	641.04%
4080	Real Property Tax - Delinquent	-	31,069.69	14,000.00	17,069.69	14,000.00	(17,069.69)	221.93%
4110	City/county Sales & Use Tax	225,763.41	2,830,522.62	2,924,442.00	(93,919.38)	2,924,442.00	93,919.38	96.79%
4115	Sales Tax 27B (280 Fund)	46,884.45	578,987.61	568,000.00	10,987.61	568,000.00	(10,987.61)	101.93%
4120	County Jail Tax	12,290.89	154,818.06	155,530.00	(711.94)	155,530.00	711.94	99.54%
4130	Safety Sales Tax	12,271.10	154,837.81	155,530.00	(692.19)	155,530.00	692.19	99.55%
4140	Spec City/county Highway Fund	1,107.54	182,425.59	177,000.00	5,425.59	177,000.00	(5,425.59)	103.07%
4150	CARS Funding	189,050.30	189,050.30	43,000.00	146,050.30	43,000.00	(146,050.30)	439.65%
4210	Street Cutting Permit	425.00	3,655.00	3,000.00	655.00	3,000.00	(655.00)	121.83%
4215	Building Permit	2,823.70	50,590.80	45,000.00	5,590.80	45,000.00	(5,590.80)	112.42%
4220	Electrical Permit	100.00	3,070.00	2,800.00	270.00	2,800.00	(270.00)	109.64%
4225	Mechanical Permit	380.00	5,006.00	5,000.00	6.00	5,000.00	(6.00)	100.12%
4230	Plumbing Permit	20.00	1,728.00	1,000.00	728.00	1,000.00	(728.00)	172.80%
4235	Garage Sale Permit	10.00	535.00	500.00	35.00	500.00	(35.00)	107.00%
4240	Sign Permit	-	610.00	500.00	110.00	500.00	(110.00)	122.00%
4245	Cereal Malt Beverage License	-	368.00	375.00	(7.00)	375.00	7.00	98.13%
4250	Animal Licenses	560.00	7,493.00	8,500.00	(1,007.00)	8,500.00	1,007.00	88.15%
4255	Home Occupational Licenses	40.00	400.00	2,000.00	(1,600.00)	2,000.00	1,600.00	20.00%
4260	Rental Licenses	2,818.02	35,259.31	33,000.00	2,259.31	33,000.00	(2,259.31)	106.85%
4265	Business Occupational Licenses	17,117.84	46,685.11	50,000.00	(3,314.89)	50,000.00	3,314.89	93.37%
4310	Franchise Tax - Electric	39,018.74	296,204.33	255,000.00	41,204.33	255,000.00	(41,204.33)	116.16%
4320	Franchise Tax - Gas	6,593.82	93,603.03	134,280.00	(40,676.97)	134,280.00	40,676.97	69.71%
4330	Franchise Tax - Telephone	1,122.40	9,426.96	11,270.00	(1,843.04)	11,270.00	1,843.04	83.65%
4340	Franchise Tax - Telecable	(266.80)	64,301.26	63,000.00	1,301.26	63,000.00	(1,301.26)	102.07%
4350	Franchise Tax - DSL	(1,647.72)	23,391.47	23,000.00	391.47	23,000.00	(391.47)	101.70%
4393	Bullet Proof Vest Grant	-	1,620.14	-	1,620.14	-	(1,620.14)	N/A
4410	Fine	28,655.04	359,654.64	375,559.00	(15,904.36)	375,559.00	15,904.36	95.77%
4415	Court Costs	1,037.00	6,748.00	-	6,748.00	-	(6,748.00)	N/A
4420	State Fees	1,557.50	18,507.00	-	18,507.00	-	(18,507.00)	N/A
4440	Alcohol/Drug State Reimbursement	-	200.70	-	200.70	-	(200.70)	N/A
4510..4511	Interest on Investment	22,271.67	69,002.35	17,200.00	51,802.35	17,200.00	(51,802.35)	401.18%
4512	Market Gains / (Losses)	(42,228.71)	(42,228.71)	-	(42,228.71)	-	42,228.71	N/A
4520	Other Sources	-	51,220.41	55,000.00	(3,779.59)	55,000.00	3,779.59	93.13%
4530	Reimbursed Expense	2,408.82	16,700.23	95,750.00	(79,049.77)	95,750.00	79,049.77	17.44%
4610	Special Assessments	-	3,752.16	3,000.00	752.16	3,000.00	(752.16)	125.07%
4620	Special Assmnt Tax - Delinquent	-	951.09	-	951.09	-	(951.09)	N/A
4630	Storm Drainage RC12-013	-	62,569.74	59,750.00	2,819.74	59,750.00	(2,819.74)	104.72%
4640	Storm Drainage RC12-012	-	94,646.84	92,595.00	2,051.84	92,595.00	(2,051.84)	102.22%
4650	Storm Drainage RC12-014	-	109,223.71	103,588.00	5,635.71	103,588.00	(5,635.71)	105.44%
4710	Apt Tower Lease Payment	3,483.13	19,683.78	19,980.00	(296.22)	19,980.00	296.22	98.52%
4713	Voicestream Wireless Payment	3,483.14	19,683.77	19,981.00	(297.23)	19,981.00	297.23	98.51%
4716	Clearwire Tower Lease Paymt	3,483.14	19,683.76	-	19,683.76	-	(19,683.76)	N/A
4720	Plans & Spec's	80.00	2,011.00	1,500.00	511.00	1,500.00	(511.00)	134.07%
4725	Police Reports	495.00	5,423.00	2,200.00	3,223.00	2,200.00	(3,223.00)	246.50%



City of Roeland Park
Statement of Activities
For the Period Ended 12/31/2016

I-All

								Unencumbered
		Current Month	Year to Date	Budget to Date	Variance	Annual Budget	Balance	% Used
4730	Tax Increment Income	-	672,260.32	550,740.00	121,520.32	550,740.00	(121,520.32)	122.06%
4731	Tax Increment Income 3A	-	198,643.91	126,250.00	72,393.91	126,250.00	(72,393.91)	157.34%
4735	Tax Increment Income IB	-	291,080.76	206,000.00	85,080.76	206,000.00	(85,080.76)	141.30%
4755	3rd Floor Lease Revenues	3,747.34	39,960.35	30,000.00	9,960.35	30,000.00	(9,960.35)	133.20%
4760	Community Events Sponsorship	-	80.95	-	80.95	-	(80.95)	N/A
4768	Service Line Agreement	2,441.19	2,441.19	2,500.00	(58.81)	2,500.00	58.81	97.65%
4770	Solid Waste Agreement	20.00	507,213.36	499,388.00	7,825.36	499,388.00	(7,825.36)	101.57%
4775	RPPOA Contract	-	31,875.00	31,875.00	-	31,875.00	-	100.00%
4780	Sale of Assets	-	20,930.57	-	20,930.57	-	(20,930.57)	N/A
4787	RP Community Foundation Donations	(60.00)	7,238.11	-	7,238.11	-	(7,238.11)	N/A
4790	Reimbursed Expenses	(1,496.33)	4,242.00	-	4,242.00	-	(4,242.00)	N/A
4795	Miscellaneous	400.00	46,541.64	42,847.00	3,694.64	42,847.00	(3,694.64)	108.62%
4830	Transfer from 27A Fund	35,736.75	428,841.00	428,841.00	-	428,841.00	-	100.00%
4840	Transfer From General Fund	32,214.75	386,579.00	345,858.00	40,721.00	345,858.00	(40,721.00)	111.77%
4842	Transfer from Solid Waste / GF	-	-	32,152.00	(32,152.00)	32,152.00	32,152.00	0.00%
4850	Transfer from 27D Fund	22,916.50	125,000.00	150,000.00	(25,000.00)	150,000.00	25,000.00	83.33%
4860	Transfer from Special Highway	4,831.00	57,970.00	95,000.00	(37,030.00)	95,000.00	37,030.00	61.02%
Total Revenues		681,959.62	10,442,960.45	16,909,927.00	(6,466,966.55)	16,909,927.00	6,466,966.55	61.76%

Expenditures

5101	Salaries - Regular	171,354.19	1,514,250.57	1,589,986.00	(75,735.43)	1,589,986.00	75,735.43	95.24%
5102	Salaries-Overtime	12,960.13	43,395.65	67,500.00	(24,104.35)	67,500.00	24,104.35	64.29%
5103	Salaries - Elected Officials	3,850.00	46,920.00	46,920.00	-	46,920.00	-	100.00%
5104	Salaries - Part-time	5,408.45	35,780.51	35,000.00	780.51	35,000.00	(780.51)	102.23%
5107	Salaries - Intern	1,403.00	5,003.96	7,500.00	(2,496.04)	7,500.00	2,496.04	66.72%
5108	Salaries - Judge	192.00	14,762.00	14,200.00	562.00	14,200.00	(562.00)	103.96%
5109	Salaries - Prosecutor	408.00	12,265.50	11,730.00	535.50	11,730.00	(535.50)	104.57%
5120	Street Light Repair And Maintenance	7,406.96	38,165.66	68,131.00	(29,965.34)	68,131.00	29,965.34	56.02%
5121	Traffic Signal Expense	13,235.54	184,575.66	166,000.00	18,575.66	166,000.00	(18,575.66)	111.19%
5122	Fica City Contribution	14,913.68	127,351.34	135,000.00	(7,648.66)	135,000.00	7,648.66	94.33%
5123	Kpers City Contribution	8,322.47	72,614.45	81,000.00	(8,385.55)	81,000.00	8,385.55	89.65%
5124	Ks Unemployment Insurance	(1,940.04)	1,155.37	3,900.00	(2,744.63)	3,900.00	2,744.63	29.62%
5125	Worker's Compensation	-	36,527.00	40,500.00	(3,973.00)	40,500.00	3,973.00	90.19%
5126	Health Insurance	24,042.04	277,244.77	332,770.00	(55,525.23)	332,770.00	55,525.23	83.31%
5127	Health Savings Account	2,787.50	26,177.50	-	26,177.50	-	(26,177.50)	N/A
5128	401A City Contribution	553.83	4,799.86	-	4,799.86	-	(4,799.86)	N/A
5130	City Paid Life/ST Disability	779.63	9,217.17	-	9,217.17	-	(9,217.17)	N/A
5131	KP&F City Contribution	20,101.61	163,189.46	188,000.00	(24,810.54)	188,000.00	24,810.54	86.80%
5133	Wellness Incentive	750.00	750.00	-	750.00	-	(750.00)	N/A
5197	Water	285.19	8,315.86	-	8,315.86	-	(8,315.86)	N/A
5198	Waste Water	730.39	4,525.51	-	4,525.51	-	(4,525.51)	N/A
5199	Natural Gas	834.42	4,432.08	-	4,432.08	-	(4,432.08)	N/A
5201	Electric	22,400.90	52,224.98	60,274.00	(8,049.02)	60,274.00	8,049.02	86.65%
5202	Telephone	1,764.82	20,503.43	19,145.00	1,358.43	19,145.00	(1,358.43)	107.10%
5203	Printing & Advertising	-	1,174.00	3,600.00	(2,426.00)	3,600.00	2,426.00	32.61%
5204	Legal Printing	943.54	2,810.43	2,300.00	510.43	2,300.00	(510.43)	122.19%
5205	Postage & Mailing Permits	453.36	9,878.42	11,000.00	(1,121.58)	11,000.00	1,121.58	89.80%
5206	Travel Expense & Training	(680.88)	20,020.81	34,490.00	(14,469.19)	34,490.00	14,469.19	58.05%
5207	Medical Expense & Drug Testing	27.73	1,495.17	2,250.00	(754.83)	2,250.00	754.83	66.45%
5208	Newsletter	-	1,236.60	6,630.00	(5,393.40)	6,630.00	5,393.40	18.65%
5209	Professional Services	48,978.42	295,106.41	107,000.00	188,106.41	107,000.00	(188,106.41)	275.80%



City of Roeland Park
Statement of Activities
For the Period Ended 12/31/2016

I-All

								Unencumbered
		Current Month	Year to Date	Budget to Date	Variance	Annual Budget	Balance	% Used
5210	Maintenace And Repair Building	3,842.76	34,031.42	35,100.00	(1,068.58)	35,100.00	1,068.58	96.96%
5211	Maintenace & Repair Equipment	10,873.59	29,795.10	59,935.00	(30,139.90)	59,935.00	30,139.90	49.71%
5212	Utility Asst	-	15,000.00	15,000.00	-	15,000.00	-	100.00%
5213	Audit Fees	-	38,850.00	36,558.00	2,292.00	36,558.00	(2,292.00)	106.27%
5214	Other Contracted Services	3,252.49	140,404.49	69,846.00	70,558.49	69,846.00	(70,558.49)	201.02%
5215	City Attorney	3,939.74	93,346.37	88,434.00	4,912.37	88,434.00	(4,912.37)	105.55%
5216	Special Prosecutor Fees	-	-	2,500.00	(2,500.00)	2,500.00	2,500.00	0.00%
5218	IT & Communication	4,291.43	23,096.02	19,700.00	3,396.02	19,700.00	(3,396.02)	117.24%
5219	Meeting Expense	-	281.72	-	281.72	-	(281.72)	N/A
5221	Maintenance Streets-contract	78,395.19	233,010.91	250,000.00	(16,989.09)	250,000.00	16,989.09	93.20%
5224	Laundry Service	495.60	2,373.05	2,400.00	(26.95)	2,400.00	26.95	98.88%
5226	Car Allowance	450.00	5,400.00	5,400.00	-	5,400.00	-	100.00%
5227	Prisoner Care	630.00	5,005.00	8,000.00	(2,995.00)	8,000.00	2,995.00	62.56%
5228	Fees Due State of Kansas	3,267.00	25,839.00	46,005.00	(20,166.00)	46,005.00	20,166.00	56.17%
5230	Art Commissioner	100.00	1,200.00	1,200.00	-	1,200.00	-	100.00%
5232	United Community Services	-	3,930.00	3,930.00	-	3,930.00	-	100.00%
5238	Animal Control	-	55,882.80	56,000.00	(117.20)	56,000.00	117.20	99.79%
5244	General Contractor	598,600.00	600,600.00	-	600,600.00	-	(600,600.00)	N/A
5260	Vehicle Maintenance	929.91	13,615.99	31,375.00	(17,759.01)	31,375.00	17,759.01	43.40%
5271	Sand and Salt	-	8,015.04	42,338.00	(34,322.96)	42,338.00	34,322.96	18.93%
5272	Solid Waste Contract	34,493.52	414,502.37	414,000.00	502.37	414,000.00	(502.37)	100.12%
5301	Office Supplies	3,488.29	8,297.83	13,600.00	(5,302.17)	13,600.00	5,302.17	61.01%
5302	Motor Fuels & Lubricants	6,087.48	29,739.32	82,263.00	(52,523.68)	82,263.00	52,523.68	36.15%
5304	Janitorial Supplies	213.68	1,881.04	5,110.00	(3,228.96)	5,110.00	3,228.96	36.81%
5305	Traffic Control Maintenance	1,677.32	4,308.43	5,150.00	(841.57)	5,150.00	841.57	83.66%
5306	Materials	87.37	5,614.60	6,000.00	(385.40)	6,000.00	385.40	93.58%
5307	Other Commodities	133.90	1,030.25	4,000.00	(2,969.75)	4,000.00	2,969.75	25.76%
5308	Clothing & Uniforms	1,959.02	15,067.06	13,450.00	1,617.06	13,450.00	(1,617.06)	112.02%
5309	Amunition	-	-	2,700.00	(2,700.00)	2,700.00	2,700.00	0.00%
5310	Training Supplies	-	203.45	500.00	(296.55)	500.00	296.55	40.69%
5312	Leaf Program Disposal Fees	6,676.36	20,848.87	13,325.00	7,523.87	13,325.00	(7,523.87)	156.46%
5318	Tools	10.55	1,171.54	4,000.00	(2,828.46)	4,000.00	2,828.46	29.29%
5320	Grounds Maintenance	2,489.12	18,633.08	20,000.00	(1,366.92)	20,000.00	1,366.92	93.17%
5321	Tree Maintenance	-	12,977.27	15,000.00	(2,022.73)	15,000.00	2,022.73	86.52%
5401	Insurance & Surety Bonds	(372.88)	41,126.17	45,271.00	(4,144.83)	45,271.00	4,144.83	90.84%
5402	Mayor Expenses	497.50	497.50	1,000.00	(502.50)	1,000.00	502.50	49.75%
5405	Dues, Subscriptions, & Books	404.00	19,214.81	18,606.00	608.81	18,606.00	(608.81)	103.27%
5406	Elections - City	-	-	4,600.00	(4,600.00)	4,600.00	4,600.00	0.00%
5407	Public Relations	-	1,071.88	3,000.00	(1,928.12)	3,000.00	1,928.12	35.73%
5408	Miscellaneous Charges	1,968.62	5,713.75	4,200.00	1,513.75	4,200.00	(1,513.75)	136.04%
5409	Appropriation - JoCo HR	-	75,000.00	78,750.00	(3,750.00)	78,750.00	3,750.00	95.24%
5410	Committee Funds	1,532.52	2,900.85	4,000.00	(1,099.15)	4,000.00	1,099.15	72.52%
5421	Jo Co Home Repair - Major	12,000.00	12,000.00	12,500.00	(500.00)	12,500.00	500.00	96.00%
5427	Property Tax Payments	7,776.97	7,776.97	15,000.00	(7,223.03)	15,000.00	7,223.03	51.85%
5438	In-house Street Maintenance	922.36	56,579.41	80,000.00	(23,420.59)	80,000.00	23,420.59	70.72%
5452	Community Policing	-	336.77	1,000.00	(663.23)	1,000.00	663.23	33.68%
5456	CARS Projects - Streets	-	412,324.35	114,000.00	298,324.35	114,000.00	(298,324.35)	361.69%
5469	Stormwater Maintenance	-	187.50	40,000.00	(39,812.50)	40,000.00	39,812.50	0.47%
5501	Park Maint/Infrastructure	-	103,145.71	48,563.00	54,582.71	48,563.00	(54,582.71)	212.40%
5503	Office Equipment	353.99	430.11	4,500.00	(4,069.89)	4,500.00	4,069.89	9.56%
5504	Machinery & Auto Equipment	-	223,514.38	227,280.00	(3,765.62)	227,280.00	3,765.62	98.34%



City of Roeland Park
Statement of Activities
For the Period Ended 12/31/2016

I-All

								Unencumbered
		Current Month	Year to Date	Budget to Date	Variance	Annual Budget	Balance	% Used
5505	Other Capital Outlay	1,466.27	1,466.27	48,567.00	(47,100.73)	48,567.00	47,100.73	3.02%
5510	Community Events	(919.07)	480.98	2,000.00	(1,519.02)	2,000.00	1,519.02	24.05%
5511	Fireworks	-	2,000.00	2,500.00	(500.00)	2,500.00	500.00	80.00%
5516	Strategic Planning	-	17,925.00	18,500.00	(575.00)	18,500.00	575.00	96.89%
5523	Grounds Improvements	-	608.33	3,000.00	(2,391.67)	3,000.00	2,391.67	20.28%
5524	RPPOA Common Area Expenses	-	65,722.00	65,722.00	-	65,722.00	-	100.00%
5600	Lease/purchase-pool	-	189,000.00	189,000.00	-	189,000.00	-	100.00%
5601	Bond Principal	79,754.53	489,754.53	705,000.00	(215,245.47)	705,000.00	215,245.47	69.47%
5602	Bond Interest	60,245.47	474,409.24	394,806.00	79,603.24	394,806.00	(79,603.24)	120.16%
5605	Lease/purchase Pool Interest	-	19,530.00	19,530.00	-	19,530.00	-	100.00%
5607	Principal Bonds (2008-A Issue)	-	360,000.00	360,000.00	-	360,000.00	-	100.00%
5610	Interest Bonds (2008-A Issue)	-	13,140.00	13,140.00	-	13,140.00	-	100.00%
5612	Debt Service - Bond Issue	-	55,350.14	45,240.00	10,110.14	45,240.00	(10,110.14)	122.35%
5614	Bond Principal 2014-1	(6,165.00)	105,000.00	105,000.00	-	105,000.00	-	100.00%
5615	Bond Interest 2014-1	6,165.00	12,331.25	12,330.00	1.25	12,330.00	(1.25)	100.01%
5619	L/P - Principal	23,001.99	52,743.79	52,744.00	(0.21)	52,744.00	0.21	100.00%
5620	L/P - Interest	(23,001.99)	5,225.51	5,226.00	(0.49)	5,226.00	0.49	99.99%
5621	Bond Reserve	-	-	428,245.00	(428,245.00)	428,245.00	428,245.00	0.00%
5625	Stormwater Maintenance	52,599.00	161,561.26	-	161,561.26	-	(161,561.26)	N/A
5644	Principal Bonds - 2012-1	-	35,000.00	35,000.00	-	35,000.00	-	100.00%
5645	Interest Bonds - 2012-1	-	33,937.50	33,938.00	(0.50)	33,938.00	0.50	100.00%
5721	CID #1 Expenses	-	-	1,689,336.00	(1,689,336.00)	1,689,336.00	1,689,336.00	0.00%
5750	Contingency	-	-	1,597,663.00	(1,597,663.00)	1,597,663.00	1,597,663.00	0.00%
5751	Tif Fund Expenditure	-	-	295,100.00	(295,100.00)	295,100.00	295,100.00	0.00%
5756	General Reserve	-	-	280,284.00	(280,284.00)	280,284.00	280,284.00	0.00%
5758	Pool Operations	159,477.18	159,477.38	225,750.00	(66,272.62)	225,750.00	66,272.62	70.64%
5760	Building Reserve	20,001.25	99,636.00	296,479.00	(196,843.00)	296,479.00	196,843.00	33.61%
5766	Pool Equipment	16,496.64	18,771.64	26,250.00	(7,478.36)	26,250.00	7,478.36	71.51%
5802	Transfer to General Fund	22,916.50	125,000.00	150,000.00	(25,000.00)	150,000.00	25,000.00	83.33%
5813	Computer System R&m	-	259.98	5,000.00	(4,740.02)	5,000.00	4,740.02	5.20%
5814	Computer Software	758.53	19,837.25	26,863.00	(7,025.75)	26,863.00	7,025.75	73.85%
5816	Special Law Enforcement Expenses	-	300.00	-	300.00	-	(300.00)	N/A
5817	RP Community Foundation Grant Expense	111.08	7,554.19	-	7,554.19	-	(7,554.19)	N/A
5818	Transfer To Bond & Intfund	45,505.75	546,069.00	546,071.00	(2.00)	546,071.00	2.00	100.00%
5821	Alcohol / Drug State Fees	-	150.00	-	150.00	-	(150.00)	N/A
5825	Transfer to Equip Reserve Fund	27,276.75	327,321.00	355,780.00	(28,459.00)	355,780.00	28,459.00	92.00%
5834	Principal Bonds - 2010-1	-	260,000.00	260,000.00	-	260,000.00	-	100.00%
5835	Interest Bonds - 2010-1	-	51,860.00	51,860.00	-	51,860.00	-	100.00%
5836	Future Project Reserve	-	-	931,856.00	(931,856.00)	931,856.00	931,856.00	0.00%
5840	Principal Bonds - 2011-2	-	165,000.00	165,000.00	-	165,000.00	-	100.00%
5841	Interest Bonds - 2011-2	-	34,697.50	34,698.00	(0.50)	34,698.00	0.50	100.00%
5842	Bond Principal (2011-1)	-	105,000.00	105,000.00	-	105,000.00	-	100.00%
5843	Bond Interest (2011-1)	-	2,152.50	2,153.00	(0.50)	2,153.00	0.50	99.98%
5901	Future CIP - Police	-	-	8,000.00	(8,000.00)	8,000.00	8,000.00	0.00%
5902	Future CIP - PW	-	-	171,640.00	(171,640.00)	171,640.00	171,640.00	0.00%
5903	Future CIP - City Hall	-	-	1,000.00	(1,000.00)	1,000.00	1,000.00	0.00%
Total Expenditures		1,639,424.16	9,879,914.55	14,875,186.00	(4,995,271.45)	14,875,186.00	4,995,271.45	66.42%
Change in Net Assets		\$ (957,464.54)	\$ 563,045.90	\$ 2,034,741.00	\$ (1,471,695.10)	\$ 2,034,741.00	\$ 1,471,695.10	



City of Roeland Park
Statement of Activities - BY FUND
For the Period Ended 12/31/2016

I-By Fund

		Current Month	Year-to-Date	Budget to Date	Annual Budget	2016 Projected	Projected YTD Balance	% of Projected
4000..4999	Revenues							
000..115	General Fund	\$ 251,417.74	\$ 5,138,939.10	\$ 7,278,141.00	\$ 7,278,141.00	\$ 7,347,832.00	\$ 2,208,892.90	69.94%
200	Bond & Interest Fund	42,635.57	1,121,886.59	1,650,264.00	1,650,264.00	1,582,229.00	460,342.41	70.91%
250	Special Highway Fund	1,107.54	182,425.59	256,237.00	256,237.00	256,191.00	73,765.41	71.21%
270	Special Street Fund 27 - A	251,374.00	1,014,010.81	1,119,036.00	1,119,036.00	1,246,829.00	232,818.19	81.33%
290	Special Street Fund 27 - C	15,628.15	192,995.89	423,626.00	423,626.00	442,703.00	249,707.11	43.59%
300	Special Infrastructure 27 - D	31,256.31	390,233.75	536,563.00	536,563.00	573,274.00	183,040.25	68.07%
360	Equipment & Bldg Reserve Fund	27,276.75	327,321.00	762,369.00	762,369.00	699,692.00	372,371.00	46.78%
370	TIF 1A/B - Bella Roe / Walmart	13.69	582,621.73	1,176,082.00	1,176,082.00	1,416,104.00	833,482.27	41.14%
400	TDD#1 - Price Chopper	19,985.69	268,000.71	412,530.00	412,530.00	249,577.00	(18,423.71)	107.38%
410	TDD#2 - Lowes	10,314.58	135,780.60	154,912.00	154,912.00	(951,688.00)	(1,087,468.60)	N/A
420	CID #1 - RP Shopping Center	32,486.66	457,249.30	1,689,336.00	1,689,336.00	2,209,432.00	1,752,182.70	20.70%
450	TIF 2A/D - McDonalds / City Hall	(57.16)	310,738.25	424,694.00	424,694.00	628,790.00	318,051.75	49.42%
480	TIF 2C - Valley State Bank	-	57,597.54	47,740.00	47,740.00	48,345.00	(9,252.54)	119.14%
510	TIF 3C - Old Pool Area	(1,479.90)	229,312.59	931,856.00	931,856.00	1,045,861.00	816,548.41	21.93%
520	Property Owners Association	-	33,847.00	46,541.00	46,541.00	46,498.00	12,651.00	72.79%
	Total Revenues	681,959.62	10,442,960.45	16,909,927.00	16,909,927.00	16,841,669.00	6,398,708.55	62.01%
5000..9999	Expenditures							
000..115	General Fund	609,872.61	4,637,227.34	5,243,400.00	5,243,400.00	4,933,632.00	296,404.66	93.99%
200	Bond & Interest Fund	-	1,179,493.55	1,650,264.00	1,650,264.00	1,227,519.00	48,025.45	96.09%
250	Special Highway Fund	31,168.00	122,308.04	256,237.00	256,237.00	142,727.00	20,418.96	85.69%
270	Special Street Fund 27 - A	48,981.62	1,013,496.98	1,119,036.00	1,119,036.00	692,841.00	(320,655.98)	146.28%
290	Special Street Fund 27 - C	5,138.36	98,511.98	423,626.00	423,626.00	126,415.00	27,903.02	77.93%
300	Special Infrastructure 27 - D	106,921.15	488,727.06	536,563.00	536,563.00	550,000.00	61,272.94	88.86%
360	Equipment & Bldg Reserve Fund	20,001.25	381,119.68	762,369.00	762,369.00	702,558.00	321,438.32	54.25%
370	TIF 1A/B - Bella Roe / Walmart	-	377,619.76	1,176,082.00	1,176,082.00	375,894.00	(1,725.76)	100.46%
400	TDD#1 - Price Chopper	80,333.33	287,427.22	412,530.00	412,530.00	270,346.00	(17,081.22)	106.32%
410	TDD#2 - Lowes	60,166.67	143,380.19	154,912.00	154,912.00	120,000.00	(23,380.19)	119.48%
420	CID #1 - RP Shopping Center	-	-	1,689,336.00	1,689,336.00	-	-	N/A
450	TIF 2A/D - McDonalds / City Hall	53,866.26	354,780.67	424,694.00	424,694.00	315,270.00	(39,510.67)	112.53%
480	TIF 2C - Valley State Bank	-	57,032.14	47,740.00	47,740.00	47,740.00	(9,292.14)	119.46%
510	TIF 3C - Old Pool Area	622,973.41	706,871.94	931,856.00	931,856.00	405,000.00	(301,871.94)	174.54%
520	Property Owners Association	1.50	31,918.00	46,541.00	46,541.00	31,875.00	(43.00)	100.13%
	Total Expenditures	1,639,424.16	9,879,914.55	14,875,186.00	14,875,186.00	9,941,817.00	61,902.45	99.38%
	Change in Net Assets	\$ (957,464.54)	\$ 563,045.90	\$ 2,034,741.00	\$ 2,034,741.00	\$ 6,899,852.00	\$ 6,336,806.10	



City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 12/31/2016

I-GF

		Current Month	Year-to-Date	Budget to Date	Annual Budget	2016 Projected	Projected YTD Balance	% of Projected
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 1,998,379.00	\$ 1,998,379.00	\$ 2,287,720.00	\$ 2,287,720.00	0.00%
	Taxes							
4050	Ad Valorem Tax	-	1,536,170.26	1,799,839.00	1,799,839.00	1,545,739.00	9,568.74	99.38%
4070	Personal Property Tax-delinquent	-	274.23	-	-	-	(274.23)	N/A
4080	Real Property Tax - Delinquent	-	26,272.47	11,000.00	11,000.00	10,820.00	(15,452.47)	242.81%
	Total Taxes	-	1,562,716.96	1,810,839.00	1,810,839.00	1,556,559.00	(6,157.96)	100.40%
	Franchise Taxes							
4310	Franchise Tax - Electric	39,018.74	296,204.33	255,000.00	255,000.00	276,938.00	(19,266.33)	106.96%
4320	Franchise Tax - Gas	6,593.82	93,603.03	134,280.00	134,280.00	105,000.00	11,396.97	89.15%
4330	Franchise Tax - Telephone	1,122.40	9,426.96	11,270.00	11,270.00	10,000.00	573.04	94.27%
4340	Franchise Tax - Telecable	(266.80)	64,301.26	63,000.00	63,000.00	64,000.00	(301.26)	100.47%
4350	Franchise Tax - DSL	(1,647.72)	23,391.47	23,000.00	23,000.00	26,000.00	2,608.53	89.97%
	Total Franchise Taxes	44,820.44	486,927.05	486,550.00	486,550.00	481,938.00	(4,989.05)	101.04%
	Special Assessments							
4610	Special Assessments	-	3,723.22	3,000.00	3,000.00	3,000.00	(723.22)	124.11%
	Total Special Assessments	-	3,723.22	3,000.00	3,000.00	3,000.00	(723.22)	124.11%
	Intergovernmental Revenue							
4020	Recreational Vehicle Tax	-	764.22	563.00	563.00	563.00	(201.22)	135.74%
4021	Commercial Vehicle Tax	-	-	825.00	825.00	825.00	825.00	0.00%
4040	Heavy Trucks Tax	-	543.29	67.00	67.00	67.00	(476.29)	810.88%
4060	Motor Vehicle Tax	-	198,768.20	200,000.00	200,000.00	200,000.00	1,231.80	99.38%
4110	City/county Sales & Use Tax	49,084.40	619,348.04	605,000.00	605,000.00	620,015.00	666.96	99.89%
4115	Sales Tax 27B (280 Fund)	46,884.45	578,987.61	568,000.00	568,000.00	555,951.00	(23,036.61)	104.14%
4120	County Jail Tax	12,290.89	154,818.06	155,530.00	155,530.00	150,000.00	(4,818.06)	103.21%
4130	Safety Sales Tax	12,271.10	154,837.81	155,530.00	155,530.00	150,000.00	(4,837.81)	103.23%
	Total Intergovernmental Revenue	120,530.84	1,708,067.23	1,685,515.00	1,685,515.00	1,677,421.00	(30,646.23)	101.83%
	Licenses and Permits							
4210	Street Cutting Permit	425.00	3,655.00	3,000.00	3,000.00	3,000.00	(655.00)	121.83%
4215	Building Permit	2,823.70	50,590.80	45,000.00	45,000.00	45,000.00	(5,590.80)	112.42%
4220	Electrical Permit	100.00	3,070.00	2,800.00	2,800.00	2,800.00	(270.00)	109.64%
4225	Mechanical Permit	380.00	5,006.00	5,000.00	5,000.00	5,000.00	(6.00)	100.12%
4230	Plumbing Permit	20.00	1,728.00	1,000.00	1,000.00	1,000.00	(728.00)	172.80%
4235	Garage Sale Permit	10.00	535.00	500.00	500.00	500.00	(35.00)	107.00%
4240	Sign Permit	-	610.00	500.00	500.00	500.00	(110.00)	122.00%
4245	Cereal Malt Beverage License	-	368.00	375.00	375.00	375.00	7.00	98.13%
4250	Animal Licenses	560.00	7,493.00	8,500.00	8,500.00	8,500.00	1,007.00	88.15%
4255	Home Occupational Licenses	40.00	400.00	2,000.00	2,000.00	2,000.00	1,600.00	20.00%
4260	Rental Licenses	2,818.02	35,259.31	33,000.00	33,000.00	35,636.00	376.69	98.94%
4265	Business Occupational Licenses	17,117.84	46,685.11	50,000.00	50,000.00	50,000.00	3,314.89	93.37%
	Total Licenses and Permits	24,294.56	155,400.22	151,675.00	151,675.00	154,311.00	(1,089.22)	100.71%
	Fines and Forfeitures							
4410	Fine	28,655.04	359,654.64	375,559.00	375,559.00	342,985.00	(16,669.64)	104.86%
4415	Court Costs	1,037.00	6,748.00	-	-	8,750.00	2,002.00	77.12%
4420	State Fees	1,557.50	18,507.00	-	-	21,000.00	2,493.00	88.13%
4440	Alcohol/Drug State Reimbursement	-	200.70	-	-	-	(200.70)	N/A
	Total Fines and Forfeitures	31,249.54	385,110.34	375,559.00	375,559.00	372,735.00	(12,375.34)	103.32%



City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 12/31/2016

I-GF

		Current Month	Year-to-Date	Budget to Date	Annual Budget	2016 Projected	Projected YTD Balance	% of Projected
Other Sources								
4393	Bullet Proof Vest Grant	-	1,620.14	-	-	-	(1,620.14)	N/A
4530	Reimbursed Expense	2,408.82	16,347.73	-	-	14,000.00	(2,347.73)	116.77%
4710	Apt Tower Lease Payment	3,483.13	19,683.78	19,980.00	19,980.00	19,441.00	(242.78)	101.25%
4713	Voicestream Wireless Payment	3,483.14	19,683.77	19,981.00	19,981.00	19,441.00	(242.77)	101.25%
4716	Clearwire Tower Lease Paymt	3,483.14	19,683.76	-	-	19,441.00	(242.76)	101.25%
4720	Plans & Spec's	80.00	2,011.00	1,500.00	1,500.00	1,500.00	(511.00)	134.07%
4725	Police Reports	495.00	5,423.00	2,200.00	2,200.00	2,200.00	(3,223.00)	246.50%
4755	3rd Floor Lease Revenues	3,747.34	39,960.35	30,000.00	30,000.00	37,632.00	(2,328.35)	106.19%
4760	Community Events Sponsorship	-	80.95	-	-	-	(80.95)	N/A
4768	Service Line Agreement	2,441.19	2,441.19	2,500.00	2,500.00	2,500.00	58.81	97.65%
4770	Solid Waste Agreement	20.00	507,213.36	499,388.00	499,388.00	499,388.00	(7,825.36)	101.57%
4775	RPPOA Contract	-	31,875.00	31,875.00	31,875.00	31,875.00	-	100.00%
4780	Sale of Assets	-	20,930.57	-	-	-	(20,930.57)	N/A
4787	RP Community Foundation Donations	(60.00)	7,238.11	-	-	-	(7,238.11)	N/A
4790	Reimbursed Expenses	(1,496.33)	-	-	-	-	-	N/A
4795	Miscellaneous	400.00	12,694.64	9,000.00	9,000.00	9,000.00	(3,694.64)	141.05%
	Total Other Sources	<u>18,485.43</u>	<u>706,887.35</u>	<u>616,424.00</u>	<u>616,424.00</u>	<u>656,418.00</u>	<u>(50,469.35)</u>	107.69%
Other								
4510..4511	Interest on Investment	12,775.68	28,761.98	200.00	200.00	-	(28,761.98)	N/A
4512	Market Gains / (Losses)	<u>(23,655.25)</u>	<u>(23,655.25)</u>	<u>-</u>	<u>-</u>	<u>32,730.00</u>	<u>56,385.25</u>	-72.27%
	Total Other	<u>(10,879.57)</u>	<u>5,106.73</u>	<u>200.00</u>	<u>200.00</u>	<u>32,730.00</u>	<u>27,623.27</u>	15.60%
Transfer-In								
4850	Transfer from 27D Fund	22,916.50	125,000.00	150,000.00	150,000.00	125,000.00	-	100.00%
4855	Transfer from CID#1	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	N/A
	Total Transfer-In	<u>22,916.50</u>	<u>125,000.00</u>	<u>150,000.00</u>	<u>150,000.00</u>	<u>125,000.00</u>	<u>-</u>	100.00%
	Total Revenues	<u>251,417.74</u>	<u>5,138,939.10</u>	<u>7,278,141.00</u>	<u>7,278,141.00</u>	<u>7,347,832.00</u>	<u>2,208,892.90</u>	69.94%
Expenditures								
General Overhead								
5120	Street Light Repair And Maintenance	7,406.96	38,165.66	68,131.00	68,131.00	68,131.00	29,965.34	56.02%
5121	Traffic Signal Expense	13,235.54	184,575.66	166,000.00	166,000.00	166,000.00	(18,575.66)	111.19%
5197	Water	-	1,382.07	-	-	1,200.00	(182.07)	115.17%
5198	Waste Water	239.71	1,536.50	-	-	1,000.00	(536.50)	153.65%
5199	Natural Gas	300.10	1,638.59	-	-	1,700.00	61.41	96.39%
5201	Electric	18,340.05	25,158.41	32,599.00	32,599.00	21,756.00	(3,402.41)	115.64%
5202	Telephone	568.99	10,631.57	6,695.00	6,695.00	11,250.00	618.43	94.50%
5203	Printing & Advertising	-	869.00	1,200.00	1,200.00	1,200.00	331.00	72.42%
5204	Legal Printing	943.54	2,810.43	2,300.00	2,300.00	2,300.00	(510.43)	122.19%
5205	Postage & Mailing Permits	136.41	9,532.36	10,000.00	10,000.00	10,000.00	467.64	95.32%
5206	Travel Expense & Training	(211.07)	-	-	-	-	-	N/A
5208	Newsletter	-	1,236.60	6,630.00	6,630.00	6,630.00	5,393.40	18.65%
5209	Professional Services	3,698.98	17,803.90	-	-	-	(17,803.90)	N/A
5210	Maintenace And Repair Building	3,767.76	15,831.87	10,000.00	10,000.00	10,000.00	(5,831.87)	158.32%
5211	Maintenace & Repair Equipment	-	106.00	5,610.00	5,610.00	3,000.00	2,894.00	3.53%
5212	Utility Asst	-	15,000.00	15,000.00	15,000.00	15,000.00	-	100.00%
5213	Audit Fees	-	38,850.00	36,558.00	36,558.00	36,558.00	(2,292.00)	106.27%
5214	Other Contracted Services	3,433.30	66,392.84	25,996.00	25,996.00	60,887.00	(5,505.84)	109.04%
5215	City Attorney	3,939.74	93,346.37	88,434.00	88,434.00	78,500.00	(14,846.37)	118.91%
5216	Special Prosecutor Fees	-	-	2,500.00	2,500.00	2,500.00	2,500.00	0.00%
5218	IT & Communication	4,291.43	23,096.02	19,700.00	19,700.00	19,030.00	(4,066.02)	121.37%
5219	Meeting Expense	-	281.72	-	-	1,200.00	918.28	23.48%



City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 12/31/2016

I-GF

		Current Month	Year-to-Date	Budget to Date	Annual Budget	2016 Projected	Projected YTD Balance	% of Projected
5230	Art Commissioner	100.00	1,200.00	1,200.00	1,200.00	1,200.00	-	100.00%
5232	United Community Services	-	3,930.00	3,930.00	3,930.00	3,930.00	-	100.00%
5260	Vehicle Maintenance	(117.30)	-	-	-	-	-	N/A
5301	Office Supplies	3,444.28	8,120.05	13,600.00	13,600.00	13,700.00	5,579.95	59.27%
5304	Janitorial Supplies	104.18	1,430.59	3,060.00	3,060.00	3,060.00	1,629.41	46.75%
5306	Materials	-	48.00	-	-	-	(48.00)	N/A
5401	Insurance & Surety Bonds	(372.88)	37,161.71	40,196.00	40,196.00	37,211.00	49.29	99.87%
5405	Dues, Subscriptions, & Books	404.00	14,158.61	13,805.00	13,805.00	13,805.00	(353.61)	102.56%
5406	Elections - City	-	-	4,600.00	4,600.00	4,600.00	4,600.00	0.00%
5407	Public Relations	-	1,071.88	3,000.00	3,000.00	3,000.00	1,928.12	35.73%
5408	Miscellaneous Charges	1,781.12	4,940.01	3,000.00	3,000.00	7,000.00	2,059.99	70.57%
5410	Committee Funds	1,532.52	2,900.85	4,000.00	4,000.00	4,000.00	1,099.15	72.52%
5421	Jo Co Home Repair - Major	12,000.00	12,000.00	12,500.00	12,500.00	12,500.00	500.00	96.00%
5427	Property Tax Payments	7,620.98	7,620.98	15,000.00	15,000.00	7,500.00	(120.98)	101.61%
5510	Community Events	(919.07)	480.98	2,000.00	2,000.00	2,000.00	1,519.02	24.05%
5511	Fireworks	-	2,000.00	2,500.00	2,500.00	2,500.00	500.00	80.00%
5516	Strategic Planning	-	17,925.00	18,500.00	18,500.00	15,500.00	(2,425.00)	115.65%
5517	Branding Implementation	-	-	-	-	3,000.00	3,000.00	0.00%
5524	RPPOA Common Area Expenses	-	33,847.00	33,847.00	33,847.00	33,847.00	-	100.00%
5600	Lease/purchase-pool	-	189,000.00	189,000.00	189,000.00	189,000.00	-	100.00%
5605	Lease/purchase Pool Interest	-	19,530.00	19,530.00	19,530.00	19,530.00	-	100.00%
5751	Tif Fund Expenditure	-	-	251,200.00	251,200.00	-	-	N/A
5758	Pool Operations	159,477.18	159,477.38	225,750.00	225,750.00	200,000.00	40,522.62	79.74%
5766	Pool Equipment	16,496.64	18,771.64	26,250.00	26,250.00	26,250.00	7,478.36	71.51%
5813	Computer System R&m	-	259.98	5,000.00	5,000.00	5,000.00	4,740.02	5.20%
5814	Computer Software	-	17,878.56	18,500.00	18,500.00	18,500.00	621.44	96.64%
5817	RP Community Foundation Grant Expense	111.08	7,554.19	-	-	-	(7,554.19)	N/A
5818	Transfer To Bond & Intfund	9,769.00	117,228.00	117,230.00	117,230.00	117,230.00	2.00	100.00%
5825	Transfer to Equip Reserve Fund	5,789.25	69,471.00	76,530.00	76,530.00	69,471.00	-	100.00%
	Total General Overhead	<u>277,312.42</u>	<u>1,296,251.98</u>	<u>1,601,081.00</u>	<u>1,601,081.00</u>	<u>1,331,176.00</u>	<u>34,924.02</u>	97.38%
Police								
5101	Salaries - Regular	92,682.11	809,092.20	865,035.00	865,035.00	810,000.00	907.80	99.89%
5102	Salaries-Overtime	9,763.86	33,254.33	57,000.00	57,000.00	49,058.00	15,803.67	67.79%
5104	Salaries - Part-time	1,549.70	10,550.51	13,000.00	13,000.00	13,000.00	2,449.49	81.16%
5202	Telephone	845.82	6,066.85	8,000.00	8,000.00	8,000.00	1,933.15	75.84%
5203	Printing & Advertising	-	-	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
5205	Postage & Mailing Permits	38.82	52.89	1,000.00	1,000.00	1,000.00	947.11	5.29%
5206	Travel Expense & Training	220.00	3,133.51	8,000.00	8,000.00	8,000.00	4,866.49	39.17%
5207	Medical Expense & Drug Testing	-	587.40	1,000.00	1,000.00	1,000.00	412.60	58.74%
5210	Maintenace And Repair Building	-	-	100.00	100.00	100.00	100.00	0.00%
5211	Maintenace & Repair Equipment	-	2,073.50	8,000.00	8,000.00	8,000.00	5,926.50	25.92%
5214	Other Contracted Services	245.45	12,497.59	13,900.00	13,900.00	13,900.00	1,402.41	89.91%
5224	Laundry Service	495.60	2,373.05	2,400.00	2,400.00	2,400.00	26.95	98.88%
5238	Animal Control	-	55,882.80	56,000.00	56,000.00	56,000.00	117.20	99.79%
5260	Vehicle Maintenance	851.79	8,793.62	15,000.00	15,000.00	15,000.00	6,206.38	58.62%
5301	Office Supplies	44.01	112.92	-	-	3,000.00	2,887.08	3.76%
5302	Motor Fuels & Lubricants	2,789.19	17,973.88	42,000.00	42,000.00	35,000.00	17,026.12	51.35%
5306	Materials	-	-	2,000.00	2,000.00	2,000.00	2,000.00	0.00%
5307	Other Commodities	133.90	1,030.25	4,000.00	4,000.00	4,000.00	2,969.75	25.76%
5308	Clothing & Uniforms	1,597.54	10,955.34	9,000.00	9,000.00	9,000.00	(1,955.34)	121.73%
5309	Amunition	-	-	2,700.00	2,700.00	2,700.00	2,700.00	0.00%
5310	Training Supplies	-	203.45	500.00	500.00	500.00	296.55	40.69%
5401	Insurance & Surety Bonds	-	25.00	-	-	-	(25.00)	N/A
5405	Dues, Subscriptions, & Books	-	1,068.60	750.00	750.00	1,005.00	(63.60)	106.33%



City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 12/31/2016

I-GF

		Current Month	Year-to-Date	Budget to Date	Annual Budget	2016 Projected	Projected YTD Balance	% of Projected
5408	Miscellaneous Charges	186.00	186.00	1,000.00	1,000.00	1,000.00	814.00	18.60%
5452	Community Policing	-	336.77	1,000.00	1,000.00	500.00	163.23	67.35%
5825	Transfer to Equip Reserve Fund	7,281.50	87,380.00	108,780.00	108,780.00	87,380.00	-	100.00%
	Total Police	<u>118,725.29</u>	<u>1,063,630.46</u>	<u>1,221,165.00</u>	<u>1,221,165.00</u>	<u>1,132,543.00</u>	<u>68,912.54</u>	93.92%
Court								
5101	Salaries - Regular	4,800.00	40,226.63	41,926.00	41,926.00	41,926.00	1,699.37	95.95%
5102	Salaries-Overtime	187.50	761.53	1,000.00	1,000.00	1,000.00	238.47	76.15%
5108	Salaries - Judge	192.00	14,762.00	14,200.00	14,200.00	14,200.00	(562.00)	103.96%
5109	Salaries - Prosecutor	408.00	12,265.50	11,730.00	11,730.00	11,730.00	(535.50)	104.57%
5202	Telephone	-	135.00	180.00	180.00	180.00	45.00	75.00%
5203	Printing & Advertising	-	180.00	400.00	400.00	400.00	220.00	45.00%
5206	Travel Expense & Training	-	-	200.00	200.00	200.00	200.00	0.00%
5209	Professional Services	332.00	3,896.00	7,000.00	7,000.00	7,000.00	3,104.00	55.66%
5211	Maintenace & Repair Equipment	-	-	200.00	200.00	200.00	200.00	0.00%
5214	Other Contracted Services	-	20.10	1,000.00	1,000.00	1,000.00	979.90	2.01%
5227	Prisoner Care	630.00	5,005.00	8,000.00	8,000.00	8,000.00	2,995.00	62.56%
5228	Fees Due State of Kansas	3,267.00	25,839.00	46,005.00	46,005.00	42,000.00	16,161.00	61.52%
5308	Clothing & Uniforms	200.00	200.00	200.00	200.00	200.00	-	100.00%
5405	Dues, Subscriptions, & Books	-	255.00	611.00	611.00	611.00	356.00	41.73%
5408	Miscellaneous Charges	-	16.40	200.00	200.00	200.00	183.60	8.20%
5814	Computer Software	-	-	5,363.00	5,363.00	5,363.00	5,363.00	0.00%
5821	Alcohol / Drug State Fees	-	150.00	-	-	-	(150.00)	N/A
	Total Court	<u>10,016.50</u>	<u>103,712.16</u>	<u>138,215.00</u>	<u>138,215.00</u>	<u>134,210.00</u>	<u>30,497.84</u>	77.28%
Neighborhood Services								
5101	Salaries - Regular	8,468.80	99,843.85	107,532.00	107,532.00	107,532.00	7,688.15	92.85%
5102	Salaries-Overtime	-	932.62	500.00	500.00	500.00	(432.62)	186.52%
5202	Telephone	30.00	315.00	360.00	360.00	360.00	45.00	87.50%
5203	Printing & Advertising	-	125.00	1,000.00	1,000.00	1,000.00	875.00	12.50%
5206	Travel Expense & Training	-	1,867.33	3,000.00	3,000.00	3,000.00	1,132.67	62.24%
5214	Other Contracted Services	-	9,925.25	500.00	500.00	5,500.00	(4,425.25)	180.46%
5260	Vehicle Maintenance	-	325.69	1,000.00	1,000.00	1,000.00	674.31	32.57%
5302	Motor Fuels & Lubricants	955.72	1,479.82	2,000.00	2,000.00	2,000.00	520.18	73.99%
5405	Dues, Subscriptions, & Books	-	711.60	800.00	800.00	800.00	88.40	88.95%
	Total Neighborhood Services	<u>9,454.52</u>	<u>115,526.16</u>	<u>116,692.00</u>	<u>116,692.00</u>	<u>121,692.00</u>	<u>6,165.84</u>	94.93%
Administration								
5101	Salaries - Regular	26,859.53	232,420.82	245,258.00	245,258.00	220,143.00	(12,277.82)	105.58%
5102	Salaries-Overtime	-	-	500.00	500.00	130.00	130.00	0.00%
5104	Salaries - Part-time	3,858.75	25,230.00	-	-	31,200.00	5,970.00	80.87%
5107	Salaries - Intern	1,403.00	5,003.96	7,500.00	7,500.00	5,805.00	801.04	86.20%
5202	Telephone	160.00	1,920.00	1,410.00	1,410.00	1,410.00	(510.00)	136.17%
5205	Postage & Mailing Permits	278.13	293.17	-	-	8,500.00	8,206.83	3.45%
5206	Travel Expense & Training	483.87	4,904.98	10,000.00	10,000.00	8,500.00	3,595.02	57.71%
5207	Medical Expense & Drug Testing	-	128.00	50.00	50.00	50.00	(78.00)	256.00%
5214	Other Contracted Services	274.62	2,972.03	5,000.00	5,000.00	10,500.00	7,527.97	28.31%
5226	Car Allowance	450.00	5,400.00	5,400.00	5,400.00	5,400.00	-	100.00%
5302	Motor Fuels & Lubricants	-	-	413.00	413.00	413.00	413.00	0.00%
5308	Clothing & Uniforms	-	-	250.00	250.00	250.00	250.00	0.00%
5401	Insurance & Surety Bonds	-	-	75.00	75.00	75.00	75.00	0.00%
5405	Dues, Subscriptions, & Books	-	1,463.00	1,600.00	1,600.00	1,600.00	137.00	91.44%



City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 12/31/2016

I-GF

		Current Month	Year-to-Date	Budget to Date	Annual Budget	2016 Projected	Projected YTD Balance	% of Projected
5408	Miscellaneous Charges	-	462.12	-	-	-	(462.12)	N/A
5503	Office Equipment	-	-	3,000.00	3,000.00	1,500.00	1,500.00	0.00%
5813	Computer System R&m	-	-	-	-	1,500.00	1,500.00	0.00%
	Total Administration	<u>33,767.90</u>	<u>280,198.08</u>	<u>280,456.00</u>	<u>280,456.00</u>	<u>296,976.00</u>	<u>16,777.92</u>	94.35%
	Public Works							
5101	Salaries - Regular	(12,884.25)	251,253.07	272,435.00	272,435.00	273,488.00	22,234.93	91.87%
5102	Salaries-Overtime	3,008.77	8,447.17	8,500.00	8,500.00	8,500.00	52.83	99.38%
5104	Salaries - Part-time	-	-	22,000.00	22,000.00	-	-	N/A
5197	Water	285.19	6,933.79	-	-	6,000.00	(933.79)	115.56%
5198	Waste Water	490.68	2,989.01	-	-	3,000.00	10.99	99.63%
5199	Natural Gas	534.32	2,793.49	-	-	3,100.00	306.51	90.11%
5201	Electric	4,060.85	27,066.57	27,675.00	27,675.00	21,420.00	(5,646.57)	126.36%
5202	Telephone	160.01	1,435.01	2,500.00	2,500.00	2,500.00	1,064.99	57.40%
5206	Travel Expense & Training	(1,396.52)	6,495.25	5,590.00	5,590.00	5,590.00	(905.25)	116.19%
5207	Medical Expense & Drug Testing	27.73	779.77	1,200.00	1,200.00	1,200.00	420.23	64.98%
5210	Maintenace And Repair Building	75.00	5,322.72	10,000.00	10,000.00	10,000.00	4,677.28	53.23%
5211	Maintenace & Repair Equipment	5,891.22	20,086.61	29,125.00	29,125.00	25,000.00	4,913.39	80.35%
5214	Other Contracted Services	173.92	32,056.48	5,150.00	5,150.00	31,150.00	(906.48)	102.91%
5260	Vehicle Maintenance	195.42	4,496.68	15,375.00	15,375.00	15,375.00	10,878.32	29.25%
5301	Office Supplies	-	64.86	-	-	-	(64.86)	N/A
5302	Motor Fuels & Lubricants	(7.43)	6,960.62	32,850.00	32,850.00	28,850.00	21,889.38	24.13%
5304	Janitorial Supplies	109.50	450.45	2,050.00	2,050.00	2,050.00	1,599.55	21.97%
5305	Traffic Control Maintenance	1,677.32	4,308.43	5,150.00	5,150.00	5,150.00	841.57	83.66%
5306	Materials	87.37	5,566.60	4,000.00	4,000.00	4,000.00	(1,566.60)	139.17%
5308	Clothing & Uniforms	161.48	3,911.72	4,000.00	4,000.00	4,000.00	88.28	97.79%
5318	Tools	10.55	1,171.54	4,000.00	4,000.00	4,000.00	2,828.46	29.29%
5320	Grounds Maintenance	2,489.12	18,633.08	20,000.00	20,000.00	20,000.00	1,366.92	93.17%
5321	Tree Maintenance	-	12,977.27	15,000.00	15,000.00	15,000.00	2,022.73	86.52%
5401	Insurance & Surety Bonds	-	25.00	-	-	-	(25.00)	N/A
5405	Dues, Subscriptions, & Books	-	1,168.00	700.00	700.00	450.00	(718.00)	259.56%
5408	Miscellaneous Charges	-	66.22	-	-	-	(66.22)	N/A
5503	Office Equipment	353.99	430.11	1,500.00	1,500.00	1,500.00	1,069.89	28.67%
5505	Other Capital Outlay	1,466.27	1,466.27	-	-	3,000.00	1,533.73	48.88%
5814	Computer Software	758.53	1,958.69	3,000.00	3,000.00	3,300.00	1,341.31	59.35%
5825	Transfer to Equip Reserve Fund	<u>9,375.00</u>	<u>112,500.00</u>	<u>43,318.00</u>	<u>43,318.00</u>	<u>112,500.00</u>	<u>-</u>	100.00%
	Total Public Works	<u>17,104.04</u>	<u>541,814.48</u>	<u>535,118.00</u>	<u>535,118.00</u>	<u>610,123.00</u>	<u>68,308.52</u>	88.80%
	Employee Benefits							
5122	Fica City Contribution	14,913.68	127,351.34	135,000.00	135,000.00	135,000.00	7,648.66	94.33%
5123	Kpers City Contribution	8,322.47	72,614.45	81,000.00	81,000.00	81,000.00	8,385.55	89.65%
5124	Ks Unemployment Insurance	(1,940.04)	1,155.37	3,900.00	3,900.00	1,400.00	244.63	82.53%
5125	Worker's Compensation	-	36,527.00	40,500.00	40,500.00	40,000.00	3,473.00	91.32%
5126	Health Insurance	24,042.04	277,244.77	332,770.00	332,770.00	310,241.00	32,996.23	89.36%
5127	Health Savings Account	2,787.50	26,177.50	-	-	21,800.00	(4,377.50)	120.08%
5128	401A City Contribution	553.83	4,799.86	-	-	4,635.00	(164.86)	103.56%
5130	City Paid Life/ST Disability	779.63	9,217.17	-	-	9,900.00	682.83	93.10%
5131	KP&F City Contribution	20,101.61	163,189.46	188,000.00	188,000.00	188,000.00	24,810.54	86.80%
5133	Wellness Incentive	<u>750.00</u>	<u>750.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(750.00)</u>	N/A
	Total Employee Benefits	<u>70,310.72</u>	<u>719,026.92</u>	<u>781,170.00</u>	<u>781,170.00</u>	<u>791,976.00</u>	<u>72,949.08</u>	90.79%
	City Council							
5103	Salaries - Elected Officials	3,850.00	46,920.00	46,920.00	46,920.00	46,920.00	-	100.00%
5206	Travel Expense & Training	222.84	3,619.74	7,700.00	7,700.00	7,700.00	4,080.26	47.01%
5402	Mayor Expenses	497.50	497.50	1,000.00	1,000.00	1,000.00	502.50	49.75%
5405	Dues, Subscriptions, & Books	<u>-</u>	<u>390.00</u>	<u>340.00</u>	<u>340.00</u>	<u>400.00</u>	<u>10.00</u>	97.50%
	Total City Council	<u>4,570.34</u>	<u>51,427.24</u>	<u>55,960.00</u>	<u>55,960.00</u>	<u>56,020.00</u>	<u>4,592.76</u>	91.80%



City of Roeland Park
Statement of Activities - General Operating Fund
For the Period Ended 12/31/2016

I-GF

		Current Month	Year-to-Date	Budget to Date	Annual Budget	2016 Projected	Projected YTD Balance	% of Projected
	Solid Waste							
5101	Salaries - Regular	25,091.00	25,091.00	25,091.00	25,091.00	25,091.00	-	100.00%
5211	Maintenace & Repair Equipment	-	1,572.62	1,500.00	1,500.00	1,500.00	(72.62)	104.84%
5272	Solid Waste Contract	34,493.52	414,502.37	414,000.00	414,000.00	414,000.00	(502.37)	100.12%
5302	Motor Fuels & Lubricants	2,350.00	3,325.00	5,000.00	5,000.00	5,000.00	1,675.00	66.50%
5312	Leaf Program Disposal Fees	6,676.36	20,848.87	13,325.00	13,325.00	13,325.00	(7,523.87)	156.46%
5756	General Reserve	-	-	22,475.00	22,475.00	-	-	N/A
5825	Transfer to Equip Reserve Fund	-	-	32,152.00	32,152.00	-	-	N/A
	Total Solid Waste	<u>68,610.88</u>	<u>465,339.86</u>	<u>513,543.00</u>	<u>513,543.00</u>	<u>458,916.00</u>	<u>(6,423.86)</u>	101.40%
	Total Expenditures	<u>609,872.61</u>	<u>4,636,927.34</u>	<u>5,243,400.00</u>	<u>5,243,400.00</u>	<u>4,933,632.00</u>	<u>296,704.66</u>	93.99%
	Change in Net Assets	<u>(358,454.87)</u>	502,011.76	<u>2,034,741.00</u>	<u>2,034,741.00</u>	<u>2,414,200.00</u>	<u>1,912,188.24</u>	
2910..2970	Net Assets, Beginning		<u>2,445,219.02</u>					
	Net Assets, Ending		<u>\$ 2,947,230.78</u>					



City of Roeland Park
Statement of Activities - General Fund
Restricted for Special Law Enforcement Fund
For the Period Ended 12/31/2016

	<u>Current Month</u>	<u>Year-to-Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues							
4010 Cash Carryforward	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
4432 Spec. Law Enforcement Revenues	-	-	-	-	-	-	N/A
Total Revenues	-	-	-	-	-	-	N/A
Expenditures							
5816 Spec. Law Enforcement Expenses	-	300.00	-	-	-	(300.00)	N/A
Total Expenditures	-	300.00	-	-	-	(300.00)	N/A
 Change in Net Assets	 \$ -	 \$ (300.00)	 \$ -	 \$ -	 \$ -	 \$ 300.00	
2910..2970 Net Assets, Beginning		8,212.83					
Net Assets, Ending		\$ 7,912.83					

City of Roeland Park
Statement of Activities - Bond & Interest Fund
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 494,574.00	\$ 494,574.00	\$ 421,228.00	\$ 421,228.00	0.00%
4020	Recreational Vehicle Tax	-	131.71	98.00	98.00	98.00	(33.71)	134.40%
4021	Commercial Vehicle Tax	-	-	144.00	144.00	-	-	N/A
4040	Heavy Trucks Tax	-	93.69	14.00	14.00	14.00	(79.69)	669.21%
4050	Ad Valorem Tax	-	267,901.67	314,585.00	314,585.00	314,585.00	46,683.33	85.16%
4060	Motor Vehicle Tax	-	34,276.17	35,795.00	35,795.00	35,795.00	1,518.83	95.76%
4070	Personal Property Tax-delinquent	-	46.29	50.00	50.00	50.00	3.71	92.58%
4080	Real Property Tax - Delinquent	-	4,797.22	3,000.00	3,000.00	3,000.00	(1,797.22)	159.91%
4510..4511	Interest on Investment	1,414.47	5,435.17	-	-	5,455.00	19.83	99.64%
4512	Market Gains / (Losses)	(4,284.65)	(4,284.65)	-	-	-	4,284.65	N/A
4610	Special Assessments	-	28.94	-	-	-	(28.94)	N/A
4620	Special Assmnt Tax - Delinquent	-	951.09	-	-	-	(951.09)	N/A
4630	Storm Drainage RC12-013	-	62,569.74	59,750.00	59,750.00	59,750.00	(2,819.74)	104.72%
4640	Storm Drainage RC12-012	-	94,646.84	92,595.00	92,595.00	92,595.00	(2,051.84)	102.22%
4650	Storm Drainage RC12-014	-	109,223.71	103,588.00	103,588.00	103,588.00	(5,635.71)	105.44%
4830	Transfer from 27A Fund	35,736.75	428,841.00	428,841.00	428,841.00	428,841.00	-	100.00%
4840	Transfer From General Fund	9,769.00	117,228.00	117,230.00	117,230.00	117,230.00	2.00	100.00%
	Total Revenues	42,635.57	1,121,886.59	1,650,264.00	1,650,264.00	1,582,229.00	460,342.41	70.91%
5209	Professional Services	1,374.80	1,374.80	-	-	5,500.00	4,125.20	25.00%
5214	Other Contracted Services	(1,374.80)	-	-	-	-	-	N/A
5607	Principal Bonds (2008-A Issue)	-	360,000.00	360,000.00	360,000.00	360,000.00	-	100.00%
5610	Interest Bonds (2008-A Issue)	-	13,140.00	13,140.00	13,140.00	13,140.00	-	100.00%
5614	Bond Principal 2014-1	(6,165.00)	105,000.00	105,000.00	105,000.00	105,000.00	-	100.00%
5615	Bond Interest 2014-1	6,165.00	12,331.25	12,330.00	12,330.00	12,330.00	(1.25)	100.01%
5621	Bond Reserve	-	-	428,245.00	428,245.00	-	-	N/A
5644	Principal Bonds - 2012-1	-	35,000.00	35,000.00	35,000.00	35,000.00	-	100.00%
5645	Interest Bonds - 2012-1	-	33,937.50	33,938.00	33,938.00	33,938.00	0.50	100.00%
5751	Tif Fund Expenditure	-	-	43,900.00	43,900.00	43,900.00	43,900.00	0.00%
5834	Principal Bonds - 2010-1	-	260,000.00	260,000.00	260,000.00	260,000.00	-	100.00%
5835	Interest Bonds - 2010-1	-	51,860.00	51,860.00	51,860.00	51,860.00	-	100.00%
5840	Principal Bonds - 2011-2	-	165,000.00	165,000.00	165,000.00	165,000.00	-	100.00%
5841	Interest Bonds - 2011-2	-	34,697.50	34,698.00	34,698.00	34,698.00	0.50	100.00%
5842	Bond Principal (2011-1)	-	105,000.00	105,000.00	105,000.00	105,000.00	-	100.00%
5843	Bond Interest (2011-1)	-	2,152.50	2,153.00	2,153.00	2,153.00	0.50	99.98%
	Total Expenditures	-	1,179,493.55	1,650,264.00	1,650,264.00	1,227,519.00	48,025.45	96.09%
	Change in Net Assets	\$ 42,635.57	\$ (57,606.96)	\$ -	\$ -	\$ 354,710.00	\$ 412,316.96	
2910..2970	Net Assets, Beginning		<u>421,227.33</u>					
	Net Assets, Ending		<u>\$ 363,620.37</u>					

City of Roeland Park
Statement of Activities - Special Highway Fund
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 79,237.00	\$ 79,237.00	\$ 76,721.00	\$ 76,721.00	0.00%
4140	Spec City/county Highway Fund	<u>1,107.54</u>	<u>182,425.59</u>	<u>177,000.00</u>	<u>177,000.00</u>	<u>179,470.00</u>	<u>(2,955.59)</u>	<u>101.65%</u>
	Total Revenues	<u>1,107.54</u>	<u>182,425.59</u>	<u>256,237.00</u>	<u>256,237.00</u>	<u>256,191.00</u>	<u>73,765.41</u>	<u>71.21%</u>
Expenditures								
5101	Salaries - Regular	26,337.00	56,323.00	32,709.00	32,709.00	56,323.00	-	100.00%
5211	Maintenace & Repair Equipment	-	-	-	-	-	-	N/A
5260	Vehicle Maintenance	-	-	-	-	-	-	N/A
5271	Sand and Salt	-	8,015.04	42,338.00	42,338.00	28,434.00	20,418.96	28.19%
5504	Machinery & Auto Equipment	-	-	-	-	-	-	N/A
5750	Contingency	-	-	86,190.00	86,190.00	-	-	N/A
5825	Transfer to Equip Reserve Fund	<u>4,831.00</u>	<u>57,970.00</u>	<u>95,000.00</u>	<u>95,000.00</u>	<u>57,970.00</u>	<u>-</u>	<u>100.00%</u>
	Total Expenditures	<u>31,168.00</u>	<u>122,308.04</u>	<u>256,237.00</u>	<u>256,237.00</u>	<u>142,727.00</u>	<u>20,418.96</u>	<u>85.69%</u>
	Change in Net Assets	<u>\$ (30,060.46)</u>	<u>\$ 60,117.55</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 113,464.00</u>	<u>\$ 53,346.45</u>	
2910..2970	Net Assets, Beginning		<u>76,721.57</u>					
	Net Assets, Ending		<u>\$ 136,839.12</u>					



City of Roeland Park
Statement of Activities - Special Street Fund 27A
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 168,286.00	\$ 168,286.00	\$ 397,506.00	\$ 397,506.00	0.00%
4110	City/county Sales & Use Tax	62,512.60	771,983.51	757,000.00	757,000.00	741,268.00	(30,715.51)	104.14%
4150	CARS Funding	189,050.30	189,050.30	43,000.00	43,000.00	45,600.00	(143,450.30)	414.58%
4510..4511	Interest on Investment	10.42	1,603.41	-	-	5,455.00	3,851.59	29.39%
4512	Market Gains / (Losses)	(199.32)	(199.32)	-	-	-	199.32	N/A
4520	Other Sources	-	51,220.41	55,000.00	55,000.00	57,000.00	5,779.59	89.86%
4530	Reimbursed Expense	-	352.50	95,750.00	95,750.00	-	(352.50)	N/A
	Total Revenues	251,374.00	1,014,010.81	1,119,036.00	1,119,036.00	1,246,829.00	232,818.19	81.33%
Expenditures								
5209	Professional Services	13,244.87	115,752.22	60,000.00	60,000.00	70,000.00	(45,752.22)	165.36%
5214	Other Contracted Services	-	-	-	-	-	-	N/A
5438	In-house Street Maintenance	-	56,579.41	80,000.00	80,000.00	80,000.00	23,420.59	70.72%
5456	CARS Projects - Streets	-	412,324.35	114,000.00	114,000.00	114,000.00	(298,324.35)	361.69%
5750	Contingency	-	-	436,195.00	436,195.00	-	-	N/A
5818	Transfer To Bond & Intfund	35,736.75	428,841.00	428,841.00	428,841.00	428,841.00	-	100.00%
	Total Expenditures	48,981.62	1,013,496.98	1,119,036.00	1,119,036.00	692,841.00	(320,655.98)	146.28%
	Change in Net Assets	\$ 202,392.38	\$ 513.83	\$ -	\$ -	\$ 553,988.00	\$ 553,474.17	
2910..2970	Net Assets, Beginning		397,505.80					
	Net Assets, Ending		\$ 398,019.63					



City of Roeland Park
Statement of Activities - Community Center Fund 27C
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 234,626.00	\$ 234,626.00	\$ 257,386.00	\$ 257,386.00	0.00%
4110	City/County Sales & Use Tax	15,628.15	192,995.89	189,000.00	189,000.00	185,317.00	(7,678.89)	104.14%
4850	Transfer from Equipment Reserve	-	-	-	-	-	-	N/A
	Total Revenues	<u>15,628.15</u>	<u>192,995.89</u>	<u>423,626.00</u>	<u>423,626.00</u>	<u>442,703.00</u>	<u>249,707.11</u>	43.59%
Expenditures								
5210	Maintenace And Repair Building	-	12,876.83	15,000.00	15,000.00	17,500.00	4,623.17	73.58%
5211	Maintenace & Repair Equipment	4,982.37	5,956.37	15,500.00	15,500.00	8,500.00	2,543.63	70.07%
5401	Insurance & Surety Bonds	-	3,914.46	5,000.00	5,000.00	3,915.00	0.54	99.99%
5409	Appropriation - JoCo HR	-	75,000.00	78,750.00	78,750.00	75,000.00	-	100.00%
5427	Property Tax Payments	155.99	155.99	-	-	-	(155.99)	N/A
5505	Other Capital Outlay	-	-	48,567.00	48,567.00	18,500.00	18,500.00	0.00%
5523	Grounds Improvements	-	608.33	3,000.00	3,000.00	3,000.00	2,391.67	20.28%
5802	Transfer to General Fund	-	-	-	-	-	-	N/A
5756	Community Center Reserve	-	-	257,809.00	257,809.00	-	-	N/A
	Total Expenditures	<u>5,138.36</u>	<u>98,511.98</u>	<u>423,626.00</u>	<u>423,626.00</u>	<u>126,415.00</u>	<u>27,903.02</u>	77.93%
	Change in Net Assets	<u>\$ 10,489.79</u>	\$ 94,483.91	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 316,288.00</u>	<u>\$ 221,804.09</u>	
2910..2970	Net Assets, Beginning		<u>257,389.11</u>					
	Net Assets, Ending		<u>\$ 351,873.02</u>					



City of Roeland Park
Statement of Activities - Special Infrastructure 27D
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 158,563.00	\$ 158,563.00	\$ 195,274.00	\$ 195,274.00	0.00%
4110	City/county Sales & Use Tax	31,256.31	385,991.75	378,000.00	378,000.00	378,000.00	(7,991.75)	102.11%
4790	Reimbursed Expenses	-	4,242.00	-	-	-	(4,242.00)	N/A
	Total Revenues	31,256.31	390,233.75	536,563.00	536,563.00	573,274.00	183,040.25	68.07%
Expenditures								
5209	Professional Services	4,687.10	27,382.94	40,000.00	40,000.00	40,000.00	12,617.06	68.46%
5221	Maintenance Streets-contract	78,395.19	233,010.91	250,000.00	250,000.00	250,000.00	16,989.09	93.20%
5438	In-house Street Maintenance	922.36	-	-	-	-	-	N/A
5469	Stormwater Maintenance	-	187.50	40,000.00	40,000.00	40,000.00	39,812.50	0.47%
5501	Park Maint/Infrastructure	-	103,145.71	48,563.00	48,563.00	95,000.00	(8,145.71)	108.57%
5750	Contingency	-	-	8,000.00	8,000.00	-	-	N/A
5802	Transfer to General Fund	22,916.50	125,000.00	150,000.00	150,000.00	125,000.00	-	100.00%
5826	Transfer to Capital Projects Fund	-	-	-	-	-	-	N/A
	Total Expenditures	106,921.15	488,727.06	536,563.00	536,563.00	550,000.00	61,272.94	88.86%
	Change in Net Assets	\$ (75,664.84)	\$ (98,493.31)	\$ -	\$ -	\$ 23,274.00	\$ 121,767.31	
2910..2970	Net Assets, Beginning		<u>195,274.46</u>					
	Net Assets, Ending		<u>\$ 96,781.15</u>					

City of Roeland Park
Statement of Activities - Equipment & Bldg Reserve Fund
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 406,589.00	\$ 406,589.00	\$ 372,371.00	\$ 372,371.00	0.00%
4840	Transfer From General Fund	22,445.75	269,351.00	228,628.00	228,628.00	269,351.00	-	100.00%
4842	Transfer from Solid Waste / GF	-	-	32,152.00	32,152.00	-	-	N/A
4860	Transfer from Special Highway	4,831.00	57,970.00	95,000.00	95,000.00	57,970.00	-	100.00%
	Total Revenues	27,276.75	327,321.00	762,369.00	762,369.00	699,692.00	372,371.00	46.78%
Expenditures								
5504	Machinery & Auto Equipment	-	223,514.38	227,280.00	227,280.00	351,263.00	127,748.62	63.63%
5619	L/P - Principal	23,001.99	52,743.79	52,744.00	52,744.00	52,744.00	0.21	100.00%
5620	L/P - Interest	(23,001.99)	5,225.51	5,226.00	5,226.00	5,226.00	0.49	99.99%
5760	Building Reserve	20,001.25	99,636.00	296,479.00	296,479.00	29,011.00	(70,625.00)	343.44%
5901	Future CIP - Police	-	-	8,000.00	8,000.00	8,438.00	8,438.00	0.00%
5902	Future CIP - PW	-	-	171,640.00	171,640.00	113,189.00	113,189.00	0.00%
5903	Future CIP - City Hall	-	-	1,000.00	1,000.00	-	-	N/A
5904	Future CIP - Building Reserve	-	-	-	-	142,687.00	142,687.00	0.00%
	Total Expenditures	20,001.25	381,119.68	762,369.00	762,369.00	702,558.00	321,438.32	54.25%
	Change in Net Assets	\$ 7,275.50	\$ (53,798.68)	\$ -	\$ -	\$ (2,866.00)	\$ 50,932.68	
2910..2970	Net Assets, Beginning		<u>372,370.50</u>					
	Net Assets, Ending		<u>\$ 318,571.82</u>					

City of Roeland Park
Statement of Activities - TIF 1A/B - Bella Roe/Walmart
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 738,082.00	\$ 738,082.00	\$ 833,278.00	\$ 833,278.00	0.00%
4510	Interest on Investment	13.69	16,794.44	17,000.00	17,000.00	17,000.00	205.56	98.79%
4730	Tax Increment Income	-	274,746.53	215,000.00	215,000.00	274,746.00	(0.53)	100.00%
4735	Tax Increment Income IB	-	291,080.76	206,000.00	206,000.00	291,080.00	(0.76)	100.00%
4786	TIF-Bella Roe/Walmart	-	-	-	-	-	-	N/A
	Total Revenues	13.69	582,621.73	1,176,082.00	1,176,082.00	1,416,104.00	833,482.27	41.14%
Expenditures								
5209	Professional Services	-	2,070.00	-	-	-	(2,070.00)	N/A
5214	Other Contracted Services	-	1,656.00	2,000.00	2,000.00	2,000.00	344.00	82.80%
5601	Bond Principal	-	250,000.00	250,000.00	250,000.00	250,000.00	-	100.00%
5602	Bond Interest	-	123,893.76	123,894.00	123,894.00	123,894.00	0.24	100.00%
5612	Debt Service - Bond Issue	-	-	-	-	-	-	N/A
5750	Contingency	-	-	800,188.00	800,188.00	-	-	N/A
	Total Expenditures	-	377,619.76	1,176,082.00	1,176,082.00	375,894.00	(1,725.76)	100.46%
	Change in Net Assets	\$ 13.69	\$ 205,001.97	\$ -	\$ -	\$ 1,040,210.00	\$ 835,208.03	
2910..2970	Net Assets, Beginning		<u>833,278.22</u>					
	Net Assets, Ending		<u>\$ 1,038,280.19</u>					

City of Roeland Park
Statement of Activities - TDD#1 - Price Chopper
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ -	\$ -	\$ (20,769.00)	\$ (20,769.00)	N/A
4110	City/county Sales & Use Tax	19,984.48	267,991.01	412,530.00	412,530.00	270,346.00	2,354.99	99.13%
4510	Interest on Investment	1.21	9.70	-	-	-	(9.70)	N/A
	Total Revenues	19,985.69	268,000.71	412,530.00	412,530.00	249,577.00	(18,423.71)	107.38%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	333.33	6,427.21	5,800.00	5,800.00	5,800.00	(627.21)	110.81%
5601	Bond Principal	21,427.40	21,427.40	215,000.00	215,000.00	-	(21,427.40)	N/A
5602	Bond Interest	58,572.60	259,572.61	191,730.00	191,730.00	264,546.00	4,973.39	98.12%
5829	Project Expense	-	-	-	-	-	-	N/A
	Total Expenditures	80,333.33	287,427.22	412,530.00	412,530.00	270,346.00	(17,081.22)	106.32%
	Change in Net Assets	\$ (60,347.64)	\$ (19,426.51)	\$ -	\$ -	\$ (20,769.00)	\$ (1,342.49)	
2910..2970	Net Assets, Beginning		(20,769.66)					
	Net Assets, Ending		\$ (40,196.17)					

City of Roeland Park
Statement of Activities - TDD#2 - Lowes
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ -	\$ -	\$ (1,071,688.00)	\$ (1,071,688.00)	N/A
4110	City/county Sales & Use Tax	10,313.88	135,775.90	154,912.00	154,912.00	120,000.00	(15,775.90)	113.15%
4510	Interest on Investment	0.70	4.70	-	-	-	(4.70)	N/A
	Total Revenues	10,314.58	135,780.60	154,912.00	154,912.00	(951,688.00)	(1,087,468.60)	N/A
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	166.67	3,380.19	5,000.00	5,000.00	5,000.00	1,619.81	67.60%
5408	Miscellaneous Charges	-	-	-	-	-	-	N/A
5601	Bond Principal	58,327.13	58,327.13	80,000.00	80,000.00	115,000.00	56,672.87	50.72%
5602	Bond Interest	1,672.87	81,672.87	69,912.00	69,912.00	-	(81,672.87)	N/A
	Total Expenditures	60,166.67	143,380.19	154,912.00	154,912.00	120,000.00	(23,380.19)	119.48%
	Change in Net Assets	\$ (49,852.09)	\$ (7,599.59)	\$ -	\$ -	\$ (1,071,688.00)	\$ (1,064,088.41)	
2910..2970	Net Assets, Beginning		(1,071,687.01)					
	Net Assets, Ending		\$ (1,079,286.60)					



City of Roeland Park
Statement of Activities - CID #1 - RP Shopping Center
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 1,261,336.00	\$ 1,261,336.00	\$ 1,306,294.00	\$ 1,306,294.00	0.00%
4110	City/county Sales & Use Tax	36,983.59	456,436.52	428,000.00	428,000.00	446,114.00	(10,322.52)	102.31%
4510..4511	Interest on Investment	5,144.14	10,453.85	-	-	446,114.00	435,660.15	2.34%
4512	Market Gains / (Losses)	(9,641.07)	(9,641.07)	-	-	10,910.00	20,551.07	-88.37%
	Total Revenues	<u>32,486.66</u>	<u>457,249.30</u>	<u>1,689,336.00</u>	<u>1,689,336.00</u>	<u>2,209,432.00</u>	<u>1,752,182.70</u>	20.70%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5215	City Attorney	-	-	-	-	-	-	N/A
5721	CID #1 Expenses	-	-	<u>1,689,336.00</u>	<u>1,689,336.00</u>	-	-	N/A
	Total Expenditures	<u>-</u>	<u>-</u>	<u>1,689,336.00</u>	<u>1,689,336.00</u>	<u>-</u>	<u>-</u>	N/A
	Change in Net Assets	<u>\$ 32,486.66</u>	<u>\$ 457,249.30</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,209,432.00</u>	<u>\$ 1,752,182.70</u>	
2910..2970	Net Assets, Beginning		<u>1,306,292.88</u>					
	Net Assets, Ending		<u>\$ 1,763,542.18</u>					



City of Roeland Park
Statement of Activities - TIF 2A/D - McDonalds / City Hall
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 179,694.00	\$ 179,694.00	\$ 328,790.00	\$ 328,790.00	0.00%
4510..4511	Interest on Investment	735.80	1,298.03	-	-	-	(1,298.03)	N/A
4512	Market Gains / (Losses)	(792.96)	(792.96)	-	-	-	792.96	N/A
4730	Tax Increment Income	-	310,233.18	245,000.00	245,000.00	300,000.00	(10,233.18)	103.41%
	Total Revenues	(57.16)	310,738.25	424,694.00	424,694.00	628,790.00	318,051.75	49.42%
Expenditures								
5209	Professional Services	1,267.26	20,554.61	-	-	3,000.00	(17,554.61)	685.15%
5214	Other Contracted Services	-	3,394.80	3,000.00	3,000.00	3,000.00	(394.80)	113.16%
5427	Property Tax Payments	-	-	-	-	-	-	N/A
5601	Bond Principal	-	160,000.00	160,000.00	160,000.00	160,000.00	-	100.00%
5602	Bond Interest	-	9,270.00	9,270.00	9,270.00	9,270.00	-	100.00%
5625	Stormwater Maintenance	52,599.00	161,561.26	-	-	125,000.00	(36,561.26)	129.25%
5645	Interest Bonds - 2012-1	-	-	-	-	-	-	N/A
5750	Contingency	-	-	252,424.00	252,424.00	-	-	N/A
5777	ADA Improvements	-	-	-	-	15,000.00	15,000.00	0.00%
	Total Expenditures	53,866.26	354,780.67	424,694.00	424,694.00	315,270.00	(39,510.67)	112.53%
	Change in Net Assets	\$ (53,923.42)	\$ (44,042.42)	\$ -	\$ -	\$ 313,520.00	\$ 357,562.42	
2910..2970	Net Assets, Beginning		<u>328,489.75</u>					
	Net Assets, Ending		<u>\$ 284,447.33</u>					

City of Roeland Park
Statement of Activities - TIF 2C - Valley State Bank
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ -	\$ -	\$ 605.00	\$ 605.00	0.00%
4510	Interest on Investment	-	0.22	-	-	-	(0.22)	N/A
4730	Tax Increment Income	-	57,597.32	47,740.00	47,740.00	47,740.00	(9,857.32)	120.65%
	Total Revenues	-	57,597.54	47,740.00	47,740.00	48,345.00	(9,252.54)	119.14%
Expenditures								
5209	Professional Services	-	-	-	-	-	-	N/A
5214	Other Contracted Services	-	1,682.00	2,500.00	2,500.00	2,500.00	818.00	67.28%
5601	Bond Principal	-	-	-	-	-	-	N/A
5602	Bond Interest	-	-	-	-	-	-	N/A
5612	Debt Service - Bond Issue	-	55,350.14	45,240.00	45,240.00	45,240.00	(10,110.14)	122.35%
	Total Expenditures	-	57,032.14	47,740.00	47,740.00	47,740.00	(9,292.14)	119.46%
	Change in Net Assets	\$ -	\$ 565.40	\$ -	\$ -	\$ 605.00	\$ 39.60	
2910..2970	Net Assets, Beginning		<u>605.02</u>					
	Net Assets, Ending		<u>\$ 1,170.42</u>					



City of Roeland Park
Statement of Activities - TIF 3C - Old Pool Area
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 762,606.00	\$ 762,606.00	\$ 758,161.00	\$ 758,161.00	0.00%
4510..4511	Interest on Investment	2,175.56	4,640.85	-	-	29,700.00	25,059.15	15.63%
4512	Market Gains / (Losses)	(3,655.46)	(3,655.46)	-	-	29,700.00	33,355.46	-12.31%
4730	Tax Increment Income	-	29,683.29	43,000.00	43,000.00	29,700.00	16.71	99.94%
4731	Tax Increment Income 3A	-	198,643.91	126,250.00	126,250.00	198,600.00	(43.91)	100.02%
	Total Revenues	<u>(1,479.90)</u>	<u>229,312.59</u>	<u>931,856.00</u>	<u>931,856.00</u>	<u>1,045,861.00</u>	<u>816,548.41</u>	21.93%
Expenditures								
5204	Legal Printing	-	-	-	-	-	-	N/A
5205	Postage & Mailing Permits	-	-	-	-	-	-	N/A
5209	Professional Services	24,373.41	106,271.94	-	-	5,000.00	(101,271.94)	2125.44%
5244	General Contractor	598,600.00	600,600.00	-	-	400,000.00	(200,600.00)	150.15%
5836	Future Project Reserve	-	-	931,856.00	931,856.00	-	-	N/A
	Total Expenditures	<u>622,973.41</u>	<u>706,871.94</u>	<u>931,856.00</u>	<u>931,856.00</u>	<u>405,000.00</u>	<u>(301,871.94)</u>	174.54%
	Change in Net Assets	<u>\$ (624,453.31)</u>	<u>\$ (477,559.35)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 640,861.00</u>	<u>\$ 1,118,420.35</u>	
2910..2970	Net Assets, Beginning		<u>758,161.68</u>					
	Net Assets, Ending		<u>\$ 280,602.33</u>					

City of Roeland Park
Statement of Activities - Property Owners Association
For the Period Ended 12/31/2016

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget to Date</u>	<u>Annual Budget</u>	<u>2016 Projected</u>	<u>Projected YTD Balance</u>	<u>% of Projected</u>
Revenues								
4010	Cash Carryforward	\$ -	\$ -	\$ 12,694.00	\$ 12,694.00	\$ 12,651.00	\$ 12,651.00	0.00%
4510	Interest on Investment	-	-	-	-	-	-	N/A
4795	Miscellaneous	-	33,847.00	33,847.00	33,847.00	33,847.00	-	100.00%
	Total Revenues	<u>-</u>	<u>33,847.00</u>	<u>46,541.00</u>	<u>46,541.00</u>	<u>46,498.00</u>	<u>12,651.00</u>	72.79%
Expenditures								
5408	Miscellaneous Charges	1.50	43.00	-	-	-	(43.00)	N/A
5524	RPPOA Common Area Expenses	-	31,875.00	31,875.00	31,875.00	31,875.00	-	100.00%
5750	Contingency	-	-	14,666.00	14,666.00	-	-	N/A
	Total Expenditures	<u>1.50</u>	<u>31,918.00</u>	<u>46,541.00</u>	<u>46,541.00</u>	<u>31,875.00</u>	<u>(43.00)</u>	100.13%
	Change in Net Assets	<u>\$ (1.50)</u>	\$ 1,929.00	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,623.00</u>	<u>\$ 12,694.00</u>	
2910..2970	Net Assets, Beginning		<u>12,651.01</u>					
	Net Assets, Ending		<u>\$ 14,580.01</u>					



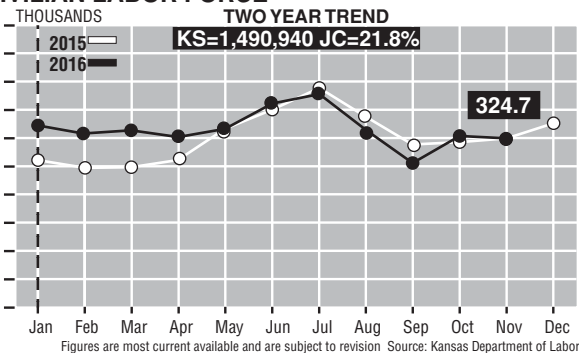
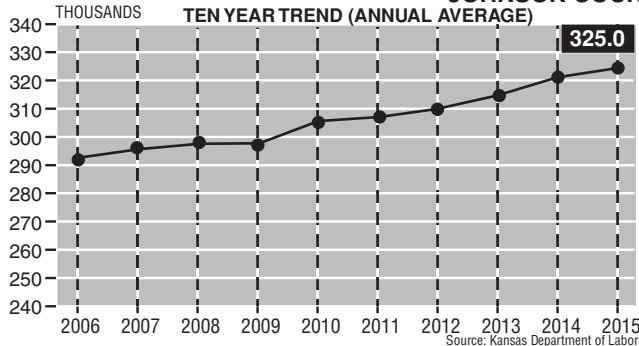
CERI

COUNTY ECONOMIC RESEARCH INSTITUTE

JOHNSON COUNTY INDICATORS

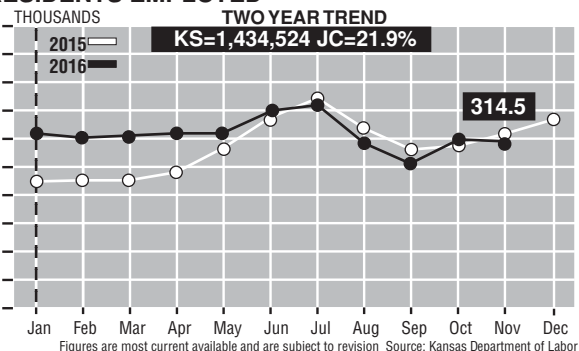
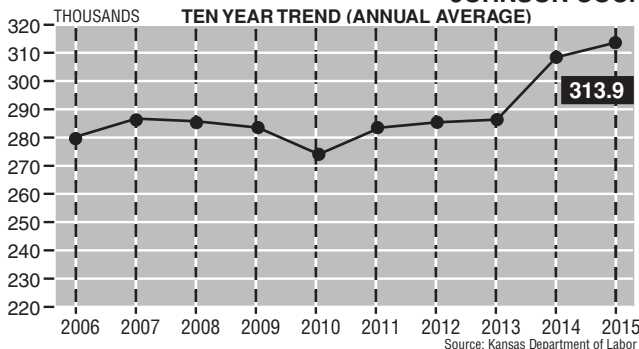
January 2017 Issue

JOHNSON COUNTY: CIVILIAN LABOR FORCE



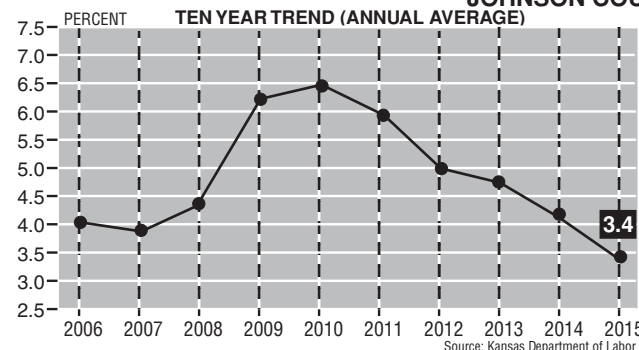
Current Month
This Year: 324,672
Last Year: 324,831
Change: 0.0%
Y.T.D. Avg:
This Year: 326,649
Last Year: 324,873
Change: +0.5%

JOHNSON COUNTY: RESIDENTS EMPLOYED



Current Month
This Year: 314,477
Last Year: 315,334
Change: -0.3%
Y.T.D. Avg:
This Year: 315,911
Last Year: 313,599
Change: +0.7%

JOHNSON COUNTY: UNEMPLOYMENT RATE



Current Month
This Year: 3.1%
Last Year: 2.9%
Change: +0.2%
Y.T.D. Avg:
This Year: 3.3%
Last Year: 3.5%
Change: -0.2%

SELECTED STATES AND METRO AREAS: UNEMPLOYMENT RATES - November 2016

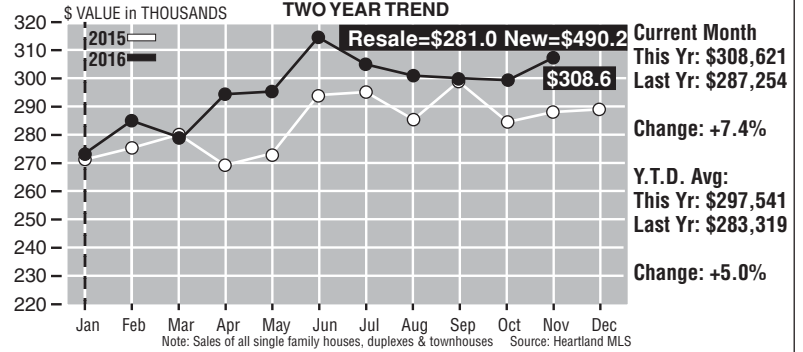
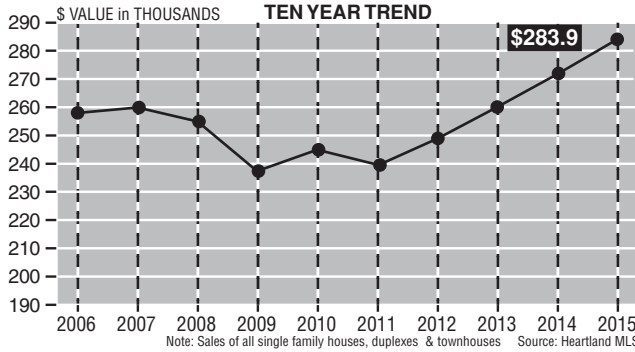
United States..... 4.4%	Michigan..... 4.5%	Kansas City..... 3.8%	Miami..... 4.8%
Kansas..... 3.8%	Minnesota..... 3.2%	Atlanta..... 4.8%	Minneapolis/St. Paul..... 3.0%
Arizona..... 4.7%	Missouri..... 3.7%	Boston..... 2.4%	New Orleans..... 5.0%
Arkansas..... 3.5%	Nebraska..... 2.8%	Charlotte..... 4.5%	New York..... 4.5%
California..... 5.0%	New Jersey..... 4.1%	Chicago..... 5.3%	Omaha..... 2.9%
Colorado..... 2.8%	New York..... 4.7%	Columbus..... 3.7%	Phoenix..... 4.1%
Florida..... 4.8%	N. Carolina..... 4.8%	Dallas..... 3.5%	Pittsburgh..... 5.1%
Georgia..... 5.0%	Ohio..... 4.4%	Denver..... 2.6%	St. Louis..... 3.8%
Illinois..... 5.3%	Oklahoma..... 4.7%	Des Moines..... 2.9%	San Francisco..... 3.6%
Iowa..... 3.1%	Pennsylvania..... 4.9%	Detroit..... 5.1%	Seattle..... 4.3%
Louisiana..... 5.5%	Texas..... 4.2%	Little Rock..... 3.2%	Tulsa..... 4.8%
Massachusetts..... 2.6%	Washington..... 5.2%	Los Angeles..... 4.5%	Wichita..... 4.2%

Not Seasonally Adjusted

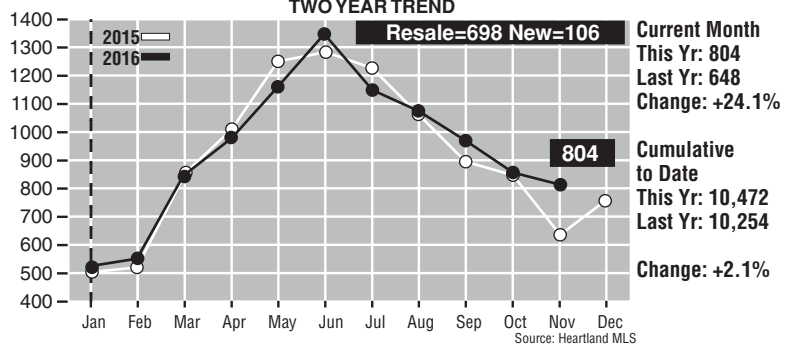
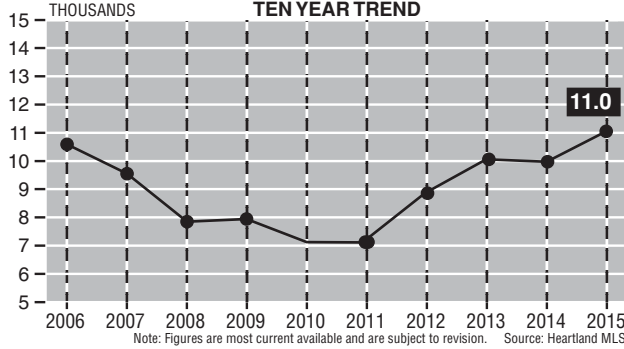
Source: U.S. Bureau of Labor Statistics

CERI

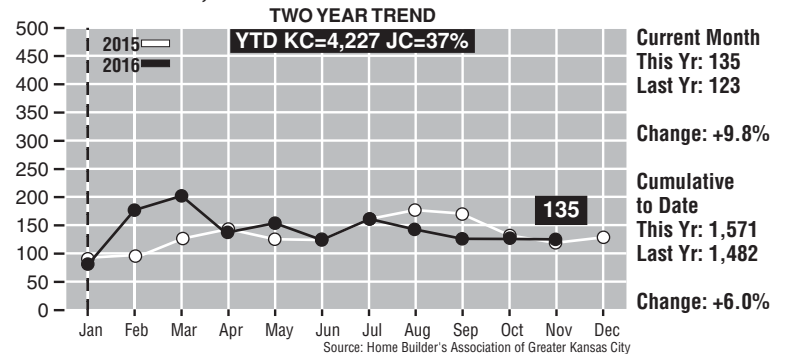
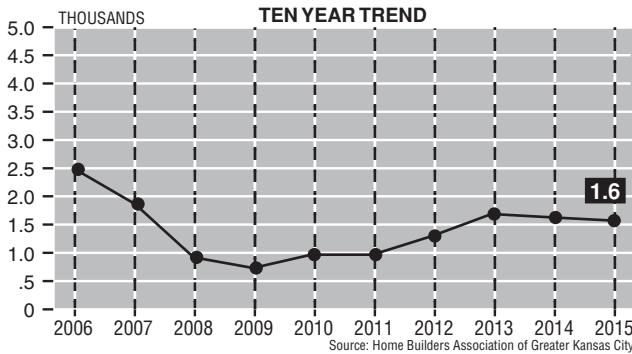
JOHNSON COUNTY: AVERAGE PRICE OF HOMES SOLD



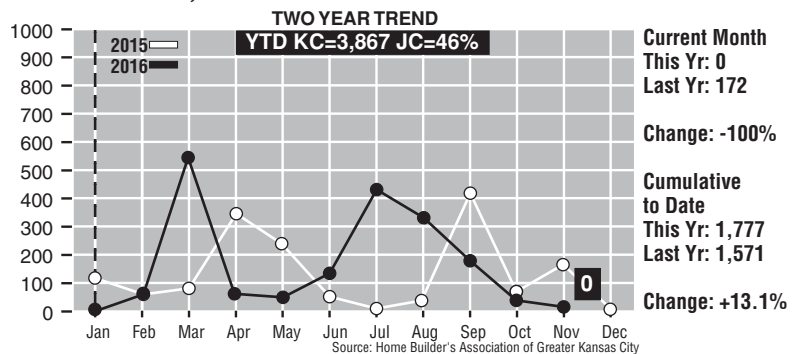
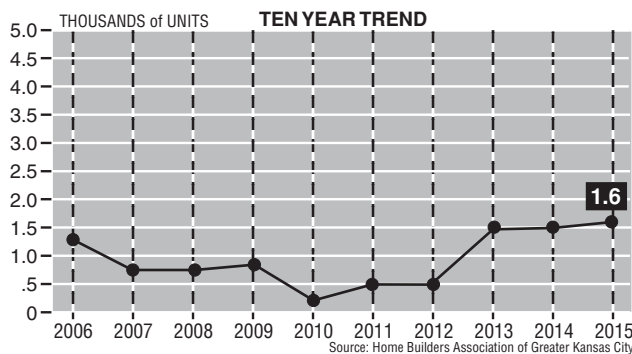
JOHNSON COUNTY: HOME SALES



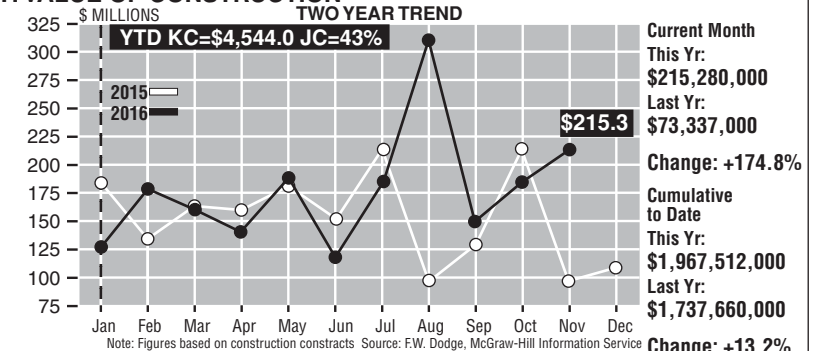
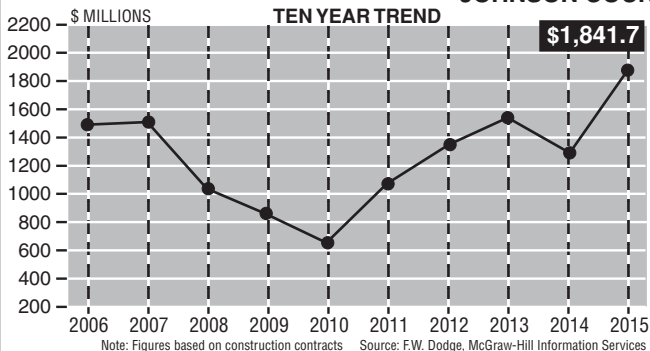
JOHNSON COUNTY: RESIDENTIAL BUILDING PERMITS, SINGLE FAMILY UNITS



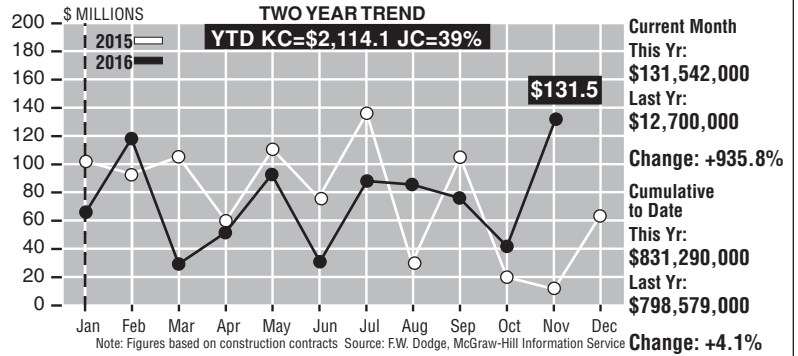
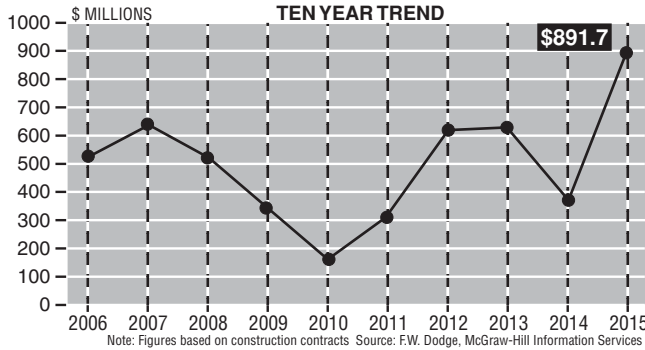
JOHNSON COUNTY: BUILDING PERMITS, MULTI-FAMILY UNITS



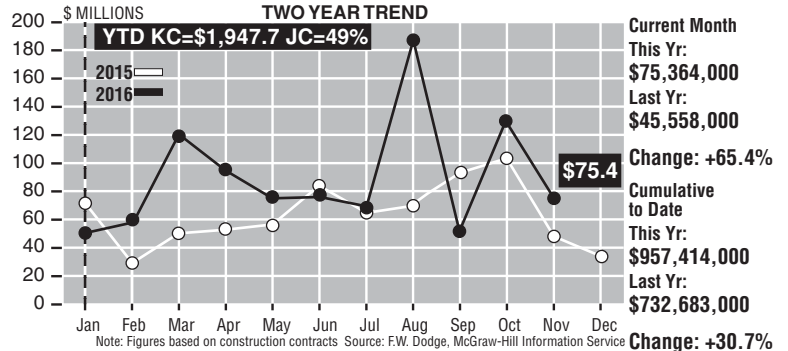
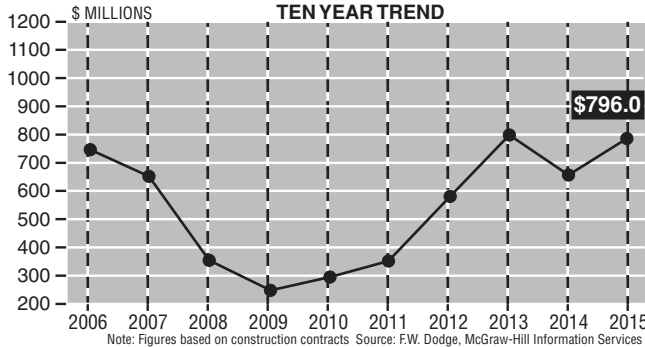
JOHNSON COUNTY: VALUE OF CONSTRUCTION



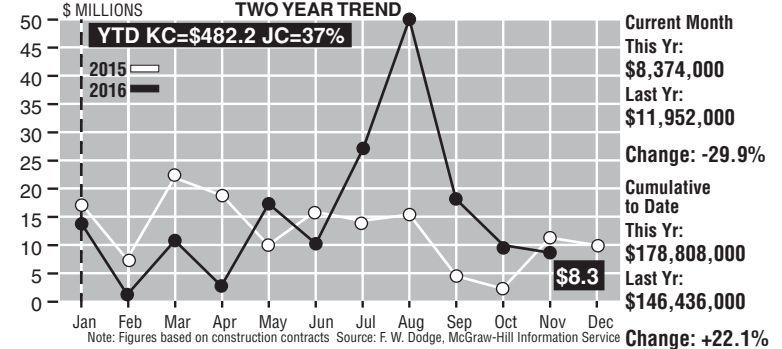
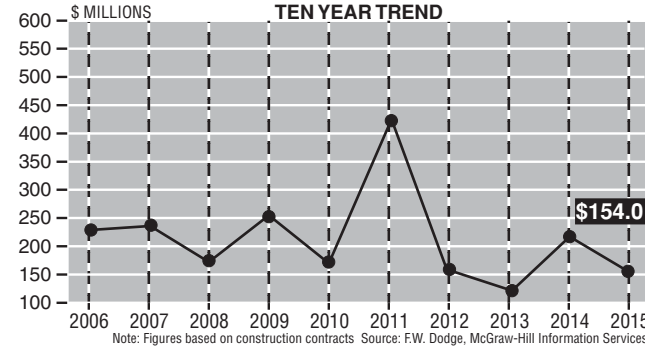
JOHNSON COUNTY: VALUE NON-RESIDENTIAL BUILDING CONSTRUCTION



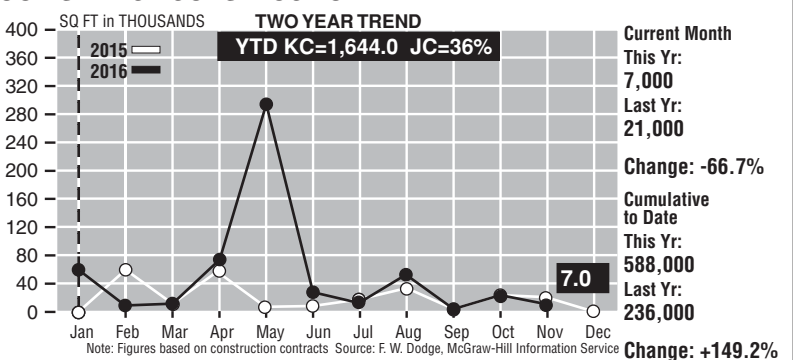
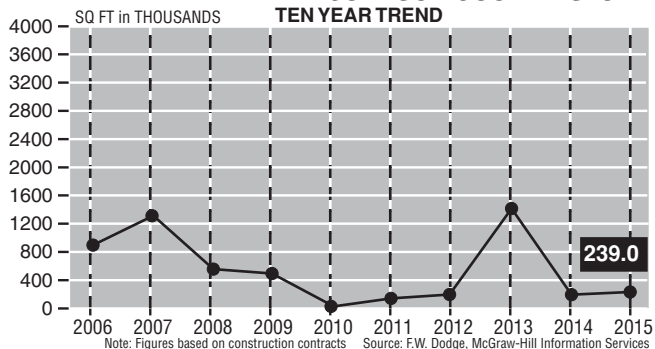
JOHNSON COUNTY: VALUE RESIDENTIAL BUILDING CONSTRUCTION



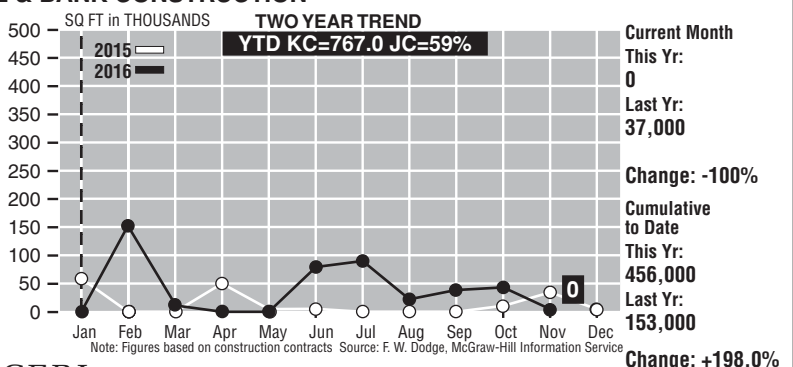
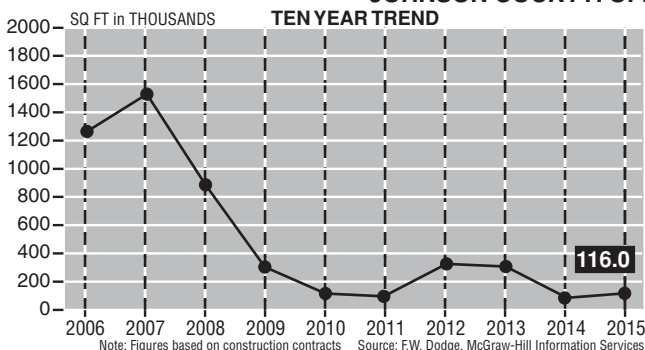
JOHNSON COUNTY: VALUE NON-BUILDING CONSTRUCTION



JOHNSON COUNTY: STORE & FOOD SERVICE CONSTRUCTION



JOHNSON COUNTY: OFFICE & BANK CONSTRUCTION

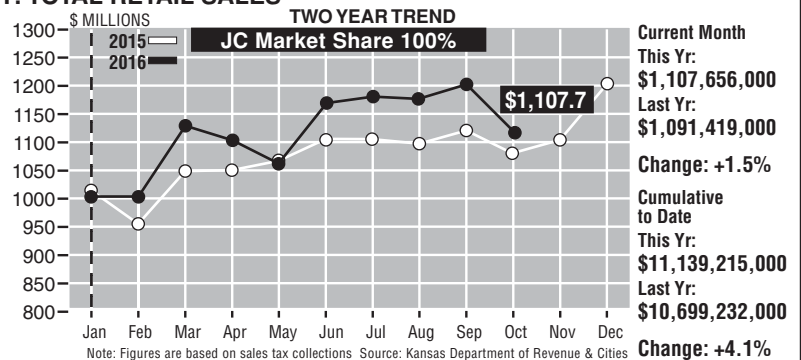
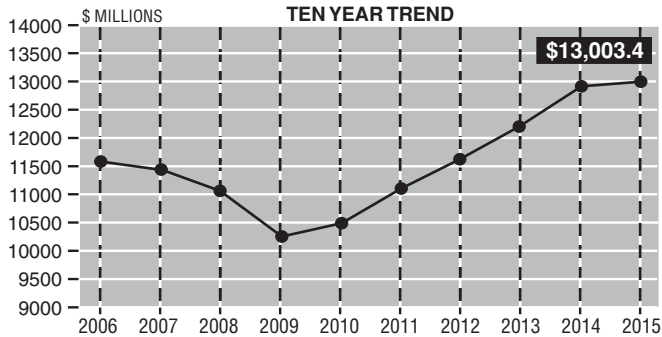


The data presented below represent estimates of the taxable retail sales occurring in the month indicated.

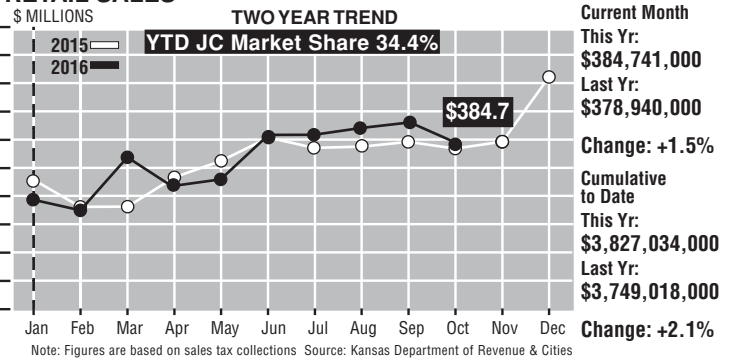
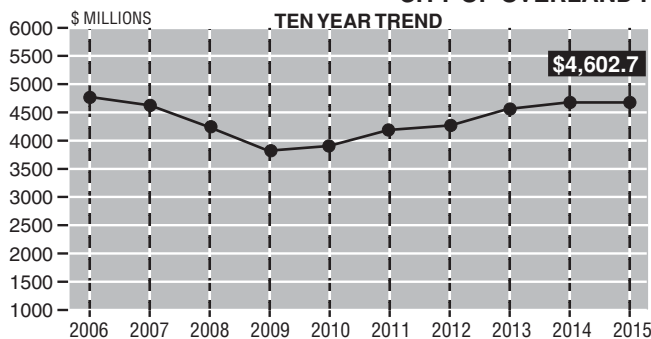
The retail sales estimates for Johnson County's thirteen largest cities shown below are calculated from the local sales and use tax reported by the Kansas Department of Revenue. The Johnson County total is the sum of the retail sales made within each of the county's seventeen cities that levy a city sales tax. The figures shown are the latest available from the Department of Revenue. They are considered preliminary and subject to revision.

Retail sales/use tax data provided by the Department of Revenue have been found to exhibit occasional random anomalies due to reporting and/or recording delays or errors. No attempt has been made by CERI to adjust the data for these anomalies or for seasonality. Monthly figures should be interpreted as the taxable retail sales necessary to generate the local sales tax revenue distributed to the respective city by the Kansas Department of Revenue.

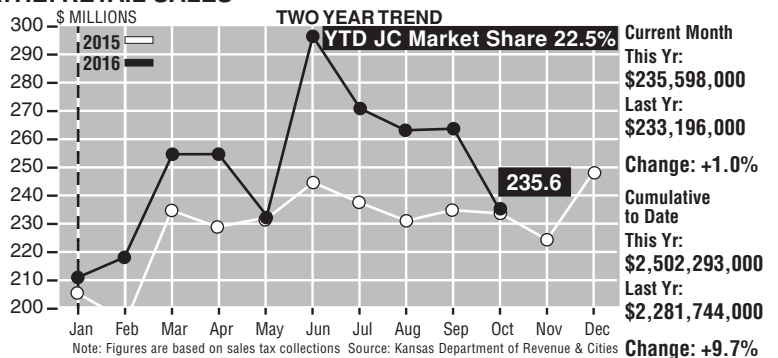
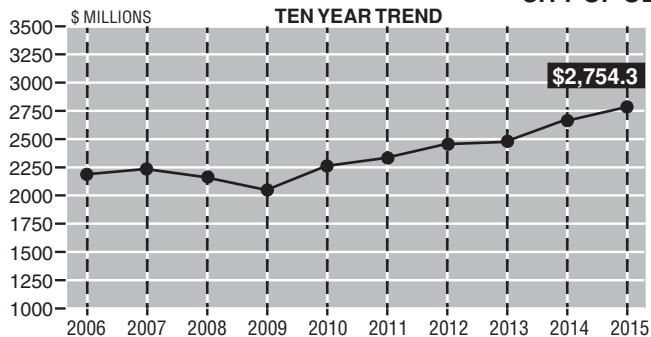
JOHNSON COUNTY: TOTAL RETAIL SALES



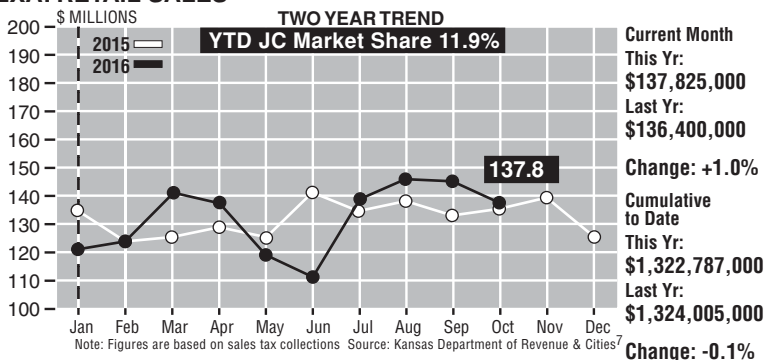
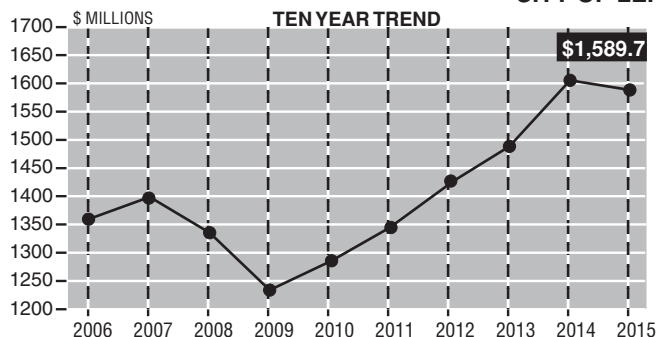
CITY OF OVERLAND PARK: RETAIL SALES



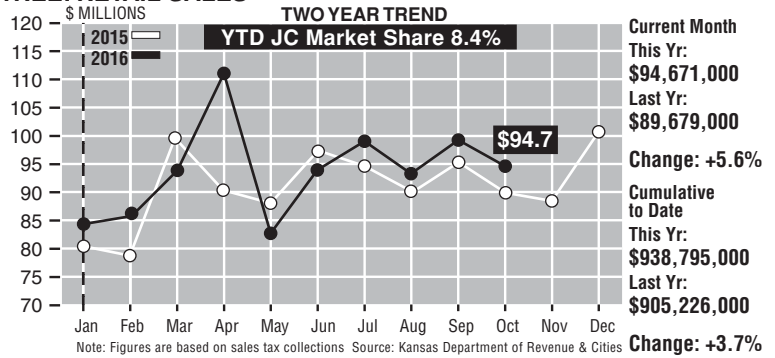
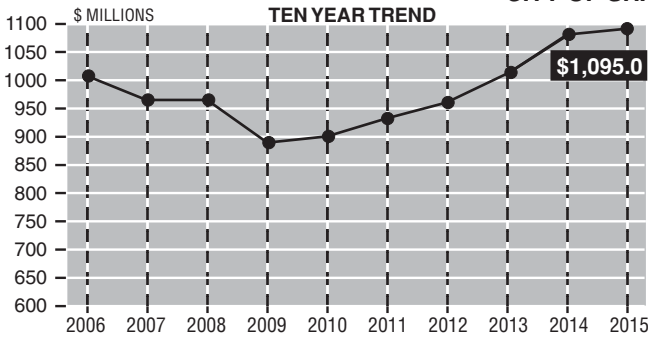
CITY OF OLATHE: RETAIL SALES



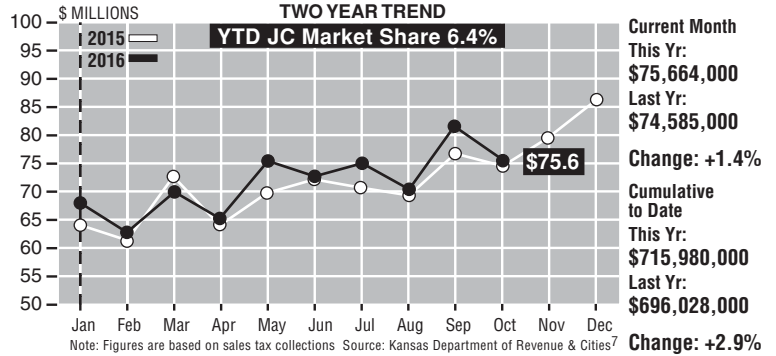
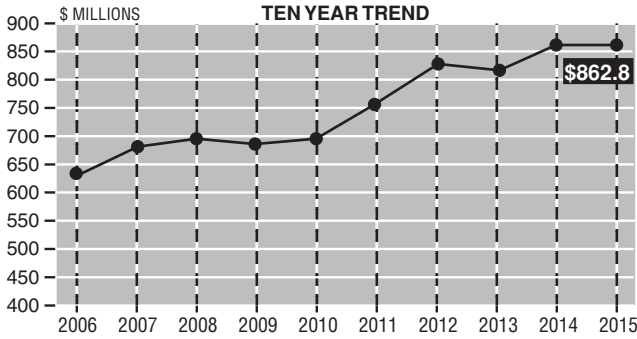
CITY OF LENEXA: RETAIL SALES



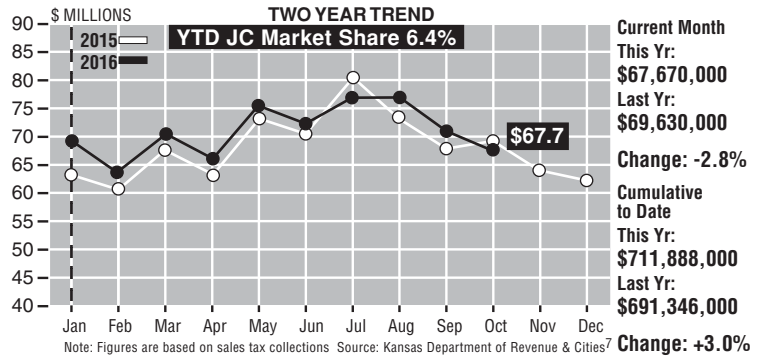
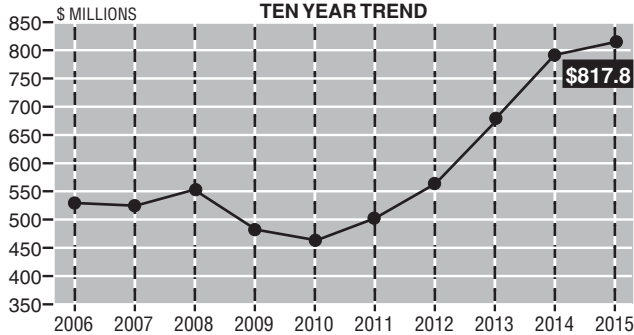
CITY OF SHAWNEE: RETAIL SALES



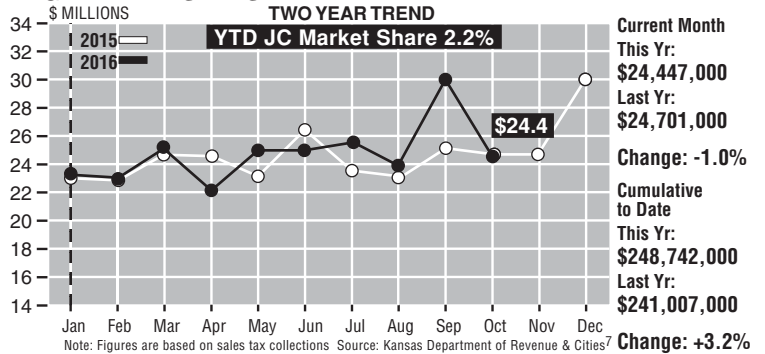
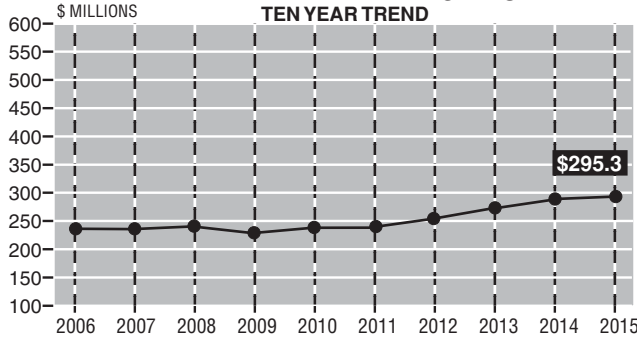
CITY OF LEAWOOD: RETAIL SALES



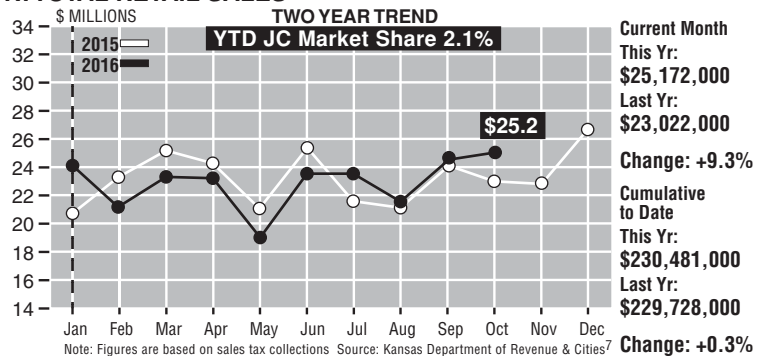
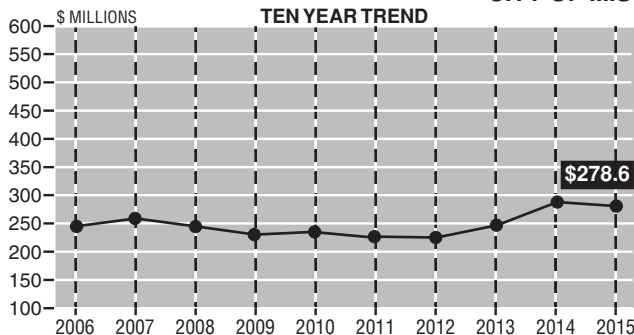
CITY OF MERRIAM: TOTAL RETAIL SALES



CITY OF PRAIRIE VILLAGE: RETAIL SALES

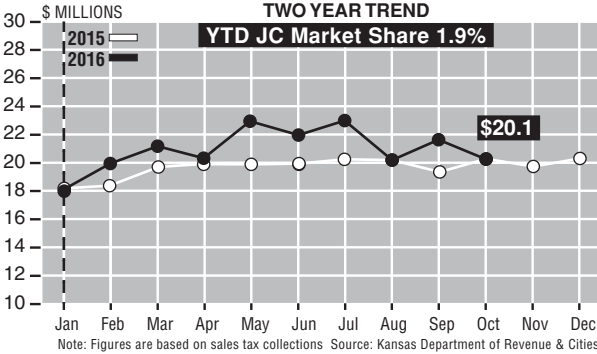
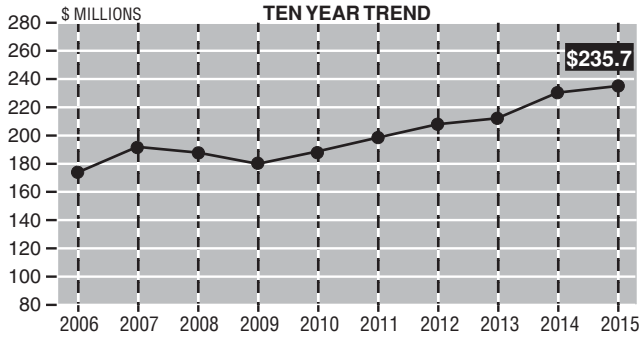


CITY OF MISSION: TOTAL RETAIL SALES

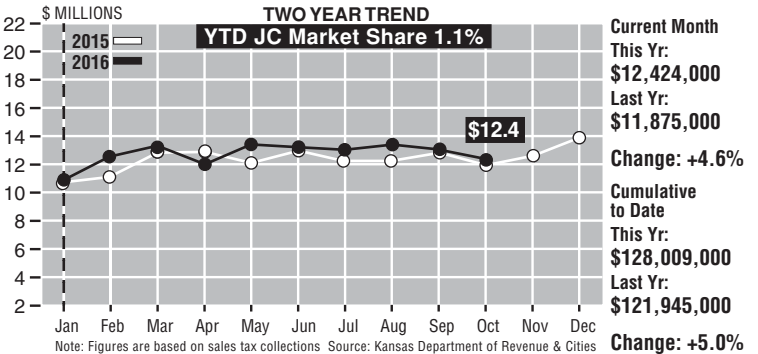
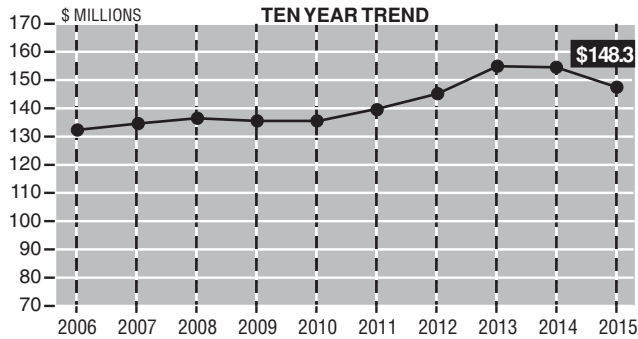


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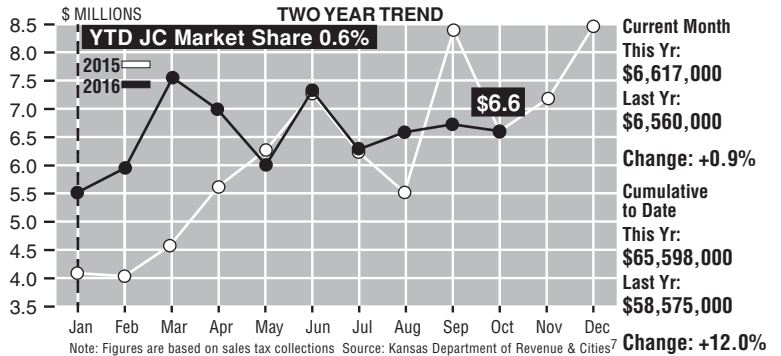
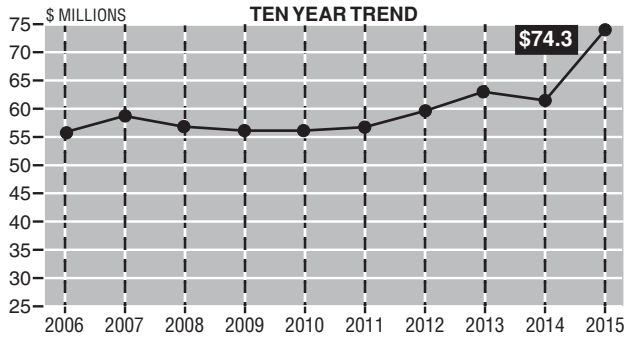
CITY OF GARDNER: RETAIL SALES



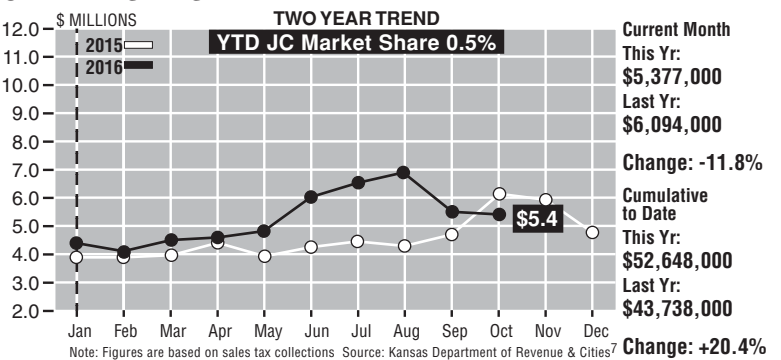
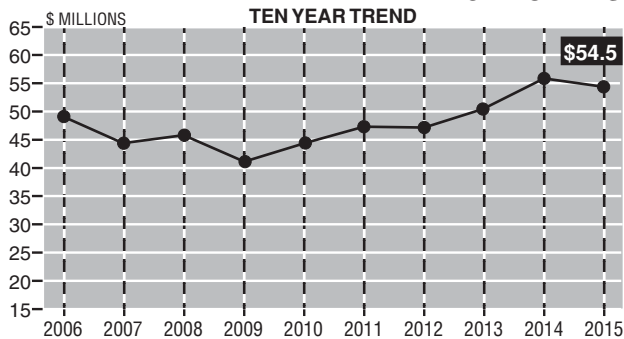
CITY OF ROELAND PARK: RETAIL SALES



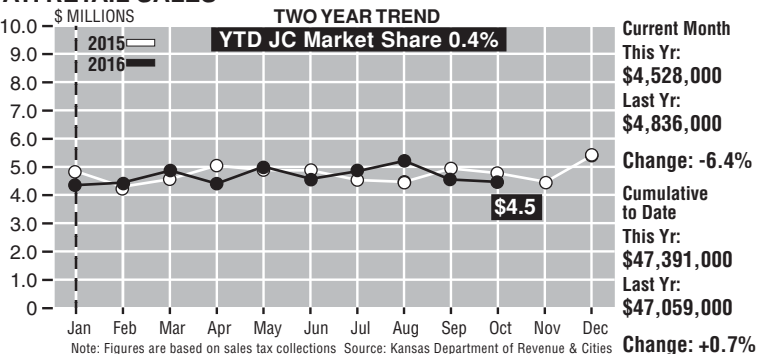
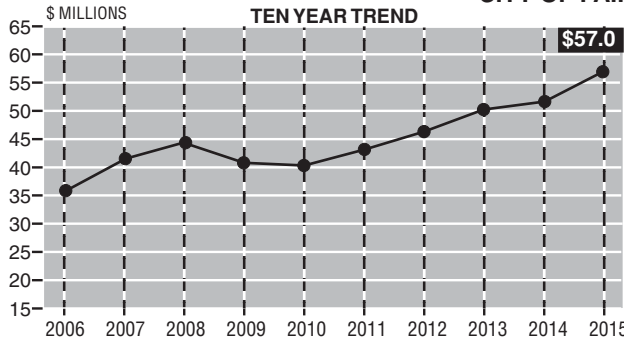
CITY OF SPRING HILL: RETAIL SALES



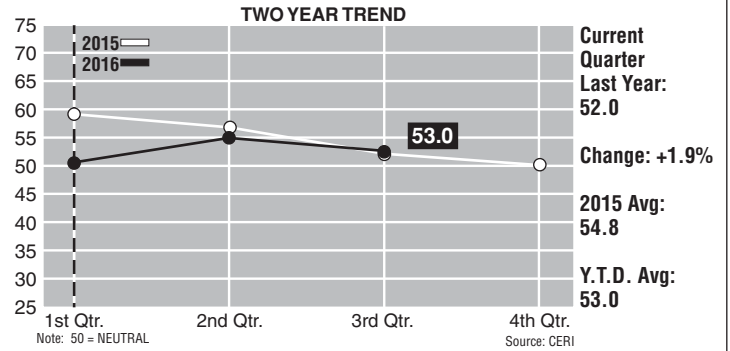
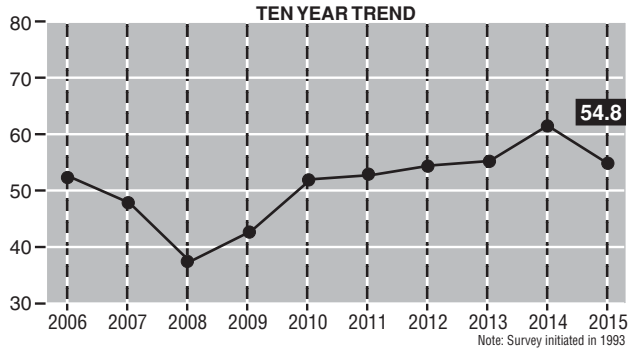
CITY OF DE SOTO: RETAIL SALES



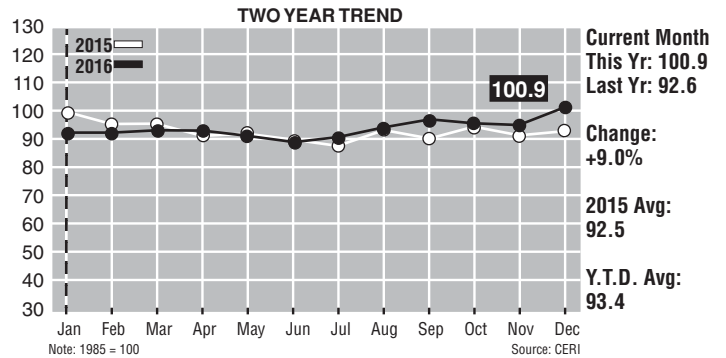
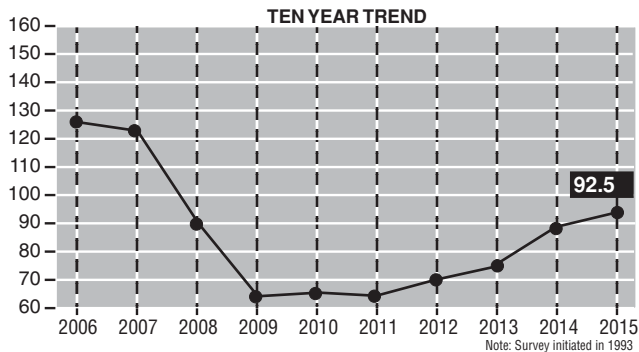
CITY OF FAIRWAY: RETAIL SALES



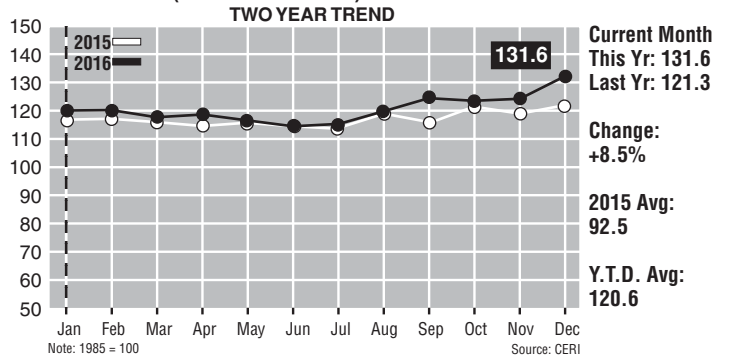
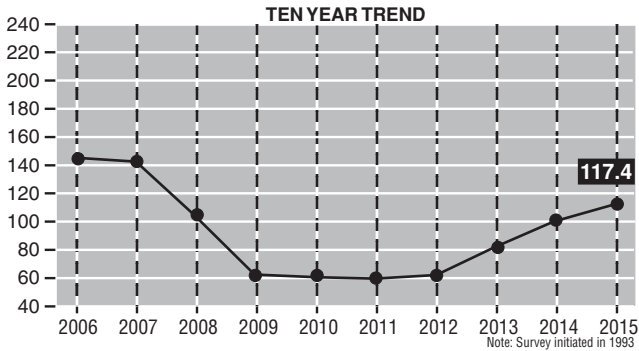
JOHNSON COUNTY: BUSINESS EXECUTIVES' CONFIDENCE



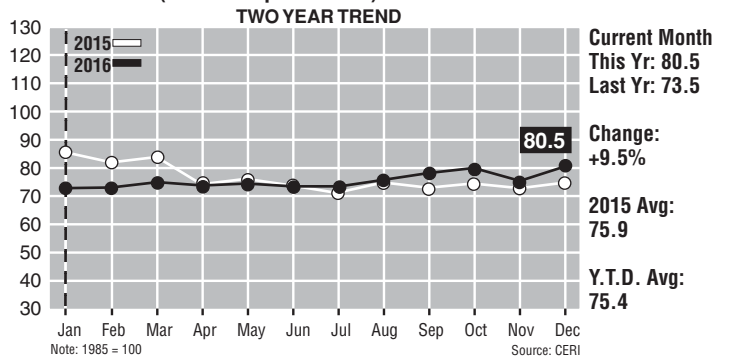
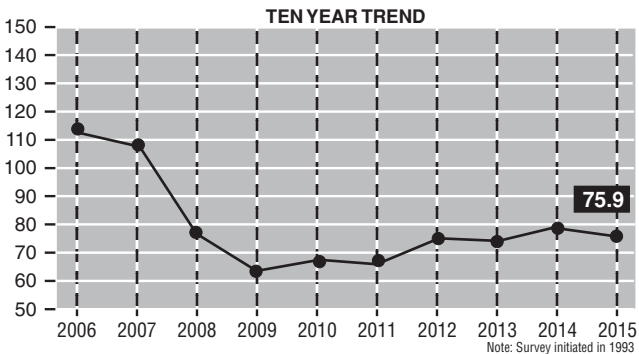
JOHNSON COUNTY: INDEX OF CONSUMER CONFIDENCE



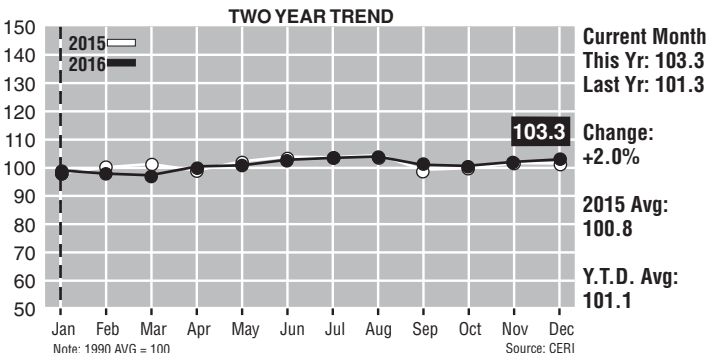
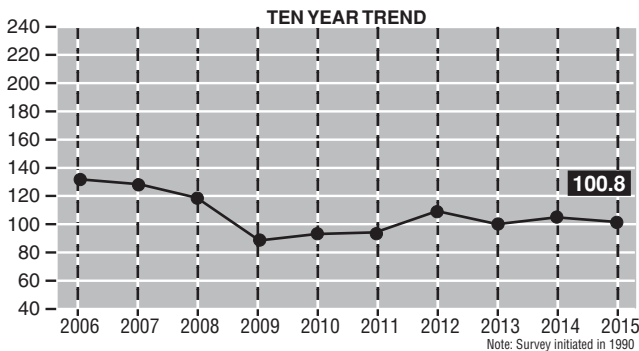
JOHNSON COUNTY: INDEX OF CONSUMER CONFIDENCE (Present Situation)



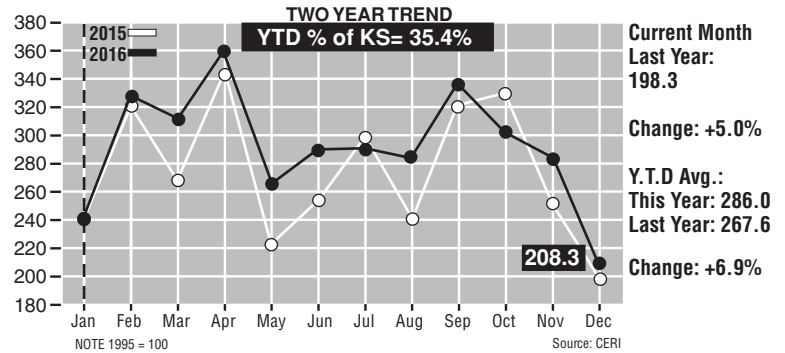
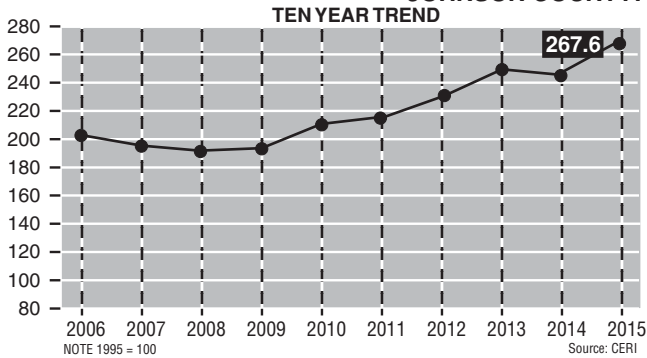
JOHNSON COUNTY: INDEX OF CONSUMER CONFIDENCE (Future Expectations)



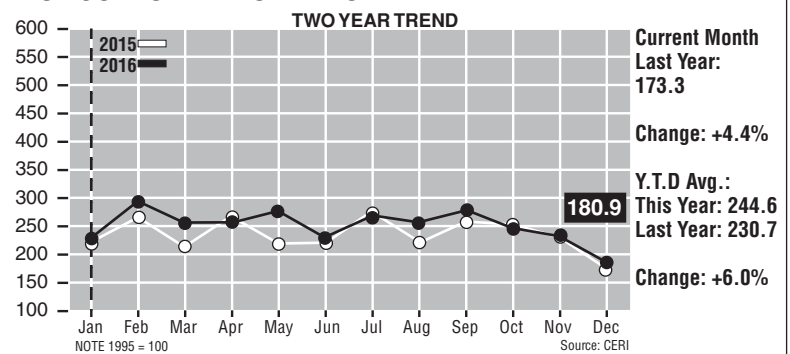
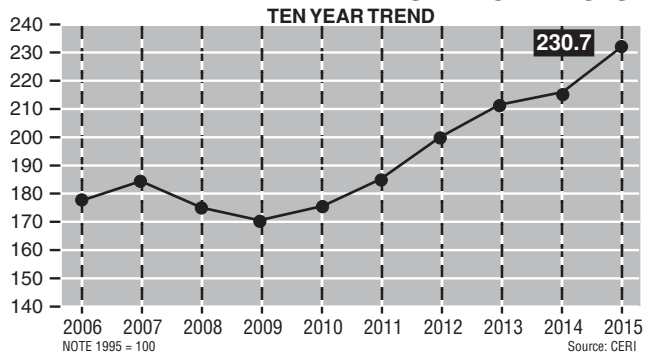
JOHNSON COUNTY: INDEX OF HELP WANTED ADVERTISING



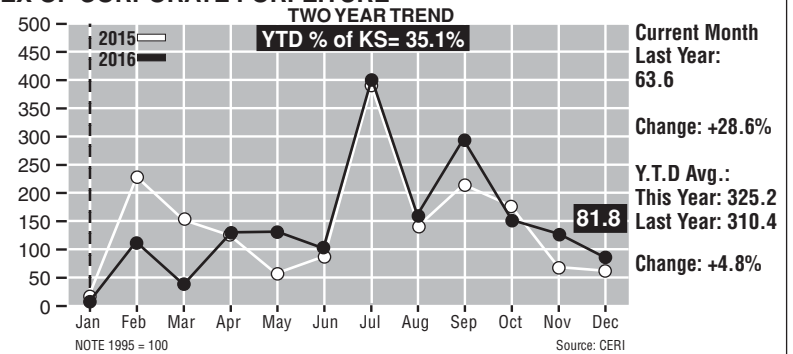
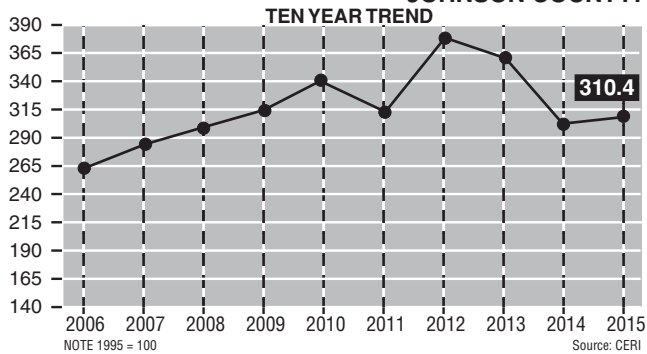
JOHNSON COUNTY: INDEX OF CORPORATE FORMATION



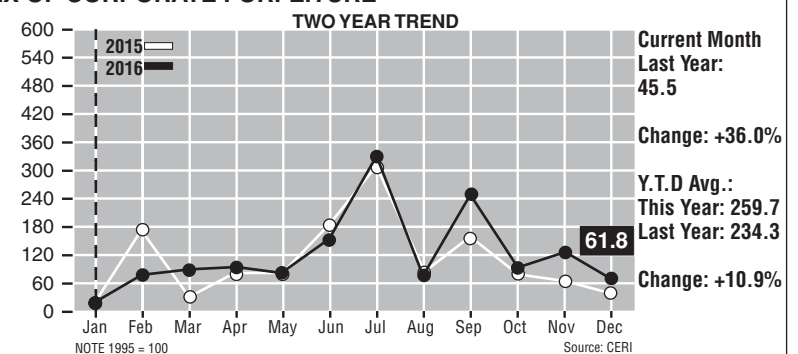
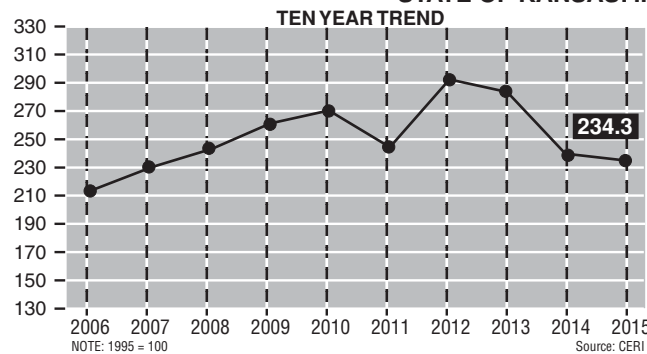
STATE OF KANSAS: INDEX OF CORPORATE FORMATION



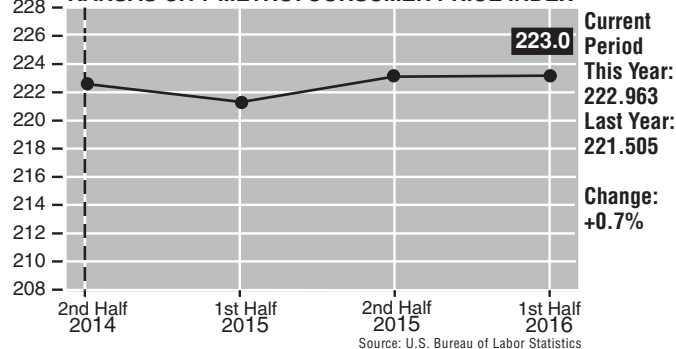
JOHNSON COUNTY: INDEX OF CORPORATE FORFEITURE



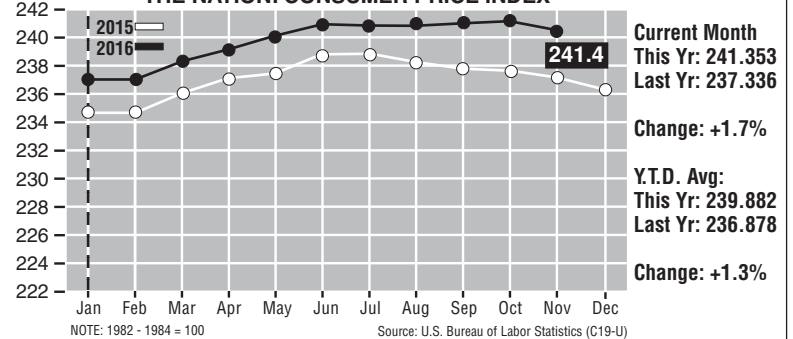
STATE OF KANSAS: INDEX OF CORPORATE FORFEITURE



KANSAS CITY METRO: CONSUMER PRICE INDEX



THE NATION: CONSUMER PRICE INDEX



Item Number: DISCUSSION ITEMS- I.-5.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 1/3/2017
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin.
Title: **Trash and Recycle Bin Placement and Shielding (est. time 15 min.)**
Item Type: Discussion

Recommendation:

To further discuss potential changes to City regulations regarding screening trash containers and advance recommended changes to the full council for approval in March.

Details:

After challenges with enforcement, City staff suggested changes to the code regarding the screening of trash and recycling containers. After discussing alternatives, the following primary changes were recommended.

1. Containers be allowed to be placed in the rear yard behind the house without a screen;
2. Containers could be placed on the side or front of the house but screens needed to block view of the container from the street;
3. Outlining proper materials for screens;
4. Provide for an exception to the screening requirements by the City Administrator for the elderly/disabled;
5. Provide for an amnesty period, as determined by the City Administrator, for containers to be placed outside of screens during icy or snowy conditions;
6. Allow for a violation notice that requires correction within 48 hours or a civil penalty of \$10 may be issued.

The topic was also discussed at the last community forum where staff polled the audience to determine their tolerance for certain kinds of shielding. Those results are attached. After the forum,

we also issued a survey, similar to the community forum, through Constant Contact and posted it to our website and social media sites. Unfortunately response rate was very low. However, those results are also attached.

In conclusion, the poll results show that this is a very divisive issue and that residents are basically split on how to address trash container screening. Those who completed the online survey indicated they would prefer to allow people to use single-sided screens to cover trash and recycling bins. Essentially, if a reasonable effort was made to cover the container, that was sufficient. Those who attended the community forum were basically split on whether the City should allow single sided screens in the way of evergreen shrubs, architectural "bump outs", and other screens that allow visibility of the bin from the street from various angles.

Totaling all survey results

- 58% thought an evergreen shrub screening a container from the front should be acceptable.
- 64% thought an architectural element of a house screening the container from the front should be acceptable.
- 49% thought a single sided screen on the front of the container should be allowed.

Staff recommends reviewing the attached redline changes to the municipal code and consider adoption via an ordinance at the March Council meeting.

How does item relate to Strategic Plan?

One of the goals of the Strategic Plan is to promote a positive image of the City. Clarifying regulations of trash and recycling container screening will help promote a positive image of the city.

How does item benefit Community for all Ages?

The proposed ordinance provides an exception to the rule for the elderly or disabled individuals.

ATTACHMENTS:

Description	Type
☐ Community Forum Survey Results	Exhibit
☐ Constant Contact Survey Results	Exhibit
☐ Code Changes - Redline	Exhibit

Do you believe the City should regulate the placement and screening of waste and recycling containers?

KEYWORD	Option	Responses
A	Yes	24
B	No	2

What do you think is an acceptable placement of trash/recycling containers?

KEYWORD	Option	Responses
A	In garage or backyard only	0
B	In garage and backyard as well as the side yard with a proper screen	10
C	In garage and backyard, plus the side yard and front yard with proper screen	4
D	Don't care as long as I can't see it	17
E	Don't know	0

Should the City allow an evergreen shrub that screens containers from the front only?

KEYWORD	Option	Responses
A	Yes	13
B	No	14

Should an architectural element of the house screening the container from the front only be acceptable?

--	--	--

KEYWORD	Option	Responses
A	Yes	14
B	No	13

Should a screen on the side of the house be allowed if it only screens the containers from the front when looking directly onto the screen?

KEYWORD	Option	Responses
A	Yes	10
B	No	16

CITY of ROELAND



Survey Name: Trash/Recycling Bin Screening Survey

Response Status: Partial & Completed

Filter: None

2/15/2017 2:09 PM CST

***** Please enter the information indicated below. This information will be kept confidential and only available to the survey author. Thank you for your participation!

Answers	Number of Response(s)
First Name	9
Address 1	9
Address 2	1
City	9
State/Province (US/Canada)	9
Postal Code	9

Do you believe the City should regulate the placement and screening of waste and recycling containers?

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			6	66.6 %
No			3	33.3 %
No Response(s)			0	0.0 %
Totals			9	100%

What do you think is an acceptable placement of trash/recycling containers?

Answer	0%	100%	Number of Response(s)	Response Ratio
In the garage or backyard only			0	0.0 %
In the garage and backyard as well as the side yard with a proper screen			0	0.0 %
In the garage and backyard, plus the side and front yard with a proper screen			2	22.2 %
Don't care as long as I can't see it			6	66.6 %
Don't know			1	11.1 %
No Response(s)			0	0.0 %
Totals			9	100%

Should the City allow an evergreen shrub that screens containers from the front only?

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			8	88.8 %
No			1	11.1 %
No Response(s)			0	0.0 %
Totals			9	100%

Should an architectural element of the house screening the container from the front only be allowed?

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			8	88.8 %
No			1	11.1 %
No Response(s)			0	0.0 %
Totals			9	100%

Should a screen on the side of the house be allowed if it only screens containers from the front when looking directly onto the screen?

Answer	0%	100%	Number of Response(s)	Response Ratio
Yes			7	77.7 %
No			1	11.1 %
No Response(s)			1	11.1 %
Totals			9	100%

What concerns, if any, do you have regarding the regulation and enforcement of trash and recycling bin screening and placement in Roeland Park?

4 Response(s)

Sec. 15-104. - Storage of Solid Waste and Recyclable Materials.

The following provisions of this article shall be observed in the storage of solid wastes and recyclable materials:

- (a) The owner or occupant of every dwelling unit and of every institutional, commercial or business, industrial or agricultural establishment producing solid waste and/or recyclable materials within the corporate City limits shall: provide sufficient and adequate approved containers for the storage of such solid waste and recyclable materials in adequate number to serve each such dwelling unit and/or establishment; maintain such containers and their environs at all times reasonably clean and in good repair; repair or replace same from time to time, without notice, when any such containers shall no longer meet the specifications therefore as established by regulations of the Director.
- (b) The occupant of every dwelling unit and of every institutional, commercial, industrial, agricultural or business establishment, from which solid waste and/or recyclable materials collection is made under this article, shall place all solid waste and/or recyclable materials in approved containers, except as otherwise provided herein, and shall maintain such containers; and ~~in the area surrounding them in a clean, neat, and sanitary condition at all times. Whenever a portion of the solid waste and/or recyclable materials is subject to decay or putrefaction, blowing or spillage by weather or animals, such an accumulation must be kept covered or in approved containers, closed bins or containers not subject to deterioration. All containers shall be screened in such a manner that they are not visible from any street or roadway except when placed in position for pickup.~~ For multiple-family dwellings and institutional, commercial, industrial, or business establishments, all containers must be screened as required by Chapter XVI. For single-family dwellings and duplexes, containers may be stored outdoors in the following locations:
 - (1) Behind the dwelling in the rear yard; or
 - (2) On the side or front yard of the dwelling with proper screening as provided below:
 - (i) Screens shall be at least 42 inches tall and 36 inches wide so that any trash or recycling containers are~~the container is~~ not visible from the street parallel to the front of the primary structure. - If the container is placed in front of the house, a four-sided screen is required and one of those sides can be the house.
 - (ii) If a house is on a corner lot, the container(s) must be screened in such a way that they are not visible from either street fronting the house.
 - (iii) Screens shall be composed of the following materials:
 - a. Non-deciduous (year-round evergreen) shrub, bush or tree;
 - b. Lattice fence or screen, other than chain link, that obscures the view of at least 60% of the container;

c. Opaque structure enclosing the container that is constructed of durable materials in keeping with the character of the primary structure; or

d. Chain link fence with barrier weaving.

(iv) Screens shall not be composed of the following materials:

a. Deciduous trees, shrubs, or bushes that shed their foliage in the winter;

b. Air conditioning units;

c. Chain link fences without barrier weaving;

d. Vehicles;

e. Tarps; or

f. Flower pots.

(v) Exceptions to these screening requirements may be granted by the Director on a case-by-case basis for elderly or disabled residents, ~~or for irregular lots, as determined by the Director.~~ Exceptions may be requested by contacting City Hall ~~and requesting evaluation by the Director.~~ The denial of an exception may be appealed to the Code Board of Appeals in accordance with section 4-110.

(vi) The Director may, during snowy and icy conditions, provide for an amnesty period where homes that have difficulty placing containers behind a screen may place their containers in front of their garage or house but not at the curb line.

(vii) The Director shall issue notice of any violation of these screening requirements by conspicuously posting door hangers on the property. If the violation is not corrected within 48 hours, or if the violation is repeated within 180 days, the Director may issue an administrative citation imposing a civil penalty of \$10 for the violation. A separate administrative citation may be issued for each day that the violation continues thereafter. If any citation remains unpaid for 30 days, the Director may cause the issuance of a complaint and notice to appear in Municipal Court, and the violation shall be subject to criminal penalties as set forth in section 15-116.

(c) Residential solid waste shall be stored in approved containers of not more than 96 gallons. Containers shall be properly covered at all times except when depositing waste therein or removing contents. They shall be of light weight and sturdy construction. The weight of any individual container and its contents shall not exceed 65 pounds. Garbage

bags, when such are recognized by the ~~D~~irector as approved containers for residential solid waste, shall not be placed out-of-doors at a collection point ~~any~~^{no} sooner than 12 hours prior to the day of collection.

- (d) Containers for recyclable materials in residential areas shall be furnished by the person providing for the collection of such materials and shall be constructed of not less than 25 percent recycled plastic. The Director may provide other specific requirements for such containers.
- (e) Commercial solid waste shall be stored in solid waste containers, as approved by the ~~D~~irector. The containers shall be waterproof, leak proof, durable and corrosion resistant and shall be covered at all times except when depositing waste therein or removing contents thereof; and shall meet all requirements as set forth in this article.
- (f) Tree limbs less than four inches in diameter and brush shall be securely tied in bundles not larger than 48 inches long and 18 inches in diameter when not placed in storage containers.
- (g) Yard wastes shall be stored in approved containers so constructed and maintained as to prevent the~~r~~ dispersal of wastes placed therein upon the premises served, upon adjacent premises, or upon adjacent public rights-of-way. The weight of any individual container and contents shall not exceed 65 pounds. Any composting of yard waste within the City shall be conducted in accordance with the provisions of section 15-105.
- (h) No material to be used as mulch shall be stored outside for more than ten days.
- (i) The Director has the authority to collect and dispose or order the collection and disposal of any non-conforming container and its contents with or without notice to the owner thereof.

Item Number: DISCUSSION ITEMS- I.-6.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date:	2/17/2017
Submitted By:	City Administrator
Committee/Department:	Admin.
Title:	Discussion of Establishing Hotel Motel Tax (est. time 10 min.)
Item Type:	Ordinance

Recommendation:

Staff recommends establishing a Transient Guest Tax at 8%.

Details:

As discussed previously, off site improvements are to be completed by and at the expense of the develop of the hotel at the old pool site. It is anticipated that a portion of those costs will be reimbursed through a hotel/motel tax. This arrangement will be formalized in a development agreement. Approving the ordinance conveys to the developer that the City is committed to this arrangement. The regular ordinance establishes a Transient Guest Tax, the Charter ordinance establishes the 8% rate.

As the ordinance is drafted short term rentals will be subject to collecting this tax. The Council could modify the ordinance to exempt short term rentals if they so desire.

How does item relate to Strategic Plan?

The hotel tax avoids the City investing its dollars on development of the old pool site, use of the funds as reimbursement is key to encouraging the hotel prospect to locate in Roeland Park, that new business diversifies land use while expanding the financial resources of the City. The tax is also diversifying and enhancing to the City's revenues.

How does item benefit Community for all Ages?

The tax is promoting development that is appealing to a broad range of ages.

Additional Information

The ordinance language is designed to be broad, affording the City versatile use of this funds in the future.

A hotel with 100 rooms, which averages a \$100/night room rental rate, assuming 25% average nightly occupancy and an 8% tax rate would generate \$73,000. The prospective hotel develop estimates average occupancy at 70%.

ATTACHMENTS:

Description	Type
2016 Transient Guest Tax Rates	Backup Material
Ordinance Establishing Transient Quest Tax	Ordinance
Charter Ordinance Setting Transient Tax Rate	Cover Memo

Transient Guest Tax Rates, Effective Dates, and Number of Active Accounts

(This report is updated quarterly. This update reflects rate information as of January 2017)

COUNTIES				
Co. No	Active Accounts	Location	Rate	Effective Date
15	0	ATCHISON CO.	4.00%	7/1/2004
81	6	CHASE CO.	6.00%	10/1/2014
10	8	CHEROKEE CO.	2.00%	6/1/1983
41	3	CLAY CO.	2.00%	1/1/1998
36	7	CLOUD CO.	5.00%	7/1/2007
44	3	COFFEY CO.	3.00%	4/1/1998
04	6	CRAWFORD CO.	6.00%	4/1/2013
18	2	DICKINSON CO.	5.00%	4/1/2011
79	3	EDWARDS CO.	2.00%	10/1/2003
71	19	FINNEY CO.	6.00%	7/1/2010
21	6	FRANKLIN CO.	6.00%	1/1/2004
47	22	GEARY CO.	6.00%	1/1/2015
103	5	GRANT CO.	4.00%	4/1/2003
42	4	JACKSON CO.	5.00%	7/1/2015
11	1	LABETTE CO.	2.00%	7/1/1987
13	0	LYON CO.	5.00%	4/1/2004
23	7	MARION CO.	6.00%	7/1/2008
20	1	MARSHALL CO.	2.00%	9/1/1987
55	4	MITCHELL CO.	2.00%	10/1/1991
05	15	MONTGOMERY CO.	5.00%	10/1/2007
54	7	MORRIS CO.	4.00%	1/1/1992
56	8	OSBORNE CO.	1.00%	1/1/1997
58	3	PHILLIPS CO.	2.00%	9/1/1987
53	1	PRATT CO.	6.00%	4/1/2015
48	5	RICE CO.	2.00%	4/1/1992
60	7	RUSSELL CO.	4.00%	12/1/1990
02	1	SEDGWICK CO.	5.00%	7/1/1985
03	1	SHAWNEE CO.	7.00%	1/1/2013
80	9	SHERMAN CO.	3.00%	1/1/1991
50	5	SMITH CO.	2.00%	7/1/2005
83	0	TREGO CO.	2.00%	1/1/2000
37	7	WASHINGTON CO.	4.00%	4/1/2009
27	1	WILSON CO.	2.00%	2/1/1986
72	2	WOODSON CO.	6.00%	7/1/2007
County Totals				
	179	Active accounts in counties		
	34	Counties with a transient guest tax rate		
CITIES				
Co. No	Active Accounts	Location	Rate	Effective Date
18	5	ABILENE	8.00%	7/1/2016
09	2	ANDOVER	6.00%	4/1/2014
51	3	ANTHONY	5.00%	4/1/2002
08	5	ARKANSAS CITY	6.00%	10/1/2005
15	5	ATCHISON	8.00%	1/1/2010
77	2	ATWOOD	3.00%	1/1/1997
09	3	AUGUSTA	5.00%	1/1/2009
16	2	BALDWIN CITY	5.70%	7/1/2008
02	0	BEL AIRE	6.00%	10/1/2012
40	3	BELLEVILLE	5.00%	10/1/2009
01	3	BONNER SPRINGS	4.00%	10/1/2004
12	0	CALDWELL	4.00%	4/1/2009
22	5	CHANUTE	6.00%	4/1/2016
89	2	CIMARRON	6.00%	1/1/2013
78	9	COLBY	3.00%	4/1/2000
02	2	DERBY	8.00%	1/1/2015
19	2	DESOTO	6.00%	1/1/2007
35	18	DODGE CITY	8.00%	7/1/2013
09	9	EL DORADO	5.00%	4/1/1993
38	1	ELLIS	5.00%	7/1/2007
64	2	ELLSWORTH	3.00%	1/1/1992

Transient Guest Tax Rates, Effective Dates, and Number of Active Accounts

(This report is updated quarterly. This update reflects rate information as of January 2017)

Co. No	Active Accounts	Location	Rate	Effective Date
13	14	EMPORIA	7.00%	1/1/2017
32	3	EUREKA	3.00%	1/1/2003
17	10	FORT SCOTT	6.00%	1/1/2014
27	2	FREDONIA	5.00%	10/1/2008
19	1	GARDNER	8.00%	1/1/2016
52	3	GARNETT	6.00%	7/1/2015
02	1	GODDARD	6.00%	4/1/2014
33	9	GREAT BEND	6.00%	1/1/2012
85	2	GREENSBURG	7.00%	4/1/2012
28	1	HALSTEAD	3.00%	10/1/2004
51	3	HARPER	5.00%	7/1/2013
38	13	HAYS	5.00%	4/1/2007
02	2	HAYSVILLE	6.00%	1/1/2011
18	1	HERINGTON	5.00%	7/1/2004
28	3	HESSTON	5.00%	1/1/2011
25	3	HIAWATHA	6.00%	10/1/2012
23	1	HILLSBORO	5.00%	10/1/2011
33	2	HOISINGTON	5.00%	4/1/2011
87	2	HOXIE	4.00%	1/1/2005
92	5	HUGOTON	2.00%	10/1/2002
06	14	HUTCHINSON	7.00%	10/1/2000
24	4	IOLA	6.00%	1/1/2014
93	1	JETMORE	2.00%	1/1/2009
01	16	KANSAS CITY	8.00%	1/1/2009
01	1	KC Schlitterbahn Waterpark	8.00%	5/1/2009
57	3	KINGMAN	6.00%	10/1/2000
98	2	LAKIN	6.00%	10/1/2014
07	3	LANSING	7.00%	10/1/2010
69	2	LARNED	4.00%	4/1/2014
16	22	LAWRENCE	6.00%	1/1/2010
19	1	LEAWOOD	8.00%	1/1/2012
19	10	LENEXA	8.00%	1/1/2011
84	16	LIBERAL	6.00%	7/1/2009
26	4	LINDSBORG	6.00%	10/1/2011
02	1	MAIZE	6.00%	5/1/2011
30	15	MANHATTAN	6.00%	10/1/2009
39	5	MANHATTAN	6.00%	10/1/2009
20	4	MARYSVILLE	5.00%	1/1/2011
26	8	MCPHERSON	6.00%	7/1/2016
67	1	MEDICINE LODGE	6.00%	1/1/2011
19	5	MERRIAM	7.00%	1/1/2008
19	1	MISSION	9.00%	4/1/2008
26	0	MOUNDRIDGE	5.00%	10/1/2016
12	1	MULVANE	5.00%	1/1/2013
75	5	NESS CITY	5.00%	7/1/2009
28	6	NEWTON	8.00%	1/1/2016
61	4	NORTON	3.00%	1/1/1994
88	1	OAKLEY	4.00%	1/1/2006
95	5	OAKLEY	4.00%	1/1/2006
74	4	OBERLIN	3.00%	4/1/2005
19	15	OLATHE	6.00%	7/1/2001
31	2	OSAWATOMIE	6.00%	4/1/2007
19	37	OVERLAND PARK	9.00%	7/1/2007
31	1	PAOLA	5.00%	7/1/2006
02	5	PARK CITY	6.00%	4/1/1998
11	4	PARSONS	6.00%	4/1/2007
70	1	PLAINVILLE	5.00%	1/1/2008
53	10	PRATT	8.00%	10/1/2012
88	2	QUINTER	4.00%	1/1/2011
06	4	S. HUTCHINSON	7.00%	7/1/2015
34	2	SABETHA	2.00%	7/1/2002
25	1	SABETHA	2.00%	7/1/2002
14	33	SALINA	6.70%	10/1/2009
96	5	SCOTT CITY	5.00%	4/1/2006
63	4	SEDAN	4.00%	10/1/2006

Transient Guest Tax Rates, Effective Dates, and Number of Active Accounts

(This report is updated quarterly. This update reflects rate information as of January 2017)

Co. No	Active Accounts	Location	Rate	Effective Date
34	2	SENECA	2.00%	7/1/2002
99	4	SHARON SPRINGS	4.00%	4/1/2000
19	4	SHAWNEE	6.00%	10/1/2008
82	4	ST. FRANCIS	3.00%	10/1/2004
59	2	STAFFORD	4.00%	4/1/2012
70	2	STOCKTON	5.00%	10/1/2009
81	0	STRONG CITY	2.00%	10/1/1995
100	0	SYRACUSE	6.00%	10/1/2011
07	0	TONGANOXIE	4.00%	7/1/2001
03	36	TOPEKA	7.00%	1/1/2013
83	5	WAKEENEY	5.00%	1/1/2013
39	3	WAMEGO	5.00%	10/1/2004
12	4	WELLINGTON	6.00%	7/1/2004
02	107	WICHITA	6.00%	7/1/1990
08	5	WINFIELD	6.00%	10/1/2014
01	7	WY RACE TRACK	8.00%	1/1/2009
City Totals				
	640	Active accounts in cities		
	102	Cities with a transient guest tax rate		
City and County Totals				
	819	Active accounts in cities and counties		
	136	Cities and counties with a transient guest tax rate		

ORDINANCE NO. ____

OF

THE CITY OF ROELAND PARK, KANSAS

PASSED

FEBRUARY __, 2017

(PUBLISHED IN *THE LEGAL RECORD* ON _____, 2017)

ORDINANCE NO. ____

AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE LEVY AND COLLECTION OF A TRANSIENT GUEST TAX FOR THE PURPOSE OF PROMOTING CONVENTION AND TOURISM AND TO FUND ECONOMIC DEVELOPMENT ACTIVITIES WITHIN THE CITY.

WHEREAS, the City of Roeland Park, Kansas (the “City”) is a city of the second class, duly created, organized and existing under the Constitution and laws of the State;

WHEREAS, Article 12, Section 5 of the Constitution of the State of Kansas provides that cities may exercise certain home rule powers, including passing charter ordinances, which exempt such cities from non-uniform enactments of the Kansas Legislature;

WHEREAS, K.S.A. 12-1697(a) and K.S.A 12-1698(e) are part of an enactment of the Kansas Legislature relating to transient guest taxes, which are applicable to the City, but are not uniformly applicable to all cities within the State of Kansas;

WHEREAS, pursuant to Charter Ordinance No. 33 adopted on February __, 2017 (the “Charter Ordinance”) by at least two-thirds vote of the governing body, the City exempted itself from the provisions of K.S.A 12-1697(a) and K.S.A 12-1698(e) and provided for the levying of a Transient Guest Tax not to exceed the rate of ten percent (10%) of the gross receipts derived from, or paid by, transient guests; and,

WHEREAS, the City deems it in the public interest to establish the Transient Guest Tax at a rate of eight percent (8%) of the gross receipts derived from, or paid by, transient guests for sleeping accommodations within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS, AS FOLLOWS:

Section 1. Transient Guest Tax Rate. The Transient Guest Tax levied in the Charter Ordinance shall be established at a rate of eight percent (8%) upon the gross receipts derived from, paid directly or paid through an accommodations broker by transient guests for sleeping accommodations, exclusive of charges for incidental services or facilities, in any hotel, motel or tourist court located within the City. The percentage of the Transient Guest Tax may hereafter be amended by Resolution of the Governing Body.

Section 2. Administered by the Kansas Department of Revenue. The Transient Guest Tax hereby levied shall be administered and collected by the Kansas Department of Revenue and the revenue collected therefrom shall be distributed in accordance with the provisions of K.S.A. 12-1696, et seq., and any amendments thereto.

Section 3. Revenues Received by the City. Revenues received by the City from the Transient Guest tax shall be expended for all, or any portion of, community, economic development and cultural

activities which encourage or which are deemed to result in increased economic development, visitors and tourism for the City.

Section 4. Notice to the Kansas Department of Revenue. Upon adoption of this Ordinance, the City Clerk is directed to send a certified copy hereof and of Charter Ordinance No. 33 to the Director of the Kansas Department of Revenue.

Section 5. Further Authority. The Mayor, Clerk and other City officials are hereby further authorized and directed to execute any and all documents and take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of the Ordinance. The execution or taking of such action shall be conclusive evidence of such necessity or advisability.

Section 6. Governing Law. This Ordinance shall be governed exclusively by and construed in accordance with the applicable laws of the State.

Section 7. Effective Date. This Ordinance shall take effect and be in full force from and after its passage by the Governing Body of the City, approval by the Mayor and publication in the official City newspaper.

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PASSED by the governing body of the City on February __, 2017 and **APPROVED AND SIGNED** by the Mayor.

(SEAL)

/S/ Joel Marquardt _____

Mayor

ATTEST:

/S/ Kelley Bohon _____

Clerk

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CHARTER ORDINANCE NO. 35

A CHARTER ORDINANCE EXEMPTING THE CITY OF ROELAND PARK, KANSAS FROM THE PROVISIONS OF SUBPARAGRAPH (a) OF K.S.A. 12-1697 AND FROM THE PROVISION OF SUBPARAGRAPH (e) OF K.S.A. 12-1698, AND ANY AMENDMENTS THERETO, RELATING TO TRANSIENT GUEST TAX LEVY TO THE MAXIMUM RATE THEREOF, AND TO THE PURPOSES FOR WHICH TRANSIENT GUEST TAX REVENUES MAY BE SPENT.

Whereas, Section 12-1697(a) of the Kansas Statutes Annotated prevents the City from levying a transient guest tax in an amount exceeding two percent (2%) upon the gross receipts paid by transient guests for sleeping accommodations; and,

Whereas, Section 12-1698(e) of the Kansas Statutes Annotated requires that all monies received by the City Treasurer from disbursements from the city Transient Guest Tax Fund shall be credited to the tourism and convention promotion fund of such county or city and shall only be expended for convention and tourism promotion.

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

SECTION 1. The City of Roeland Park, Kansas, by the power vested in it by Article 12, Section 5 of the Kansas Constitution, hereby elects to, and does exempt itself from, and make inapplicable to it the provisions of K.S.A. 12-1697(a) and 12-1698(e), which said statutory provisions are not uniformly applicable to all cities, and to provide substitute and additional provisions therefore, as hereinafter provided.

SECTION 2. The Governing Body is hereby authorized to levy a Transient Guest Tax at a rate not to exceed ten percent (10%) upon the gross receipts derived from, or paid by, transient guests for sleeping accommodations, exclusive of charges for incidental services or facilities, in any hotel, motel or tourist court. The actual percentage of such tax shall be determined by the Governing Body and shall be specified in a separate ordinance authorizing the same.

SECTION 3. The revenues from the Transient Guest Tax shall be expended for all, or any portion of, community, economic development and cultural activities which encourage or which are deemed to result in increased economic development, visitors and tourism; and for related expenditures as may be determined by the Governing Body.

SECTION 4. The Governing Body, pursuant to Article 12, Section 5 of the Kansas Constitution, may provide for substitute and additional provisions by resolution or ordinance regarding the levy, collection, and expenditure of the Transient Guest Tax.

SECTION 5. All other provisions of K.S.A. 12-1697 and 12-1698, not exempted hereby, shall remain the same.

SECTION 6. This Charter Ordinance shall be published once each week for two consecutive weeks in the official City newspaper.

SECTION 7. This Charter Ordinance shall take effect sixty-one (61) days after the final publication unless a sufficient petition for a referendum is filed, requiring a referendum to be held on the ordinance as provided by Article 12, Section 5, Subsection (c)(3) of the Kansas Constitution, in which case this Charter Ordinance shall become effective upon approval by the majority of the electors voting thereon.

PASSED by the Governing Body, not less than two-thirds of the elected members voting in favor thereof, this ___th day of February, 2017.

/S/
Joel Marquardt, Mayor

ATTEST:

/S/
Kelley Bohon, City Clerk

APPROVED AS TO FORM

/S/
Steven E. Mauer, City Attorney

Item Number: DISCUSSION ITEMS- I.-7.
Committee Meeting 3/6/2017
Date:



City of Roeland Park

Action Item Summary

Date: 9/16/2016
Submitted By: Jennifer Jones-Lacy
Committee/Department: Admin.
Title: **Ordinance No. 941 - Amendment Related to City Code on Signs (est. time 30 min.)**
Item Type: Ordinance

Recommendation:

Consider Ordinance 941 regarding sign regulations for approval or return to the Planning Commission for further consideration.

Details:

The Governing Body discussed Ordinance 941 at the Council Workshop meeting on November 7th. Some Council members expressed concern about the new language and how it could cause some interpretation issues with signs currently on the campuses of schools and churches. The language was previously approved by the Planning Commission in August. Rather than rejecting the ordinance in its entirety, the Council recommended returning the item back to the Planning Commission for further consideration.

After further discussion with Councilmembers Rhoades and Janssen, the following recommendations will be submitted to the Planning Commission for consideration on November 22nd. If approved those revisions will come back to the Council for final approval in December.

A revised redlined version of the changes are attached. The changes recommended to the Planning Commission are to consider including the following alteration to the definitions section 16-201 of the City Code.

- (hh) Sign means a name, identification, description, display or illustration which is affixed to, painted or represented directly or indirectly upon a building or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization or business. Each display surface of a sign or sign face must be considered to be a sign. Provided, however, that the following shall not be considered to be signs: signs located completely within an enclosed building, and not exposed to view from a street; any sign not visible to persons located off the premises from where the sign is located; score boards and related signs on athletic complexes; and bumper stickers that are no larger than eighteen (18) inches in length and five (5) inches in height.

In addition, replacing the term "facility" with the term "building" in section 16-909 (a) - Signs Permitted in All

Districts. The intention here is to ensure the code allows signage by building instead of by parcel. The term building is defined in section 16-201(f).

Sec. 16-909. - Signs Permitted In All Districts.

- (a) Churches, synagogues, and other similar places of worship, schools, libraries, community centers, or other public or semi-public buildings shall be allowed two wall signs, with not more than one on each façade. No sign shall have a sign surface area exceeding 25 square feet. In lieu of one of the wall signs, one monument sign shall be permitted. The monument sign shall be located on the premises, be not less than ten feet from the street line, and the sign surface of each sign face shall not exceed 25 square feet in area per face. The height of the sign shall not exceed five feet; provided, that for each two foot setback from the street line in excess of ten feet, one additional foot may be added to the height of the sign to a maximum of eight feet.

These changes are intended to add clarity to the ordinance and prevent possible unintended consequences of regulating signs not visible from off of a campus and athletics related signage.

In addition to the suggested changes outlined above, the Mayor had some additional suggestions to the sign code that would allow additional signs for public and religious institutions with multiple buildings on a single parcel located in a residential zoning district. The redline document of those changes to the city code is attached.

How does item relate to Strategic Plan?

N/A

How does item benefit Community for all Ages?

N/A

Additional Information

Original Staff Report

The State of Kansas recently approved legislation that prohibits the regulation of political signs on private property or in the right-of-way for streets during the 45-day period prior to an election and two-day period after. However, regulating signs based on content is a violation of federal law. The Council decided to follow the tenants of Federal law and not integrate the state statute. However, in reviewing the City sign code, the City Attorney noticed some additional language that needed to be updated. Primary changes include:

- Adding a definition for Government Sign
- Updating the definition of a Sign to explain what a sign “is not”
- Adding a Definition for Vehicle Sign
- Establishing that sign permit fees shall be set by resolution approved by the Governing Body

Other changes are primarily formatting and grammatical in nature. Attached is the red lined version of the changes to City Code approved by the Planning Commission on August 16th and the proposed Ordinance which incorporates those changes.

ATTACHMENTS:

Description	Type
☐ Ordinance 941	Cover Memo
☐ Redlined sign Regulations	Cover Memo
☐ Mayor's suggested changes-redline	Cover Memo

ORDINANCE NO. 941

AN ORDINANCE RELATING TO THE ZONING REGULATIONS OF THE CITY OF ROELAND PARK, KANSAS; AMENDING SECTIONS RELATING TO SIGNS; AMENDING AND REPEALING EXISTING SECTIONS 16-902, 16-903, 16-907, 16-908, 16-909, 16-910 AND 16-917 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS.

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

SECTION 1. Existing Section 16-902 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 16-902. – Findings and Intent; Interpretation.

- A. Signs obstruct views, distract motorists, displace alternative uses for land, and pose other problems that legitimately call for regulation. The purpose of this Article is to regulate the size, color, illumination, movement, materials, location, height and conditions of all signs placed on private property for exterior observation, thus ensuring the protection of property values, the character of the various neighborhoods, the creation of a convenient, attractive and harmonious community, protection against destruction of or encroachment on historic convenience to citizens and encouraging economic investment. This Article allows adequate communication through signage while encouraging aesthetic quality in the design, location, size and purpose of all Signs. This Article must be interpreted in a manner consistent with the First Amendment guarantee of free speech. This Article is based on the following legislative intent and findings.
1. A sign placed on land or on a building for the purpose of identification, protection or directing persons to a use conducted therein must be deemed to be an integral but accessory and subordinate part of the principal use of the land or building. Therefore, the intent of this Article is to establish limitations on signs in order to ensure that they are appropriate to the land, building or use to which they are appurtenant and are adequate for the intended purpose while balancing the individual and community interests identified above.
 2. These regulations are intended to promote signs that are compatible with the use of the property to which they are appurtenant, landscape and architecture of surrounding buildings, are legible and appropriate to the activity to which they pertain, are not distracting to motorists, and are constructed and maintained in a structurally sound and attractive condition.
 3. These regulations do not regulate every form and instance of visual communication that may be displayed anywhere within the jurisdictional limits of the City. Rather, they are intended to regulate those forms and instances that are most likely to meaningfully affect one or more of the purposes set forth above.
 4. These regulations do not entirely eliminate all of the harms that may be created by the installation and display of signs. Rather, they strike an appropriate balance that that preserves ample channels of communication by means of visual display while still reducing and mitigating the extent of the harms caused by signs.
 5. These regulations are not intended to and do not apply to signs erected, maintained or otherwise posted, owned or leased by the federal government, the State of Kansas, Johnson County, or this City. The inclusion of "government" in describing some signs does not intend to subject the government to regulation, but instead helps illustrate the type of signs that falls within the immunities of the government from regulation.

6. Many signs are intended to be temporary in nature, and so do not meet the regular structural and installation requirements necessary to prevent them from being affected by weather and other natural forces and present a potential hazard to persons and property. Severe weather conditions include, but are not limited to, thunderstorms with accompanying high winds, tornadoes, ice accumulation, and flooding, and are characteristic of local weather conditions.
8. The primary purpose of signs unrelated to traffic and placed along a roadway is to attract the attention of drivers and distract them from their primary responsibility of constant attention to traffic and road conditions. This concern is especially acute in residential areas where young children present a significant potential hazard for drivers.
9. Signs inherently are out of keeping with their surroundings; they are intended to attract attention. Their purpose fails if they meld into the landscape. As such, they are a visual blight where the visual clutter of signs is at odds with the City's policy to make structures blend into the topography and be compatible with their natural surroundings.
10. Signs have an adverse effect on the aesthetic quality of a City, and thus risk depreciating property values. This potential adverse effect conflicts with the City's policy to enhance the quality of life through other land use regulations.
11. Residents are virtually captive audiences of signs displayed by neighbors; signs are an intrusion into residential privacy and interfere with the enjoyment of a resident's property because the vista from the resident's property may become so marred by the clutter of signs that the resident cannot successfully avoid observing the sign clutter.

SECTION 2. Existing Section 16-903 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 16-903. - Definitions.

- (a) A-frame or sandwich sign means any sign supported from the ground utilizing one or more rear supporting braces, in which the combination of the sign and supports forms the letter "A," in the manner of a artist's easel.
- (b) Abandoned sign means any sign on any building, structure or premises that has been vacated for a six month period of time.
- (c) Attention-attracting device means a device with flashing, blinking, rotating, twirling or moving action, a changeable copy sign on which the message changes more than eight times per day, but not including a search light, or a balloon or an air or gas filled object designed or intended to attract the attention of the public to an establishment or to a sign.
- (d) Backlight sign means any sign that displays direct or indirect light from the back of that sign through a transparent, translucent or open material.
- (e) Banner means any sign of lightweight fabric or similar material that is permanently mounted to a pole or a building by a permanent frame at one or more edges. National, state or municipal flags, or the official flag of any institution or business shall not be considered a banner.
- (f) Building inspector means the building official of the City of Roeland Park, Kansas, or other designated authority charged with the administration or enforcement of the provisions of this article, or his or her duly authorized representatives.
- (g) Canopy sign means any sign that is a part of or attached to an awning, canopy, or other fabric, plastic, or structural protective cover over a door, entrance, window, or outdoor service area. A marquee is not a canopy.

- (h) Changeable copy sign means a sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged without altering the sign surface.
- (i) Code means the Code of the City of Roeland Park, Kansas, as hereinafter amended.
- (j) Commercial sign means any sign that directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity.
- (k) Curb line means the line at the face of the curb nearest to the street or roadway. In the absence of a curb, the curb line shall be established by the Building Inspector.
- (l) Detached sign means a sign located on the ground or on a structure located on the ground and not attached to a building.
- (m) Directional sign means any sign that provides direction for the safe and efficient flow of vehicular or pedestrian traffic on a property, and shall include signs marking entrances, exits, parking areas, loading areas or other operational features of the premises.
- (n) Directly illuminated sign means any sign the source of illumination of which is exposed to the human eye, such as, but not limited to, an incandescent bulb or fluorescent tube.
- (o) Government sign means a sign that is constructed, placed, or maintained by the federal, state or local government, or a sign that the federal, state or local government requires a property owner to construct, place or maintain either directly or to enforce a property owner's rights, including, but not limited to, traffic control devices, parking control signs, street identification signs, warning signs, legal postings and signs prohibiting or controlling access to property.
- (p) Holiday decorations means displays erected on a seasonal basis in observance of religious, national or state holidays that are not intended to be permanent in nature and that do not constitute commercial signs.
- (q) Indirectly illuminated sign means any sign that is partially or completely illuminated at any time by a light source that is a shielded so as to not be visible at eye level.
- (r) Marquee means any permanent roof-like structure projecting beyond a building or extending along and projecting beyond the wall of the building, generally designed, and constructed to provide protection from the weather.
- (s) Marquee sign means any sign attached to, or in any manner made a part of a marquee.
- (t) Monument sign means a detached sign the width of which is a minimum of one and one-half times the width of the widest part of sign surface and the base of which consists of two or more supports and the height of the base is not more than two feet above the average grade of the ground. The base of a monument sign shall be architectural in nature and utilize materials consistent with the design of the building it is identifying.
- (u) Neon sign means a directly illuminated sign for which the light source is luminescent gas.
- (v) Non-affixed sign means any sign that is not permanently affixed to a building, structure or the ground.
- (w) Noncommercial sign means any sign that is not a commercial sign.
- (x) Nonconforming sign means any sign that does not comply with the sign provisions of this article or any other applicable provision of the Code.
- (y) Outdoor advertising sign means any sign advertising or directing attention to a name, a business, product, development, project, or service that is offered, manufactured, or sold at a location other than the premises upon which the sign is situated (commonly known as a billboard).
- (z) Pole or pylon sign means a detached sign supported by uprights, braces, columns, poles, or other vertical members that are not attached to a building.

- (aa) Portable sign means any sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; signs converted to an A-frame or sandwich sign; balloons or other gas or air filled objects used as commercial signs; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless that vehicle is used in the normal day-to-day operations of the business.
- (bb) Projecting sign means any sign located on the face of the building extending more than one foot from the face of the building to which it is attached.
- (cc) Public property, for the purposes of this article only, means:
 - (1) Any public building or premise owned by a governmental entity;
 - (2) Any sidewalk, public bridge, crosswalk, curb, paved portion of any street or highway, or the median strip of any divided street or highway;
 - (3) The unpaved area between the street lines of any street adjacent to a tract of land owned or leased by a governmental entity;
 - (4) Any street sign or any traffic sign or signal;
 - (5) Any telephone, telegraph, electric wire, power, street lamp post or any other utility pole or line, or any fire hydrant;
 - (6) Any tree or other vegetation on public property, including without limitation those in between the street lines of a public street; and
 - (7) Any public park, open space area, bench, drinking fountain, or other property owned or leased by a governmental entity and used for governmental purposes.
- (dd) Roof sign means any sign erected, constructed and maintained fully upon or over the roof or parapet of a building or structure and having the roof or parapet as its principle means of support.
- (ee) Semi-illuminated sign means any sign located on a building face that is uniformly illuminated over the sign surface by use of electricity or other artificial light.
- (ff) Sight distance triangle means the two areas on all corner lots within the triangles formed by a short leg 15 feet long and a long leg 140 feet, both distances measured along the curbline or edge of the pavement.
- (gg) Sign means a name, identification, description, display or illustration which is affixed to, painted or represented directly or indirectly upon a building or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization or business. Each display surface of a sign or sign face must be considered to be a sign. Provided, however, that the following shall not be considered to be signs: signs located completely within an enclosed building, and not exposed to view from a street; any sign not visible to persons located off the premises on which the sign is located ; scoreboards and related signs on athletic complexes; and bumper stickers that are no larger than eighteen (18) inches in length and five (5) inches in height.
- (hh) Sign alteration means the replacement, enlargement, reduction, reshaping, changing or adding to a sign, or sign structure or other supporting members.
- (ii) Sign maintenance means the normal care and minor repair necessary to retain a safe, attractive and finished sign, sign surface or sign structure. Changing copy or a logo on a sign surface without increasing sign dimensions shall be considered sign maintenance if the information, product or service depicted remains the same and if the sign is to serve the identical establishment using the same business firm name as before the change.
- (jj) Sign refacing means changing or replacing the words, numerals or other aspects of the sign surface to serve a different establishment or business, or to create a substantially different visual effect without alternating, moving or replacing the sign, sign structure, or sign surface.

- (kk) Sign structure means the support, poles, upright bracing or brackets and framework for any sign that is mounted on or affixed to a building, structure or the ground.
- (ll) Sign surface means the entire area within a square, circle, rectangle, triangle or combination thereof that encompasses the extreme limits of the writing, representation, emblem, or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, but not including the sign structure.
- (mm) Snipe sign means any sign made of material such as cardboard, paper, pressed wood, plastic or metal that is attached to a fence, window, tree, utility pole or temporary structure or any sign that is not securely fastened to a building or structure or firmly anchored to the ground.
- (nn) Street line means the dividing line between the street right-of-way and the abutting property.
- (oo) Temporary sign means any sign intended to be displayed for a limited period of time on public or private property; is typically constructed from nondurable materials, including paper, cardboard, cloth, plastic or wallboard; and does not constitute a structure subject to the Building Code.
- (pp) Temporary wall sign means any sign attached to and erected parallel to and within one foot of the face or wall of a building and intended to be displayed for a limited period of time; typically constructed from nondurable materials, including paper, cardboard, cloth, plastic or wallboard; and does not constitute a structure subject to the Building Code.
- (qq) Two-faced sign means a sign with two sign faces and where the angle of separation of the faces is not greater than 135 degrees.
- (rr) Vehicle sign means a sign attached to or displayed upon a motor vehicle.
- (ss) Wall means the exterior or surface of a building or structure. For the purposes of the sign provisions of this article, walls shall include mansard-type or sloped-roof structures.
- (tt) Wall bulletin means any sign painted on a wall or a painted sign or poster that is attached to but does not project more than 12 inches from the building or structure.
- (uu) Wall sign means any sign attached to and erected parallel to and within one foot of the face or wall of a building, including wall bulletins.
- (vv) Window sign means any sign that is placed on the inside of a window or upon the windowpanes and is visible from the exterior of the window.
- (ww) Yard sign means a non-illuminated sign constructed of durable materials that is supported by one or more uprights, posts, or bases placed upon or affixed in the ground and not attached to any part of a building.

SECTION 3. Existing Section 16-907 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 16-907. - Sign Permit Required; When; Application Procedures.

- (a) Except as otherwise provided in section 16-908, no sign shall be installed, erected or set in place, nor shall any sign alteration or sign refacing occur, until a sign permit has been issued by the Building Inspector and until a sign permit fee in an amount established by resolution adopted by the Governing Body is paid.
- (b) Any person desiring to erect a sign for which a permit is required shall submit an application to the City Clerk on a form provided by the City that shall contain the following information:
 - (1) Name, address and telephone number of the applicant;
 - (2) Location of building, structure or lot to which or upon which the sign is to be attached or erected;
 - (3) Position of the sign in relation to nearby buildings or structures, streets and sidewalks;

- (4) Drawing of the sign and specifications describing the sign;
 - (5) Length of time the sign will be displayed;
 - (6) Written consent of the owner of the building, structure or land to which or on which the sign is to be attached or erected, including the owner's address and phone number;
 - (7) Other information as the City Clerk and/or Building Inspector shall require to show full compliance with this article and all other provisions of the Code.
- (c) When the sign permit application is complete, the City Clerk shall forward the application to the Building Inspector. It shall be the duty of the Building Inspector, upon receipt of the application, to review the application and to conduct other investigations as is necessary to determine the application's accuracy. If the applicant has provided the information requested in the application, the information is accurate and it appears that the proposed sign will comply with this article and all other applicable provisions of the Code, the Building Inspector shall issue a sign permit. All issued sign permits shall contain the number of the permit and the date the permit is issued. If the Building Inspector determines that the proposed sign is not in compliance with all requirements of the Code, the Building Inspector shall notify the applicant in writing that the requested permit will not be issued, state in the notice the reasons for the denial, and inform the applicant of his or her right to appeal the Building Inspector's determination to the Board of Zoning Appeals. The Building Inspector shall either issue or deny the sign permit within 30 days of the date the City Clerk receives the application for the permit. If, on the 30th day after the City Clerk received the application, the application is not complete, the Building Inspector shall deny the requested permit.
- (d) Any person aggrieved by the denial of an application for a sign permit by the Building Inspector may appeal the Building Inspector's refusal to the Board of Zoning Appeals by giving written notice to the City Clerk not later than 20 days after notice of the Building Inspector's refusal to issue the requested sign permit. In any appeal, the Board of Zoning Appeals shall review the action of the Building Inspector at its next regularly scheduled meeting, but not later than 30 days after notice of appeal is received by the City Clerk, and if it determines that the action of the Building Inspector was incorrect, shall order the issuance of the permit under the terms and conditions as are appropriate.
- (e) In certain instances, as specifically designated in these regulations, the Planning Commission shall consider and approve or deny sign permit applications. In this instance, the Building Inspector shall not issue a sign permit unless the Planning Commission has first approved the subject sign permit application. The Planning Commission shall consider the sign permit application within the time frames set forth hereinabove for the Building Inspector to either issue or deny the sign permit. If the Planning Commission denies the sign permit application, the applicant may appeal the Planning Commission's denial to the Governing Body by giving written notice to the City Clerk not later than 20 days after the Planning Commission's denial. The applicant shall be provided written notice of the Planning Commission's consideration of the sign permit application and the Governing Body's review of the applicant's appeal of the Planning Commission's denial, if the appeal is requested. The Governing Body shall consider the sign permit applicant's appeal at its next regularly scheduled meeting and the time frame for the Building Inspector to issue or deny the sign permit shall be deferred until two working days after the Governing Body has heard the sign permit applicant's appeal.
- (f) All rights and privileges acquired pursuant to this article, or any amendment hereto, are mere licenses and are revocable at any time by the City for cause, and all permits shall contain this provision.

SECTION 4. Existing Section 16-908 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 16-908. - Signs Excluded From Sign Permit Requirement.

The following signs are not required to obtain a permit, however, these signs shall otherwise comply with this article and all other applicable provisions of the City Code.

- (a) Sign maintenance.
- (b) Directional signs.
- (c) Holiday decorations.
- (d) Window signs.
- (e) Flags, pennants or insignia of any governmental body, public or private school, church, synagogue or other place used primarily for worship, community centers, or other public, semi-public, or civic organizations or other similar noncommercial entity, when not displayed in connection with a commercial promotion or as an advertising device, and; provided that, not more than three flags, pennants or insignia shall be displayed on any building, structure or premises.
- (f) Integral decorative or architectural features of buildings, so long as these features do not contain letters, trademarks, moving parts or lights.
- (g) Decorative landscape markers, which may include logos or trademarks.
- (h) Signs on or adjacent to doors at the rear of commercial or industrial buildings displaying only the names and addresses of the occupants. Where multiple tenants share the same rear door, the sign may display the name and address of each tenant. These signs shall not exceed four square feet.
- (i) Vehicle signs where the motor vehicle is not primarily used as a sign.
- (j) Temporary signs.
- (k) Government signs.

SECTION 5. Existing Section 16-909 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 16-909. - Signs Permitted In All Districts.

- (a) Churches, synagogues, and other similar places of worship, schools, libraries, community centers, or other public or semi-public buildings shall be allowed two wall signs, with not more than one on each façade. No sign shall have a sign surface area exceeding 25 square feet. In lieu of one of the wall signs, one monument sign shall be permitted. The monument sign shall be located on the premises, be not less than ten feet from the street line, and the sign surface of each sign face shall not exceed 25 square feet in area per face. The height of the sign shall not exceed five feet; provided, that for each two foot setback from the street line in excess of ten feet, one additional foot may be added to the height of the sign to a maximum of eight feet.
- (b) One directional sign shall be permitted at each entrance to a building site. These signs may be a pole or pylon sign, single- or two-faced and shall not exceed three feet in height, and four square feet of sign surface per face. These signs may indicate entrances, exits, addresses, direction of traffic-flow and the location of loading docks, parking areas, delivery doors, drive-through lanes and similar facilities. The sign shall be located on the premises and shall be set back from the street line a minimum of five feet.
- (c) Official governmental jurisdiction flags, including flags indicating weather conditions, and flags that are emblems of religious, charitable, public and nonprofit organizations. No flag shall exceed 50 square feet in area.
- (d) Noncommercial signs, provided that these signs shall conform to all sign surface and sign type area, height, setback, location, construction and maintenance requirements applicable to all other signs in the zoning district in which the noncommercial sign is located as set forth in this article or any other

applicable provisions of the Code. No sign shall be displayed on private property without the written consent of the owner or occupant of the property on which the sign is displayed.

- (e) Although these regulations do not apply to signs constructed, placed or maintained by federal, state or local governments, these regulations clarify that government signs which form the expression of that government are allowed in every zoning district and include the signs described and/or required in the following subsections 1 through 4 when erected and maintained pursuant to law.
1. Traffic control devices on public or private property must be erected and maintained so as to comply with the Manual on Uniform Traffic Control Devices adopted by the Kansas Secretary of Transportation pursuant to K.S.A. 8-2003, and amendments thereto. Because these regulations do not apply to the federal, state or local governments, a failure to comply with this provision by those governments does not constitute evidence of negligence or form the basis for a cause of action.
 2. Each property owner shall mark their property using numerals that identify the address of the property so that public safety agencies can easily identify the address from the public street. Where required under this Code or other law, the identification must be on the curb or the principal building on the property. When located on a building, the size and location of the identifying numerals and letters, if any, must be proportional to the size of the building and the distance from the street to the building. In cases where the building is not located within view of the public street, the address identification must be located on a mailbox or other suitable display in the front yard that is visible from the street.
 3. Where a federal, state or local law requires a property owner to post a sign on the owner's property to warn of a danger, to restrict access to the property either generally or specifically, or to advise of the existence of security systems, the owner must comply with the federal, state or local regulation to exercise that authority by posting a sign on the property. If the federal, state or local regulation describes the form and dimensions of the sign, the property owner must comply with those requirements. Otherwise, when the form and dimensions are not defined, and it is located on a building, fence or other structure, the sign and location of the warning sign must be proportional to the size of the structure and the distance from the street, but in no case larger than one and a half (1.5) square feet. A warning sign may also be installed in a place on the property to provide access to the notice that is required to be made, but in no case shall the sign be larger than one and a half (1.5) square feet and shall be set back a minimum of five (5) feet from the street line.
 4. Official notices or advertisements may be posted or displayed by or under the direction of any public or court officer in the performance of official or directed duties. If the federal, state or local regulation describes the form and dimensions of the office notice or advertisement, the property owner must comply with those requirements; otherwise, when not defined, the sign shall be no larger than six (6) square feet and located on a place on the property to provide access to the notice that is required to be made. Provided, that all such signs must be removed by the property owner not more than ten (10) days after their purpose has been accomplished or as otherwise required by law.

The signs described in subsections 1 through 4 above are an important component of measures necessary to protect the public safety and serve the compelling governmental interests of protecting the public and traffic safety, complying with legal requirements, serving the requirements of emergency response and protecting property rights or the rights of persons on property.

SECTION 6. Existing Section 16-910 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 16-910. - Signs Allowed in the Single-Family Residence, Duplex Residence and Multi-Residence Districts.

- (a) One yard sign is permitted on any lot. The sign shall have a sign surface not more than six square feet in area with a maximum height of six feet, and shall be set back a minimum of five feet from the street line.
- (b) An unlimited number of window signs is permitted. The sign surface of any single window sign shall not exceed three square feet.
- (c) Three temporary signs are permitted on any lot. All temporary signs shall have a sign surface no larger than three square feet, shall be no more than two and one-half linear feet wide, and with a maximum height of three and one-half feet above grade. All temporary signs shall be set back a minimum of five feet from the street line. No temporary sign shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant or any type of street furniture, or otherwise create a hazard, including a tripping hazard. Temporary signs shall not be posted on trees or utility poles. No temporary sign shall be illuminated or painted with light-reflecting paint. A temporary sign may be posted for so long as it remains in good condition. Once a temporary sign is tattered or otherwise is no longer in good condition, it shall be removed or replaced. If the Building Inspector determines that a temporary sign is not in good condition, the property owner shall be notified of that determination and shall remove or replace the sign within three days of such notification. Signs which are not removed or replaced within three days of such notification shall be deemed a nuisance and shall be subject to abatement in accordance with the provisions of Chapter VIII, Article 3, of the Code. The Building Inspector's determination that a temporary sign is not in good condition may be appealed to the Board of Zoning Appeals. Any appeal to the Board of Zoning Appeals shall stay any abatement proceedings during the time the matter is pending before the Board of Zoning Appeals.

SECTION 7. Existing Section 16-917 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

Sec. 16-917. - Prohibition and Amortization of nonconforming signs.

- (a) All signs that existed on the effective date of these regulations, or any amendment thereto, that becomes a nonconforming sign by virtue of these regulations, or any amendment thereto, shall be discontinued and removed within five and one-half years of the date that the sign became a nonconforming sign. No changes in the basic structure, source of illumination, location or appearance of a sign, sign alteration, or sign refacing shall be made to any sign. If the business to which the sign is related should move to another site (which move, in the opinion of the Building Inspector, creates, in effect, an outdoor advertising sign) then the sign shall be removed or otherwise brought into full compliance with all applicable provisions of the Code.
- (b) Upon application to the City Clerk, the Governing Body may extend the time for discontinuance and/or removal of a nonconforming sign. No extension of time shall be granted for a period of time longer than that necessary to allow the owner of the sign to recoup the owner's initial investment in the nonconforming sign. The application for extension shall be on a form provided by the City and shall be accompanied by:
 - (1) A copy of the original sign permit issued for the nonconforming sign or other evidence satisfactory to the City of the date upon which the nonconforming sign was initially installed;
 - (2) Evidence that annual sign inspections have taken place each year since the initial date of installation of the nonconforming sign;
 - (3) Documentation evidencing the initial cost of purchase or construction and installation of the sign;

- (4) If the nonconforming sign is not on property owned by the sign owner, the lease or other document establishing the sign owner's right to place the sign at its present location and all amendments thereto; and
 - (5) All documents evidencing the degree to which the value of the sign has been depreciated for income tax or other purposes.
- (c) In determining whether to grant the extension and the length of the extension, if one is to be granted, the Governing Body shall consider the following:
- (1) The nature of the nonconforming sign;
 - (2) The character of the sign;
 - (3) The location of the sign;
 - (4) That part of the owner's total business that will be impacted by the removal or replacement of the nonconforming sign;
 - (5) The sign owner's original capital investment in the nonconforming sign;
 - (6) The investment realization from the nonconforming sign to date;
 - (7) Depreciation taken by the owner of the sign for income tax or other purposes;
 - (8) The life expectancy of the nonconforming sign;
 - (9) The existence or non-existence of lease obligations;
 - (10) The existence of a contingency clause in any lease permitting termination of the lease;
 - (11) The other economic uses of any leasehold interests in the land or structure upon which the sign is located;
 - (12) The value of, or feasibility of, subleases and assignments of any lease.
 - (13) The extent to which the investment of the owner in the nonconforming sign has been recouped;
 - (14) The fact that similar signs are prohibited in the same area;
 - (15) Other reasonable uses of the land;
 - (16) The salvage value of the nonconforming sign;
 - (17) The sign owner's loss of sharing revenue, if any; and
 - (18) The ability of the sign owner to transfer the nonconforming sign to another location where it could be placed and would be in compliance with this article and all other provisions of the Code.

SECTION 8. Existing Sections 16-902, 16-903, 16-907, 16-908, 16-909, 16-910 and 16-917 of the Code of the City of Roeland Park, Kansas are hereby repealed.

SECTION 9. This ordinance shall take effect upon its publication in the official City newspaper.

PASSED by the City Council this 17th day of January, 2017. APPROVED by the Mayor.

Joel Marquardt, Mayor

ATTEST:

Kelley Bohon, City Clerk

APPROVED AS TO FORM

Steve Mauer, City Attorney

ARTICLE 9. - SIGN REGULATIONS

Sec. 16-901. - Purpose.

The purpose of this article is to create the framework for a comprehensive and balanced system of content- and viewpoint-neutral regulation of signs to facilitate easy and pleasant communication between people while protecting the First Amendment rights of resident individuals and businesses of the City and preserving and improving the quality of the City's environment by avoiding visual clutter harmful to traffic and pedestrian safety, property values, business opportunities, and community appearance. With these purposes in mind, it is the intent of these regulations:

- (a) To authorize the use of signs that are:
 - (1) Compatible with their surroundings,
 - (2) Appropriate to the activity that displays them,
 - (3) Expressive of the identity of individual activities and the community as a whole, and
 - (4) Legible under the circumstances in which they are seen; and
- (b) To ensure that nonconforming signs are eliminated in the City after a reasonable grace period that allows sign owners to recoup their initial investments in those nonconforming signs.

Sec. 16-902. ~~Findings and Intent; Interpretation.~~

A. Signs obstruct views, distract motorists, displace alternative uses for land, and pose other problems that legitimately call for regulation. The purpose of this Article is to regulate the size, color, illumination, movement, materials, location, height and conditions of all signs placed on private property for exterior observation, thus ensuring the protection of property values, the character of the various neighborhoods, the creation of a convenient, attractive and harmonious community, protection against destruction of or encroachment on historic convenience to citizens and encouraging economic investment. This Article allows adequate communication through signage while encouraging aesthetic quality in the design, location, size and purpose of all Signs. This Article must be interpreted in a manner consistent with the First Amendment guarantee of free speech. This Article is based on the following legislative intent and findings.

- 1. A sign placed on land or on a building for the purpose of identification, protection or directing persons to a use conducted therein must be deemed to be an integral but accessory and subordinate part of the principal use of the land or building. Therefore, the intent of this Article is to establish limitations on signs in order to ensure that they are appropriate to the land, building or use to which they are appurtenant and are adequate for the intended purpose while balancing the individual and community interests identified above.
- 2. These regulations are intended to promote signs that are compatible with the use of the property to which they are appurtenant, landscape and architecture of surrounding buildings, are legible and appropriate to the activity to which they pertain, are not distracting to motorists, and are constructed and maintained in a structurally sound and attractive condition.
- 3. These regulations do not regulate every form and instance of visual communication that may be displayed anywhere within the jurisdictional limits of the City. Rather, they are intended to regulate those forms and instances that are most likely to meaningfully affect one or more of the purposes set forth above.

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4. These regulations do not entirely eliminate all of the harms that may be created by the installation and display of signs. Rather, they strike an appropriate balance that that preserves ample channels of communication by means of visual display while still reducing and mitigating the extent of the harms caused by signs.
5. These regulations are not intended to and do not apply to signs erected, maintained or otherwise posted, owned or leased by the federal government, the State of Kansas, Johnson County, or this City. The inclusion of "government" in describing some signs does not intend to subject the government to regulation, but instead helps illustrate the type of signs that falls within the immunities of the government from regulation.
6. Many signs are intended to be temporary in nature, and so do not meet the regular structural and installation requirements necessary to prevent them from being affected by weather and other natural forces and present a potential hazard to persons and property. Severe weather conditions include, but are not limited to, thunderstorms with accompanying high winds, tornadoes, ice accumulation, and flooding, and are characteristic of local weather conditions.
8. The primary purpose of signs unrelated to traffic and placed along a roadway is to attract the attention of drivers and distract them from their primary responsibility of constant attention to traffic and road conditions. This concern is especially acute in residential areas where young children present a significant potential hazard for drivers.
9. Signs inherently are out of keeping with their surroundings; they are intended to attract attention. Their purpose fails if they meld into the landscape. As such, they are a visual blight where the visual clutter of signs is at odds with the City's policy to make structures blend into the topography and be compatible with their natural surroundings.
10. Signs have an adverse effect on the aesthetic quality of a City, and thus risk depreciating property values. This potential adverse effect conflicts with the City's policy to enhance the quality of life through other land use regulations.
11. Residents are virtually captive audiences of signs displayed by neighbors; signs are an intrusion into residential privacy and interfere with the enjoyment of a resident's property because the vista from the resident's property may become so marred by the clutter of signs that the resident cannot successfully avoid observing the sign clutter.

Sec. 16-903. - Definitions.

- (a) A-frame or sandwich sign means any sign supported from the ground utilizing one or more rear supporting braces, in which the combination of the sign and supports forms the letter "A," in the manner of a artist's easel.
- (b) Abandoned sign means any sign on any building, structure or premises that has been vacated for a six month period of time.
- (c) Attention-attracting device means a device with flashing, blinking, rotating, twirling or moving action, a changeable copy sign on which the message changes more than eight times per day, but not including a search light, or a balloon or an air or gas filled object designed or intended to attract the attention of the public to an establishment or to a sign.
- (d) Backlighted sign means any sign that displays direct or indirect light from the back of that sign through a transparent, translucent or open material.
- (e) Banner means any sign of lightweight fabric or similar material that is permanently mounted to a pole or a building by a permanent frame at one or more edges. National, state or municipal flags, or the official flag of any institution or business shall not be considered a banner.

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Deleted: The governing body hereby finds that: ¶
 (a) . Sign regulations may impact First Amendment rights and that these rights are important constitutional rights that must be protected; ¶
 (b) . Unregulated signage has direct and secondary effects that are harmful to the safety and general welfare of the City as a whole and to its individual citizens; ¶
 (c) . These direct and secondary effects result from the visual clutter that occurs as a result of the unregulated installation and lack of maintenance of signs; ¶
 (d) . These direct and secondary effects include harm to traffic and pedestrians' safety, depreciation of property values within the City, decreased business opportunities for individual and business residents of the City (resulting in decreased sales, property and other tax revenues that are necessary to provide an adequate level of public service to City residents), community blight, and an overall less pleasing community appearance; ¶
 (e) . Because of these direct and secondary effects, the City has a compelling interest in regulating signs within the City; ¶
 (f) . For the most part, these regulations are content- and viewpoint-neutral, reasonable time, manner and place restrictions that directly advance the City's stated interests; ¶
 (g) . To the extent that certain provisions of these regulations are content-based, they are intended to further compelling governmental interests; ¶
 (h) . The scope of the regulations is proportionate to the interests served and narrowly tailored to achieve the desired objective; ¶
 (i) . A direct nexus exists between the desired City's goals and the means chosen in these regulations to achieve its desired goals; ¶
 (j) . The goals of the ordinance from which this article is derived cannot be fully achieved if existing signs, which do not conform to the regulations contained herein, are allowed to remain as they exist on the effective date of said ordinance for an unlimited amount of time; therefore, a grace period of five and one-half years is hereby established to allow the owners of existing, nonconforming signs a reasonable period of time to conform these signs to the provisions of this article or remove them, which grace period shall end on November 25, 1999; ¶

- (f) Building inspector means the building official of the City of Roeland Park, Kansas, or other designated authority charged with the administration or enforcement of the provisions of this article, or his or her duly authorized representatives.
- (g) Canopy sign means any sign that is a part of or attached to an awning, canopy, or other fabric, plastic, or structural protective cover over a door, entrance, window, or outdoor service area. A marquee is not a canopy.
- (h) Changeable copy sign means a sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged without altering the sign surface.
- (i) Code means the Code of the City of Roeland Park, Kansas, as hereinafter amended.
- (j) Commercial sign means any sign that directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity.
- (k) Curb line means the line at the face of the curb nearest to the street or roadway. In the absence of a curb, the curb line shall be established by the Building Inspector.
- (l) Detached sign means a sign located on the ground or on a structure located on the ground and not attached to a building.
- (m) Directional sign means any sign that provides direction for the safe and efficient flow of vehicular or pedestrian traffic on a property, and shall include signs marking entrances, exits, parking areas, loading areas or other operational features of the premises.
- (n) Directly illuminated sign means any sign the source of illumination of which is exposed to the human eye, such as, but not limited to, an incandescent bulb or fluorescent tube.
- (o) Government sign means a sign that is constructed, placed, or maintained by the federal, state or local government, or a sign that the federal, state or local government requires a property owner to construct, place or maintain either directly or to enforce a property owner's rights, including, but not limited to, traffic control devices, parking control signs, street identification signs, warning signs, legal postings and signs prohibiting or controlling access to property.
- (p) Holiday decorations means displays erected on a seasonal basis in observance of religious, national or state holidays that are not intended to be permanent in nature and that do not constitute commercial signs.
- (q) Indirectly illuminated sign means any sign that is partially or completely illuminated at any time by a light source that is a shielded so as to not be visible at eye level.
- (r) Marquee means any permanent roof-like structure projecting beyond a building or extending along and projecting beyond the wall of the building, generally designed, and constructed to provide protection from the weather.
- (s) Marquee sign means any sign attached to, or in any manner made a part of a marquee.
- (t) Monument sign means a detached sign the width of which is a minimum of one and one-half times the width of the widest part of sign surface and the base of which consists of two or more supports and the height of the base is not more than two feet above the average grade of the ground. The base of a monument sign shall be architectural in nature and utilize materials consistent with the design of the building it is identifying.
- (u) Neon sign means a directly illuminated sign for which the light source is luminescent gas.
- (v) Non-affixed sign means any sign that is not permanently affixed to a building, structure or the ground.
- (w) Noncommercial sign means any sign that is not a commercial sign.
- (x) Nonconforming sign means any sign that does not comply with the sign provisions of this article or any other applicable provision of the Code.

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Deleted: Identification sign means any sign or set of numerals or letters that denotes a principal building's location with respect to streets or to those home or buildings around the principal building.

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Deleted: Legal posting means any sign intended to convey a legal right or restriction on a property, such as a "no trespassing" sign; a sign intended to warn the public of a bona fide danger on the property, such as a "beware of dog" sign; or a sign placed by order of a court or by a government official in the normal course of their duties. ¶

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Deleted: Name plate sign means any single-faced, non-illuminated wall sign that displays only the name and/or occupation of the person or persons occupying space in a building. Name plate signs may be incorporated within a wall sign, and shall otherwise be subject to regulations restricting wall signs. ¶

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(y) Outdoor advertising sign means any sign advertising or directing attention to a name, a business, product, development, project, or service that is offered, manufactured, or sold at a location other than the premises upon which the sign is situated (commonly known as a billboard).

(z) Pole or pylon sign means a detached sign supported by uprights, braces, columns, poles, or other vertical members that are not attached to a building.

(aa) Portable sign means any sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; signs converted to an A-frame or sandwich sign; balloons or other gas or air filled objects used as commercial signs; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless that vehicle is used in the normal day-to-day operations of the business.

(bb) Projecting sign means any sign located on the face of the building extending more than one foot from the face of the building to which it is attached.

(cc) Public property, for the purposes of this article only, means:

- (1) Any public building or premise owned by a governmental entity;
- (2) Any sidewalk, public bridge, crosswalk, curb, paved portion of any street or highway, or the median strip of any divided street or highway;
- (3) The unpaved area between the street lines of any street adjacent to a tract of land owned or leased by a governmental entity;
- (4) Any street sign or any traffic sign or signal;
- (5) Any telephone, telegraph, electric wire, power, street lamp post or any other utility pole or line, or any fire hydrant;
- (6) Any tree or other vegetation on public property, including without limitation those in between the street lines of a public street; and
- (7) Any public park, open space area, bench, drinking fountain, or other property owned or leased by a governmental entity and used for governmental purposes.

(dd) Roof sign means any sign erected, constructed and maintained fully upon or over the roof or parapet of a building or structure and having the roof or parapet as its principle means of support.

(ee) Semi-illuminated sign means any sign located on a building face that is uniformly illuminated over the sign surface by use of electricity or other artificial light.

(ff) Sight distance triangle means the two areas on all corner lots within the triangles formed by a short leg 15 feet long and a long leg 140 feet, both distances measured along the curblane or edge of the pavement.

(gg) Sign means a name, identification, description, display or illustration which is affixed to, painted or represented directly or indirectly upon a building or other outdoor surface which directs attention to or is designed or intended to direct attention to the sign face or to an object, product, place, activity, person, institution, organization or business. Each display surface of a sign or sign face must be considered to be a sign. Provided, however, that the following shall not be considered to be signs: signs located completely within an enclosed building, and not exposed to view from a street; any sign not visible to persons located off the premises from where the sign is located; score boards and related signs on athletic complexes; and bumper stickers that are no larger than eighteen (18) inches in length and five (5) inches in height.

(hh) Sign alteration means the replacement, enlargement, reduction, reshaping, changing or adding to a sign, or sign structure or other supporting members.

(ii) Sign maintenance means the normal care and minor repair necessary to retain a safe, attractive and finished sign, sign surface or sign structure. Changing copy or a logo on a sign surface without

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Deleted: Official sign means any sign installed or erected by a governmental body or agency or by a public utility such as traffic signs, signals, regulatory devices or warnings; signs designating properties or structures officially designated by the federal, state or local government as being of historical significance; or other similar signs.

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Deleted: any framed, bracketed, free-form, or engraved surface, and the support therefor, that is fabricated to create words, numerals, figures, devices, designs, trademarks, or logos, and that is mounted on or affixed to a building, structure, or the ground, and that is visible to persons not located on the premises where the sign is located, with the purpose of attracting the attention of these persons or communicating information to them.

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increasing sign dimensions shall be considered sign maintenance if the information, product or service depicted remains the same and if the sign is to serve the identical establishment using the same business firm name as before the change.

(jj) Sign refacing means changing or replacing the words, numerals or other aspects of the sign surface to serve a different establishment or business, or to create a substantially different visual effect without alternating, moving or replacing the sign, sign structure, or sign surface.

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(kk) Sign structure means the support, poles, upright bracing or brackets and framework for any sign that is mounted on or affixed to a building, structure or the ground.

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(ll) Sign surface means the entire area within a square, circle, rectangle, triangle or combination thereof that encompasses the extreme limits of the writing, representation, emblem, or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, but not including the sign structure.

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(mm) Snipe sign means any sign made of material such as cardboard, paper, pressed wood, plastic or metal that is attached to a fence, window, tree, utility pole or temporary structure or any sign that is not securely fastened to a building or structure or firmly anchored to the ground.

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(nn) Street line means the dividing line between the street right-of-way and the abutting property.

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(oo) Temporary sign means any sign intended to be displayed for a limited period of time on public or private property; is typically constructed from nondurable materials, including paper, cardboard, cloth, plastic or wallboard; and does not constitute a structure subject to the Building Code.

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(pp) Temporary wall sign means any sign attached to and erected parallel to and within one foot of the face or wall of a building and intended to be displayed for a limited period of time; typically constructed from nondurable materials, including paper, cardboard, cloth, plastic or wallboard; and does not constitute a structure subject to the Building Code.

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(qq) Two-faced sign means a sign with two sign faces and where the angle of separation of the faces is not greater than 135 degrees.

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(rr) Vehicle sign means a sign attached to or displayed upon a motor vehicle.

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(ss) Wall means the exterior or surface of a building or structure. For the purposes of the sign provisions of this article, walls shall include mansard-type or sloped-roof structures.

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(tt) Wall bulletin means any sign painted on a wall or a painted sign or poster that is attached to but does not project more than 12 inches from the building or structure.

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(uu) Wall sign means any sign attached to and erected parallel to and within one foot of the face or wall of a building, including wall bulletins.

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(vv) Window sign means any sign that is placed on the inside of a window or upon the windowpanes and is visible from the exterior of the window.

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(ww) Yard sign means a non-illuminated sign constructed of durable materials that is supported by one or more uprights, posts, or bases placed upon or affixed in the ground and not attached to any part of a building.

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Sec. 16-904. - Regulations Generally.

Other than lawful nonconforming signs, no signs shall be permitted in any zoning district of the City except in accordance with these provisions.

Sec. 16-905. - Computations.

The following principles shall control the computation of sign surface area and sign height.

- (a) Computation of sign surface area of individual signs. The area of a sign surface (that is also the sign area of a wall sign or any or other sign with only one face) shall be computed by measuring the area of the smallest circle, square, rectangle, triangle or combination thereof that will encompass the extreme limits of the writing, representation, emblem or other display, together with any material or color forming integral part of the background of the sign or used to differentiate the sign from the backdrop or sign structure against which it is placed, but not including the sign structure or decorative fence or wall between the fence or wall otherwise meet zoning ordinance regulations and that is clearly incidental to the display itself.
- (b) Computation of area of multi-face signs. The sign surface area for a sign with more than one face shall be computed by adding together the area of all sign surfaces on the sign.
- (c) Computation of height. The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lowest of (a) existing grade prior to construction, or (b) the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely for the purpose of locating the sign. In cases in which the normal grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point of the crown of a public street or the grade of the land at the principal entrance to the principal structure on the zoned lot, whichever is lower.

Sec. 16-906. - Prohibited Signs.

The following types of signs shall be prohibited, except where specifically permitted in this article:

- (a) Any sign that is not otherwise included as a type of sign authorized hereby.
- (b) Any sign that prevents free ingress to or egress from any door, window, or fire escape.
- (c) Any sign that obstructs the view within the sight distance triangle of a street intersection or that interferes with the view necessary for motorists to proceed safely through intersections or to enter onto or exit from public or private streets.
- (d) Any outdoor advertising sign.
- (e) Any non-affixed sign.
- (f) Any roof sign, banner, portable sign, pennant, searchlight, A-frame or sandwich sign, snipe sign.
- (g) Any directly, indirectly or semi-illuminated sign and neon sign.
- (h) Pole or pylon signs.
- (i) Any sign located on public property.
- (j) Any sign that, by reason of its size, location, movement, content, coloring, or manner of illumination, may be confused with or construed as a traffic-control sign, signal or device, or the light of an emergency vehicle or that hides from view any traffic or street sign or signal or device.
- (k) Any sign giving false statements concerning zoning or land use.
- (l) Any abandoned sign.
- (m) Any sign containing a message that is obscene, as that term is defined in K.S.A. 21-4301(c), and any amendments thereto.
- (n) Any sign containing false or misleading advertising.
- (o) Any changeable copy sign, except on churches, public or private schools, or public buildings, theater listing signs, and service station price signs.
- (p) Attention-attracting devices.

Sec. 16-907. - Sign Permit Required; When; Application Procedures.

- (a) Except as otherwise provided in section 16-908, no sign shall be installed, erected or set in place, nor shall any sign alteration or sign refacing occur, until a sign permit has been issued by the Building Inspector and until a sign permit fee in an amount established by resolution adopted by the Governing Body is paid.
- (b) Any person desiring to erect a sign for which a permit is required shall submit an application to the City Clerk on a form provided by the City that shall contain the following information:
- (1) Name, address and telephone number of the applicant;
 - (2) Location of building, structure or lot to which or upon which the sign is to be attached or erected;
 - (3) Position of the sign in relation to nearby buildings or structures, streets and sidewalks;
 - (4) Drawing of the sign and specifications describing the sign;
 - (5) Length of time the sign will be displayed;
 - (6) Written consent of the owner of the building, structure or land to which or on which the sign is to be attached or erected, including the owner's address and phone number;
 - (7) Other information as the City Clerk and/or Building Inspector shall require to show full compliance with this article and all other provisions of the Code.
- (c) When the sign permit application is complete, the City Clerk shall forward the application to the Building Inspector. It shall be the duty of the Building Inspector, upon receipt of the application, to review the application and to conduct other investigations as is necessary to determine the application's accuracy. If the applicant has provided the information requested in the application, the information is accurate and it appears that the proposed sign will comply with this article and all other applicable provisions of the Code, the Building Inspector shall issue a sign permit. All issued sign permits shall contain the number of the permit and the date the permit is issued. If the Building Inspector determines that the proposed sign is not in compliance with all requirements of the Code, the Building Inspector shall notify the applicant in writing that the requested permit will not be issued, state in the notice the reasons for the denial, and inform the applicant of his or her right to appeal the Building Inspector's determination to the Board of Zoning Appeals. The Building Inspector shall either issue or deny the sign permit within 30 days of the date the City Clerk receives the application for the permit. If, on the 30th day after the City Clerk received the application, the application is not complete, the Building Inspector shall deny the requested permit.
- (d) Any person aggrieved by the denial of an application for a sign permit by the Building Inspector may appeal the Building Inspector's refusal to the Board of Zoning Appeals by giving written notice to the City Clerk not later than 20 days after notice of the Building Inspector's refusal to issue the requested sign permit. In any appeal, the Board of Zoning Appeals shall review the action of the Building Inspector at its next regularly scheduled meeting, but not later than 30 days after notice of appeal is received by the City Clerk, and if it determines that the action of the Building Inspector was incorrect, shall order the issuance of the permit under the terms and conditions as are appropriate.
- (e) In certain instances, as specifically designated in these regulations, the Planning Commission shall consider and approve or deny sign permit applications. In this instance, the Building Inspector shall not issue a sign permit unless the Planning Commission has first approved the subject sign permit application. The Planning Commission shall consider the sign permit application within the time frames set forth hereinabove for the Building Inspector to either issue or deny the sign permit. If the Planning Commission denies the sign permit application, the applicant may appeal the Planning Commission's denial to the Governing Body by giving written notice to the City Clerk not later than 20 days after the Planning Commission's denial. The applicant shall be provided written notice of the Planning Commission's consideration of the sign permit application and the Governing Body's review of the applicant's appeal of the Planning Commission's denial, if the appeal is requested. The Governing Body shall consider the sign permit applicant's appeal at its next regularly scheduled meeting and the time frame for the Building Inspector to issue or deny the sign permit shall be deferred until two working days after the Governing Body has heard the sign permit applicant's appeal.

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- (f) All rights and privileges acquired pursuant to this article, or any amendment hereto, are mere licenses and are revocable at any time by the City for cause, and all permits shall contain this provision.

Sec. 16-908. - Signs Excluded From Sign Permit Requirement.

The following signs are not required to obtain a permit, however, these signs shall otherwise comply with this article and all other applicable provisions of the City Code.

- (a) Sign maintenance.
- (b) Directional signs.
- (c) Holiday decorations.

(d) Window signs.

(e) Flags, pennants or insignia of any governmental body, public or private school, church, synagogue or other place used primarily for worship, community centers, or other public, semi-public, or civic organizations or other similar noncommercial entity, when not displayed in connection with a commercial promotion or as an advertising device, and; provided that, not more than three flags, pennants or insignia shall be displayed on any building, structure or premises.

(f) Integral decorative or architectural features of buildings, so long as these features do not contain letters, trademarks, moving parts or lights.

(g) Decorative landscape markers, which may include logos or trademarks.

(h) Signs on or adjacent to doors at the rear of commercial or industrial buildings displaying only the names and addresses of the occupants. Where multiple tenants share the same rear door, the sign may display the name and address of each tenant. These signs shall not exceed four square feet.

(i) Vehicle signs where the motor vehicle is not primarily used as a sign.

(j) Temporary signs.

(k) Government signs.

Deleted: (d) . Home security and neighborhood watch signs.¶
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(g) . Name plate signs.¶
(h) . Official signs.¶

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Sec. 16-909. - Signs Permitted In All Districts.

- (a) Churches, synagogues, and other similar places of worship, schools, libraries, community centers, or other public or semi-public buildings shall be allowed two wall signs, with not more than one on each façade. No sign shall have a sign surface area exceeding 25 square feet. In lieu of one of the wall signs, one monument sign shall be permitted. The monument sign shall be located on the premises, be not less than ten feet from the street line, and the sign surface of each sign face shall not exceed 25 square feet in area per face. The height of the sign shall not exceed five feet; provided, that for each two foot setback from the street line in excess of ten feet, one additional foot may be added to the height of the sign to a maximum of eight feet.
- (b) One directional sign shall be permitted at each entrance to a building site. These signs may be a pole or pylon sign, single- or two-faced and shall not exceed three feet in height, and four square feet of sign surface per face. These signs may indicate entrances, exits, addresses, direction of traffic-flow and the location of loading docks, parking areas, delivery doors, drive-through lanes and similar facilities. The sign shall be located on the premises and shall be set back from the street line a minimum of five feet.
- (c) Official governmental jurisdiction flags, including flags indicating weather conditions, and flags that are emblems of religious, charitable, public and nonprofit organizations. No flag shall exceed 50 square feet in area.
- (d) Noncommercial signs, provided that these signs shall conform to all sign surface and sign type area, height, setback, location, construction and maintenance requirements applicable to all other signs in the zoning district in which the noncommercial sign is located as set forth in this article or any other

applicable provisions of the Code. No sign shall be displayed on private property without the written consent of the owner or occupant of the property on which the sign is displayed.

(e) Although these regulations do not apply to signs constructed, placed or maintained by federal, state or local governments, these regulations clarify that government signs which form the expression of that government are allowed in every zoning district and include the signs described and/or required in the following subsections 1 through 4, when erected and maintained pursuant to law.

1. Traffic control devices on public or private property must be erected and maintained so as to comply with the Manual on Uniform Traffic Control Devices adopted by the Kansas Secretary of Transportation pursuant to K.S.A. 8-2003, and amendments thereto. Because these regulations do not apply to the federal, state or local governments, a failure to comply with this provision by those governments does not constitute evidence of negligence or form the basis for a cause of action.

2. Each property owner shall mark their property using numerals that identify the address of the property so that public safety agencies can easily identify the address from the public street. Where required under this Code or other law, the identification must be on the curb or the principal building on the property. When located on a building, the size and location of the identifying numerals and letters, if any, must be proportional to the size of the building and the distance from the street to the building. In cases where the building is not located within view of the public street, the address identification must be located on a mailbox or other suitable display in the front yard that is visible from the street.

3. Where a federal, state or local law requires a property owner to post a sign on the owner's property to warn of a danger, to restrict access to the property either generally or specifically, or to advise of the existence of security systems, the owner must comply with the federal, state or local regulation to exercise that authority by posting a sign on the property. If the federal, state or local regulation describes the form and dimensions of the sign, the property owner must comply with those requirements. Otherwise, when the form and dimensions are not defined, and it is located on a building, fence or other structure, the sign and location of the warning sign must be proportional to the size of the structure and the distance from the street, but in no case larger than one and a half (1.5) square feet. A warning sign may also be installed in a place on the property to provide access to the notice that is required to be made, but in no case shall the sign be larger than one and a half (1.5) square feet and shall be set back a minimum of five (5) feet from the street line.

4. Official notices or advertisements may be posted or displayed by or under the direction of any public or court officer in the performance of official or directed duties. If the federal, state or local regulation describes the form and dimensions of the office notice or advertisement, the property owner must comply with those requirements; otherwise, when not defined, the sign shall be no larger than six (6) square feet and located on a place on the property to provide access to the notice that is required to be made. Provided, that all such signs must be removed by the property owner not more than ten (10) days after their purpose has been accomplished or as otherwise required by law.

The signs described in subsections 1 through 4 above are an important component of measures necessary to protect the public safety and serve the compelling governmental interests of protecting the public and traffic safety, complying with legal requirements, serving the requirements of emergency response and protecting property rights or the rights of persons on property.

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Sec. 16-910. - Signs Allowed in the Single-Family Residence, Duplex Residence and Multi-Residence Districts.

- (a) One yard sign is permitted on any lot. The sign shall have a sign surface not more than six square feet in area with a maximum height of six feet, and shall be set back a minimum of five feet from the street line.
- (b) An unlimited number of window signs is permitted. The sign surface of any single window sign shall not exceed three square feet.
- (c) Three temporary signs are permitted on any lot. All temporary signs shall have a sign surface no larger than three square feet, shall be no more than two and one-half linear feet wide, and with a maximum height of three and one-half feet above grade. All temporary signs shall be set back a minimum of five feet from the street line. No temporary sign shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant or any type of street furniture, or otherwise create a hazard, including a tripping hazard. Temporary signs shall not be posted on trees or utility poles. No temporary sign shall be illuminated or painted with light-reflecting paint. A temporary sign may be posted for so long as it remains in good condition. Once a temporary sign is tattered or otherwise is no longer in good condition, it shall be removed or replaced. If the Building Inspector determines that a temporary sign is not in good condition, the property owner shall be notified of that determination and shall remove or replace the sign within three days of such notification. Signs which are not removed or replaced within three days of such notification shall be deemed a nuisance and shall be subject to abatement in accordance with the provisions of Chapter VIII, Article 3, of the Code. The Building Inspector's determination that a temporary sign is not in good condition may be appealed to the Board of Zoning Appeals. Any appeal to the Board of Zoning Appeals shall stay any abatement proceedings during the time the matter is pending before the Board of Zoning Appeals.

Sec. 16-911. - Signs Permitted In Commercial and Industrial Districts.

- (a) To the extent that a residential land use is permitted in a commercial or industrial zoning district, signs for a residential land use shall be permitted as in the single-family, duplex residential and multi-residence districts.
- (b) In all commercial and industrial districts, one window sign is permitted in lieu of any sign permitted by this article, provided that, the window sign shall not have a sign surface exceeding eight square feet.
- (c) In all commercial and industrial districts, one temporary sign is permitted on any developed lot. All temporary signs shall have a sign surface no larger than three square feet, shall be no more than two and one-half linear feet wide, and with a maximum height of three and one-half feet above grade. All temporary signs shall be set back a minimum of five feet from the street line. No temporary sign shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant or any type of street furniture, or otherwise create a hazard, including a tripping hazard. Temporary signs shall not be posted on trees or utility poles. No temporary sign shall be illuminated or painted with light-reflecting paint. A temporary sign may be posted for so long as it remains in good condition. Once a temporary sign is worn or otherwise is no longer in good condition, it shall be removed or replaced. If the Building Inspector determines that a temporary sign is not in good condition, the property owner shall be notified of that determination and shall remove or replace the sign within three days of such notification. Signs which are not removed or replaced within three days of such notification shall be deemed a nuisance and shall be subject to abatement in accordance with the provisions of Chapter VIII, Article 3, of the Code. The Building Inspector's determination that a temporary sign is not in good condition may be appealed to the Board of Zoning Appeals. Any appeal to the Board of Zoning Appeals shall stay any abatement proceedings during the time the matter is pending before the Board of Zoning Appeals.
- (d) One yard sign is permitted on any lot. The sign shall have a sign surface not more than six square feet in area with a maximum height of six feet, and shall be set back a minimum of five feet from the street line.
- (e) In all commercial and industrial districts, one temporary sign is permitted on any undeveloped lot. No temporary signs shall exceed eight feet in height or have a sign surface larger than 32 square feet of sign surface per face. Temporary signs shall have a maximum of two faces, and shall be set back at least 20 feet from the street line. No temporary sign shall be located closer than 50 feet from any

residentially zoned property. A temporary sign shall be removed prior to the issuance of a certificate of occupancy. A temporary sign is permitted for as long as it remains in good condition. Once a temporary sign is worn or otherwise is no longer in good condition, it shall be removed or replaced. If the Building Inspector determines that a temporary sign is not in good condition, the property owner shall be notified of that determination and shall remove or replace the sign within three days of the notification. Temporary signs that are not removed or replaced within three days of the notification shall be deemed a nuisance and shall be subject to abatement in accordance with the provisions of Chapter VIII, Article 3. The Building Inspector's determination that a temporary sign is not in good condition may be appealed to the Board of Zoning Appeals. Any appeal to the Board of Zoning Appeals shall stay any abatement proceedings during the time the matter is pending before the Board of Zoning Appeals.

- (f) In all commercial and industrial districts, one temporary wall sign is permitted in lieu of any sign permitted by this article, provided that, the wall sign shall not have a sign surface exceeding seven percent of the area of the wall upon which it is mounted.
- (g) Office building and planned office building districts.
 - (1) In the office building and planned office building districts, not more than three wall signs shall be permitted on each office building, no more than one sign on any façade. No sign shall have a sign surface area exceeding seven percent of the area of the wall upon which it is mounted.
 - (2) In lieu of the wall signs, one monument sign for each building shall be permitted. The sign shall not exceed five feet in height and the sign surface shall not exceed 50 square feet per face if located at least ten feet from the street line of public street or private street curb line. For each additional two foot setback from the street line of a public street or a private street curb line over ten feet, one additional foot may be added to the height of the sign to a maximum of ten feet. If not sitting within the landscaped setback, the sign base shall be located within a curbed landscaped area, extending a minimum of three feet on all sides of the sign base.
 - (3) In lieu of one wall sign, one marquee sign or one canopy sign shall be permitted. The sign shall be first approved by the Planning Commission.
- (h) Retail business and planned restricted business districts.
 - (1) In retail business and planned restricted business districts, wall signs as indicated above for office building and planned office building districts shall be permitted except that these signs shall be allowed for each business or commercial establishment in a multi-tenant building and shall be located on the façade of the tenant space. These signs may be indirectly illuminated or semi-illuminated, but shall not extend above the height of the wall upon which they are mounted, and any wall bulletin shall not be larger than ten square feet in area. In addition, one non-illuminated wall sign, with a sign surface not more than six square feet, may be placed at each major entrance to a multi-tenant building.
 - (2) In lieu of one of the wall signs, one monument sign for each building shall be permitted. The sign shall not exceed five feet in height and the sign surface shall not exceed fifty square feet per face if located at least ten feet from the street line of a public street or private street curb line. For each additional two foot set back from the street line of a public street or private street curb line over ten feet, one additional foot may be added to the height of the sign, to a maximum of ten feet. If not sitting within the landscaped setback, the sign base shall be located within a curbed landscaped area, extending a minimum of three feet on all sides of the sign base.
 - (3) In lieu of one wall sign, one projecting sign of the same area as the wall sign replaced shall be permitted, provided that no projecting sign shall extend more than three feet from the face of the building or one-third of the sidewalk width from the wall of the supporting building, whichever is less. The lower edge of a projecting sign shall be no closer than ten feet to any sidewalk or 14 feet to any street or alley surface where vehicles may pass below. The upper edge of a projecting sign shall neither stand vertically above the eave line of a single structure nor above the second-story sill line of a multi-story structure. All projecting signs shall be attached at right angles to the supporting structure and may be anchored no more than six inches from the structure.

- (4) In lieu of one wall sign, one neon sign shall be permitted, with a sign surface not exceeding ten square feet. Any neon sign located within the building and within 48 inches of any window or door and visible from outside of the building shall constitute the neon sign allowed in lieu of a wall sign. Retail liquor stores so licensed by the Kansas Division of Alcoholic Beverage Control using a neon sign shall be further limited to a sign that has a border, lettering, figure or design of the sign or tubing that is not more than four inches high or three inches wide, restricted to lines that shall be not more than one inch apart, only one line shall be allowed to be in excess of three feet in length, and any border shall not allow the sign surface to exceed ten square feet. Any retail liquor store sign shall be located on the corner of a window or on the door. In addition, retail liquor stores shall be allowed to use interior neon tubing to partially or fully outline a window or windows providing that neon tubing does not flash, blink, rotate or move. The neon border shall not be permitted to be wider than a maximum of four inches. In measuring the area of the sign or tube, a rectangle shall be constructed from the highest, lowest and widest points where the sign or tube exists, and the area shall be calculated to include all that area within the rectangle. In no event shall a neon sign be used on any façade of the main structure except as otherwise provided herein. No neon signs shall blink, flash or otherwise be used to display intermittent lighting sequences or to simulate motion. Neon signs shall be installed, wired and inspected in accordance with the National Electrical Code, as it may be amended.
- (5) In lieu of one wall sign, one marquee sign or one canopy sign shall be permitted. The sign shall be first approved by the Planning Commission. If a development plan is required for the use, the marquee sign or canopy sign shall be approved at the time of final development plan approval.
- (6) Drive-through restaurants and car washes may have two single-faced signs located in conjunction with a drive-through lane. The sign shall not exceed eight feet in height or 32 square feet of sign surface per face.
- (7) In the case of a shopping center designated as one unified entity and consisting of one or several attached or free-standing buildings, one indirectly or semi-illuminated monument sign, in addition to all other authorized signs may be permitted. The monument sign shall not exceed five feet in height, with the sign surface not exceeding 50 square feet per face if located ten feet from the street line of a public street or private street curb line. For each additional two foot setback from the street line of a public street or private street curb line, one additional foot may be added to the height of the sign to a maximum of ten feet. If not sitting within the landscaped setback, the sign base shall be located within a curbed landscaped area, extending a minimum of three feet on all sides of the sign base.
- (8) Except in the case of a shopping center designated as one unified entity and consisting of one or several attached or free-standing buildings, one indirectly or semi-illuminated monument sign shall be permitted in lieu of one wall sign for each commercial building, which sign shall conform to the height, size and setback requirements applicable to monument signs in the office building, and planned office building districts.
- (9) Banners may be used as architectural or decorative accessories in shopping centers provided they are generally uniform throughout a group of shops, and in harmony with the architectural theme of the center. No banner shall be installed unless its location and design have first been approved by the Planning Commission.
- (i) Planned General Business and Planned Industrial Park District.
 - (1) Each business establishment shall be permitted not more than three indirectly or semi-illuminated wall, marquee or canopy signs, not more than one on each business façade. The sign surface of any such sign shall not exceed seven percent of the total area of the façade upon which it is placed. Wall signs shall not extend above the height of the wall. Marquee and canopy signs shall not extend more than six inches beyond the front of the marquee or canopy on which they are located, above the height of the wall on which the marquee or canopy is mounted, and their lower edge shall be no closer than ten feet to any sidewalk or 14 feet to any street or alley surface where cars may pass below. The sign surface of any wall sign shall not exceed ten square feet.

In addition, one non-illuminated wall sign, with a sign surface not exceeding six square feet, may be placed on each major entrance to a multi-tenant building.

- (2) In lieu of one of the above signs, one projecting sign shall be permitted for each establishment provided that the sign surface of the projecting sign shall not exceed seven percent of the total area of the façade upon which it is attached, shall not extend more than three feet from the face of the building or one-third of the sidewalk width, whichever is less, above the roof level of the building where the sign is located, and the sign's lower edge shall be no closer than ten feet to any sidewalk or 14 feet to any street or alley surface where cars may pass below.
- (j) Drive-through restaurants and car washes may have two single-faced signs located in conjunction with a drive-through lane. Each sign shall not exceed eight feet in height or 32 square feet of sign surface per face.

Sec. 16-912. - Additional Regulations Applicable to All Districts.

- (a) For any sign authorized in any zoning district, a noncommercial message may be substituted for any allowed commercial message or any other allowed noncommercial message, provided that the sign is legal without consideration of message content. If the sign is one for which no sign permit is required, the message substitution may be made without additional approval. The purpose of this provision is to prevent inadvertent favoring of commercial speech over noncommercial speech, or favoring of any particular noncommercial message over any other noncommercial message. This provision does not allow for the substitution of an offsite commercial message in place of an onsite commercial message.
- (b) All signs shall be of sound structural quality, be maintained in good repair and have a clean and neat appearance. Land adjacent to these signs shall be kept free from debris, weeds and trash.
- (c) No part of any sign shall be located closer than ten feet from a side or rear property line.
- (d) Any backlighted sign or backlighted canopy, marquee or panel shall comply with all federal, state and local laws concerning the placement, dimensions, materials or other regulations controlling these signs; provided, however, that the dimensions of a backlighted sign or backlighted canopy, marquee or panel shall be measured by constructing a rectangle for the highest, lowest and widest points of the object, display or surface that displays a light source, except that the opaque surfaces immediately related to or a part of that same sign or panel shall also be calculated in the dimensions of the sign. Provided further, in calculating the dimensions of a continuous panel which spans at least 80 percent of any one façade or a single common structure with multi-tenants, the continuous opaque areas between, over and below the lighted area for these independent operations shall not be calculated to determine the dimensions of the signs, canopies, marquees, or panels. Up to 25 percent of the surface of any face of any marquee, facade, or wall may be backlighted so long as it is ornamental or decorative in purpose and does not employ any business and/or company logo, trademark, or pattern exclusive to a business and/or company. Similarly, canopies may be backlighted to the extent of 25 percent of the wall area to which they are attached. The backlighted area shall be in addition to signage areas otherwise allowed.
- (e) The background panel of all semi-illuminated signs shall be opaque, with only the lettering illuminated.

Sec. 16-913. - Service Stations.

Service stations shall be permitted the following signs:

- (a) One non-illuminated, indirectly illuminated or semi-illuminated monument sign provided the sign is not closer than 50 feet to any boundary of a residential district. The sign shall not exceed ten feet in height nor 70 square feet in sign surface area per face. If not sitting within the landscaped setback, the sign base shall be located within a curbed landscaped area, extending a minimum of three feet on all sides of the sign base.
- (b) No more than two signs that display fuel prices shall be permitted. These signs may be monument or wall signs, indirectly illuminated or semi-illuminated signs, but shall not exceed 15 square feet in sign surface area each.

- (c) Each fuel pump island may have a sign on each end not exceeding four square feet in area each.
- (d) A maximum of two indirectly or semi-illuminated signs. These signs shall not exceed one square foot in area each.
- (e) A maximum of two additional non-illuminated signs not to exceed six square feet in area and to be mounted not to exceed four feet in height shall be allowed.

Sec. 16-914. - Signs Permitted In Conjunction With Special Use Permits.

- (a) In the case of uses authorized by a special use permit, all signs in conjunction therewith shall be approved by the planning commission, except where private sign criteria, in accordance with section 16-915, have been previously approved for development.
- (b) In reviewing and approving the signs, the planning commission shall take into consideration:
 - (1) The use of the facility;
 - (2) The height of the building;
 - (3) The surrounding land uses and zoning districts;
 - (4) The relationship of the site to public streets and the type of public street; and
 - (5) The topography of the site. Where appropriate, the sign regulations of the underlying zoning district or the most analogous zoning district shall be allowed.

Sec. 16-915. - Private Sign Criteria.

All hotels and motor hotels, and shopping centers business parks, office parks or industrial parks shall be required to prepare a set of sign criteria governing all exterior signs in the development. The criteria shall be binding upon all subsequent purchasers or lessees within the development. The size, colors, materials, styles of lettering, appearance of logos, types of illumination and location of signs shall be set out in the criteria. In all respects, the criteria shall be within the regulations set out in this chapter and shall be for the purpose of assuring harmony and visual quality throughout the development. Final development plans (in the case of a planned zoning district) or building permits (in the case of a conventional zoning district) shall not be approved until the governing body has approved the sign criteria. No sign permit shall be issued for a sign that does not conform to the criteria. For purposes of this section, the terms "shopping centers, business parks, office parks or industrial parks" shall mean a project of one or more buildings that has been planned as an integrated unit or cluster on property under unified control or ownership at the time that zoning was approved by the City. The sale, subdivision or other partition of the site after zoning approval does not exempt the project or portions thereof from complying with these regulations relative to the number of detached signs, harmony and visual quality of signs to be installed.

Sec. 16-916. - Removal of Unsafe, Unlawful or Abandoned Signs.

- (a) If the Building Inspector shall find that any sign regulated herein is unsafe or insecure, or is a menace to the public, or, has been constructed or erected, or is being maintained in violation of this article or Chapter IV, Article 9 of the Code, the Building Inspector shall give notice thereof to the permittee, or, if the sign is one that does not require a permit, to the owner of the property on which the sign is located. If the person so notified fails to alter or remove the sign so as to comply with the standards herein set forth within 48 hours after notice, the sign may be removed or altered to comply with these provisions by the Building Inspector at the expense of the permittee or owner of the property upon which the sign is located, and the permit shall be revoked. The Building Inspector shall refuse to issue a permit to any permittee or owner who refuses to pay costs so assessed. The Building Inspector may cause any sign which is an immediate peril to persons or property to be removed summarily and without notice.
- (b) When the Building Inspector notifies a permittee or property owner that a sign is not in compliance pursuant to subsection (a) hereof, the Building Inspector shall also inform such person of the right to file an appeal with the Board of Zoning Appeals contesting the Building Inspector's determination.

- (c) If the time period set forth in subsection (a) hereof has elapsed and the sign has not been removed, the Building Inspector shall send written notification by certified mail, return receipt requested, to the record owner of the property on which the sign is located indicating when the sign shall be, removed. If the sign has not been removed within 30 days after receipt of the notice, the City may have the sign removed and the cost assessed to the property owner.
- (d) Where a sign has been removed by the City pursuant to subsection (c) hereof, the City Clerk shall mail a statement of the cost of removal of that sign to the last known address of the record owner or persons in charge of the property. If the cost is not paid within ten days from the mailing of the notice, the Governing Body shall proceed to pass an ordinance levying a special assessment for the cost against the lot or piece of land and the City Clerk shall certify the assessment to the County Clerk for collection of payment the same as other assessments and taxes are collected and paid to the City.
- (e) If a building, structure or premise is a vacated for a six month period of time, the owner of that property shall be responsible for removing any signs located thereon with the exception of one wall sign in the case of property located in a commercial and industrial district, and with the exception of one yard sign in the case of property located in a residential district. In addition, the owner shall be responsible for restoring the façade of the building, structure or premise to its normal appearance.

Sec. 16-917. - Prohibition and Amortization of nonconforming signs.

- (a) All signs that existed on the effective date of these regulations, or any amendment thereto, that becomes a nonconforming sign by virtue of these regulations, or any amendment thereto, shall be discontinued and removed within five and one-half years of the date that the sign became a nonconforming sign. No changes in the basic structure, source of illumination, location or appearance of a sign, sign alteration, or sign refacing shall be made to any sign. If the business to which the sign is related should move to another site (which move, in the opinion of the Building Inspector, creates, in effect, an outdoor advertising sign) then the sign shall be removed or otherwise brought into full compliance with all applicable provisions of the Code.
- (b) Upon application to the City Clerk, the Governing Body may extend the time for discontinuance and/or removal of a nonconforming sign. No extension of time shall be granted for a period of time longer than that necessary to allow the owner of the sign to recoup the owner's initial investment in the nonconforming sign. The application for extension shall be on a form provided by the City and shall be accompanied by:
 - (1) A copy of the original sign permit issued for the nonconforming sign or other evidence satisfactory to the City of the date upon which the nonconforming sign was initially installed;
 - (2) Evidence that annual sign inspections have taken place each year since the initial date of installation of the nonconforming sign;
 - (3) Documentation evidencing the initial cost of purchase or construction and installation of the sign;
 - (4) If the nonconforming sign is not on property owned by the sign owner, the lease or other document establishing the sign owner's right to place the sign at its present location and all amendments thereto; and
 - (5) All documents evidencing the degree to which the value of the sign has been depreciated for income tax or other purposes.
- (c) In determining whether to grant the extension and the length of the extension, if one is to be granted, the Governing Body shall consider the following:
 - (1) The nature of the nonconforming sign;
 - (2) The character of the sign;
 - (3) The location of the sign;
 - (4) That part of the owner's total business that will be impacted by the removal or replacement of the nonconforming sign;

Deleted: in accordance with Chapter IV, Article 9

- (5) The sign owner's original capital investment in the nonconforming sign;
- (6) The investment realization from the nonconforming sign to date;
- (7) Depreciation taken by the owner of the sign for income tax or other purposes;
- (8) The life expectancy of the nonconforming sign;
- (9) The existence or non-existence of lease obligations;
- (10) The existence of a contingency clause in any lease permitting termination of the lease;
- (11) The other economic uses of any leasehold interests in the land or structure upon which the sign is located;
- (12) The value of, or feasibility of, subleases and assignments of any lease.
- (13) The extent to which the investment of the owner in the nonconforming sign has been recouped;
- (14) The fact that similar signs are prohibited in the same area;
- (15) Other reasonable uses of the land;
- (16) The salvage value of the nonconforming sign;
- (17) The sign owner's loss of sharing revenue, if any; and
- (18) The ability of the sign owner to transfer the nonconforming sign to another location where it could be placed and would be in compliance with this article and all other provisions of the Code.

Sec. 16-918. - Approval of Variances.

Any variance from these regulations may be approved only by the Board of Zoning Appeals after an application for a permit has been denied for the proposed sign, by the Building Inspector as provided in these regulations.

Sec. 16-919. - Severability.

Severability is intended throughout and within the provisions of this article. If any section, subsection, sentence, clause, phrase or portion of the article is held to be invalid or unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this article.

- **Sec. 16-910. - Signs Allowed in the Single-Family Residence, Duplex Residence and Multi-Residence Districts.**

(a)

One yard sign is permitted on any lot. The sign shall have a sign surface not more than six square feet in area with a maximum height of six feet, and shall be set back a minimum of five feet from the street line.

(b)

An unlimited number of window signs is permitted. The sign surface of any single window sign shall not exceed three square feet. Three temporary signs are permitted on any lot. All temporary signs shall have a sign surface no larger than three square feet, shall be no more than two and one-half linear feet wide, and with a maximum height of three and one-half feet above grade. For churches, synagogues, and other similar places of worship, schools, libraries, community centers, or other public or semi-public facilities within the district, two of the three signs may be no larger than six square feet (6sf, eg. 2'x3') and one may be no larger than 12 square feet (12sf, eg. 3'x4'). For lots with more than one building, each building having a footprint of 2,000 square feet or larger is allowed signage in accordance with the provisions stated above. For example, a lot with two buildings each with 2,000 square foot footprints would be allowed three signs per building or six signs total.~~the lot may be subdivided by imaginary lot lines midway between each building having over a 2,000 square foot footprint (granting 3 signs per larger building).~~ All temporary signs ~~must~~shall be within 150 feet of a building and set back a minimum of five feet from the street line and only three (3) signs can be associated with one building. No temporary sign shall obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, bus stop, fire hydrant or any type of street furniture, or otherwise create a hazard, including a tripping hazard. Temporary signs shall not be posted on trees or utility poles. No temporary sign shall be illuminated or painted with light-reflecting paint. A temporary sign may be posted for so long as it remains in good condition. Once a temporary sign is tattered or otherwise is no longer in good condition, it shall be removed or replaced. If the Building Inspector determines that a temporary sign is not in good condition, the property owner shall be notified of that determination and shall remove or replace the sign within three days of such notification. Signs which are not removed or replaced within three days of such notification shall be deemed a nuisance and shall be subject to abatement in accordance with the provisions of Chapter VIII, Article 3, of the Code. The Building Inspector's determination that a temporary sign is not in good condition may be appealed to the Board of Zoning Appeals. Any appeal to the Board of Zoning Appeals shall stay any abatement proceedings during the time the matter is pending before the Board of Zoning Appeals.

Item Number: DISCUSSION ITEMS- I.-8.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date:	2/6/2017
Submitted By:	Jennifer Jones-Lacy
Committee/Department:	Admin.
Title:	Changes to Type 1 Special Event Terms (est. time 15 min.)
Item Type:	Ordinance

Recommendation:

To review the suggested language below and consider making changes to the Type I Special Events terms within the City's Zoning Code.

Alternatively, the Council could require any events that fall outside of the current code to go before Council annually for approval.

Details:

Recommended changes to the Special Event section of the City code were made by the Planning Commission on November 22, 2016. These changes are listed under "additional information" on this staff report along with background for these changes. Since that date the Council has contemplated these changes and have requested some amendments. The following changes stem from that direction and include contributions from the City Attorney. The italicized text indicates additions/changes to code. The regular text represents current language.

Sec. 16-703. - Special Events; Permit Not Required.

Special events meeting the Type 1 definition are allowed without a special event permit provided all the following performance standards are met:

- (a) The special event is conducted entirely on private property owned or leased by the sponsoring organization as a permanent facility or with the written permission of the property owner or lessee.
- (b) Any structure used in conjunction with the special event shall meet all applicable yard setbacks,

shall be the subject of a valid building permit, and shall be promptly removed upon the cessation of the event.

(c) The special event shall be restricted to hours of operation between 8:00 a.m. and 11:00 p.m., to a maximum duration of four days, and to a maximum frequency for similar events of six non-consecutive times per calendar year.

Special events meeting the Type 1 definition that include on-site signs and/or displays in conjunction with the event are allowed without a permit provided the following conditions are met:

(a) The special event does not involve outdoor activities (i.e. people congregating or participating in outdoor activities);

(b) The special event does not continue for more than thirty one (31) consecutive days and the property does not exceed a total of more than sixty (60) special event days. At least fifteen (15) days must pass between each special event;

(c) Any/all special event display(s) area does not exceed five hundred (500) square feet or five percent (5%) of the total square feet of the property, whichever is less.

(d) The special event shall not endanger or be materially detrimental to the public health, safety or welfare or injurious to property or improvements in the immediate vicinity of the neighborhood special event.

(e) The special event shall not cause undue traffic congestion or accident potential.

How does item relate to Strategic Plan?

N/A

How does item benefit Community for all Ages?

N/A

Additional Information

Staff Report from December 5th Meeting

Every October, St. Agnes installs several small crosses on their grounds in conjunction with yard signs. Per 16-910(b) of the Municipal Code, three temporary signs are permitted on any lot and shall have a surface no larger than three square feet (maximum of 2.5 feet wide and 3.5 feet in height). The signs are really part of what I would consider a "special event" and should really be addressed through those definitions.

Currently, Section 16-703 states special events meeting the Type 1 definition does not require a permit and shall be restricted between the hours of 8 am and 11 pm for a maximum of four days. Type 1 is defined as "fund raising or non-commercial events held outside for non-profit religious, educational or community service organizations that routinely operate in the City, including on-site

signs and structures held in conjunction with the event." I recommend we make amendments to the Special Events section of Chapter 16 to state that signs associated with a special event shall be allowed up to 31 days and a max of four non-consecutive times per year. The revisions also state that the City shall not limit the number of signs associated with the event while maintaining a limit on the size of signage. This will allow the Catholic Church to continue its observation during the month of October without being in violation of the City's sign ordinance.

Below are the proposed changes to our existing special events code as indicated by the underlined/italicized text.

16-703. SPECIAL EVENTS; PERMIT NOT REQUIRED. Special events meeting the Type 1 definition are allowed without a special event permit provided all the following performance standards are met:

- (a) The special event is conducted entirely on private property owned or leased by the sponsoring organization as a permanent facility or with the written permission of the property owner or lessee.
- (b) Any structure used in conjunction with the special event shall meet all applicable yard setbacks, shall be the subject of a valid building permit, and shall be promptly removed upon the cessation of the event.
- (c) The special event *involving outdoor activities (i.e. people congregating or participating in outdoor activities)* shall be restricted to hours of operation between 8:00 a.m. and 11:00 p.m., to a maximum duration of four days, and to a maximum frequency for similar events of six non-consecutive times per calendar year.
- (d) Advertising signs and symbols marking a special event shall be limited to a maximum duration of 31 days, and to a maximum frequency for similar events of four non-consecutive times per calendar year. The number and location of the signs and symbols shall not be limited by the city. However, the width of any given sign shall not exceed eight feet (8') in length and the overall height of any signage should not exceed four feet (4') above grade.*

This recommendation was approved by the Planning Commission on November 22nd and must be approved by the City Council via ordinance to go into effect. To make changes to the proposed ordinance, the Council would need a 2/3rd majority vote to override the Planning Commission's recommendation. Please see attached proposed Ordinance 949.

ATTACHMENTS:

Description	Type
 Special Event Ordinance	Cover Memo

ORDINANCE NO. __

**AN ORDINANCE AMENDING SECTION 16-703 SPECIAL EVENTS; PERMIT NOT
REQUIRED TO ADD SECTION PERTAINING TO ON-SITE DISPLAYS IN
CONJUNCTION WITH TYPE 1 SPECIAL EVENTS**

WHEREAS the City of Roeland Park, Kansas (“City”) previously enacted Section 16-703 concerning Type 1 Special Events; and

WHEREAS, the governing body has determined it is advisable to amend Section 16-703 of the City Code to add an additional section addressing on-site displays which accompany or are in conjunction with Type 1 Special Events.

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

Section 1. Section 16-703 of the City Code is hereby amended to read as follows:

Sec. 16-703. - Special Events; Permit Not Required.

- a. Special events meeting the Type 1 definition are allowed without a special event permit provided all the following performance standards are met:
 - 1) The special event is conducted entirely on private property owned or leased by the sponsoring organization as a permanent facility or with the written permission of the property owner or lessee.
 - 2) Any structure used in conjunction with the special event shall meet all applicable yard setbacks, shall be the subject of a valid building permit, and shall be promptly removed upon the cessation of the event.
 - 3) The special event shall be restricted to hours of operation between 8:00 a.m. and 11:00 p.m., to a maximum duration of four days, and to a maximum frequency for similar events of six non-consecutive times per calendar year.
- b. Special events meeting the Type 1 definition that include on-site signs and/or displays in conjunction with the event are allowed without a permit provided the following conditions are met:
 - 1) The special event does not involve outdoor activities (i.e. people congregating or participating in outdoor activities);
 - 2) The special event does not continue for more than thirty one (31) consecutive days and the property does not exceed a total of more than sixty (60) special event days. At least fifteen (15) days must pass between each special event;
 - 3) Any/all special event display(s) area does not exceed five hundred (500) square feet or five percent (5%) of the total square feet of the property, whichever is less.
 - 4) The special event shall not endanger or be materially detrimental to the public health, safety or welfare or injurious to property or improvements in the immediate vicinity of the neighborhood special event.
 - 5) The special event shall not cause undue traffic congestion or accident potential.

Section 2. Effective Date. This Ordinance shall take effect and be in full force from and after its passage by the governing body of the City, approval by the Mayor and publication in the official City newspaper.

PASSED by the Governing Body, not less than two-thirds of the members elect voting in favor thereof, this __ day of February, 2017.

/S/ _____
Joel Marquardt, Mayor

ATTEST:

/S/ _____
Kelley Bohon, City Clerk

APPROVED AS TO FORM

/S/ _____
Steven E. Mauer, City Attorney

Item Number: DISCUSSION ITEMS- I.-9.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 1/17/2017
Submitted By: Mike Rhoades, Tim Janssen, Ryan Kellerman
Committee/Department: Admin.
Title: **Governing Body Workshop Meeting Location (est. time 15 min.)**
Item Type: Other

Recommendation:

To have a discussion if Roeland Park Governing Body Workshop meetings should be in the Conference room or Council chambers on nights that it is by itself and also on nights when it is followed by a City Council meeting.

Recommend that any workshop items that could potentially require action on the same day as a Council meeting would be placed first on the workshop agenda.

Recommend only workshop agenda items that are time sensitive and require immediate action to be placed on the Council agenda for that day.

If deemed necessary, recommend reconvening workshop after Council meeting has been adjourned.

Details:

Current practice for nights that the Roeland Park Governing Body has a scheduled workshop followed by a Council meeting is to have both meetings in the Council Chambers. In the past, Council meeting were held in the Council Chambers and Workshop meetings were held in the Conference room. Currently, all meetings of the Governing Body are held in the Council chambers.

One reason that has been given for having all workshop and Council meetings in the Council chambers instead of workshops being held in the Conference room is that the recordings sound better when in the the Chamber.

Items that are on the workshop agenda that are not covered or finished are typically forwarded to the Council Meeting and discussed as a Council item on the Council agenda. Members of the Governing Body along with members of the public have stated that having items from a workshop continued on at a Council meeting can be confusing.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Item Number: DISCUSSION ITEMS- I.-10.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 3/3/2017
Submitted By: Keith Moody
Committee/Department: Admin.
Title: **Review CDBG Applications (est. time 5min.)**
Item Type: Discussion

Recommendation:

Staff recommends submitting all three applications to CDBG. If a priority were to be applied we would recommend them be prioritized in this order: #1 Street Mill and Overlay Project, #2 Sidewalk Improvement Project, #3 Community Center & Aquatic Center Improvement Project.

Details:

Please see the three attached CDBG applications for details on each of the proposed projects. A City is limited to \$200,000 of CDBG funds per project and if awarded \$200,000 they are not eligible for award the following year. We have scaled these projects intentionally to achieve an everyother year award potential because use of these funds requires greater administrative oversight and fiscal audit, both add cost, thus an every other year grand is preferred.

CDBG will not allow for reimbursement of expenses incurred prior to the award of funds and the project is to be completed by 12/1/18. 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, the 2017 funds still have not been awarded therefore the project schedule must be somewhat 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 (outlined in blue). And those who benefit from the project must meet this same minimum. All of these factors were considered as we developed application options.

We will briefly review each application during the workshop. A public hearing is required and set for the next Council meeting, this is a step which must be completed prior to submitting an application. Staff will continue to refine the applications.

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.

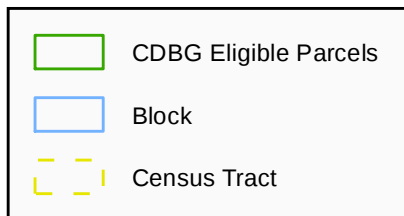
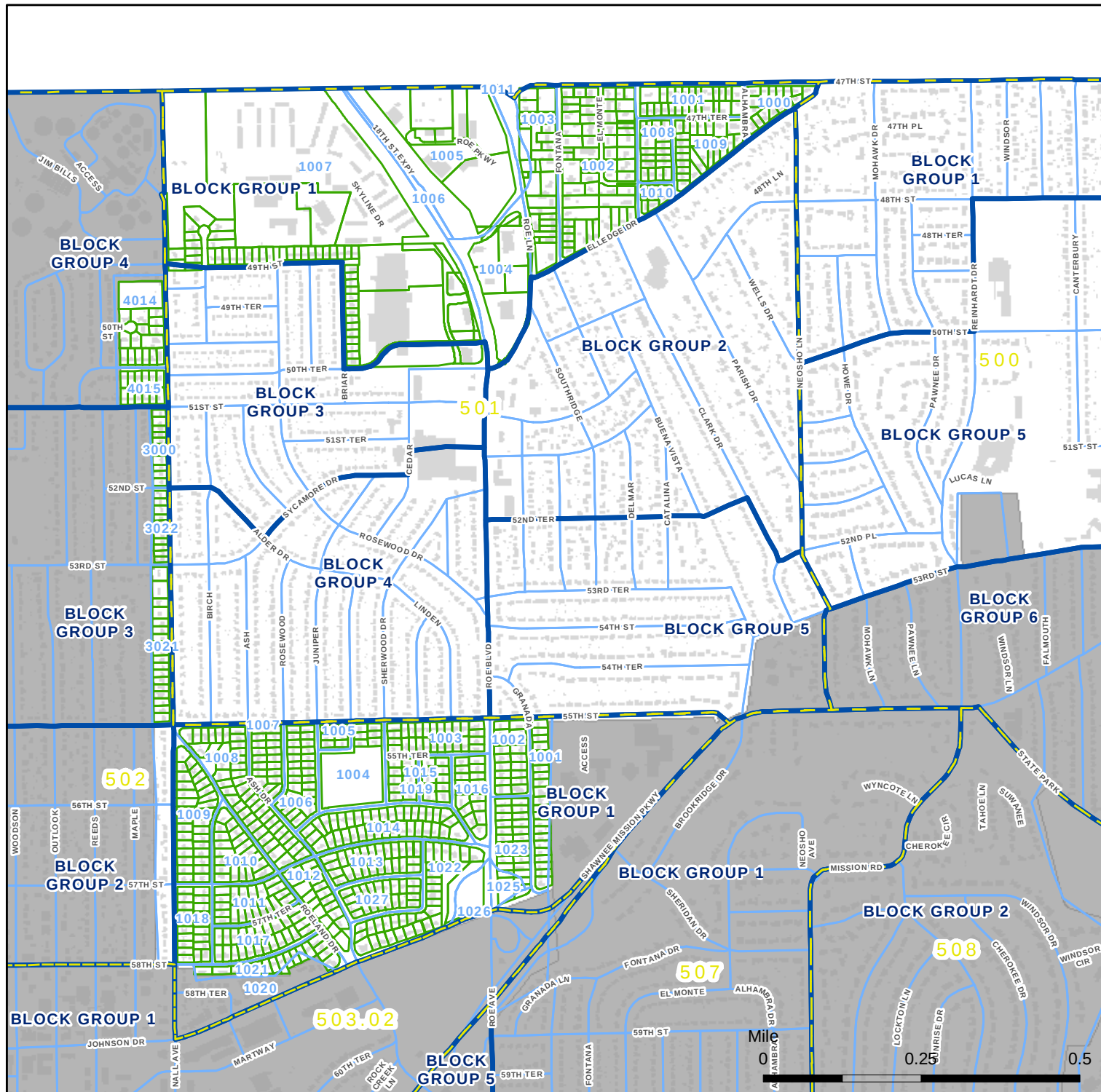
How does item benefit Community for all Ages?

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

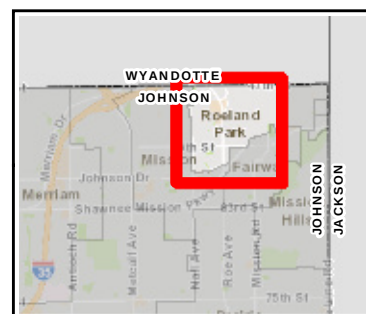
ATTACHMENTS:

Description	Type
▣ Eligible Block Groups Map	Backup Material
▣ Street Project Application	Backup Material
▣ Sidewalk Project Application	Backup Material
▣ Community Center and Aquatic Center Application	Backup Material

ROELAND PARK CDBG ELIGIBLE AREAS



3



**JOHNSON COUNTY/OLATHE 2018 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: 2018 CDBG Street Improvement Project

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.)
See Separate Sheet

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.)

Design/ Construction Inspection \$50,000 + \$80,000 for Construction = \$130,000 Total

6. In TWO sentences provide a concise description of the project.

*(This **MUST** be brief, clear and to the point.)*

Mill and overlay as well as curb replacement along streets with in the largest concentration of neighborhoods containing low/mod income level families.

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): Blocks 1 for each Census Tract

Boundaries of service area: Census Tract 502 Block Group 1 Blocks: 1009, 1010, 1011 1017 and 1018; and Census Tract 501 Block Group 1 Blocks: 1002 and 1008

Rational for boundaries of benefit area listed above: These residential streets to be milled and overlay are adjacent to these specific census blocks.

Income characteristics of the residents of the area: Income statistics on areas within and individual Block are not readily available and would be costly to attain. The income statistics for the Block Group that the project is located within are listed below.

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 percentages by block group are:

Mill and Overlay					
Sevice Area					
County	Census Tract	Block Group	Lomod Population	Total Population	% of Lowmod Population in Service Area
Johnson	501	1	555	1325	41.89%
	502	1	410	845	48.52%
		Totals	965	2170	44.47%

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

8. How many PEOPLE will benefit from this project? Estimated 120

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 March 20, 2017. Minutes from those meetings and the notice of Public Hearing are attached as **Exhibit A.**

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 B.**

- 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. 1 – Support strategic approaches to improving the lives of vulnerable populations by addressing emerging poverty and crime and through job creation.

This project will improve the quality of life of these neighborhoods through reinvestment in public infrastructure. These enhancements will make the streets visually better in these neighbor and will provide for safer travel in and out of the neighborhood.

- 12. SIGNATURE: _____ Date: _____**

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

Mayor Joel Marquardt
Please Type/Print Name

**JOHNSON COUNTY/OLATHE 2018 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 has identified streets which are rated Poor throughout the City based on their pavement evaluations performed in 2015. The streets identified in this project are considered streets which require mill and overlay. Because of this, the financial obligation to perform these actions is not available. These streets are located on residential streets which meet the low/mod income level area of Roeland Park.

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

These are residential streets which only serve the local residential traffic. The streets have not had any street maintenance performed on them in the last 5 years, thus the streets have deteriorated to a point where the need to perform maintenance is more expensive.

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 2018 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 2016 & 2017 forms from previous years' applications along with the actual results for 2016.
Roeland Park did not receive CDBG funds in 2016 or 2017

2018 Project Narrative

Goal	Inputs	Activities	Measurable Outputs	Outcomes	Actual Results
To enhance the quality of residential streets in Census Tract 502 and 501.	\$330,000 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 .42 Miles of residential streets Remove and Replace 752 L.F. of curb and gutter	Enhance neighborhood characteristics with improved street condition. Improve safety of streets.	

JOHNSON COUNTY/OLATHE 2018 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:** **2018 CDBG Street Improvement Project**

2. **2018 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	130,000
Private Funds	
Other: TIF Funds	
CARS Funds	
Total Project Revenue	330,000

Expenses

Source	Amount
Personnel	
Equipment	
Supplies	
Space Rent/Utilities	
Other- Consulting Engineer	50,000
Other- Construction Contract	280,000
Total Project Expenses	330,000

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.

Mill and overlay (2") streets, replace failed sections of curb, and replace driveway aprons as needed. 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, 2018? Yes.

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

3. When is this project scheduled to be completed? December 1, 2018.

4. Describe any circumstances that might prevent this activity from being completed by December 1, 2018.

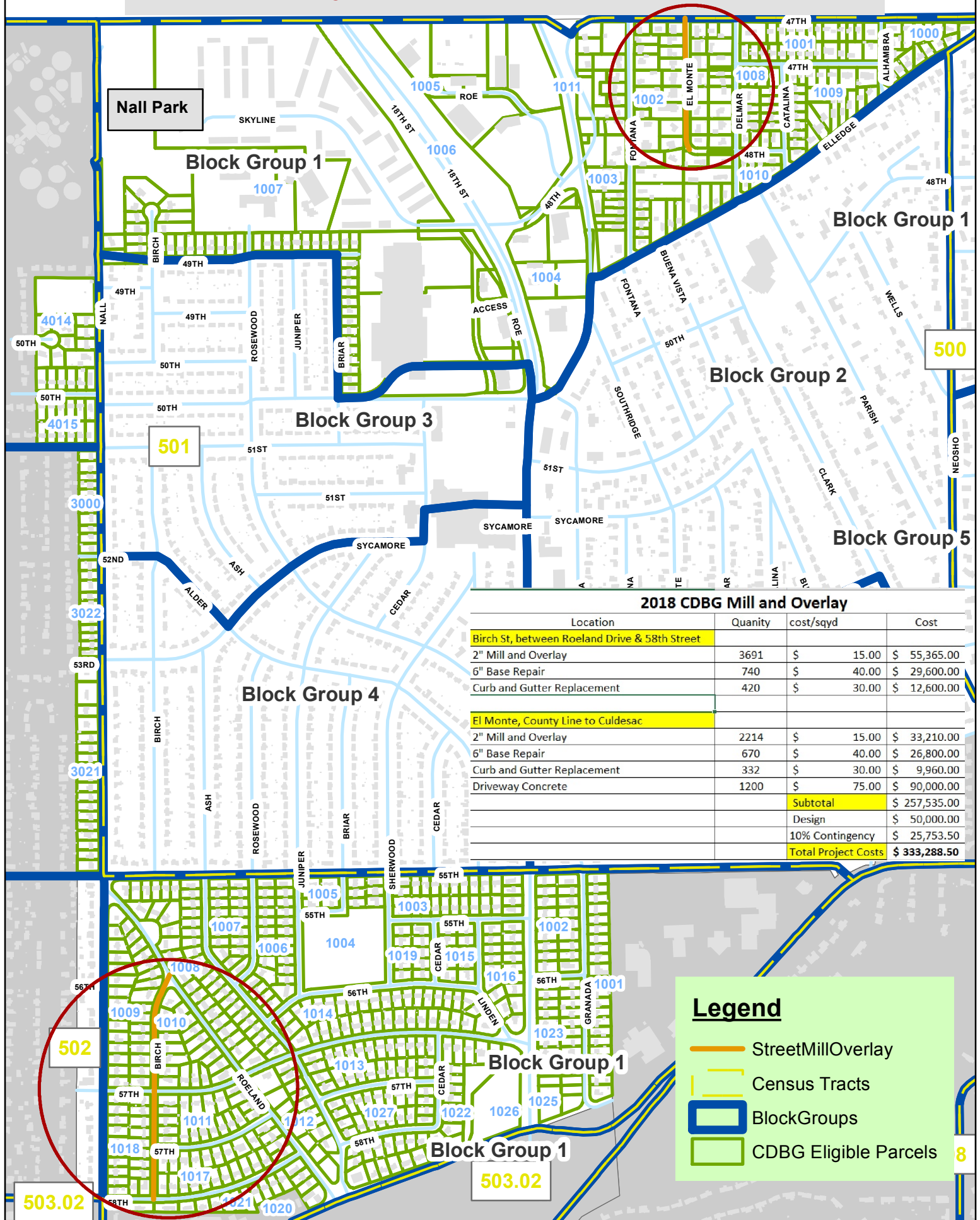
If construction is delayed due to unforeseen utility conflicts or exceptionally rainy construction season or if CDBG funds are not available as of January 1, 2018.

5. CDBG History

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

Program year	2015	2016	2017
Award in Program Year	<u>0</u>	<u>0</u>	<u>0</u>
Expended in Program Year (Will agree to your reimbursement request forms.)	<u>0</u>	<u>0</u>	<u>0</u>
Number of PEOPLE served (Will agree to final project beneficiary form.)	<u>0</u>	<u>0</u>	<u>0</u>
Balance Remaining (if applicable)	<u>0</u>	<u>0</u>	<u>0</u>

Exhibit D: Project Location and Cost Estimate



**JOHNSON COUNTY/OLATHE 2018 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: 2018 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.)
See Separate Sheet

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.)

Design and Construction Funds= \$100,000

6. In TWO 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 part and that area is also benefited.

Income characteristics of the residents of the area: Income statistics on areas within individual Blocks is not readily available and would be costly to attain. See detail of income characteristics below.

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					
Service 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.

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 March 20, 2017. Minutes from those meetings and the notice of Public Hearing are attached as **Exhibit A.**

- 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 B.**

- 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. 1 – Support strategic approaches to improving the lives of vulnerable populations by addressing emerging poverty and crime and through job creation. This project will improve the life of this neighborhood within the poverty guidelines as it allows a safe access route to the neighborhood park. This project will provide for 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)

Mayor Joel Marquardt
Please Type/Print Name

**JOHNSON COUNTY/OLATHE 2018 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 and will have an off road mountain bike trail installed 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 have to walk in the street.

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 2018 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 2016 & 2017 forms from previous years' applications along with the actual results for 2016.
Roeland Park did not receive CDBG funds in 2016 or 2017

2018 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 2018 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. **2018 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, 2018? Yes.

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

3. When is this project scheduled to be completed? October 2018.

4. Describe any circumstances that might prevent this activity from being completed by December 1, 2018.

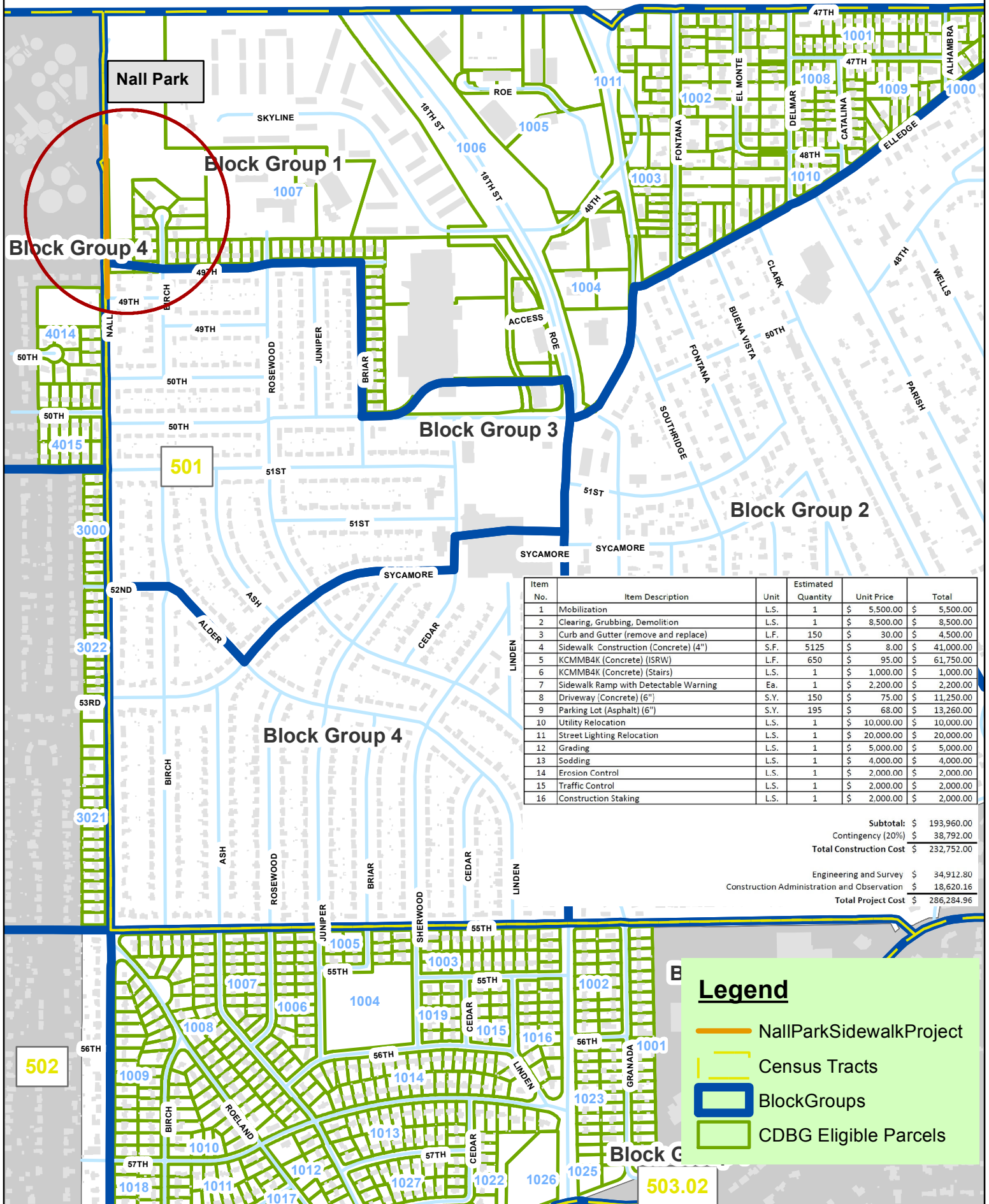
If construction is delayed due to unforeseen utility conflicts or exceptionally rainy construction season or if CDBG funds are not available as of January 1, 2018.

5. CDBG History

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

Program year	2015	2016	2017
Award in Program Year	<u>0</u>	<u>0</u>	<u>0</u>
Expended in Program Year (Will agree to your reimbursement request forms.)	<u>0</u>	<u>0</u>	<u>0</u>
Number of PEOPLE served (Will agree to final project beneficiary form.)	<u>0</u>	<u>0</u>	<u>0</u>
Balance Remaining (if applicable)	<u>0</u>	<u>0</u>	<u>0</u>

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

**JOHNSON COUNTY/OLATHE 2018 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, roofing and decking components at the Community Center/Aquatics Center complex. Add shade at aquatics center. 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 March 20, 2017. 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)**

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 promoting quality and affordable childcare and eldercare.

- 12. SIGNATURE: _____ Date: _____**

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

Mayor Joel Marquardt
Please Type/Print Name

**JOHNSON COUNTY/OLATHE 2018 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 2018 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 2016 & 2017 forms from previous years' applications along with the actual results for 2016.
Roeland Park did not receive CDBG funds in 2016 or 2017

2018 Project Narrative

Goal	Inputs	Activities	Measurable Outputs	Outcomes	Actual Results
Install new storm drainage systems. Replace shingled roofs. Replace florescent lights with LED lights, Replace failing and inefficient HVAC units with high efficiency units. Add shade structures at pool. Replace failed flooring and decking.	\$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 3 new shade structures 2 new shingled roofs Functioning site storm drainage system 1 new drinking fountain New LED lights at facilities Repaired flooring and decking at facilities	Improved energy efficiency of facilities. Improved sun protection. Improved operating dependability of facilities. Extended useful life of facilities. Proper drainage of rain water from building and surrounding traffic areas.	

**JOHNSON COUNTY/OLATHE 2018 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. **2018 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, shingle roof replacement, flooring repair, decking

repair/sealing, shade structures, 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, 2018? Yes**
- 2. If not ready, when will the project proceed?**
- 3. When is this project scheduled to be completed? December 1, 2018.**

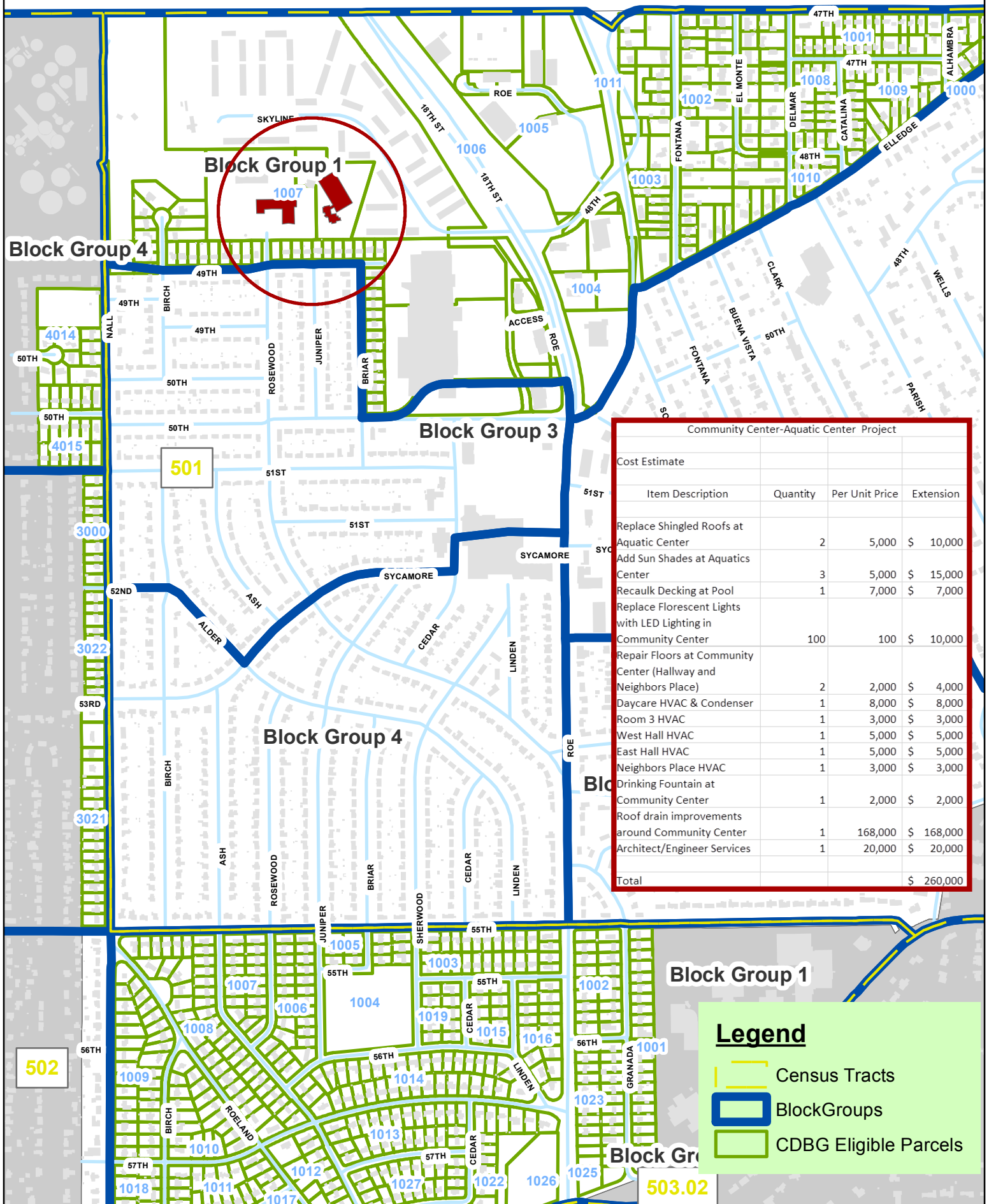
- 4. Describe any circumstances that might prevent this activity from being completed by December 1, 2018.**
If construction is delayed due to unforeseen utility conflicts or exceptionally rainy construction season or if CDBG funds are not available as of January 1, 2018.

5. CDBG History

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

Program year	2015	2016	2017
Award in Program Year	<u>0</u>	<u>0</u>	<u>0</u>
Expended in Program Year (Will agree to your reimbursement request forms.)	<u>0</u>	<u>0</u>	<u>0</u>
Number of PEOPLE served (Will agree to final project beneficiary form.)	<u>0</u>	<u>0</u>	<u>0</u>
Balance Remaining (if applicable)	<u>0</u>	<u>0</u>	<u>0</u>

Exhibit D: Project Location and Cost Estimate



Item Number: DISCUSSION ITEMS- I.-11.
Committee 3/6/2017
Meeting Date:



City of Roeland Park

Action Item Summary

Date: 3/1/2017
Submitted By: John Morris
Committee/Department: Public Safety
Title: **Niche Police Reporting System Agreement (est. time 5 min.)**
Item Type: Agreement

Recommendation:

To enter into an agreement with the JCRION (Johnson County Regional Interagency Operating Network) for a computer report management system known as “Niche”.

Details:

The Roeland Park Police Department and many other local agencies have a RMS (report management system) currently called I-Leads. This system is being phased out and updated with a newer RMS system called “Niche”. The new system is being adopted county wide for better reporting capabilities and technical support at a substantial savings through 2026.

How does item relate to Strategic Plan?

How does item benefit Community for all Ages?

Additional Information

\$1,178 2017
\$5,734 each year 2018-2026

ATTACHMENTS:

Description	Type
☐ Interlocal NICHE RMS	Cover Memo

**AN INTERLOCAL COOPERATION AGREEMENT FOR A
COORDINATED LAW ENFORCEMENT RECORDS MANAGEMENT
SYSTEM FOR JOHNSON COUNTY, KANSAS**

THIS AGREEMENT, made and entered into this ____ day of _____ 2017, by and among the Board of County Commissioners of Johnson County, Kansas (“County”); the Johnson County Sheriff; the Johnson County District Attorney; the Board of Park and Recreation Commissioners of the Johnson County Park & Recreation District; the City of Fairway, Kansas; the City of Gardner, Kansas; the City of Leawood, Kansas; the City of Lenexa, Kansas; the City of Merriam, Kansas; the City of Mission, Kansas; the City of Olathe, Kansas; the City of Overland Park, Kansas; the City of Roeland Park, Kansas; the City of Prairie Village, Kansas; the City of Shawnee, Kansas; the City of Spring Hill, Kansas; and the City of Westwood, Kansas (the parties collectively referred to as “Participants”), each duly having been organized and now existing under the laws of the State of Kansas.

WITNESSETH:

WHEREAS, the Participants wish to mutually cooperate with each other and potentially with other certain area cities or public agencies who may hereafter join in this effort by addendum to this Agreement, to provide a law enforcement records management system that will be shared with each other in an effort to more efficiently obtain, assess and utilize criminal justice information; and

WHEREAS, the Kansas Interlocal Cooperation Act, *K.S.A. 12-2901 et seq.*, and amendments thereto (hereinafter “Act”), permits local government units, including the Participants to this Agreement, to make the most efficient use of their powers by enabling them to cooperate with other localities, persons, associations and corporations on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, *K.S.A. 2016 Supp. 12-2904* and amendments thereto authorizes the Participants, as public agencies defined under the Act, and other like and similarly situated public agencies, to cooperate by agreement in providing a coordinated records management system for the benefit of the citizens of Johnson County, Kansas; and

WHEREAS, each of the Participants desires to enter into this Agreement as authorized by the Act for the purposes stated herein.

NOW, THEREFORE, in consideration of the above recitals, the mutual covenants, conditions and promises hereinafter contained, and for other good and valuable consideration, the Participants hereto agree as follows:

I. PURPOSE.

The Participants hereby agree to mutually cooperate in operating and maintaining a law enforcement records management system to be known as the Johnson County Regional Interagency Operating Network (JCRION), which will be shared with each other in an effort to more efficiently obtain, assess and utilize criminal justice information; and further, the Participants acknowledge and agree that like and similarly situated public agencies may elect to join in this effort after approval by majority vote of Participants and by executing an agreement to participate that incorporates the terms of this Agreement, specifies the funding participation of the public agency, and is in a form that is substantially similar to the form attached to this Agreement, as Exhibit 1.

II. RECORDS MANAGEMENT PROGRAM.

The Participants agree that JCRION shall be implemented and managed through the Interagency Policy Agreement, which is attached to this Agreement, as Exhibit 2. By executing this Agreement, each Participant is hereby agreeing to the terms and conditions of the Interagency Policy Agreement, its appendices, and any amendments thereto.

III. FUNDING PARTICIPATION.

The Participants agree to share in and contribute to the financial obligations related to the administration and operation of JCRION as detailed in the Interagency Policy Agreement. The Participants understand and agree that the Participants are only obligated to make payments under this Agreement as may be lawfully made from funds budgeted and appropriated for the purposes as set forth in this Agreement during the Participant's current budget year. In the event a Participant does not so budget and appropriate the funds, the Participants acknowledge and agree that such lack of funding shall be deemed a termination by such Participant at the end of the then current term and the termination provisions of Section V shall apply.

IV. EFFECTIVE DATE AND TERM.

This Agreement shall become effective upon its adoption by each of the Participants, approval by the Attorney General of Kansas, and filing with the Department of Records and Tax Administration (in its capacity as Register of Deeds) and the Kansas Secretary of State, whichever occurs last, and shall be and remain effective for an initial term ending on December 31, 2022 and thereafter shall be automatically renewed for periods of one (1) year each, based on a calendar year, unless a Participant terminates the agreement in writing according to Paragraph V. of this Agreement.

V. TERMINATION.

Any Participant may withdraw from this Agreement by notifying the County in writing by the date set forth in the Interagency Policy Agreement and by payment of the termination fees set forth in the Interagency Policy Agreement. Any such termination by a Participant shall be effective upon the anniversary date of such Participant's first use ("Go Live" date) of JCRION system following notice of termination. A terminating Participant shall pay the termination fees described in the Interagency Policy Agreement. Termination by a Participant shall not relieve

such Participant of its funding contribution for the then current calendar year during which the Participant has terminated, nor shall a terminating Participant be entitled to a refund of any amounts paid hereunder. The County will notify all Participants of any individual Participant's termination notice within thirty days of receiving the notice.

VI. ADDITIONAL PARTICIPANTS.

Any municipality or public agency engaged in law enforcement may request to become a Participant. Requests to participate shall be reviewed by the Executive Council. Approval by majority vote of the Executive Council and execution of a written agreement accepting and agreeing to the terms and conditions of this Agreement, which form shall be substantially similar to the form attached hereto as Exhibit 1, is required to become a Participant. As of the effective date of such agreement, the municipality or public agency shall become a Participant with all the same rights, benefits, and obligations under this Agreement. A new Participant shall pay the amount calculated under the Interagency Policy Agreement for that Participant for the then current term, which shall include licensing, hosting, and maintenance fees and which shall be decreased pro rata based upon the effective date of the written agreement by which the additional Participant joins in this Agreement. The County shall bill new Participants, who shall pay all such amounts described in this paragraph to the County within thirty (30) days of receipt of an invoice from the County.

VII. NOTICES.

Any notices, demands or requests required by this Agreement shall be sent to all Participants hereto by U.S. mail, postage prepaid, as set forth below each Participant's signature.

VIII. INDEMNIFICATION.

Subject to the immunity and maximum liability provisions of the Kansas Tort Claims Act and to the extent allowed by law, each Participant agrees to protect, defend, indemnify and hold other Participants to this Agreement and their officers, employees and agents free and harmless from and against any and all determinable losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character (hereinafter "claims"), in connection with, relating to, or arising directly or indirectly out of such Participant's error, omission or negligence in its performance or responsibilities hereunder. Under no circumstances shall any Participant be liable for any indirect, incidental, special, punitive, or consequential damages or losses resulting from or arising out of or connected with this Agreement. Nothing in this section shall be deemed to relieve any Participant of any obligation or responsibility imposed upon it by law in accordance with K.S.A. 2016 Supp. 12-2904(f). The parties to this Agreement do not contemplate nor intend, and there shall be no third party beneficiaries to this Agreement.

IX. GOVERNING LAW.

Interpretation of this Agreement and disputes arising out of or related to this Agreement will be subject to and governed by the laws of the State of Kansas. Jurisdiction and venue for any

suit arising out of or related to this Agreement will be in the District Court of Johnson County, Kansas.

X. PROPERTY.

No property, real or personal, shall be acquired jointly by the Participants under the terms of this Agreement. All hardware and software purchased by the County for the operation of JCRION shall remain the property of the County. If a JCRION AGENCY terminates membership under this Agreement, the JCRION AGENCY will retain the licenses purchased as part of this Agreement.

XI. PERSONNEL.

It is understood and agreed that the personnel utilized by each individual Participant for the operation and use of JCRION shall be considered, are, and shall remain, employees or volunteers of that Participant and shall not be considered or treated, in any manner, as an employee or volunteer of Participants hereto. All Participants' personnel with access to JCRION for any purpose must be KCJIS cleared annually by their respective Participant.

XII. EXECUTIVE COUNCIL.

For purposes of this Agreement, there is hereby established an Executive Council, which shall consist of one representative designated by each Participant, who shall be the voting members of the Executive Council. The Executive Council shall have the duties and responsibilities set forth in the Interagency Policy Agreement. No separate legal entity is created under this Agreement as provided for in K.S.A. 12-2904a. The County shall be responsible for administering this Agreement pursuant to the terms of the Interagency Policy Agreement.

XIII. ENTIRE AGREEMENT, WAIVER, AND AMENDMENT.

This Agreement contains the entire understanding between the Participants and supersedes all prior agreements or understandings between the Participants with respect to the subject matter hereof. The waiver of any breach of any provision of this Agreement shall not constitute a waiver of any subsequent breach of the same or other provisions herein. Any modification or waiver of any provision in this Agreement shall not be effective unless made in writing and agreed to and signed by all the Participants.

XIV. SEVERABILITY.

If any provision, or portion thereof, contained in this Agreement is held to be unconstitutional, in violation of Kansas Statutes or otherwise invalid or unenforceable, that provision or portion thereof shall be null and void; provided, however, that the remainder of this Agreement shall remain in full force and effect.

XV. MATTERS DISREGARDED.

The titles of the several sections, subsections or paragraphs set forth in this Agreement are inserted for convenience of reference only and they shall be disregarded in construing or interpreting any of the provisions of this Agreement.

XVI. EXECUTION.

Counsel for the County shall cause this Agreement to be executed in multiple original counterparts and submitted to the Attorney General of the State of Kansas for his approval. Thereafter, if approved by the Attorney General, Counsel for the County shall cause this Agreement to be filed, *pursuant to K.S.A. 12-2905*, with the County's Department of Records and Tax Administration (acting in the capacity of the Register of Deeds) and the Kansas Secretary of State. Each Participant hereto shall receive a copy of the duly executed original of this Agreement for its official records.

IN WITNESS WHEREOF, the Participants hereto have caused this Agreement to be executed by their duly authorized representatives the day and year designated below.

BOARD OF COUNTY COMMISSIONERS
OF JOHNSON COUNTY, KANSAS

Ed Eilert, Chairman

ATTEST:

Linda Barnes, Clerk of the Board

APPROVED AS TO FORM:

Cynthia Dunham, Deputy Director of Legal

ADDRESS FOR NOTICE PURPOSES:
Justice Information Management System
Attn. Tim Mulcahy, Director
11880 S Sunset Dr.
Olathe, KS 66061

JOHNSON COUNTY SHERIFF

Sheriff Calvin Hayden

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

Johnson County Sheriff
ATTN: Kent Brown
588 E. Santa Fe
Olathe, KS 66061

JOHNSON COUNTY DISTRICT ATTORNEY

Steve Howe, District Attorney

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

Johnson County District Attorney
100 North Kansas Ave.
Olathe, KS 66061

JOHNSON COUNTY PARK AND RECREATION
DISTRICT BOARD OF PARK AND
RECREATION COMMISSIONERS

Paul W. Snider, Chair

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

Johnson County Park Police
ATTN: Chief Dan Field
Shawnee Mission Park
7900 Renner Road
Shawnee Mission, KS 66219-9723

CITY OF FAIRWAY, KANSAS

Jerry Wiley, Mayor

ATTEST:

Kathy Axelson, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Fairway, Kansas
ATTN: City Clerk
4210 Shawnee Mission Parkway
Suite 100
Fairway, KS 66205

CITY OF GARDNER, KANSAS

Chris Morrow, Mayor

ATTEST:

Jeanne Koontz, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Gardner, Kansas
ATTN: City Clerk
120 E. Main St.
Gardner, KS 66030

CITY OF LEAWOOD, KANSAS

Peggy Dunn, Mayor

ATTEST:

Debra Harper, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Leawood, Kansas
ATTN: City Clerk
4800 Town Center Drive
Leawood, KS 66211

CITY OF LENEXA, KANSAS

Mike Boehm, Mayor

ATTEST:

Danielle Dulin, Interim City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Lenexa, Kansas
ATTN: City Clerk
12350 West 87th Street Parkway
Lenexa, KS 66215

CITY OF MERRIAM, KANSAS

Ken Sissom, Mayor

ATTEST:

Juliana Pinnick, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Merriam, Kansas
ATTN: City Clerk
9001 West 62nd Street
Merriam, KS 66202

CITY OF MISSION, KANSAS

Steve Schowengerdt, Mayor

ATTEST:

Martha M. Sumrall, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Mission, Kansas
ATTN: City Clerk
6090 Woodson
Mission, KS 66202

CITY OF OLATHE, KANSAS

Michael Copeland, Mayor

ATTEST:

David Bryant, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Olathe, Kansas
ATTN: City Clerk
100 East Santa Fe
Olathe, KS 66051

CITY OF OVERLAND PARK, KANSAS

Carl Gerlach, Mayor

ATTEST:

Elizabeth Kelley, City Clerk

APPROVED AS TO FORM:

John J. Knoll, Sr. Assistant City Attorney

ADDRESS FOR NOTICE PURPOSES:

City of Overland Park, Kansas
ATTN: City Clerk
8500 Santa Fe Drive
Overland Park, KS 66212

CITY OF PRAIRIE VILLAGE, KANSAS

Laura Wassmer, Mayor

ATTEST:

Joyce Hagen Mundy, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Prairie Village, Kansas
ATTN: City Clerk
7700 Mission
Prairie Village, KS 66208

CITY OF ROELAND PARK, KANSAS

Joel Marquardt, Mayor

ATTEST:

Kelley Bohon, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Roeland Park, Kansas
ATTN: City Clerk
4600 W. 51st Street
Roeland Park, KS 66205

CITY OF SHAWNEE, KANSAS

Michelle Distler, Mayor

ATTEST:

Stephen Powell, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Shawnee, Kansas
ATTN: City Clerk
11110 Johnson Drive
Shawnee, KS 66203

CITY OF SPRING HILL, KANSAS

Steven M. Ellis, Mayor

ATTEST:

Glenda Gerrity, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Spring Hill, Kansas
ATTN: City Clerk
401 N. Madison St.
Spring Hill, KS 66083

CITY OF WESTWOOD, KANSAS

John Ye, Mayor

ATTEST:

Fred Sherman, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

City of Westwood, Kansas
ATTN: City Clerk
4700 Rainbow Boulevard
Westwood, KS 66205

EXHIBIT 1
AGREEMENT TO PARTICIPATE IN AN INTERLOCAL COOPERATION
AGREEMENT FOR A COORDINATED LAW ENFORCEMENT RECORDS
MANAGEMENT SYSTEM FOR JOHNSON COUNTY, KANSAS

This Agreement to Participate in the Interlocal Cooperation Agreement for a Coordinated Law Enforcement Records Management System for Johnson County, Kansas ("Agreement to Participate"), is made and entered into by the City of _____, Kansas, on this ____ day of _____, 201_ ("Effective Date") and is made a part of the Interlocal Cooperation Agreement.

1. APPROVAL BY PARTICIPANTS. The City of _____ has requested to become a Participant under the Interlocal Cooperation Agreement for a Coordinated Law Enforcement Records Management System for Johnson County, Kansas, ("Agreement"), which request has been approved by a majority of the Participants pursuant to Section VI of the Agreement.

2. TERMS AND CONDITIONS. In consideration of the majority vote of the Participants in favor of approval, the City of _____ accepts and agrees to the terms and conditions of the Agreement and agrees to pay all fees as set forth in the Agreement.

3. EFFECTIVE DATE. This Agreement to Participate shall be effective upon execution by the City of _____. As of the effective date of this Agreement to Participate, the City of _____ shall be a Participant with all the same rights, benefits, and obligations under the Agreement as the other Participants.

4. CONTRIBUTION. Within thirty (30) days of the effective date of this Agreement to Participate, the City of _____ shall pay the amount calculated under the Interagency Policy Agreement for the City for the term currently in effect, which amount shall be decreased pro rata based upon the effective date of this Agreement.

Accepted and agreed to by the City of _____, Kansas, as of the date written above.

CITY OF _____, KANSAS

_____, Mayor

ATTEST:

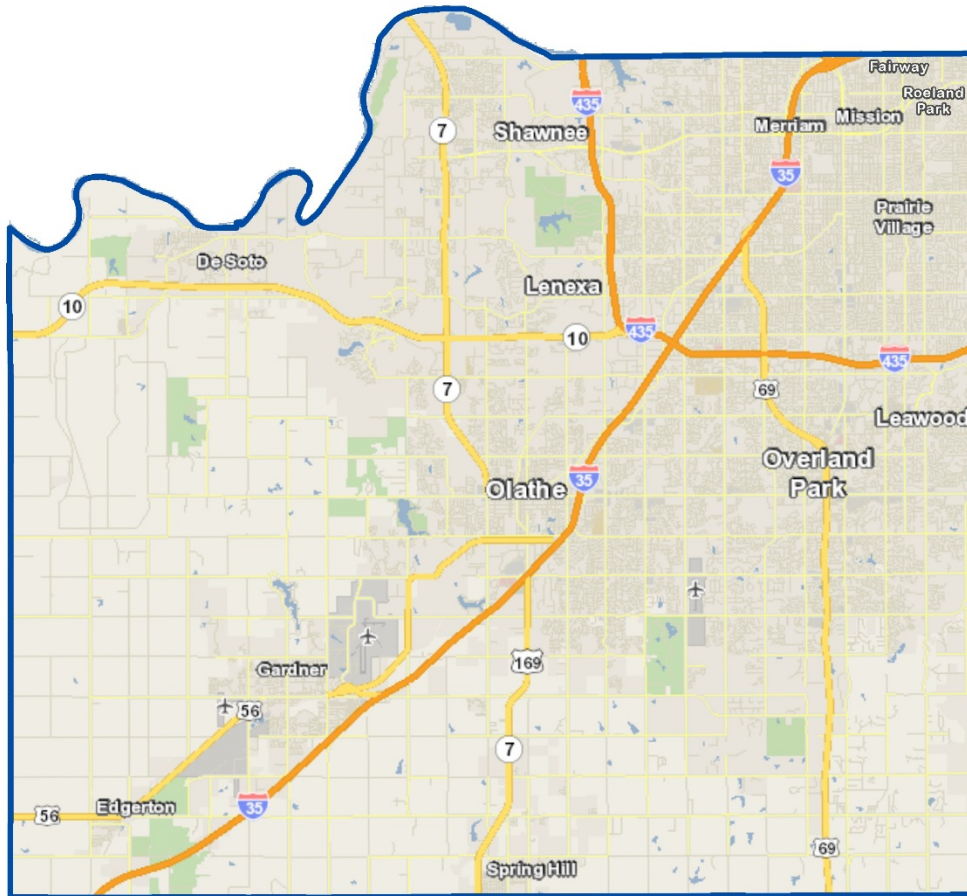
_____, City Clerk

APPROVED AS TO FORM:

ADDRESS FOR NOTICE PURPOSES:

EXHIBIT 2
INTERAGENCY POLICY AGREEMENT

Interagency Policy Agreement



JCRION

Johnson County Regional Interagency
Operating Network
(NICHE Records Management System)

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Appendix A: JCRION RMS Functionality Matrix

Appendix B: JCRION RMS Agency Cost Model Worksheet

Appendix C: JCRION Consortium Service Level Agreement

Appendix D: Niche Developed/Approved Interfaces

1.0 JCRION PARTICIPANTS

Spring Hill Police Department
Chief Richard Mann
418 East Nichols
Spring Hill, Ks 66083

Shawnee Police Department
Chief Rob Moser
5850 Renner Road
Shawnee, KS 66217

Mission Police Department
Chief Ben Hadley
6090 Woodson
Mission, KS 66202

Johnson County Park Police
Chief Dan Field
7900 Renner Road
Shawnee Mission, KS 66219

Fairway Police Department
Chief Mike Fleming
5252 Belinder
Fairway, KS 66205

Prairie Village Police Department
Chief Tim Schwartzkopf
7710 Mission Road
Prairie Village, Ks 66208

Johnson County District Attorney's Office
District Attorney Steve Howe
111 South Cherry Street
Olathe, KS 66061

Olathe Police Department
Chief Steve Menke
501 East 56 Highway
Olathe, KS 66061

Board of County Commissioners
of Johnson County, Kansas
County Manager & Justice
Information Management Systems
111 S. Cherry
Olathe, KS 66061

Overland Park Police Department
Chief Francis Donchez
12400 Foster
Overland Park KS, 66213

Gardner Police Department
Chief James Pruetting
440 East Main Street
Gardner, KS 66030

Johnson County Sheriff's Office
Sheriff Calvin Hayden
27747 West 159th Street
New Century, KS 66031

Merriam Police Department
Chief Michael Daniels
9010 West 62nd Street
Merriam, KS 66202

Westwood Police Department
Chief Greg O'Halloran
4700 Rainbow Boulevard
Westwood, KS 66205

Leawood Police Department
Chief Troy Rettig
4201 Town Center Drive
Leawood, KS 66211

Roeland Park Police Department
Chief John Morris
4600 West 51st Street #100
Roeland Park, KS 66205

Lenexa Police Department
Chief Tom Hongslo
12500 W. 87th Street Parkway
Lenexa, KS 66215

2.0 **JCRION SCOPE**

The ***JCRION Consortium*** is organized and dedicated to providing all members with a records management system (RMS), associated services, and records data that can be shared with every agency in an effort to more efficiently obtain, assess, and utilize criminal information. The Consortium will also facilitate the sharing of responsibilities and expenses related to design, creation, implementation, hosting, maintenance, and management of this RMS. This Interagency Policy Agreement sets forth guidelines for the operation of the Consortium and promotes and facilitates the highest and best functionality of the ***JCRION RMS*** and the inclusion of current members, future members, and potential future *Inter-NICHE* members.

Johnson County Government (“County”), by and through the Justice Information Management System (“JIMS”), will host the ***JCRION Consortium***. It is expected that all members will provide integral assistance as needed to assist with the functionality of the RMS throughout the Consortium.

This Interagency Policy Agreement is attached as an exhibit to the Interlocal Cooperation Agreement for a Coordinated Law Enforcement Records Management System in Johnson County, Kansas, which has been approved and adopted by all of the governing bodies of the Participants.

3.0 **DEFINITIONS**

Agency Executives – Agency representative at the executive level and a member of the ***JCRION Executive Council***.

Agency JCRION RMS Administrator - The representative from each agency responsible for the day-to-day configuration and maintenance for that agency’s ***JCRION RMS Domain***, end-user hardware and software, and their connection to the ***JCRION RMS***. This role will have oversight of that agency’s RMS needs and represent the agency within the Consortium.

Consortium Software - Any computer program licensed to the County by ***NICHE Technology***.

Consortium Equipment - Hardware and other equipment utilized solely for the purpose of maintaining the ***JCRION RMS*** including but not limited to sharing, security, accessibility, use, and dissemination of criminal records and information.

Domain – Represents a logical layer of the ***JCRION RMS*** that is specific to an Agency.

Host Agency – Johnson County

Host Agency Executives – County Manager (or designee) and the Director of JIMS both are members of the *JCRION* Executive Council.

Inactive Member of the Consortium - A *JCRION* AGENCY that has withdrawn or given notice to withdraw from the *JCRION* Consortium or becomes inactive pursuant to the terms of this Agreement. This agency will no longer have voting rights or participate in the *JCRION* groups, but will continue to pay the associated fees until which time they are no longer using the *JCRION* RMS. An Inactive Member can only become an active member with the approval of the *JCRION* Executive Council. If a *JCRION* AGENCY becomes an Inactive Member due to failure to pay fees pursuant to this Agreement, the Executive Council may deny the Inactive Member access to the NICHE RMS while such fees remain unpaid.

Inter-NICHE – NICHE RMS to NICHE RMS integration

NICHE Project Manager - NICHE's assigned project manager that will assist with *JCRION* Consortium for the life of the Consortium Software.

JCRION AGENCY - Consortium agency member that is not the host. The agency will have their own *JCRION* RMS domain as defined by NICHE.

JCRION - Johnson County Regional Interagency Operating Network.

JCRION Consortium - Johnson County Regional Interagency Operating Network is the official name for the consortium. The Consortium consists of the participating agencies listed at the beginning of this Agreement as well as any future members who join the Consortium.

JCRION NUG – A Niche users group made up of representatives of *JCRION* Consortium members whose purpose is to address the needs and recommendations of the *JCRION* Consortium, and whose primary function will be to assess the development and maintenance of the *JCRION* RMS.

Tier 1 - Consortium agency member that has less than 50 total users, which are listed on Appendix B.

Tier 2 - Consortium agency member that has 50 or more total users, which are listed on Appendix B.

Tier 3 - Johnson County District Attorney's Office users.

Appendix A – *JCRION* RMS Functionality Matrix on specific *JCRION* AGENCY customizations vs. HOST AGENCY customizations.

Appendix B – *JCRION* RMS Agency Cost Model Worksheet.

Appendix C – *JCRION Consortium Service Level Agreement*, this document combines both NICHE software support service levels with the County’s service levels into a single document to support the *JCRION Consortium*.

Appendix D – NICHE developed and/or approved interfaces.

4.0 JCRION ROLES

Agency Executives

Agency Executives are part of the *JCRION* Executive Council and include the HOST AGENCY Director of JIMS and the County Manager or designee. Each consortium member agency shall have one representative on the Executive Council except for the HOST AGENCY, which shall have two representatives with one combined vote. The Agency Executives will function as a review group for significant recommendations from the *JCRION Niche User Group (NUG)* which have a potential significant impact within their agency. The Agency Executives should correspond with their agency representative within the *JCRION NUG* to keep their agency informed of potential recommendations and/or changes proposed by the *JCRION NUG*.

Agency Executives are expected to express either their approval or objections to potential recommended changes(s) to the *JCRION RMS*. Agency Executives will be provided the opportunity for input and voting rights on significant *JCRION RMS* issues.

Agency *JCRION RMS* Administrators

Each agency’s *JCRION RMS* Administrator and/or designees will attend NICHE technology training as provided by the HOST AGENCY. Agency *JCRION RMS* Administrators will receive training as it relates to the technological aspects of the NICHE product, including the administration and configuration for items included in APPENDIX A. It is the expectation of the Consortium that the Agency *JCRION RMS* Administrators will then train their agency’s staff related to NICHE technology. If additional technology training is necessary, the HOST AGENCY can provide technology training as resources are available.

Agency Records Custodian Representative

Each agency’s Records Custodian Representative and/or designee that is the Agency’s official custodian of Criminal Justice Records will attend the NICHE user training as provided by the HOST AGENCY (to receive training as it relates to the records user aspects of the NICHE product). It is the expectation of the Consortium that this individual will then train their agency’s civilian and sworn staff related to their NICHE records user group.

Host Agency County Manager

The County Manager or designee is part of the *JCRION* Executive Council. For the first two years of this Agreement, the Olathe Chief of Police will serve as the chairman of the *JCRION* Executive Council. The chair position may rotate every two years thereafter with the chair to be selected by a majority vote of the Executive Council.

Host Agency JIMS Director

The JIMS Director is part of the *JCRION* Executive Council to provide Executive technology direction. In addition, this position oversees all technology operations and technology staffing of the *JCRION* Consortium and will assess the recommendations of the *JCRION* NUG. The JIMS Director will advise the County Manager and the current chairperson of the *JCRION* Executive Council of any recommendation(s) and will provide direction as to the impact of the recommendation(s) as it relates to the *JCRION* RMS.

Host Agency RMS Administrator

A JIMS staff member, who will assess all technical/other recommendations of the *JCRION* NUG as it relates to its effect on agency personnel and will assist the *JCRION* Program Manager in leading and facilitating all NUG meetings. The RMS Administrator will provide an assessment to the HOST AGENCY as to the potential impact of the *JCRION* NUG recommendation as it relates to NICHE RMS users.

***JCRION* RMS Solution Specialist**

This individual will be provided by the HOST AGENCY and will be a technologist that will be a Subject Matter Expert (SME) in the NICHE RMS product and Consortium hardware. The *JCRION* RMS Solution Specialist will be an employee of JIMS and will be dedicated to providing technology services and system expertise related to the *JCRION* RMS. They will work directly with the *JCRION* Program Manager and all HOST AGENCY technology resources.

The *JCRION* RMS Solution Specialist will be accountable for the overall *JCRION* RMS configuration, maintenance, security, interfaces, and support. In addition, they will ensure continuous operations of *JCRION* RMS. The *JCRION* RMS Solution Specialist will develop protocols that will ensure that a standardized consistent work flow will take place to facilitate the ease of the *JCRION* RMS by all Consortium members.

Host Agency JCRION Program Manager

The *JCRION* Program Manager will be an IT Project Manager from the County. The Program Manager, along with the HOST AGENCY RMS Administrator, will facilitate the *JCRION* Consortium and the *JCRION* NUG. The *JCRION* Program Manager will provide a line of communication between all members and is responsible for collaborating and cooperating with all *JCRION* Consortium members to ensure the efficient and effective operation of the *JCRION* Consortium. The *JCRION* Program Manager role will report to the JIMS Director and coordinate with the *JCRION* RMS Solutions Specialist. For the purpose of reviewing and evaluating the functionality of the *JCRION* RMS, the *JCRION* Program Manager will schedule regular meeting dates and times that are mutually agreed upon with *JCRION* Consortium members.

The *JCRION* Program Manager will coordinate training for all members in accordance with NICHE functionality and security procedures. The *JCRION* Program Manager may create any advisory or support groups to better assist the functionality of the *JCRION* RMS.

Host Agency Records Custodian Representative

The HOST AGENCY Records Custodian Representative and/or designee is the HOST AGENCY's official custodian of Criminal Justice Records. This individual will attend NICHE user training for the records user aspects of the NICHE product. It is the expectation of the Consortium that this individual will then train each agency's civilian staff related to their NICHE records user group.

Financial & Inventory

The HOST AGENCY will assist the *JCRION* Program Manager with providing information pertaining to potential/future technology purchases related to the *JCRION* RMS. The HOST AGENCY will keep a record of all current inventories associated with the *JCRION* RMS to include warranties, specifications, assets, licenses, and descriptive purpose. Equipment replacement schedules will be maintained and will include hardware, software, and any other items necessary for the operation of the *JCRION* Consortium. The HOST AGENCY will be responsible for the payment of all reasonable and necessary *JCRION* RMS billing approved by the *JCRION* Consortium, to include vendor payment related to the *JCRION* Consortium.

The HOST AGENCY will provide an annual expenditure report to the *JCRION* Executive Council on or before March 1st of each year. The financial report will include all revenues and expenses/costs associated to the operation of the *JCRION* Consortium. In addition, the HOST AGENCY will provide accounting documents

quarterly to the *JCRION* Agencies, which will include a minimum of expenditures, assets, and invoices paid. All unused funds will be rolled over to maintain fiscal responsibility within the *JCRION* Consortium.

***JCRION* NUG Agency Representatives**

Each *JCRION* AGENCY will designate representatives (i.e. *Agency Records Custodian Representative and/or Agency JCRION RMS Administrators*) within the *JCRION* NUG. Each *JCRION* AGENCY will use its best efforts to designate at least two representatives to the *JCRION* NUG. The HOST AGENCY will have the following representatives: *JCRION* Program Manager; *JCRION* RMS Solution Specialist; and HOST AGENCY RMS Administrator.

This working group will meet on dates and times that are set forth by the *JCRION* Program Manager. It is the expectation that each agency representative keeps their agency's executive staff current on subject matter addressed by the *JCRION* NUG. In addition, minutes of the meetings will be distributed to the *JCRION* Executive Council.

The *JCRION* Program Manager will serve as the first chairman of the *JCRION* NUG for a term not to exceed two (2) years. During that initial two (2) year term, the *JCRION* NUG may replace the *JCRION* Program Manager by electing another chairman from the group, who will serve the remainder of such term. The chair position may then rotate every two years thereafter with the chair to be selected by the *JCRION* NUG through a majority vote.

All *JCRION* Consortium members and the *JCRION* NUG chairman can attend at their own expense the annual North American NICHE NUG or annual International NICHE NUG.

***JCRION* Executive Council**

The *JCRION* Executive Council is a body of executives from all active agencies of the *JCRION* Consortium. The membership consists of the Agency Executive and HOST AGENCY Executives. (*See the JCRION GOVERNANCE Section*)

5.0 HOST AGENCY REQUIREMENTS

Staffing

HOST AGENCY Executives will designate the *JCRION* HOST AGENCY team members, including but not limited to, *JCRION* RMS Solution Specialist, *JCRION* Program Manager, and *JCRION* Host RMS Administrator. Any members of the

JCRION Consortium who are RMS Subject Matter Experts (SME's) may assist with the development, build, implementation and/or testing of the *JCRION* RMS.

Training

The HOST AGENCY will facilitate one-time initial “train the trainer” sessions, conducted by NICHE, available for all agencies within the consortium to attend at no cost. Individual agencies will determine which staff should be represented at this training. These selected representatives that attend this train the trainer session will be responsible for training their respective agencies. Any additional training from NICHE will be at the expense of the *JCRION* AGENCY, unless provided by the HOST AGENCY.

Technology Services

Understanding that some agencies within the Consortium have limited technology services, the HOST AGENCY or another *JCRION* AGENCY may, but are not required to, assist at no charge beyond the included *JCRION* Operational Support as defined in this agreement. In the event that an agency needs substantial technology services, such agency and the HOST AGENCY or another *JCRION* AGENCY may enter into separate service agreements setting forth the charges for such services.

NICHE allows the sharing of all the interfaces developed and/or approved by NICHE. A list of those interfaces will be made available to all member agencies (*See Appendix D*). These interfaces allow *JCRION* Agencies to connect directly to the *JCRION* RMS, however they will still require testing and approval by the HOST AGENCY. (*See JCRION Operational Section*).

Any *JCRION* AGENCY “infrastructure needs” that require the purchase of additional hardware, non-NICHE developed software, or non-NICHE developed interfaces, will be the financial responsibility of the requesting *JCRION* AGENCY. Members of the *JCRION* Consortium may assist with the installation and/or testing of these products as long as they are utilized for the *JCRION* RMS.

Security & KCJIS Compliance

The HOST AGENCY will ensure that the *JCRION* RMS environment and all connected devices are KCJIS compliant. See *JCRION OPERATIONS* Section for additional items related to Security.

Hardware/Infrastructure

The HOST AGENCY will provide all infrastructure in the data centers consisting of *JCRION* Software and *JCRION* Hardware. This does not include any data

connections for specific *JCRION* Agencies to connect to the *JCRION* RMS environment. The HOST AGENCY will implement “best practices” to sustain performance related to the NICHE environment which will include limiting large data uploads to the database (i.e. video files).

6.0 JCRION AGENCY REQUIREMENTS

Each participating agency within the *JCRION Consortium* will utilize a domain structure that is built into the *JCRION* RMS solution. Each *JCRION* AGENCY will need to ensure that their infrastructure meets the minimum standards set forth by the HOST AGENCY.

Hardware/Infrastructure

JCRION Agencies are responsible for maintaining all the recommended hardware and infrastructure related to any devices operating the *JCRION* RMS. In addition, all *JCRION* Agencies are responsible for the installation, monitoring, and maintenance of their connections to the *JCRION* RMS. (i.e. VPN, Internet, fiber, and/or Cellular). The HOST AGENCY may review *JCRION* AGENCIES’ hardware to ensure it meets minimum specifications. Both the connectivity and hardware can have an impact on overall *JCRION* AGENCY performance when operating the *JCRION* RMS.

Security & CJIS Compliance

The *JCRION* AGENCY will ensure that all their connected devices and environments to the *JCRION* RMS environment are KCJIS compliant. See *JCRION OPERATIONS* Section for additional items related to Security. The HOST AGENCY may request the *JCRION* AGENCY provide record of its KCJIS compliance.

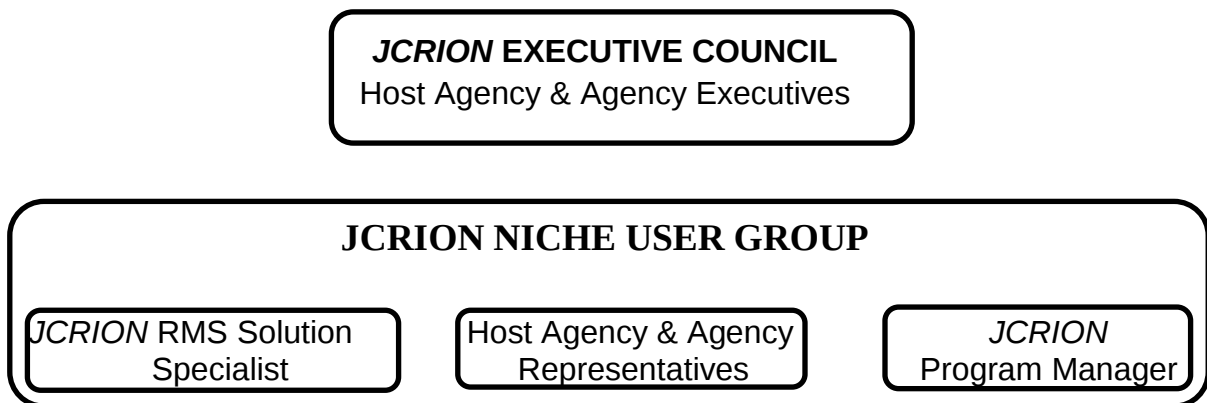
Representation

All *JCRION* Agencies are responsible for assigning representatives to ensure proper representation for the agency and for their jurisdiction’s best interest. Representatives should include individuals to meet the roles required within this document. (See *JCRION Roles Section*) Representatives from each *JCRION* AGENCY are critical to the success of the *JCRION* Consortium therefore active participation is required. If a *JCRION* agency is not represented at the majority of the meetings held in any given 12 month period, it will be notified of this deficiency by the Chairman of the Executive Council. If such *JCRION* AGENCY fails to be represented at the majority of the meetings held in the 12 month period following the notice, the Executive Council shall determine whether such agency has become an “Inactive” member.

7.0 JCRION GOVERNANCE

The *JCRION* Governance structure provides the structure in which the *JCRION* Consortium agrees to govern and operate within terms and conditions set forth in this interagency agreement to provide oversight to the *JCRION* RMS solution and associated services. The focus of the *JCRION* governance structure is to ensure the integrity of the *JCRION* RMS program. The *JCRION* governance will provide guidance to the following areas: *JCRION* RMS Roles, *JCRION* RMS Financials, *JCRION* RMS Operations, *JCRION* RMS Membership, and enforcement of this Agreement.

***JCRION* Governance Structure**



Principal Meeting Location

The principal meeting location for the *JCRION* Executive Council and NUG is to be determined. The *JCRION* Executive Council and NUG will meet on designated dates and times that the *JCRION* Consortium agrees upon.

***JCRION* NICHE User Group (*JCRION* NUG)**

To maintain a foundation for the *JCRION* Consortium, a user group will be established that will be utilized to further the goals of the Consortium as well as establishing a forum to address the needs and recommendations of the *JCRION* Consortium. The *JCRION* NUG will include the following roles: *JCRION* Program Manager, *JCRION* RMS Solution Specialist, and HOST AGENCY and Agency Representatives. Additional resources from either the HOST AGENCY or *JCRION* AGENCY may participate as needed based upon the agenda items. If an Agency does not have the IT structure in place to customize their *JCRION* RMS Domain, a

request will be made through the *JCRION NUG* for approval and implementation by the *HOST AGENCY* or another *JCRION AGENCY*, if approved.

The primary function of the *JCRION NUG* will be to assess the development and maintenance of the *JCRION RMS* as it relates to technology and user (officer/civilian staff) issues/recommendations to enhance the future needs and sustainability of the *JCRION RMS*. The *JCRION NUG* will also review, approve or reject requested changes, on the basis of majority vote of representatives, in the *JCRION RMS* environment, which must be in writing from the requesting agency. *NUG* Representatives from a quorum of *JCRION* Agencies must be present, either in person or via conference call, to vote on requested changes. A quorum for purposes of the *JCRION NUG* requires attendance (either in person or via conference call) by representatives of at least 51% of the *JCRION* Agencies. In the voting procedure, the majority vote of the quorum present and voting will carry. A record shall be kept of all change requests and approvals as well as each vote. The change request records will be made available to the entire *JCRION* Consortium membership for review. In addition, all change requests must be submitted at least 24 hours in advance of the *NUG* meeting and must include, at a minimum, a brief description of the change, business impact, and rollback plan.

The *JCRION NUG* will conduct regularly scheduled *NUG* meetings. All *JCRION NUG* recommendations must be approved by the majority of representatives from the *HOST AGENCY* and *JCRION* Agencies, with each *JCRION* Agency receiving one vote and the *HOST AGENCY* receiving one vote, prior to moving forward. All recommendations, votes and meeting minutes will be made available to all *JCRION* Consortium members. All approved recommendations that have potential significant impact on the *JCRION RMS* will be escalated to the *JCRION* Executive Council for review and approval.

Amendments to Interagency Policy Agreement

The *HOST AGENCY* or any *JCRION AGENCY* may recommend amendments to this Agreement as needed for the efficient operation and maintenance of the *RMS* and to address issues as they arise. All amendments will be subject to review and approval by the *JCRION* Executive Council. Upon approval by the *JCRION* Executive Council, each *JCRION AGENCY* will need to adopt the amendment(s) or may become an “Inactive” member, which shall be determined by the Executive Council.

Agreement Termination

JCRION Agencies that are Tier 1 are required to remain a member for the full first 10 years of this Agreement, in lieu of the Initial Software Usage Fee. In the event a Tier 1 member terminates their membership prior to the 10 years or becomes an Inactive Member, they will be required to pay an early termination fee equal to the amount of the Initial Software Usage Fee that was waived. (*See JCRION FINANCIAL SECTION*) After the ten-year anniversary of this Agreement, Tier 1 *JCRION* Agencies may terminate their membership pursuant to the same procedures provided below for Tier 2 members.

JCRION Agencies that are Tier 2 members may terminate their membership by notifying the HOST AGENCY in writing of their intent to terminate by July 1 of the then-current year. Any such termination by a *JCRION* AGENCY shall be effective as of January 1st of the following calendar year. Termination by a *JCRION* AGENCY shall not relieve that agency of payment of hosting and maintenance fees for the remainder of the year during which notice was given, nor shall a terminating agency be entitled to a refund of any amounts paid under this Agreement.

A terminated *JCRION* AGENCY shall be responsible for data extraction related to the terminated *JCRION* AGENCY's domain. Upon termination, all licenses purchased by or acquired on behalf of the terminated *JCRION* AGENCY shall remain the property of the respective *JCRION* AGENCY.

Should the County determine that it is unwilling or unable to continue its responsibilities as the HOST AGENCY, the County shall provide one hundred eighty (180) days advance notice to all *JCRION* AGENCIES. In such event, the County will refund the annual hosting fee paid by each *JCRION* AGENCY for the year in which the County provides such notice. The refund shall be calculated for each *JCRION* AGENCY on a pro-rated basis based upon the last day the County serves as the HOST AGENCY. The HOST AGENCY will provide *JCRION* AGENCIES with a copy of the live and legacy domain database and schema no more than 90 days prior to discontinuation of HOST AGENCY service.

Executive Voting and Quorum

A *JCRION* Executive Council will be established with each executive member entitled to one (1) vote for items requiring approval. The attendance of at least 51% of *JCRION* Executive Council is required to have a quorum. In the voting procedure, the majority vote of the quorum present and voting will carry.

The HOST AGENCY may object to a majority vote of the Executive Council that may pose a serious financial impact or security risk to the HOST AGENCY. In the event of such an objection, the vote shall be set aside and it is the expectation that the HOST AGENCY Executives will engage in a forum to discuss the concerns. The HOST AGENCY will provide in writing its reasoning and justifications for the initial objection or denial. The issue in question will be brought back to the Executive Council for discussion and resolution.

The *JCRION* Executive Council does not vote on all customizations that are Agency specific unless it is determined that it could potentially impact the *JCRION* RMS operations or integrity. If so, it will be escalated to the *JCRION* NUG and/or *JCRION* Executive Council to be addressed.

8.0 JCRION OPERATIONS

All *JCRION* Consortium members will utilize a shared environment containing KCJIS Records with the HOST AGENCY providing the infrastructure and day-to-day operations of the environment. The *JCRION* RMS information may be shared/disseminated amongst all *JCRION* Consortium members. All *JCRION* RMS records will be maintained, vetted, and secured by the HOST AGENCY. Individual agencies within the *JCRION* Consortium will maintain their own records and have access to shared records.

Incident Management

All HOST AGENCY issues will be recorded via the HOST AGENCY IT ticketing system. *JCRION* AGENCY specific issues will only be recorded if they are escalated to the HOST AGENCY. Any issues discovered by the *JCRION* AGENCY will be directed to that Agency's *JCRION* RMS Administrator to be resolved. If the issue cannot be resolved, a ticket will be submitted to the HOST AGENCY for investigation and resolution. The HOST AGENCY will follow all current procedures for critical tickets including communications utilizing the Problem Incident Report (PIR) guidelines. (See Appendix C: Service Level Agreement (SLA) for timing related to issues submitted.)

Service Level Agreement (SLA)

The HOST AGENCY will utilize their currently established SLA (see Appendix C) and NICHE's contracted SLA. The HOST AGENCY's SLA is subject to change and therefore any relevant updates that occur will be provided to all *JCRION* Consortium members reflecting those changes. The HOST AGENCY may monitor all connections to the *JCRION* RMS environment to ensure operational performance and aid in troubleshooting in the event of an incident.

Data Exchange/Sharing

All *JCRION* Consortium members agree to exchange data within the *JCRION* RMS and understand that sharing this data does not constitute ownership, but is shared, in an effort to provide associated services for their agency.

Records and data stored on the *JCRION* RMS will be accessible by all *JCRION* AGENCIES and the HOST AGENCY. Access to and use of other agencies' records shall only be for law enforcement and criminal investigation purposes and as otherwise provided for by law. Each *JCRION* AGENCY and the HOST AGENCY is and shall remain the owner and custodian of its respective records and data. In the event an *JCRION* AGENCY or the HOST AGENCY is served with or receives a subpoena, court order, legal process, a Kansas Open Records Act (KORA) request, or similar demand for production of the records or data of another *JCRION* AGENCY or the HOST AGENCY, such receiving AGENCY, to the extent allowed by law, shall refer the requester to the custodian AGENCY and shall notify the custodian AGENCY of the request.

Data Interfaces & Maintenance

JCRION Agencies are responsible for providing the HOST AGENCY verification of testing, accuracy, and schedules associated with implementation. The HOST AGENCY will validate all data interfaces and schedule implementation based upon availability of resources. The HOST AGENCY will monitor all data feeds for erroneous data and may reject or disconnect any data feeds that are not meeting the quality of standard for the HOST AGENCY. The *JCRION* AGENCY is required to perform regular maintenance, including all testing for upgrades and patches to ensure accuracy of data imports. Any suspicious data feeds/integrations may be terminated with reasonable notice to ensure the integrity of the *JCRION* RMS for the Consortium.

JCRION Agencies are expected to make reasonable efforts to provide customized programming assistance to those agencies lacking IT structure. However, *JCRION* Agencies are not required to provide services and staff time free of charge. In the event that an agency requires significant programming services, such agency and the HOST AGENCY or another *JCRION* AGENCY may enter into separate service agreements setting forth the charges for such services. All customized programming integrations with the *JCRION* RMS will be required to be tested by the HOST AGENCY and/or documentation provided to sufficiently meet the HOST AGENCY IT and *JCRION* NUG approval prior to implementation.

Data Backup and Recovery

The HOST AGENCY will provide environment (i.e. interfaces, NDS, etc.) and regular database backup of the *JCRION* RMS based upon JIMS' current guidelines, pursuant to which data retention will be for six months with an additional annual backup that is stored offsite for one year. These backups are only for major disasters requiring full recovery, and not for individual records or partial recovery. The backup retention will be in accordance to the HOST AGENCY current guidelines. The HOST AGENCY does not have the resources to provide individual agency data feeds or replicated data specific to any *JCRION* AGENCY. Doing so would be at the HOST AGENCY discretion.

High Availability and Disaster Recovery

The HOST AGENCY will provide an environment with high availability for the *JCRION* RMS infrastructure. In addition, a secondary site will be established and maintained as a fail over in the event the primary site is unavailable for an unacceptable period of time as determined by the HOST AGENCY. *JCRION* Agencies are responsible for failing over to the Disaster Recovery site should the HOST AGENCY initiate the Disaster Recovery site. The Disaster Recovery site is expected to have the same level of performance as the primary site.

Reporting Server

The HOST AGENCY will provide a read only reporting/archive server for each requesting *JCRION* AGENCY. The *JCRION* AGENCY will be financially responsible for any licensing, maintenance, and hardware costs associated with the server. The HOST AGENCY will provide daily database updates at a minimum of the reporting server.

KCJIS Patches and Maintenance

The HOST AGENCY will ensure that other patches and maintenance are completed within the maintenance window in order to facilitate the completion of scheduled RMS maintenance and upgrades.

Scheduled *JCRION* RMS Maintenance

The HOST AGENCY will provide up to one upgrade per year to the *JCRION* RMS as provided by NICHE, if available, with approval from the *JCRION* Executive Council. The HOST AGENCY will apply patches during the scheduled maintenance window with at least five business days' advance written notification to all Agencies except that in the event of an emergency or a security threat, the HOST AGENCY may apply patches without such notice. In that event, the HOST AGENCY shall

provide written notice as soon as practicable. The *JCRION* RMS standard maintenance window is the first Monday of the month from 2 am to 5 am. HOST AGENCY may extend or change the maintenance window by presenting this change to the NUG. Both upgrades and patches may require client software to be upgraded which will be the responsibility of each Agency to complete these Agency Client specific upgrades. The HOST AGENCY will not make changes to the *JCRION* RMS without approval of the NUG. All environmental changes will be reviewed by the HOST AGENCY to determine if they need to engage the *JCRION* NUG. All *JCRION* agencies shall conduct testing of their *JCRION* RMS domain prior to the date of the upgrade to the production environment for any changes approved by the NUG. Any application based changes will be approved by the *JCRION* NUG. Any infrastructure changes will be approved by the HOST AGENCY.

***JCRION* RMS User Access Maintenance**

Each *JCRION* AGENCY is responsible for maintaining their terminated and new hire users utilizing their *JCRION* RMS domain administrator account access. Each *JCRION* AGENCY will conduct an annual audit of their *JCRION* RMS user accounts to ensure both financial licensing and user access is up to date and will provide a true-up report to the HOST AGENCY. The HOST AGENCY retains the right to audit all *JCRION* RMS user accounts. (See *JCRION FINANCIAL SECTION* for additional information.)

***JCRION* RMS Agency Specific Configuration**

Each *JCRION* AGENCY will have one *JCRION* RMS domain administrator account to manage their *JCRION* RMS agency domain. The *JCRION* RMS agency specific domain administrator can make configuration changes to their *JCRION* RMS domain to meet their agency specific needs. A list of agency specific customization is attached as Appendix A. In the event a customization is not available, a recommendation can be made to the *JCRION* NUG for review.

***JCRION* RMS Infrastructure Security**

The HOST AGENCY will manage all infrastructure security related to the *JCRION* RMS infrastructure. *JCRION* AGENCY staff will only have access to the *JCRION* RMS solution; no further access will be granted. The HOST AGENCY will notify all *JCRION* Executives of issues that require escalation. In the event of a *JCRION* AGENCY security issue, the Agency identifying the issue must notify the HOST AGENCY immediately, but in no event not more than 2 hours after the issue is discovered, to determine what action, if any, is necessary to ensure the security of the *JCRION* RMS environment. This action may include temporarily disconnecting the

JCRION AGENCY with the security issue until it is resolved. The HOST AGENCY will determine if a notification is necessary for the all *JCRION* Agencies.

Records Custodian

Each Agency Records Custodian Representative will adhere to all *JCRION* RMS standards including KCJIS criteria as well as KORA. It is the expectation of the *JCRION* Consortium that each Agency's Records Custodian report any issues and/or inconsistencies within the *JCRION* RMS to that *JCRION* AGENCY representative and HOST AGENCY.

Additional Services

Additional services can be arranged as needed by any *JCRION* AGENCY with any other member. These arrangements are not part of this agreement, however all terms and conditions of this agreement remain in effect and enforced.

9.0 JCRION FINANCIAL SECTION

All agencies participating within the *JCRION* Consortium will agree to fulfill all financial obligations related to the administration and operation of the *JCRION* RMS. (See Appendix B) Maintenance costs will be allocated to each agency as a percentage of sworn users for that agency. An administration hosting fee will be assessed at a fixed rate per user to assist with IT operating costs for the HOST AGENCY. All fees will be made payable to the HOST AGENCY. Any member agency that fails to pay for their maintenance and/or hosting fee may be deemed an "Inactive" member agency by the Executive Council until which time payments are received. In the event any fees are past due for more than thirty (30) days, the HOST AGENCY shall provide such agency with written notice of the opportunity to cure the default. The HOST AGENCY shall advise the Executive Council when fees remain past due for more than sixty (60) days and the Executive Council may declare the member agency Inactive until all such fees are paid. The Executive Council may deny the Inactive Member access to the NICHE RMS while past due fees are outstanding.

There will be an annual "true up" of each member agency's user numbers by the HOST AGENCY in the fourth quarter of each year. Member agencies will be required to provide accurate sworn and civilian employee numbers at that time for the following year. Those adjusted user numbers will be applied for the invoicing in the following year unless there is a significant agency user count change during the year that increases the HOST AGENCY'S costs. In which case, that member agency may be required to pay those additional maintenance and hosting fee costs at the time of that change.

The hosting fee is due and payable by each *JCRION* AGENCY to the County within thirty (30) days of the *JCRION* AGENCY's first use ("Go-Live" Date) of the NICHE RMS and thereafter annually on the 15th of January of each year this Agreement remains in effect. Maintenance is due and payable on January 15th of each year. Maintenance fees shall be calculated as set forth in the contract between Niche and the HOST AGENCY dated July 21, 2016, and any amendments thereto, and as set forth in Appendix B. For each *JCRION* AGENCY, the first year of hosting and maintenance fees shall be prorated based upon the agency's first use ("Go-Live" Date) of the NICHE RMS.

Initial Software Usage Fee

This fee applies to only Tier 2 Agencies, requiring an upfront license fee of \$1340 per sworn officer. Tier 1 Agencies are required to commit to a 10 year term which waives the initial software usage fee. All licenses for the NICHE RMS shall be purchased directly from NICHE by the HOST AGENCY. For both the initial and any subsequent license purchases, each *JCRION* AGENCY shall remit the required licensing fees to the HOST AGENCY, which will then purchase the licenses to be used by such agency. The HOST AGENCY will retain ownership of all licenses purchased from NICHE. If a *JCRION* AGENCY terminates membership under this Agreement, the HOST AGENCY will transfer all licenses purchased by said *JCRION* AGENCY to that agency as the *JCRION* AGENCY will retain the licenses purchased for it.

Addition or Removal of Sworn Users

Should an agency add or remove sworn users from their RMS "roster", the Agency's reestablished number of sworn users will be eligible for an adjusted percentage of costs allocated to the maintenance fee for the following year after such numbers are confirmed by the annual true-up. If an Agency terminates their membership with the *JCRION* Consortium, any and all financial commitments up to the time of their termination will be non-refundable, as the scheduled financial responsibility of that Agency has already been distributed for vendor payment, which is a crucial factor for the successful operation of the *JCRION* Consortium.

All additional sworn users added by an agency will require the agency to pay for a full cost license, hosting fee, and will increase their annual maintenance fee accordingly. This applies to all Tier 1 and Tier 2 agencies.

Addition or Removal of Civilian User

Should an agency add or remove civilian users from their *JCRION* RMS "roster", the agency's reestablished number of civilian users will be eligible for an adjusted

(reduction or increase) cost related to the HOST AGENCY hosting fee the following year after such numbers are confirmed by the annual “true up”. If an Agency terminates their membership with the *JCRION* Consortium, any and all financial commitments up to the time of their termination will be non-refundable.

Annual Software Maintenance Fee

This fee applies to both Tier 1 and 2 agencies at the initial rate of \$268 per sworn officer annually based upon the allocated number of sworn officer licenses. Any licenses purchased above the original allocated number will increase the annual software maintenance fee at the initial rate of \$268 per sworn officer.

The Annual Software Maintenance Fee is currently set for a five-year lock at a twenty percent (20%) licensure rate commencing with the first use (go-live) of the NICHE RMS by a *JCRION* Consortium member. If the Annual Software Maintenance Fee rate changes after the five-year lock-in, the HOST AGENCY will provide notice to the *JCRION* AGENCIES of the new rate with the associated fee schedule. *JCRION* maintenance fee adjustments are limited to no more than an annual increase of two percent (2%).

Annual Hosting Fee

The hosting fee is assessed to assist in offsetting the technology infrastructure and support costs for the HOST AGENCY. Fee applies to both Tier 1 and 2 agencies at a rate of \$62 per every user in the *JCRION* NICHE Solution. The annual hosting fee, which shall be paid to the HOST AGENCY, includes computer, storage, and disaster recovery and is due within thirty (30) days following first use (go live) of the NICHE RMS by each *JCRION* AGENCY and annually thereafter. Hosting fees due from each agency shall be adjusted annually based upon the current number of users.

Optional Fees

There are no fees for data conversion, integration, or training (beyond what is already mentioned in this agreement) included in any of the costs. Each agency may decide its need for any of these optional services. Optional fees depending on the agency’s preference may include the following:

Optional NICHE Provided Data Conversions	\$1,800 per day <i>(plus T&E)</i>
Optional NEW NICHE Built Custom Interfaces	\$1,800 per day

NOTE: All existing NICHE interfaces are at no cost

Annual Fee Reporting & Adjustments

The HOST AGENCY will provide an annual report on the *JCRION* RMS fees paid and expenses incurred by the HOST AGENCY related to the *JCRION* RMS to the *JCRION* Executive Council. During the annual review, should the *JCRION* RMS hosting fees not align with services provided or should unforeseen expenses arise that are required to sustain the *JCRION* RMS, a recommendation from the HOST AGENCY will be reviewed and voted upon by the *JCRION* Executive Council. All *JCRION* hosting fee recommended adjustments will be reviewed by the *JCRION* Executive Council for approval by the *JCRION* HOST AGENCY Executives.

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Signature Agreement

Your signature confirms your agreement, as a *JCRION* Consortium member, and that your agency agrees to the terms documented within this Interagency Policy Agreement on _____, 2017.

Chief Richard Mann
Spring Hill Police Department



Chief Francis Donchez
Overland Park Police Department



Chief Rob Moser
Shawnee Police Department



Chief James Pruetting
Gardner Police Department



Chief Ben Hadley
Mission Police Department



Sheriff Calvin Hayden
Johnson County Sheriff's Office



Chief Dan Field
Johnson County Park Police



Chief Michael Daniels
Merriam Police Department



Chief Mike Fleming
Fairway Police Department



Chief Greg O'Halloran
Westwood Police Department



Chief Tim Schwartzkopf
*Prairie Village Police
Department*



Chief Troy Rettig
Leawood Police Department



District Attorney Steve Howe
*Johnson County District
Attorney's Office*



Chief John Morris
Roeland Park Police Department



Chief Steve Menke
Olathe Police Department



Chief Tom Hongslo
Lenexa Police Department



Ed Eilert, Chair
Board of County Commissioners of Johnson County, Kansas

APPENDIX A

JCRION RMS Functionality Matrix

The *JCRION* Consortium RMS offers agencies some agency specific customizations or configurations. As a multi-tenant environment, the *JCRION* Consortium will be utilizing common configurations, as well as “pick lists”, to ensure we provide the *JCRION* Consortium with data integrity, data sharing, and the highest level of system integration.

Agency Specific Configurable Features:

- System Parameters (*including ability to set default field values for many common fields*)
- Agency Specific Reports and Documents
- Agency Specific Templates for data entry and outputs
- Agency Specific Templates for case file assembly (*these templates determine what different types of court packets will include*)
- Agency Specific Arrest offense/reason codes, charges and municipal ordinance codes
- Agency Specific Custody Log Templates
- Agency Specific Fee Schedules for Citations
- Agency Specific Stats Classification details
- Agency Specific Usernames (*as it relates to their domain*)
- Agency Specific Workflow Templates

[illegible]

ORION SERVICE LEVEL AGREEMENTS

(As of May 2016)

APPENDIX C

Severity Level	Category	Service Level Definitions	NICHE APPLICATION SUPPORT		JCRION HOSTING & INFRASTRUCTURE	
			NICHE Initial Response	NICHE Initial Resolution	HOST Initial Response	HOST Initial Resolution
SEV 1	HIGH	APPLICATION: The system is not operational or one or more core business functions are not operational. HOSTING: Connectivity to the Data Center or Servers is unavailable for all users.	30 mins	6 hours unless otherwise agreed by the customer if diagnostic logs can be processed at the Niche office in Winnipeg, 12 hours if diagnostic logs can be processed remotely at the customer site, best effort if there is no access to diagnostic logs.	30 mins	4 hours unless otherwise agreed by the customer or determined to not be a HOST Infrastructure technology issue (i.e. Agency Connectivity to HOST data center down)
SEV 2	MEDIUM	APPLICATION: The system is operational but in degraded mode. This includes serious, persistent, system-wide performance problems, intermittent operation, or serious malfunction in core business functions. HOSTING: Degraded performance, data center is online and operational. This include systemwide performance issues and intermittent operational issues.	30 mins	1 day unless otherwise agreed by the customer if diagnostic logs can be processed at the Niche office in Winnipeg, 2 days if diagnostic logs can be processed remotely at the customer site, best effort if there is no access to diagnostic logs.	30 mins	2 business days unless otherwise agreed by customer or determined to not be a HOST Infrastructure technology issue
SEV 3	LOW	APPLICATION: The system is operational and users can use the system. This includes intermittent performance problems, intermittent malfunctions of some system functions, problems with a limited number of client installations, etc. HOSTING: Data Center is operational for a majority of the users and functionality. (i.e. non-critical reports not completing)	Next Business Day	Best effort practical	Next Business Day	Best effort practical
SEV 4	NUISANCE	APPLICATION: No significant operational impact. This includes malfunctions in low importance, infrequently used system functions, layout or spelling problems, etc. HOSTING: Data Center is operational. Project work such as scheduling connectivity, request for data, and/or request for agency specific environments.	Next Business Day	Future Release	Next Business Day	Future Release

Appendix D - Niche Developed/Approved Interfaces

Customer	Interface	Interface Description	Interface Developed By
Alaska			
Alaska	APSIN Person Interface	A windows service that queries for person records in a shared SQL Server database, then translates those person records to RMS person entites and inserts them into the RMS using the Niche NewFill API	Ryan Nixon / Oran Dennison
Alaska	APSIN Case Interface	A windows service that directly interacts with the APSIN mainframe Broker service. Agency CAD programs send their information to the mainframe and are redirected by the broker to generate RMS incidents	Rick Judd
Alaska	RMS Vehicle Plugin (In development)	A C#-based RMS plugin that enables searching and import of APSIN vehicle records into the RMS database	Ryan Nixon
Alaska	RMS Person Plugin (In development)	A C#-based RMS plugin that enables searching and import of APSIN person records into the RMS database	Ryan Nixon
Arizona			
Arizona	SAMS Interface	Personnel interface used to bring employees into the RMS system.	Niche
Cheshire			
Cheshire	CAD	Interface to NSPIS CAD	Niche
Cheshire	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
Cheshire	Gazetteer	Cheshire uses the Niche internal gazetteer (NAV) with the AddressPoint data set	Niche
Cheshire	Libra	National interface from the Courts (charges/results)	Niche
Cheshire	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Cheshire	PNC 2-way	Interface with Police National Computer to search for people	Niche
Cheshire	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Cleveland			
Cleveland	CAD	Interface to Storm CAD	Niche
Cleveland	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
Cleveland	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
Cleveland	Libra	National interface from the Courts (charges/results)	Niche

Cleveland	Livescan	Interface to Livescan units	Niche
Cleveland	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Cleveland	PNC 2-way	Interface with Police National Computer to search for people	Niche
Cleveland	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
DOI			
DOI	CAD	Interface to CIS CAD	DOI
DOI	CAD	Interface to Logisys CAD	DOI
DOI	CAD	Interface to Motorola CAD	DOI
DOI	CAD	Interface to Crimestar CAD (under construction)	DOI
DOI	CAD	Interface to Sundance CAD (under construction)	DOI
Dorset			
Dorset	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
Dorset	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
Dorset	Libra	National interface from the Courts (dispositions)	Niche
Dorset	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Dorset	PNC 2-way	Interface with Police National Computer to search for people	Niche
Dorset	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Edmonton			
Edmonton	Admin Utility for Niche	Built for our administrators to remove lineup links, inactivate employees by deactivation date, move tasks and flags to other units/member	EPS
Edmonton	Air One Interface	Airone is a web application that queries EPROS to get information on occurrences that they are working on and include information in flight stat reports.	EPS
Edmonton	ARG - Automatic Report Generator	ARG is a client desktop application used for Information Auditing by the Data Quality Unit which generates reports in Niche EPROS system. It creates a task linking the generated report to each occurrence for a specified entity and also links that task directly to the entity.	EPS

Edmonton	Beacon	This web application is used to display information on large screens which are refreshed every 5 minutes. The information displayed are such things as lodged and non-lodged arrests, whiteboards (similar to Niche), tasks initiated by our approval center, reworked tasks returned to the approval center, Judge's Orders, Warrant Requests, PTA's and Appearance Notices that require court report management involvement.	EPS
Edmonton	BI Interface	BI Interface is used by the custom .NET utility Control Tactics Extractor (CTE) to extract Control Tactics reports	EPS
Edmonton	CAD	Interface to poll CAD incoming folder to import CAD files generated into the RMS	Niche
Edmonton	CopLogic	Interface to CopLogic for Community On-Line Reporting - writes to RMS	EPS/Coplogic
Edmonton	CPIC	Interface for CPIC maintenace and query	Niche
Edmonton	Document Inventory Interface	Document Inventory is Web Application that is used to track Occurrence documents that are being sent to Central Registries for scanning. It has read-only access to EPROS to receive Occurrence Details information.	EPS
Edmonton	Document Services	Queries the RMS for correct person and address for serving warrants etc	EPS
Edmonton	eCollision Interface	Links the ecollision report to the required occurrence in the RMS	EPS
Edmonton	Emug	Creates Fingerprints and Ident Reports	EPS
Edmonton	Eplus	Photo Lineup creation	EPS
Edmonton	Gateway Mobile	Mobile Application for members	EPS
Edmonton	HR Interface	Updates records system on all employee information, units etc - Keeps in sync with HR - and creates reports for admin work required.	EPS
Edmonton	i2 Interface	i2 Interface is used by the custom .NET utility BLOB Extractor to extract report narratives and person mugshots	EPS

Edmonton	IAPRO Interface	IAPRO Interface (IAPRODataExporter) - is a console application (scheduled task on app server) that queries Tickets, Arrests, Street Check Reports, and Use of Force data (including involved citizen information: identity data, addresses, phone numbers) from the Edmonton Police Niche RMS via the API provided by Niche. The resultant data from the queries is then inserted into SQL staging tables from which the IAPro application will source data. IAPro is an application to support Internal Investigations.	EPS
Edmonton	Informer Interface	Interface for CAD to report LOI(Location of Interest) to members on dispatch address - for active person flags "wanted for questioning" and "warrants" - on persons residing at the address in question.	Intergraph
Edmonton	iReporter	1. Allows users to search on Occurrences, Tasks, Tickets, Arrests and Street Checks for statistical purposes originally but not exclusively. 2. Allows users to search for tasks that require approval/review. 3. Allows Court Report Management to search for new and outstanding items that require disclosure or action on their behalf. 4. Allows users to view an Occurrence or Street Check in a graphical tree form. 5. Allows Court report management to create court disclosure packages. 6. Generates statistics on task lifecycles.	EPS
Edmonton	JOIN Interface	Ticket information transfer to court (JOIN) - Data Extraction	EPS
Edmonton	Person Merge Tool	Our own version of a Person merge - no limits on the merge	EPS
Edmonton	Photo Radar Interface	Creates violation tickets in the RMS	EPS
Edmonton	PICS Interface	Application with all required security checks on one app.	EPS
Edmonton	PIP Interface	Police Information Portal - query only set up - RCMP	Niche
Edmonton	Property Move	For Property and Drug Exhibit Units to move exhibits from one location to another, using the xml generated by Niche's inventory application	EPS

Edmonton	LiveScan	Interface to LiveScan to extract Ident information to send to RCMP	Niche
Gwent			
Gwent	Not live as of 02May2013		
Halton			
Halton	CAD	Imports generated CAD calls to RMS	Niche
Halton	CPIC	Query CPIC ; CPIC maintainace	Niche
Halton	Live Scan	Exports Ident info to Cogent Live Scan fingerprint form and submitting to RCMP	Niche
Halton	Coplogic	Imports coplogic events via CAD interface	Niche
Halton	FIP	Weekly executed batch jobs then sent to RCMP	Niche
Halton	MCM	Major Case Management - Testing	Niche
Hamilton			
Hamilton	CAD	Live with Intergraph CAD since the early 90's. The CAD to Niche RMS interface was implemented on go live of Niche Dec 1, 2005. If the dispatch type meets criteria, after a call is created in CAD, data extracted to a share every 2 minutes until the call is closed. This data is picked up by the Niche interface which updates the RMS occurrence. When the call is closed in CAD, the final View Last CAD data is populated in Niche.	Intergraph did their side and Niche did their's.
Hamilton	Niche to FIP	LIVE - data batched weekly and forwarded to RCMP/CPIC for processing	Niche
Hamilton	Web Services	LIVE	Niche
Hamilton	Niche to PIP	TEST	Niche
Hamilton	LiveScan	TEST	Niche
Hampshire			
Hampshire	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
Hampshire	Libra	National interface from the Courts (dispositions)	Niche
Hampshire	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Hampshire	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Leicestershire			
Leicestershire	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
Leicestershire	Gazetteer	Cheshire uses the Niche internal gazetteer (NAV) with NLPG as the source	Niche

Leicestershire	Libra	National interface from the Courts (dispositions)	Niche
Leicestershire	Livescan	Interface to Livescan units	Niche
Leicestershire	PentiP	Interface from national ticket system to Niche to create occurrences and case files	Niche
Leicestershire	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Leicestershire	PNC 2-way	Interface with Police National Computer to search for people	Niche
Leicestershire	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Lincolnshire			
Lincolnshire	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
Lincolnshire	Libra	National interface from the Courts (dispositions)	Niche
Lincolnshire	Livescan	Interface to Livescan units	Niche
	NMIS	Interface to the National Management Information System (Home Office crime Hub)	Niche
Lincolnshire	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Lincolnshire	PNC 2-way	Interface with Police National Computer to search for people	Niche
Lincolnshire	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Merseyside			
Merseyside	CAD	Interface to Storm CAD	Niche
Merseyside	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
Merseyside	Libra	National interface from the Courts (dispositions)	Niche
Merseyside	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Merseyside	PNC 2-way	Interface with Police National Computer to search for people	Niche
Merseyside	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Merseyside	TWIF	Two Way Interface to the Crown Prosecution Service (enhancement to 1 way interface)	Niche
Missouri State Highway Patrol			
Missouri State HP	FATPOT Mobile to RMS	All officer data to the RMS	Niche

Missouri State HP	CAD	Interface to Xwave CAD	Niche
Missouri State HP	TMS (Traffic Mgmt System) to RMS	Flag with Incident # to denote if Crash is in Draft or Final status for Dissemination (This interface is in the development stage)	MSHP
North Wales			
North Wales	CAD	Interface to Intergraph CAD	Niche
North Wales	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
North Wales	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
North Wales	Libra	National interface from the Courts (dispositions)	Niche
North Wales	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
North Wales	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
North Yorkshire			
North Yorkshire	CAD	Interface to Storm CAD	Niche
North Yorkshire	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
North Yorkshire	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
North Yorkshire	Libra	National interface from the Courts (dispositions)	Niche
North Yorkshire	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
North Yorkshire	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Oregon State Police			
Oregon State Police	CAD to RMS	Import CAD events and incidents into Niche RMS.	Intergraph (CAD), Online Business Systems (Enterprise Services Bus), Niche (RMS)
Oregon State Police	APS (eCitation and eCrash)	Import electronic citations and crashes issued using Report Beam software into Niche RMS.	Advanced Public Safety (Report Beam) Online Business Systems (ESB), Niche (RMS)
Oregon State Police	RMS Publish	Export crime statistics to ONIBRS/NIBRS and incident data to N-Dex.	Niche (RMS), Online Business Systems (ESB)
Police Service of Northern Ireland			

Police Service of Northern Ireland	CAD	Interface to Storm CAD	Niche
Police Service of Northern Ireland	Causeway	The Causeway interface is the Northern Ireland equivalent of CJIT/Libra.	PSNI
PRIDE			
PRIDE	CAD	Interface to Intergraph CAD	Niche
PRIDE	CPIC (Maintenance)		Niche
PRIDE	CPIC (Query)		Niche
PRIDE	Motor Vehicle Collision Reports	Internal application that we have interfaced	WRPS
PRIDE	UCR Stats Reporting or UCR reporting via CRPQ		Niche
PRIDE	AFIS		Niche
PRIDE	CopLogic		Niche
PRIDE	FIP		Niche
PRIDE	Livescan		Niche
PRIDE	PIP Interface (QUERY)		Niche
PRIDE	PIP Interface (PUBLISHING)		Niche
PRIDE	Web Services		Niche
Queensland			
Queensland	ACID interface	ACID (Australian Criminal Intelligence Database), The ACID Service periodically scans the Niche database for submissions that has been flagged for ACID. Submissions are validated to ensure they can be uploaded. For Intelligence Submissions which pass validation, an "Intelligence Report" is generated in XML format and written to the interface file. When all Intelligence Submissions have been extracted, the interface file is copied to the ACC server using FTP	Queensland Police Service & ACID
Queensland	BulkPropertyLoaderService	Provides specific operations for consumption by the Bulk Property client system (Niche plug in). Examples of such operations include searching for property and occurrence details, and addition of property items to the Niche data store.	Queensland Police Service

Queensland	CADIncidentService	The CAD Incident Service is responsible for providing Incident summary information to external parties. The interface provides both a realtime and batch facility that can be called from external parties that required CAD Incident Summary information for their application processing purposes	Queensland Police Service
Queensland	CAD Service	CADService contains a variety of web services that are used by CAD for customised lookups in Niche for person of interests, location of interests, vehicle/vessels of interest, person details and phone number details. Also allows the CAD system to create Niche occurrences based on CAD events. V2 has been set up to remove dependencies between CAD's Intelliview and Niche. Once CAD's Intelliview is updated v1 can be deprecated.	Queensland Police Service
Queensland	Confirm CRIS Service	The Confirm CRIS Interface Group is a set of interfaces that allow CITEC to acquire information concerning property crimes to provide to paying customers via the Confirm CRIS system.	Queensland Police Service & Citec
Queensland	Confirm TIRS Service	Provides traffic incident retrieval operations for the PublicAccess service	Queensland Police Service & Citec
Queensland	CrimTracPOIService	The Crimtrac POI interface provides details of POI to CrimTrac NNI system. This interface provides only full batch extract jobs. The file generated from these batch jobs are in a fixed format file which are then forwarded to CrimTrac via FTP	Queensland Police Service & Crimtrac
Queensland	CrimtracVOIService	The CrimTrac Vehicles of Interest interface is a windows service that performs incremental data exports from the Niche database to CrimTrac. The data exported contain information regarding to stolen, recovered and wanted vehicles.	Queensland Police Service & Crimtrac

Queensland	DDM Receiver and Sender Services	The Data Distribution Managers are web services that send and receive messages from the IJIS Hub. The web services are implemented as .Net 3.5 WCF services. The DDM will implement the following behaviours; • Unwrap/wrap the IJIS message. • Check the authorization of the message. • Validate the schema of the received/sent message. • Audit the message receipt • Place the message in the IJIS Message Datastore. At the successful conclusion of these actions an acknowledgment will be sent/received to/from the IJIS Hub reporting that the message has been persisted.	Queensland Police Service & Justice Dept
Queensland	Derie Service	The Derie project is implementing a new Interview Recording system in police stations throughout Queensland. The interview recording system records the interview on a DVD as an audio file. It also creates a Metadata file containing reference data related to the interview eg. Occurrence number, Interviewee and Disc Barcodes. The Derie interface has been requested to assist with data entry of these Derie Discs into Niche. The Interface shall read the Metadata on each Derie Disc and use this information to fill out a Niche Interview report, add a property item, create Niche Id's and tag the property item	Queensland Police Service
Queensland	DrugKits Services	The interface supports the transfer and processing of all property items going to QHSS Labs (with the exception of DNA samples). These items include Forensic Samples, Drug Driving Kits and Clandestine Lab samples going to and from Queensland Health Scientific Services (QHSS)	Queensland Police Service & Queensland Health Scientific Services
Queensland	ETCR Services	Electronic Transfer of Court Results, both non final and final results for processing into Niche	Queensland Police Service & Justice Dept

Queensland	Forensics Property Service	The task of the Niche Forensics Property Interface is to import this data from the Forensics Register and take ownership of the data. This will be achieved by implementing a web service that imports data into the NDS data store, which can then be called by the Forensics Register upon the creation of new property records. When data is imported into the NDS data store, the property records will be created in reference to a given occurrence. The Niche identifiers resulting from this action will be returned to the Forensics Register in the web services response, enabling the Forensics Register web application to provide users with a reference to the master record in Niche.	Queensland Police Service
Queensland	Forensics Service	The service creates periodic (daily) extracts of Occurrence information from Niche which have a related Forensics Case	Queensland Police Service
Queensland	GIS Service	Provide retrieve and update operations to Niche for spatial data related to Occurrences	Queensland Police Service
Queensland	II Common Service	A utility web service that retrieves reference data for Niche choice lists, F3 lists and other reference data	Queensland Police Service
Queensland	IMS CAD incident service	The CAD Incident Service is responsible for providing Incident summary information to external parties. The interface provides both a realtime and batch facility that can be called from external parties that required CAD Incident Summary information for their application processing purposes. The Service retrieves information from regional IMS CAD Servers	Queensland Police Service
Queensland	ITAS Extract Service	The interface returns Occurrences that have been created or modified for the supplied date range. The interface only returns Occurrences that relate to traffic OR Occurrences that have an Offence that is traffic related. The interface will return the Occurrence Summary Response.	Queensland Police Service
Queensland	ITAS Service	The service contains several operations that return Occurrence details from Niche.	Queensland Police Service

Queensland	Linda Service	Informatica is 3rd party application used for data cleansing. Informatica will be used to identify records (person, addresses etc) that can be merged or updated. The data scripts to merge/update the Niche records are uploaded and run by the LINDA windows service. The LINDA service will allow for the scheduling of the data scripts to be run against Niche through the AIP Console.	Queensland Police Service
Queensland	LiveScan Services	These services send and receive data from the Livescan machines	Queensland Police Service
Queensland	Member update service	Updates Niche with details of new employees or updated employees from the Aurion HR system	Queensland Police Service
Queensland	NAV service	The NAV Web service provides an API to allow parties to find and validate addresses within the Niche Records Management system based on a variety of search criteria. The API uses the NicheAddressValidation pseudo table to conduct searches. To quote the Niche NAV documentation; There is one main pseudo-entity that allows access to the Niche Address Verification tables: NicheAddressVerification. Its purpose is to accept search criteria, access the physical NAV tables and return matching addresses in a format similar to that of the entity PhysicalAddress. This allows the complex data model of the NAV tables to be searched using a simple SQL SELECT from a single entity	Queensland Police Service
Queensland	NFLRS Service	Extracts Weapons and License information for the CRIMTrac NFLRS system	Queensland Police Service & Crimtrac

Queensland	NPRS Consumption Service	The National Police Reference System (NPRS) provide operational police with enriched information about persons of interest (POIs) supplied by jurisdictional police databases (eg, LEAP in Victoria, COPS in NSW and Niche in Queensland). In essence, it gives the user the ability to perform a national check on POIs. POI Information is extracted based on the following involvement criteria: • Bail records • Warrants • Firearms Licence • Missing Persons • Escapee • Unidentified Body • Offence History • Warning Flags • Wanted Flags • Child Protection Register • Unidentified Person As well as involvement information, NPRS holds a full history of addresses, descriptions, tattoos, distinguishing features, photographs and aliases for each POI as supplied by the various jurisdictions. The NPRSConsumption Service is used by the NPRS Niche plugin to enable Niche users to search the NPRS database.	Queensland Police Service & Crimtrac
Queensland	NPRS Provision Service	This service sends all QPS POI information to NPRS for inclusion in the national database.	Queensland Police Service & Crimtrac
Queensland	NPRS Reconciliation Service	This interface provides a means to reconcile the state of records sent by the NPRS Person Provision interface and the Crimtrac NPRS system. A reconciliation request is sent to NPRS, and some time later NPRS generates an Inventory file which is transferred back to the integration server. The Inventory is compared to the state maintained by the Provision interface to detect and remediate any discrepancies.	Queensland Police Service & Crimtrac
Queensland	NPRS StatusFileUpdateUtilityService	Manages status updates from the NPRS Provision Service	Queensland Police Service & Crimtrac

Queensland	OffenderHistoryV2Service	An Offender History report displays a formatted view of the the charges and results, court session records and diversion records stored in Niche and associated with a selected person. The Offender History report is executed from a Niche Client pluggin.	Queensland Police Service
Queensland	OftRevsService	This interface generates a simple daily positional text file of stolen and recovered vehicles for use by The Office of Fair Trading. Note that this interface does not include the sub-category of boats	Queensland Police Service & Office of fair Trading
Queensland	OrgUnitEmpExtractService	Extraction of Organisation Unit and Relationships from Niche	Queensland Police Service
Queensland	Mobile Services	These are a number of web services provided that search combined Niche and other reference data. They include person search, vehicle search and location search. They also include an ability to record occurrences, intelligence and street checks	Queensland Police Service
Queensland	QCS CBO Service	This interface comprises an inbound batch interface that creates, updates and expires Community Based Order flags on persons/offenders on Niche. If a person doesn't exist on Niche, it will also add that person. The data is updated whenever a new file is sent by QCS. The flags are used to identify offenders that are subject to community based orders and to prompt the officer to inform QCS if the person is arrested.	Queensland Police Service & Qld Corrective Services
Queensland	QCS Heracles Service	Queensland Corrective Services currently send a file containing offenders due for release from custody in 3 months time. The interface component takes this incoming xml file, validates the file format and then works through all the offenders recorded within the file and attempts to match them to existing offenders in Niche. Where a match is made, the interface records the offenders' offence history against the offender; where no match is made the record is passed through without additional information. The output records are formatted and stored as an xml file which is attached to an Intel Submission. This submission is linked to a task which is allocated to the SIG group of users.	Queensland Police Service & Qld Corrective Services

Queensland	QHSS DNA Service	The interface supports the transfer and processing of DNA samples to QHSS and the results being brought back into Niche	Queensland Police Service & Queensland Health Scientific Services
Queensland	Niche Shared Service	Used by the QPS CRM and Internet web based systems. It exposes common web operations for searching for Call line identifiers, Persons, Orgs, Officers, Units, Vehicles and Locations etc. Allows creation of all occurrences, incidents and all linked data, reports, persons, addresses, vehicles, property, tasks, ids etc.	Queensland Police Service
Queensland	QT Minda POI Service	This interface relates to the information received by the Queensland Transport Mobile data Unit for importing into MINDA. It provides Person of Interest (POI) information (such as absconders, escapees, missing persons, etc) to police officers in the field from the Niche system.	Queensland Police Service & Queensland Transport
Queensland	QT Minda VOI Service	This interface relates to the information received by the Queensland Transport Mobile data Unit for importing into MINDA. Data sent are recognised vehicles of Interest from QPS. It provides Vehicle of Interest (VOI) information (such as stolen vehicles, wanted vehicles, false plates, etc) to police officers in the field from the Niche system.	Queensland Police Service & Queensland Transport
Queensland	QT Person Tricklefeed Service	This interface provides a means of prepopulating Niche with name and address data for the majority of persons in Queensland. Updates are received from Queensland Transport (Generally every two hours)	Queensland Police Service & Queensland Transport
Queensland	QT Trails VOI Service	Queensland Transport (QT) record information about vehicle/vessel registrations in the TRAILS database. To ensure that vehicles/vessels that have been stolen are not re-registered by other parties, QT requires information about the theft and recovery of vehicles and vessels. QT receives information about vehicles Crimtrac's NEVDIS system, which itself obtains information from QPS (and others) therefore this interface only transmit details of vessels to QT as these are not part of the feed from NEVDIS.	Queensland Police Service & Queensland Transport

Queensland	QT Trails Web Service	Queensland Transport (QT) Trails Web Services comprises both client components and server components that in turn fulfil the requirements of seven interface groups: • QT Vehicle Services • QT Vessel Services • QT Infringements • QT Licence Services • QT Registrations • QT Utilities • QT Common Requirements	Queensland Police Service & Queensland Transport
Queensland	Road Crash Service	This interface group comprises a single interface that provides traffic accident data to OESR, who load it into the QT RoadCrash system and manage the data thereafter. This data is used for statistical analysis of traffic incidents and reporting to various government bodies.	Queensland Police Service & Queensland Transport
Queensland	RV Queries Service	The RVQueries interface provides the ability to perform driver and vehicle searches against QPS's copy of Trails data held within the TrailsRV database. This interface is used by the RVQueries Niche Plug-In which is accessed from the EXTERNAL Niche menu. The TrailsRV database is maintained by separate integration service TrailsRV on a nightly basis.	Queensland Police Service & Queensland Transport

Queensland	SCRAM Service	Provides details of suspects and offenders to the QPS Police Information Centre. The data is used to check and monitor applicants and holders of particular accreditations such as blue cards, teachers and taxi drivers for involvements in crimes which may render a person unsuitable to hold that accreditation. For example: A blue card holder who is involved in an assault on a child. The interface is run nightly and produce an xml file containing all suspects, offenders and domestic violence respondents who have had changes or additions in the previous 24 hour period. The interface was enhanced as part of Niche Phase 2.2 to send persons with Offender History to SCRAM. This includes persons with Legacy Offender History converted from Polaris as well as persons who have offender history added in Niche as part of the ongoing business process.	Queensland Police Service
Queensland	Specimen Charges Service	The ISB Specimen Charges database is the physical store for QPS offence data. The Specimen charges interface provides an external plug-in to the Niche Records Management System to allow the user to select offence information from the Specimen Charges database. This information is used to charge a defendant with an offence. The Interface is initiated by a Niche user using the right-click plug-in functionality on the QPRME client. The Specimen Charges interface is accessible from Offence/Charge Screen. The interface uses a read only connection to the Specimen Charges Database to retrieve charge information and a read/write connection to Niche (NicheRMS) to retrieve and write charge information.	Queensland Police Service

Queensland	SPER Warrants Service	The SPER system, administered by JAG, provides for the collection and enforcement of unpaid infringement notices and court ordered fines. This interface deals with the electronic administration of those warrants. On a daily basis the SPER system creates two files which it transmits to QPS. One file for new warrants coming in to the Niche system, and the other for electronic warrants which are being recalled by the SPER system	Queensland Police Service
Queensland	SPIRS Service	This interface comprises a single interface that provides stolen property information to the QPS Property Crime Investigation Unit. The data is used for cross matching against information received from pawn brokers and second hand shops about property traded through their outlets	Queensland Police Service
Queensland	TBCS Service	Responsible for the transfer of defendant charge data to QWIC. It provides the interface to Niche and performs the data transfer, calling a web method at the IJIS Hub. This includes the sequence of events required to retrieve, validate and successfully complete and confirm the transfer of defendant bench charge data.	Queensland Police Service & Justice Dept
Queensland	Traffic Crash Licence Service	This interface is provided to allow the population of current licence details in a PersonMVC Report The interface uses the person's QT Customer id to call TMR LicenceDetails webservice L004 and returns this data into the Licence related fields.	Queensland Police Service & Queensland Transport
Queensland	Traffic Incident Service	DVDS will call this TrafficIncidentService (providing Occurrence file numbers as input) and receive a response containing relevant Occurrence information. This information will typically contain details of traffic incidents involving QPS vehicles. The response data is then used to pre-populate a number of web forms in DVDS which are then written to file downstream and sent to the QPS's third party insurer. The DVDS application is also used internally for administrative, statistical and investigation purposes	Queensland Police Service

Queensland	Trails RV Service	QPS receives a daily update of information related to Registered Vehicles from Transport and Main Roads (TMR). This information is maintained in a QPS database in order to support intelligence queries and to act as a backup for when real-time integration performed through the QT-Web Services interface is unavailable. The TrailsRV interface is responsible for maintaining the QPS copy of registered vehicle data held within database TrailsRV. On a regular basis QPS receives files of vehicle and registration information from TMR which triggers the TrailsRV service to perform an update.	Queensland Police Service & Queensland Transport
Queensland	Transport Licence Service	Retrieves licensing data from TMR-Trails source of truth given a licence identifier	Queensland Police Service & Queensland Transport
Queensland	VBCS Service	The Validate Bench Charge Sheet(VBCS) is a module that exists for the purpose of validating Niche data prior to its transfer to Justice via the Transfer Bench Charge Sheet (TBCS) Interface. The VBCS executes business validation rules associated with the data contained within the TBCS Interface. If any rules are violated a Validation Result Screen is displayed to the user indicating which Niche data item(s) need to be corrected before the transfer to Justice can occur.	Queensland Police Service
Queensland	Weapons Bulk Matching Service	This is a web service that provides a searching function for the Bulk Weapons Matching Client (a small MS Windows application installed on the desktop machines in the Weapons Licencing Branch). The Bulk Match Weapons client extracts match criteria from the Excel document, invokes the Bulk Match Weapons web service to retrieve any possible weapon matches (matching on the Weapons Number, Tag Number, and Serial + Make) against NicheRMS, then the client updates the Excel document with the match results.	Queensland Police Service

Queensland	Weapons Expired Services	Produces daily list of Weapons Licences held by Individuals or Businesses pending expiry for loading into CRM.	Queensland Police Service
Queensland	Weapons RIA Service	The RIA service randomly selects a percentage of eligible Weapons Licence Holders for a weapons storage inspections audit every month. the service creates RIA tasks which are assigned to the nominated Police station for the suburb the storage location is in. As a fallback the task is assigned the Weapons licensing Branch (WLB). A file is also written, containing the tasks created by the run and a list of Licence Holders that did not have a task created (because they have over 30 weapons, and therefore need to comply with different storage rules).	Queensland Police Service
South Wales			
South Wales	CAD	Interface to NSPIS CAD	Niche
South Wales	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
South Wales	Gazetteer	Interface to Compass Blue8 gazetteer and QAS (moving to Alligned Assets Gazetteer)	Niche
South Wales	Libra	National interface from the Courts (dispositions)	Niche
South Wales	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
South Wales	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Springfield			
Springfield	Open Query PC Items	Open Query is a CAD program that allows a fast inquiry of multiple programs through Motorola P1 CAD; MULES, Greene County Courts, Springfield Municipal Court, NCIC. Since PC items are created and maintained in Niche, this interface feeds a list of in-house PC items (probable cause warrants) to Open Query every 4 hours. This is currently in use.	City of Springfield; Rich Kennehan and Chuck Collins

Springfield	Municipal Court	The Springfield Municipal Court issues hundreds of warrants per week. The data entry was very taxing so an interface was developed that will feed the warrants and set flags in Niche. The Court places a set of XML data on a server and the interface will then search for the case number and person charged in the database. A warrant will be entered, filling in charge and bond information and creating a warrant flag. This is currently in use and needs more development.	City of Springfield; Rich Kennehan and Phil Krebs
Springfield	Greene County Booking	The Greene County Booking interface pulls in booking photos and arrest descriptions to an incident in Niche. The officer will create an incident and arrest report, linking the SPD incident number to the booking event at the Greene County Jail. Every morning at 0400, the jail side of the interfaces creates an XML of the previous day's booking photos and places them on a server. The SPD side of the interface then matches the case number and the person's name, populating an Ident description with a photo on the arrest report. If the arrest report is not completed, the booking information stays in a queue and will be uploaded during the next scheduled interface sequence. The interface is in use and needs more development to populate the Republic PD booking photos.	City of Springfield, Rich Kennehan and Greene County Information Systems Dave Cavener
Springfield	CAD	The interface to the Motorola CAD populates incident information to Niche and creates the initial workflows to the officer and detective units. The interface runs on a 5 minute cycle, creates the incident for the report writer. It populates the case number, reported time, call code from CAD, incident location and a CAD XML that has the original call taker's notes from the 911 call or initial call to the 911 center. Based on call code, a workflow is sent to a detective unit for case assignment or review of the report.	Niche Mike Keath, City of Springfield Jonathan Allen, Rich Kennehan

Springfield	Command Central	Command Central is a new product for SPD. It provides a hot spot map and incident analysis to officers and command staff. The interface populates incident information, incident type and report numbers. This is private interface which is considered the private side of CrimeReports.com.	City of Springfield, Rich Kennehan and Command Central Representatives
Springfield	CrimeReports.com	CrimeReports.com is a website that displays incident information to the public through our department's website at this link: https://www.crimereports.com/map?CRSearch=springfield%20mo The citizen can filter information based on crime type or area and view current incidents with basic incident information. The interface is currently in use.	City of Springfield Nichole Plowman
Springfield	Carfax	Carfax is a accident report distributor the department has contracted with to supply copies of accident reports to the public for a fee. The interface extracts XML information regarding accident reports once a day. The interface is in use.	City of Springfield Rich Kennehan and a representative of Carfax
Springfield	False Alarm Access DB	Prior to Niche, our alarm billing was entered and maintained in an access database. Officers would write the alarm report in the database and an administrator would reconcile the reports and create bills for alarms. The access database is no longer supported so the entry was moved to Niche. Niche does not have billing capabilities so the database was kept active. The alarm interface sweeps Niche once a week and looks for alarm reports with a closed FYI task. When a report is found, the interface populates the database with current alarm reports. The administrator can then prepare billing twice a month. This interface requires much maintenance and is going to be disabled within the next few months.	City of Springfield Rich Kennehan
Springfield	PMAM Alarms Billing	PMAM is a third party vendor that does alarm billing. The interface is being developed and will probably access the Niche database to pull alarm event report information.	City of Springfield Rich Kennehan, Kevin Johnson and a PMAM representative.

Springfield	MODEX/Coplink	This interface is not currently in use. A bridge was created to send data to the Missouri Data Exchange. The interface is for sharing incident and report information to agencies in the State of Missouri through Coplink software.	Cody Systems RMS, City of Springfield Jeanie Priebe
Springfield	i2 Interface	This is currently not a working interface. I2 is analysis software to be used by our Crime Analysis Unit. We have had the product for two years and still do not have a working product. Data fields have been mapped to create a Niche-to-i2 exchange.	i2, City of Springfield Kevin Johnson
Sussex			
Sussex	Gazetteer	Interface to Compass Blue8 gazetteer (moving to Aligned Assets Gazetteer)	Niche
Thames Valley			
Thames Valley	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
Thames Valley	Gazetteer	Interface to Compass Blue8 gazetteer and QAS	Niche
Thames Valley	Libra	National interface from the Courts (dispositions)	Niche
Thames Valley	Livescan	Interface to Livescan units	Niche
Thames Valley	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Thames Valley	PNC 2-way	Interface with Police National Computer to search for people	Niche
Thames Valley	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
West Yorkshire			
West Yorkshire	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche
West Yorkshire	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
West Yorkshire	Libra	National interface from the Courts (dispositions)	Niche
West Yorkshire	Livescan	Interface to Livescan units	Niche
West Yorkshire	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
West Yorkshire	PNC 2-way	Interface with Police National Computer to search for people	Niche
West Yorkshire	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Wiltshire			
Wiltshire	CJIT	National interface to the Crown Prosecution Service (Case files)	Niche

Wiltshire	Gazetteer	Interface to Compass Blue8 gazetteer	Niche
Wiltshire	Libra	National interface from the Courts (dispositions)	Niche
Wiltshire	PNC (Phoenix)	Interface with Police National Computer to create arrest record from Niche custody	Niche
Wiltshire	PNC 2-way	Interface with Police National Computer to search for people	Niche
Wiltshire	PND	Interface to extract data from Niche and send it to the Police National Database	Niche
Winnipeg			
Winnipeg	CAD	Interface to Intergraph CAD	Niche
Winnipeg	CPIC	Communicates between CPIC and Niche RMS	Niche
Winnipeg	XML Query Interface	Extracts Case File information for transfer to the Provincial Courts' computer system	Niche
Winnipeg	RCMP Live Scan Interface	Sends Fingerprint Information to our AFIS system	Niche
Winnipeg	SAMS Interface	Accepts data from our HR system and updates information on employees such as Rank and Org Unit	Niche
Winnipeg	PON Interface	Extracts and formats Provincial Offence Notice data for electronic transmission to the courts	Niche
Winnipeg	Bulk Document Loader	Assists in importing and linking scanned documents into Occurrences	Niche
Winnipeg	PIP Interface (QUERY)	Provides access to PIP information through the Niche RMS Client	Niche
Winnipeg	Address Verification Data import	Updates Niche Address Verification Data from our Intergraph CAD system	Niche
Winnipeg	Manitoba Driver's License and Registered Owner Query Interface	Queries the provincial Registered Owner's and Driver's License database	Niche
Winnipeg	CAD Query Interface	Allows access to RMS data from the Intergraph CAD system	Niche