AGENDA
CITY OF ROELAND PARK, KANSAS
CITY COUNCIL MEETING
ROELAND PARK
Roeland Park City Hall - 4600 W 51st St
December 21, 2015 7:00 PM

Pledge of Allegiance
Roll Call
Modification of Agenda

Public Hearing

I. Citizens Comments

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

A. Almighty Tow Service

II. Consent Agenda

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

A. Appropriation Ordinance #887
B. September 21, 2015 Council Minutes
C. October 19, 2015 City Council Minutes
D. Resolution 647 401A Retirement Plan
E. Ordinance 924 Relating to Animal Control Regulations
F. Approval of KCATA Additional Bus Stops
G. 2015 Budget Amendment
H. Reappoint Ad-Hoc Development Committee
I. 2016 Johnson County Cities Joint Legislative Platform

III. Business From the Floor

A. Applications / Presentations

1. KC Blazers and Roeland Park Stingrays
2. Community Events Update – Scott Ferrel

IV. Mayor's Report

V. **Workshop Reports**

A. Report

VI. **Reports of City Liaisons**

A. NE Animal Control (Sheri McNeil and Ryan Kellerman)

VII. **Unfinished Business**

VIII. **New Business**

A. Committee Appointment and Reappointment 2016

B. Donation Policy

C. Adopt Amended Council Training Policy

IX. **Ordinances and Resolutions:**

A. Charter Ordinance 31 - A CHARTER ORDINANCE EXEMPTING THE CITY OF ROELAND PARK, KANSAS FROM THE PROVISIONS OF K.S.A. 12-4112, AND AMENDMENTS THERETO, AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS ON THE SAME SUBJECT.

X. **Reports of City Officials:**

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

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

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

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

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

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

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

D. **Speaker Decorum.** Each person addressing the City Council, shall do so in an orderly, respectful, dignified manner and shall not engage in conduct or language that disturbs, or otherwise impedes the orderly conduct of the Council meeting. Any person, who so disrupts the meeting shall, at the discretion of the Mayor (Chair) or a majority of the Council Members present, be subject to removal from that meeting.

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

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

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

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

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

Item Number: Citizens Comments- I.-A.

Committee Meeting Date: 12/21/2015

City of Roeland Park
Action Item Summary

Date:

Submitted By:

Committee/Department:

Title: **Almighty Tow Service**

Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

The City of Roeland Park, Kansas

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

Friday, December 18, 2015

Appropriation Ordinance - 12/21/2015 - #887

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

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

Section 2: This Ordinance shall take effect and be in force from and after its passage. Passed and approved this 21st day of December, 2015.

Attest:

City Clerk	Mayor

Total Appropriation Ordinance	**$**	**1,322,265.63**

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

Appropriation Ordinance - 12/21/2015 - #887

Vendor	Dept	Acct #	Description	Invoice Description		Amount	Chk #	Check /EFT Date
NVB Playgrounds	101	5408.101	Miscellaneous Charges	Invoice: 17702 /	$	747.00	65128	1/16/1902
Advance Auto Parts	102	5260.102	Vehicle Maintenace	Invoice: 5128532938210 / service jack	$	183.99	65094	10/1/1900
Advance Auto Parts	102	5260.102	Vehicle Maintenace	Invoice: 5128532925090 / unit 244	$	34.54	65094	
Advance Auto Parts	106	5306.106	Materials	Invoice: 11/30/15 STMT /	$	56.55	65094	
Airgas USA, LLC	106	5214.106	Other Contracted Services	Invoice: 9931250039 /	$	82.23	65069	3/22/1900
Airgas USA, LLC	106	5214.106	Other Contracted Services	Invoice: 9931951143 /	$	80.15	65156	3/20/1900
Alamar Uniforms	102	5308.102	Clothing & Uniforms	Invoice: 498938 /	$	75.99	65157	3/15/1900
American Equipment Co.	106	5211.106	Maintenace & Repair Equipment	Invoice: 58280 /	$	284.39	65158	10/10/1900
American Fidelity Assurance Co.	101	2052.101	Supplemental Inusrance Payable	Invoice: 1238808A /	$	60.00	65082	2/29/1900
American Fidelity Assurance Co.	101	2052.101	Supplemental Inusrance Payable	Invoice: 1238809A /	$	60.00	65159	2/29/1900
American Fidelity Assurance	101	2052.101	Supplemental Inusrance Payable	Invoice: B388985 /	$	1,071.82	65083	12/6/1902
Anderson Rental	270	5438.27	Street Maintenance	Invoice: 11/12/15 / benches	$	59.22	65095	2/28/1900
KC Metro APWA	106	5206.106	Travel Expense & Training	Invoice: 11/2/15 /	$	15.00	65096	1/15/1900
ASI	106	5207.106	Medical Expense & Drug Testing	Invoice: 22 /	$	134.53	65129	5/13/1900
Black & McDonald	101	5120.101	Street Light Repair And Maintenance	Invoice: 76640954 /	$	1,737.40	65130	10/2/1904
Blue Sky Cleaners	102	5224.102	Laundry Service	Invoice: 10/31/15-11/30/15 /	$	452.70	65097	3/27/1901
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1019972 / unit #25	$	35.00	65084	3/10/1900
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1019937 /	$	35.00	65084	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1020061 / unit 27	$	20.00	65098	9/10/1900
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1020059 / unit 24	$	80.00	65098	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1020167 / unit 23	$	154.79	65098	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1020283 / chief car	$	21.00	65131	3/17/1900
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1020250 / unit 265	$	35.00	65131	
Breeden Holdings, LLC	102	5260.102	Vehicle Maintenace	Invoice: 1020376 /	$	21.00	65131	
Breeden Holdings, LLC	106	5260.106	Vehicle Maintenace	Invoice: 1019699 / chevy 2500	$	303.86	65160	10/29/1900
Century Fire Sprinklers, Inc.	101	5210.101	Maintenace & Repair Building	Invoice: 1511604 /	$	168.00	65132	6/16/1900
Columbia Capital Management, LLC	101	5209.101	Professional Services	Invoice: 15430003 /	$	450.00	65161	3/25/1901
Consolidated Communications	101	5202.101	Telephone & Internet	Invoice: 11/9/15 / other contractual sv	$	1,349.16	65070	9/10/1903
Consolidated Communications	101	5202.101	Telephone & Internet	Invoice: 12/9/15 /	$	1,349.16	65162	9/10/1903
Crafco, Inc.	270	5438.27	Street Maintenance	Invoice: I0184643 /	$	3,780.00	65133	5/7/1910
CZ- USA	109	5816.109	Spec. Law Enforcement Expenses	Invoice: IN0269334 / l.e. fund	$	250.00	65085	9/6/1900
Johnny on the Spot	106	5320.106	Grounds Maintenance	Invoice: 393690 /	$	105.00	65099	7/28/1900
Johnny on the Spot	106	5320.106	Grounds Maintenance	Invoice: 393691 /	$	105.00	65099	
Ed Roehr Safety Products	102	5308.102	Clothing & Uniforms	Invoice: 439308 /	$	813.82	65071	9/6/1906
Ed Roehr Safety Products	102	5308.102	Clothing & Uniforms	Invoice: 439286 /	$	1,627.64	65071	

EJ Equipment, Inc.	115	5101.115	Salaries - Regular	Invoice: P00453 / #205 trackless part	$	1,613.40	65163	5/31/1904
John Geither	101	4245.101	Cereal Malt Beverage License	Invoice: 12/2/15 REIM /	$	96.00	65134	4/5/1900
Goodyear Auto Service Center	102	5260.102	Vehicle Maintenace	Invoice: 165844 /	$	441.06	65100	3/16/1901
David J. Grummon, P.A.	103	5209.103	Professional Services	Invoice: 90859 11/19/15 /	$	52.00	65086	2/21/1900
Hampel Oil, Inc.	106	5302.106	Motor Fuels & Lubricants	Invoice: 90737321 /	$	1,085.00	65101	12/20/1902
Harbour Construction, Inc.	106	5221.106	Maintenance & Repair Streets	Invoice: 130099190 /	$	83,284.47	65102	1/8/2128
Dan Iseman	101	4215.101	Building Permit	Invoice: 11/15 BLDG PERMIT /	$	5.00	65103	1/5/1900
Janssen Glass & Door	290	5210.290	Maintenace & Repair Building	Invoice: S151144 /	$	775.00	65104	2/13/1902
Johnson County Wastewater	106	5201.106	Electric, Gas, Sewer & Water	Invoice: 11/5/15 MULTIPLE / wastewater ch	$	432.89	65072	3/7/1901
Johnson County Wastewater	106	5201.106	Electric, Gas, Sewer & Water	Invoice: 12/3/15 MULTIPLE /	$	402.07	65164	2/5/1901
Johnson County Treasurer	101	5427.101	Property Tax Payments	Invoice: 11151581664 / sweaney	$	115.00	65165	1/28/1933
Johnson County Treasurer	101	5427.101	Property Tax Payments	Invoice: 11151027012 / carpenter	$	3.95	65165	
Johnson County Treasurer	101	5427.101	Property Tax Payments	Invoice: 11152557249 / 3rd floor	$	7,440.02	65165	
Johnson County Treasurer	101	5427.101	Property Tax Payments	Invoice: 11151026741 / juniper	$	3.14	65165	
Johnson County Treasurer	290	5427.29	Property Tax Payments	Invoice: 11151017505 / community center	$	149.49	65165	
Johnson County Treasurer	101	5427.101	Property Tax Payments	Invoice: 11152557231. / 3rd floor	$	4,371.36	65165	
Johnson & Wyandotte Counties	108	5402.108	Mayor Expenses	Invoice: 12/2/15 DINNER /	$	277.45	65166	10/3/1900
Ka-Comm., Inc.	102	5211.102	Maintenace & Repair Equipment	Invoice: 133327 /	$	24.00	65073	3/19/1900
Ka-Comm., Inc.	102	5211.102	Maintenace & Repair Equipment	Invoice: 133328 /	$	55.00	65073	
Ka-Comm., Inc.	102	5211.102	Maintenace & Repair Equipment	Invoice: 135529 /	$	45.00	65167	2/14/1900
Kansas Alcohol Beverage Control	101	4245.101	Cereal Malt Beverage License	Invoice: JAN 2016 /	$	150.00	65087	5/29/1900
Kansas City Board of Public Utilities	101	5121.101	Franchise Exps-Stop Light/Traffic Sig.	Invoice: 2834 11/23/15 /	$	29.75	65106	1/29/1900
KCP & L	101	5201.101	Electric, Gas, Sewer & Water	Invoice: 11/25/15 MULTIPLE /	$	1,848.89	65107	5/17/1906
KCP & L	106	5201.106	Electric, Gas, Sewer & Water	Invoice: 11/25/15 MULTIPLE /	$	480.34	65107	
KCP & L	106	5201.106	Electric, Gas, Sewer & Water	Invoice: 1275 12/7/15 /	$	1,729.60	65168	9/24/1904
Key Equipment & Supply	115	5101.115	Salaries - Regular	Invoice: 244595 / 205 trackless	$	1,295.00	65108	8/19/1903
Key Equipment & Supply	106	5211.106	Maintenace & Repair Equipment	Invoice: 244773 / sweeper	$	32.54	65108	
Kansas Gas Service	101	5201.101	Electric, Gas, Sewer & Water	Invoice: 1745/7836 11/12/15 / gas charges	$	95.54	65074	7/26/1900
Kansas Gas Service	106	5201.106	Electric, Gas, Sewer & Water	Invoice: 1745/7836 11/12/15 / gas charges	$	112.77	65074	
KS Municipal Insurance Trust	107	5125.107	Worker's Compensation	Invoice: 13867 /	$	36,527.00	65135	1/2/2000
Kansas One-Call System, Inc.	101	5120.101	Street Light Repair And Maintenance	Invoice: 5110440 /	$	77.00	65136	3/17/1900
Kansas Turnpike Authority	105	5206.105	Travel Expense & Training	Invoice: 11/15 /	$	28.09	65138	1/28/1900
League of Kansas Municipalities	108	5206.108	Travel Expense & Training	Invoice: 153355 /	$	20.00	65075	1/20/1900
League of Kansas Municipalities	101	5405.101	Dues, Subscriptions & Books	Invoice: 16108 /	$	3,394.03	65139	4/16/1909
The Legal Record	101	5204.101	Legal Printing	Invoice: L57769 /	$	246.47	65109	3/12/1901
The Legal Record	101	5204.101	Legal Printing	Invoice: L57767 /	$	93.67	65109	
The Legal Record	101	5204.101	Legal Printing	Invoice: L57768 /	$	96.92	65109	
The Legal Record	101	5204.101	Legal Printing	Invoice: L57770 /	$	44.20	65140	2/13/1900

The Legal Record	101	5204.101	Legal Printing	Invoice: L57994 /	$	16.12	65169	1/16/1900
Lexington Plumbing & Heating Co.	106	5320.106	Grounds Maintenance	Invoice: 48078 /	$	170.00	65170	6/18/1900
Lowe's Business Acct./GEMB	115	5101.115	Salaries - Regular	Invoice: 1760 12/13/15 /	$	7.09	65110	4/3/1901
Lowe's Business Acct./GEMB	101	5211.101	Maintenace & Repair Equipment	Invoice: 1760 12/13/15 /	$	28.44	65110	
Lowe's Business Acct./GEMB	106	5305.106	Traffic Control Signs	Invoice: 1760 12/13/15 /	$	49.30	65110	
Lowe's Business Acct./GEMB	106	5318.106	Tools	Invoice: 1760 12/13/15 /	$	37.94	65110	
Lowe's Business Acct./GEMB	270	5438.27	Street Maintenance	Invoice: 1760 12/13/15 /	$	322.25	65110	
Lowe's Business Acct./GEMB	270	5438.27	Street Maintenance	Invoice: 1760 12/13/15 /	$	14.17	65110	
Whitney Mallon	101	4250.101	Animal Licenses	CK32154 Invoice: 11/13/15 ANIMAL LIC /	$	100.00	32154	4/9/1900
Venessa Maxwell-Lopez	103	5209.103	Professional Services	Invoice: 12/1/15 /	$	150.00	65111	10/26/1900
Venessa Maxwell-Lopez	103	5209.103	Professional Services	Invoice: 10/6/15 /	$	150.00	65111	
Scott McFall	103	5209.103	Professional Services	Invoice: 11/13/15 /	$	150.00	65076	5/29/1900
Sheri McNeil	101	5408.101	Miscellaneous Charges	Invoice: 12/4/15 BIG LOTS /	$	35.00	65141	2/4/1900
Midwest Public Risk	107	5126.107	Health Insurance	Invoice: B107W6 /	$	25,176.71	65112	12/4/1968
Keith Moody	105	5214.105	Other Contracted Services	Invoice: 11/29/15 MOVING EXP /	$	3,839.46	65113	7/5/1910
NAPA Auto Parts	115	5101.115	Salaries - Regular	Invoice: 10/31/15 /	$	194.68	65114	7/12/1900
NAPA Auto Parts	106	5260.106	Vehicle Maintenace	Invoice: 11/30/15 / wire & connectors du	$	97.46	65171	4/6/1900
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 11/19/15 PAYROLL /	$	990.67	65077	9/16/1902
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 12/3/15 PAYROLL /	$	993.79	65115	9/19/1902
Nationwide Retirement Solutions	101	2060.101	Section 457 Employee Payable	Invoice: 12/17/15 PAYROLL /	$	992.57	65172	9/18/1902
Northeast Johnson Cty. Chamber of Coı	101	5407.101	Public Relations	Invoice: 19806 /	$	665.00	65116	10/26/1901
Northeast Johnson Cty. Chamber of Coı	108	5206.108	Travel Expense & Training	Invoice: 19857 /	$	800.00	65173	3/10/1902
Wex Bank	106	5302.106	Motor Fuels & Lubricants	Invoice: 43184699 / fuel charges pw	$	1,010.79	65142	10/6/1902
Purchase Power	101	5205.101	Postage & Mailing Permits	Invoice: 11/20/15 /	$	639.85	65117	9/30/1901
Praxair Distribution Inc	106	5214.106	Other Contracted Services	Invoice: 54314800 / cylinder rental	$	25.38	65118	1/25/1900
Balls Food Stores	106	5408.106	Miscellaneous Charges	Invoice: 633507 /	$	120.13	65078	5/7/1900
Balls Food Stores	106	5408.106	Miscellaneous Charges	Invoice: 633510 /	$	8.25	65078	
Balls Food Stores	102	5301.102	Office Supplies	Invoice: 633535 /	$	29.41	65088	1/29/1900
Balls Food Stores	101	5408.101	Miscellaneous Charges	Invoice: 633545 /	$	29.77	65119	1/29/1900
Balls Food Stores	101	5408.101	Miscellaneous Charges	Invoice: 633558 /	$	8.95	65143	4/10/1900
Balls Food Stores	101	5510.101	Community Events	Invoice: 633553 /	$	92.47	65143	
Principal Life	107	5130.107	City Paid Life Insurance	Invoice: 11/17/15 / health insurance	$	809.53	65089	3/19/1902
Wex Bank	104	5302.104	Motor Fuels & Lubricants	Invoice: 43041453 / fuel charges codes/p	$	51.52	65079	11/20/1900
Wex Bank	106	5302.106	Motor Fuels & Lubricants	Invoice: 43041453 / fuel charges codes/p	$	273.76	65079	
Wex Bank	102	5302.102	Motor Fuels & Lubricants	Invoice: 43143854 / fuel chargs p.d.	$	1,754.01	65144	10/19/1904
Rejis Commission	102	5214.102	Other Contracted Services	Invoice: INV0045245 /	$	204.20	65120	7/22/1900
Riteway Maintenance & Supply, LLC	101	5214.101	Other Contracted Services	Invoice: 14635 /	$	920.00	65145	7/8/1902
Roeland Park Community Foundation	108	5103.108	Salaries - Elected Officials	Invoice: CKDEC /	$	60.00	65091	2/29/1900

Rudy's Tenampa, Inc.	101	5408.101	Miscellaneous Charges	CK32155 Invoice: 1957 / holiday staff party	$	745.00	32155	1/14/1902
George Schlegel	101	5230.101	Art Commissioner	Invoice: CHECKDEC /	$	100.00	65092	4/9/1900
Mary Schulteis	101	5510.101	Community Events	Invoice: 12/1/15 MOSS PRINTIN /	$	345.00	65146	12/10/1900
Schuler Heating & Cooling, Inc.	290	5210.29	Maintenace & Repair Building	Invoice: 33430 / room 1	$	5,300.00	65121	7/5/1914
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300992004 /	$	1,177.84	65122	12/19/2026
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300990708 /	$	812.50	65122	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300991701 /	$	5,201.25	65122	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300990506 /	$	1,500.00	65122	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300991805 /	$	10,089.57	65122	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300991904 /	$	1,153.13	65122	
Shafer, Kline & Warren, Inc.	300	5209.3	Professional Services	Invoice: 1300992103 /	$	1,945.00	65122	
Shafer, Kline & Warren, Inc.	510	5209.51	Professional Services	Invoice: 1300992202 /	$	24,496.17	65122	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300991302 /	$	6,443.12	65147	2/24/1918
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300990704 /	$	187.50	65147	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300992005 /	$	435.00	65174	10/25/1991
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 13009901022 /	$	8,057.77	65174	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 13009901023 /	$	2,630.00	65174	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300990507 /	$	1,935.00	65174	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300991806 /	$	3,484.60	65174	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300991905 /	$	1,495.00	65174	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300992401 /	$	3,002.60	65174	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300992601 /	$	1,252.09	65174	
Shafer, Kline & Warren, Inc.	270	5209.27	Professional Services	Invoice: 1300992501 /	$	642.57	65174	
Shafer, Kline & Warren, Inc.	300	5209.3	Professional Services	Invoice: 1300992104 /	$	2,145.34	65174	
Shafer, Kline & Warren, Inc.	510	5209.51	Professional Services	Invoice: 1300992203 /	$	8,309.07	65174	
Shafer, Kline & Warren, Inc.	290	5505.29	Other Capital Outlay	Invoice: 1300991607 /	$	147.50	65174	
Sprint	102	5202.102	Telephone & Internet	Invoice: 503261523140 / phone/data p.d	$	67.14	65080	3/7/1900
Stantec Consulting Services, Inc. (SCSI	270	5438.27	Street Maintenance	Invoice: 976987 /	$	7,500.00	65148	7/13/1920
Staples Advantage	104	5301.104	Office Supplies	Invoice: 8034483237 /	$	40.65	65090	7/13/1900
Staples Advantage	101	5304.101	Janitorial Supplies	Invoice: 3266625229 / janitorial	$	154.53	65090	
Staples Advantage	101	5301.101	Office Supplies	Invoice: 8036871299 /	$	74.92	65123	5/2/1900
Staples Advantage	102	5301.102	Office Supplies	Invoice: 8036871299 /	$	14.42	65123	
Staples Advantage	106	5301.106	Office Supplies	Invoice: 8036871299 /	$	33.68	65123	
Staples Advantage	101	5301.101	Office Supplies	Invoice: 8036960434 /	$	7.82	65149	5/21/1900
Staples Advantage	101	5304.101	Janitorial Supplies	Invoice: 8036960434 /	$	134.96	65149	
Stinson Leonard Street	510	5214.51	Other Contracted Services	Invoice: 30137900-904 /	$	282.51	65150	5/12/1908
Stinson Leonard Street	101	5215.101	City Attorney	Invoice: 30137900-904 /	$	2,773.23	65150	
Suburban Lawn & Garden	106	5306.106	Materials	Invoice: 512249 /	$	60.00	65124	8/12/1900

Suburban Lawn & Garden	106	5320.106	Grounds Maintenance	Invoice: 512248 /	$	165.00	65124	
Suburban Lawn & Garden	106	5320.106	Grounds Maintenance	Invoice: 660383 /	$	120.00	65151	4/29/1900
Suburban Lawn & Garden	106	5320.106	Grounds Maintenance	Invoice: 512248- 2 /	$	8.15	65175	1/8/1900
Superior Signals, Inc.	106	5211.106	Maintenace & Repair Equipment	Invoice: 399273/399365 /	$	193.50	65152	7/11/1900
TRAFTEC, Inc.	115	5211.115	Equipment Maintenance & Repair	Invoice: 2072 / roe blvd. leaf p/u	$	150.00	65153	5/29/1900
TRAFTEC, Inc.	115	5240.115	Equipment Rental	Invoice: 2079 / roe blvd leaf p/u	$	150.00	65176	5/29/1900
Trident Furniture Group, Inc.	290	5505.29	Other Capital Outlay	Invoice: 73973 /	$	3,299.97	65081	1/11/1909
US BANK	115	5101.115	Salaries - Regular	Invoice: SCHARFF 11/25/15 /	$	311.40	65154	4/3/1909
US BANK	102	5206.102	Travel Expense & Training	Invoice: MORRIS 11/25/15 /	$	1,144.68	65154	
US BANK	104	5206.104	Travel Expense & Training	Invoice: 9270 11/25/15 /	$	228.33	65154	
US BANK	105	5206.105	Travel Expense & Training	Invoice: BOHON 11/25/15 /	$	597.04	65154	
US BANK	106	5301.106	Office Supplies	Invoice: SCHARFF 11/25/15 /	$	11.20	65154	
US BANK	106	5301.106	Office Supplies	Invoice: SCHARFF 11/25/15 /	$	13.04	65154	
US BANK	102	5307.102	Other Commodities	Invoice: MORRIS 11/25/15 /	$	128.00	65154	
US BANK	106	5318.106	Tools	Invoice: SCHARFF 11/25/15 /	$	271.53	65154	
US BANK	101	5408.101	Miscellaneous Charges	Invoice: FLICKINGER 11/25/15 /	$	76.00	65154	
US BANK	101	5408.101	Miscellaneous Charges	Invoice: BOHON 11/25/15 /	$	581.00	65154	
US BANK	270	5438.27	Street Maintenance	Invoice: SCHARFF 11/25/15 /	$	18.80	65154	
US BANK	106	5206.106	Travel Expense & Training	Invoice: LEON 11/25/15 /	$	51.00	65177	3/7/1900
US BANK	106	5306.106	Materials	Invoice: LEON 11/25/15 /	$	16.13	65177	
USIC Locating Services, LLC	101	5120.101	Street Light Repair And Maintenance	Invoice: 151062 /	$	1,244.00	65125	5/28/1903
USIC Locating Services, LLC	101	5120.101	Street Light Repair And Maintenance	Invoice: 155504 /	$	875.00	65178	5/24/1902
Verizon Wireless	102	5202.102	Telephone & Internet	Invoice: 9756111910 /	$	240.06	65155	8/27/1900
Water District No 1 of Johnson County	106	5201.106	Electric, Gas, Sewer & Water	Invoice: 11/20/15 MULTIPLE /	$	770.95	65126	2/8/1902
Water District No 1 of Johnson County	106	5201.106	Electric, Gas, Sewer & Water	Invoice: 1229/1681 11/23/15 /	$	89.74	65127	3/29/1900
Forte	101	5214.101	Other Contracted Services	EFT#12/1/15 Invoice: 12/1/15 COURT /	$	42.52		
Forte	101	5214.101	Other Contracted Services	EFT#12/1/15 Invoice: 12/1/15 ADMIN /	$	10.45		
Forte	101	5214.101	Other Contracted Services	EFT#12/1/15 Invoice: 12/1/15 ADMIN WEB /	$	10.45		
Forte	101	5214.101	Other Contracted Services	EFT#12/1/15 Invoice: 12/1/15 COURT WEB	$	10.45		
Forte	101	5214.101	Other Contracted Services	EFT#12/2/15 Invoice: 12/2/15 ALL ACCOUN	$	315.26		
Johnson County Park & Recreation Dist	101	5600.101	Lease/Purchase - Pool	EFT#11/23/2015 Invoice: 11/23/2015 / Pool	$	184,500.00		
Johnson County Treasurer	101	5605.101	Lease/Purchase - Pool Interest	EFT#11/23/2015 Invoice: 11/23/2015 / Pool	$	12,532.50		
Kansas State Treasurer	200	5607.2	Principal Bonds (2008-A Issue)	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	345,000.00		
Kansas State Treasurer	200	5610.2	Interest Bonds (2008-A Issue)	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	12,693.75		
Kansas State Treasurer	101	5614.101	Bond Principal 2014-1	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	102,001.25		
Kansas State Treasurer	101	5615.101	Bond Interest 2014-1	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	7,312.50		
Kansas State Treasurer	200	5644.2	Principal Bonds (2012-1)	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	35,000.00		
Kansas State Treasurer	450	5644.45	Bonds (2012-1) - Principal	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	160,000.00		

Kansas State Treasurer	200	5645.2	Interest Bonds (2012-1)	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	17,117.50
Kansas State Treasurer	450	5645.45	Bonds (2012-1) - Interest	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	5,315.00
Kansas State Treasurer	200	5840.2	Principal Bonds (2011-2)	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	70,000.00
Kansas State Treasurer	200	5841.2	Interest Bonds (2011-2)	EFT#11/24/2015 Invoice: 11/24/2015 / Bond	$	18,048.75
Kansas State Treasurer	103	5228.103	Fees Due State of Kansas	Invoice: 11/15 COURT REV / state fees	$	2,005.00
KPERS	101	2040.101	KPERS Accrued Employee	EFT#11/20/15 Invoice: 11/20/15 /	$	1,816.94
KPERS	107	5123.107	KPERS City Contribution	EFT#11/20/15 Invoice: 11/20/15 /	$	3,173.60
KPERS	101	2040.101	KPERS Accrued Employee	EFT#12/8/15 Invoice: 12/8/15 /	$	1,850.66
KPERS	101	2050.101	Insurance Withholding Payable	EFT#12/8/15 Invoice: 12/8/15 /	$	51.05
KPERS	107	5123.107	KPERS City Contribution	EFT#12/8/15 Invoice: 12/8/15 /	$	3,232.50
KPF	101	2045.101	KP&F Employee Withholding Payable	EFT#11/20/15 Invoice: 11/20/15 /	$	2,381.43
KPF	107	5131.107	KP&F City Contribution	EFT#11/20/15 Invoice: 11/20/15 /	$	7,114.25
KPF	101	2045.101	KP&F Employee Withholding Payable	EFT#12/8/15 Invoice: 12/8/15 /	$	2,620.05
KPF	101	2050.101	Insurance Withholding Payable	EFT#12/8/15 Invoice: 12/8/15 /	$	58.90
KPF	107	5131.107	KP&F City Contribution	EFT#12/8/15 Invoice: 12/8/15 /	$	7,827.15
Miller Management Systems, LLC	101	5214.101	Other Contracted Services	Invoice: EFTDEC /	$	1,462.00
					$	1,322,265.63

Item Number: **Consent Agenda- II.-B.**
Committee Meeting Date: **12/21/2015**

City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **September 21, 2015 Council Minutes**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
09212015 council minutes	Cover Memo

CITY COUNCIL MEETING
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, September 21, 2015, 7:00 P.M.

- Joel Marquardt, Mayor
- Becky Fast, Council Member
- Tim Janssen, Council Member
- Ryan Kellerman, Council Member
- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Poppa, Council Member
- Michael Rhoades, Council Member
- Erin Thompson, Council Member
- Mark Pentz, Int. Cy. Administrator
- Kelley Bohon, City Clerk
- John Morris, Police Chief
- Jose Leon, Public Works Director

Admin	**Finance**	**Safety**	**Public Works**
Chair, Kellerman	Chair, Poppa	Chair, Kelly	Chair, Thompson
Co-Chair, Janssen	Co-Chair, Rhoades	Co-Chair, McNeil	Co-Chair, Fast

PLEDGE OF ALLEGIANCE

ROLL CALL
Councilmember Kelly was absent

MODIFICATION OF AGENDA

I. CITIZENS COMMENTS

1. Linda Mau
Ms. Mau addressed the Governing Body to garner support for the Martha Hunt Memorial Run to benefit Safe Home with the hopes of this being an annual event.

2. Susan Hunt
Ms. Hunt provided background information regarding the origins of Safe Home in Roeland Park which was started by her mother Martha Hunt.

The Governing Body supported the idea of the run, but wanted to discuss the idea further.

II. CONSENT AGENDA

A. **Appropriation Ordinance # 884**
B. **CMB License Minit Mart**
C. **Voting Delegates to the League of Kansas Municipalities Annual Conference**
D. **Custodial Services RFP**
E. **Ad-Hoc Development Group**
F. **Ordinance 916 - AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF ROELAND PARK, KANSAS; INCORPORATING BY REFERENCE THE "STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES," EDITION OF 2015; AMENDING AND REPEALING EXISTING SECTIONS 14-101, 14-102 AND 14-103 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS AND REPEALING ORDINANCE NO. 897.**
G. **Ordinance 917 - AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF ROELAND PARK, KANSAS; INCORPORATING BY REFERENCE THE "UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES" EDITION OF 2015, WITH CERTAIN AMENDMENTS AND ADDITIONS; AMENDING AND REPEALING EXISTING SECTIONS 11-101 AND 11-101.1 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS; AND REPEALING SECTION 11-102 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS, AND ORDINANCE NO. 898.**
H. **Ordinance 920 - AN ORDINANCE OF THE GOVERNING BODY OF THE CITY OF ROELAND PARK, KANSAS REMOVING PROJECT AREA 2A FROM REDEVELOPMENT DISTRICT NO. 2 AND TERMINATING TAX INCREMENT FINANCING FOR PROJECT AREA 2A.**
I. **Resolution 643 - A RESOLUTION ADOPTING A FEE TO TAKE EFFECT January 1, 2016**
J. **Resolution 644 - A RESOLUTION APPOINTING CITY OFFICIALS RESPONSIBLE FOR IMPLEMENTATION OF CITY INVESTMENT MANAGEMENT PROGRAM.**
K. **Resolution 645 - A RESOLUTION CALLING A PUBLIC HEARING ON AN AMENDED DISTRICT PLAN FOR REDEVELOPMENT DISTRICT NO. 2 AND AN AMENDED REDEVELOPMENT PLAN FOR AMENDED PROJECT AREA 2D.**

MOTION: CMBR POPPA MOVED, CMBR MCNEIL SECONDED, TO APPROVE THE CONSENT AGENDA. (MOTION PASSES 7-0)

III. BUSINESS FROM THE FLOOR

A. APPLICATIONS/PRESENTATIONS

1. BISHOP MIEGE HOMECOMING PARADE

Kenny Carpenter requested a parade permit for 20-30 cars, with the parade lasting approximately 10 minutes. He noted there would be no extra expense for the Police or Public Works Departments. He also asked for the waiving of the permit fee as has been done in the past.

MOTION: CMBR RHOADES MOVED, CMBR THOMPSON SECONDED, TO APPROVE THE PARADE PERMIT FOR BISHOP MIEGE HIGH SCHOOL AT NO COST FOR THE HOMECOMING EVENT ON OCTOBER 9, 2015. (MOTION PASSES 7-0)

2. SUSTAINABILITY- BRANDON GILLETTE

Jennifer Murphy, staff liaison for the Community for All Ages initiative, gave an overview of the program. The Governing Body approved initiative program by Resolution 638 in January 2015. The focus of Community for All Ages is being taken on by communities throughout the nation as they are facing a demographic change with the older adult population doubling and a boon in the younger population. Communities need to adapt to meet the needs of the older population and also raise the quality of life that appeals to all people across the age spectrum. The Sustainability Committee wishes to be a lens to provide another perspective to the Governing Body to aid in their decision-making process. Ms. Murphy has been attending meetings at Mid-America Regional Council and meeting with the other pilot communities of Gladstone and Grandview, and also with the cities of Mission, Independence and Raytown who are receiving technical assistance through MARC. Ms. Murphy said she felt the City is prepared with the next application to meet the bronze awareness level of preparation, which included the adoption of a resolution and hosting a presentation to the Council. In addition, a Community for All Ages page is on the City's website and a brochure has been prepared that discusses the specific Roeland Park indexes with information tailored directly to the Roeland Park community. To achieve the silver level requires taking an inventory of accomplishments and what future plans are. The gold level is the final adoption of a Community for All Ages plan and implementation in an existing City plan.

Duane Daughtery, co-chair of the Sustainability Committee thanked Jennifer Murphy for all the work she has done on this program, which was followed by a round of applause. Mr. Daughtery said they were making great headway. The Sustainability Committee looks at things differently and gives more focus on things that are environmentally responsible, sustainable, and in the best interest long-term for the City and the residents of the community. The Committee consists of residents who are working to make the City liveable, comfortable, beautiful, and encouraging pollinators that help plant life flourish. He noted that being that lens for the Governing Body that when they do make decisions, they are made for the City in a way that is in the City's long-term best interest. In the implementation of the Community for All Ages program the committee wants to ensure the the City has resources available to all age groups so that people of all ages will remain residents of Roeland Park.

Mayor Marquardt thanked them for the work being done by the committee, staff and Ms. Murphy and all the work she does behind the scenes for the City.

3. ART GALLERY PLAQUE AND RECEPTION

Marek Gliniecki, Chair of the Arts Advisory Committee, said there will be a reception for the George R. Schlagel Gallery on October 17th between 6-8 p.m., and invited all Councilmembers and staff to attend. A plaque to designate the gallery will be installed. Local artists J.R. Hamil and son Alex will have their artwork on display.

CMBR Fast said she and CMBR McNeil went to a ribbon-cutting at Horizon Academy and said she would like to see the children's art in the gallery. Mr. Gliniecki said the Art Committee has developed a program for children producing exemplary art to be displayed and that they are still working on the further development of the children's art program.

Mr. Gliniecki noted that cards are on the artwork that provide information about the artist. Also in November the featured artist will be John Richardson.

CMBR Fast thanked the Arts Committee for bringing art to the community. She also said she has heard from people who have enjoyed the artwork on the piano from the Pianos on Parade project the City had this year.

IV. MAYOR'S REPORT

A. ECONOMIC DEVELOPMENT UPDATE

Mayor Marquardt reported that the 4800 Roe old pool site was inspected by a caves engineer and the ad-hoc committee will looking at this second report. They are anticipating to do site clearance in November with a goal to get decisions made and begin to see some movement by the spring.

With regards to the Commerce site at northwest Roe and Johnson Drive, the construction of the cross access and the payments on that, the committee is hoping to start to get that into focus. The Mayor noted that vehicular access from north and south on Roe from the site will make it a lot more marketable.

They still do not have definitive information regarding Walmart and has heard of a new idea for the Mission Gateway, but nothing is forthcoming from the owners for the site.

V. STANDING COMMITTEES/COMMITTEE REPORTS

A. ADMIN

Interim City Administrator Pentz recapped previous conversations regarding the extension of the development agreement with Commerce Bank. The bank is requesting another six-month extension to March 2016, with a payment of $5,000 to the City.

Staff has recommended City Clerk Bohon and Finance Director Jones-Lacy as the two delegates for the League of Kansas Municipalities annual Topeka conference that was approved previously on the Consent Agenda.

The City is also hosting two training opportunities for landlords on the new internal rental inspection regulations to be held at the Community Center on October 7th and November 4th. Both events start at 6 p.m.

B. FINANCE

CMBR Rhoades noted Resolution 644 was passed in the Consent Agenda which will allow the new City Administrator and Ms. Jones-Lacy to have signing authority for the City's investment program. Also the Governing Body also approved a fee resolution of $50 for any second reinspection of a property through the rental inspection process.

C. SAFETY

CMBR McNeil reported that Chief Morris presented the new Standard Traffic Ordinance and the Uniform Public Offense Code books adding that there are no major changes in the code. This was approved earlier under the Consent Agenda and can now be implemented. CMBR McNeil told everyone to remind their neighbors and for everyone to come and join the Police Department for the National Night Out, Tuesday, October 6th, from 4:30 to 8:30 p.m.

Chief Morris said hamburgers and hot dogs have been donated and there will be a cookout.

D. PUBLIC WORKS

CMBR Fast said the City Engineer spoke earlier at the Committee of the Whole meeting and they reviewed study proposals for a new trail from the Community Center to Nall Park. They also reviewed the study on drainage and parking issues at the Community Center.

E. AD-HOC DEVELOPMENT COMMITTEE

Mayor Marquardt said the committee is now formally tasked with all of the development sites in the City and the group will broaden its scope from the TIF 2 and 3 areas to all the development that the City is concerned with and wants the group to look at.

VI. REPORTS OF CITY LIAISONS

A. Jo Co Parks & Rec (Becky Fast, JoAnna Rush, and Jan Grebe)

CMBR Fast noted on September 30th the new pool dome will be installed. Jim Armstrong gathers 20-30 volunteers to pull the liner, which has been recently repaired. She noted that the Blazers swim team donated $30,000 to fix the liner, and they also helped last year by contributing $20,000 for the pool's heater. The pool is already realizing savings with the heater. She has invited the swim team to a future Council. A card has been sent to them, but she would like to officially thank them for all their support that they have raised for our community. CMBR Fast noted that even with a slow start in June the pool came out even with cost reductions. They are hoping to put in LED lighting at the pool for some additional savings. Also Bishop Miege and Horizon Academy will begin using the pool. And finally, the sleepover swim at the pool was a success.

B. MARC – Bike & Pedestrian (Teresa Kelly and Erin Thompson)

CMBR Fast reported for CMBR Kelly noting that MARC has received a Transportation Investment Generating Economic Recovery (TIGER) federal grant and they are working on a huge transit plan called RideKC that incorporates bus, bike and walking. They will be coming to Roeland Park to talk about the regional transit plan.

C. MARC – First Tier Suburbs (Becky Fast, Erin Thompson and Michael Poppa)

First Tier Suburbs is also continuing their work with neighboring cities for Communities of All Ages. Ms. Kelly will come to the Governing Body to gather ideas of what they would like from MARC and to identify priorities. One of the priorities is rentals in the City. A common theme in the First Tier Suburbs is certain age stock of housing, so rental issues have been a growing problem. They are researching possible grant monies.

D. NE Animal Control (Sheri McNeil and Ryan Kellerman)

No report was given.

E. Redevelopment Committee (Sheri McNeil, Michael Rhoades, Tim Janssen Alt., and Michael Poppa Alt.)

No report was given.

F. Shawnee Indian Mission (Bill Art)

City Clerk Bohon noted the Shawnee Indian Mission Fall Festival is Saturday and Sunday October 10th & 11th.

CMBR McNeil said Saturday night, the 10th, there will be a bonfire, stories and singing and the event is really fun. She will be there dressed in period clothing.

G. Stormwater Management Advisory Council (Jose Leon and Ryan Kellerman)

No report was given

VII. Unfinished Business

A. Commerce Bank Development Agreement Extension

Interim Administrator Pentz recapped the ongoing discussions of extending the agreement with Commerce Bank. In lieu of creating a CID, the City will pay for the improvements now with Commerce Bank reimbursing their share by the end of 2016. Construction of a full access intersection that will serve the Commerce property as well as Roeland Park's property on the eastern side is scheduled to begin in either the first or second quarter of 2016.

MOTION: CMBR FAST MOVED, CMBR POPPA SECONDED, FOR THE APPROVAL OF THE AMENDMENT TO THE DEVELOPMENT AGREEMENT WITH COMMERCE BANK. (MOTION PASSES 7-0)

VIII. New Business

A. Planning Appointment - Bill Ahrens

CMBR Janssen introduced Bill Ahrens who has applied for the position of the unexpired term as the Ward 2 Representative to the Planning Commission.

Mr. Ahrens said he was looking forward to the opportunity.

CMBR Fast commented Mr. Ahrens had an impressive resume and she appreciated his service.

MOTION: CMBR JANSSEN MOVED, CMBR RHOADES SECONDED, TO APPROVE WILLIAM AHRENS TO THE PLANNING COMMISSION TO SERVE AS THE WARD 2 REPRESENTATIVE FOR THE UNEXPIRED VACANT SEEAT ON THE PLANNING COMMISSION. (MOTION PASSES 7-0)

B. Parks Appointment – Patrick Franken

Ms. Jones-Lacy stated Patrick Franken applied to be on the Parks and Tree Board and was recommended by Parks Chair Jan Grebe. Mr. Franken, although not in attendance, has submitted his résumé and application for consideration.

MOTION: CMBR THOMPSON MOVED, CMBR POPPA SECONDED, TO APPOINT PATRICK FRANKEN TO THE PARKS AND TREE BOARD. (MOTION PASSES 7-0)

The Governing Body returned to their discussion of the proposed Martha Hunt Run benefitting Safe Home. City Attorney Shortlidge said he nor the Governing Body has had a chance to review the submitted application, but other materials that support the application are still needed. He stated the Council could indicate their intent to approve the event at the appropriate time.

Mayor Marquardt and CMBR Fast said that further discussions regarding the logistics of closing Roe would need to be conducted.

CMBR Rhoades felt approval of the run was necessary so that event coordinators can seek out sponsorship from businesses.

Ms. Bohon said a special event permit is needed and that a route is in the works and a map will be submitted.

MOTION: CMBR MCNEIL MOVED, CMBR KELLERMAN SECONDED, TO SUPPORT THE MARTHA HUNT MEMORIAL RUN WITH FURTHER DOCUMENTATION TO BE APPROVED. (MOTION APPROVES 7-0)

IX. Ordinances and Resolutions

No new ordinances or resolutions.

X. Reports of City Officials

A. City Administrator Report

Mayor Marquardt expressed his appreciation of service from Interim Administrator Pentz and all he has done for the City, stepping in on short notice. He said Mr. Pentz has given them a lot of good experience and direction and it's been amazing.

B. City Attorney Report

City Attorney Shortlidge requested Council approve the conflict waiver to allow Stinson to represent the City in the negotiations of the franchise of One Gas, Inc.

MOTION: CMBR THOMPSON MOVED, CMBR JANSSEN SECONDED, TO APPROVE THE CONFLICT WAIVER TO ALLOW STINSON TO REPRESENT THE CITY IN THE NEGOTIATIONS OF THE FRANCHISE OF ONE GAS,INC. (MOTION APPROVES 7-0)

C. City Clerk Report

City Clerk Bohon reported on the upcoming events.

9/26 - DEA Drug Take Back at Price Chopper from 10 a.m. to 2 p.m.
10/3 - Barktoberfest
10/6 - National Night Out
10/7 - National Walk to School Day

XI. ADJOURNMENT

MOTION: CMBR RHOADES MOVED, CMBR MCNEIL SECONDED, TO ADJOURN. (MOTION PASSES 7-0)

The Governing Body returned to the Committee of the Whole for an Executive Session.

______________________________ ______________________________

Joel Marquardt, Mayor Kelley Bohon, City Clerk

Item Number: **Consent Agenda- II.-C.**
Committee Meeting Date: **12/21/2015**

City of Roeland Park
Action Item Summary

Date:
Submitted By:
Committee/Department:
Title: **October 19, 2015 City Council Minutes**
Item Type:

Recommendation:

Details:

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
10192015 minutes	Cover Memo

CITY COUNCIL MEETING
Roeland Park City Hall
4600 W 51st Street, Roeland Park, KS 66205
Monday, October 19, 2015, 7:00 P.M.

- Joel Marquardt, Mayor
- Becky Fast, Council Member
- Tim Janssen, Council Member
- Ryan Kellerman, Council Member
- Teresa Kelly, Council Member
- Sheri McNeil, Council Member
- Michael Poppa, Council Member
- Michael Rhoades, Council Member
- Erin Thompson, Council Member
- Keith Moody, City Administrator
- Jennifer Jones-Lacy, Asst. Admin.
- Kelley Bohon, City Clerk
- John Morris, Police Chief
- Jose Leon, Public Works Director

Admin	**Finance**	**Safety**	**Public Works**
Chair, Kellerman	Chair, Poppa	Chair, Kelly	Chair, Thompson
Co-Chair, Janssen	Co-Chair, Rhoades	Co-Chair, McNeil	Co-Chair, Fast

PLEDGE OF ALLEGIANCE

Mayor Marquardt called the meeting to order and led everyone in the Pledge of Allegiance

ROLL CALL

City Clerk Bohon called the roll and all Councilmembers were present.

MODIFICATION TO THE AGENDA

CMBR Rhoades recommended tabling the discussion for the animal variance for Karen Lobrano until after the Committee had a chance to discuss the item.

Ms. Lobrano agreed to wait on her approval of the variance.

CMBR Kelly felt this was irregular as she has already gone through the application process for the additional animal.

The item was tabled and removed from the agenda and will be discussed at the Governing Body Workshop on October 26.

MOTION: CMBR KELLERMAN MOVED, CMBR FAST SECONDED TO CALL THE QUESTION. (MOTION PASSES 8-0)

MOTION: CMBR RHOADES MOVED, CMBR FAST SECONDED, TO POSTPONE THE MOTION ANIMAL VARIANCE TO KAREN LOBRANO. (MOTION PASSES 5-3)

Roll Call Vote:
Fast-Y McNeil-Y Janssen-Y Rhoades -Y Kellerman-Y Thompson-N Kelly-N Poppa-N

I. CITIZENS' COMMENTS

A. Public Comment

Thomas Madigan, 5316 W. 49th Terrace. Mr. Madigan asked for an update of the Strategic Plan that was presented and accepted by the Governing Body and felt that a Citizen Forum should be planned to discuss the five goals:

Long-term financial plan to support economic growth;
Commercial development plan to revitalize underutilized property;
Market Roeland Park to present a positive image and increase awareness;
Connect citizens to the community through events, services and activities; and

Promote recreational opportunities through communication and enhanced green spaces.

II. CONSENT AGENDA

A. Appropriation Ordinance #885
B. July 20, 2015 City Council Minutes
C. Committee Appointment and Reappointment
D. Tree Maintenance RFP

MOTION: CMBR MCNEIL MOVED, CMBR KELLY SECONDED, TO APPROVE THE CONSENT AGENDA AS PRESENTED. (MOTION PASSES 8-0)

III. BUSINESS FROM THE FLOOR

A. Applications/Presentations

1. KCATA Shawn Strate

Shawn Strate, a representative from the Kansas City Area Transportation Authority, presented information of how they are working to improve bus stops within the city of Roeland Park. Grant funding has been received throughout Johnson County and they have identified 8-10 locations where improvements are needed for potential increased ridership. The area of 48th & Roe in Roeland Park is a part of the primary corridor between the Mission Transit Center and downtown Kansas City and other parts of the region and is targeted for the improved bus stops. They want to install shelters and also have an ADA accessible pad for ease in boarding. Construction is expected to start in early 2016 after approval from the Council. The plans are to stay within the City's right-of-way. Johnson County Transit will provide ongoing maintenance of the stop, cleaning the shelter, removing the trash and snow removal.

City Administrator Moody stated that a pull-off stop would cost approximately $115,000 as opposed to the suggested on-route stop cost of $85,000.

CMBR McNeil said if funding outside the City's budget could be found for such a design she would support that, otherwise she would accept the design offered.

Mayor Marquardt thanked Mr. Strate for his presentation.

2. Parks Update

Jennifer Provyn, Chair of Parks, said that the committee has focused on the role of education in the parks. She felt they have done a good job with the signage that Public Works put up in R Park, explaining the history of the park and also events being published in the *Roeland Parker*. The goal for 2016 continues to be education and they have been cross-pollinating with other committees working with the Events and Sustainability Committees. She did feel that not enough has been done with the Arts Committee and they are looking at ways to improve that relationship. The committee is working on 5-year projections goals for the City's parks which will help to amortize costs, especially when looking at grant funding, etc. The group is currently working on an actual cost for the drinking fountain in R Park. They are also looking to move forward with R Park's master plan.

Tyler Steele met with Brett Shoffner from Urban Trail Co. to discuss the proposed Nall Park trail. Urban Trail Co. is a nature trail, mountain bike trail, non-profit organization that works with a lot of the parks throughout the region. They have constructed over 110+ miles of single track trail. They have surveyed the park land and presented a proposal for a 1.5 mile single track trail that connects the Community Center and Nall Park. There will also be access to the woods in the northeast area of the park.

The installation of the trail is estimated to be $13,240 which would take 90-100 days to build. Urban Trail Co. would donate $1,000 towards the project. They also provide $2 million worth of liability insurance with the trail.

3. Animal Variance – Karen Lobrano

This item has been tabled for a later discussion.

4. Non-Conforming Situation Permit

Building Inspector Mike Flickinger said the new owners of the property located at 5118 Delmar wish to replace the existing carport on their property. Tim Churchman, the developer said the new carport would not be a bigger footprint on the property.

CMBR McNeil said she likes the new design.

MOTION: CMBR RHOADES MOVED, CMBR THOMPSON SECONDED, TO APPROVE A NON-CONFORMING SITUATION PERMIT AT 5118 DELMAR. (MOTION PASSES 8-0)

IV. MAYOR'S REPORT

A. Proclamation – Kansas Family and Community Education Week

CMBR Fast read the Kansas Family and Community Education Week proclamation into the record.

MOTION: CMBR FAST MOVED, CMBR MCNEIL SECONDED, TO APPROVE THE KANSAS FAMILY AND COMMUNITY EDUCATION WEEK PROCLAMATION. (MOTION PASSES 8-0)

V. STANDING COMMITTEES/COMMITTEE REPORTS

A. Admin

CMBR Janssen recapped the Workshop discussion regarding Ordinance 918, Regulation Regarding Covered Front Porches and Ordinance 919, Regulation Regarding Demolition of Structures. They will be discussed further in tonight's meeting. Ms. Jones-Lacy provided a summary of code enforcement activities that have taken place March through September of 2015, and provided a detailed map of what the calls were and where they originated. The appointments and reappointments recommended at the meeting were approved earlier in the Consent Agenda.

B. Finance

No report given.

C. Safety

CMBR McNeil reported that the DigiTicket electronic ticketing system has arrived and installation and training are now in progress. Three new radar units that were paid for by the traffic grant that was awarded to the City by the state of Kansas for the STEP program are scheduled to be installed October 20. The traffic blitz scheduled for November 6, 2015, will be from 9 p.m. to 11 p.m. The Selected Traffic Enforcement Program Thanksgiving DUI Enforcement will be November 23-29. Some of the officers are participating in the No-Shave November for the Police Department to raise money for cancer research. 3rd quarter UCR and Activity Report is scheduled to be presented at the November 2nd Workshop meeting. Chief Morris will be attending the IACP Training Conference October 23-27.

D. Public Works

CMBR Fast reported that the Public Works Committee talked about the remaining funds in Tree Maintenance that will be used to remove and trim trees as approved earlier on the Consent Agenda. Public Works Director Leon also gave an update on the salt dome agreement with the City of Fairway that will be built in the upcoming months. The Committee also looked at the proposed design plan and where the amenities can be placed in R Park.

E. Ad-Hoc Development Committee

CMBR Thompson said she is the new chair of the committee. The Committee is continuing to focus on the old pool site adding that property clearing was completed last week. Everything with the exception of trees larger than three inches in diameter have been removed. A security fence was installed around the site perimeter. Now that clearing has been completed, this will allow the cave engineers easier access to the site so they can complete Phase II, which includes going into portions of the mine to further evaluate conditions of the underground area. This work should be completed within the next week or two. The ULTA survey should also be completed by the end of October. The committee further discussed the northeast corner of Johnson & Roe and will be taking more of a leadership role because Mission is busy with the Gateway development. The group also met with City Administrator Moody and gave him an overview of the City's potential development sites.

VI. REPORTS OF CITY LIAISONS

A. MARC – Bike and Pedestrian

B. NE Animal Control

C. 47th Mission Redevelopment Committee

D. Shawnee Indian Mission

City Clerk Bohon received an e-mail from Mr. Art who said sales of Christmas Trees, Wreaths and Centerpieces will begin November 27, the day after Thanksgiving. Flyers and information will be sent out.

There will be a Mission event on December 4, and Mr. Art will forward more information and times.

E. Stormwater Management Advisory Council

CMBR Kellerman met on September 18 with the Kansas City Metro Chapter of APWA who has entered into a contract with KU to provide analysis of existing rainfall and stream flow data in order to enhance our understanding of storm durations and curve numbers for the Kansas City Metro area. They also discussed the 2016 SMP proposed expenditures.

Public Works Director Leon noted as part of 2016 for SMAC is an approval of $15,424,459. The money goes to SMP regional systems, administrative services, and also support projects. The cities of Shawnee, Leawood, and Overland Park also received funding for projects from these funds.

VII. UNFINISHED BUSINESS

A. 2015 Street Maintenance Change Order

Public Works Director Leon requested a change order due to unforeseen issues on Howe Drive between 49th and 50th Streets. SKW is working to get a better cost, but the project is not to exceed $27,241.24. The intent of the street project was to mill the asphalt and reclaim it back into the base of the street. They ran into more concrete than anticipated and also a concrete stormwater box that was shallower than previously thought. As a result, Public Works had to ask the contractor to purchase more millings and remove more concrete that projected.

MOTION: CMBR POPPA MOVED, CMBR FAST SECONDED, TO APPROVE THE CHANGE ORDER NUMBER ONE AS PART OF THE 2015 STREET MAINTENANCE PHASE I PROJECT NOT TO EXCEED $27,241.24. (MOTION PASSES 8-0)

VIII. NEW BUSINESS

IX. ORDINANCES AND RESOLUTIONS

A. ORDINANCE 918 REGULATIONS REGARDING COVERED FRONT

Mike Flickinger reviewed the changes regarding front porches.

City Attorney Shortlidge said since the Committee made changes to the ordinance the motion will require six affirmative votes to override the recommendations of the Planning Commission.

MOTION: CMBR POPPA MOVED, CMBR KELLY SECONDED, TO APPROVE ORDINANCE 918, AN ORDINANCE RELATING TO ZONING; AMENDING AND REPEALING EXISTING SECTION 16-1425 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS. (MOTION PASSES 8-0)

Roll Call Vote:

Fast-Y McNeil-Y Janssen-Y Rhoades -Y Kellerman-Y Thompson-Y Kelly-Y Poppa-Y

B. ORDINANCE 919 REGULATIONS REGARDING DEMOLITION OF STRUCTURES

MOTION: CMBR KELLY MOVED, CMBR POPPA SECONDED, TO INCLUDE THE ADDENDUM AS STATED BY MR. FLICKINGER TO SECTION 11(A).

CMBR McNeil and CMBR Kellerman felt this item should be tabled so that Mr. Flickinger could include the changes regarding the clean fill definition, size of pieces to remain, and if rebar allowed in clean fill.

MOTION: CMBR MCNEIL MOVED CMBR POPPA SECONDED, TO TABLE THE MOTION. (MOTION PASSES 8-0)

C. ORDINANCE 921 - AN ORDINANCE RELATING TO STRUCTURES UNFIT FOR HUMAN USE AND HABITATION; AMENDING AND REPEALING EXISTING SECTIONS 8-604 AND 8-606 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS.

City Attorney Shortlidge said Interim Administrator Pentz explained this at a previous Workshop and will bring the ordinance language in line with state statute. CMBR McNeil asked for clarification of the changes to subsection (a) of §8-604. Mr. Shortlidge said the last three sentences in the code are separate sentences and in the statute they are separated by semicolons. It does change the meaning of the ordinance, but now it will conform to state law.

MOTION: CMBR THOMPSON MOVED, CMBR MCNEIL SECONDED, TO APPROVE ORDINANCE 921 - AN ORDINANCE RELATING TO STRUCTURES UNFIT FOR HUMAN USE AND HABITATION; AMENDING AND REPEALING EXISTING SECTIONS 8-604 AND 8-606 OF THE CODE OF THE CITY OF ROELAND PARK, KANSAS. (MOTION PASSES 8-0)

D. ORDINANCE 922 GAS FRANCHISE ORDINANCE RENEWAL

The City is still waiting on answers from Kansas Gas.

X. REPORTS OF CITY OFFICIALS

City Administrator Moody thanked the Council for the nice reception. He said he has had a very busy six days and is trying to pick up as much as he can and learn the City's processes. He also said staff is great to work with and he is looking forward to getting to know the Council better.

Mayor Marquardt stated for the record, "Go Royals!"

XI. ADJOURNMENT

MOTION: CMBR FAST MOVED, CMBR MCNEIL SECONDED, TO ADJOURN. (MOTION PASSES 8-0)

(Roeland Park City Council Adjourned at 8:18 p.m.)

______________________________ ______________________________

Joel Marquardt, Mayor Kelley Bohon, City Clerk

Item Number:	**Consent Agenda- II.-D.**
Committee Meeting Date:	**12/21/2015**

City of Roeland Park
Action Item Summary

Date:	11/20/2015
Submitted By:	Staff
Committee/Department:	Admin.
Title:	**Resolution 647 401A Retirement Plan**
Item Type:	Resolution

Recommendation:

Nationwide and staff recommend approval of the Adoption Resolution and amended 401(A) Plan Adoption Agreement as attached.

Details:

The employment agreement with the City Administrator provides that the City make contribution to the City's 401a or 457 retirement plan. This requires an amendment to the plan policy, which has been completed by Nationwide, the items highlighted in yellow of the attached plan policy relate to this issue.

Items highlighted in green remain unchanged for all employees. There is no impact to how the plan currently operates for all other employees.

Nationwide took this opportunity to update the plan policy document to their current format and ensure that it is compliant with all IRS 401a and 457 retirement plan requirements.

Financial Impact

Amount of Request: The City will contribute 5% of the City Administrator's salary to the retirement plan	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

The City Administrator will contribute a minimum of 3% of salary to the retirement plan.

ATTACHMENTS:

Description	Type
Resolution 647	Cover Memo
Roeland Park Adoption Agreement	Cover Memo

RESOLUTION # 647

A RESOLUTION ADOPTING

The undersigned authorized representative of City of Roeland Park, KS (the Employer) hereby certifies that the following resolution was duly adopted by the Employer on December 21, 2015, and that such resolution has not been modified or rescinded as of the date hereof:

RESOLVED, that the form of amended Plan and Trust effective January 1, 2015, presented to this meeting is hereby approved and adopted and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

The undersigned further certifies that attached hereto are true copies of City of Roeland Park Deferred Compensation Matching Plan as amended and restated, and the Summary of Plan Provisions, which are hereby approved and adopted.

SEAL:

____

Joel Marquardt, Mayor

ATTEST:

____

Kelley Bohon, City Clerk

ADOPTION AGREEMENT FOR
NATIONWIDE FINANCIAL SERVICES, INC.
GOVERNMENTAL VOLUME SUBMITTER 401(A) PLAN

CAUTION: Failure to properly fill out this Adoption Agreement may result in disqualification of the Plan.

EMPLOYER INFORMATION
(An amendment to the Adoption Agreement is not needed solely to reflect a change in this Employer Information Section.)

1. EMPLOYER'S NAME, ADDRESS, TELEPHONE NUMBER, TIN AND FISCAL YEAR

Name: City of Roeland Park, KS

Address: 4600 W. 51st Street
Street

Roeland Park (City) Kansas (State) 66205-1309 (Zip)

Telephone: (913) 722-2600

Taxpayer Identification Number (TIN): 48-6077029

Employer's Fiscal Year ends: December 31st

2. TYPE OF GOVERNMENTAL ENTITY. This Plan may only be adopted a state or local governmental entity, or agency thereof, including an Indian tribal government and may not be adopted by any other entity, including a federal government and any agency or instrumentality thereof.
   a. [ ] State government or state agency
   b. [ ] County or county agency
   c. [X] Municipality or municipal agency
   d. [ ] Indian tribal government (see Note below)
   e. [ ] Other: ____________________

NOTE: An Indian tribal government may only adopt this Plan if such entity is defined under Code §7701(a)(40), is a subdivision of an Indian tribal government as determined in accordance with Code §7871(d), or is an agency or instrumentality of either, and all of the Participants under this Plan employed by such entity substantially perform services as an Employee in essential governmental functions and not in the performance of commercial activities (whether or not an essential government function).

3. PARTICIPATING EMPLOYERS (Plan Section 1.38). Will any other Employers adopt this Plan as Participating Employers?
   a. [X] No
   b. [ ] Yes

PLAN INFORMATION
(An amendment to the Adoption Agreement is not needed solely to reflect a change in the information in Questions 9. through 10.)

4. PLAN NAME:

City of Roeland Park Deferred Compensation Matching Plan

5. PLAN STATUS
   a. [ ] New Plan
   b. [X] Amendment and restatement of existing Plan
      PPA RESTATEMENT (leave blank if not applicable)
      1. [ ] This is an amendment and restatement to bring a plan into compliance with the Pension Protection Act of 2006 ("PPA") and other legislative and regulatory changes (i.e., the 6-year pre-approved plan restatement).

6. EFFECTIVE DATE (Plan Section 1.16) (complete a. if new plan; complete a. AND b. if an amendment and restatement)
Initial Effective Date of Plan
   a. January 1, 2001 (enter month day, year) (hereinafter called the "Effective Date" unless 6.b. is entered below)

Restatement Effective Date. If this is an amendment and restatement, the effective date of the restatement (hereinafter called the "Effective Date") is:
   b. January 1, 2015 (enter month day, year; may enter a restatement date that is the first day of the current Plan Year. Plan contains appropriate retroactive effective dates with respect to provisions for appropriate laws.)

7. PLAN YEAR (Plan Section 1.42) means, except as otherwise provided in d. below:
   a. [X] the calendar year
   b. [ ] the twelve-month period ending on ____________ (e.g., June 30th)

   SHORT PLAN YEAR (Plan Section 1.46). This is a Short Plan Year (if the effective date of participation is based on a Plan Year, then coordinate with Question 14):
   c. [X] N/A
   d. [ ] beginning on ________________________ (enter month day, year; e.g., July 1, 2013)
   and ending on ________________________ (enter month day, year).

8. VALUATION DATE (Plan Section 1.52) means:
   a. [X] every day that the Trustee (or Insurer), any transfer agent appointed by the Trustee (or Insurer) or the Employer, and any stock exchange used by such agent are open for business (daily valuation)
   b. [ ] the last day of each Plan Year
   c. [ ] the last day of each Plan Year quarter
   d. [ ] other (specify day or days): ________________________________ (must be at least once each Plan Year)

   NOTE: The Plan always permits interim valuations.

9. TRUSTEE(S) OR INSURER(S) (Plan Sections 1.25 and 1.50):
   a. [ ] **Insurer.** This Plan is funded exclusively with Contracts and the name of the Insurer(s) is:

   (1) ____________________________________ (2) ____________________________________ (if more than 2, add names to signature page).

   b. [X] **Individual Trustee(s).** Individual Trustee(s) who serve as Trustee(s) over assets not subject to control by a corporate Trustee. (add additional Trustees as necessary)

Name(s)	Title(s)
Kelley Bohon	City Clerk
Keith Moody	City Administrator

   Address and telephone number
   1. [X] Use Employer address and telephone number
   2. [ ] Use address and telephone number below:

   Address: ____
   Street

   ____________________ ____________________ ____________________
   City State Zip

   Telephone: ________________________________

   c. [ ] **Corporate Trustee(s)** (add additional Trustees as necessary)

   Name: ____

   Address: ____
   Street

   ____________________ ____________________ ____________________
   City State Zip

   Telephone: ________________________________

   Directed/Discretionary Trustee. Unless otherwise specified below, if there is a corporate Trustee, it will serve as a Directed (nondiscretionary) Trustee (Plan Section 1.21) and if there is an individual Trustee, he or she will serve as a Discretionary Trustee (Plan Section 1.22) over all Plan assets (select all that apply; leave blank if defaults apply)
   d. [ ] Directed Trustee exceptions (leave blank if no exceptions):
   Directed Trustee over specified Plan assets (select all that apply; leave blank if none apply)
   1. [ ] The corporate Trustee will serve as Directed Trustee over the following assets: ________________________

2. [ ] The individual Trustee(s) will serve as Directed Trustee over the following assets: ______________________

Individual Trustee will serve as Directed Trustee (may not be selected with d.1. or d.2.)

3. [ ] over all Plan assets

e. [ ] Discretionary Trustee exceptions (leave blank if no exceptions):

Discretionary Trustee over specified Plan assets (select all that apply; leave blank if none apply)

1. [ ] The individual Trustee(s) will serve as Discretionary Trustee over the following assets: ________________
2. [ ] The corporate Trustee will serve as Discretionary Trustee over the following assets: __________________

Corporate Trustee will serve as Discretionary Trustee (may not be selected with e.1. or e.2.)

3. [ ] over all Plan assets

Separate trust. Will a separate trust agreement that is approved by the IRS for use with this Plan be used?

f. [X] No

g. [ ] Yes

NOTE: If Yes is selected, an executed copy of the trust agreement between the Trustee and the Employer must be attached to this Plan. The Plan and trust agreement will be read and construed together. The responsibilities, rights and powers of the Trustee will be those specified in the trust agreement.

10. ADMINISTRATOR'S NAME, ADDRESS AND TELEPHONE NUMBER

(If none is named, the Employer will be the Administrator (Plan Section 1.2).)

a. [X] Employer (use Employer address and telephone number)

b. [ ] Other:

Name: ____

Address: ____

Street

______________________ ______________________ ______________________

City State Zip

Telephone: ____________________________

11. CONTRIBUTION TYPES

The selections made below must correspond with the selections made under the Contributions and Allocations Section of this Adoption Agreement.

FROZEN PLAN OR CONTRIBUTIONS HAVE BEEN SUSPENDED (Plan Section 4.1(c)) (optional)

a. [ ] This is a frozen Plan (i.e., all contributions cease) (if this is a temporary suspension, select a.2):

1. [ ] All contributions ceased as of, or prior to, the effective date of this amendment and restatement and the prior Plan provisions are not reflected in this Adoption Agreement (may enter effective date at 3. below and/or select contributions at b. - f. (optional), skip questions 12-18 and 22-29)
2. [ ] All contributions ceased or were suspended and the prior Plan provisions are reflected in this Adoption Agreement (must enter effective date at 3. below and select contributions at b. - f.)

Effective date

3. [ ] as of ______________________ (effective date is optional unless a.2. has been selected above or this is the amendment or restatement to freeze the Plan).

CONTRIBUTIONS

The Plan permits the following contributions (select one or more):

b. [X] **Employer contributions other than matching** (Questions 24-25)

1. [ ] This Plan qualifies as a Social Security Replacement Plan (Question 24.e. must be selected)

c. [X] **Employer matching contributions** (Questions 26-28)

d. [ ] **Mandatory Employee contributions** (Question 31)

e. [ ] **After-tax voluntary Employee contributions** (Question 32)

f. [X] **Rollover contributions** (Question 39)

ELIGIBILITY REQUIREMENTS

12. ELIGIBLE EMPLOYEES (Plan Section 1.17) means all Employees (including Leased Employees) EXCEPT those Employees who are excluded below or elsewhere in the Plan:

a. [ ] **No excluded Employees.** There are no additional excluded Employees under the Plan (skip to Question 13).

b. [X] **Exclusions.** The following Employees are not Eligible Employees for Plan purposes (select one or more):

1. [ ] Union Employees (as defined in Plan Section 1.17)
2. [ ] Nonresident aliens (as defined in Plan Section 1.17)
3. [ ] Leased Employees (Plan Section 1.28)

4. [ ] Part-time/temporary/seasonal Employees. A part-time, temporary or seasonal Employee is an Employee whose regularly scheduled service is less than _______ Hours of Service in the relevant eligibility computation period (as defined in Plan Section 1.54). However, if any such excluded Employee actually completes a Year of Service, then such Employee will no longer be part of this excluded class.
5. [X] Other: Employees who are eligible for Kansas Police & Fireman's Retirement System (must be definitely determinable under Regulations §1.401-1(b). Exclusions may be employment title specific but may not be by individual name nor result in only a finite group of individuals (e.g., excluding anyone hired after 12/31/12.)

13. CONDITIONS OF ELIGIBILITY (Plan Section 3.1)

a. [X] **No age or service required.** No age or service required for all Contribution Types (skip to Question 14).

b. [ ] **Eligibility.** An Eligible Employee will be eligible to participate in the Plan upon satisfaction of the following (complete c. and d., select e. and f. if applicable):

Eligibility Requirements

c. [ ] **Age Requirement**
1. [ ] No age requirement
2. [ ] Age 20 1/2
3. [ ] Age 21
4. [ ] Age ______ (may not exceed 26)

d. [ ] **Service Requirement**
1. [ ] No service requirement
2. [ ] ______ (not to exceed 60) months of service (elapsed time)
3. [ ] 1 Year of Service
4. [ ] _______ (not to exceed 5) Years of Service
5. [ ] ______ consecutive month period from the Eligible Employee's employment commencement date and during which at least _______ Hours of Service are completed.
6. [ ] ______ consecutive months of employment from the Eligible Employee's employment commencement date.
7. [ ] Other: ____ (e.g., date on which 1,000 Hours of Service is completed within the computation period) (must satisfy the Notes below)

NOTE: If c.4. or d.7. is selected, the condition must be an age or service requirement that is definitely determinable and may not exceed age 26 and may not exceed 5 Years of Service.

NOTE: Year of Service means Period of Service if elapsed time method is chosen.

Waiver of conditions. The service and/or age requirements specified above will be waived in accordance with the following (leave blank if there are no waivers of conditions):

e. [ ] If employed on _______________ the following requirements, and the entry date requirement, will be waived. The waiver applies to any Eligible Employee unless 3. selected below. Such Employees will enter the Plan as of such date (select 1. and/or 2. AND 3. if applicable):
1. [ ] service requirement (may let part-time Eligible Employees into the Plan)
2. [ ] age requirement
3. [ ] waiver is for: ______________________________

Amendment or restatement to change eligibility requirements

f. [ ] This amendment or restatement (or a prior amendment and restatement) modified the eligibility requirements and the prior eligibility conditions continue to apply to the Eligible Employees specified below. If this option is NOT selected, then all Eligible Employees must satisfy the eligibility conditions set forth above.
1. [ ] The eligibility conditions above only apply to Eligible Employees who were not Participants as of the effective date of the modification.
2. [ ] The eligibility conditions above only apply to individuals who were hired on or after the effective date of the modification.

14. EFFECTIVE DATE OF PARTICIPATION (ENTRY DATE) (Plan Section 3.2)

An Eligible Employee who has satisfied the eligibility requirements will become a Participant in the Plan as of the:

a. [X] date such requirements are met
b. [ ] first day of the month coinciding with or next following the date on which such requirements are met
c. [ ] first day of the Plan Year quarter coinciding with or next following the date on which such requirements are met
d. [ ] earlier of the first day of the Plan Year or the first day of the seventh month of the Plan Year coinciding with or next following the date on which such requirements are met
e. [ ] first day of the Plan Year coinciding with or next following the date on which such requirements are met (Eligibility must be six months of service (or 1 1/2 Years (or Periods) of Service if 100% immediate vesting is selected) or less and age must be 20 1/2 or less.)
f. [ ] first day of the Plan Year in which such requirements are met
g. [ ] first day of the Plan Year in which such requirements are met, if such requirements are met in the first 6 months of the Plan Year, or as of the first day of the next succeeding Plan Year if such requirements are met in the last 6 months of the Plan Year.
h. [ ] other: ________________________________ (must be definitely determinable)

SERVICE

15. RECOGNITION OF SERVICE WITH OTHER EMPLOYERS (Plan Sections 1.39 and 1.54)

a. [X] No service with other employers is recognized except as otherwise required by law (e.g., the Plan already provides for the recognition of service with Employers who have adopted this Plan as well as service with Affiliated Employers and predecessor Employers who maintained this Plan; skip to Question 16).

b. [ ] Prior service with the designated employers is recognized as follows (answer c. and select one or more of c.1. - 3.; select d. - f. as applicable) (if more than 3 employers, attach an addendum to the Adoption Agreement or complete option h. under Section B of Appendix A):

Other Employer	**Eligibility**	**Vesting**	**Contribution Allocation**
c. [ ] Employer name: ______________________	1. [ ]	2. [ ]	3. [ ]
d. [ ] Employer name: ______________________	1. [ ]	2. [ ]	3. [ ]
e. [ ] Employer name: ______________________	1. [ ]	2. [ ]	3. [ ]
Limitations			
f. [ ] The following provisions or limitations apply with respect to the recognition of prior service: ______________ (e.g., credit service with X only on/following 1/1/13)	1. [ ]	2. [ ]	3. [ ]

NOTE: If the other Employer(s) maintained this qualified Plan, then Years (and/or Periods) of Service with such Employer(s) must be recognized pursuant to Plan Sections 1.39 and 1.54 regardless of any selections above.

16. SERVICE CREDITING METHOD (Plan Sections 1.39 and 1.54)

NOTE: If no selections are made in this Section, then the provisions set forth in the definition of Year of Service in Plan Section 1.54 will apply, including the following defaults:

1. A Year of Service means completion of at least 1,000 Hours of Service during the applicable computation period.
2. Hours of Service (Plan Section 1.24) will be based on actual Hours of Service.
3. For eligibility purposes, the computation period will be as defined in Plan Section 1.54 (i.e., shift to the Plan Year if the eligibility condition is one (1) Year of Service or less).
4. For vesting and allocation purposes, the computation period will be the Plan Year.

a. [ ] **Elapsed time method.** (Period of Service applies instead of Year of Service) Instead of Hours of Service, elapsed time will be used for:
   1. [ ] all purposes (skip to Question 17)
   2. [ ] the following purposes (select one or more):
      a. [ ] eligibility to participate
      b. [ ] vesting
      c. [ ] sharing in allocations or contributions

b. [X] **Alternative definitions for the Hours of Service method.** Instead of the defaults, the following alternatives will apply for the Hours of Service method (select one or more):
   1. [ ] **Eligibility computation period.** Instead of shifting to the Plan Year, the eligibility computation period after the initial eligibility computation period will be based on each anniversary of the date the Employee first completes an Hour of Service
   2. [ ] **Vesting computation period.** Instead of the Plan Year, the vesting computation period will be the date an Employee first performs an Hour of Service and each anniversary thereof.
   3. [X] **Equivalency method.** Instead of using actual Hours of Service, an equivalency method will be used to determine Hours of Service for:
      a. [X] all purposes
      b. [ ] the following purposes (select one or more):
         1. [ ] eligibility to participate
         2. [ ] vesting
         3. [ ] sharing in allocations or contributions

      Such method will apply to:
      c. [ ] all Employees
      d. [X] Employees for whom records of actual Hours of Service are not maintained or available (e.g., salaried Employees)
      e. [ ] other: ______________________ (e.g., per-diem Employees only)

Hours of Service will be determined on the basis of:
f. [ ] days worked (10 hours per day)
g. [ ] weeks worked (45 hours per week)
h. [ ] semi-monthly payroll periods worked (95 hours per semi-monthly pay period)
i. [X] months worked (190 hours per month)
j. [ ] bi-weekly payroll periods worked (90 hours per bi-weekly pay period)
k. [ ] other: ____ (e.g., option f. is used for per-diem Employees and option g. is used for on-call Employees).

4. [ ] **Number of Hours of Service required.** Instead of 1,000 Hours of Service, Year of Service means the applicable computation period during which an Employee has completed at least ______ (not to exceed 1,000) Hours of Service for:
a. [ ] all purposes
b. [ ] the following purposes (select one or more):
1. [ ] eligibility to participate
2. [ ] vesting
3. [ ] sharing in allocations or contributions

VESTING

17. VESTING OF PARTICIPANT'S INTEREST – EMPLOYER CONTRIBUTIONS (Plan Section 6.4(b))
a. [ ] N/A (no Employer contributions; skip to Question 19)
b. [X] The vesting provisions selected below apply. Section B of Appendix A can be used to specify any exceptions to the provisions below.

NOTE: The Plan provides that contributions for converted sick leave and/or vacation leave are fully Vested.

Vesting for Employer contributions other than matching contributions
c. [ ] N/A (no Employer contributions (other than matching contributions); skip to f.)
d. [X] 100% vesting. Participants are 100% Vested in Employer contributions (other than matching contributions) upon entering Plan.
e. [ ] The following vesting schedule, based on a Participant's Years of Service (or Periods of Service if the elapsed time method is selected), applies to Employer contributions (other than matching contributions):
1. [ ] 6 Year Graded: 0-1 year-0%; 2 years-20%; 3 years-40%; 4 years-60%; 5 years-80%; 6 years-100%
2. [ ] 4 Year Graded: 1 year-25%; 2 years-50%; 3 years-75%; 4 years-100%
3. [ ] 5 Year Graded: 1 year-20%; 2 years-40%; 3 years-60%; 4 years-80%; 5 years-100%
4. [ ] Cliff: 100% vesting after _______ (not to exceed 15) years
5. [ ] Other graded vesting schedule (must provide for full vesting no later than 15 years of service; add additional lines as necessary)

Years (or Periods) of Service	Percentage
______	______%
______	______%
______	______%
______	______%
______	______%
______	______%

Vesting for Employer matching contributions
f. [ ] N/A (no Employer matching contributions)
g. [X] The schedule above will also apply to Employer matching contributions.
h. [ ] 100% vesting. Participants are 100% Vested in Employer matching contributions upon entering Plan.
i. [ ] The following vesting schedule, based on a Participant's Years of Service (or Periods of Service if the elapsed time method is selected), applies to Employer matching contributions:
1. [ ] 6 Year Graded: 0-1 year-0%; 2 years-20%; 3 years-40%; 4 years-60%; 5 years-80%; 6 years-100%
2. [ ] 4 Year Graded: 1 year-25%; 2 years-50%; 3 years-75%; 4 years-100%
3. [ ] 5 Year Graded: 1 year-20%; 2 years-40%; 3 years-60%; 4 years-80%; 5 years-100%
4. [ ] Cliff: 100% vesting after _______ (not to exceed 15) years
5. [ ] Other graded vesting schedule (must provide for full vesting no later than 15 years of service; add additional lines as necessary)

Years (or Periods) of Service	Percentage
______	_____%
______	_____%
______	_____%
______	_____%
______	_____%
______	_____%

18. VESTING OPTIONS
Excluded vesting service. The following Years of Service will be disregarded for vesting purposes (select all that apply; leave blank if none apply):
a. [ ] Service prior to the initial Effective Date of the Plan or a predecessor plan (as defined in Regulations §1.411(a)-5(b)(3))
b. [ ] Service prior to the computation period in which an Employee has attained age _______.
c. [ ] Service during a period for which an Employee did not make mandatory Employee contributions.

Vesting for death, Total And Permanent Disability and Early Retirement Date. Regardless of the vesting schedule, a Participant will become fully Vested upon (select all that apply; leave blank if none apply):
d. [ ] Death
e. [ ] Total and Permanent Disability
f. [ ] Early Retirement Date

RETIREMENT AGES

19. NORMAL RETIREMENT AGE ("NRA") (Plan Section 1.32) means:
a. [X] **Specific age.** The date a Participant attains age _65_ (may not exceed 65)
b. [ ] **Age/participation.** The later of the date a Participant attains age ______ (may not exceed 65) or the ______ (may not exceed 10th) anniversary of the first day of the Plan Year in which participation in the Plan commenced

Qualified police or firefighters. Normal Retirement Age for public safety employees (as defined in Code §72(t)(1)) (leave blank if not applicable)
c. [ ] Age ______ (may not be less than 40)

20. NORMAL RETIREMENT DATE (Plan Section 1.33) means, with respect to any Participant, the:
a. [X] date on which the Participant attains "NRA"
b. [ ] first day of the month coinciding with or next following the Participant's "NRA"
c. [ ] first day of the month nearest the Participant's "NRA"
d. [ ] Anniversary Date coinciding with or next following the Participant's "NRA"
e. [ ] Anniversary Date nearest the Participant's "NRA"
f. [ ] Other: _______________ (e.g., first day of the month following the Participant's "NRA").

21. EARLY RETIREMENT DATE (Plan Section 1.15)
a. [X] N/A (no early retirement provision provided)
b. [ ] Early Retirement Date means the:
  1. [ ] date on which a Participant satisfies the early retirement requirements
  2. [ ] first day of the month coinciding with or next following the date on which a Participant satisfies the early retirement requirements
  3. [ ] Anniversary Date coinciding with or next following the date on which a Participant satisfies the early retirement requirements

  Early retirement requirements
  4. [ ] Participant attains age ______
    AND, completes.... (leave blank if not applicable)
    a. [ ] at least _____ Years (or Periods) of Service for vesting purposes
    b. [ ] at least ______ Years (or Periods) of Service for eligibility purposes
c. [ ] Early Retirement Date means: _____________________________ (must be definitely determinable)

COMPENSATION

22. COMPENSATION with respect to any Participant is defined as follows (Plan Sections 1.10 and 1.23).
Base definition
a. [X] Wages, tips and other compensation on Form W-2
b. [ ] Code §3401(a) wages (wages for withholding purposes)
c. [ ] 415 safe harbor compensation
NOTE: Plan Section 1.23(c) provides that the base definition of Compensation includes deferrals that are not included in income due to Code §§401(k), 125, 132(f)(4), 403(b), 402(h)(1)(B)(SEP), 414(h)(2), & 457.

Determination period. Compensation will be based on the following "determination period" (this will also be the Limitation Year unless otherwise elected at option f. under Section B of Appendix A):
d. [X] the Plan Year
e. [ ] the Fiscal Year coinciding with or ending within the Plan Year
f. [ ] the calendar year coinciding with or ending within the Plan Year

Adjustments to Compensation (for Plan Section 1.10). Compensation will be adjusted by:
g. [ ] **No adjustments** (skip to i. below)
h. [X] **Adjustments.** Compensation will be adjusted by (select all that apply):
  1. [ ] excluding salary reductions (401(k), 125, 132(f)(4), 403(b), SEP, 414(h)(2) pickup, & 457)
  2. [X] excluding reimbursements or other expense allowances, fringe benefits (cash or non-cash), moving expenses, deferred compensation (other than deferrals specified in 1. above) and welfare benefits.
  3. [ ] excluding Compensation paid during the "determination period" while not a Participant in the Plan.
  4. [ ] excluding Military Differential Pay
  5. [ ] excluding overtime
  6. [ ] excluding bonuses
  7. [ ] other: ________________________ (e.g., describe Compensation from the elections available above or a combination thereof as to a Participant group (e.g., no exclusions as to Division A Employees and exclude bonuses as to Division B Employees); and/or describe another exclusion (e.g., exclude shift differential pay)).

Military Differential Pay Special Effective Date (leave blank if not applicable)
i. [ ] If this is a PPA restatement and the provisions above regarding Military Differential Pay (included unless h.4. is selected) have a later effective date than Plan Years beginning after December 31, 2008, then enter the date such provisions were first effective: ____________________ (may not be earlier than January 1, 2009; for Plan Years beginning prior to January 1, 2009, Military Differential Pay is treated in accordance with the post-severance Compensation provisions in the following Question).

23. POST-SEVERANCE COMPENSATION (415 REGULATIONS)
The following optional provision of the 415 Regulations will apply to Limitation Years beginning on or after July 1, 2007 unless otherwise elected below:

415 Compensation (post-severance compensation adjustments) (select all that apply at a.; leave blank if none apply)

NOTE: Unless otherwise elected under a. below, the following defaults apply: 415 Compensation will **include** (to the extent provided in Plan Section 1.23), post-severance regular pay, leave cash-outs and payments from nonqualified unfunded deferred compensation plans.
a. [ ] The defaults listed above apply except for the following (select one or more):
  1. [ ] Leave cash-outs will be **excluded**
  2. [ ] Nonqualified unfunded deferred compensation will be **excluded**
  3. [ ] Military Differential Pay will be **included** (Plan automatically includes for Limitation Years beginning after December 31, 2008)
  4. [ ] Disability continuation payments will be **included**

Plan Compensation (post-severance compensation adjustments)
b. [X] **Defaults apply.** Compensation will **include** (to the extent provided in Plan Section 1.10 and to the extent such amounts would be included in Compensation if paid prior to severance of employment) post-severance regular pay, leave cash-outs, and payments from nonqualified unfunded deferred compensation plans.
c. [ ] **Exclude all post-severance compensation.** Exclude all post-severance compensation for allocation purposes.
d. [ ] **Post-severance adjustments.** The defaults listed at b. apply except for the following (select one or more):
  1. [ ] Exclude all post-severance compensation
  2. [ ] Regular pay will be **excluded**
  3. [ ] Leave cash-outs will be **excluded**
  4. [ ] Nonqualified unfunded deferred compensation will be **excluded**
  5. [ ] Military Differential Pay will be **included**
  6. [ ] Disability continuation payments will be **included**

NOTE: The above treatment of Military Differential Pay only applies to Plan Years beginning prior to January 1, 2009. For Plan Years beginning after such date, Military Differential Pay is not considered post-severance compensation and the provisions of Question 23 apply.

Post-severance compensation special effective date (leave blank if not applicable)
e. [ ] If this is a PPA restatement and the post-severance compensation adjustments above for 415 Compensation or Plan Compensation applied other than the first day of the Plan Year beginning on or after July 1, 2007, then enter the date such provisions were first effective: ____

CONTRIBUTIONS AND ALLOCATIONS

24. EMPLOYER CONTRIBUTIONS (OTHER THAN MATCHING CONTRIBUTIONS) (Plan Section 4.1(b)(3)) (skip to Question 26 if Employer contributions are NOT selected at Question 11.b.)

CONTRIBUTION FORMULA (select one or more of the following contribution formulas:)

a. [ ] **Discretionary contribution (no groups),** to be determined by the Employer. Any such contribution will be allocated to each Participant eligible to share in allocations in the same ratio as each Participant's Compensation bears to the total of such Compensation of all Participants.

b. [ ] **Discretionary contribution (Grouping method).** The Employer may designate a discretionary contribution to be made on behalf of each Participant group selected below (only select 1. or 2.). The groups must be clearly defined in a manner that will not violate the definite predetermined allocation formula requirement of Reg. §1.401-1(b)(1)(ii).

1. [ ] Each Participant constitutes a separate classification.
2. [ ] Participants will be divided into the following classifications with the allocation methods indicated under each classification.

Definition of classifications. Define each classification and specify the method of allocating the contribution among members of each classification. Classifications specified below must be clearly defined in a manner that will not violate the definitely determinable allocation requirement of Regulation §1.401-1(b)(1)(ii).

Classification A will consist of ______________________________
The allocation method will be: [ ] pro rata based on Compensation
[ ] equal dollar amounts (per capita)

Classification B will consist of ______________________________
The allocation method will be: [ ] pro rata based on Compensation
[ ] equal dollar amounts (per capita)

Classification C will consist of ______________________________
The allocation method will be: [ ] pro rata based on Compensation
[ ] equal dollar amounts (per capita)

Classification D will consist of ______________________________
The allocation method will be: [ ] pro rata based on Compensation
[ ] equal dollar amounts (per capita)

Additional Classifications: ____________________________ (specify the classifications and which of the above allocation methods (pro rata or per capita) will be used for each classification).

NOTE: If more than four (4) classifications, the additional classifications and allocation methods may be attached as an addendum to the Adoption Agreement or may be entered under Additional Classifications above.

Determination of applicable group. If a Participant shifts from one classification to another during a Plan Year, then unless selected below, the Participant is in a classification based on the Participant's status as of the last day of the Plan Year, or if earlier, the date of termination of employment. If selected below, the Administrator will apportion the Participant's allocation during a Plan Year based on the following:

a. [ ] Beginning of Plan Year. The classification will be based on the Participant's status as of the beginning of the Plan Year.
b. [ ] Months in each classification. Pro rata based on the number of months the Participant spent in each classification.
c. [ ] Days in each classification. Pro rata based on the number of days the Participant spent in each classification.
d. [ ] One classification only. The Employer will direct the Administrator to place the Participant in only one classification for the entire Plan Year during which the shift occurs.

c. [X] **Fixed contribution** equal to (only select one):

1. [X] _5_% of each Participant's Compensation for each:
   a. [X] Plan Year
   b. [ ] calendar quarter
   c. [ ] month
   d. [ ] pay period
   e. [ ] week
2. [ ] $_______ per Participant.
3. [ ] $_______ per Hour of Service worked while an Eligible Employee
   a. [ ] up to _______ hours (leave blank if no limit)

d. [ ] **Sick leave/vacation leave conversion.** The Employer will contribute an amount equal to an Employee's current hourly rate of pay multiplied by the Participant's number of unused accumulated sick leave and/or vacation days (as selected below). Only unpaid sick and vacation leave for which the Employee has no right to receive in cash may be included. In no event will the Employer's contribution for the Plan Year exceed the maximum contribution permitted under Code §415(c).

The following may be converted under the Plan: (select one or both):
1. [ ] Sick leave
2. [ ] Vacation leave

Eligible Employees. Only the following Participants shall receive the Employer contribution for sick leave and/or vacation leave (select 3. and/or 4; leave blank if no limitations provided, however, that this Plan may not be used to only provide benefits for terminated Employees)
3. [ ] **Former Employees.** All Employees terminating service with the Employer during the Plan Year and who have satisfied the eligibility requirements based on the terms of the Employer's accumulated benefits plans checked below (select all that apply; leave blank if no exclusions):
   a. [ ] The Former Employee must be at least age _____ (e.g., 55)
   b. [ ] The value of the sick and/or vacation leave must be at least $_____ (e.g., $2,000)
   c. [ ] A contribution will only be made if the total hours is over _____ (e.g., 10) hours
   d. [ ] A contribution will not be made for hours in excess of _____ (e.g., 40) hours
4. [ ] **Active Employees.** Active Employees who have not terminated service during the Plan Year and who meet the following requirements (select all that apply; leave blank if no exclusions):
   a. [ ] The Employee must be at least age _____ (e.g., 55)
   b. [ ] The value of the sick and/or vacation leave must be at least $_____ (e.g., $2,000)
   c. [ ] A contribution will only be made if the total hours is over _____ (e.g., 10) hours
   d. [ ] A contribution will not be made for hours in excess of _____ (e.g., 40) hours

e. [ ] **Social Security Replacement Plan.** An amount equal to 7.5% of the Participant's Compensation for the entire Plan Year, reduced by Employee and Employer contributions to this Plan actually contributed to the Participant's Account during such Plan Year. (may only be selected if Question 11.b.1. has also been selected)
Include only part-time, seasonal and temporary Employees (leave blank if not applicable)
1. [ ] Regardless of any other provision in this to the contrary, the contribution above will only be made for part-time, seasonal, or temporary Employees who are not otherwise covered by another qualifying public retirement system as defined for purposes of Regulation §31.3121(b)(7)-2.

f. [ ] Other: __________________________ (the formula described must satisfy the definitely determinable requirement under Regulations §1.401-1(b)).

25. ALLOCATION CONDITIONS (Plan Section 4.3). If 24.a., b., c. or f. is selected above, indicate requirements to share in allocations of Employer contributions (select a. OR b. and all that apply at c. - e.)

a. [ ] **No conditions.** All Participants share in the allocations regardless of service completed during the Plan Year or employment status on the last day of the Plan Year (skip to Question 26).

b. [X] **Allocation conditions apply** (select one of 1. - 5. AND one of 6. - 9. below)
Conditions for Participants NOT employed on the last day of the Plan Year
1. [ ] A Participant must complete at least __________ (not to exceed 1,000) Hours of Service (or ________ (not to exceed 12) months of service if the elapsed time method is selected).
2. [ ] A Participant must complete a Year of Service (or Period of Service if the elapsed time method is selected).
3. [ ] Participants will NOT share in the allocations, regardless of service.
4. [ ] Participants will share in the allocations, regardless of service.
5. [X] Other: an employee must be employed in the capacity of "City Administrator" during any portion of the plan year (must be definitely determinable, not subject to Employer discretion and may not require more than one Year of Service (or Period of Service if the elapsed time method is selected)).

Conditions for Participants employed on the last day of the Plan Year
6. [ ] No service requirement.
7. [ ] A Participant must complete a Year of Service (or Period of Service if the elapsed time method is selected).
8. [ ] A Participant must complete at least ______ (not to exceed 1,000) Hours of Service during the Plan Year.
9. [X] Other: an employee must be employed in the capacity of "City Administrator" during any portion of the plan year (must be definitely determinable, not subject to Employer discretion and may not require more than one Year of Service (or Period of Service if the elapsed time method is selected)).

Waiver of conditions for Participants NOT employed on the last day of the Plan Year. If b.1., 2., 3., or 5. is selected, Participants who are not employed on the last day of the Plan Year in which one of the following events occur will be eligible to share in the allocations regardless of the above conditions (select all that apply; leave blank if none apply):

c. [ ] Death
d. [ ] Total and Permanent Disability
e. [ ] Termination of employment on or after Normal Retirement Age
   1. [ ] or Early Retirement Date

26. EMPLOYER MATCHING CONTRIBUTIONS (Plan Section 4.1(b)(2)). (skip to Question 29 if matching contributions are NOT selected at Question 11.c.) The Employer will (or may with respect to any discretionary contribution) make the following matching contributions:

A. **Elective deferrals taken into account.** For purposes of applying the matching contribution provisions below, elective deferrals include elective deferral (pre-tax and Roth) contributions to the following Employer plan(s) (insert name of Plan(s) to which the elective deferral contributions being matched will be made):

a. [X] **457 plan(s).** Enter Plan name: City of Roeland Park 457(b) Deferred Compensation Plan

b. [ ] **403(b) plan(s).** Enter Plan name: ____________

NOTE: If selected at Question 32, after-tax voluntary Employee contributions are also considered elective deferrals for purposes of matching contributions.

B. **Matching Formula.** (select one)

c. [ ] **Fixed - uniform rate/amount.** The Employer will make matching contributions equal to _____% (e.g., 50) of the Participant's elective deferrals
1. [ ] that do not exceed _____% of a Participant's Compensation (leave blank if no limit)
Additional matching contribution (select 2. or leave blank if not applicable):
2. [ ] plus an additional matching contribution of a discretionary percentage determined by the Employer
a. [ ] but not to exceed _____% of Compensation

d. [ ] **Fixed - tiered.** The Employer will make matching contributions equal to a uniform percentage of each tier of each Participant's elective deferrals, determined as follows:

NOTE: Fill in only percentages or dollar amounts, but not both. If percentages are used, each tier represents the amount of the Participant's applicable contributions that equals the specified percentage of the Participant's Compensation (add additional tiers if necessary):

Tiers of Contributions (indicate $ or %)	Matching Percentage
First ______	______%
Next ______	______%
Next ______	______%
Next ______	______%

e. [ ] **Fixed - Years of Service.** The Employer will make matching contributions equal to a uniform percentage of each Participant's elective deferrals based on the Participant's Years of Service (or Periods of Service if the elapsed time method is selected), determined as follows (add additional tiers if necessary):

Years (or Periods) of Service	Matching Percentage
______	______%
______	______%
______	______%

For purposes of the above matching contribution formula, a Year (or Period) of Service means a Year (or Period) of Service for:
1. [ ] vesting purposes
2. [ ] eligibility purposes

f. [ ] **Discretionary.** The Employer may make matching contributions equal to a discretionary percentage, to be determined by the Employer, of the Participant's elective deferrals.

g. [ ] **Discretionary - tiered.** The Employer may make matching contributions equal to a discretionary percentage of a Participant's elective deferrals, to be determined by the Employer, of each tier, to be determined by the Employer. The tiers may be based on the rate of a Participant's elective deferrals or Years of Service.

h. [X] Other: A Discretionary amount, not to exceed 7% less the 2001 KPERS Rate (the formula described must satisfy the definitely determinable requirement under Regulations §1.401-1(b))

27. MATCHING CONTRIBUTION PROVISIONS

A. **Maximum matching contribution.** The total matching contribution made on behalf of any Participant for any Plan Year will not exceed:
a. [ ] N/A (no Plan specific limit on the amount of matching contribution)
b. [ ] $______.
c. [X] 7 % of Compensation.

B. **Period of determination.** The matching contribution formula will be applied on the following basis (and elective deferrals and any Compensation or dollar limitation used in determining the matching contribution will be based on the applicable period):

d. [X] the Plan Year
e. [ ] each payroll period
f. [ ] each month
g. [ ] each Plan Year quarter
h. [ ] each payroll unit (e.g., hour)
i. [ ] N/A (Plan only provides for discretionary matching contributions; i.e., f. or g. is selected above)

NOTE: For any discretionary match, the Employer will determine the calculation methodology at the time the matching contribution is determined.

True-up contributions. If e. – h. above is selected, does the Employer have the discretion to true-up the matching contribution (i.e., apply the match on a Plan Year basis)? (leave blank if not applicable).

j. [ ] Yes

28. ALLOCATION CONDITIONS FOR MATCHING CONTRIBUTIONS (Plan Section 4.3). Select a. OR b. and all that apply of c. - h.

a. [ ] **No conditions.** All Participants share in the allocations regardless of service completed during the Plan Year or employment status on the last day of the Plan Year (skip to Question 29).

b. [X] **Allocation conditions apply** (select one of 1. -5. AND one of 6. - 9. below)

Conditions for Participants NOT employed on the last day of the Plan Year.

1. [ ] A Participant must complete at least ______ (not to exceed 1,000) Hours of Service (or ______ (not to exceed 12) months of service if the elapsed time method is selected).
2. [ ] A Participant must complete a Year of Service (or Period of Service if the elapsed time method is selected).
3. [ ] Participants will NOT share in the allocations, regardless of service.
4. [ ] Participants will share in the allocations, regardless of service.
5. [X] Other: A participant must contribute a minimum of 3% of compensation to the Employer's 457(b) Plan in order to receive a matching contribution (must be definitely determinable, not subject to Employer discretion and may not require more than one Year of Service (or Period of Service if the elapsed time method is selected)).

Conditions for Participants employed on the last day of the Plan Year

6. [ ] No service requirement.
7. [ ] A Participant must complete a Year of Service (or Period of Service if the elapsed time method is selected).
8. [ ] A Participant must complete at least ______ (not to exceed 1,000) Hours of Service during the Plan Year.
9. [X] Other: A participant must contribute a minimum of 3% of compensation to the Employer's 457(b) Plan in order to receive a matching contribution (must be definitely determinable, not subject to Employer discretion and may not require more than one Year of Service (or Period of Service if the elapsed time method is selected)).

Waiver of conditions for Participants NOT employed on the last day of the Plan Year. If b.1., 2., 3., or 5. is selected, Participants who are not employed on the last day of the Plan Year in which one of the following events occur will be eligible to share in the allocations regardless of the above conditions (select all that apply; leave blank if none apply):

c. [ ] Death
d. [ ] Total and Permanent Disability
e. [ ] Termination of employment on or after Normal Retirement Age
   1. [ ] or Early Retirement Date

Conditions based on period other than Plan Year. The allocation conditions above will be applied based on the Plan Year unless otherwise selected below. If selected, the above provisions will be applied by substituting the term Plan Year with the specified period (e.g., if Plan Year quarter is selected below and the allocation condition is 250 Hours of Service per quarter, enter 250 hours (not 1000) at b.8. above).

f. [ ] The Plan Year quarter.
g. [ ] Payroll period.
h. [ ] Other: __________ (must be definitely determinable and not subject to Employer discretion and may not be longer than a twelve month period).

29. FORFEITURES. See Plan Sections 1.21 and 4.3(e) regarding the timing and disposition of Forfeitures.

30. ALLOCATION OF EARNINGS (Plan Section 4.3(c))
Allocation of earnings with respect to amounts which are not subject to Participant investment direction and which are contributed to the Plan after the previous Valuation Date will be determined:

a. [X] N/A. (all assets in the Plan are subject to Participant investment direction)
b. [ ] by using a weighted average based on the amount of time that has passed between the date a contribution or distribution is made and the prior Valuation Date

c. [ ] by treating one-half of all such contributions as being a part of the Participant's nonsegregated Account balance as of the previous Valuation Date
d. [ ] by using the method specified in Plan Section 4.3(c) (balance forward method)
e. [ ] other: ______________________________ (must be a definite predetermined formula)

31. MANDATORY EMPLOYEE CONTRIBUTIONS (Plan Section 4.8) (skip if mandatory Employee contributions NOT selected at Question 11.d.)
a. [ ] An Eligible Employee must contribute to the Plan _____% (not to exceed 25%) of Compensation.
b. [ ] An Eligible Employee must, prior to his or her first Entry Date, make a one-time irrevocable election to contribute to the Plan from ______% (not less than 1%) to ______% (not to exceed 25%) of Compensation.
c. [ ] Other: ______________________________ (must be definitely determinable)

Employer pick-up contribution. The mandatory Employee contribution is "picked up" by the Employer under Code §414(h)(2) unless elected below.
d. [ ] The mandatory Employee contribution is not "picked-up" by the Employer.

32. AFTER-TAX VOLUNTARY EMPLOYEE CONTRIBUTIONS (Plan Section 4.9) (skip if after-tax voluntary Employee contributions NOT selected at Question 11.e.)
Matching after-tax voluntary Employee contributions. There are no Employer matching contributions on after-tax voluntary Employee contributions unless elected below.
a. [ ] After-tax voluntary Employee contributions are considered elective deferrals for purposes of applying any matching contributions under the Plan.

DISTRIBUTIONS

33. FORM OF DISTRIBUTIONS (Plan Sections 6.5 and 6.6)
Distributions under the Plan may be made in (select all that apply; must select at least one):
a. [X] lump-sums
b. [X] substantially equal installments
c. [X] partial withdrawals, provided the minimum withdrawal is $______ (leave blank if no minimum)
d. [X] partial withdrawals or installments are only permitted for Participants or Beneficiaries who must receive required minimum distributions under Code §401(a)(9) except for the following (e.g., partial is not permitted for death benefits; leave blank if no exceptions):
   1. [ ] ________
e. [X] annuity: Annuity Purchase ______________________ (describe the form of annuity or annuities)
f. [ ] other: ________________________________ (must be definitely determinable and not subject to Employer discretion)

NOTE: Regardless of the above, a Participant is not required to request a withdrawal of his or her total Account for an in-service distribution, a hardship distribution, or a distribution from the Participant's Rollover Account.

Cash or property. Distributions may be made in:
g. [X] cash only, except for (select all that apply; leave blank if none apply):
   1. [ ] insurance Contracts
   2. [ ] annuity Contracts
   3. [ ] Participant loans
h. [ ] cash or property, except that the following limitation(s) apply: (leave blank if there are no limitations on property distributions):
   1. [ ] ____ (must be definitely determinable and not subject to Employer discretion)

34. CONDITIONS FOR DISTRIBUTIONS UPON SEVERANCE OF EMPLOYMENT. Distributions upon severance of employment pursuant to Plan Section 6.4(a) will not be made unless the following conditions have been satisfied:

A. **Accounts in excess of $5,000**
a. [X] Distributions may be made as soon as administratively feasible following severance of employment.
b. [ ] Distributions may be made as soon as administratively feasible after the last day of the Plan Year coincident with or next following severance of employment.
c. [ ] Distributions may be made as soon as administratively feasible after the last day of the Plan Year quarter coincident with or next following severance of employment.
d. [ ] Distributions may be made as soon as administratively feasible after the Valuation Date coincident with or next following severance of employment.
e. [ ] Distributions may be made as soon as administratively feasible after ______ months have elapsed following severance of employment.
f. [ ] No distributions may be made until a Participant has reached Early or Normal Retirement Date.
g. [ ] Other: __________________________________ (must be objective conditions which are ascertainable and may not exceed the limits of Code §401(a)(14) as set forth in Plan Section 6.7)

B. **Accounts of $5,000 or less**
h. [X] Same as above
i. [ ] Distributions may be made as soon as administratively feasible following severance of employment.
j. [ ] Distributions may be made as soon as administratively feasible after the last day of the Plan Year coincident with or next following severance of employment.
k. [ ] Other: ________________________________ (must be objective conditions which are ascertainable and may not exceed the limits of Code §401(a)(14) as set forth in Plan Section 6.7)

C. **Timing after initial distributable event.** If a distribution is not made in accordance with the above provisions upon the occurrence of the distributable event, then a Participant may elect a subsequent distribution at any time after the time the amount was first distributable (assuming the amount is still distributable), unless otherwise selected below (may not be selected with 34.f. and 34.h.):
l. [ ] Other: ________________________________ (e.g., a subsequent distribution request may only be made in accordance with l. above (i.e., the last day of another Plan Year); must be objective conditions which are ascertainable and may not exceed the limits of Code §401(a)(14) as set forth in Plan Section 6.7)

D. **Participant consent (i.e., involuntary cash-outs).** Should Vested Account balances less than a certain dollar threshold be automatically distributed without Participant consent (mandatory distributions)?

NOTE: The Plan provides that distributions of amounts of $5,000 or less are only paid as lump-sums.

m. [X] No, Participant consent is required for all distributions.
n. [ ] Yes, Participant consent is required only if the distribution is over:
1. [ ] $5,000
2. [ ] $1,000
3. [ ] $______ (less than $1,000)

NOTE: If 2. or 3. is selected, rollovers will be included in determining the threshold for Participant consent.

Automatic IRA rollover. With respect to mandatory distributions of amounts that are $1,000 or less, if a Participant makes no election, the amount will be distributed as a lump-sum unless selected below.
4. [ ] If a Participant makes no election, then the amount will be automatically rolled over to an IRA provided the amount is at least $______ (e.g., $200).

E. **Rollovers in determination of $5,000 threshold.** Unless otherwise elected below, amounts attributable to rollover contributions (if any) will be **included** in determining the $5,000 threshold for timing of distributions, form of distributions, or consent rules.
o. [ ] Exclude rollovers (rollover contributions will be **excluded** in determining the $5,000 threshold)

NOTE: Regardless of the above election, if the Participant consent threshold is $1,000 or less, then the Administrator must include amounts attributable to rollovers for such purpose. In such case, an election to exclude rollovers above will apply for purposes of the timing and form of distributions.

35. DISTRIBUTIONS UPON DEATH (Plan Section 6.8(b)(2))
Distributions upon the death of a Participant prior to the "required beginning date" will:
a. [X] be made pursuant to the election of the Participant or "designated Beneficiary"
b. [ ] begin within 1 year of death for a "designated Beneficiary" and be payable over the life (or over a period not exceeding the "life expectancy") of such Beneficiary, except that if the "designated Beneficiary" is the Participant's Spouse, begin prior to December 31st of the year in which the Participant would have attained age 70 1/2
c. [ ] be made within 5 (or if lesser _____) years of death for all Beneficiaries
d. [ ] be made within 5 (or if lesser _____) years of death for all Beneficiaries, except that if the "designated Beneficiary" is the Participant's Spouse, begin prior to December 31st of the year in which the Participant would have attained age 70 1/2 and be payable over the life (or over a period not exceeding the "life expectancy") of such "surviving Spouse"

NOTE: The elections above must be coordinated with the Form of distributions (e.g., if the Plan only permits lump-sum distributions, then options a., b. and d. would not be applicable).

36. OTHER PERMITTED DISTRIBUTIONS (select all that apply; leave blank if none apply)
A. IN-SERVICE DISTRIBUTIONS (Plan Section 6.11)
In-service distributions will NOT be allowed (except as otherwise permitted under the Plan without regard to this provision) unless selected below (if applicable, answer a. - e.; leave blank if not applicable):
a. [X] In-service distributions may be made to a Participant who has not separated from service provided the following has been satisfied (select one or more):
1. [X] Age. The Participant has reached:
a. [ ] Normal Retirement Age
b. [ ] age 62
c. [X] age 70 1/2
2. [ ] the Participant has been a Participant in the Plan for at least ______ years (may not be less than five (5))
3. [ ] the amounts being distributed have accumulated in the Plan for at least 2 years

4. [ ] other: ________________________ (must satisfy the definitely determinable requirement under Regulations §401-1(b); may not be subject to Employer discretion; and must be limited to a combination of items a.1. – a.3. or a Participant's disability).

More than one condition. If more than one condition is selected above, then a Participant only needs to satisfy one of the conditions, unless selected below:

5. [ ] A Participant must satisfy each condition

NOTE: Distributions from a Transfer Account attributable to a money purchase pension plan are not permitted prior to age 62.

Account restrictions. In-service distributions are permitted from the following Participant Accounts:

b. [X] all Accounts
c. [ ] only from the following Accounts (select one or more):
    1. [ ] Account attributable to Employer matching contributions
    2. [ ] Account attributable to Employer contributions other than matching contributions
    3. [ ] Rollover Account
    4. [ ] Transfer Account
       Permitted from the following assets attributable to (select one or both):
        a. [ ] non-pension assets
        b. [ ] pension assets (e.g., from a money purchase pension plan)
    5. [ ] Other: ____ (specify Account(s) and conditions in a manner that satisfies the definitely determinable requirement under Regulations §1.401-1(b) and is not subject to Employer discretion)

Limitations. The following limitations apply to in-service distributions:

d. [ ] N/A (no additional limitations)
e. [X] Additional limitations (select one or more):
    1. [ ] The minimum amount of a distribution is $______.
    2. [ ] No more than ______ distribution(s) may be made to a Participant during a Plan Year.
    3. [X] Distributions may only be made from Accounts which are fully Vested.
    4. [X] In-service distributions may be made subject to the following provisions: For Distributions occurring the later of: (1) on or after January 1, 1998, (2) effective date of the plan, (3) the effective date of the first fee agreement with Nationwide Life Insurance Company services (or its predecessor after the date such predecessor was acquired by Nationwide Life Insurance Company); age 70 1/2 and any election by a Participant to receive a distribution pursuant to this Section shall constitute a Required Minimum Distribution under Section 6.8 of the Plan (must satisfy the definitely determinable requirement under Regulations §1.401-1(b) and not be subject to Employer discretion).

B. HARDSHIP DISTRIBUTIONS (Plan Sections 6.12)

Hardship distributions will NOT be allowed (except as otherwise permitted under the Plan without regard to this provision) unless selected below (leave blank if not applicable):

f. [ ] Hardship distributions are permitted from the following Participant Accounts:
    1. [ ] all Accounts
    2. [ ] only from the following Accounts (select one or more):
        a. [ ] Account attributable to Employer matching contributions
        b. [ ] Account attributable to Employer contributions other than matching contributions
        c. [ ] Rollover Account
        d. [ ] Transfer Account (other than amounts attributable to a money purchase pension plan)
        e. [ ] Other: ________________________ (specify Account(s) and conditions in a manner that is definitely determinable and not subject to Employer discretion)

NOTE: Hardship distributions are NOT permitted from a Transfer Account attributable to pension assets (e.g., from a money purchase pension plan).

Additional limitations. The following limitations apply to hardship distributions:

3. [ ] N/A (no additional limitations)
4. [ ] Additional limitations (select one or more):
    a. [ ] The minimum amount of a distribution is $______ (may not exceed $1,000).
    b. [ ] No more than ______ distribution(s) may be made to a Participant during a Plan Year.
    c. [ ] Distributions may only be made from Accounts which are fully Vested.
    d. [ ] A Participant does not include a Former Employee at the time of the hardship distribution.
    e. [ ] Hardship distributions may be made subject to the following provisions: ______ (must satisfy the definitely determinable requirement under Regulations §1.401-1(b) and not be subject to Employer discretion).

Beneficiary Hardship. Hardship distributions for Beneficiary expenses are NOT allowed unless otherwise selected below.

5. [ ] Hardship distributions for expenses of Beneficiaries are allowed
   Special effective date (may be left blank if effective date is same as the Plan or Restatement Effective Date; select a. and, if applicable, b.)
   a. [ ] effective as of ______________________________ (if this is a PPA restatement and the provisions were effective prior to the Restatement Effective Date, then enter the date such provisions were first effective; may not be earlier than August 17, 2006)
   b. [ ] eliminated effective as of ____________________.

C. AGE 62 IN-SERVICE DISTRIBUTIONS FOR TRANSFERRED MONEY PURCHASE ASSETS (Plan Section 6.15)
In-service distributions at age 62 will NOT be allowed (except as otherwise permitted under the Plan without regard to this provision) unless selected below (applies only for Transfer Accounts from a money purchase pension plan):

g. [ ] In-service distributions will be allowed for Participants at age 62.
   Special effective date. If this is a PPA restatement and the provision applied other than as of the first day of the 2007 Plan Year, then enter the date such provision was first effective: (leave blank if not applicable)
   1. [ ] ____________________________ (may not be earlier than the first day of the 2007 Plan Year).

   Limitations. The following limitations apply to these in-service distributions:
   2. [ ] The Plan already provides for in-service distributions and the restrictions set forth in the Plan (e.g., minimum amount of distributions or frequency of distributions) are applicable to in-service distributions at age 62.
   3. [ ] N/A (no limitations)
   4. [ ] The following elections apply to in-service distributions at age 62 (select one or more):
      a. [ ] The minimum amount of a distribution is $__________ (may not exceed $1,000).
      b. [ ] No more than _______ distribution(s) may be made to a Participant during a Plan Year.
      c. [ ] Distributions may only be made from Accounts which are fully Vested.
      d. [ ] In-service distributions may be made subject to the following provisions: _________ (must satisfy the definitely determinable requirement under Regulations §1.401-1(b) and not be subject to Employer discretion).

37. HEART ACT PROVISIONS (Plan Section 6.17)
Continued benefit accruals.
a. [X] Continued benefit accruals will NOT apply
b. [ ] Continued benefit accruals will apply

Special effective date. If this is a PPA restatement and the provision applied other than as of the first day of the 2007 Plan Year, then enter the date such provision was first effective: (leave blank if not applicable)
c. [ ] __________________________________ (may not be earlier than the first day of the 2007 Plan Year)

Distributions for deemed severance of employment
d. [X] The Plan does NOT permit distributions for deemed severance of employment
e. [ ] The Plan permits distributions for deemed severance of employment
   Special effective date (may be left blank if same as Plan or Restatement Effective Date)
   1. [ ] ______________________ (if this is a PPA restatement and the provisions were effective prior to the Restatement Effective Date, then enter the date such provisions were first effective; may not be earlier than January 1, 2007)

MISCELLANEOUS

38. LOANS TO PARTICIPANTS (Plan Section 7.6)
a. [X] New loans are NOT permitted.
b. [ ] New loans are permitted.

NOTE: Regardless of whether new loans are permitted, if the Plan permits rollovers, then the Administrator may, in a uniform manner, accept rollovers of loans into this Plan.

39. ROLLOVERS (Plan Section 4.6) (skip if rollover contributions are NOT selected at 11.f.)
Eligibility. Rollovers may be accepted from all Participants who are Employees as well as the following (select all that apply; leave blank if not applicable):
a. [X] Any Eligible Employee, even prior to meeting eligibility conditions to be a Participant
b. [ ] Participants who are Former Employees

Distributions. When may distributions be made from a Participant's Rollover Account?
c. [X] At any time
d. [ ] Only when the Participant is otherwise entitled to a distribution under the Plan

PPA TRANSITION RULES

The following questions only apply if this is a PPA restatement (i.e., Question 5.b.1. is selected). If this is not a PPA restatement, then this Plan will not be considered an individually designed plan merely because the following questions are deleted from the Adoption Agreement.

NOTE: The following provisions are designed to be left unanswered if the selections do not apply to the Plan.

40. WRERA - RMD WAIVERS FOR 2009 (Plan Section 6.8(f))
Suspension/continuation of RMDs. Unless otherwise elected below, required minimum distributions (RMDs) for 2009 were suspended unless a Participant or Beneficiary elected to receive such distributions:
a. [ ] RMDs for 2009 were suspended for any Participant or Beneficiary who was scheduled to receive his/her first RMD for 2009 or who did not make a continuing election prior to 2009 to receive his/her RMD (unless the Participant or Beneficiary made an election to receive such distribution). RMDs for 2009 were continued for any Participant or Beneficiary who had made a continuing election to receive an RMD prior to 2009 (unless the Participant or Beneficiary made an election to suspend such distribution).
b. [ ] RMDs continued unless otherwise elected by a Participant or Beneficiary.
c. [ ] RMDs continued in accordance with the terms of the Plan (i.e., no election available to Participants or Beneficiaries).
d. [ ] Other: ____

Direct rollovers. The Plan also treated the following as "eligible rollover distributions" in 2009 (If no election is made, then a "direct rollover" was only offered for "2009 RMDs"):
e. [ ] "2009 RMDs" and "Extended 2009 RMDs."
f. [ ] "2009 RMDs" but only if paid with an additional amount that is an "eligible rollover distribution" without regard to Code §401(a)(9)(H).

41. NON-SPOUSAL ROLLOVERS (Plan Section 6.14(d)). Non-spousal rollovers are permitted effective for distributions after December 31, 2006 unless an alternative effective date is selected at a. below:
a. [ ] Non-spousal rollovers are allowed effective ________________________ (may not be earlier than January 1, 2007 and not later than January 1, 2010; the Plan already provides for non-spousal rollovers effective as of January 1, 2010)

The adopting Employer may rely on an advisory letter issued by the Internal Revenue Service as evidence that the Plan is qualified under Code §401 only to the extent provided in Rev. Proc. 2011-49 or subsequent guidance.

The Employer may not rely on the advisory letter in certain other circumstances or with respect to certain qualification requirements, which are specified in the advisory letter issued with respect to the Plan and in Rev. Proc. 2011-49 or subsequent guidance. In order to have reliance in such circumstances or with respect to such qualification requirements, application for a determination letter must be made to Employee Plans Determinations of the Internal Revenue Service.

This Adoption Agreement may be used only in conjunction with the Volume Submitter basic Plan document #09. This Adoption Agreement and the basic Plan document will together be known as Nationwide Financial Services, Inc. Governmental Volume Submitter 401(a) Plan #09-001.

The adoption of this Plan, its qualification by the IRS, and the related tax consequences are the responsibility of the Employer and its independent tax and legal advisors.

Nationwide Financial Services, Inc. will notify the Employer of any amendments made to the Plan or of the discontinuance or abandonment of the Plan. Furthermore, in order to be eligible to receive such notification, the Employer agrees to notify Nationwide Financial Services, Inc. of any change in address. In addition, this Plan is provided to the Employer either in connection with investment in a product or pursuant to a contract or other arrangement for products and/or services. Upon cessation of such investment in a product or cessation of such contract or arrangement, as applicable, the Employer is no longer considered to be an adopter of this Plan and Nationwide Financial Services, Inc. no longer has any obligations to the Employer that relate to the adoption of this Plan.

With regard to any questions regarding the provisions of the Plan, adoption of the Plan, or the effect of an advisory letter from the IRS, call or write (this information must be completed by the sponsor of this Plan or its designated representative):

Name: Nationwide Retirement Solutions

Address: P.O. Box 182797

Columbus Ohio 43218

Telephone: 877-496-1630

The Employer and Trustee (or Insurer) hereby cause this Plan to be executed on the date(s) specified below:

EMPLOYER: City of Roeland Park, KS

By: ______________________________ ______________________________

DATE SIGNED

TRUSTEE (OR INSURER):

[ ] The signature of the Trustee or Insurer appears on a separate agreement or Contract,

OR (add additional Trustee signature lines as necessary)

Kelley Bohon

______________________________ ______________________________

TRUSTEE OR INSURER DATE SIGNED

Keith Moody

______________________________ ______________________________

TRUSTEE OR INSURER DATE SIGNED

APPENDIX A
SPECIAL EFFECTIVE DATES AND OTHER PERMITTED ELECTIONS

A. **Special effective dates** (leave blank if not applicable):

a. [ ] **Special effective date(s): ______________________________**. For periods prior to the specified special effective date(s), the Plan terms in effect prior to its restatement under this Adoption Agreement will control for purposes of the designated provisions. A special effective date may not result in the delay of a Plan provision beyond the permissible effective date under any applicable law.

B. **Other permitted elections** (the following elections are optional):

a. [X] **No other permitted elections**

The following elections apply (select one or more):

b. [ ] **Deemed 125 compensation** (Plan Section 1.23). Deemed 125 compensation will be included in Compensation and 415 Compensation.

c. [ ] **Reemployed after five (5) 1-Year Breaks in Service ("rule of parity" provisions)** (Plan Section 3.5(d)). The "rule of parity" provisions in Plan Section 3.5(d) will apply for (select one or both):
1. [ ] eligibility purposes
2. [ ] vesting purposes

d. [ ] **Beneficiary if no beneficiary elected by Participant** (Plan Section 6.2(e)). In the event no valid designation of Beneficiary exists, then in lieu of the order set forth in Plan Section 6.2(e), the following order of priority will be used: _______ (specify an order of beneficiaries; e.g., children per stirpes, parents, and then step-children).

e. [ ] **Common, collective or pooled trust funds** (Plan Sections 7.2(c)(5) and/or 7.3(b)(6)). The name(s) of the common, collective or pooled trust funds available under the Plan is (are): ______________________________.

f. [ ] **Limitation Year** (Plan Section 1.29). The Limitation Year for Code §415 purposes will be ____________ (must be a consecutive twelve month period) instead of the "determination period" for Compensation.

g. [ ] **415 Limits when 2 defined contribution plans are maintained** (Plan Section 4.4). If any Participant is covered under another qualified defined contribution plan maintained by the Employer or an Affiliated Employer, or if the Employer or an Affiliated Employer maintains a welfare benefit fund, as defined in Code §419(e), or an individual medical account, as defined in Code §415(l)(2), under which amounts are treated as "annual additions" with respect to any Participant in this Plan, then the provisions of Plan Section 4.4(b) will apply unless otherwise specified below:
1. [ ] Specify, in a manner that precludes Employer discretion, the method under which the plans will limit total "annual additions" to the "maximum permissible amount" and will properly reduce any "excess amounts": ______________________________.

h. [ ] **Recognition of Service with other employers** (Plan Sections 1.39 and 1.54). Service with the following employers (in addition to those specified at Question 15) will be recognized as follows (select one or more):

		Eligibility	**Vesting**	**Contribution Allocation**
1.	[ ] Employer name: ______________________________	a. [ ]	b. [ ]	c. [ ]
2.	[ ] Employer name: ______________________________	a. [ ]	b. [ ]	c. [ ]
3.	[ ] Employer name: ______________________________	a. [ ]	b. [ ]	c. [ ]
4.	[ ] Employer name: ______________________________	a. [ ]	b. [ ]	c. [ ]
5.	[ ] Employer name: ______________________________	a. [ ]	b. [ ]	c. [ ]
6.	[ ] Employer name: ______________________________	a. [ ]	b. [ ]	c. [ ]
Limitations				
7.	[ ] The following provisions or limitations apply with respect to the recognition of prior service: ______________________________ (e.g., credit service with X only on/following 1/1/13)	a. [ ]	b. [ ]	c. [ ]

i. [ ] **Other vesting provisions.** The following vesting provisions apply to the Plan (select one or more):
   1. [ ] **Special vesting provisions.** The following special provisions apply to the vesting provisions of the Plan: ________________ (must be definitely determinable and satisfy the parameters set forth at Question 17)
   2. [ ] **Pre-amendment vesting schedule.** (Plan Section 6.4(b)). If the vesting schedule has been amended and a different vesting schedule other than the schedule at Question 17 applies to any Participants, then the following provisions apply (must select one of a. – d. AND complete e.):

      Applicable Participants. The vesting schedules in Question 17 only apply to:
      a. [ ] Participants who are Employees as of __________________ (enter date).
      b. [ ] Participants in the Plan who have an Hour of Service on or after __________________ (enter date).
      c. [ ] Participants (even if not an Employee) in the Plan on or after __________________ (enter date).
      d. [ ] Other: ______________________ (e.g., Participants in division A)

      Vesting schedule
      e. The schedule that applies to Participants not subject to the vesting schedule in Question 17 is:

Years (or Periods) of Service	Percentage
_____	_____%
_____	_____%
_____	_____%
_____	_____%
_____	_____%
_____	_____%

j. [ ] **Minimum distribution transitional rules** (Plan Section 6.8(e)(5))

NOTE: This Section does not apply to (1) a new Plan, (2) an amendment or restatement of an existing Plan that never contained the provisions of Code §401(a)(9) as in effect prior to the amendments made by the Small Business Job Protection Act of 1996 (SBJPA), or (3) a Plan where the transition rules below do not affect any current Participants.

The "required beginning date" for a Participant is:
   1. [ ] April 1st of the calendar year following the year in which the Participant attains age 70 1/2. (pre-SBJPA rules continue to apply)
   2. [ ] April 1st of the calendar year following the later of the year in which the Participant attains age 70 1/2 or retires (the post-SBJPA rules), with the following exceptions (select one or both; leave blank if both applied effective as of January 1, 1996):
      a. [ ] A Participant who was already receiving required minimum distributions under the pre-SBJPA rules as of ______________________________ (may not be earlier than January 1, 1996) was allowed to stop receiving distributions and have them recommence in accordance with the post-SBJPA rules. Upon the recommencement of distributions, if the Plan permits annuities as a form of distribution then the following apply:
         1. [ ] N/A (annuity distributions are not permitted)
         2. [ ] Upon the recommencement of distributions, the original Annuity Starting Date will be retained.
         3. [ ] Upon the recommencement of distributions, a new Annuity Starting Date is created.
      b. [ ] A Participant who had not begun receiving required minimum distributions as of __________________________ (may not be earlier than January 1, 1996) may elect to defer commencement of distributions until retirement. The option to defer the commencement of distributions (i.e., to elect to receive in-service distributions upon attainment of age 70 1/2) applies to all such Participants unless selected below:
         1. [ ] The in-service distribution option was eliminated with respect to Participants who attained age 70 1/2 in or after the calendar year that began after the later of (1) December 31, 1998, or (2) the adoption date of the restatement to bring the Plan into compliance with the SBJPA.

k. [ ] **Other spousal provisions** (select one or more)
   1. [ ] **Definition of Spouse.** The term Spouse includes a spouse under federal law as well as the following: ____________________________________.
   2. [ ] **Automatic revocation of spousal designation** (Plan Section 6.2(f)). The automatic revocation of a spousal Beneficiary designation in the case of divorce does not apply.
   3. [ ] **Timing of QDRO payment.** A distribution to an Alternate Payee shall not be permitted prior to the time a Participant would be entitled to a distribution.

l. [ ] **Applicable law.** Instead of using the applicable laws set forth in Plan Section 9.4(a), the Plan will be governed by the laws of: ____

m. [ ] **Total and Permanent Disability.** Instead of the definition at Plan Section 1.49, Total and Permanent Disability means: __________________________________ (must be definitely determinable).

n. [ ] **Permissible Trust (or Custodian) modifications.** The Employer makes the following modifications to the Trust (or Custodial) provisions as permitted under Rev. Proc. 2011-49 (or subsequent IRS guidance) (select one or more of 1. - 3. below):

NOTE: Any elections below must not: (i) conflict with any Plan provision unrelated to the Trust or Trustee; or (ii) cause the Plan to violate Code §401(a). In addition, this may not be used to substitute all of the Trust provisions in the Plan.

1. [ ] **Investments.** The Employer amends the Trust provisions relating to Trust investments as follows: ____________________

2. [ ] **Duties.** The Employer amends the Trust provisions relating to Trustee (or Custodian) duties as follows: ____________________

3. [ ] **Other administrative provisions.** The Employer amends the other administrative provisions of the Trust as follows: ____________________

ADMINISTRATIVE PROCEDURES

The following are optional administrative provisions. The Administrator may implement procedures that override any elections in this Section without a formal Plan amendment. In addition, modifications to these procedures will not affect an Employer's reliance on the Plan.

A. **Loan Limitations.** (complete only if loans to Participants are permitted; leave blank if none apply)
   a. [ ] Limitations (select one or more):
      1. [ ] Loans will be treated as Participant directed investments.
      2. [ ] Loans will only be made for hardship or financial necessity as specified below (select i. or ii.)
         a. [ ] hardship reasons specified in Plan Section 6.12
         b. [ ] financial necessity (as defined in the loan program).
      3. [ ] The minimum loan will be $______.
      4. [ ] A Participant may only have ______ (e.g., one (1)) loan(s) outstanding at any time.
      5. [ ] All outstanding loan balances will become due and payable in their entirety upon the occurrence of a distributable event (other than satisfaction of the conditions for an in-service distribution (including a hardship distribution), if applicable).
      6. [ ] **Account restrictions.** Loans will only be permitted from the following Participant Accounts (select all that apply or leave blank if no limitations apply):
         a. [ ] Account(s) attributable to Employer matching contributions
         b. [ ] Account attributable to Employer contributions other than matching contributions
         c. [ ] Rollover Account
         d. [ ] Transfer Account
         e. [ ] Other: ____

         AND, if loans are restricted to certain accounts, the limitations of Code §72(p) will be applied:
         f. [ ] by determining the limits by only considering the restricted accounts.
         g. [ ] by determining the limits taking into account a Participant's entire interest in the Plan.

   Additional Loan Provisions (select all that apply; leave blank if none apply)
   b. [ ] **Loan payments.** Loans are repaid by (if left blank, then payroll deduction applies unless Participant is not subject to payroll (e.g., partner who only has a draw)):
      1. [ ] payroll deduction
      2. [ ] ACH (Automated Clearing House)
      3. [ ] check
         a. [ ] Only for prepayment
   c. [ ] **Interest rate.** Loans will be granted at the following interest rate (if left blank, then 3. below applies):
      1. [ ] ______ percentage points over the prime interest rate
      2. [ ] ______%
      3. [ ] the Administrator establishes the rate at the time the loan is made
   d. [ ] **Refinancing.** Loan refinancing is allowed.

B. **Life Insurance.** (Plan Section 7.5)
   a. [X] Life insurance may not be purchased.
   b. [ ] Life insurance may be purchased...
      1. [ ] at the option of the Administrator
      2. [ ] at the option of the Participant

      Limitations
      3. [ ] N/A (no limitations)
      4. [ ] The purchase of initial or additional life insurance will be subject to the following limitations (select one or more):
         a. [ ] Each initial Contract will have a minimum face amount of $______.
         b. [ ] Each additional Contract will have a minimum face amount of $______.
         c. [ ] The Participant has completed _____ Years (or Periods) of Service.
         d. [ ] The Participant has completed ______ Years (or Periods) of Service while a Participant in the Plan.
         e. [ ] The Participant is under age ______ on the Contract issue date.
         f. [ ] The maximum amount of all Contracts on behalf of a Participant may not exceed $______.
         g. [ ] The maximum face amount of any life insurance Contract will be $______.

C. **Plan Expenses.** Will the Plan assess against an individual Participant's Account certain Plan expenses that are incurred by, or are attributable to, a particular Participant based on use of a particular Plan service?
   a. [ ] No
   b. [X] Yes

Use of Forfeitures
Forfeitures of Employer contributions other than matching contributions will be:
c. [ ] added to the Employer contribution and allocated in the same manner
d. [X] used to reduce any Employer contribution
e. [ ] allocated to all Participants eligible to share in the allocations of Employer contributions or Forfeitures in the same proportion that each Participant's Compensation for the Plan Year bears to the Compensation of all Participants for such year
f. [ ] other: ________________________________ (describe the treatment of Forfeitures in a manner that is definitely determinable and not subject to Employer discretion; e.g., Forfeitures attributable to transferred balances from Plan X are allocated as additional discretionary contributions only to former Plan X Participants)

Forfeitures of Employer matching contributions will be:
g. [ ] N/A. Same as above or no Employer matching contributions.
h. [X] used to reduce the Employer matching contribution.
i. [ ] used to reduce any Employer contribution.
j. [ ] other: ________________________________ (describe the treatment of Forfeitures in a manner that is definitely determinable and not subject to Employer discretion; e.g., Forfeitures attributable to transferred balances from Plan X are allocated as additional discretionary contributions only to former Plan X Participants)

D. **Directed investments**
a. [ ] Participant directed investments are NOT permitted.
b. [X] Participant directed investments are permitted from the following Participant Accounts:
1. [X] all Accounts
2. [ ] only from the following Accounts (select one or more):
a. [ ] Account attributable to Employer contributions
b. [ ] Rollover Account
c. [ ] Transfer Account
d. [ ] Other: ________________________________ (specify Account(s) and conditions in a manner that is definitely determinable and not subject to Employer discretion)

E. **Rollover Limitations.** Will the Plan accept rollover contributions and/or direct rollovers from the sources specified below?
a. [ ] No, Administrator determines in operation which sources will be accepted.
b. [X] Yes
Rollover sources. Indicate the sources of rollovers that will be accepted (select one or more)
1. [X] **Direct Rollovers.** The Plan will accept a direct rollover of an eligible rollover distribution from (select one or more):
a. [X] a qualified plan described in Code §401(a) (including a 401(k) plan, profit sharing plan, defined benefit plan, stock bonus plan and money purchase plan), excluding after-tax employee contributions
b. [ ] a qualified plan described in Code §401(a) (including a 401(k) plan, profit sharing plan, defined benefit plan, stock bonus plan and money purchase plan), including after-tax employee contributions
c. [X] a plan described in Code §403(a) (an annuity plan), excluding after-tax employee contributions
d. [ ] a plan described in Code §403(a) (an annuity plan), including after-tax employee contributions
e. [X] a plan described in Code §403(b) (a tax-sheltered annuity), excluding after-tax employee contributions
f. [ ] a plan described in Code §403(b) (a tax-sheltered annuity), including after-tax employee contributions
g. [X] a plan described in Code §457(b) (eligible deferred compensation plan)

Direct Rollovers of Participant Loan. The Plan will NOT accept a direct rollover of a Participant loan from another plan unless selected below (leave blank if default applies)
h. [ ] The Plan will accept a direct rollover of a Participant loan
i. [ ] The Plan will only accept a direct rollover of a Participant loan only in the following situation(s): ____ (e.g., only from Participants who were employees of an acquired organization).
2. [X] **Participant Rollover Contributions from Other Plans (i.e., not via a direct plan-to-plan transfer).** The Plan will accept a contribution of an eligible rollover distribution (select one or more):
a. [X] a qualified plan described in Code §401(a) (including a 401(k) plan, profit sharing plan, defined benefit plan, stock bonus plan and money purchase plan)
b. [X] a plan described in Code §403(a) (an annuity plan)
c. [X] a plan described in Code §403(b) (a tax-sheltered annuity)
d. [ ] a governmental plan described in Code §457(b) (eligible deferred compensation plan)
3. [ ] **Participant Rollover Contributions from IRAs:** The Plan will accept a rollover contribution of the portion of a distribution from a traditional IRA that is eligible to be rolled over and would otherwise be includible in gross income. Rollovers from Roth IRAs or a Coverdell Education Savings Account (formerly known as an Education IRA) are not permitted because they are not traditional IRAs. A rollover from a SIMPLE IRA is allowed if the amounts are rolled over after the individual has been in the SIMPLE IRA for at least two years.

NATIONWIDE FINANCIAL SERVICES, INC. VOLUME SUBMITTER MODIFICATIONS

CITY OF ROELAND PARK
DEFERRED COMPENSATION
MATCHING PLAN

The enclosed Plan is being submitted for expedited review as a Volume Submitter Plan.

No modifications from the approved specimen plan have been made to this Plan.

Item Number:	**Consent Agenda- II.-E.**
Committee Meeting Date:	**12/21/2015**

City of Roeland Park
Action Item Summary

Date:	10/19/2015
Submitted By:	Michael Rhoades
Committee/Department:	Admin.
Title:	**Ordinance 924 Relating to Animal Control Regulations**
Item Type:	Ordinance

Recommendation:

To change portions of Chapter II Sec. 2-119. - Keeping Large Numbers of Animals; Special Permit.

To only allow a maximum of three dogs or cats per household.

Details:

Remove (A special permit for four or more dogs or four or more cats may only be approved by the City Council).

Add (Those persons who have received City Council approval to keep more than three dogs or more than three cats prior to November 17, 2015 shall be exempt from the requirement to only have a maximum of three dogs or three cats. This shall only apply to the animals that the variance states. This exemption shall no longer apply if a special permit is not renewed, suspended or revoked as hereinafter provided.)

Financial Impact

Amount of Request:	
Budgeted Item?	Budgeted Amount:

Line Item Code/Description:

Additional Information

At the city council meeting the ordinance was referred back to council workshop with these items in need of discussion.
1. Should service animals considered exempt.
2. Should the size of the animal be a factor in the number of animals permitted.
3. Should the variance be animal specific or based on the number.
4. Staff clarified the ordinance so that no more that one responses opposition administrative approval would be permissible. Two or more would require council approval.

ATTACHMENTS:

	Description	Type
🗋	Ordinance 924	Cover Memo

ORDINANCE NO. 924

AN ORDINANCE RELATING TO ANIMAL CONTROL AND REGULATION; AMENDING AND REPEALING EXISTING SECTION 2-119 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 2-119 of the Code of the City of Roeland Park, Kansas is hereby amended to read as follows:

2-119. KEEPING LARGE NUMBERS OF ANIMALS; SPECIAL PERMIT.

(a) No person or household shall own or harbor more than two dogs of six months of age or older or more than one litter of puppies, or more than two cats of more than six months of age or more than one litter of kittens, or engage in the commercial business of breeding, buying, selling, trading, training or boarding cats or dogs, or both cats and dogs, without first having obtained a special permit from the City. A special permit for a third dog or a third cat may be approved administratively by the City Clerk. The fee for such special permit, or any renewal thereof, shall be $100.00. No special permit shall be issued until an inspection certificate has been issued by the Animal Control Officer certifying approval of the premises and compliance with the applicable laws of the City. Thirty (30) days after notifying neighbors, if the City Clerk has ~~not~~ received ~~any~~ not more than one protest concerning the keeping of the animals for which the special permit is being applied for, the City Clerk shall issue a special permit. If two or more complaints are received, the special permit request shall go before the City Council. If three or more complaints are received the special permit is denied. The City shall not allow more than three dogs or three cats per residence. Those persons who have received City Council approval to keep more than two dogs or more than two cats prior to December 31, 2003 shall be exempt from the requirement to pay such special permit fee, or any renewal thereof; provided, however, that this exemption shall no longer apply if a special permit is not renewed, is suspended or is revoked as hereinafter provided. Those persons who have received City Council approval to keep more than three dogs or more than three cats prior to December 22~~November 1~~7~~6~~, 2015 shall be exempt from the limitation to have a maximum of three dogs or three cats. This shall only apply to the specific animals for which the special permit was issued. This exemption shall no longer apply if special permit is not renewed, is suspended or is revoked.

(b) Special permits must be renewed annually. No special permit shall be issued until an inspection certificate has been issued by the Animal

DB02/0102831.0004/9668234.2

Control Officer certifying approval of the premises and compliance with the applicable laws of the City. After notifying neighbors, if the City Clerk has not received any protest concerning the keeping of the animals for which the special permit was issued, the City Clerk may issue a renewal of an existing special permit at the same location. ~~without any report from the Animal Control Officer~~. If the Animal Control Officer finds that the holder of any special permit is maintaining the facility in a manner detrimental to the health, safety or peace of mind of any person residing in the immediate vicinity, he or she shall report such fact to the City Clerk, and the special permit shall not be renewed except after a public hearing before the City Council.

(c) The Animal Control Officer or any law enforcement officer shall have the right to inspect any premises licensed under this section at any reasonable time. The application for a special permit shall be deemed to constitute consent to such entry and inspection. Should the applicant or any person having control of the property refuse access to the property for an inspection, the Animal Control Officer or law enforcement officer may seek an administrative search warrant.

(d) The City Council may refuse to renew, may suspend or may revoke a special permit if, following a public hearing, it finds any of the following:

(1) The premises are being maintained in violation of any applicable law of the State of Kansas, or of the City.

(2) The premises are being maintained so as to be a public nuisance.

(3) The premises are being maintained so as to be detrimental to the health, safety or peace of mind of persons residing in the immediate vicinity.

(e) This section shall not apply to and will not be construed to require a special permit for a licensed veterinarian to operate an animal hospital.

(f) Bona fide service animals shall not be counted in the animals limit per household.

SECTION 2. Existing Section 2-119 is hereby repealed.

SECTION 3. This ordinance shall take effect upon its publication in the official City newspaper.

PASSED by the City Council this 21st~~16th~~ day of ~~November~~December, 2015.
APPROVED by the Mayor.

Joel Marquardt, Mayor

ATTEST:

Kelley Bohon, City Clerk

APPROVED AS TO FORM

Neil R. Shortlidge, City Attorney

Item Number: **Consent Agenda- II.-F.**
Committee Meeting Date: **12/21/2015**

City of Roeland Park
Action Item Summary

Date:	12/4/2015
Submitted By:	Jose Leon, Director of Public Works
Committee/Department:	Public Works
Title:	**Approval of KCATA Additional Bus Stops**
Item Type:	Other

Recommendation:

Staff recommends approval of the 8 new bus stop locations by KCATA in Roeland Park.

Details:

In October of 2015 KCATA representative Shawn Strate presented the idea of two new bus stops at 48th & Roe Blvd. At that time Mr. Strate briefly mentioned KCATA's wanting to add additional bus stops outside of the two at 48th & Roe. KCATA was unsure where the bus stops would be located but would let us know as soon as they could.

Staff has been working with KCATA to notify the City on the new bus stop additions. In total, there are 8 bus stop locations KCATA would like to add in Roeland Park. The break down is as follows:

2 - County Line Road, between Mission Road and Roe Lane
2- 48th Street, between Roe Lane & Roe Blvd.
4 - Roe Blvd, between 48th Street & Johnson Drive

The locations will be identified with a sign. At some locations, the KCATA will pursue ADA-compliant concrete pads for boarding with in the right of way. Work with in the right of way will be reviewed and approved by staff.

Financial Impact

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

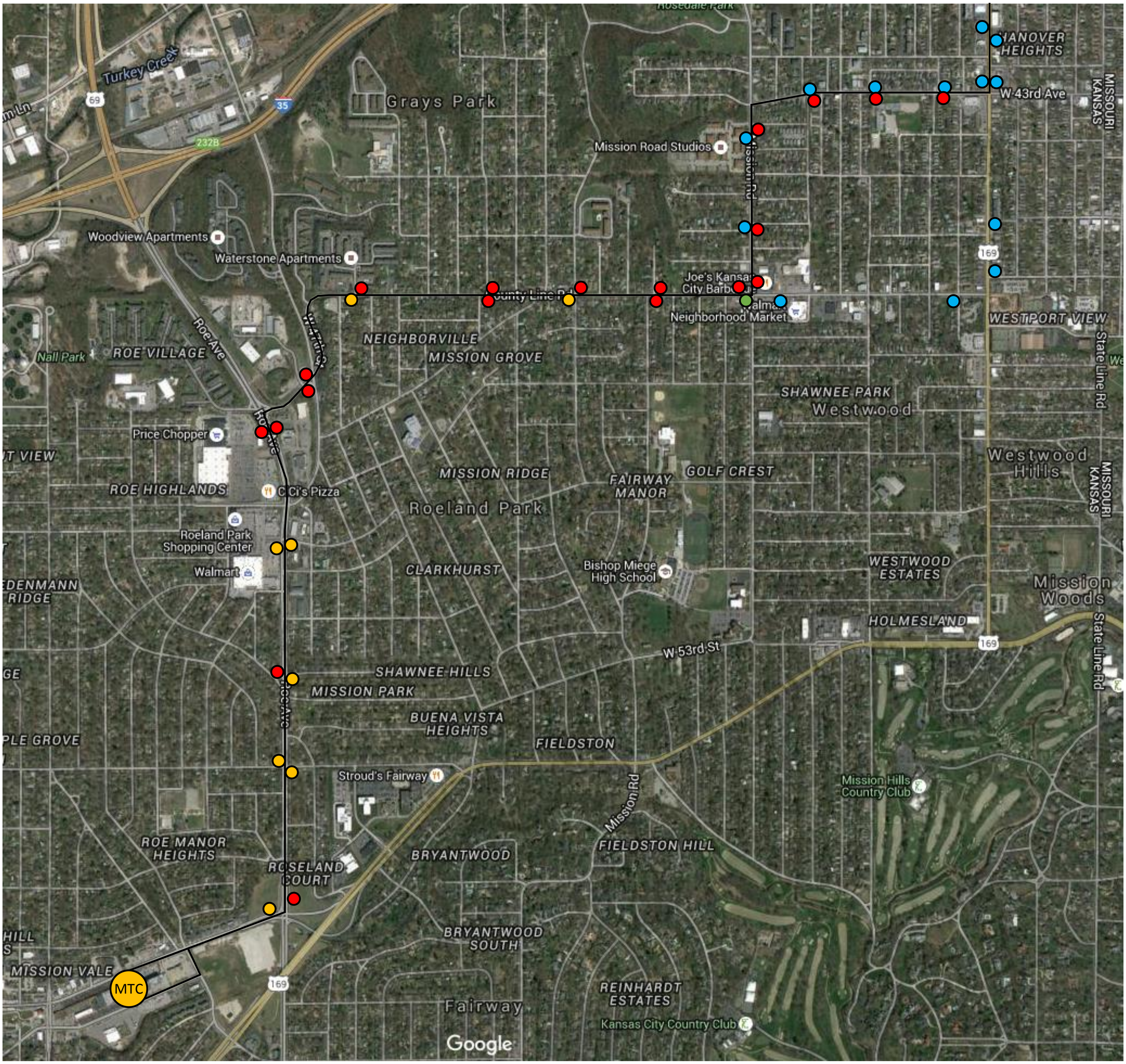
Additional Information

ATTACHMENTS:

	Description	Type
🗋	Bus Stops Map	Backup Material

107 Extension to MTC – Stop Locations

- Existing 107 stop, to remain
- Add 107 stop
- Existing JO stop, replace or add 107
- JO stop to remove, no 107 stop



Item Number:	**Consent Agenda- II.-G.**
Committee Meeting Date:	**12/21/2015**

City of Roeland Park
Action Item Summary

Date:	12/3/2015
Submitted By:	Jennifer Jones-Lacy
Committee/Department:	Admin.
Title:	**2015 Budget Amendment**
Item Type:	Other

Recommendation:

To recommend approval of the attached budget amendment for 2015 during a public hearing at the December 21st Council Meeting.

Details:

At the end of each fiscal year, City staff evaluate the budget to determine if any funds are projected to exceed the original budget as listed in the state budget form. In 2015, there are two funds that may exceed budget authority. Below are the funds and the reasons for exceeding the amount budgeted.

Fund	Budgeted	Projected	Reason
TIF 1 A/B - Bella Roe	$438,000	$1,208,000	For the first time since issuance, the bonds on the TIF debt became callable. Due to available receipts, the City decided to pay additional principal on the

			bonds to retire the debt early. We're estimated to retire the debt 2 years early with reduced payments in 2022.
Equipment/Bldg Reserve Fund	$353,997	$610,889	The increased budget authority is necessary to account for a transfer of community center reserve funds to Fund 27C - Community Center that was not originally planned. The projected budget is likely more than what the City will spend, but this will ensure the necessary budget authority.

This is a cleanup action that will fulfill state requirements to meet budget authority. All expenses were previously authorized by Council. This requires approval at a public budget hearing which has been published in the Legal Record for December 21, 2015.

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
2015 Amended Budget	Exhibit

State of Kansas
Amendment

2015

Notice of Budget Hearing for Amending the
2015 Budget

The governing body of

City of Roeland Park

will meet on the day of 12/21/2015 at 7 p.m. at 4600 W. 51st Street Roeland Park, KS 66205 for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at www.roelandpark.org and will be available at this hearing.

Summary of Amendments

	2015 Adopted Budget			2015
Fund	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	Proposed Amended Expenditures
TIF 1 A/B - Bella Roe			438,000	1,208,000
Equipment/Bldg Reserve			353,997	610,889
			0	0
			0	0

Jennifer Jones-Lacy
Official Title: Finance Director

Page No.

Item Number: **Consent Agenda- II.-H.**
Committee Meeting Date: **12/21/2015**

City of Roeland Park
Action Item Summary

Date:	12/3/2015
Submitted By:	City Administrator
Committee/Department:	Admin.
Title:	**Reappoint Ad-Hoc Development Committee**
Item Type:	Other

Recommendation:

Details:

This committee was appointed for a term that ends on 12/31/15. The committee has work yet to complete and reappointment through 12/31/16 makes sense.

Financial Impact

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

Additional Information

Item Number:	**Consent Agenda- II.-I.**
Committee Meeting Date:	**12/21/2015**

City of Roeland Park
Action Item Summary

Date:	11/20/2015
Submitted By:	Keith Moody
Committee/Department:	Admin.
Title:	**2016 Johnson County Cities Joint Legislative Platform**
Item Type:	Other

Recommendation:

I recommend adopting the joint legislative agenda.

Details:

Attached is the legislative platform that has been developed by the JOCO city managers. Roeland Park has adopted this in the past. By adopting a consistent legislative platform as other Johnson County cities we provide a uniform and more powerful message to legislators in Topeka. The policy also serves as a guide for staff and the elected body on how to respond to legislative alerts that are issued by the Kansas League.

Financial Impact

Amount of Request: No fiscal impact.	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

ATTACHMENTS:

Description	Type
2016 Joint Legislative Platform	Cover Memo

JOHNSON COUNTY GOVERNMENT AND CITIES JOINT 2016 LEGISLATIVE PLATFORM

Adopted ______

State and local government are partners providing numerous governmental services that are funded and made available to citizens. Local units of government are closest to the citizens and therefore, are extremely well-positioned to represent the interests of citizens in the communities in which they live. The partnership depends upon stable funding, efficient use of citizens' resources, and responsiveness at the city and county level. We support the preservation of local authority, maintenance of local control of local revenue and spending, and oppose the devolution of State duties to local units of government without planning, time and resources. The Johnson County Government and Cities advocate on the following issues in the interests of our elected representatives and on behalf of the citizens who live in our county and cities.

REPEAL OF THE PROPERTY TAX LID

We strongly oppose any state imposed limits on the taxing and spending authority of cities and counties and urge the repeal of the property tax lid legislation passed during the 2015 session of the Kansas Legislature, We believe those elected to manage the affairs of cities and counties can be most responsive to the local taxpayers and make budget and tax decisions that are most reflective of the community's need and financial interest. Should the property tax lid not be repealed, there are many issues must be addressed before the tax lid could be implemented in 2018. Any efforts to accelerate the imposition of the tax lid before 2018 will only exacerbate the problems that exist with the current law. The Legislature should amend the law to address conflicts regarding the mandatory election calendar and budget timeline**,** consider necessary exemptions, and how the new law conflicts with the local government determination of budgets and local property taxes. (Added in 2016)

LIMITS ON APPRAISED VALUATION GROWTH

We strongly support the continuation of the Kansas Legislature's decision not to implement artificial limits on appraised valuation growth by the state. Such limitations prevent local officials from making decisions the public expects of them and will also reduce bond ratings, resulting in more expensive debt service payments on needed capital projects. This ultimately has a negative effect on local taxpayers by reducing what they get for their tax dollars. (Added in 2013, 2016)

TAX POLICY

We support stable revenue sources and urge the Kansas Legislature to avoid applying any further exemptions to the ad valorem property tax base, including exceptions for specific business entities or the state/local sales tax base, as well as industry-specific special tax treatment through exemptions or property classification. The local tax burden has shifted too far to residential property taxes due to state policy changes. We do not support changes in State taxation policy that would narrow the tax base or significantly reduce available funding for key programs. These changes cause Kansas counties and cities at a competitive sales tax disadvantage with Missouri. We do not support a sales tax on professional services. (Added in 2012, 2016)

SALES TAX EXEMPTION

We support the current law that exempts local government and public construction projects from sales tax. State imposed sales tax on government purchases and projects will have only one effect: increase local property taxes. Purchases have to be made and construction must occur; imposition of a sales tax would increase the local tax burden to cover those added costs. This sales tax revenue does not help local government, but in fact hurts our local economy and our residents who have to pay much higher property taxes. Increased property (and sales taxes) ultimately reflects negatively on the state given our proximity to Missouri. (Added in 2016)

COMPREHENSIVE TRANSPORTATION PLAN

To ensure the critical maintenance of Kansas infrastructure, we urge the Kansas Legislature to follow through on the commitments in the Comprehensive Transportation Plan, also known as T-WORKS. The current funding level is far from adequate to address ongoing statewide infrastructure funding needs, therefore, it is critical for our state highway funds to be used for the purpose they are collected. As such, funds should be allocated strategically to ensure there is an identifiable long-term return on investment for the entire state. Investing in growth areas is vital to creating a sustainable revenue stream that will address statewide infrastructure needs to support private sector job growth and public safety.
(Added in 2010, 2016)

JOHNSON COUNTY GOVERNMENT AND CITIES JOINT 2016 LEGISLATIVE PLATFORM

Adopted ______

MAINTAIN LOCAL CONTROL OVER DECISIONS INCLUDING REVENUE AND SPENDING

Our local communities across the state are best served and citizens' values and standards are best reflected when local taxing and spending are determined by local voters and taxpayers, we support the retention and strengthening of local home rule authority to allow locally elected officials to conduct the business of their jurisdiction in a manner that best reflects the desires of their constituents and results in maximum benefit to that community. (Added in 2011, 2016)

STATUTORY PASS-THROUGH FUNDING

We call for the preservation of local government revenues which pass through the State of Kansas' treasury. These funds come from a longstanding partnership between local governments and the State and are generated via economic activity at the local level. Both alcoholic liquor tax funds and the local portion of motor fuels taxes should not be withheld from local governments and siphoned into the State General Fund. Kansas Government seizure of these local funding sources may benefit the State but it will increase the local property tax burden to replace the lost revenue. Local governments in recent years have had to cope with the Kansas Legislature not funding Local Ad Valorem Tax Reduction (LAVTRF) and County City Revenue Sharing (CCRS) demand transfers and the machinery & equipment property tax "slider" and should not be forced to further aid in balancing the State's budget. Since 1997, more than $1.8B in formula demand transfers from the state to local governments have not been made. LAVTR dates back to the 1930s with the existing statutory framework being established in 1965. LAVTR represents the local share of certain cigarette revenue, stamp taxes and cereal malt beverages taxes that the state removed in exchange for commitment to fund the LAVTR. CCRS was established in 1978 as part of an agreement between the state and local governments regarding a number of different taxes related to cigarette and liquor enforcement. (Added in 2010, 2016)

KPERS FUNDING

We support achieving a fully-funded public employee's retirement system within a reasonable period of time. Kansas Government should fully fund its portion of the employer contributions, and the local KPERS should be separated from the state and school retirement system. The system should accumulate sufficient assets during members' working lifetimes to pay all promised benefits when members retire. Additionally, we support current provisions as they relate to accumulated leave and other human resources policies to determine a retiree's benefit. Possible policy changes could have a negative impact on local government employee recruitment and retention, particularly in the competitive Johnson County employment market. (Added in 2010, 2016)

LAW ENFORCEMENT MUTUAL AID

We support the concept of mutual aid legislation to allow law enforcement agencies to work cooperatively with their counterparts in adjoining states. (Added in 2015, 2016)

Item Number:	**Workshop Reports- V.-A.**
Committee Meeting Date:	**12/21/2015**

City of Roeland Park
Action Item Summary

Date:	12/18/2015
Submitted By:	Jennifer Jones-Lacy, Assistant City Administrator
Committee/Department:	Admin.
Title:	**Report**
Item Type:	Report

Recommendation:

- **Marketing and Branding Discussion:**
  - **Representatives from Guts Branding presented to the Council on the difference between branding and positioning and said that you have to position before you can properly brand. The Council approved a subcommittee consisting of Michael Poppa, Michael Rhoades and Ryan Kellerman to put together an RFP to be approved by Council.**

- **KCATA Discussion on Additional Bus Stops:**
  - **Representatives from KCATA discussed the location of bus shelter and signs for the new bus stops. The general rule is that stops will be placed no more than 1/4 mile apart. The process is generally to install a sign and concrete pad and then later install a bus shelter, trash receptacle and benches if needed. Jose suggested using blue poles instead of the utility poles for notification of bus stops for greater visibility. The request was for Council to approve the locations of 8 new bus stops in Roeland Park. The Council agreed to place this on the consent agenda for 12/21 meeting.**

- **Discussion on Large Fabric Dumpster Bags:**
  - **The Mayor led a discussion on regulating large fabric dumpster bags within the City limits. Council discussed time**

limits for placement, requiring a cover for the bags, and rates. The discussion will continue at the Workshop on 12/21.

- **2015 Budget Amendment:**
  - o **The Council put the 2015 budget amendment on the agenda to be approved on 12/21.**

- **Donation Policy:**
  - o **Public comment was taken regarding the policy. Joel suggested that Public Works prepare a priority tree list so if donations are accepted for trees they can be directed to the priority list. It's on the Council agenda for 12/21**

- **Review Council Training Policy:**
  - o **Council agreed split the training budget 9 ways and allow for the purchase of technology. Moved to Council agenda for 12/21**

- **Reappoint Ad-Hoc Development Committee:**
  - o **Council agreed to reappoint the committee for another year and placed it on the Consent agenda.**

- **Short-Term Rental Regulations:**
  - o **The Council took public comment. Mr. Rhoades recommended requiring the permit number of these rentals to be placed on the advertising platform from which the home is being marketed. They also discussed providing notice to neighbors of these properties within a certain range. The discussion will continue at the January 11th meeting.**

Details:

Financial Impact

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

Additional Information

Item Number: New Business- VIII.-A.
Committee Meeting Date: 12/21/2015

City of Roeland Park
Action Item Summary

Date:	9/30/2015
Submitted By:	Kelley Bohon
Committee/Department:	Admin.
Title:	**Committee Appointment and Reappointment 2016**
Item Type:	Other

Recommendation:

To approve reappointment to sustainability from: Judy Hyde Michael Kelly and Brandon Gillette.

Committee Appointment and Reappointment Process
1. Staff will send out a list of all appointments to the Governing Body and all appointees whose term is set to expire around the beginning of the fourth quarter.
2. Appointees wishing to be re-appointed shall let their intentions be known to the appropriate appointing authority (ie: Mayor or Governing Body Ward Representatives)
3. Candidates interested in appointment shall complete the interest form found online, as well as submit a current resume to the City Clerk.
4. If an incumbent candidate is not re-appointed they will be notified by the appointing authority before the council meeting at which their replacement will be approved.
5. Once a position has been filled by council action, the new appointee will be contacted by the City Clerk and provided with an orientation packet regarding their service.
6. The contact list will also be sent out whenever an update is made to that document.

Notes:
Timing of appointments: Timing of Appointments are set by ordinance, ie: Parks, Arts, Sustainability are set as a 1 year term; Board of Zoning and Planning Commission have 3 year terms. Schedule of appointment is maintained by the City Clerk's office.

Details:

Committee Lists

Arts Advisory Committee (Expires 12/31 of each year)

At Least 3 Members - 2 Residents, 1 Council

Moffett Ferguson, 4721 W 55th St Reappoint
Mary Schulteis 5347 Nall Ave Reappoint
Christine Webster, 5328 Cedar St Reappoint

Board of Zoning Appeals (3 year terms)

Paula Gleason, 3606 W 50th St (Ward 2) Appoint

Community Events Committee (Expires 12/31 of each year)

Up to 10, 8 Members - 6 Residents, 2 Council

Scott Ferrel, 5531 Sherwood Dr (chair) Reappoint
Jennifer Gunby, 5213 El Monte Reappoint
Jan Grebe, 4820 W 57th St Reappoint
Kathleen Whitworth, 5204 Catalina St Reappoint

Community Foundation Advisory Committee (Expires 12/31 of each year)
(2 Year Term)

Judy Orth Appoint

Parks/Tree Advisory Committee (Expires 12/31 of each year)

At Least 5 Members - 4 Residents, 1 Council

Jan Grebe, 4820 W 57th St Reappoint
Cory Coe, 5346 Sherwood Dr Reappoint
Kathleen Whitworth, 5204 Catalina St Reappoint
Jennifer Provyn, 5523 Sherwood Dr.

Planning Commission (3 year terms)

Paula Gleason, 3606 W 50th St (Mayor Appt) Reappoint
Darren Nielsen 5204 Birch (Mayor Appt) Reappoint

Sustainability Committee (Expires 12/31 of each year)

5 Members - 4 Residents, 1 Council

Catherine Creed, 5007 Howe Reappoint
Elizabeth Phelps, 5700 Roeland Dr Reappoint

47th & Mission Road Steering Committee

Bill Ahrens (Ward 2)

Financial Impact

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

Additional Information

At the 12/21 Governing Body Workshop to reappoint Mark Kohles to Planning Commission and appoint Deb Settle to Community Events.

ATTACHMENTS:

	Description	Type
🗋	Judy Hyde	Cover Memo
🗋	Michael Kelly	Cover Memo
🗋	Brandon Gillette	Cover Memo

Committee Volunteer Application

wordpress@roelandpark.net on behalf of
City of Roeland Park-Volunteer Form <kbohon@roelandpark.org>

Thu 11/5/2015 11:53 AM

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

Committee Volunteer Application Form

Email:	
Date:	11/05/2015
Name:	Judy Hyde
Daytime Phone Number:	
Evening Phone Number:	
Address:	5113 W. 58th St. Roeland Park, KS 66205 United States of America
Place of Employment:	retired
How long have you been a resident of Roeland Park?:	43 years
How much time do you have to devote per month?:	varies
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	* I'm a current SustComm member and would like to continue to serve RPk. * I'm a member of the small, grassroots group (Citizens Fundraising Initiative for R Park) raising funds to implement phases of the R Park Master Plan. Quality urban greenspace is important to me, and to the health and wellbeing of RPk citizens. * I'm interested in all of the facets of sustainability and in the Community for All Ages pilot program (walkable streets, accessibility, energy conservation, urban gardening, protecting pollinators, recycling, promoting children's love of the natural world, etc.). * I believe that good sustainability practices can attract forward-thinking individuals and families to choose RPk/NE JoCo as a high quality place to live.
Select which Board or Committees you are interested in serving on:	Sustainability

Committee Volunteer Application

wordpress@roelandpark.net on behalf of
City of Roeland Park-Volunteer Form <kbohon@roelandpark.org>

Wed 11/4/2015 9:55 AM

Inbox

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

Committee Volunteer Application Form

Email:	
Date:	11/04/2015
Name:	Michael Kelly
Daytime Phone Number:	
Evening Phone Number:	
Address:	5700 Roeland Drive Roeland Park, Kansas 66205 United States of America
Place of Employment:	Morrow Willnauer Klosterman Church, LLC
How long have you been a resident of Roeland Park?:	2 years
How much time do you have to devote per month?:	As much as necessary to accomplish the goals of the Sustainability Committee
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	I have served on the sustainability committee and as the committee's representative to the community foundation advisory board for the past year. In that time, I have been lucky enough to help start a number of projects for the betterment of Roeland Park which I would like to see through to fruition. I believe I have served well on the committee for the last year and hope to be fortunate enough to continue to serve. Thanks.
Select which Board or Committees you are interested in serving	Sustainability

Committee Volunteer Application

wordpress@roelandpark.net on behalf of
City of Roeland Park-Volunteer Form <kbohon@roelandpark.org>
Thu 11/19/2015 10:46 AM

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

1 attachment (363 KB)

Resume_FA2015.pdf;

Committee Volunteer Application Form

Email:	
Date:	11/19/2015
Name:	Brandon Gillette
Daytime Phone Number:	
Evening Phone Number:	
Address:	4911 Wells Drive Roeland Park
Place of Employment:	Kansas City, Kansas Public Schools
How long have you been a resident of Roeland Park?:	3 years
How much time do you have to devote per month?:	
Briefly describe why you are interested in serving on a Board/Committee for the City of Roeland Park:	Current co-chair of Sustainability. I find being part of a volunteer committee keeps me involved in local issues while also working to improve the city in a variety of capacities.
Select which Board or Committees you are interested in serving on: (only one per application):	Sustainability
Additional, comments: (If any):	
File Upload:	http://www.roelandpark.net/wordpress/wp-

Item Number: **New Business- VIII.-B.**
Committee Meeting Date: **12/21/2015**

City of Roeland Park
Action Item Summary

Date:	10/23/2015
Submitted By:	Staff
Committee/Department:	Admin.
Title:	**Donation Policy**
Item Type:	Other

Recommendation:

To approve adoption of the policy with any edits Council deems appropriate.

Details:

The attached donation policy has been drafted using the city of Fairway's donation policy, which is a comprehensive and well developed policy. It has been formatted to reflect Roeland Park, with language that makes the policy applicable to a wide variety of donations not merely parks or art.

The attached policy is shown in redline format to readily identify changes incorporated into the document through council and committee reviews.

The policy has a list of common items donated with a donation amount which includes the purchase price, shipping, installation and maintenance IF APPLICABLE. The policy reflects that the applicable committee will review donations items not specifically listed, that committed will make recommendation to council for final consideration on these items. Standard items may be approved at the staff level.

Changes discussed at previous Workshops are reflected in red-line as are some edits developed after reviewing the policy with Parks and Arts committees. The costs entered for standard donation items are based on price, freight, installation, and plaques. The policy spells out an amount for standard items in order to provide quick response to those who may be interested in donating one of the basic (common) memorial items. Items proposed to be donated that are not listed would be referred to the appropriate committee for review and recommendation to the Council for consideration.

Financial Impact

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

Additional Information

ATTACHMENTS:

	Description	Type
🗋	Donation Policy	Cover Memo
🗋	Donation Cost Summary	Cover Memo

City of Roeland Park

Donation Policy

Approved /2015
Effective /2015

Purpose: The purpose of this policy is to establish guidelines, standards and procedures for the installation and care of donated improvements, either as a result of a cash or physical property donation. ~~These donations may include, but are not limited to elements such as, park benches, trees, plants, picnic tables, public art, plaques, statues, signs, play features, fountains and other appropriate aesthetic or functional amenities and accessories which enhance the quality of life in Roeland Park.~~ The City of Roeland Park desires to encourage donations, from both individuals and groups, both public and private, while at the same time manage aesthetic impacts and mitigate on-going maintenance cost.

Guidelines established by this policy shall apply to all donations to the City of Roeland Park. Standards established by this policy will apply to purchased equipment, installation techniques, donation acknowledgements and long term care of all donations.

STANDARDS FOR DONATIONS

Acquisition or Purchase: The City and the community have an interest in ensuring that elements purchased and installed be of high quality related to style, appearance, durability and ease of maintenance. The City staff will approve and coordinate the purchase and installation of all elements.

Appearance and Aesthetics: The City and the community have an interest in ensuring the best appearance and aesthetic quality of their public facilities. Elements and/or their associated donation acknowledgements should reflect the character of their surroundings. All elements will be installed in such a manner that will not substantially change the character of a facility or its intended use.

Maintenance: Donated elements and/or their associated donation acknowledgement, become City property. Accordingly, the City has the duty to maintain the donation for the expected life cycle of the donation. The City, at its sole discretion, may choose to replace or remove the donated element.

Repair: The community has an interest in ensuring that all elements remain in good repair. In addition, the public has an interest in ensuring that the short and long-term repair costs are reasonable. Repair parts and materials must be readily available. Donated elements must be of high quality to ensure a long life, be resistant to weather, wear and tear, and to acts of vandalism. Due to factors beyond the City's control, it cannot guarantee the longevity of the donation.

Cost: The City has an interest in ensuring that the donor covers the full cost for the purchase, installation and routine maintenance (if applicable) during the expected life cycle of the donated elements. The donation cost shall also include the cost of the donation acknowledgement/memorial plaque, ~~and~~ any related delivery and installation costs applicable. A separate fee schedule is maintained in which the City will detail costs for donations, installation and maintenance.

PROCEDURE FOR MAKING A DONATION

The City of Roeland Park will manage all donations located on City park property, with the assistance of the City Public Works Department.

Application: The donor must contact the Administrative Department to determine whether a donation may be accepted based upon criteria contained in this policy. If a donation can be accepted, the donor will complete an application form. Applications are available through the mail, in-person or via e-mail. Completed applications and payment will be made to the Administrative Department for review and processing.

Approval: The Public Works Director, upon determining that the donation request meets the criteria provided in this policy, shall ~~may~~ make a recommendation to the City Council for approval of the donation. The City Council may consider the request at its regularly scheduled meeting. ~~The City Council must approve all donation~~s ~~that come with conditions and create obligations.~~All donations that come with conditions and create obligations must be approved by the City Council. Monetary donations that do not include conditions are encouraged and welcomed and may be approved by the appropriate staff person.~~requests prior to the City accepting any donations.~~

CRITERIA FOR ACCEPTANCE

Master Plan: To accept donations of elements for a specific facility, City staff will determine whether or not the donation falls within the scope of a Master Plan. If no plan exists, the City may accept the donation under certain circumstances. The donation must: 1) not interfere with the intended current or future use of the facility, 2) not require the relocation of other equipment or infrastructure to accommodate the donation unless agreed upon by the City and relocation paid for by the donor, 3) comply with guidelines of the City's insurer and 4) must comply with all deed restrictions as well as local, state and federal guidelines (if applicable). In the opinion of the City, a facility may be determined to be fully developed and the opportunity for donations would not be available.

Donations Not Specifically Listed or Par~~k~~t of a Master Plan: There may be donations possible, other than those expressly listed or contained within this policy. The City may accept those donations subject to review and recommendation of the appropriate committee.

Donation Acknowledgements/Memorial Plaques/On-line Registry: Donation acknowledgements and memorial plaques, as approved by the City, will be placed on or near the donated element at the sole discretion of the City. Such acknowledgements and plaques will be made of bronze and purchased through the City. The cost for these items is incorporated in the cost of the donation. In cases where bronze plaques are not feasible, City staff may suggest alternative types. These types will be in character with the intent of this section and acknowledgements shall be tasteful and subtle; the City Council must approve all text for donation acknowledgements/memorial plaques. The City will maintain an "On-line Registry" of all donations to the City of Roeland Park. The registry will be located within the City of Roeland Park web pages at www.roelandpark.net.

~~OTHER DONATIONS~~

~~There may be donations possible, other than those expressly listed or contained within this policy. The City may accept those donations subject to review of the appropriate committee.~~

CONDITIONS

Location: Although suggestions will be considered for a particular location, placement of elements will be at the discretion of the City Council.

Installation: Installation of donated elements, including the donor acknowledgement/memorial plaques, will be completed by City personnel or a third party chosen by the City. The installation will be scheduled at a time and date as determined by the Public Works Department so as to not unnecessarily interfere with routine maintenance activities.

Removal and/or Relocation: The City reserves the right to remove and/or relocate donated elements and their associated donation acknowledgements/memorial plaques, when they interfere with site safety, maintenance, construction activities or if damaged beyond repair in the opinion of the City Administrator. In accordance with previously stated procedures in this policy, the City will send a letter to each identifiable donor notifying the donor of any action related to the disposition of the donation. In certain situations, such as safety or emergency situations, the notification may be made after the action taken. In the event a donation must be permanently removed, the City will, when feasible, seek an alternate location consistent with this policy. If no alternate location can be found, the acknowledgement/memorial plaque and element (if appropriate), at the donors request, may be given to the donor.

Memorial and Donation Schedule

~~Park~~ Bench with Back (including acknowledgment Plaque)	$2,460~~$850.00~~~~$2,440~~
Bench without Back (including acknowledgment Plaque)	$2,150
Picnic Table (including acknowledgement Plaque)	$2,850~~515~~

Trash Receptacle (including acknowledgement Plaque) $2,075~~1,815~~

Bike Rack (including acknowledgement Plaque) $1,670

Donation Plaque $275

Tree~~-~~ (including acknowledgment Plaque) species must be selected from the City's preferred list) ~~$225.00~~$1,300

Other memorial and donation requests may be accepted. Staff will add to this list as necessity dictates.

Memorial and Donation Application

Name of Donor: ____

Address of Donor: ____

____

Phone Number: Home: ____________________________ Other: _________________________________

E-mail ____

Description of Donation: ____

____

____

Please describe your understanding of any special maintenance requirements for the item as well as who is anticipated to complete the maintenance (i.e. city or donor):

____

____

Wording on Memorial Acknowledgement: ____

____

____

____

My signature below indicates that I have received a copy of the Memorial and Donations Policy and agree to all the provisions and procedures as outlined.

Requested by____
(Please Print

____ ____________________
Signature of Donor Date

Staff Use Only. Date Received __________________ Staff Initials ________

Staff Recommendation to City Council: Approve Deny

Council Review Date: ________________________ Approved Denied

Order Date: _______________________ Installation Date_______________________________

Donation Item

	Item Cost	Plaque	Shipping	Installation	Maintenance
Bench with Back	$ 1,422.00	$ 275.00	$ 275.00	$ 490.00	$ -
Bench without Back	$ 1,107.00	$ 275.00	$ 275.00	$ 490.00	$ -
Picnic Table	$ 1,809.00	$ 275.00	$ 275.00	$ 490.00	$ -
Trash Receptacle	$ 1,035.00	$ 275.00	$ 275.00	$ 490.00	$ -
Bike Rack	$ 630.00	$ 275.00	$ 275.00	$ 490.00	$ -
Donation Plaque	$ -	$ 175.00	$ -	$ 100.00	$ -
Trees Not On Tree Planing Plan	$ 225.00	$ 175.00	$ -	$ 180.00	$ 720.00

Total
$ 2,462.00
$ 2,147.00
$ 2,849.00
$ 2,075.00
$ 1,670.00
$ 275.00
$ 1,300.00

Item Number:	**New Business- VIII.-C.**
Committee Meeting Date:	**12/21/2015**

City of Roeland Park
Action Item Summary

Date:	12/3/2015
Submitted By:	City Administrator
Committee/Department:	Admin.
Title:	**Adopt Amended Council Training Policy**
Item Type:	Other

Recommendation:

To approve of the amendments to the Council Training Budget Policy.

Details:

Councilor Rhoads requested a review of the training policy for the elected officials be placed on the workshop agenda for discussion, the council supported that request and during workshop developed edits to the policy that divides these funds equally among the nine elected officials. A member may allocated their funds to another member. Technology and civic events are now detailed as allowed uses of these funds. Bereavement and medical reasons have been added as justification for a member to cancel attendance.

Financial Impact

Amount of Request: The change has no financial impact beyond what has already been budgeted for 2016.	
Budgeted Item?	Budgeted Amount:
Line Item Code/Description:	

Additional Information

ATTACHMENTS:

	Description	Type
🗋	Amended Training Policy	Backup Material

City of Roeland Park

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

Policy on Governing Body Training, ~~and~~ Travel, Civic Events, and Technology Budget Expenditures

Adopted December 21~~February 17~~, 2015~~4~~

This policy and the funds addressed herein are for the Governing Body only. Budgeted funds will be divided equally among all nine elected officials. Funds are available for use on materials, technology, training and events that aid the governing body in setting policy. A governing body member may allocate their funds to another member of the governing body.

~~A.) Funds will be divided into two categories:~~

~~1.) Individual training funds- 60 percent of the training and travel line item will be divided equally among each of the nine members of the governing body.~~

~~a. Each member may determine how they wish to use these funds at individual training events or for one event.~~

~~b.~~ These funds will not carry forward from year to year and instead any unspent balances will be contributed to the cash carry forward in the next budget.

~~2.) Larger event participation- 40 percent of the training and travel line item will be used to support participating in Leadership Northeast, League of Kansas Municipalities annual meeting (when not in Overland Park), and the Nation League of Cities Spring or Fall conferences.~~

~~a. Request for support from this fund will be considered by the governing body twice a year (January and June).~~

~~b. Attendance shall be on a rotating basis as follows:~~

~~i. The Mayor has first priority every year.~~

~~ii. The Councilmembers use the following method:~~

~~1. longest length of time since last trip in that specific event~~

~~2. Seniority on the Council~~

~~If no individual applies for funds to attend one of these three programs then the remaining balance can be used for another large event participation or additional support to an individual that has already been selected to attend a large event.~~

~~The attendee must pay 50% of the meals, travel and other expenses of receipts provided for large events (if budget provides). Registration and classes will be paid at 100% for large events (if budget provides).~~

~~B.)~~A.) Reimbursement Rates & Meals -

1.) Travel by personal car at the IRS-approved rate. In-state mileage shall be calculated by the City Administrator using the shortest distance method, plus five (5) miles per each day, or part thereof, that the person is engaged in City business. Out-of-state travel will be at actual odometer readings.

2.) Other transportation, lodging and miscellaneous expenses at actual cost upon the submission of proper vouchers/receipts.

3.) At actual cost upon the submission of proper vouchers/receipts for expenses not associated with travel requiring an overnight trip.

4.) For travel requiring an overnight trip, the following per-diem (no receipts necessary) shall apply, or pro-rata based on the following:

In State		Out of State	
Breakfast	$5.00	Breakfast	$10.00
Lunch	$10.00	Lunch	$20.00
Dinner	$15.00	Dinner	$30.00

5.) Banquets, lunches and other meals included in the registration fee or prepaid with the conference will be deducted from the per diem rate.

~~5.)~~

~~C.)~~B.) Attendance/Cancellation -

1.) All reservations and conference registrations are provided to staff.

2.) Cancellation policies for lodging, air fare and conference shall be obtained in writing and provided to staff.

3.) It is understood that non refundable tickets or lodging costs are not reimbursable if the trip is cancelled by the attendee for any reason. All efforts will be made by attendee to follow procedure in notifying staff of their predicament as soon as possible, and follow the training policy outline below to see if any costs can be redirected for another council member travel to said conference.

4.) If a member of the governing body registers for an event and the City covers any cost of that event but are unable to attend, they should first notify staff and address the following:

a. They will notify other members of the governing body in order to try to fund a substitute.

b. If no other member of the governing body is able to attend then a refund of the event will be pursued.

c. If no refund is available, then the member of the governing body will reimburse the City for the amount paid by the City~~.~~ unless a bereavement or a medical issue of the governing body member or member of their family was the reason for not being able to attend.

5.) If any special arrangements are made after exhausting the items listed above, said arrangements are to be confirmed in writing.

~~D.)~~C.) Presentation of Event Materials/Information to Council/Staff-

~~1.)~~ After ~~the~~ a training session is over the attending member of the governing body shall ~~present information discussion and~~ share materials with other members of the governing body. ~~at a committee of the whole meeting.~~

1.)

Item Number:	**Ordinances and Resolutions:- IX.-A.**
Committee Meeting Date:	**12/21/2015**

City of Roeland Park
Action Item Summary

Date:	11/16/2015
Submitted By:	Staff
Committee/Department:	Admin.
Title:	**Charter Ordinance 31 - A CHARTER ORDINANCE EXEMPTING THE CITY OF ROELAND PARK, KANSAS FROM THE PROVISIONS OF K.S.A. 12-4112, AND AMENDMENTS THERETO, AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS ON THE SAME SUBJECT.**
Item Type:	Ordinance

Recommendation:

To approve

Charter Ordinance 31 - A CHARTER ORDINANCE EXEMPTING THE CITY OF ROELAND PARK, KANSAS FROM THE PROVISIONS OF K.S.A. 12-4112, AND AMENDMENTS THERETO, AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS ON THE SAME SUBJECT.

Details:

A CHARTER ordinance EXEMPTING THE CITY OF ROELAND PARK, KANSAS FROM THE PROVISIONS OF K.S.A. 12-4112, aND AMENDMENTS THERETO, AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS ON THE SAME SUBJECT.

Financial Impact

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

Additional Information

ATTACHMENTS:

Description	Type
Charter Ordinance 31	Cover Memo

CITY OF ROELAND PARK, KANSAS

CHARTER ORDINANCE NO. 31

A CHARTER ORDINANCE EXEMPTING THE CITY OF ROELAND PARK, KANSAS FROM THE PROVISIONS OF K.S.A. 12-4112, AND AMENDMENTS THERETO, AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS ON THE SAME SUBJECT.

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 Constitution of the State of Kansas, hereby elects to exempt itself from the provisions of K.S.A. 12-4112, and amendments thereto, which is part of an enactment that applies to this City but does not apply uniformly to all cities, and to provide substitute and additional provisions therefor.

SECTION 2. No person shall be assessed costs for the administration of justice in any Roeland Park Municipal Court case, except for witness fees and mileage as set forth in K.S.A. 12-4411, and amendments thereto; the assessment required by K.S.A. 20-1a11, and amendments thereto; for the judicial branch education fund; the assessment required by K.S.A. 12-4117, and amendments thereto, for the law enforcement training center fund established pursuant to K.S.A. 74-5619, and amendments thereto; for the local law enforcement training reimbursement fund established pursuant to K.S.A. 74-5620, and amendments thereto; for the juvenile detention facilities fund as provided in K.S.A. 12-4117, and amendments thereto; the assessment required by K.S.A. 12-16,119, and amendments thereto, for the detention facility processing fee; and those costs assessed in accordance with terms contained in Section 9-110 of the Code of the City of Roeland Park, Kansas, and amendments thereto.

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

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

PASSED by the Governing Body, not less than two-thirds of the members-elect voting in favor thereof, this 21st day of December, 2015.

____

Joel Marquardt, Mayor

ATTEST:

____
Kelley Bohon, City Clerk

APPROVED AS TO FORM:

____
Neil R. Shortlidge, City Attorney